

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

AGENDA
November 18, 2024
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, November 20, 2024, from 1:30 p.m. until 3:30 p.m. at the Longwood Community Building, 200 West Warren Avenue. This month's feature is What Happens Later.**
 - B. The Longwood Arts and Crafts Festival will be held on Saturday, November 23, 2024, from 9:00 a.m. to 5:00 p.m. and Sunday, November 24, 2024, from 9:00 a.m. to 4:00 p.m. Artists and crafters will line the streets in the Historic District of Longwood, located off West Church Avenue & West Warren Avenue. There will be food, beverages, and live entertainment. This is a free event and additional free parking is available at the Longwood SunRail Station parking lots and the Orlando Health South Seminole back parking lot.**
- 5. PROCLAMATIONS / RECOGNITIONS**
 - A. District #3 Presentation of the Business Person of the Month Award for November 2024 to Brett Mason, Owner of Orlando Brick Co., 480 S. Ronald Reagan Boulevard.**
- 6. BOARD APPOINTMENTS**
 - A. District #3 nomination to the Land Planning Agency.**
- 7. PUBLIC INPUT**
 - A. Public Participation.**
- 8. MAYOR AND COMMISSIONERS' REPORT**
 - A. Districts #5, #1, #2, #3 and #4**
- 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. Approve the Minutes of the November 4, 2024, Regular Meeting.

B. Approve the Monthly Expenditures for September 2024.

C. Approve the Monthly Financials for September 2024.

D. Approval to Execute Amendment No. 1 to the Landscape Construction and Maintenance Memorandum of Agreement between the Florida Department of Transportation and the City of Longwood for the maintenance of the median landscaping along State Road 434 from Rangeline Road to Raymond Avenue.

E. Approval to submit a grant application for funding under HUD's Rebuild Florida Hazard Mitigation Grant Match Program (HMGMP) to cover the local match (25% of the project cost) related to the City's Public Facility (Fire Station #15) Flood Risk Reduction Project.

11. PUBLIC HEARINGS

12. REGULAR BUSINESS

A. City Commission discussion and approval of an agreement between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for the use of the city baseball and softball fields.

B. City Commission discussion and approval of an agreement between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for the use of the concession stand at Candyland Sports Complex.

13. CITY MANAGER'S REPORT

14. CITY ATTORNEY'S REPORT

15. CITY CLERK'S REPORT

16. ADJOURN

Michelle Longo, MMC, 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.

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:	December 2, 2024	6:00 PM	Regular Meeting
	December 16, 2024	6:00 PM	Regular Meeting

Agenda Item 6A

To: The Honorable Mayor and City Commissioners

From: Michelle Longo, City Clerk

Date: November 18, 2024

Subject: District #3 nomination to the Land Planning Agency.

Introduction:

District #3 board appointment for the Land Planning Agency.

Background/Discussion:

District #3 board appointment for the Land Planning Agency. I received an email from Member Blum, who advised that he would not be able to serve another term on the Board. There is one board application on file that has the LPA as one of interest. The application was sent to the Commissioners for review.

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

Mayor McMillan to make a nomination to fill the vacant seat.

REQUESTED MOTION/ACTION:

I nominate _____ to serve on the Land Planning Agency.

Prepared By:

Michelle Longo, City Clerk

Reviewed By:

Michelle Longo, City Clerk

Attachments:

1. Information Sheet

CITY BOARD INFORMATION SHEET

Date: November 4, 2024

To: Longwood City Commission

NOTICE OF BOARD/COMMITTEE TERM EXPIRATION OR VACANCY

NAME OF BOARD: Land Planning Agency

PRESENT MEMBER: John Blum II

TERM EXPIRES: 11/07/2024

DESIRES REAPPOINTMENT: No, confirmed by email 11/3/2024

TERM OF OFFICE: 3 years (11/08/2024 through 11/07/2027)

MEETING SCHEDULE: 2nd Wednesday of the month

TIME/LOCATION OF MEETINGS: 6:00 p.m. City Commission Chambers

 X **NOMINATION BY DISTRICT #3**

 NOMINATION BY MAYOR WITH ADVICE/CONSENT OF COMMISSION

 NOMINATION BY COMMISSIONER; AT LARGE **DISTRICT**

MEMBER MAY BE SELECTED FROM THE FOLLOWING DISTRICT (S) ONLY: Any

DUTIES:

Provide recommendations regarding the City's Comp Plan, Land Development Code, certification of the official zoning map, recommendations for right-of-way abandonment, and annexations.

Individuals to contact for additional information regarding duties and responsibilities:

Chris Kintner, Director of Community Services | 407-263-2320 or ckintner@longwoodfl.org
Anjum Mukherjee, Senior Planner | 407-260-3468 or amukherjee@longwoodfl.org
Kristin Zack-Bowen, Planner | 407-263-2334 or kzack@longwoodfl.org
Carlos Rosales, Board Recording Secretary | 407-260-3462 or crosales@longwoodfl.org

Agenda Item 10A

To: The Honorable Mayor and City Commissioners

From: Michelle Longo, City Clerk

Date: November 18, 2024

Subject: Approve the Minutes of the November 4, 2024, Regular Meeting.

Introduction:

The City Clerk is presenting the minutes of the November 4, 2024, Regular Meeting for approval.

Background/Discussion:

Budget Impact:

This item has no anticipated impact on the budget.

Recommendation:

Approval of the minutes.

REQUESTED MOTION/ACTION:

I move to approve Item 10A as presented.

Prepared By:

Michelle Longo, City Clerk

Reviewed By:

Michelle Longo, City Clerk

Attachments:

1. CC11-04-2024_MINS

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

MINUTES
November 4, 2024
6:00 P.M.

Present: **Mayor Matthew McMillan**
 Deputy Mayor Matt Morgan
 Commissioner Abby Shoemaker
 Commissioner Tony Boni
 Commissioner Brian D. Sackett
 Dan Langley, City Attorney
 Clint Gioielli, City Manager
 Michelle Longo, City Clerk
 David Dowda, Police Chief
 Troy Feist, Fire Chief

- 1. CALL TO ORDER.** Mayor McMillan called the meeting to order at 6:00 p.m.
- 2. OPENING INVOCATION.** Pastor Doug Hardt, with Markham Woods Seventh-day Adventist Church gave the invocation.
- 3. THE PLEDGE OF ALLEGIANCE.** Commissioner Boni led the Pledge of Allegiance.
- 4. COMMUNITY ANNOUNCEMENTS.** Ms. Longo read the following announcements.
 - A. The Cars, Christmas Dreams, and Beards event will be held on Saturday, November 9, 2024, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood. It will be a festive night of music, classic cars, and holiday cheer. The event will have a 50/50 raffle to benefit Christmas Dreams, which is a mobile Christmas experience that operates 365 days a year for children battling life-threatening illnesses. The mobile Christmas experience will be on site for tours.**

- B. The Heroes Strong Event will be held on Sunday, November 10, 2024, from 3:00 p.m. until 6:00 p.m. in Reiter Park, 311 West Warren Avenue. This is a free event honoring local heroes.
- C. The Longwood Movie in the Park will be held on Friday, November 15, 2024, beginning at 7:00 p.m. in Reiter Park, 311 West Warren Avenue. This is a free event and the movie will be *IF*.

5. **PROCLAMATIONS / RECOGNITIONS**

- A. **District #3 Nomination of the Business Person of the Month Award for November 2024.**

Mayor McMillan nominated Brett Mason, Owner, Orlando Brick Co., 480 South Ronald Reagan Boulevard, Longwood for Business Person of the Month for November 2024.

6. **BOARD APPOINTMENTS.** None.

7. **PUBLIC INPUT**

- A. **Public Participation.**

Judy Bohnstadt, 1170 Talmo Street, Winter Springs. She addressed the Winter Springs Avenue Apartments and easement along Talmo Street concerning trash. She has contacted the city of Winter Springs and Seminole County to see who would be responsible for cleaning the area. She asked if Longwood's city would be responsible for taking care of this area. She also mentioned that a new senior living facility will be built on State Road 434 with a road to that facility on Talmo Street. She noted increased traffic on her street, with people cutting through to get to U.S. Highway 17-92.

James Howard, 1065 Ridge Street, Winter Springs. He spoke about the homeless in his area. He was appreciative of the work that has been done to address the concern, but it continues. He also mentioned the new senior facility and that they see a lot of traffic cutting through their area.

8. **MAYOR AND COMMISSIONERS' REPORT**

District #4. Deputy Mayor Morgan asked the City Manager to address the concerns brought up during public participation.

Mr. Gioielli stated he would address the concerns and would go out to the area to view and determine whose jurisdiction it is. He also explained

the typical protocol that the police take when dealing with the homeless when they are on the right-of-way.

Deputy Mayor Morgan asked about picking up debris that was not within city limits.

Mr. Gioielli explained that it would not be appropriate to have the debris companies pick up in areas outside of city limits and have Longwood taxpayers pay for services outside of the city.

Deputy Mayor Morgan attended the event at Longwood Elementary on October 24 for government day. He thanked the staff for participating. He attended the ribbon cutting at Recovery Connections of Central Florida, the new Longwood location. On October 25, he attended the Best Buddies Gala for special needs children. On October 26, he attended the Longwood Historic Society Monster Dash 5K event. He gave a guided walking tour of the Historic District for the All Hallows in Old Longwood Street Party. He asked for prayers for Longwood Historic Society Vice-President Tracy Putnam Keyes, who is in the hospital. On October 27, he was a guest speaker at Promise Church about recovery. He attended an Eagle Scout Presentation for sixteen (16) year-old, Aiden, and was the event's MC. He commended Commissioner Sackett, who gave the invocation at the event. He reminded everyone that the following day was election day.

District #5. Commissioner Sackett thanked the deputy mayor for his kind words and noted that he knows the family and that they have three (3) Eagle Scouts in the family. He said that in 1971, he created the "Be a Friend and Big Brother Big Sister" program in Buffalo, New York, which still exists today. He also started a similar program in Vermont when he moved there. He received a list of the bicycles that would be needed for children at the schools, and he has collected forty (40) of them. He was saddened that the Halloween Dance was canceled and felt it may not have been advertised enough. He attended the Longwood Historic Society Monster Dash 5K event and noted four hundred (400) runners. He mentioned he did not have a large turnout at his house for Halloween trick-or-treating. He spent a day at Woodlands Elementary helping with STEM activities in a 5th Grade Classroom. He attended the Eagle Scout ceremony. He reported that the 10U and 11U COBRA teams took second place in the championship. He mentioned that many barber and smoke shop signs are seen throughout the city on the weekends. He wished the Police Chief an early happy birthday and shared the same birthday as him.

District #1. Commissioner Shoemaker missed some of the recent events. She mentioned that the City Manager would address the concerns brought up during public participation. She attended an event at Milestone Gems, Girls Night Out, on October 23. On October 24, she attended the ribbon cutting at Recovery Connections of Central Florida. On November 1, she attended the Lyman High School Homecoming Parade and Pep Rally. On November 2, she attended the Meet and Greet at Christ Episcopal Church for the new Priest in Charge, Darin Metz.

District #2. Commissioner Boni wished the Police Chief and Commissioner Sackett a happy birthday. He addressed the concerns discussed during public participation and mentioned annexing into the city. He reported that morning, Police Chief Dowda was a guest speaker at the Longwood Rotary Club meeting. He attended the Leadership Seminole Call to Service event at Northland Church. He attended the event at Longwood Elementary on October 24 for government day. He thanked the staff for participating. He attended the Longwood Historic Society Monster Dash 5K event and noted four hundred (400) runners. He also attended the ribbon cutting at Recovery Connections of Central Florida.

District #3. Mayor McMillan commented that he had many trick-or-treaters in his neighborhood. He attended the Seminole County Board of County Commissioners meeting, where they discussed the process of creating rural enclaves and the area around Lazy Acres, and the Longwood resolution was mentioned. At that meeting, he also stated they are still taking public comments on what to do with public camping and homelessness, where people can and can not be, and revising their ordinances. Last week, he attended the Leadership Seminole class and learned about developments at the Sanford Airport. He also visited the Solider Creek Sports Complex fields and the environmental center. He attended the event at Longwood Elementary on October 24 for government day. He commented on the debris pickup that was mentioned earlier in the meeting and stated that it is not the normal pickup but rather a reimbursed contract and, if not done correctly, may end up having to pay and jeopardize the reimbursement. He said that tomorrow was election day and early voting was over. For the "true," he stated facts related to the election. As of the close of early voting, 195,000 people have already voted in Seminole County, and with the mail-in ballots and the drop-off ballots for early votes, he stated that 200,000 people have already voted. For the "good," he saw safety in the family's trick-or-treating and being very conscientious about staying in well-lit neighborhoods in large groups. For the "beautiful," he attended the All Hallows in Old Longwood Street Party and led the afternoon shift for the walking historic district tour.

9. A. **ADDITIONAL ITEMS RAISED DURING MAYOR’S AND COMMISSIONERS’ REPORTS.** None.
- B. **ANY ADDITIONS OR DELETIONS TO THE AGENDA.** None.
10. **CONSENT AGENDA**
 - A. **Approve the Minutes of the October 7, 2024, and October 21, 2024, Regular Meeting.**
 - B. **Approve the Monthly Expenditures for September 2024.**
 - C. **Approve a purchase order in the amount of \$101,674 to Ring Power Corporation for the purchase of a Caterpillar Telehandler.**
 - D. **Approve a purchase order in the amount of \$99,882.02 for twelve (12) Fire Department Portable Radios.**

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

11. **PUBLIC HEARINGS.** None.
12. **REGULAR BUSINESS**
 - A. **Approve a purchase order in the amount of \$849,960 to Ten-8 Fire Equipment the authorized dealer for Pierce Manufacturing Inc. to construct and equip a new Pierce Enforcer PUC Pumper.**

Mr. Gioielli presented the Item.

Commissioner Boni moved to approve Item 12A as presented. Seconded by Deputy Mayor Morgan and carried by a unanimous roll call vote.

13. CITY MANAGER’S REPORT

Mr. Gioielli reported he would work with the two (2) who brought up concerns during public participation. He reported on the medians on State Road 434 from Rangeline Road to Interstate 4 that the design phase had been completed and that the approval had been received from the Florida Department of Transportation (FDOT). The next step would be approving an amendment to the original agreement, which he plans to bring before the City Commission and the next meeting. He informed the City Commission that the old Pic-n-Save site had been sold to a developer. He provided an update on the debris removal. Two passes

have been completed, and the staff is currently working on private street agreements. The agreements must be completed to allow the city to pick up debris and seek reimbursement from FEMA. The staff is working on the hanging trees, and once done, they will make a third pass. He noted that over 6,000 cubic yards of debris have been removed as of today. He stated that the Public Works staff received much praise during Government Day at Longwood Elementary.

14. CITY ATTORNEY'S REPORT. No report.

15. CITY CLERK'S REPORT

Ms. Longo reported that tomorrow is the 2024 General Election, and the polls will be open from 7:00 a.m. until 7:00 p.m. The Longwood Community Building will be used as a polling location for Longwood. The Longwood Community Building, parking lot, and street parking on Wilma Street will be reserved for voters and customers. An email had been sent out advising staff to utilize the City Hall Complex employee parking lot, the grass parking lot at the Police Department, or the City parking lot in front of the Longwood Village Inn. She stated as a reminder that Commissioners Shoemaker, Boni, and Morgan were unopposed and would be automatically elected for another term. The Swearing-In ceremony will take place on Tuesday, November 12, at 3:00 p.m. at the Longwood Community Building, and she will be sending out the notice this week. She reported that the annual rotation of the Deputy Mayor would take place at the next meeting on November 18, and it would move from District #4, Commissioner Morgan, to District #5, Commissioner Sackett. She thanked Commissioner Morgan for his service as Deputy Mayor. On Friday, November 22, the City will be closing at noon in preparation for the 2024 Longwood Arts & Crafts Festival. The City would be closed on Thursday, November 28, and Friday, November 29, for the Thanksgiving Holiday. She reported that she would be sending out the information for the Annual Martin Luther King, Jr. Good Citizenship Award. The nominations will be made at the December 16 City Commission Meeting, and the presentation will be scheduled for the January 20, 2025, meeting. Preparations have started for the 2025 JOY Awards. She received an updated proposal for the new clock tower dials, and it came in a little less than what was budgeted. Once the purchase order gets approved, she will send in the deposit for the work to get scheduled. The company had indicated that the installation would be approximately forty-five (45) days following the shipment.

16. ADJOURN. Mayor McMillan adjourned the meeting at 6:51 p.m.

Minutes approved by City Commission: 11-18-2024.

Matthew McMillan, Mayor

ATTEST:

Michelle Longo, MMC, FCRM
City Clerk

Agenda Item 10B

To: The Honorable Mayor and City Commissioners

From: Judith Rosado, Director of Financial Services

Date: November 18, 2024

Subject: Approve the Monthly Expenditures for September 2024.

Introduction:

This agenda item requests the City Commission approve the total payment of processed bills in the amount of \$757,137.06 from September 18th of 2024 through October 3rd of 2024, which includes check numbers from 166955 through 167034.

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 Director of Financial Services recommend approval of expenditures in the amount of \$757,137.06.

REQUESTED MOTION/ACTION:

I move to approve Item 10B as presented.

Prepared By:

Judith Rosado, Director of Financial Services

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Expenditure Approval Listings

Check #	Check Date	Vendor Name	PO #	Description	Amount	Void Amount	Net Amount
166955	9/27/2024	ACCURATE ELECTRICAL CONNECTION	24-01269	Electrical for Fountains at RP	8,629.93	-	8,629.93
166956	9/27/2024	ACE HARDWARE OF LONGWOOD INC	24-00007	ST Tools & Related Repairs	12.10	-	12.10
166956	9/27/2024	ACE HARDWARE OF LONGWOOD INC	24-00818	UT Tools & Related Repairs	473.98	-	473.98
166956	9/27/2024	ACE HARDWARE OF LONGWOOD INC	24-01156	Park Supplies	64.96	-	64.96
166957	9/27/2024	A/C MECHANIX HEAT & AIR INC	24-01670	ADDED 40LBS OF FREON TO SYSTEM	1,575.00	-	1,575.00
166958	9/27/2024	ADVANCE AUTO PARTS	24-01678	MISC SUPPLIES	469.27	-	469.27
166959	9/27/2024	AERO GROUNDTEK LLC	24-00558	Markham Hills - Landscaping	380.00	-	380.00
166960	9/27/2024	ALPHA OMEGA GRAPHICS LLC	24-01153	Striping new vehicles	5,050.00	-	5,050.00
166961	9/27/2024	CC CONSULTING LLC	24-00183	ECONDEV CONSULTANT FEES	3,300.60	-	3,300.60
166962	9/27/2024	C E T SHIRTS	24-01671	SHIRTS:PICKBALL TOURNAMENT	267.40	-	267.40
166963	9/27/2024	CINTAS CORPORATION	24-01059	Uniforms For ST & SW	456.21	-	456.21
166963	9/27/2024	CINTAS CORPORATION	24-01155	Uniforms	102.56	-	102.56
166964	9/27/2024	CITY OF LONGWOOD-PETTY CASH	24-01667	REPLENISH PETTY CASH:FY 23-24	17.99	-	17.99
166965	9/27/2024	DIXIE LIME AND STONE COMPANY	24-00275	FDOT Cert - Road Base	870.36	-	870.36
166966	9/27/2024	ENGINEERED SPRAY SOLUTIONS LLC	24-01318	S. Grant St. MH Rehab Lining	5,623.00	-	5,623.00
166967	9/27/2024	FISHBACK, DOMINICK LLP	24-01672	ATTORNEY CHARGES:AUGUST 2024	14,440.80	-	14,440.80
166968	9/27/2024	FORTILINE INC	24-00630	Water/Sewer Maint. Components	1,308.14	-	1,308.14
166969	9/27/2024	FOUNTAIN DOCTORS LLC	24-01679	POND FOUNTAIN SERVICE & REPAIR	435.68	-	435.68
166970	9/27/2024	HAWKINS INC	24-00750	Emergency Chlorine WTP 1 & 2	7,914.00	-	7,914.00
166971	9/27/2024	HOLSAPPLE, MELISSA	24-01673	COMMUNITY BLDG REFUND:9/20/24	200.00	-	200.00
166972	9/27/2024	HYDRA SERVICE(S), INC.	24-00153	ABS Pumps, Parts, Repairs	10,578.07	-	10,578.07
166972	9/27/2024	HYDRA SERVICE(S), INC.	24-01510	LS 18 - Fairmont Upgrade PH I	49,322.00	-	49,322.00
166973	9/27/2024	JCO CORPORATION	24-01669	ARM REST INSTALL:NEW EXPLORERS	567.08	-	567.08
166974	9/27/2024	KITTLESON & ASSOCIATES, INC.	24-00993	Bay Ave Traffic Calming Study	14,400.00	-	14,400.00
166975	9/27/2024	KORNBLUH, RICHARD P	24-01677	CONSULTING SVCS:AUGUST 2024	225.00	-	225.00
166976	9/27/2024	LADD, SHANE	24-01676	TUITION REIMB:FIRE OFFICER 1S	500.00	-	500.00
166977	9/27/2024	LAKE FOUNTAINS & AERATION, INC	24-01501	Highland Hills Fountain Repair	2,910.00	-	2,910.00
166978	9/27/2024	THOMPSON PUMP & MFG CO, INC	24-00361	Bypass Pumps Service & Repairs	779.42	-	779.42
166979	9/27/2024	MEALS ON WHEELS, ETC	24-01674	COMMUNITY BLDG REFUND:9/19/24	250.00	-	250.00
166980	9/27/2024	PRECISION AUTOMOTIVE	24-00984	Oil Changes & Tire Rotation	1,486.10	-	1,486.10
166980	9/27/2024	PRECISION AUTOMOTIVE	24-01270	UT F-150 Engine Repl Vin68428	8,763.33	-	8,763.33
166981	9/27/2024	PREFERRED MATERIALS, INC.	24-01680	ASPHALT	411.35	-	411.35
166982	9/27/2024	PRIME ELECTRICAL SERVICES, INC	24-00279	Electrical Services & Repairs	2,988.54	-	2,988.54
166983	9/27/2024	ADVANCED DATA PROCESSING	24-00265	EMS Billing	498.34	-	498.34
166984	9/27/2024	RESCUE OUTREACH MISSION	24-01668	DONATION	750.00	-	750.00
166985	9/27/2024	RICOH USA, INC.	24-00046	Ricoh Annual Blanket PO	810.30	-	810.30
166986	9/27/2024	IG SFR II REIT LLC	24-01662	UTILITY REFUND	61.30	-	61.30
166987	9/27/2024	GOLD CROWN INVESTMENT, LLC	24-01663	UTILITY REFUND	39.23	-	39.23

166988	9/27/2024 Belmont Management	24-01664	UTILITY REFUND	55.33	-	55.33
166989	9/27/2024 Patel, Harsh	24-01665	UTILITY REFUND	31.55	-	31.55
166990	9/27/2024 LIDDY, JACOB	24-01666	UTILITY REFUND	1,051.76	-	1,051.76
166991	9/27/2024 WILLIAMS, JUANITA	24-01675	COMMUNITY BLDG REFUND:9/21/24	50.00	-	50.00
166992	9/27/2024 TEEN CHALLENGE OF FLORIDA, INC	24-01681	DONATION	112.00	-	112.00
166993	10/3/2024 ACE HARDWARE OF LONGWOOD INC	24-00818	UT Tools & Related Repairs	77.96	-	77.96
166993	10/3/2024 ACE HARDWARE OF LONGWOOD INC	24-01068	Fire- Misc. Purchases	12.18	-	12.18
166994	10/3/2024 ADVANCE AUTO PARTS	24-01682	UNIT 725 BATTERY REPLACEMENTS	303.68	-	303.68
166995	10/3/2024 AFLAC WORLDWIDE HQ	24-01686	AFLAC BILL FOR SEPT 2024	4,675.26	-	4,675.26
166996	10/3/2024 ALEXANDERS METER READING SOL.	24-01626	METER PROBE REPAIRS	1,003.20	-	1,003.20
166997	10/3/2024 ALT-BOWES, DONNA	24-01694	COMM BLDG CLEANING SUPPLIES	9.68	-	9.68
166998	10/3/2024 A SUN STATE TREES INC.	24-01691	DEAD TREE REMOVAL AT ARBOR PRK	1,950.00	-	1,950.00
166998	10/3/2024 A SUN STATE TREES INC.	24-01695	SHADOW HILLS HOA:TREE SERVICE	1,110.00	-	1,110.00
166999	10/3/2024 BAKER FERTILIZATION & PEST	24-01690	ORNMNTL BED TRTMNT-TRPDO GRASS	450.00	-	450.00
167000	10/3/2024 BOULEVARD TIRE CENTER	24-00037	Tires for Fleet	921.32	-	921.32
167001	10/3/2024 CENTURYLINK	24-01701	UTIL SVCS: 08/23-09/22/2024	80.87	-	80.87
167002	10/3/2024 C E T SHIRTS	24-01687	1 STAFF SHIRT WITH EMBROIDERY	33.75	-	33.75
167003	10/3/2024 CINTAS CORPORATION	24-01059	Uniforms For ST & SW	227.81	-	227.81
167003	10/3/2024 CINTAS CORPORATION	24-01155	Uniforms	51.28	-	51.28
167004	10/3/2024 DUKE ENERGY	24-01704	UTILITY SVCS: 08/13-09/16/24	4,745.86	-	4,745.86
167005	10/3/2024 FLORIDA PUBLIC UTILITIES	24-01702	UTILITY SVC: 07/20-08/20/24	101.82	-	101.82
167006	10/3/2024 FORTILINE INC	24-00630	Water/Sewer Maint. Components	8,953.33	-	8,953.33
167007	10/3/2024 GALLS INC	24-00063	Uniforms & Equipment FY '24	82.49	-	82.49
167007	10/3/2024 GALLS INC	24-00362	UNIFORMS	1,199.97	-	1,199.97
167008	10/3/2024 GREYSON TECHNOLOGIES INC	24-00070	Webex Calling Monthly Tolls	267.84	-	267.84
167009	10/3/2024 GUARDIAN EQUIPMENT, INC.	24-01660	WP1 Emergency Repairs	3,980.00	-	3,980.00
167010	10/3/2024 HAWKINS INC	24-00750	Emergency Chlorine WTP 1 & 2	3,135.00	-	3,135.00
167011	10/3/2024 HAWKINS & COMPANY	24-01698	TOUCH SCRIN INSTALL/EMRGNCY RPR	4,475.00	-	4,475.00
167012	10/3/2024 H&H GARAGE DOORS	24-01683	ST.15 BAY DOOR SPRING REPAIR	875.00	-	875.00
167013	10/3/2024 NUWAVE CONCRETE	24-01383	S. Longwood PHI Sidewalk Proje	519,917.28	-	519,917.28
167014	10/3/2024 JMK LANDSCAPE & MAINT., LLC	24-00353	Tiberon Cove Landscaping Maint	300.00	-	300.00
167015	10/3/2024 KITTLESON & ASSOCIATES, INC.	24-00993	Bay Ave Traffic Calming Study	1,700.00	-	1,700.00
167016	10/3/2024 LEWIS JANITORIAL SUPPLY, INC.	24-01693	CANDYLAND SUPPLIES	48.26	-	48.26
167017	10/3/2024 LONGWD PROF FF ASSN LOCAL3163	24-01685	FIRE UNION DUES:SEPT 2024	1,645.00	-	1,645.00
167018	10/3/2024 MAVIS TIRE SUPPLY LLC	24-01700	3 VEHICLE REPAIR & MAINTENANCE	1,080.00	-	1,080.00
167019	10/3/2024 TEAMSTERS LOCAL UNION NO. 385	24-01684	POLICE UNION DUES:SEPT 2024	1,666.00	-	1,666.00
167020	10/3/2024 PRECISION AUTOMOTIVE	24-01699	VEH#903 TIRE RTTN & OIL CHANGE	79.35	-	79.35
167021	10/3/2024 PRECISION SIDEWALK SAFETY,CORP	24-01527	Woodgate Sub Sidewalk Grinding	10,000.00	-	10,000.00
167022	10/3/2024 PRIME ELECTRICAL SERVICES, INC	24-00279	Electrical Services & Repairs	3,955.98	-	3,955.98

167023	10/3/2024 PSYCHOLOGICAL RESOURCES INC.	24-01689	4 NEW HIRES PSYCH EVALUATIONS	600.00	-	600.00
167024	10/3/2024 AUTOLAWN OF ORLANDO	24-01692	CANDYLAND MOBOT'S CABLE REPAIR	173.99	-	173.99
167025	10/3/2024 RANDALL MARSIAN	24-01515	W & WW Consulting Services	2,610.00	-	2,610.00
167026	10/3/2024 ROSS, JACK	24-01688	TUITION REIMB:PUMP OPERATIONS	450.00	-	450.00
167027	10/3/2024 SEMINOLE COUNTY BLDG OFFICE	24-01696	IMPACT FEES:SEPTEMBER 2024	11,996.36	-	11,996.36
167028	10/3/2024 TERRACON CONSULTANTS, INC.	24-01502	DEVELOPMENT POTENTIAL STUDY	2,600.00	-	2,600.00
167029	10/3/2024 ARAMSCO DBA TRAFFIC SUPPLIES	24-00855	Citywide Signage	5,495.68	-	5,495.68
167030	10/3/2024 TRUBENBACH, MELISSA	24-01697	COMMUNITY BLDG REFUND:9/28/24	200.00	-	200.00
167031	10/3/2024 USA SERVICES	24-00282	Street Sweeping x 7	4,792.50	-	4,792.50
167032	10/3/2024 SUNSHINE WATER SERVICES	24-01703	UTILITY SVCS: 08/08-09/11/24	141.49	-	141.49
167033	10/3/2024 VANASSE HANGEN BRUSTLIN, INC.	23-00755	Milwee Street Sidewalk Improve	229.19	-	229.19
167034	10/3/2024 Vasquez Lawn Service Corp.	24-00354	Longwood Groves Landscape/Mnt	500.00	-	500.00
				757,137.06	-	757,137.06

Agenda Item 10C

To: The Honorable Mayor and City Commissioners

From: Judith Rosado, Director of Financial Services

Date: November 18, 2024

Subject: Approve the Monthly Financials for September 2024.

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 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 reporting of the budgeted financial activity for the month of September 2024. Also, the financial statements are provided to Commission with year-to-date revenues and expenditures for the General Fund, Special Revenue Funds, and Enterprise Funds for the fourth quarter as of September 30, 2024, with a comparison to prior year as of September 30, 2023, and percentage of variances.

In addition to the monthly financial reports, included on this agenda are the budget transfers report for the month of September, and detailed information of the Purchasing Card expenses for the period of September 5, 2024, through October 4, 2024.

Budget Impact:

The Unaudited Monthly Financial Report reflects a modified budget and actuals for the month of September 2024.

Recommendation:

The City Manager and the Director of Financial Services recommends approval of the Unaudited Financial Reports as of September 2024.

REQUESTED MOTION/ACTION:

Agenda Item 10C

I move to approve Item 10C as presented.

Prepared By:

Judith Rosado, Director of Financial Services

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Unaudited Monthly Financial Report September 2024
2. Unaudited Financial Statements 4th Quarter
3. Budget Transfer Report September 2024
4. Purchasing Card Expense Report

**BUDGET VS. ACTUAL
AS OF SEPTEMBER 2024
FISCAL YEAR 2023-2024
100% LAPSE OF YEAR**

Fund	Account Id	Description	Modified Budget	Encumbered	Expd/Reimb YTD	Balance	% Used
CITY COMMISSION	001-1000-511-1100	EXECUTIVE SALARIES	60,002.00	-	60,002.40	(0.40)	100.00
CITY COMMISSION	001-1000-511-2100	F.I.C.A.	4,590.00	-	4,515.48	74.52	98.38
CITY COMMISSION	001-1000-511-2200	RETIREMENT CONTRIBUTION	6,000.00	-	6,000.00	-	100.00
CITY COMMISSION	001-1000-511-2300	LIFE & HEALTH INSURANCE	20,157.00	-	20,140.48	16.52	99.92
CITY COMMISSION	001-1000-511-2400	WORKERS COMPENSATION	5.00	-	-	5.00	-
CITY COMMISSION	001-1000-511-4020	COMMISSION DEVELOPMENT	14,000.00	310.00	9,346.44	4,343.56	68.97
CITY COMMISSION	001-1000-511-4100	COMMUNICATIONS	2,880.00	-	2,880.00	-	100.00
CITY COMMISSION	001-1000-511-4700	PRINTING & BINDING	400.00	-	75.00	325.00	18.75
CITY COMMISSION	001-1000-511-4900	OTHER CHARGES & OBLIG.	5,000.00	-	4,999.50	0.50	99.99
CITY COMMISSION	001-1000-511-5200	OPERATING SUPPLIES	1,500.00	-	683.55	816.45	45.57
CITY COMMISSION	001-1000-511-5400	BOOKS,SUBS,PUBS & MEMBSHP	5,350.00	-	4,918.74	431.26	91.94
Total for City Commission			119,884.00	310.00	113,561.59	6,012.41	
CITY ATTORNEY	001-1100-514-3100	PROFESSIONAL SERVICES GENERAL	155,000.00	-	146,963.25	8,036.75	94.82
CITY ATTORNEY	001-1100-514-3110	PROFESSIONAL SERVICES LITIGATION	25,000.00	-	-	25,000.00	-
Total for City Attorney			180,000.00	-	146,963.25	33,036.75	
						Yearend True up	
CITY CLERKS OFFICE	001-1200-512-1200	REG. SALARIES & WAGES	159,926.00	-	162,985.01	(3,059.01)	101.91
CITY CLERKS OFFICE	001-1200-512-1400	OVERTIME	500.00	-	197.94	302.06	39.59
CITY CLERKS OFFICE	001-1200-512-2100	F.I.C.A.	12,271.00	-	12,230.16	40.84	99.67
						Yearend True up	
CITY CLERKS OFFICE	001-1200-512-2200	RETIREMENT CONTRIBUTION	15,992.00	-	16,253.90	(261.90)	101.64
CITY CLERKS OFFICE	001-1200-512-2300	LIFE & HEALTH INSURANCE	19,890.00	-	18,398.92	1,491.08	92.50
CITY CLERKS OFFICE	001-1200-512-2400	WORKERS COMPENSATION	17.00	-	-	17.00	-
CITY CLERKS OFFICE	001-1200-512-3100	PROFESSIONAL SERVICES	2,600.00	-	-	2,600.00	-
CITY CLERKS OFFICE	001-1200-512-3400	OTHER CONTRACTUAL SERVICE	51,941.50	23,653.50	25,532.07	2,755.93	94.69
CITY CLERKS OFFICE	001-1200-512-4020	EMPLOYEE DEVELOPMENT	4,150.00	-	3,870.39	279.61	93.26
CITY CLERKS OFFICE	001-1200-512-4100	COMMUNICATIONS	1,153.00	-	1,151.57	1.43	99.88
CITY CLERKS OFFICE	001-1200-512-4200	POSTAGE	15,000.00	-	12,524.07	2,475.93	83.49
CITY CLERKS OFFICE	001-1200-512-4300	UTILITY SRVS / CEMETERY	13,000.00	-	5,223.50	7,776.50	40.18
CITY CLERKS OFFICE	001-1200-512-4400	RENTALS & LEASES	2,620.00	-	2,609.40	10.60	99.60
CITY CLERKS OFFICE	001-1200-512-4600	REPAIR & MAINTENANCE	2,500.00	-	30.00	2,470.00	1.20
CITY CLERKS OFFICE	001-1200-512-4700	PRINTING & BINDING	15,700.00	-	8,566.09	7,133.91	54.56
						Yearend True up	
CITY CLERKS OFFICE	001-1200-512-4900	OTHER CHARGES	18,600.00	-	19,420.80	(820.80)	104.41
CITY CLERKS OFFICE	001-1200-512-5100	OFFICE SUPPLIES	1,300.00	-	844.72	455.28	64.98
CITY CLERKS OFFICE	001-1200-512-5200	OPERATING SUPPLIES	20,080.00	-	14,738.28	5,341.72	73.40
CITY CLERKS OFFICE	001-1200-512-5220	REPURCHASE / UNUSED LOTS	3,000.00	-	1,650.00	1,350.00	55.00
CITY CLERKS OFFICE	001-1200-512-5400	BOOKS,PUBS,SUBS & MEMBSHP	950.00	-	732.60	217.40	77.12

			Total for City Clerk	361,190.50	23,653.50	306,959.42	30,577.58	
HUMAN RESOURCES	001-1300-513-1200	REG. SALARIES & WAGES		236,222.00	-	235,422.99	799.01	99.66
HUMAN RESOURCES	001-1300-513-1400	OVERTIME		800.00	-	485.42	314.58	60.68
HUMAN RESOURCES	001-1300-513-2100	F.I.C.A.		18,130.00	-	17,388.05	741.95	95.91
							Yearend True up	
HUMAN RESOURCES	001-1300-513-2200	RETIREMENT CONTRIBUTION		25,008.00	-	26,161.80	(1,153.80)	104.61
HUMAN RESOURCES	001-1300-513-2300	LIFE & HEALTH INSURANCE		29,797.00	-	29,078.96	718.04	97.59
HUMAN RESOURCES	001-1300-513-2400	WORKERS COMPENSATION		23.00	-	-	23.00	-
HUMAN RESOURCES	001-1300-513-2500	UNEMPL. COMPENSATION		7,000.00	-	3,025.00	3,975.00	43.21
HUMAN RESOURCES	001-1300-513-3100	PROFESSIONAL SERVICES		16,763.00	-	17,876.34	(1,113.34)	106.64
HUMAN RESOURCES	001-1300-513-3400	OTHER CONTRACTUAL SERVICE		28,225.35	-	14,017.99	14,207.36	49.66
HUMAN RESOURCES	001-1300-513-4020	EMPLOYEE DEVELOPMENT		3,256.00	-	2,681.86	574.14	82.37
HUMAN RESOURCES	001-1300-513-4021	EMPLOYEE PROGRAMS		40,000.00	-	14,620.50	25,379.50	36.55
HUMAN RESOURCES	001-1300-513-4100	COMMUNICATIONS		1,800.00	-	1,800.00	-	100.00
HUMAN RESOURCES	001-1300-513-4200	POSTAGE		100.00	-	-	100.00	-
							Yearend True up	
HUMAN RESOURCES	001-1300-513-4500	LIABILITY INSURANCE		450,000.00	-	468,304.96	(18,304.96)	104.07
HUMAN RESOURCES	001-1300-513-4700	PRINTING & BINDING		1,000.00	-	989.80	10.20	98.98
HUMAN RESOURCES	001-1300-513-4900	OTHER CHARGES & OBLIG.		1,500.00	-	-	1,500.00	-
HUMAN RESOURCES	001-1300-513-5100	OFFICE SUPPLIES		1,200.00	-	609.69	590.31	50.81
HUMAN RESOURCES	001-1300-513-5200	OPERATING SUPPLIES		14,174.00	-	13,673.82	500.18	96.47
HUMAN RESOURCES	001-1300-513-5400	BOOKS,PUBS,SUBS & MEMBSHP		1,084.00	-	1,068.95	15.05	98.61
HUMAN RESOURCES	001-1300-513-9800	RESERVE FOR CONTINGENCY		10,000.00	-	-	10,000.00	-
			Total for Human Resources	886,082.35	-	847,206.13	38,876.22	
CITY MANAGER	001-1400-512-1200	REG. SALARIES & WAGES		307,409.00	-	303,571.20	3,837.80	98.75
CITY MANAGER	001-1400-512-2100	F.I.C.A.		23,517.00	-	22,156.35	1,360.65	94.21
CITY MANAGER	001-1400-512-2200	RETIREMENT CONTRIBUTION		30,741.00	-	30,333.55	407.45	98.67
CITY MANAGER	001-1400-512-2300	LIFE & HEALTH INSURANCE		43,264.00	-	42,785.63	478.37	98.89
CITY MANAGER	001-1400-512-2400	WORKERS COMPENSATION		31.00	-	-	31.00	-
CITY MANAGER	001-1400-512-4020	EMPLOYEE DEVELOPMENT		3,000.00	-	369.00	2,631.00	12.30
							Yearend True up	
CITY MANAGER	001-1400-512-4100	COMMUNICATIONS		1,424.00	-	1,457.43	(33.43)	102.35
CITY MANAGER	001-1400-512-4200	POSTAGE		200.00	-	-	200.00	-
CITY MANAGER	001-1400-512-4610	VEHICLES		1,285.00	-	1,233.38	51.62	95.98
CITY MANAGER	001-1400-512-4700	PRINTING & BINDING		250.00	-	-	250.00	-
CITY MANAGER	001-1400-512-4800	COMMUNITY RELATIONS		6,000.00	-	4,188.25	1,811.75	69.80
CITY MANAGER	001-1400-512-5100	OFFICE SUPPLIES		456.00	-	147.24	308.76	32.29
CITY MANAGER	001-1400-512-5200	OPERATING SUPPLIES		1,932.00	-	246.93	1,685.07	12.78
CITY MANAGER	001-1400-512-5400	BOOKS,PUBS,SUBS & MEMBSHP		2,090.00	-	2,084.99	5.01	99.76
			Total for City Manager	421,599.00	-	408,573.95	13,025.05	
PURCHASING	001-1500-513-1200	REG. SALARIES & WAGES		81,156.00	-	62,374.68	18,781.32	76.86
PURCHASING	001-1500-513-2100	F.I.C.A.		6,292.00	-	4,753.52	1,538.48	75.55
PURCHASING	001-1500-513-2200	RETIREMENT CONTRIBUTION		8,226.00	-	6,237.54	1,988.46	75.83
PURCHASING	001-1500-513-2300	LIFE & HEALTH INSURANCE		9,907.00	-	9,144.01	762.99	92.30

PURCHASING	001-1500-513-2400	WORKERS COMPENSATION	8.00	-	-	8.00	-
PURCHASING	001-1500-513-4020	EMPLOYEE DEVELOPMENT	1,400.00	-	855.70	544.30	61.12
PURCHASING	001-1500-513-4100	COMMUNICATIONS	720.00	-	677.42	42.58	94.09
PURCHASING	001-1500-513-4700	PRINTING & BINDING	100.00	-	40.00	60.00	40.00
PURCHASING	001-1500-513-5100	OFFICE SUPPLIES	100.00	-	54.29	45.71	54.29
PURCHASING	001-1500-513-5200	OPERATING SUPPLIES	2,234.00	-	2,217.82	16.18	99.28
PURCHASING	001-1500-513-5400	BOOKS,PUBS,SUBS & MEMBSHP	800.00	-	758.94	41.06	94.87
Total for Purchasing Division			110,943.00	-	87,113.92	23,829.08	
FINANCE	001-1600-513-1200	REG. SALARIES & WAGES	297,876.00	-	233,692.52	64,183.48	78.45
FINANCE	001-1600-513-1400	OVERTIME	300.00	-	-	300.00	-
FINANCE	001-1600-513-2100	F.I.C.A.	24,843.00	-	17,750.53	7,092.47	71.45
FINANCE	001-1600-513-2200	RETIREMENT CONTRIBUTION	32,474.00	-	23,369.36	9,104.64	71.96
FINANCE	001-1600-513-2300	LIFE & HEALTH INSURANCE	28,670.00	-	25,650.95	3,019.05	89.47
FINANCE	001-1600-513-2400	WORKERS COMPENSATION	33.00	-	-	33.00	-
FINANCE	001-1600-513-3200	ACCOUNTING & AUDITING	38,000.00	-	35,000.00	3,000.00	92.11
FINANCE	001-1600-513-3400	OTHER CONTRACTUAL SERVICE	21,500.00	6,570.00	14,930.00	-	100.00
FINANCE	001-1600-513-4020	EMPLOYEE DEVELOPMENT	7,500.00	-	7,153.65	346.35	95.38
FINANCE	001-1600-513-4100	COMMUNICATIONS	2,160.00	-	1,518.00	642.00	70.28
FINANCE	001-1600-513-4200	POSTAGE	160.00	-	34.50	125.50	21.56
FINANCE	001-1600-513-4600	REPAIR & MAINTENANCE	140.00	-	20.25	119.75	14.46
FINANCE	001-1600-513-4700	PRINTING & BINDING	1,310.00	-	707.87	602.13	54.04
FINANCE	001-1600-513-4900	OTHER CHARGES & OBLIG.	22,400.00	-	17,976.61	4,423.39	80.25
FINANCE	001-1600-513-5100	OFFICE SUPPLIES	1,000.00	-	614.57	385.43	61.46
FINANCE	001-1600-513-5200	OPERATING SUPPLIES	4,250.00	-	3,792.63	457.37	89.24
FINANCE	001-1600-513-5400	BOOKS,PUBS,SUBS & MEMBSHP	1,094.00	-	888.00	206.00	81.17
FINANCE	001-1600-513-6400	CAPITAL - EQUIPMENT	6,568.00	6,568.00	-	-	100.00
Total for Financial Services			490,278.00	13,138.00	383,099.44	94,040.56	
GENERAL SERVICES	001-1610-513-1200	REG. SALARIES & WAGES	53,165.00	-	53,067.94	97.06	99.82
GENERAL SERVICES	001-1610-513-2100	F.I.C.A.	4,067.00	-	3,980.51	86.49	97.87
GENERAL SERVICES	001-1610-513-2200	RETIREMENT CONTRIBUTION	5,317.00	-	5,285.74	31.26	99.41
GENERAL SERVICES	001-1610-513-2300	LIFE & HEALTH INSURANCE	9,690.00	-	9,509.03	180.97	98.13
GENERAL SERVICES	001-1610-513-2400	WORKERS COMPENSATION	4.00	-	-	4.00	-
GENERAL SERVICES	001-1610-513-3400	OTHER CONTRACTUAL SERVICE	18,800.00	-	16,068.16	2,731.84	85.47
GENERAL SERVICES	001-1610-513-4100	COMMUNICATIONS	720.00	-	720.00	-	100.00
GENERAL SERVICES	001-1610-513-4300	UTILITY SERVICES	42,000.00	-	36,913.90	5,086.10	87.89
GENERAL SERVICES	001-1610-513-4600	REPAIR & MAINTENANCE	15,700.00	-	9,225.81	6,474.19	58.76
GENERAL SERVICES	001-1610-513-4610	VEHICLE MAINTENANCE	750.00	-	-	750.00	-
GENERAL SERVICES	001-1610-513-5100	OFFICE SUPPLIES	5,000.00	-	2,234.50	2,765.50	44.69
GENERAL SERVICES	001-1610-513-5200	OPERATING SUPPLIES	13,550.00	-	8,285.17	5,264.83	61.15
GENERAL SERVICES	001-1610-513-5240	FUEL/DIESEL/LUBRICANTS	800.00	-	355.73	444.27	44.47
Total for General Services			169,563.00	-	145,646.49	23,916.51	
UTILITY BILLING	001-1615-534-4310	SOLID WASTE DISPOSAL	1,498,277.00	-	1,334,638.47	163,638.53	89.08
Total for Utility Billing			1,498,277.00	-	1,334,638.47	163,638.53	
INFORMATION TECH	001-1640-513-1200	REG. SALARIES & WAGES	214,809.00	-	213,755.86	1,053.14	99.51

INFORMATION TECH	001-1640-513-2100	F.I.C.A.	16,433.00	-	15,108.88	1,324.12	91.94
INFORMATION TECH	001-1640-513-2200	RETIREMENT CONTRIBUTION	21,481.00	-	21,375.51	105.49	99.51
INFORMATION TECH	001-1640-513-2300	LIFE & HEALTH INSURANCE	26,311.00	-	25,938.45	372.55	98.58
INFORMATION TECH	001-1640-513-2400	WORKERS COMPENSATION	21.00	-	-	21.00	-
INFORMATION TECH	001-1640-513-3100	PROFESSIONAL SERVICES	4,000.00	-	1,030.32	2,969.68	25.76
INFORMATION TECH	001-1640-513-3400	OTHER CONTRACTUAL SERVICE	345,287.00	-	338,920.38	6,366.62	98.16
INFORMATION TECH	001-1640-513-4020	EMPLOYEE DEVELOPMENT	1,000.00	-	-	1,000.00	-
INFORMATION TECH	001-1640-513-4100	COMMUNICATIONS	32,878.00	-	28,694.15	4,183.85	87.27
INFORMATION TECH	001-1640-513-4400	RENTALS & LEASES	65,000.00	-	58,752.73	6,247.27	90.39
INFORMATION TECH	001-1640-513-4600	REPAIR & MAINTENANCE	10,000.00	-	2,372.00	7,628.00	23.72
INFORMATION TECH	001-1640-513-5100	OFFICE SUPPLIES	100.00	-	-	100.00	-
INFORMATION TECH	001-1640-513-5200	OPERATING SUPPLIES	52,299.00	-	49,786.96	2,512.04	95.20
INFORMATION TECH	001-1640-513-5400	BOOKS,PUBS,SUBS & MEMBSHP	200.00	-	-	200.00	-
INFORMATION TECH	001-1640-513-7100	DEBT SERVICE/PRINCIPAL/CAPITAL LEASE	50,404.00	-	50,403.01	0.99	100.00
INFORMATION TECH						Yearend True up	
INFORMATION TECH	001-1640-513-7200	INTEREST/CAPITAL LEASE	5,964.00	-	5,964.50	(0.50)	100.01
		Total for Information Technology	846,187.00	-	812,102.75	34,084.25	
POLICE DEPARTMENT	001-2600-521-1200	REG. SALARIES & WAGES	3,206,433.00	-	3,021,145.69	185,287.31	94.22
POLICE DEPARTMENT						Yearend True up	
POLICE DEPARTMENT	001-2600-521-1240	HOLIDAY PAY	120,528.00	-	123,330.21	(2,802.21)	102.32
POLICE DEPARTMENT	001-2600-521-1250	SPECIAL EVENTS	69,709.00	-	75,585.24	(5,876.24)	108.43
POLICE DEPARTMENT	001-2600-521-1260	FTO TRAINING	6,770.00	-	7,803.75	(1,033.75)	115.27
POLICE DEPARTMENT	001-2600-521-1400	OVERTIME	201,820.00	-	189,675.93	12,144.07	93.98
POLICE DEPARTMENT	001-2600-521-1520	EDUCATION INCENTIVE	29,880.00	-	31,160.00	(1,280.00)	104.28
POLICE DEPARTMENT	001-2600-521-2100	F.I.C.A.	277,267.00	-	257,298.23	19,968.77	92.80
POLICE DEPARTMENT						Yearend True up - State Warrant for Police Pension received under Fire/Police Supplemental Revenue Account	
POLICE DEPARTMENT	001-2600-521-2200	RETIREMENT CONTRIBUTION	694,315.00	-	964,961.46	(270,646.46)	138.98
POLICE DEPARTMENT	001-2600-521-2300	LIFE & HEALTH INSURANCE	444,216.00	-	417,764.42	26,451.58	94.05
POLICE DEPARTMENT	001-2600-521-2400	WORKERS COMPENSATION	363.00	-	-	363.00	-
POLICE DEPARTMENT	001-2600-521-3100	PROFESSIONAL SERVICES	3,760.00	-	3,024.27	735.73	80.43
POLICE DEPARTMENT	001-2600-521-3400	OTHER CONTRACTUAL SERVICE	48,800.00	-	35,935.61	12,864.39	73.64
POLICE DEPARTMENT	001-2600-521-4020	EMPLOYEE DEVELOPMENT	11,000.00	-	10,699.94	300.06	97.27
POLICE DEPARTMENT	001-2600-521-4100	COMMUNICATIONS	38,000.00	-	32,642.82	5,357.18	85.90
POLICE DEPARTMENT	001-2600-521-4200	POSTAGE	175.00	-	97.35	77.65	55.63
POLICE DEPARTMENT						Yearend True up	
POLICE DEPARTMENT	001-2600-521-4300	UTILITY SERVICES	40,000.00	-	41,360.58	(1,360.58)	103.40
POLICE DEPARTMENT	001-2600-521-4400	RENTAL & LEASES	21,700.00	-	14,002.53	7,697.47	64.53
POLICE DEPARTMENT	001-2600-521-4600	REPAIR & MAINTENANCE	14,000.00	-	7,322.99	6,677.01	52.31
POLICE DEPARTMENT	001-2600-521-4610	VEHICLE MAINTENANCE	56,000.00	-	48,482.74	7,517.26	86.58
POLICE DEPARTMENT	001-2600-521-4700	PRINTING & BINDING	800.00	-	730.91	69.09	91.36
POLICE DEPARTMENT	001-2600-521-4800	COMMUNITY RELATIONS	4,000.00	-	4,000.00	-	100.00
POLICE DEPARTMENT	001-2600-521-4900	OTHER CHARGES & OBLIG	2,200.00	-	2,035.27	164.73	92.51
POLICE DEPARTMENT	001-2600-521-5100	OFFICE SUPPLIES	2,000.00	-	1,998.36	1.64	99.92
POLICE DEPARTMENT	001-2600-521-5200	OPERATING SUPPLIES	86,600.00	-	71,416.82	15,183.18	82.47

POLICE DEPARTMENT	001-2600-521-5210	PROGRAM RELATED GRANT SUPPLIES	17,359.52	1,971.82	9,251.00	6,136.70	64.65
POLICE DEPARTMENT	001-2600-521-5240	FUEL/DIESEL/LUBRICANTS	125,000.00	-	116,199.04	8,800.96	92.96
POLICE DEPARTMENT						Yearend True up	
POLICE DEPARTMENT	001-2600-521-5400	BOOKS,PUBS,SUBS & MEMBSHP	1,740.00	-	1,742.38	(2.38)	100.14
POLICE DEPARTMENT	001-2600-521-7100	DEBT SERVICE/PRINCIPAL	235,172.00	-	235,171.46	0.54	100.00
POLICE DEPARTMENT	001-2600-521-7200	DEBT SERVICE/INTEREST	12,212.00	-	12,281.32	(69.32)	100.57
Total for Police Department			5,771,819.52	1,971.82	5,737,120.32	32,727.38	
FIRE DEPARTMENT	001-2800-522-1200	REG. SALARIES & WAGES	2,893,087.00	-	2,668,901.72	224,185.28	92.25
FIRE DEPARTMENT	001-2800-522-1240	HOLIDAY PAY	163,204.00	-	138,070.04	25,133.96	84.60
FIRE DEPARTMENT	001-2800-522-1400	OVERTIME	255,819.00	-	189,117.69	66,701.31	73.93
FIRE DEPARTMENT	001-2800-522-1410	OVERTIME GARCIA	271,848.00	-	239,443.77	32,404.23	88.08
FIRE DEPARTMENT	001-2800-522-1520	EDUCATION INCENTIVE	17,344.00	-	15,520.54	1,823.46	89.49
FIRE DEPARTMENT	001-2800-522-2100	F.I.C.A.	274,127.00	-	236,254.85	37,872.15	86.18
FIRE DEPARTMENT						Yearend True up - State Warrant for Fire Pension received under Fire/Police Supplemental Revenue Account	
FIRE DEPARTMENT	001-2800-522-2200	RETIREMENT CONTRIBUTION	678,588.00	-	872,060.95	(193,472.95)	128.51
FIRE DEPARTMENT	001-2800-522-2300	LIFE & HEALTH INSURANCE	425,410.00	-	387,090.04	38,319.96	90.99
FIRE DEPARTMENT	001-2800-522-2400	WORKERS COMPENSATION	357.00	-	-	357.00	-
						Yearend True up	
FIRE DEPARTMENT	001-2800-522-3100	PROFESSIONAL SERVICES	29,038.00	-	30,058.00	(1,020.00)	103.51
FIRE DEPARTMENT	001-2800-522-3400	OTHER CONTRACTUAL SERVICE	162,555.00	7,759.43	144,286.39	10,509.18	93.54
FIRE DEPARTMENT	001-2800-522-4020	EMPLOYEE DEVELOPMENT	36,718.00	-	23,475.23	13,242.77	63.93
						Yearend True up	
FIRE DEPARTMENT	001-2800-522-4100	COMMUNICATIONS	7,920.00	-	8,825.00	(905.00)	111.43
FIRE DEPARTMENT	001-2800-522-4200	POSTAGE	241.00	-	140.38	100.62	58.25
FIRE DEPARTMENT	001-2800-522-4300	UTILITY SERVICES	34,000.00	-	32,279.60	1,720.40	94.94
FIRE DEPARTMENT	001-2800-522-4400	RENTAL & LEASES	13,440.00	-	12,140.83	1,299.17	90.33
						Yearend True up	
FIRE DEPARTMENT	001-2800-522-4600	REPAIR & MAINTENANCE	22,900.00	-	23,320.76	(420.76)	101.84
FIRE DEPARTMENT						Insurance Reimbursement for Vehicle Repair to be posted with yearend entries	
FIRE DEPARTMENT	001-2800-522-4610	VEHICLE MAINTENANCE	115,000.00	520.27	124,401.67	(9,921.94)	108.63
FIRE DEPARTMENT	001-2800-522-4700	PRINTING & BINDING	163.00	-	162.13	0.87	99.47
						Yearend True up	
FIRE DEPARTMENT	001-2800-522-4800	COMMUNITY RELATIONS	1,867.00	-	2,766.22	(899.22)	148.16
FIRE DEPARTMENT	001-2800-522-4900	OTHER CHARGES & OBLIG.	105.00	-	101.13	3.87	96.31
FIRE DEPARTMENT	001-2800-522-5100	OFFICE SUPPLIES	1,000.00	-	613.06	386.94	61.31
FIRE DEPARTMENT	001-2800-522-5200	OPERATING SUPPLIES	209,590.00	1,698.91	196,641.43	11,249.66	94.63
FIRE DEPARTMENT	001-2800-522-5240	FUEL/DIESEL/LUBRICANTS	52,500.00	-	49,342.91	3,157.09	93.99
FIRE DEPARTMENT	001-2800-522-5400	BOOKS,PUBS,SUBS & MEMBSHP	3,035.00	-	2,967.73	67.27	97.78
FIRE DEPARTMENT	001-2800-522-7100	DEBT SERVICE/PRINCIPAL	453,725.00	-	193,724.10	260,000.90	42.70
FIRE DEPARTMENT	001-2800-522-7200	DEBT SERVICE/INTEREST	165,065.00	-	15,101.05	149,963.95	9.15
Total for Fire Department			6,288,646.00	9,978.61	5,606,807.22	671,860.17	
COMMUNITY DEV						Yearend True up	
COMMUNITY DEV	001-3100-515-1200	REG. SALARIES & WAGES	425,286.00	-	433,571.20	(8,285.20)	101.95
COMMUNITY DEV	001-3100-515-1400	OVERTIME	100.00	-	96.91	3.09	96.91

COMMUNITY DEV	001-3100-515-2100	F.I.C.A.	32,542.00	-	32,151.83	390.17	98.80
COMMUNITY DEV						Yearend True up	
COMMUNITY DEV	001-3100-515-2200	RETIREMENT CONTRIBUTION	42,538.00	-	43,262.58	(724.58)	101.70
COMMUNITY DEV	001-3100-515-2300	LIFE AND HEALTH INSURANCE	45,396.00	-	60,402.02	(15,006.02)	133.06
COMMUNITY DEV	001-3100-515-2400	WORKERS COMPENSATION	42.00	-	-	42.00	-
COMMUNITY DEV	001-3100-515-3100	PROFESSIONAL SERVICES	110,400.00	7,000.00	65,800.60	37,599.40	65.94
COMMUNITY DEV	001-3100-515-3120	COST RECOVERY	30,000.00	-	24,636.62	5,363.38	82.12
COMMUNITY DEV	001-3100-515-3400	OTHER CONTRACTUAL SERVICE	30,768.00	-	23,995.00	6,773.00	77.99
COMMUNITY DEV	001-3100-515-4020	EMPLOYEE DEVELOPMENT	7,975.00	-	4,319.06	3,655.94	54.16
COMMUNITY DEV						Yearend True up	
COMMUNITY DEV	001-3100-515-4100	COMMUNICATIONS	3,560.00	-	3,666.88	(106.88)	103.00
COMMUNITY DEV	001-3100-515-4200	POSTAGE	1,000.00	-	-	1,000.00	-
COMMUNITY DEV						Yearend True up	
COMMUNITY DEV	001-3100-515-4400	RENTAL & LEASES	4,125.00	-	9,239.89	(5,114.89)	224.00
COMMUNITY DEV	001-3100-515-4600	REPAIRS & MAINTENANCE	750.00	-	-	750.00	-
COMMUNITY DEV	001-3100-515-4610	VEHICLE MAINTENANCE	1,000.00	-	-	1,000.00	-
COMMUNITY DEV	001-3100-515-4700	PRINTING & BINDING	1,200.00	-	205.00	995.00	17.08
COMMUNITY DEV	001-3100-515-4800	PROMOTIONAL ACTIVITIES	18,500.00	-	8,020.00	10,480.00	43.35
COMMUNITY DEV	001-3100-515-4810	REEP	60,000.00	-	325.00	59,675.00	0.54
COMMUNITY DEV	001-3100-515-4900	OTHER CHARGES & OBLIG	16,275.00	-	10,475.00	5,800.00	64.36
COMMUNITY DEV	001-3100-515-5100	OFFICE SUPPLIES	1,200.00	-	458.28	741.72	38.19
COMMUNITY DEV						Yearend True up	
COMMUNITY DEV	001-3100-515-5200	OPERATING SUPPLIES	3,100.00	-	3,149.42	(49.42)	101.59
COMMUNITY DEV	001-3100-515-5240	FUEL/DIESEL/LUBRICANTS	1,200.00	-	36.44	1,163.56	3.04
COMMUNITY DEV	001-3100-515-5400	BOOKS,PUBS,SUBS & MEMBSHP	8,729.00	-	8,658.78	70.22	99.20
COMMUNITY DEV	001-3100-515-6300	IMPROV. OTHER THAN BLDGS	2,494.00	-	-	2,494.00	-
Total for Community Development			848,180.00	7,000.00	732,470.51	108,709.49	
LEISURE SERVICES	001-3210-572-1200	REG. SALARIES & WAGES	524,457.00	-	524,408.22	48.78	99.99
LEISURE SERVICES	001-3210-572-1400	OVERTIME	58,000.00	-	54,079.68	3,920.32	93.24
LEISURE SERVICES	001-3210-572-2100	F.I.C.A.	44,459.00	-	42,543.29	1,915.71	95.69
LEISURE SERVICES	001-3210-572-2200	RETIREMENT CONTRIBUTION	51,458.00	-	41,569.15	9,888.85	80.78
LEISURE SERVICES						Yearend True up	
LEISURE SERVICES	001-3210-572-2300	LIFE & HEALTH INSURANCE	74,717.00	-	87,246.81	(12,529.81)	116.77
LEISURE SERVICES	001-3210-572-2400	WORKERS COMPENSATION	57.00	-	-	57.00	-
LEISURE SERVICES						Yearend True up	
LEISURE SERVICES	001-3210-572-3100	PROFESSIONAL SERVICES	8,500.00	-	13,240.00	(4,740.00)	155.76
LEISURE SERVICES						Yearend True up	
LEISURE SERVICES	001-3210-572-3400	OTHER CONTRACTUAL SERVICE	81,689.00	3,012.50	78,730.79	(54.29)	100.07
LEISURE SERVICES	001-3210-572-4020	EMPLOYEE DEVELOPMENT	1,900.00	-	1,778.42	121.58	93.60
LEISURE SERVICES	001-3210-572-4100	COMMUNICATIONS	9,159.00	-	6,793.35	2,365.65	74.17
LEISURE SERVICES	001-3210-572-4300	UTILITY SERVICES	130,100.00	-	121,680.77	8,419.23	93.53
LEISURE SERVICES	001-3210-572-4400	RENTALS & LEASES	36,699.00	-	30,739.05	5,959.95	83.76
LEISURE SERVICES	001-3210-572-4600	REPAIR & MAINTENANCE	120,150.00	8,199.16	104,535.25	7,415.59	93.83
LEISURE SERVICES	001-3210-572-4610	VEHICLE MAINTENANCE	10,000.00	-	8,965.47	1,034.53	89.65

LEISURE SERVICES	001-3210-572-4700	PRINTING & BINDING	2,575.00	-	2,484.52	90.48	96.49
LEISURE SERVICES	001-3210-572-4800	COMMUNITY RELATIONS	10,000.00	-	10,000.00	-	100.00
LEISURE SERVICES	001-3210-572-4900	OTHER CHARGES & OBLIG.	1,000.00	-	-	1,000.00	-
LEISURE SERVICES	001-3210-572-5100	OFFICE SUPPLIES	1,000.00	-	572.52	427.48	57.25
LEISURE SERVICES	001-3210-572-5200	OPERATING SUPPLIES	141,120.00	1,156.85	136,848.68	3,114.47	97.79
LEISURE SERVICES	001-3210-572-5210	PROGRAM RELATED	12,600.00	-	12,565.88	34.12	99.73
LEISURE SERVICES	001-3210-572-5240	FUEL/DIESEL/LUBRICANTS	13,000.00	-	10,823.27	2,176.73	83.26
LEISURE SERVICES	001-3210-572-5400	BOOKS,PUBS,SUBS & MEMBSHP	1,100.00	-	565.00	535.00	51.36
LEISURE SERVICES	001-3210-572-7100	DEBT SERVICE/PRINCIPAL	312,721.00	-	312,720.85	0.15	100.00
LEISURE SERVICES						Yearend True up	
LEISURE SERVICES	001-3210-572-7200	DEBT SERVICE/INTEREST	79,678.00	-	79,678.28	(0.28)	100.00
LEISURE SERVICES		Total for Leisure Services	1,726,139.00	12,368.51	1,682,569.25	31,201.24	
PW - STREETS/FLEET	001-3520-541-1200	REG. SALARIES & WAGES	474,164.00	-	473,642.35	521.65	99.89
PW - STREETS/FLEET	001-3520-541-1400	OVERTIME	55,000.00	-	48,262.28	6,737.72	87.75
PW - STREETS/FLEET						Yearend True up	
PW - STREETS/FLEET	001-3520-541-2100	F.I.C.A.	38,517.00	-	41,524.50	(3,007.50)	107.81
PW - STREETS/FLEET	001-3520-541-2200	RETIREMENT CONTRIBUTION	47,313.00	-	51,820.22	(4,507.22)	109.53
PW - STREETS/FLEET	001-3520-541-2300	LIFE & HEALTH INSURANCE	76,150.00	-	95,721.82	(19,571.82)	125.70
PW - STREETS/FLEET	001-3520-541-2400	WORKERS COMPENSATION	51.00	-	-	51.00	-
PW - STREETS/FLEET	001-3520-541-3100	PROFESSIONAL SERVICES	15,317.25	-	3,317.25	12,000.00	21.66
PW - STREETS/FLEET	001-3520-541-3400	OTHER CONTRACTUAL SERVICE	258,260.81	49,409.55	182,171.54	26,679.72	89.67
PW - STREETS/FLEET	001-3520-541-4010	TRAVEL AND PER DIEM	300.00	-	131.50	168.50	43.83
PW - STREETS/FLEET	001-3520-541-4020	EMPLOYEE DEVELOPMENT	7,550.00	-	4,850.62	2,699.38	64.25
PW - STREETS/FLEET	001-3520-541-4100	COMMUNICATIONS	9,252.00	-	8,552.55	699.45	92.44
PW - STREETS/FLEET	001-3520-541-4200	POSTAGE	100.00	-	-	100.00	-
PW - STREETS/FLEET	001-3520-541-4300	UTILITY SERVICES	366,120.00	-	327,378.80	38,741.20	89.42
PW - STREETS/FLEET	001-3520-541-4400	RENTALS & LEASES	5,000.00	-	-	5,000.00	-
PW - STREETS/FLEET						Yearend True up	
PW - STREETS/FLEET	001-3520-541-4401	RENTALS & LEASES / VEHICLES	27,700.00	-	33,066.24	(5,366.24)	119.37
PW - STREETS/FLEET	001-3520-541-4600	REPAIR & MAINTENANCE	67,960.00	6,722.97	54,926.62	6,310.41	90.71
PW - STREETS/FLEET	001-3520-541-4610	VEHICLES	35,000.00	589.65	29,226.24	5,184.11	85.19
PW - STREETS/FLEET	001-3520-541-4700	PRINTING & BINDING	500.00	-	279.75	220.25	55.95
PW - STREETS/FLEET	001-3520-541-4900	OTHER CHARGES & OBLIG	100.00	93.70	6.30	-	100.00
PW - STREETS/FLEET						Yearend True up	
PW - STREETS/FLEET	001-3520-541-5100	OFFICE SUPPLIES	690.00	-	710.15	(20.15)	102.92
PW - STREETS/FLEET	001-3520-541-5200	OPERATING SUPPLIES	53,700.00	4,185.53	46,759.81	2,754.66	94.87
PW - STREETS/FLEET						Yearend True up	
PW - STREETS/FLEET	001-3520-541-5230	SAFETY SUPPLIES	8,300.00	298.82	8,009.79	(8.61)	100.10
PW - STREETS/FLEET	001-3520-541-5240	FUEL/DIESEL/LUBRICANTS	32,000.00	7,587.97	22,466.23	1,945.80	93.92
PW - STREETS/FLEET	001-3520-541-5300	ROAD MATERIALS & SUPPLIES	12,000.00	732.46	9,686.45	1,581.09	86.82
PW - STREETS/FLEET	001-3520-541-5400	BOOKS,PUBS,SUBS & MEMBSHP	2,380.00	-	1,637.00	743.00	68.78
		Total for PW-Streets/Fleet	1,593,425.06	69,620.65	1,444,148.01	79,656.40	
NON-DEPARTMENTAL	001-7979-541-9300	TRANSFER OUT	968,876.00	-	968,876.00	-	100.00
NON-DEPARTMENTAL	001-7979-572-9300	TRANSFER OUT	15,000.00	-	15,000.00	-	100.00

			Total for Non-Departmental	983,876.00	-	983,876.00	-	
GENERAL FUND RESERVES	001-9999-599-9810	RESERVES		4,943,158.00	-	-	4,943,158.00	-
			Total for Reserves	4,943,158.00	-	-	4,943,158.00	
W WARREN FACILITIES	003-1900-519-3400	OTHER CONTRACTUAL SERVICES		70,400.00	-	28,884.26	41,515.74	41.03
W WARREN FACILITIES	003-1900-519-4300	UTILITY SERVICES		40,000.00	-	34,889.83	5,110.17	87.22
W WARREN FACILITIES	003-1900-519-4400	RENTAL & LEASES		3,820.00	-	3,819.94	0.06	100.00
W WARREN FACILITIES								
W WARREN FACILITIES	003-1900-519-4600	REPAIRS AND MAINTENANCE		61,980.00	-	65,673.37	(3,693.37)	105.96
W WARREN FACILITIES	003-1900-519-6400	CAPITAL EQUIPMENT		-	-	-	-	-
W WARREN FACILITIES	003-9999-599-9810	RESERVES		263,920.00	-	-	263,920.00	-
			Total for Other Facilities Reserves	440,120.00	-	133,267.40	306,852.60	
BUILDING FUND	102-2900-524-1200	REG. SALARIES & WAGES		484,720.00	-	441,135.86	43,584.14	91.01
BUILDING FUND	102-2900-524-1400	OVERTIME		2,100.00	-	-	2,100.00	-
BUILDING FUND	102-2900-524-2100	F.I.C.A.		37,156.00	-	32,729.25	4,426.75	88.09
BUILDING FUND	102-2900-524-2200	RETIREMENT CONTRIBUTION		48,723.00	-	43,853.51	4,869.49	90.01
BUILDING FUND								
BUILDING FUND	102-2900-524-2300	LIFE AND HEALTH INSURANCE		41,279.00	-	50,229.88	(8,950.88)	121.68
BUILDING FUND	102-2900-524-2400	WORKERS COMPENSATION		40.00	-	-	40.00	-
BUILDING FUND	102-2900-524-3100	PROFESSIONAL SERVICES		16,150.00	-	4,340.00	11,810.00	26.87
BUILDING FUND	102-2900-524-3400	OTHER CONTRACTUAL SERVICE		52,000.00	24,247.50	20,752.50	7,000.00	86.54
BUILDING FUND	102-2900-524-4020	EMPLOYEE DEVELOPMENT		9,500.00	-	8,796.98	703.02	92.60
BUILDING FUND	102-2900-524-4100	COMMUNICATIONS		3,500.00	-	2,385.98	1,114.02	68.17
BUILDING FUND	102-2900-524-4200	POSTAGE		100.00	-	29.05	70.95	29.05
BUILDING FUND								
BUILDING FUND	102-2900-524-4400	RENTAL & LEASES		7,732.00	-	12,269.89	(4,537.89)	158.69
BUILDING FUND	102-2900-524-4600	REPAIRS & MAINTENANCE		5,000.00	-	-	5,000.00	-
BUILDING FUND	102-2900-524-4610	VEHICLES		5,240.00	-	4,412.42	827.58	84.21
BUILDING FUND	102-2900-524-4700	PRINTING & BINDING		650.00	-	486.14	163.86	74.79
BUILDING FUND	102-2900-524-5100	OFFICE SUPPLIES		2,500.00	-	303.66	2,196.34	12.15
BUILDING FUND	102-2900-524-5200	OPERATING SUPPLIES		43,614.00	-	39,606.94	4,007.06	90.81
BUILDING FUND	102-2900-524-5240	FUEL/DIESEL/LUBRICANTS		6,500.00	-	5,344.12	1,155.88	82.22
BUILDING FUND	102-2900-524-5400	BOOKS,PUBS,SUBS & MEMBSHP		3,614.00	-	2,151.00	1,463.00	59.52
BUILDING FUND	102-2900-524-7100	DEBT SERVICE/PRINCIPAL		3,697.00	-	3,696.59	0.41	99.99
BUILDING FUND	102-2900-524-7200	DEBT SERVICE/INTEREST		395.00	-	394.85	0.15	99.96
BUILDING FUND	102-2900-524-9300	ADMINISTRATIVE TRANSFER - TRANSFER OUT		272,952.00	-	272,952.00	-	100.00
BUILDING FUND	102-9999-599-9810	RESERVES		25,398.00	-	-	25,398.00	-
			Total for Building Fund	1,072,560.00	24,247.50	945,870.62	102,441.88	
POLICE EDUCATION	116-2600-521-4020	EMPLOYEE DEVELOPMENT		3,500.00	-	3,500.00	-	100.00
POLICE EDUCATION	116-2600-521-9810	RESERVES		9,157.00	-	-	9,157.00	-
			Total for Reserves	12,657.00	-	3,500.00	9,157.00	
POLICE CONFISCATION	117-2600-521-4900	OTHER CHARGES & OBLIG		20,000.00	-	11,943.06	8,056.94	59.72
POLICE CONFISCATION	117-2600-521-4901	OTHER CHARGES & OBLIG-FED		15,500.00	-	11,865.79	3,634.21	76.55
POLICE CONFISCATION	117-2600-521-9810	RESERVES		379,656.00	-	-	379,656.00	-
			Police Confiscation Fund	415,156.00	-	23,808.85	391,347.15	

ARPA FUND	120-1400-512-4900	OTHER CHARGES OBLIGATIONS	110,336.34	-	110,336.34	-	100.00
ARPA FUND	120-1600-513-9300	ADMINISTRATIVE TRANSFER	4,400,000.00	-	4,400,000.00	-	100.00
ARPA FUND	120-2800-522-6302	FIRE STATION #17	99,784.00	784.00	-	99,000.00	0.79
ARPA FUND	120-5999-999-9810	RESERVES	93,782.00	-	-	93,782.00	-
ARPA Fund			4,703,902.34	784.00	4,510,336.34	192,782.00	
SPECIAL ASSESSMENTS	130-3520-541-3102	LONGWOOD GROVES	936.00	-	820.01	115.99	87.61
SPECIAL ASSESSMENTS	130-3520-541-3103	MARKHAM HILLS	896.00	-	774.73	121.27	86.47
SPECIAL ASSESSMENTS	130-3520-541-3104	GOLDEN GROVES	854.00	-	802.51	51.49	93.97
SPECIAL ASSESSMENTS	130-3520-541-3105	SLEEPY HOLLOW	897.00	-	815.72	81.28	90.94
SPECIAL ASSESSMENTS	130-3520-541-3106	LONGWOOD HILLS	790.00	-	772.60	17.40	97.80
SPECIAL ASSESSMENTS	130-3520-541-3107	BARRINGTON	912.00	-	830.41	81.59	91.05
SPECIAL ASSESSMENTS	130-3520-541-3108	SHADOW HILL	958.00	-	857.59	100.41	89.52
SPECIAL ASSESSMENTS	130-3520-541-3109	TIBERON COVE	913.00	-	819.66	93.34	89.78
SPECIAL ASSESSMENTS	130-3520-541-3402	LONGWOOD GROVES	17,145.00	4,066.00	7,487.00	5,592.00	67.38
SPECIAL ASSESSMENTS	130-3520-541-3403	MARKHAM HILLS	14,425.00	2,290.00	2,135.00	10,000.00	30.68
SPECIAL ASSESSMENTS	130-3520-541-3404	GOLDEN GROVES	2,832.00	89.00	2,124.00	619.00	78.14
SPECIAL ASSESSMENTS	130-3520-541-3405	SLEEPY HOLLOW	10,637.00	2,405.00	2,405.00	5,827.00	45.22
SPECIAL ASSESSMENTS	130-3520-541-3406	LONGWOOD HILLS	2,720.00	835.00	1,700.00	185.00	93.20
SPECIAL ASSESSMENTS	130-3520-541-3407	BARRINGTON	17,240.00	140.00	3,310.00	13,790.00	20.01
SPECIAL ASSESSMENTS	130-3520-541-3408	SHADOW HILL	17,264.00	6,140.00	5,070.00	6,054.00	64.93
SPECIAL ASSESSMENTS	130-3520-541-3409	TIBERON COVE	7,429.00	600.00	4,712.52	2,116.48	71.51
SPECIAL ASSESSMENTS	130-3520-541-4203	MARKHAM	200.00	-	-	200.00	-
SPECIAL ASSESSMENTS	130-3520-541-4302	LONGWOOD GROVES	5,136.00	-	2,513.59	2,622.41	48.94
SPECIAL ASSESSMENTS	130-3520-541-4303	MARKHAM HILLS	2,040.00	-	422.61	1,617.39	20.72
SPECIAL ASSESSMENTS	130-3520-541-4304	GOLDEN GROVES	848.00	-	846.62	1.38	99.84
SPECIAL ASSESSMENTS	130-3520-541-4305	SLEEPY HOLLOW	1,680.00	-	1,374.80	305.20	81.83
SPECIAL ASSESSMENTS	130-3520-541-4306	LONGWOOD HILLS	668.00	-	594.21	73.79	88.95
SPECIAL ASSESSMENTS	130-3520-541-4307	BARRINGTON	3,360.00	-	2,717.16	642.84	80.87
SPECIAL ASSESSMENTS	130-3520-541-4308	SHADOW HILLS	5,736.00	-	4,279.59	1,456.41	74.61
SPECIAL ASSESSMENTS	130-3520-541-4309	TIBERON COVE	4,008.00	-	2,283.33	1,724.67	56.97
SPECIAL ASSESSMENTS	130-3520-541-9808	SHADOW HILL	13,189.00	-	-	13,189.00	-
SPECIAL ASSESSMENTS	130-3520-541-9810	RESERVES	21,907.00	-	-	21,907.00	-
Total for Special Assessments Fund			155,620.00	16,565.00	50,468.66	88,586.34	
PARK & EVENTS FUND	131-3210-574-4801	SE/HALLOWEEN	3,069.00	-	3,068.02	0.98	99.97
PARK & EVENTS FUND	131-3210-574-4802	SE/CELEBRATE THE SEASON	7,332.00	-	7,311.54	20.46	99.72
PARK & EVENTS FUND	131-3210-574-4803	SE/BARKFEST	450.00	-	447.88	2.12	99.53
PARK & EVENTS FUND	131-3210-574-4804	SE/NATIONAL NIGHT OUT	1,250.00	-	1,070.73	179.27	85.66
PARK & EVENTS FUND	131-3210-574-4805	SE/CAR SHOW	7,100.00	-	6,600.00	500.00	92.96
PARK & EVENTS FUND	131-3210-574-4806	SE/CHILI COOK OFF/COMMUNITY	1,119.00	-	1,118.64	0.36	99.97
PARK & EVENTS FUND	131-3210-574-4807	SE/REITER PARK CONCERTS	10,400.00	-	8,950.00	1,450.00	86.06
PARK & EVENTS FUND	131-3210-574-4808	SE/CHRISTMAS PARADE	2,100.00	-	1,715.35	384.65	81.68
PARK & EVENTS FUND	131-3210-574-4809	SE/FALL FESTIVAL	16,650.00	-	16,613.08	36.92	99.78
PARK & EVENTS FUND	131-3210-574-4810	SE/FOURTH OF JULY	27,000.00	-	26,614.74	385.26	98.57
PARK & EVENTS FUND	131-3210-574-4811	SE/FOOD TRUCKS	3,600.00	-	3,529.99	70.01	98.06

PARK & EVENTS FUND	131-3210-574-4812	SE/GREAT AMERICAN CAMP OUT	250.00	-	181.24	68.76	72.50
PARK & EVENTS FUND	131-3210-574-4813	SE/PIRATE SEAFOOD FESTIVAL	14,641.00	-	14,640.81	0.19	100.00
PARK & EVENTS FUND	131-3210-574-4814	SE/FATHER/DAUGHTER/MOTHER/SON DANCES	3,821.00	-	3,730.47	90.53	97.63
PARK & EVENTS FUND	131-3210-574-4815	SE/BREAKFAST WITH SANTA	2,500.00	-	2,438.66	61.34	97.55
PARK & EVENTS FUND	131-3210-574-4816	SE/NEW EVENTS	1,456.00	-	1,282.09	173.91	88.06
PARK & EVENTS FUND	131-3210-574-4817	SE/BOARD PROMOTIONS	22,169.00	-	19,941.69	2,227.31	89.95
PARK & EVENTS FUND	131-3210-574-4818	SE/LONGWOOD LUAU	1,179.00	-	1,000.00	179.00	84.82
PARK & EVENTS FUND	131-3210-574-4819	SE/JUNETEENTH	4,000.00	-	4,000.00	-	100.00
PARK & EVENTS FUND	131-3210-574-4820	SE/AUTISM AWARENESS	3,500.00	-	3,482.61	17.39	99.50
PARK & EVENTS FUND	131-3210-574-4830	SE/MISCELLANEOUS EVENTS	1,404.00	-	1,403.05	0.95	99.93
PARK & EVENTS FUND	131-3210-574-9810	PARKS & EVENTS/RESERVES	50,938.00	-	-	50,938.00	-
Total for Parks & Events Fund			185,928.00	-	129,140.59	56,787.41	
CITIZENS ON PATROL	132-2600-521-4610	COP/GAS FOR VEHICLES	2,100.00	-	1,500.09	599.91	71.43
CITIZENS ON PATROL	132-2600-521-4611	COP/MAINTENANCE FOR VEHICLES	4,740.00	-	4,738.92	1.08	99.98
CITIZENS ON PATROL	132-2600-521-4800	COP/COMMUNITY RELATIONS	1,694.00	-	1,674.38	19.62	98.84
CITIZENS ON PATROL	132-2600-521-4801	COP/AWARD MEET AND GREET DINNER	1,056.00	-	1,055.40	0.60	99.94
CITIZENS ON PATROL	132-2600-521-5210	COP/UNIFORMS/EQUIPMENT	1,010.00	-	804.52	205.48	79.66
CITIZENS ON PATROL	132-2600-521-9810	COP FUND/RESERVES	7,320.00	-	-	7,320.00	-
Total for COPS Fund			17,920.00	-	9,773.31	8,146.69	
CERT FUND	133-2800-522-4600	CERT/REPAIRS & MAINTENANCE	750.00	-	109.96	640.04	14.66
CERT FUND	133-2800-522-4800	CERT/PROMOTIONAL ACTIVITIES	150.00	-	-	150.00	-
CERT FUND	133-2800-522-5200	OPERATING SUPPLIES	3,100.00	-	336.00	2,764.00	10.84
CERT FUND	133-2800-522-5501	CERT/CONTINUING EDUCATION/TRAINING	220.00	-	-	220.00	-
CERT FUND	133-2800-522-9810	CERT FUND/RESERVES	8,561.00	-	-	8,561.00	-
Total for CERT Fund			12,781.00	-	445.96	12,335.04	
POLICE IMPACT FEES	134-2600-521-5200	OPERATING SUPPLIES	3,020.00	-	3,019.80	0.20	99.99
POLICE IMPACT FEES	134-5999-999-9810	RESERVES	97,248.00	-	-	97,248.00	-
Total for Police IF Fund			100,268.00	-	3,019.80	97,248.20	
FIRE IMPACT FEES	135-5999-999-9810	RESERVES	230,229.00	-	-	230,229.00	-
Total for Fire Impact Fees Fund			230,229.00	-	-	230,229.00	
PARKS & REC IMPACT FEES	136-5999-999-9810	RESERVES	209,308.00	-	-	209,308.00	-
Total for P&R Impact Fees Fund			209,308.00	-	-	209,308.00	
P/A IMPACT FEES	137-5999-999-9810	RESERVES	58,448.00	-	-	58,448.00	-
Total for P/A Impact Fees Fund Reserves			58,448.00	-	-	58,448.00	
PUBLIC FACILITES	310-3100-524-3100	PROFESSIONAL SERVICES	118,241.75	84.00	79,058.13	39,099.62	66.93
PUBLIC FACILITES	310-3100-524-6301	CIP-RESURFACING OF LOCAL STREETS CB	20,000.00	-	-	20,000.00	-
PUBLIC FACILITES	310-3100-524-6302	CIP-ADA TRANSITION PLAN COMMUNITY BLDG	52,282.30	27,282.30	22,312.41	2,687.59	94.86
PUBLIC FACILITES	310-3100-524-6303	CIP-ENGINEERING STUDIES COMMUNITY BLDG	54,270.74	10,870.74	18,400.00	25,000.00	53.93
PUBLIC FACILITES	310-3100-524-6306	CIP-BIKE SHARE PROGRAM COMMUNITY BLDG	6,500.00	-	6,500.00	-	100.00
PUBLIC FACILITES	310-3100-524-6308	CIP-RESURFACING LOCAL STREETS PAVING	302,000.00	-	-	302,000.00	-
PUBLIC FACILITES	310-3100-524-6314	CIP-RONALD REAGAN BLVD COMPLETE STREET	49,426.00	24,713.00	24,713.00	-	100.00
PUBLIC FACILITES	310-3100-524-6318	CIP-CORRIDOR LANDSCAPING/HARDSCAPING	207,301.38	123,328.98	80,672.75	3,299.65	98.41
PUBLIC FACILITES	310-3100-524-6319	CIP-OTHER PROJECTS	4,372.94	4,372.94	-	-	100.00
PUBLIC FACILITES	310-3100-524-6321	CIP-SIGN REPLACEMENT AND MINOR ASPHALT	111,847.75	52,321.47	31,043.07	28,483.21	74.53

PUBLIC FACILITES	310-3520-541-3100	PROFESSIONAL SERVICES	850.00	-	804.39	45.61	94.63
PUBLIC FACILITES	310-3520-541-6303	PAVING-HIGHLAND AND INDUSTRIAL	130,000.00	-	-	130,000.00	-
PUBLIC FACILITES	310-3520-541-6304	PAVING-INDUSTRIAL PARK OFF SR 434	175,000.00	-	-	175,000.00	-
PUBLIC FACILITES	310-3520-541-6306	STORMWATER AND PAVING ORANGE AVENUE	250,000.00	160.00	4,500.00	245,340.00	1.86
PUBLIC FACILITES	310-3520-541-6307	E. CHURCH AVE. COMPLETE STREET	-	-	-	-	-
PUBLIC FACILITES	310-3520-541-6314	LONGDALE SIDEWALKS	350,000.00	-	-	350,000.00	-
PUBLIC FACILITES	310-3520-541-6315	UPDATE PEDESTRIAN AND BIKE MASTER PLAN	9,299.25	-	9,299.25	-	100.00
PUBLIC FACILITES	310-3520-541-6316	SUBDIVISION SIDEWALK CONNECTIONS	150,000.00	27,709.89	122,290.11	-	100.00
PUBLIC FACILITES	310-3520-541-6317	MAINE, REIDER & E. LAKE-S. LONGWOOD PH1	539,847.84	7,270.00	532,577.84	-	100.00
PUBLIC FACILITES	310-3520-541-6318	S. GRANT ST. SIDEWALK-DOG TRACK-KATHRYN	120,000.00	3,220.00	2,380.00	114,400.00	4.67
PUBLIC FACILITES	310-3520-541-6319	TULLIS,MARVIN, OVERSTREET-S. LONGWOOD P2	125,000.00	23,125.00	42,575.55	59,299.45	52.56
PUBLIC FACILITES	310-3520-541-6320	2ND PLACE & 12TH ST. SIDEWALK	50,000.00	50,000.00	-	-	100.00
PUBLIC FACILITES	310-3520-541-6321	W. FLA N. MILWEE, W. MAGNOLIA SIDEWALK	175,000.00	175,000.00	-	-	100.00
PUBLIC FACILITES	310-3520-541-6322	South Pedestrian Corridor (Milwee Ave)	506,612.17	8,054.00	21,535.04	477,023.13	5.84
PUBLIC FACILITES	310-3520-541-6323	CIP/WARREN AVE. PUBLIC FACILITY DRAINAGE	80,000.00	5,000.00	4,660.00	70,340.00	12.08
PUBLIC FACILITES	310-3520-541-6324	CIP/BENNETT DRIVE DRAINAGE IMPROVEMENT	800,000.00	-	2,543.40	797,456.60	0.32
PUBLIC FACILITES	310-3520-541-6325	CIP/TRAFFIC SIGNAL INSTALLATION	80,000.00	-	-	80,000.00	-
PUBLIC FACILITES	310-3520-541-6326	CIP/RAVEN AVENUE OUTFALL	230,000.00	85,228.06	35,238.97	109,532.97	52.38
PUBLIC FACILITES	310-3520-541-7100	DEBT SERVICE/PRINCIPAL	820,573.00	-	820,572.15	0.85	100.00
PUBLIC FACILITES						Yearend True up	
PUBLIC FACILITES	310-3520-541-7200	DEBT SERVICE/INTEREST	13,083.00	-	13,097.19	(14.19)	100.11
PUBLIC FACILITES	310-9999-599-9810	RESERVES	2,206,187.00	-	-	2,206,187.00	-
Total for Public Facilities Improvement Fund			7,737,695.12	627,740.38	1,874,773.25	5,235,181.49	
CAPITAL PROJECTS	320-1640-513-6400	CAPITAL - EQUIPMENT	125,504.00	-	-	125,504.00	-
Funding for this line under 320-1640-513-6400 - will reallocate with yearend true up.							
CAPITAL PROJECTS	320-1640-513-7100	PRINCIPAL	-	-	119,156.00	(119,156.00)	-
CAPITAL PROJECTS	320-1640-513-7200	INTERESTS	3,309.00	-	3,308.89	0.11	100.00
CAPITAL PROJECTS	320-2600-521-6400	CAPITAL - EQUIPMENT	359,167.20	-	348,944.10	10,223.10	97.15
CAPITAL PROJECTS	320-2800-522-6301	CIP-FIRE STATION 15	9,669,379.91	43,564.57	38,308.30	9,587,507.04	0.85
CAPITAL PROJECTS	320-2800-522-6400	CAPITAL - EQUIPMENT	1,581,016.00	307,000.80	1,272,144.30	1,870.90	99.88
CAPITAL PROJECTS	320-2800-522-7300	OTHER DEBT SERVICES - FIRE	100,000.00	-	-	100,000.00	-
CAPITAL PROJECTS	320-3210-572-5200	OPERATING SUPPLIES	4,386.00	-	4,385.91	0.09	100.00
CAPITAL PROJECTS	320-3210-572-6310	CIP-FRDAP CANDYLAND - PARKS	100,000.00	-	-	100,000.00	-
CAPITAL PROJECTS	320-3210-572-6400	CAPITAL - EQUIPMENT	29,114.00	-	22,829.68	6,284.32	78.41
CAPITAL PROJECTS	320-3520-541-6400	CAPITAL - EQUIPMENT	66,800.00	64,863.00	1,780.23	156.77	99.77
CAPITAL PROJECTS	320-9999-599-9810	RESERVES	335,316.00	-	-	335,316.00	-
Total for Capital Projects Fund			12,373,992.11	415,428.37	1,810,857.41	10,147,706.33	
PU-UTILITY BILLING	401-1615-513-1200	REG. SALARIES & WAGES	209,264.00	-	170,384.98	38,879.02	81.42
PU-UTILITY BILLING	401-1615-513-1400	OVERTIME	1,300.00	-	257.68	1,042.32	19.82
PU-UTILITY BILLING	401-1615-513-2100	F.I.C.A.	16,106.00	-	12,833.98	3,272.02	79.68
PU-UTILITY BILLING	401-1615-513-2200	RETIREMENT CONTRIBUTION	21,053.00	-	16,800.45	4,252.55	79.80
PU-UTILITY BILLING	401-1615-513-2300	LIFE & HEALTH INSURANCE	23,324.00	-	21,590.05	1,733.95	92.57
PU-UTILITY BILLING	401-1615-513-2400	WORKERS COMPENSATION	21.00	-	-	21.00	-
PU-UTILITY BILLING	401-1615-513-3400	OTHER CONTRACTUAL SERVICE	19,899.00	1,127.59	18,770.82	0.59	100.00

PU-UTILITY BILLING	401-1615-513-4020	EMPLOYEE DEVELOPMENT	3,000.00	-	-	3,000.00	-
PU-UTILITY BILLING	401-1615-513-4100	COMMUNICATIONS	2,020.00	-	1,191.19	828.81	58.97
PU-UTILITY BILLING	401-1615-513-4200	POSTAGE	45,350.00	-	35,332.00	10,018.00	77.91
PU-UTILITY BILLING						Yearend True up	
PU-UTILITY BILLING	401-1615-513-4400	RENTAL & LEASES	8,500.00	-	9,737.46	(1,237.46)	114.56
PU-UTILITY BILLING	401-1615-513-4600	REPAIR & MAINTENANCE	1,004.00	-	1,003.20	0.80	99.92
PU-UTILITY BILLING	401-1615-513-4610	VEHICLE MAINTENANCE	3,290.00	-	1,336.77	1,953.23	40.63
PU-UTILITY BILLING	401-1615-513-4900	OTHER CHARGES & OBLIG.	2,706.00	-	-	2,706.00	-
PU-UTILITY BILLING	401-1615-513-5100	OFFICE SUPPLIES	1,000.00	-	261.99	738.01	26.20
PU-UTILITY BILLING	401-1615-513-5200	OPERATING SUPPLIES	23,031.00	149.87	17,176.65	5,704.48	75.23
PU-UTILITY BILLING	401-1615-513-5240	FUEL/DIESEL/LUBRICANTS	3,500.00	-	1,789.60	1,710.40	51.13
PU-UTILITY BILLING	401-1615-513-5400	BOOKS,PUBS,SUBS & MEMBSHP	150.00	-	20.00	130.00	13.33
Total for PW-Utility Billing			384,518.00	1,277.46	308,486.82	74,753.72	
PUBLIC UTILITIES	401-4120-536-1200	REG. SALARIES & WAGES	848,528.00	-	773,587.80	74,940.20	91.17
PUBLIC UTILITIES						Yearend True up	
PUBLIC UTILITIES	401-4120-536-1400	OVERTIME	130,000.00	-	143,240.46	(13,240.46)	110.18
PUBLIC UTILITIES	401-4120-536-2100	F.I.C.A.	72,229.00	-	68,033.87	4,195.13	94.19
PUBLIC UTILITIES	401-4120-536-2200	RETIREMENT CONTRIBUTION	104,802.00	-	80,686.98	24,115.02	76.99
PUBLIC UTILITIES	401-4120-536-2300	LIFE & HEALTH INSURANCE	167,021.00	-	147,677.48	19,343.52	88.42
PUBLIC UTILITIES	401-4120-536-2400	WORKERS COMPENSATION	85.00	-	-	85.00	-
PUBLIC UTILITIES	401-4120-536-3100	PROFESSIONAL SERVICES	131,994.27	61,049.78	19,512.63	51,431.86	61.03
PUBLIC UTILITIES	401-4120-536-3400	OTHER CONTRACTUAL SERVICE	21,000.00	3,870.00	12,550.92	4,579.08	78.19
PUBLIC UTILITIES	401-4120-536-4010	TRAVEL & PER DIEM	300.00	-	288.78	11.22	96.26
PUBLIC UTILITIES	401-4120-536-4020	EMPLOYEE DEVELOPMENT	12,790.00	-	6,940.83	5,849.17	54.27
PUBLIC UTILITIES	401-4120-536-4100	COMMUNICATIONS	15,940.00	-	14,616.88	1,323.12	91.70
PUBLIC UTILITIES	401-4120-536-4200	POSTAGE	500.00	-	30.83	469.17	6.17
PUBLIC UTILITIES						Yearend True up	
PUBLIC UTILITIES	401-4120-536-4300	UTILITY SERVICES	259,800.00	-	287,392.94	(27,592.94)	110.62
PUBLIC UTILITIES	401-4120-536-4400	RENTALS & LEASES	13,000.00	2,998.56	8,898.63	1,102.81	91.52
PUBLIC UTILITIES						Yearend True up	
PUBLIC UTILITIES	401-4120-536-4401	RENTALS & LEASES / VEHICLES	38,000.00	-	45,176.25	(7,176.25)	118.88
PUBLIC UTILITIES	401-4120-536-4600	REPAIR & MAINTENANCE	171,400.00	12,116.52	123,097.03	36,186.45	78.89
PUBLIC UTILITIES	401-4120-536-4610	VEHICLE MAINTENANCE	51,000.00	2,598.95	42,172.90	6,228.15	87.79
PUBLIC UTILITIES	401-4120-536-4700	PRINTING & BINDING	550.00	-	448.40	101.60	81.53
PUBLIC UTILITIES	401-4120-536-4900	OTHER CHARGES & OBLIGS.	1,743,698.00	205.45	1,630,129.12	113,363.43	93.50
PUBLIC UTILITIES	401-4120-536-5100	OFFICE SUPPLIES	600.00	-	556.59	43.41	92.77
PUBLIC UTILITIES	401-4120-536-5200	OPERATING SUPPLIES	224,620.00	15,142.59	206,975.20	2,502.21	98.89
PUBLIC UTILITIES	401-4120-536-5230	SAFETY SUPPLIES	8,200.00	519.12	7,189.95	490.93	94.01
PUBLIC UTILITIES						Yearend True up	
PUBLIC UTILITIES	401-4120-536-5240	FUEL/DIESEL/LUBRICANTS	42,000.00	3,306.06	43,738.45	(5,044.51)	112.01
PUBLIC UTILITIES	401-4120-536-5300	ROAD MATERIALS	7,000.00	291.65	5,334.80	1,373.55	80.38
PUBLIC UTILITIES	401-4120-536-5400	BOOKS,PUBS,SUBS & MEMBSHP	2,500.00	-	1,405.28	1,094.72	56.21
PUBLIC UTILITIES	401-4120-536-6100	LAND PURCHASE	1,250,000.00	-	1,231,423.10	18,576.90	98.51
PUBLIC UTILITIES	401-4120-536-6305	CIP-E.L W SEPTIC TANK ABATEMENT PH 2	5,747,288.56	684,538.92	5,062,749.16	0.48	100.00

PUBLIC UTILITIES	401-4120-536-6306	CIP-E.L W SEPTIC TANK ABATEMENT PH3	375,000.00	219,186.94	82,126.90	73,686.16	80.35
PUBLIC UTILITIES	401-4120-536-6316	CIP-LIFT STATION REHABILITATION	165,000.00	97,047.00	67,623.00	330.00	99.80
PUBLIC UTILITIES	401-4120-536-6318	CIP-WATER PLANT R & R	31,786.97	3,151.97	28,635.00	-	100.00
PUBLIC UTILITIES	401-4120-536-6324	CIP-WATER PLANT REPLACEMENT	1,500,000.00	1,050.00	23,577.09	1,475,372.91	1.64
PUBLIC UTILITIES	401-4120-536-6326	LANDINGS POTABLE WATER SYSTEM REPLACEMEN	600,000.00	51,608.14	48,176.91	500,214.95	16.63
PUBLIC UTILITIES	401-4120-536-6327	GRANT ST. MASTER LIFT STATION BYPASS	150,000.00	-	-	150,000.00	-
PUBLIC UTILITIES	401-4120-536-6328	RECLAIMED IRRIGATION EXPANSION	-	-	-	-	-
PUBLIC UTILITIES	401-4120-536-6330	FLOODPROOFING-3 LIFSTATIONS #3,#10,#23	389,000.00	4,660.00	-	384,340.00	1.20
PUBLIC UTILITIES	401-4120-536-6331	GEORGIA LS EMERGENCY GENERATOR	325,000.00	3,635.00	1,025.00	320,340.00	1.43
PUBLIC UTILITIES	401-4120-536-6400	CAPITAL - EQUIPMENT	252,694.00	59,482.00	81,569.39	111,642.61	55.82
PUBLIC UTILITIES	401-4120-536-7100	DEBT SERVICE/PRINCIPAL	593,430.00	-	595,910.43	(2,480.43)	104.00
PUBLIC UTILITIES	401-4120-536-7200	DEBT SERVICE/INTEREST	83,012.00	-	80,528.99	2,483.01	97.00
PUBLIC UTILITIES	401-4120-536-9300	ADMINISTRATIVE TRANSFER-TRANSFER OUT	682,380.00	-	682,380.00	-	100.00
PUBLIC UTILITIES	401-4120-536-9301	R&R WATER - TRANSFER OUT	323,785.00	-	323,785.00	-	100.00
PUBLIC UTILITIES	401-4120-536-9302	R&R SEWER - TRANSFER OUT	792,715.00	-	792,715.00	-	100.00
PUBLIC UTILITIES	401-9999-599-9810	RESERVES	3,526,433.00	-	-	3,526,433.00	-
Total Public Utilities			20,855,081.80	1,226,458.65	12,771,907.97	6,856,715.18	
R&R	402-4120-536-3100	PROFESSIONAL SERVICES	33,605.00	13,605.00	-	20,000.00	40.49
R&R	402-4120-536-3400	OTHER CONTRACTUAL SERVICES	7,500.00	-	7,315.00	185.00	97.53
R&R	402-4120-536-4600	REPAIRS AND MAINTENANCE	240,011.00	46,344.62	193,058.69	607.69	99.75
R&R	402-4120-536-5200	OPERATING SUPPLIES	43,000.00	19,685.26	20,257.49	3,057.25	92.89
R&R	402-4120-536-6302	CIP-WATER SERVICE LINE R&R	220,000.00	-	-	220,000.00	-
R&R	402-4120-536-6315	CIP-AC WATER MAIN REPLACEMENT-DESIGN	925,373.42	33,590.61	16,782.81	875,000.00	5.44
R&R	402-4120-536-6316	CIP-LIFSTATION REHABILITATION	195,115.99	83,689.62	111,426.21	0.16	100.00
R&R	402-4120-536-6317	CIP-SANITARY SEWER I & II REHABILITATION	-	-	-	-	-
R&R	402-4120-536-6318	CIP-WATER PLANT R&R	40,000.00	14,475.55	25,492.07	32.38	99.92
R&R	402-4120-536-6319	CIP-LIFTSTATION EMERGENCY PUMP REPLACEME	6,251.00	6,251.00	-	-	100.00
R&R	402-4120-536-6320	MANHOLE REPAIR AND COATING	35,000.00	22,974.00	5,623.00	6,403.00	81.71
R&R	402-4120-536-6322	HOSPITAL REBUILD	70,000.00	-	-	70,000.00	-
R&R	402-4120-536-6400	CAPITAL EQUIPMENT	30,038.00	-	30,038.00	-	100.00
R&R	402-9999-599-9810	RESERVES	132,340.00	-	-	132,340.00	-
Renewal & Replacement Fund			1,978,234.41	240,615.66	409,993.27	1,327,625.48	
IMPACT FEES FUND	403-9999-599-9810	RESERVES	2,015,124.00	-	-	2,015,124.00	-
Impact Fees Fund Reserves			2,015,124.00	-	-	2,015,124.00	
STORMWATER FUND	406-3520-541-1200	REG. SALARIES & WAGES	125,652.00	-	101,986.59	23,665.41	81.17
STORMWATER FUND	406-3520-541-1400	OVERTIME	3,000.00	-	20.65	2,979.35	0.69
STORMWATER FUND	406-3520-541-2100	F.I.C.A.	10,148.00	-	7,415.46	2,732.54	73.07
STORMWATER FUND	406-3520-541-2200	RETIREMENT CONTRIBUTION	13,128.00	-	10,198.83	2,929.17	77.69
STORMWATER FUND	406-3520-541-2300	LIFE & HEALTH INSURANCE	25,626.00	-	17,391.83	8,234.17	67.87
STORMWATER FUND	406-3520-541-2400	WORKERS COMPENSATION	14.00	-	-	14.00	-
STORMWATER FUND	406-3520-541-3100	PROFESSIONAL SERVICES	75,789.48	22,698.76	41,462.22	11,628.50	84.66
STORMWATER FUND	406-3520-541-3400	OTHER CONTRACTUAL SERVICE	135,800.00	6,827.67	99,578.85	29,393.48	78.36
STORMWATER FUND	406-3520-541-4020	EMPLOYEE DEVELOPMENT	5,275.00	-	2,030.00	3,245.00	38.48
STORMWATER FUND	406-3520-541-4100	COMMUNICATION	1,900.00	-	1,481.38	418.62	77.97

STORMWATER FUND	406-3520-541-4300	UTILITY SERVICES	20,550.00	-	15,508.69	5,041.31	75.47
STORMWATER FUND						Yearend True up	
STORMWATER FUND	406-3520-541-4401	RENTAL & LEASES / VEHICLES	4,900.00	-	6,803.12	(1,903.12)	138.84
STORMWATER FUND	406-3520-541-4600	REPAIR & MAINTENANCE	77,000.00	11,684.31	52,274.52	13,041.17	83.06
STORMWATER FUND	406-3520-541-4610	VEHICLES	10,000.00	998.28	4,513.17	4,488.55	55.11
STORMWATER FUND	406-3520-541-4700	PRINTING & BINDING	807.00	-	806.97	0.03	100.00
STORMWATER FUND	406-3520-541-4900	OTHER CHARGES & OBLIG	5,300.00	-	5,034.00	266.00	94.98
STORMWATER FUND	406-3520-541-5200	OPERATING SUPPLIES	27,693.00	3,199.49	17,449.12	7,044.39	74.56
STORMWATER FUND	406-3520-541-5240	FUEL/DIESEL/LUBRICANTS	8,000.00	-	6,927.70	1,072.30	86.60
STORMWATER FUND						Yearend True up	
STORMWATER FUND	406-3520-541-5400	BOOKS,PUBS,SUBS & MEMBSHP	950.00	-	1,330.00	(380.00)	140.00
STORMWATER FUND	406-3520-541-6312	BENNETT DRIVE/UPS POND	110,000.00	23,619.00	13,581.00	72,800.00	33.82
STORMWATER FUND	406-3520-541-6313	MASTER PLAN PROJECT UPDATE PLAN	25,000.00	-	-	25,000.00	-
STORMWATER FUND	406-3520-541-6315	CIP-PIPE LINING	204,620.00	143,040.00	57,820.00	3,760.00	98.16
STORMWATER FUND	406-3520-541-6316	LAKE JANE INTAKE OAK ST. AND LAKE AVE.	186,000.00	-	-	186,000.00	-
STORMWATER FUND	406-3520-541-7100	DEBT SERVICE/PRINCIPAL	25,416.00	-	25,415.56	0.44	100.00
STORMWATER FUND	406-3520-541-7200	DEBT SERVICE/INTEREST	3,270.00	-	3,269.35	0.65	99.98
STORMWATER FUND	406-9999-599-9810	RESERVES	215,645.00	-	-	215,645.00	-
Stormwater Fund			1,321,483.48	212,067.51	492,299.01	617,116.96	
Final Totals			81,520,273.69	2,903,225.62	44,250,805.98	34,366,242.09	

Final Totals	81,429,524.69	2,903,225.62	44,160,147.62	34,366,151.45
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**City of Longwood, Florida
Unaudited Monthly Financial Statements
For the Fourth Quarter as of September, 2024**

Introduction

The following overview of the City of Longwood Monthly Financial Statements for the fourth quarter ending September 30, 2024, is provided herein. The information contained in the attached reports is preliminary, unaudited, and intended for internal use only.

GENERAL FUND

Revenues

General Fund revenues for the fourth quarter are \$21,730,111, or 101% of the \$21,545,772 million amended budget, without transfers. General Fund revenue is \$2,039,804 or 10.36% more than last year's fourth quarter.

Ad Valorem Taxes total \$9,814,787 or 101% collected of the \$9,688,989 estimated revenue, and the majority of the City's annual property tax revenues are received in December of each fiscal year.

Most of the other revenue items are trending a higher for the fourth quarter than prior year with the exception of Franchise Fees and Miscellaneous Revenue.

Expenditures

General Fund expenditures totaled \$19,922,146 or 93% of the amended budget. In total, expenditures ended this quarter \$340,355 or 1.74% higher than the same period for the prior year.

Unrestricted Fund Balance

Beginning fund balance was updated after 2023 financial statements audit. The total estimated fund balance is \$4,374,851, or 20% as of September 30, 2024, which is higher than the minimum 17% required per our fund balance policy. Unrestricted fund balance is the total of committed fund balance, assigned fund balance, and unassigned fund balance.

SPECIAL REVENUE FUNDS

The Special Revenue Funds revenues are \$7,041,527 or 107% from a total Budget of \$6,582,480. When compared to prior year it shows trending higher by \$4,864,677 due to recognized deferred revenues under the ARPA fund for the Interfund transfer to the Capital Projects Fund. Expenditures are trending below budget at 59%.

CAPITAL PROJECT FUNDS

The Capital Project Funds combined statement include both the Public Facilities Fund (310) and the Capital Projects Fund (320), and for this quarter revenues are trending \$263,155 higher without transfers, and expenditures is trending under budget at a 21%.

PUBLIC UTILITIES FUND

Charges for Services in the Public Utilities Fund (401) total \$7,218,212 or 99% from a \$7,288,320 estimated budget. Overall revenues are trending lower than last year's fourth quarter by (\$18,903) due to loan proceeds received for the Septic Tank Abatement PH 2 on prior year. Expenses are under budget with only 72% of the total budget.



**CITY OF LONGWOOD
GENERAL FUND
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4**

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	5,691,682	4,391,958	5,074,548		
<u>Revenues:</u>					
<u>Taxes</u>					
Ad Valorem Taxes	8,503,853	9,814,787	9,688,989	101%	1,310,934
Franchise Fees	2,118,005	2,055,178	2,269,944	91%	(62,827)
Utility Service Taxes	2,133,371	2,162,423	2,243,432	96%	29,052
Communication Service Tax	862,701	897,137	835,954	107%	34,436
Sales and Use Taxes	178,389	183,687	150,360	122%	5,298
Licenses and Permits	32,341	35,466	35,600	100%	3,125
Intergovernmental	2,672,956	3,327,474	3,288,820	101%	654,518
Charges for Services	2,394,983	2,579,752	2,446,873	105%	184,769
Fines and Forfeitures	139,377	154,937	152,600	102%	15,560
Miscellaneous Revenue	654,331	519,270	433,200	120%	(135,061)
Total Revenues	19,690,307	21,730,111	21,545,772	101%	2,039,804
<u>Transfers In</u>					
Transfer from Public Utilities Fund	625,015	682,380	682,380	100%	57,365
Transfer from Building Fund	427,642	272,952	272,952	100%	(154,690)
Total Revenues & Transfers	20,742,964	22,685,443	22,501,104	101%	1,942,479
Total Beginning Balance & Revenues Available	26,434,646	27,077,401	27,575,652		
<u>Expenditures:</u>					
City Commission	110,327	113,562	119,884	95%	3,235
City Manager	428,038	408,574	421,599	97%	(19,464)
City Attorney	122,639	146,963	180,000	82%	24,324
City Clerk	261,566	306,959	361,191	85%	45,393
Human Resources	772,305	847,206	886,082	96%	74,901
Finance	537,457	470,213	601,221	78%	(67,244)
Utility Billing	1,158,486	1,334,638	1,498,277	89%	176,152
General Services	144,976	145,646	169,563	86%	670
Information Technology	728,731	812,103	846,187	96%	83,372
Other Facilities	157,163	133,267	176,200	76%	(23,896)
Law Enforcement	5,616,962	5,737,020	5,771,820	99%	120,058
Fire & Rescue	5,385,881	5,606,807	6,288,646	89%	220,926
Community Development	737,686	732,471	848,180	86%	(5,215)
Leisure Services	1,630,735	1,682,569	1,726,139	97%	51,834
Public Works - Streets	1,788,839	1,444,148	1,593,425	91%	(344,691)
Total Expenditures	19,581,791	19,922,146	21,488,414	93%	340,355
<u>Transfers Out</u>					
Capital Projects Fund	1,391,400	968,876	1,391,400	70%	(422,524)
Parks & Events Fund	5,000	15,000	15,000	100%	10,000
Total Expenditures & Transfers	20,978,191	20,906,022	22,894,814	91%	(72,169)
Ending Balance	5,456,455	6,171,379	4,680,838		



CITY OF LONGWOOD
SPECIAL REVENUE FUNDS - NON MAJOR
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	1,386,336	1,339,933	1,161,039		
<u>Revenues:</u>					
Charges for Services	819,569	818,126	864,748	95%	(1,443)
Intergovernmental	573,728	4,400,000	4,600,000	96%	3,826,272
Fines and Forfeitures	40,364	61,260	45,000	136%	20,896
Licenses and Permits	612,111	1,610,125	931,200	173%	998,014
Miscellaneous Revenues	131,078	152,016	141,532	107%	20,938
Total Revenues	2,176,850	7,041,527	6,582,480	107%	4,864,677
<u>Transfers In</u>					
Transfer from General Fund	5,000	15,000	15,000	100%	10,000
Total Revenues & Transfers	2,181,850	7,056,527	6,597,480	107%	4,874,677
Total Beginning Balance & Revenues Available	3,568,186	8,396,460	7,758,519		
<u>Expenses:</u>					
Building Permits & Inspections Fund	624,709	672,919	774,210	87%	48,210
Police Education Fund	5,500	3,500	12,657	28%	(2,000)
Special Law Enforcement Trust Fund	27,954	23,809	35,500	67%	(4,145)
Special Assessments Fund	67,114	50,469	133,713	38%	(16,645)
ARPA Fund	387,630	110,336	303,902	36%	(277,294)
Parks and Events Fund	122,051	129,141	134,990	96%	7,090
Citizens on Patrol Fund (COPs)	10,763	9,773	10,600	92%	(990)
Community Emergency Response Team (CERT)	3,218	446	4,220	11%	(2,772)
Police Impact Fees Fund	1,407	3,020	3,020	100%	1,613
Fire Impact Fees Fund	-	-	-	N/A	-
Parks & Recs Impact Fees Fund	-	-	-	N/A	-
PW/Administrative Impact Fees Fund	-	-	-	N/A	-
Stormwater Management Fund	550,265	492,299	1,105,838	45%	(57,966)
Total Expenses	1,800,611	1,495,712	2,518,650	59%	(304,899)
<u>Transfers Out</u>					
Capital Projects Fund	-	4,400,000	4,400,000	100%	4,400,000
General Fund	427,642	272,952	272,952	100%	(154,690)
Total Expenses & Transfers	2,228,253	6,168,664	7,191,602	86%	3,940,411
Revenue Over / (Under) Expenses	1,339,933	2,227,796	566,917		



CITY OF LONGWOOD
CAPITAL PROJECTS FUND
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	2,760,555	2,323,096	2,323,096		
<u>Revenues:</u>					
Sales and Use Tax	1,696,706	1,501,002	1,651,126	91%	(195,704)
Intergovernmental	124,322	583,181	4,133,167	14%	458,859
Miscellaneous	-	-	500	0%	-
Other Financing Sources	-	-	5,200,000	0%	-
Total Revenues	1,821,028	2,084,183	10,984,793	19%	263,155
<u>Transfers In</u>					
Transfer from General Fund	1,391,400	968,876	968,876	100%	(422,524)
Transfer from ARPA Fund	-	4,400,000	4,400,000	100%	4,400,000
Total Revenues & Transfers	3,212,428	7,453,059	16,353,669	46%	4,240,631
Total Beginning Balance & Revenues Available	5,972,983	9,776,155	18,676,765		
<u>Expenses:</u>					
General Government	124,395	122,465	128,813	0%	(1,930)
Public Safety	1,016,150	1,659,397	11,709,563	14%	643,247
Physical Environment	482,003	262,699	926,243	28%	(219,304)
Transportation	1,235,277	1,613,854	4,672,065	35%	378,577
Culture & Recreation	367,235	27,216	133,500	20%	(340,019)
Total Expenses	3,225,060	3,685,631	17,570,184	21%	460,571
Revenue Over / (Under) Expenses	1,356,523	721,648	1,106,581		



CITY OF LONGWOOD
PUBLIC UTILITIES FUND (401)
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	5,504,981	5,167,242	7,588,580		
<u>Revenues:</u>					
Intergovernmental	-	344,404	2,212,650	16%	344,404
Charges for Services	6,716,297	7,218,212	7,288,320	99%	501,915
Miscellaneous	1,173	26,218	40,500	65%	25,045
Other Financing Sources	890,267	-	4,000,000	0%	(890,267)
Total Revenues	7,607,737	7,588,834	13,541,470	56%	(18,903)
 Total Beginning Balance & Revenues Available	 13,112,718	 12,756,076	 21,130,050		
 <u>Expenses:</u>					
Finance-Utility Billing					
Personnel Services	239,955	221,867	271,068	82%	(18,088)
Operating Services	81,636	86,620	113,450	76%	4,984
Physical Environment					
Personnel Services	1,262,038	1,213,227	1,322,665	92%	(48,811)
Operating Services	1,929,476	2,456,456	2,744,892	89%	526,981
Capital Services	463,122	5,395,482	9,535,770	57%	4,932,360
Debt Services	668,297	676,439	676,442	100%	8,142
<u>Transfers Out</u>					
General Fund	625,015	682,380	682,380	100%	57,365
R& R Fund	638,324	1,116,500	1,116,500	100%	478,176
Total Expenses & Transfers	5,907,862	11,848,972	16,463,167	72%	5,941,110
 Revenue Over / (Under) Expenses	 7,204,856	 907,104	 4,666,883		



CITY OF LONGWOOD
PU RENEWAL & REPLACEMENT (402)
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	409,073	589,898	725,340		
<u>Revenues:</u>					
Miscellaneous	-	-	-	N/A	-
Other Financing Sources	-	-	-	N/A	-
<u>Transfers In</u>					
Transfer from 401 Fund	638,324	1,116,500	1,116,500	100%	478,176
Total Revenues	638,324	1,116,500	1,116,500	100%	-
Total Beginning Balance & Revenues Available	1,047,397	1,706,398	1,841,840		
<u>Expenses:</u>					
Operating Services	190,088	220,631	324,116	68%	30,543
Capital Services	220,413	189,362	1,521,778	12%	(31,051)
Total Expenses	410,501	409,993	1,845,894	22%	(508)
Revenue Over / (Under) Expenses	636,896	1,296,405	(4,054)		



CITY OF LONGWOOD
UTILITIES IMPACT FEES FUND (403)
REVENUE AND EXPENDITURES
BUDGET vs ACTUAL vs PRIOR YEAR
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024
100% of Year Lapsed
QUARTER 4

	FY23 9/30/23 ACTUAL	FY24 9/30/24 Y-T-D	FY24 AMENDED BUDGET	ACTUAL AS % OF AMENDED BUDGET	VARIANCE TO PRIOR YEAR
<u>Beginning Balance</u>	1,758,124	1,758,124	1,313,124		
<u>Revenues:</u>					
Licenses and Permits	132,557	773,337	700,000	110%	640,780
Miscellaneous	-	-	2,000	0%	-
Total Revenues	132,557	773,337	702,000	110%	640,780
Total Beginning Balance & Revenues Available	1,890,681	2,531,461	2,015,124		
<u>Expenses:</u>					
	-	-	-	N/A	-
	-	-	-	N/A	-
Total Expenses	-	-	-	N/A	-
Revenue Over / (Under) Expenses	1,890,681	2,531,461	2,015,124		



CITY OF LONGWOOD
GENERAL FUND
FUND BALANCE ANALYSIS

FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2024

QUARTER 4

Beginning Fund Balance @ 10/1/2023 (Audited)	\$	4,391,958	
Less: Budgeted Use of Fund Balance		-	
Less: Reservations of Fund Balance			
Prepaid Expenditures @ 09/30/2024		17,107	
		(17,107)	
Total Fund Balance @ 09/30/2024		4,374,851	20%
Unrestricted Fund Balance			
Assigned Fund Balance (Cell Tower Proceeds)		487,501	2.3%
Committed Fund Balance - Economic Stabilization Reserve		1,073,579	5.0%
Unassigned Fund Balance		2,094,500	9.7%
Operating Reserve @ 17% of General Fund Expenditures Budget		3,655,580	17.0%
Fund Balance After 17%		719,270	
		4,374,851	

City of Longwood
Fiscal Year 2023-2024
Budget Transfers - September, 2024

Date	Department	From Account	To Account	To Amount	Explanation
09/05/24	UTILITY BILLING	401-1615-513-4900	401-1615-513-4600	\$ 4.00	METER PROBE REPAIRS
09/06/24	LAW ENFORCEMENT	132-2600-521-5120	132-2600-521-4611	\$ 2,180	MAINTENANCE ON COP EXPLORER & TRANSMISSION FOR EXPEDITION
09/10/24	PUBLIC UTILITIES	401-4120-536-3100	401-4120-536-4600	\$ 20,000	FUNDS NEEDED FOR EMERGENCY REPAIRS TO LS#28
09/11/24	PUBLIC UTILITIES	402-4120-536-5200	402-4120-536-4600	\$ 11,000	FUNDS NEEDED FOR CITY LIFT STATIONS FOR REST OF FY
09/11/24	PUBLIC WORKS STREETS	001-3520-541-3400	001-3520-541-4600	\$ 5,000	FUND STREET DIVISION REPAIRS & MAINTENANCE REST OF FY
09/11/24	PUBLIC WORKS STREETS	001-3520-541-3400	001-3520-541-4100	\$ 1,500	FUNDS NEEDED TO CLEAR NEGATIVE BALANCE
09/18/24	LEISURE SERVICES	001-3210-572-5200	001-3210-572-3100	\$ 2,000	FUNDS NEEDED TO OVER CREATION OF SITE PLAN FOR PARK GRANT
09/30/24	FIRE AND RESCUE	001-2800-522-5200	001-2800-522-4610	\$ 4,000	COVER NEG BAL DUE TO EMERGENCY FLEET REPAIRS
TOTAL				\$ 45,684	

CH Full Name	Purchase Date	Amount	Vendor Name	Account #	Description
AMBERG, BRIAN	9/4/2024	\$250.64	GALLS	001-2800-522-5200	Amberg - Uniforms for COC
AMBERG, BRIAN	9/4/2024	\$56.04	Amazon.com ZT1CZ8502	001-2800-522-5200	Amberg - Garden Hose Sprayer
AMBERG, BRIAN	9/9/2024	\$56.00	GOLDENNEEDLEALTERATIONS	001-2800-522-5200	Amberg - Uniform Alterations for COC
AMBERG, BRIAN	9/23/2024	\$173.84	AMAZON MKTPL M470Y2G63	001-2800-522-5200	Amberg- Wall Mounted Lamps & Shower Heads
AMBERG, BRIAN	9/24/2024	\$19.83	AMZN MT US FT2D72HG3	001-2800-522-5200	Amberg - Mop Handles
AMBERG, BRIAN	9/25/2024	\$19.94	Amazon.com XR7C87L53	001-2800-522-5200	Amberg - Dish washing pods
AMBERG, BRIAN	9/30/2024	\$4.00	GOLDENNEEDLEALTERATIONS	001-2800-522-5200	Amberg - Uniforms Alterations for COC
Anderson, Charmaine	9/13/2024	\$9.85	USPS PO 1153400559	001-1600-513-4200	Anderson-Shipping for GovMax App Agreement
Alt Bowes, Donna	9/6/2024	\$376.18	AMZN Mktp US ZT2L22VJ1	001-3210-572-5200	Alt-Bowes - Safety Mats for Reiter Park
Alt Bowes, Donna	9/9/2024	\$579.98	BSN SPORTS LLC	001-3210-572-5200	Alt-Bowes - L Screens for Batting Cages
Alt Bowes, Donna	9/9/2024	\$1,144.95	BSN SPORTS LLC	001-3210-572-5200	Alt-Bowes - Bases for Baseball Fields
Alt Bowes, Donna	9/10/2024	\$28.99	AMAZON MARK ZU2QF0JX3	001-3210-572-5200	Alt-Bowes - Threshold Ramps
Alt Bowes, Donna	9/10/2024	\$435.00	Broadcast Music Inc BMI	001-3210-572-3400	Alt-Bowes - Music License
Alt Bowes, Donna	9/13/2024	\$85.00	T & S PROFESSIONAL RENT	001-3210-572-4400	Alt-Bowes - Port-O-Let at Candyland Sports Complex
Alt Bowes, Donna	9/14/2024	\$249.99	AMZN Mktp US P754A2VH3	001-3210-572-5200	Alt-Bowes - Ottoman for Community Building
Alt Bowes, Donna	9/15/2024	\$319.55	Amazon.com 0U7P69JU3	001-3210-572-5200	Alt-Bowes - Fans for Community Building
Alt Bowes, Donna	9/16/2024	\$329.94	Amazon.com S390V0NR3	001-3210-572-5200	Alt-Bowes - Fans for Community Building
Alt Bowes, Donna	9/17/2024	\$219.96	Amazon.com ZA0EZ0V53	001-3210-572-5200	Alt-Bowes - Fans for Community Building
Alt Bowes, Donna	9/18/2024	\$439.80	AMAZON MKTPL 6Q2TB6VW3	001-3210-572-5200	Alt-Bowes - Chair Leg Protectors for Community Building
Alt Bowes, Donna	9/19/2024	\$98.04	Amazon.com KA0LX4U53	131-3210-574-4811	Alt-Bowes - Finger Paints for event
Alt Bowes, Donna	9/19/2024	\$188.48	CET SHIRTS	001-3210-572-5200	Alt-Bowes - Employee Shirts - Reiter Park
Alt Bowes, Donna	9/30/2024	\$208.05	WM SUPERCENTER #857	131-3210-574-4811	Alt-Bowes - Cookies for event
Alt Bowes, Donna	10/1/2024	(\$212.97)	Amazon.com	001-3210-572-5200	Alt-Bowes - refund for Community Building fans
Alt Bowes, Donna	10/1/2024	(\$212.97)	Amazon.com	001-3210-572-5200	Alt-Bowes - refund for Community Building fans
Alt Bowes, Donna	10/1/2024	(\$106.49)	Amazon.com	001-3210-572-5200	Alt-Bowes - refund for Community Building fans
Alt Bowes, Donna	10/1/2024	(\$102.99)	Amazon.com	001-3210-572-5200	Alt-Bowes - refund for Community Building fans
Alt Bowes, Donna	10/1/2024	(\$106.48)	Amazon.com	001-3210-572-5200	Alt-Bowes - refund for Community Building fans
Alt Bowes, Donna	10/3/2024	\$38.52	Amazon.com B39FI3U63	131-3210-574-4811	Alt-Bowes - Construction Paper for event
Brower, Ryan	10/3/2024	\$342.00	USPS PO 1153400559	401-1615-513-4200	Brower-PO Box renewal
CAPIZZI, CHRIS	9/4/2024	\$75.00	IN FAUSNIGHT SIGNS, INC.	001-3210-572-5200	Capizzi - New field signs
CAPIZZI, CHRIS	9/9/2024	\$13.00	WINN-DIXIE #2233	001-3210-572-5200	Capizzi-waters for park staff
CAPIZZI, CHRIS	9/10/2024	\$241.80	SIR SPEEDY PRINTING LONGW	001-3210-572-4700	Capizzi- event banner
CAPIZZI, CHRIS	9/11/2024	\$157.59	3D TIRE COMPANY	001-3210-572-4610	Capizzi-new tire for tractor
CAPIZZI, CHRIS	9/12/2024	\$75.00	IN FAUSNIGHT SIGNS, INC.	001-3210-572-5200	Capizzi- new grant signs for parks
CAPIZZI, CHRIS	9/13/2024	\$63.13	BOYNTON LAWN & GARDEN EQU	001-3210-572-4600	Capizzi - blower repair
CAPIZZI, CHRIS	9/18/2024	\$350.00	IN J VISION BUTTERFLY LA	001-3210-572-4600	Capizzi - butterfly garden maintenance
CAPIZZI, CHRIS	9/19/2024	\$439.80	AMAZON MKTPL IG6DK9K93	001-3210-572-5200	Capizzi- protective caps for chair legs at CB
CAPIZZI, CHRIS	9/27/2024	\$389.57	THE HOME DEPOT #0262	001-3210-572-5200	Capizzi - new fan and park supplies
CAPIZZI, CHRIS	9/27/2024	\$29.98	LOWES #02652	001-3210-572-5200	Capizzi - downrod for fan
CAPIZZI, CHRIS	9/30/2024	\$1,577.27	FUN EXPRESS	131-3210-574-4811	Capizzi - candy for event
CAPIZZI, CHRIS	10/1/2024	\$9.98	ACADEMY SPORTS #230	001-3210-572-5200	Capizzi - new basketballs
CAPIZZI, CHRIS	10/2/2024	\$34.99	ACADEMY SPORTS #230	001-1300-513-4021	Capizzi - pickleballs for employee league
CAPIZZI, CHRIS	10/3/2024	\$56.20	SIR SPEEDY PRINTING AND	001-3210-572-4700	Capizzi - banner for Dogtoberfest
Cartagena, Liane	9/4/2024	\$909.51	SAMSLUB.COM	001-1300-513-4021	Cartagena - HR - Employee Event - Gift Cards
Cartagena, Liane	9/5/2024	\$275.00	TARGET 00006478	001-1300-513-4021	Cartagena - HR - Employee Event - Gift Cards
Cartagena, Liane	9/5/2024	\$72.00	CROWN TROPHY OF SEMINOLE	001-1300-513-4021	Cartagena - HR - Employee Event - Peters Trophy

Cartagena, Liane	9/5/2024	\$75.00	WAWA 5179	001-1300-513-4021	Cartagena - HR - Employee Event - Gift Cards
Cartagena, Liane	9/17/2024	\$55.26	AMZN Mktp US ZP6S58AR3	001-1400-512-4800	Cartagena - CM - FLCityGov Week - Cardstock
Cartagena, Liane	9/17/2024	\$240.35	TST PIXIE'S MAGICAL CORN	001-1300-513-4021	Cartagena - HR - HHQ - Dept Breakfast - FD
Cartagena, Liane	9/18/2024	\$108.49	AMAZON MKTPL RP4646PA3	001-1300-513-4021	Cartagena - HR - Employee Event - GC & GC Holder
Cartagena, Liane	9/22/2024	\$50.00	AMAZON MKTPL R096G13X3	001-1300-513-4021	Cartagena - HR - Employee Event - GC
Cartagena, Liane	9/22/2024	\$58.80	AMAZON MKTPL R096G13X3	001-1400-512-5100	Cartagena - CM - Office Supplies- NotePads, Batteries
Cartagena, Liane	9/22/2024	\$74.97	AMAZON MKTPL R096G13X3	001-1400-512-4800	Cartagena - CM - FLCityGov Week - Pens/Pads/ Cellophane
Cartagena, Liane	9/23/2024	\$50.00	PUBLIX #1668	001-1300-513-4021	Cartagena - HR - Employee Event - GC
Cartagena, Liane	9/24/2024	\$1,168.19	PFG PROFORMA	001-1300-513-4021	Cartagena - HR - Employee Event - GC
Cartagena, Liane	9/24/2024	\$151.80	TST PIXIE'S MAGICAL CORN	001-1300-513-4021	Cartagena - HR - HHQ - Dept Breakfast - LS
Cartagena, Liane	9/25/2024	\$24.74	AMAZON RETA Y059E32Y3	001-1400-512-4800	Cartagena - CM - FLCityGov Week - Labels
Cartagena, Liane	10/2/2024	\$61.90	SAMSCLUB #4785	001-1300-513-4021	Cartagena - HR - HHQ - Pickleball - Drinks/Snacks
Cartagena, Liane	10/3/2024	\$18.75	DOLLARTREE	001-1400-512-4800	Cartagena - CM - FLCityGov Week - Frames
Cartagena, Liane	10/3/2024	\$43.75	DOLLARTREE	001-1400-512-4800	Cartagena - CM - FLCityGov Week - Frames
Childers, Ben	9/24/2024	\$7.99	BJS WHOLESALE #0133	001-1600-513-5200	Childers-Liquid dish soap for breakroom
Childers, Ben	9/24/2024	\$82.94	BJS WHOLESALE #0133	401-1615-513-5200	Childers-Drinks for Employees
Clayton, Christopher M	9/25/2024	\$900.00	VALENCIA COMM COLL	001-2800-522-4800	Clayton - Live Fire 40 Hour Class
DUNN, CRAIG P	9/5/2024	\$29.95	Amazon.com ZT5LX60P1	001-1640-513-5200	Dunn - Amazon JBL Bluetooth Earbuds for Laura Riffle
DUNN, CRAIG P	9/6/2024	\$32.99	AMAZON MKTPL ZT8WW6VO0	001-1640-513-5200	Dunn - Amazon Bluetooth Earbuds for Jammie Tackett
DUNN, CRAIG P	9/6/2024	\$32.99	AMAZON MARK ZT9588VD0	001-1640-513-5200	Dunn - Amazon Bluetooth Earbuds for Michelle Price
DUNN, CRAIG P	9/9/2024	\$87.96	ZOOM.US 888-799-9666	401-4120-536-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$87.96	ZOOM.US 888-799-9666	001-3100-515-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$21.99	ZOOM.US 888-799-9666	001-1500-513-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$43.98	ZOOM.US 888-799-9666	102-2900-524-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$21.99	ZOOM.US 888-799-9666	001-1200-512-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$21.99	ZOOM.US 888-799-9666	001-2800-522-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/9/2024	\$21.99	ZOOM.US 888-799-9666	001-1500-513-5200	Dunn- zoom virtual meeting service
DUNN, CRAIG P	9/10/2024	\$40.99	AMAZON MARK Z89OQ9LK0	001-1640-513-5200	Dunn - Amazon Bluetooth Headset for Craig Dunn
DUNN, CRAIG P	9/11/2024	\$155.00	AMAZON MKTPL Z842H0OR1	001-1640-513-5200	Dunn - Amazon AI Voice Recorder for Magdala Ridore
DUNN, CRAIG P	9/12/2024	\$155.00	AMAZON MARK HZ0DE4WS3	001-1640-513-5200	Dunn - Amazon AI Voice Recorder for Charmaine Anderson
DUNN, CRAIG P	9/12/2024	\$19.99	AMAZON MARK Z81W19J61	001-1640-513-5200	Dunn - Amazon Replacement AC Adapter for IT Laptop
DUNN, CRAIG P	9/12/2024	\$288.00	FILEMAIL.COM	001-1640-513-5200	Dunn - Large Message Attachment Service
DUNN, CRAIG P	9/13/2024	\$2.88	INTERNATIONAL TRANSACTION	001-1640-513-5200	Dunn - Large Message Attachment Service
DUNN, CRAIG P	9/18/2024	\$4.99	PLEXINC PASS MONTHLY	001-1640-513-5200	Dunn - Plex Monthly Invoice
DUNN, CRAIG P	9/19/2024	\$883.60	CDW GOVT #AA6264W	001-1640-513-5200	Dunn - CDWG Additional Exchange Online Licensing
DUNN, CRAIG P	10/1/2024	\$19.00	DROPSEND	001-1640-513-5200	Dunn - Large Message Attachment Service
DUNN, CRAIG P	10/2/2024	\$300.00	FLORIDA LOCAL GOVERNME	001-1640-513-5200	Dunn - FLGISA Annual Membership Renewal
DUNN, CRAIG P	10/3/2024	\$274.45	Amazon.com MC0HM80A3	001-1640-513-5200	Dunn - Amazon Desktop UPS Devices for Inventory
DUNN, CRAIG P	10/3/2024	\$199.98	AMAZON RETA GB8CO96O3	001-1640-513-5200	Dunn - Amazon Wireless Keyboard and Mice Combos for Inventory
Fernandez, Shelby	9/12/2024	\$10.24	AMAZON RETA 5P3NY10B3	001-1600-513-5200	Fernandez-Facial tissues & handsoap refill
Fernandez, Shelby	9/12/2024	\$27.03	AMAZON RETA 5P3NY10B3	001-1600-513-5100	Fernandez-Expanding filing folders
Fernandez, Shelby	9/13/2024	\$9.99	AMAZON RETA MG5ZA4PE3	001-1600-513-5200	Fernandez-Febreze for bathroom
Fernandez, Shelby	9/13/2024	\$8.26	AMAZON MARK JQ1MM0B93	001-1600-513-5100	Fernandez-Calculator paper rolls
Fernandez, Shelby	10/2/2024	\$18.07	AMZN Mktp US W86P85HZ3	001-1600-513-4700	Fernandez-Plastic comb binding spines
Francis, Melanie	9/10/2024	\$29.88	AMAZON MKTPL Z83Z10320	001-2600-521-5200	Francis - Handcart replacement wheels
Francis, Melanie	9/10/2024	\$66.75	Amazon.com Z881C7JZ0	001-2600-521-5200	Francis - Duty belt - Gutierrez
Francis, Melanie	9/10/2024	\$45.50	CET SHIRTS	001-2600-521-5200	Francis - Tunic shirt Brittany
Francis, Melanie	9/11/2024	\$14.00	GOLDENNEEDLEALTERATIONS	001-2600-521-5200	Francis - pants hemming - Chenoweth

Francis, Melanie	9/13/2024	\$22.49	AMAZON MARK KU9CJ77U3	001-2600-521-4600	Francis - lightbulbs report writing
Francis, Melanie	9/17/2024	\$439.74	WILCOM ELECTRICAL SERVICE	001-2600-521-4600	Francis - power drops for new docking stations
Francis, Melanie	9/20/2024	\$14.96	AMAZON RETA GK6Z80U73	001-2600-521-5200	Francis - trailer hitch
Francis, Melanie	9/19/2024	\$143.50	KETCH ALL COMPANY	001-2600-521-5200	Francis - animal catcher
Francis, Melanie	9/25/2024	\$20.69	AMAZON MKTPL 5E7LC1GJ3	001-2600-521-5100	Francis - Dymo printer labels
Francis, Melanie	9/24/2024	\$56.00	GOLDENNEEDLEALTERATIONS	001-2600-521-5200	Francis - Racine chevrons
Francis, Melanie	9/25/2024	\$153.68	IN AAA TROPHIES	001-2600-521-5100	Francis - desk plates - Arciola, Racine, Ortiz, C, and face plate for Tollas, M
Francis, Melanie	10/3/2024	\$259.98	AMZN Mktp US JJ0GO4PM3	001-2600-521-5200	Francis - Motor boots for McCranie, Thacker & Snyder
Francis, Melanie	10/3/2024	(\$479.99)	AMAZON MKTPLACE PMTS	001-2600-521-4800	Francis - CR camera
French, Jeff	9/9/2024	\$124.24	AMAZON HOSE ORLANDO	401-4120-536-4600	French - Repair parts
French, Jeff	9/10/2024	\$743.06	THE TRAILER CONNECTION	401-4120-536-4600	French - Repairs to trailer hitch
French, Jeff	9/10/2024	\$284.98	THE TRAILER CONNECTION	401-4120-536-4600	French - Repairs to trailer hitch
French, Jeff	9/21/2024	\$299.89	NORTH SOUTH SUPPLY INC	402-4120-536-5200	French - PVC and accessories stock
French, Jeff	10/2/2024	\$140.75	NORTH SOUTH SUPPLY INC	401-4120-536-4600	French - PVC pipe repairs
Fuston, Trisha	9/17/2024	\$45.10	SARMA	001-1300-513-3100	Fuston-(1) Background Screening
Fuston, Trisha	9/17/2024	\$72.60	SARMA	001-1300-513-3100	Fuston-(3) Background Screenings
Fuston, Trisha	9/19/2024	\$50.00	AHCC BILL PAY	001-1300-513-3100	Fuston-(2) Drug Screens CC Instant 10 Panel
Fuston, Trisha	9/19/2024	\$112.00	FSSOLUTIONS	001-1300-513-3100	Fuston-(4) PE Drug Screens
Gelm, Brittany	9/5/2024	\$95.00	ATT COURT ORDER CHGS	001-2600-521-5200	Gelm - Search Warrant
Gelm, Brittany	9/10/2024	\$9.11	AMAZON MKTPL R376J7KU3	001-2600-521-5100	Gelm - Office Supplies
Gelm, Brittany	9/11/2024	\$2.24	WALGREENS #7149	001-2600-521-5200	Gelm - Officer Portrait
Gelm, Brittany	9/12/2024	\$49.99	READYREFRESH/WATERSERV	001-2600-521-4400	Gelm - Water cooler
Gelm, Brittany	9/19/2024	\$1,061.16	IN PVP COMMUNICATIONS, I	001-2600-521-4610	Gelm - Equipment for new motorcycles
Gelm, Brittany	9/20/2024	\$352.50	SYMBOLARTS, LLC	001-2600-521-5200	Gelm - Badges & Wallets
Gelm, Brittany	9/20/2024	\$192.88	CET SHIRTS	001-2600-521-4800	Gelm - Kickball Uniforms
Gelm, Brittany	9/20/2024	\$192.12	CET SHIRTS	001-2600-521-5200	Gelm - Kickball Uniforms
Gelm, Brittany	9/23/2024	\$400.00	FLORIDA POLICE CHIEFS	001-2600-521-4020	Gelm - Chief Dowda Training
Gelm, Brittany	9/30/2024	\$430.95	BLUE360 MEDIA LLC	001-2600-521-5200	Gelm - Law Enforcement Handbooks
Gelm, Brittany	9/30/2024	\$150.00	PAYPAL ORL3SWH	117-2600-521-4900	Gelm - Leasure Retirement Award
Gelm, Brittany	10/1/2024	\$100.00	TLO TRANSUNION	001-2600-521-3400	Gelm - Person Searches for Investigations
Gelm, Brittany	10/2/2024	\$260.00	FLORIDA POLICE CHIEFS	001-2600-521-5400	Gelm - Chief Dowda Membership
Gibson, Robert	9/11/2024	\$101.25	MULLINAX FORD PARTS	001-2800-522-4610	Gibson - BC Vehicle Floor Mats
Gibson, Robert	9/18/2024	\$31.59	AMAZON MKTPL G39B20NY3	001-2800-522-5200	Gibson - DeWalt Battery Rack
Gibson, Robert	9/18/2024	\$299.00	ACMETOOLS.COM	001-2800-522-5200	Gibson - DeWalt Drill
Gibson, Robert	9/20/2024	(\$31.59)	AMAZON MKTPLACE PMTS	001-2800-522-5200	Gibson - Return DeWalt Battery Rack
Gibson, Robert	9/22/2024	\$27.98	AMAZON MARK LN6UA1143	001-2800-522-5200	Gibson - Metal Battery Holder
Gibson, Robert	9/23/2024	\$419.77	LPY ALTAMONTE SPRINGS	001-2800-522-5200	Gibson - Dishwasher for Station 15
Haughton, Adrian	9/12/2024	\$150.00	RED WING SHOE STORE 0	001-3210-572-5200	Haughton Jordan C boots
Haughton, Adrian	9/12/2024	\$245.55	RED WING SHOE STORE 0	001-3210-572-5200	Haughton Adrian H boots
Haughton, Adrian	9/16/2024	\$352.58	THE HOME DEPOT #0262	001-3210-572-5200	Haughton Shovels and rakes
Haughton, Adrian	9/18/2024	\$1,432.53	WESCO TURF, INC	001-3210-572-4610	Haughton SAND PRO REPAIRS
Haughton, Adrian	9/18/2024	\$456.18	SITEONE LANDSCAPE SUPPLY,	001-3210-572-5200	Haughton Clay conditioner
Haughton, Adrian	9/19/2024	\$94.97	LOWES #02652	001-3210-572-5200	Haughton Drill
Haughton, Adrian	9/20/2024	\$220.00	SIX FLAGS NURSERY SUPPLY	001-3210-572-5200	Haughton Pine straw
Haughton, Adrian	9/30/2024	\$972.79	BOYNTON LAWN & GARDEN EQU	001-3210-572-5200	Haughton Blower/ pole saw
Haughton, Adrian	10/1/2024	\$102.00	SIX FLAGS NURSERY SUPPLY	001-3210-572-5200	Haughton Mulch
Haughton, Adrian	10/1/2024	\$68.00	SIX FLAGS NURSERY SUPPLY	001-3210-572-5200	Haughton Mulch
Haughton, Adrian	10/1/2024	\$136.00	SIX FLAGS NURSERY SUPPLY	001-3210-572-5200	Haughton Mulch
Hockenberry, Matthew	9/19/2024	\$206.54	ADVANCE AUTO PARTS #9336	001-3520-541-5200	Hockenberry-Parts supplies

Hockenberry, Matthew	9/20/2024	\$117.22	AMZN Mktp US RP8AL51J3	001-3520-541-5200	Hockenberry-Tools
Hockenberry, Matthew	9/21/2024	\$78.99	AMAZON MKTPL RH7MM5X33	001-3520-541-4600	Hockenberry-Emergency lighting
Hockenberry, Matthew	9/22/2024	\$173.98	AMAZON MKTPL 3H9F81LA3	001-3520-541-4600	Hockenberry-Door hold backs/Electronic measuring whl
Hockenberry, Matthew	10/1/2024	\$8.79	ADVANCE AUTO PARTS #9336	001-3520-541-5200	Hockenberry-Repair part
Hockenberry, Matthew	10/3/2024	\$18.04	AMAZON MARK GB4UT5UW3	001-3520-541-5200	Hockenberry-Lighter adapter
Hockenberry, Matthew	10/4/2024	\$220.92	AMAZON RETA XD2NF98R3	001-3520-541-4600	Hockenberry-Rechargeable batteries
Hohmann, John	9/23/2024	\$485.45	GILSON ENGINEERING SALES	402-4120-536-5200	Hohmann - Meters
Hohmann, John	10/2/2024	\$64.33	FEDEX280143513642	401-4120-536-4200	Hohmann - FedEx delivery charge
Kersey, Phil	9/3/2024	\$162.50	DOCUPRINT	102-2900-524-4700	Kersey, Code Enforcement flyers
Kersey, Phil	10/2/2024	\$120.00	BLDG OFFICIALS ASSOC FL	102-2900-524-5400	Kersey, BOAF membership
Kersey, Phil	10/2/2024	\$85.00	FLORIDA ASSOCIATION OF	102-2900-524-5400	Kersey, FACE membership
Kintner, Chris	9/6/2024	\$175.99	Amazon.com ZT2KW8MS0	001-3100-515-5200	Office Chair
Kintner, Chris	9/13/2024	\$15.00	SEMINOLE COUNTY REGIONAL	001-3100-515-4020	Seminole County event
Kintner, Chris	9/25/2024	\$50.63	STAPLS7641488415000002	001-3100-515-5100	Office supplies
LONGO, MICHELLE	9/4/2024	\$96.40	IN AAA TROPHIES	001-1200-512-4700	Longo - BPM Plaque
LONGO, MICHELLE	9/6/2024	\$152.00	AMZN Mktp US ZT4NG1V11	001-1200-512-5200	Longo - Ribbon for ribbon cuttings
LONGO, MICHELLE	9/6/2024	\$454.90	STAPLS7640131688000001	001-1610-513-5100	Longo - Copy Paper
LONGO, MICHELLE	9/12/2024	\$996.60	LEWIS JANITORIAL SUPPLY	001-1610-513-5200	Longo - Bath Tissue & Paper Towels for City Hall / Center Pull Towels for PD
LONGO, MICHELLE	9/16/2024	\$149.00	IN AAA TROPHIES	001-1200-512-4700	Longo - 2 Ribbon Cutting Plaques
LONGO, MICHELLE	9/20/2024	\$1.00	ORLANDO SENTINEL COMMUNI	001-1200-512-5400	Longo - Orlando Sentinel Sub
LONGO, MICHELLE	9/27/2024	\$595.91	BTS IRONMOUNTAIN	001-1200-512-3400	Longo - Record Storage
LONGO, MICHELLE	10/1/2024	\$74.50	IN AAA TROPHIES	001-1200-512-4700	Longo - Ribbon Cutting Plaque
LONGO, MICHELLE	10/3/2024	\$401.76	BTS IRONMOUNTAIN	001-1200-512-3400	Longo - Record Storage
MENZA, JOE	9/3/2024	\$108.47	THE HOME DEPOT #0262	001-2800-522-4600	Menza - Work Fire Station #17
MENZA, JOE	9/9/2024	\$21.70	AMAZON MKTPL ZT5165161	001-1610-513-5200	Menza - Tester Facilities Maint
MENZA, JOE	9/9/2024	\$98.22	THE HOME DEPOT #0262	001-2800-522-4600	Menza - Exterior Lights & Cover Fire Station #17
MENZA, JOE	9/9/2024	\$9.80	THE HOME DEPOT #0262	001-1610-513-5200	Menza - Furniture Movers Facilities Maint
MENZA, JOE	9/12/2024	\$4.88	UNITED REFRIG BR #F7	001-2800-522-4600	Menza - Fire Annex Fan Capacitor
MENZA, JOE	9/16/2024	\$42.37	THE HOME DEPOT #0262	001-2800-522-4600	Menza - New shelving Fire Sation #17
MENZA, JOE	9/17/2024	\$30.90	THE HOME DEPOT #0262	001-1610-513-4600	Menza - DampRid for City Hall
MENZA, JOE	9/18/2024	\$7.48	THE HOME DEPOT #0262	001-2800-522-4600	Menza - Dishwasher repair Fire Station #15
MENZA, JOE	9/18/2024	(\$23.92)	THE HOME DEPOT #0262	001-1610-513-4600	Menza - Return air filters
MENZA, JOE	9/27/2024	\$13.69	ACE HARDWARE OF LONGWOOD	001-1610-513-4600	Menza - Repairs Flag Pole City Hall
MENZA, JOE	10/2/2024	\$22.78	THE HOME DEPOT #0262	001-1610-513-5200	Menza - Supplies for Facilities Maint
Nagowski, Eric	9/9/2024	\$87.30	AMZN Mktp US Z85SE5O40	401-4120-536-5230	Nagowski - Adjustable Boonie Hats
Price, Michelle	9/20/2024	\$55.95	TWI SERVICES INC	401-4120-536-4700	Price - Business cards Robert Viars
Price, Michelle	9/20/2024	\$55.95	TWI SERVICES INC	001-3520-541-4700	Price - Business cards Michelle Price
Price, Michelle	9/24/2024	\$1.67	NORTH SOUTH SUPPLY INC	401-4120-536-4600	Price - Nipple PVC
Ralston, Molly	9/4/2024	\$138.38	NOTARYFNS-800.422.1555	001-1300-513-5400	Ralston - Notary Renewal
Ralston, Molly	9/4/2024	(\$6.43)	NOTARYFNS-800.422.1555	001-1300-513-5400	Ralston - Tax Refund (Notary Renewal)
Ralston, Molly	9/17/2024	\$7.59	Amazon.com 5R4JR7HN3	001-1300-513-5100	Ralston - Office Supplies
Ralston, Molly	9/30/2024	\$67.02	AMAZON MKTPL 871ZG4T13	001-1300-513-5100	Ralston - Office Supplies
Ridore, Magdala	9/12/2024	\$14.99	WINN-DIXIE #2233	001-1300-513-3400	Ridore-Chief Peters Retirement Breakfast W/Directors
Ridore, Magdala	9/13/2024	\$127.65	TST PIXIE'S MAGICAL CORN	001-1300-513-3400	Ridore-Chief Peters Retirement Breakfast W/Directors
Ridore, Magdala	9/18/2024	\$150.00	CS DAVEANDBUSTERS GC	001-1300-513-4021	Ridore-Employee Engagement Recognition
Rinaldo, Ryan	9/4/2024	\$500.00	WP TNZ LLC	131-3210-574-4811	Rinaldo - photo booth for event
Rinaldo, Ryan	9/5/2024	\$434.73	BOYNTON LAWN & GARDEN EQU	001-3210-572-5200	Rinaldo - new edger
Rinaldo, Ryan	9/5/2024	\$299.10	FUN EXPRESS	131-3210-574-4811	Rinaldo - event supplies
Rinaldo, Ryan	9/16/2024	\$39.00	SURVEYLEGEND AB	131-3210-574-4811	Rinaldo - contest survey for event

Rinaldo, Ryan	9/17/2024	\$0.39	INTERNATIONAL TRANSACTION	131-3210-574-4811	Rinaldo - credit card fee
Rinaldo, Ryan	9/17/2024	\$1,140.00	T & S PROFESSIONAL RENT	131-3210-574-4810	Rinaldo - bahrooms for event
Rinaldo, Ryan	9/19/2024	\$1,036.00	BSN SPORTS LLC	001-3210-572-5200	Rinaldo - sports netting
Rinaldo, Ryan	9/21/2024	\$600.00	PAYPAL DAVIDARDLLC	001-3210-572-4600	Rinaldo - plam tree maintenance
Rinaldo, Ryan	9/23/2024	\$828.86	THE HOME DEPOT #0264	001-3210-572-5200	Rinaldo - new fans
Rinaldo, Ryan	9/24/2024	\$349.52	RESTAURANT DEPOT	131-3210-574-4811	Rinaldo - condiments for event
Rinaldo, Ryan	9/24/2024	\$358.62	FUN EXPRESS	131-3210-574-4811	Rinaldo - event supplies
Rinaldo, Ryan	9/25/2024	\$136.32	WM SUPERCENTER #857	001-3210-572-5200	Rinaldo - camp supplies
Rinaldo, Ryan	9/25/2024	\$9.99	ACADEMY SPORTS #230	001-3210-574-5200	Rinaldo - new kickball
Rinaldo, Ryan	9/27/2024	(\$123.98)	THE HOME DEPOT #0262	001-3210-572-5200	Rinaldo - returned broken fan
Smith, Shad	9/4/2024	\$712.80	LEWIS JANITORIAL SUPPLY	402-4120-536-5200	Smith - Kitchen and bathroom supplies
Stevens, Laura	9/9/2024	\$399.00	ASSURED APPLIANCE	001-2800-522-5200	Stevens - Stove for Station 17
Stevens, Laura	9/10/2024	\$15.22	AMAZON MARK X43BI9YL3	001-2800-522-4600	Stevens - Flag Fluorescent Light Bulb
Stevens, Laura	9/12/2024	\$72.00	Amazon.com E26AC6YO3	001-2800-522-5200	Stevens - DeWalt Screwdriver Bit Set

Agenda Item 10D

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: November 18, 2024

Subject: Approval to Execute Amendment No. 1 to the Landscape Construction and Maintenance Memorandum of Agreement between the Florida Department of Transportation and the City of Longwood for the maintenance of the median landscaping along State Road 434 from Rangeline Road to Raymond Avenue.

Introduction:

This agenda item requests the City Commission provide approval to execute Amendment No. 1 to the Landscape Construction and Maintenance Memorandum of Agreement between the Florida Department of Transportation and the City of Longwood. This amendment addresses the ongoing maintenance of the median landscaping on SR 434 from Rangeline Road to Raymond Avenue.

Background/Discussion:

The purpose of this agreement is to amend the Memorandum of Agreement between the City of Longwood and the Florida Department of Transportation which was approved by the Commission in 2022 under Resolution 22-1615. The City wishes to modify and update the existing landscape plan with a plan that will reduce the amount of mowing and be more durable and median friendly. The original agreement requires any changes to be approved by the FDOT and that the agreement modified with the updated plans.

Budget Impact:

There is no anticipated budget impact at this time. The project is to be advertised the first quarter of 2025. A budget amendment may be requested after the project is awarded for construction.

Recommendation:

The City Manager and Public Works Director recommend the City Commission approve the execution of Amendment No. 1 to of the Landscape Construction and Maintenance Memorandum of Agreement between Florida Department of Transportation and the City of Longwood for the maintenance of the median landscaping on SR 434 from Rangeline Road to Raymond Avenue and authorize the City Manager to execute associated documents.

Agenda Item 10D

REQUESTED MOTION/ACTION:

I move to approve Item 10D as presented.

Prepared By:

Shad Smith, Public Works Director

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Amendment No. 1 of the Landscape Construction and Maintenance Memorandum of Agreement
2. Exhibit A - Updated Plans
3. FDOT MOU for SR 434_agreement no. AG 022-17

**LANDSCAPE CONSTRUCTION AND MAINTENANCE MEMORANDUM OF
AGREEMENT
AMENDMENT #1**

The Department of Transportation (“**DEPARTMENT**”) and the City of Longwood (“**AGENCY**”) entered into a certain Landscape Construction and Maintenance Memorandum of Agreement dated August 21, 2017 (the “**AGREEMENT**”), that pertains to the construction and continued perpetual maintenance of landscaping on SR 434 in Longwood, Florida, as described in the approved plans, signed and sealed by Mary N. Bates, RLA on February 20, 2017. Pursuant to Paragraph 1 of the **AGREEMENT**, the **AGENCY** has sought written approval from the **DEPARTMENT** to deviate from the approved plans referenced above and the **DEPARTMENT** does hereby give such written approval subject to the conditions outlined below.

The **DEPARTMENT’S** written approval is conditioned upon the following and the **AGREEMENT** is amended as follows:

- 1) The **AGENCY** desires to install additional landscaping on SR 434 between Rangeline Road and Roberts Street.
- 2) The work shall be in accordance with the Landscape Plans, signed and sealed on October 30, 2024, by Josh Roedell, RLA (see Exhibit “A”).
- 3) No additional work or revisions are authorized by this Amendment.
- 4) All work activities shall be performed in accordance with the latest editions of the FDOT Standard Specifications for Road and Bridge Construction and the FDOT Standard Plans.
- 5) Prior to commencing with the additional work, the **DEPARTMENT** shall issue a Notice to Proceed to the **AGENCY**.
- 6) This Amendment will be effective the date of the last signature hereto. The **AGENCY** shall complete the Project within 1 year from the effective date of the Notice to Proceed.
- 7) Except as hereby modified, amended, or changed, all of the terms and conditions of the **AGREEMENT** remain in full force and effect, to include all maintenance obligations set forth in said **AGREEMENT**, which shall apply to all additional features described and referenced herein.

CITY OF LONGWOOD

By: _____ Date: _____

Printed Name & Title

Attest: _____

Printed Name & Title

Legal Approval: _____

DEPARTMENT OF TRANSPORTATION

By: _____ Date: _____

Ron Meade, P.E., District Maintenance Engineer

Attest: _____

Victor A. LoPiccolo, Maintenance Project Manager

Legal Approval: _____



Know what's below.
Call before you dig.

SR 434 LANDSCAPE IMPROVEMENTS

100% CONSTRUCTION DOCUMENTS
ISSUED FOR PERMIT OR BID
SEPTEMBER 25, 2024

Prepared For
THE CITY OF LONGWOOD



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS SEMINOLE COUNTY	THE CITY OF LONGWOOD 175 W WARREN AVE, LONGWOOD FL, 32750
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100% CONSTRUCTION DOCUMENTS	LANDSCAPE COVER SHEET
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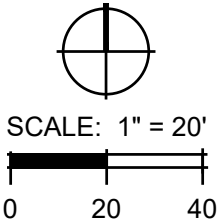
ISSUE FOR PERMIT OR BID

Joshua Roedell
LA6667427
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Sheet Number:
LA050

Sheet List Table	
Sheet Number	Sheet Title
LA050	LANDSCAPE COVER SHEET
LA051	LANDSCAPE SHEET INDEX
LA052	OVERALL SITE PLAN
LA053	GENERAL NOTES
LA500	LANDSCAPE KEY SHEET
LA510	LANDSCAPE PLAN
LA511	LANDSCAPE PLAN
LA512	LANDSCAPE PLAN
LA513	LANDSCAPE PLAN
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LA540	LANDSCAPE PLAN
LA541	LANDSCAPE PLAN
LA542	LANDSCAPE PLAN
LA543	LANDSCAPE PLAN
LA600	LANDSCAPE DETAILS
LA601	LANDSCAPE DETAILS
LA602	LANDSCAPE DETAILS
LA603	LANDSCAPE NOTES
LA700	LANDSCAPE SCHEDULE





DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

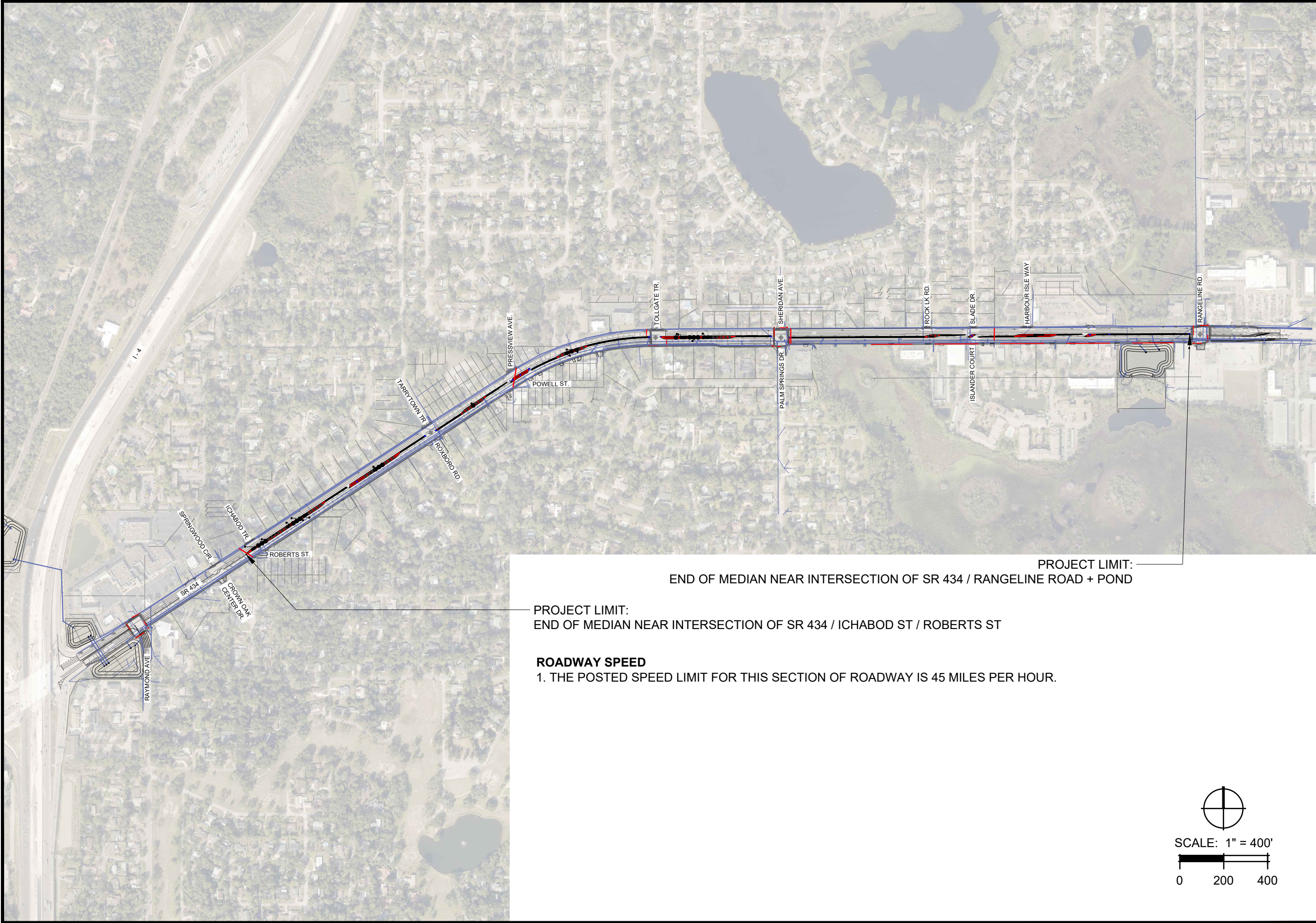
Job Number: 240117

Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS SEMINOLE COUNTY	THE CITY OF LONGWOOD 175 W WARREN AVE, LONGWOOD FL, 32750
100% CONSTRUCTION DOCUMENTS	LANDSCAPE SHEET INDEX

ISSUE FOR PERMIT OR BID

Sheet Number:
LA051



PROJECT LIMIT:
END OF MEDIAN NEAR INTERSECTION OF SR 434 / ICHABOD ST / ROBERTS ST

PROJECT LIMIT:
END OF MEDIAN NEAR INTERSECTION OF SR 434 / RANGELINE ROAD + POND

ROADWAY SPEED
1. THE POSTED SPEED LIMIT FOR THIS SECTION OF ROADWAY IS 45 MILES PER HOUR.



Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS

OVERALL SITE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA052

GENERAL

1. AS REFERRED TO HEREIN, "CONTRACTOR" IS THE BIDDER OR SELECTED CONTRACTOR RESPONSIBLE FOR INSTALLATION OF WORK REFLECTED IN DIX.HITE + PARTNERS, INC. (HEREIN AFTER REFERRED TO AS "LANDSCAPE ARCHITECT") CONTRACT DOCUMENTS.
2. IF THE OWNER HAS DESIGNATED AN OWNER'S REPRESENTATIVE OTHER THAN LANDSCAPE ARCHITECT, THEN THE OWNER'S REPRESENTATIVE WILL ASSUME THE RESPONSIBILITIES OF LANDSCAPE ARCHITECT AS DESCRIBED IN THESE NOTES.
3. CONTRACTOR IS EXPECTED TO CARRY OUT ALL RESPONSIBILITIES SET FORTH IN THESE NOTES AND IN THE CONTRACT DOCUMENTS WHICH WILL BE STRICTLY ENFORCED BY LANDSCAPE ARCHITECT.
4. IN THE EVENT OF A CONFLICT BETWEEN QUANTITIES REPRESENTED ON THE PLAN VS. QUANTITIES SHOWN ON ANY LIST, THE PLAN SHALL CONTROL.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR THIS WORK PRIOR TO THE START OF CONSTRUCTION. CONTRACTOR SHALL PROVIDE THE DRAWINGS AND OTHER INFORMATION NECESSARY TO OBTAIN ALL REQUIRED PERMITS AND SCHEDULE ALL INSPECTIONS AND TESTING ACCORDING TO THE REQUIREMENTS OF SAID AGENCIES AND THE CONTRACT DOCUMENTS. LANDSCAPE ARCHITECT IS NOT RESPONSIBLE FOR SECURING CONSTRUCTION PERMITS.
6. ALL WORK PERFORMED BY CONTRACTOR AND BY THOSE FOR WHOM CONTRACTOR IS RESPONSIBLE SHALL COMPLY WITH APPLICABLE CODES, STANDARDS, REGULATIONS, REQUIREMENTS, AND ORDINANCES OF ANY AGENCY HAVING JURISDICTION OVER THE WORK.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY OF THE PUBLIC AND ALL PERSONNEL ASSOCIATED WITH THE WORK FOR WHICH CONTRACTOR IS RESPONSIBLE. ALL SAFETY REGULATIONS REQUIRED BY APPLICABLE CODES, REGULATIONS AND RECOGNIZED LOCAL PRACTICES SHALL BE ENFORCED BY CONTRACTOR DURING THE CONSTRUCTION AND/OR MAINTENANCE OF CONTRACTOR'S WORK ON THIS PROJECT.
8. CONTRACTOR SHALL COORDINATE WORK WITH RELATED CONTRACTORS AND WITH THE GENERAL CONSTRUCTION OF THE PROJECT SO AS NOT TO IMPEDE THE ORDERLY PROGRESS OF THE WORK.
9. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES REQUIRED FOR THE SAFE EXECUTION AND TIMELY COMPLETION OF THE WORK.
10. CONTRACTOR SHALL EMPLOY, AS REQUIRED BY THE CONSTRUCTION DOCUMENTS AND/OR GOVERNING AUTHORITIES, A QUALIFIED TESTING LABORATORY APPROVED BY LANDSCAPE ARCHITECT TO CONDUCT ALL TESTS NECESSARY TO ENSURE COMPLIANCE WITH THE CONTRACT DOCUMENTS, APPLICABLE STANDARDS, AND CODES.
11. PRIOR TO THE COMMENCEMENT OF CONSTRUCTION, CONTRACTOR SHALL VERIFY THE CONDITION AND COMPLETENESS OF RELATED WORK PERFORMED BY OTHERS WORKING ON THIS PROJECT. WITHIN 48 HOURS OF DISCOVERY, CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT IN WRITING OF ANY POTENTIAL DEVIATIONS AFFECTING CONTRACTOR'S SCOPE OF WORK. LANDSCAPE ARCHITECT SHALL NOT BE LIABLE FOR ANY ERROR OR OMISSION THAT MAY RESULT FROM CONTRACTOR'S FAILURE TO SO NOTIFY LANDSCAPE ARCHITECT.
12. CONTRACTOR SHALL IMMEDIATELY NOTIFY LANDSCAPE ARCHITECT UPON DISCOVERY OF ANY POTENTIAL ERROR OR OMISSION IN THE CONTRACT DOCUMENTS. LANDSCAPE ARCHITECT WILL PROVIDE AMENDMENT, INTERPRETATION, OR CORRECTION OF THE CONTRACT DOCUMENTS.
13. IN ADDITION TO LANDSCAPE ARCHITECT'S CONTRACT DOCUMENTS, CONTRACTOR SHALL REFER TO THE CONTRACT DOCUMENTS PREPARED BY OTHERS FOR ADDITIONAL REQUIREMENTS. REFERENCE TO "OTHERS" THROUGHOUT THESE NOTES SHALL INCLUDE BUT IS NOT LIMITED TO ARCHITECT, MECHANICAL / ELECTRICAL / PLUMBING / POOL ENGINEER, IRRIGATION, STRUCTURAL AND CIVIL ENGINEER.
14. CONTRACTOR SHALL VERIFY ALL MEASUREMENTS AT THE SITE AND BE RESPONSIBLE FOR THE ACCURACY AND CORRECTNESS OF SAME.
15. WRITTEN DIMENSIONS, COORDINATES, AND/OR ELECTRONIC FILES PREVAIL OVER SCALED DIMENSIONS. DO NOT SCALE FROM THE CONTRACT DOCUMENTS.
16. LANDSCAPE ARCHITECT SHALL HAVE THE RIGHT AT ANY STAGE OF CONSTRUCTION TO REJECT ALL WORK OR MATERIALS WHICH IN THEIR OPINION DOES NOT MEET WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.
17. REFER TO MANUFACTURERS' RECOMMENDATIONS AND INSTALLATION GUIDELINES / INSTRUCTIONS. IF THERE IS A DISCREPANCY BETWEEN THE MANUFACTURER'S INSTRUCTIONS AND THE CONTRACT DOCUMENTS CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT IN WRITING WITHIN 48 HOURS OF DISCOVERY. LANDSCAPE ARCHITECT SHALL NOT BE LIABLE FOR ANY ERROR OR OMISSION THAT MAY RESULT FROM CONTRACTOR'S FAILURE TO SO NOTIFY LANDSCAPE ARCHITECT.

SITE PROTECTION

1. THE CONTRACT DOCUMENTS WERE PREPARED USING INFORMATION READILY AVAILABLE OR PROVIDED TO LANDSCAPE ARCHITECT REGARDING EXISTING CONDITIONS, INCLUDING LOCATIONS, ELEVATIONS AND DIMENSIONS OF UTILITIES, STRUCTURES, AND OTHER FEATURES. LANDSCAPE ARCHITECT AND THEIR CONSULTANTS ARE NOT LIABLE FOR THE ACCURACY AND/OR COMPLETENESS OF EXISTING CONDITIONS INFORMATION SHOWN HEREIN OR ANY RESULTING ERRORS OR OMISSIONS.
2. CONTRACTOR SHALL FIELD LOCATE, VERIFY, AND IDENTIFY THE LOCATION, ELEVATIONS AND DIMENSIONS OF ALL WORK CONTAINED IN THE CONTRACT DOCUMENTS PRIOR TO THE START OF EACH PHASE OF CONSTRUCTION. DISCREPANCIES, CONFLICTS, OR POTENTIAL DEVIATIONS SHALL BE BROUGHT TO THE ATTENTION OF LANDSCAPE ARCHITECT IN WRITING WITHIN 48 HOURS OF DISCOVERY. LANDSCAPE ARCHITECT SHALL NOT BE LIABLE FOR ANY ERROR OR OMISSION THAT MAY RESULT FROM CONTRACTOR'S FAILURE TO COMPLY WITH NOTIFICATION REQUIREMENTS.
3. ALL EXISTING SITE FEATURES TO REMAIN SHALL BE PROTECTED FROM DAMAGE OR DESTRUCTION THROUGHOUT ALL CONSTRUCTION PHASES. IF FEATURES ARE DAMAGED OR DESTROYED BECAUSE OF ACTION OR INACTION BY CONTRACTOR, CONTRACTOR SHALL REMEDY THE DAMAGE, INCLUDING BUT NOT LIMITED TO REPAIR OR REPLACEMENT AT THE OWNER'S SOLE DISCRETION.
4. ALL REQUIRED TREE PROTECTION, SEDIMENT AND EROSION CONTROL MEASURES INSTALLED AS PART OF THIS PROJECT SHALL REMAIN IN PLACE AND SHALL BE MAINTAINED IN GOOD CONDITION UNTIL CONSTRUCTION IS COMPLETE. SEE THE CIVIL ENGINEERING CONTRACT DOCUMENTS FOR ADDITIONAL REQUIREMENTS.
5. PRIOR TO CLEARING TREES, CONTRACTOR SHALL INSTALL REQUIRED TREE PROTECTION MEASURES AND REVIEW WITH LANDSCAPE ARCHITECT. CONTRACTOR IS RESPONSIBLE FOR PROTECTING TREES TO BE SAVED FROM DAMAGE OR REMOVAL AND WILL REPLACE ALL TREES DAMAGED OR REMOVED THAT ARE DESIGNATED TO BE PROTECTED.
6. CONTRACTOR SHALL PROTECT ALL PLANT MATERIAL TO REMAIN. CONTRACTOR SHALL INSTALL AND/OR MAINTAIN BARRICADES AS DETAILED ON THE DRAWINGS AND AS OUTLINED IN THE CONTRACT DOCUMENTS.

CLEARING & GRUBBING

1. IN PREPARATION FOR SOIL ENHANCEMENTS AND PLANT INSTALLATION, ALL PROJECT AREAS MUST BE SELECTIVELY CLEARED AND GRUBBED
- 1.1. ALL PLANTINGS AND TREES SHALL BE REMOVED UNLESS OTHERWISE NOTED ON PLANS
- 1.2. EXISTING TREES TO REMAIN MUST BE PROTECTED FROM ROOT AND TRUNK DAMAGE WHILE C&G WORK IS PERFORMED
2. DO NOT DISTURB ANY ROADWAY SIGNAGE, STRUCTURES.
3. CONTRACTOR SHALL MINIMIZE ANY DISTURBANCE TO THE EXISTING IRRIGATION SYSTEM. ANY SYSTEM DAMAGE SHALL BE REPAIRED.
4. COMPLETELY REMOVE AND DISPOSE OF ALL UNWANTED TIMBER, BRUSH, TREES, STUMPS, ROOTS, RUBBISH, DEBRIS. REMOVE ALL OTHER OBSTRUCTIONS RESTING ON OR PROTRUDING THROUGH THE SURFACE OF THE EXISTING GROUND AND THE SURFACE OF EXCAVATED AREAS.
5. IN ALL AREAS WHERE EXCAVATION IS TO BE PERFORMED, REMOVE ROOTS AND OTHER DEBRIS TO A DEPTH OF 12 INCHES BELOW THE GROUND SURFACE. REMOVE ROOTS AND OTHER DEBRIS FROM ALL EXCAVATED MATERIAL. PLOW THE SURFACE TO A DEPTH OF AT LEAST 6 INCHES, AND REMOVE ALL ROOTS THEREBY EXPOSED TO A DEPTH OF AT LEAST 12 INCHES. COMPLETELY REMOVE AND DISPOSE OF ALL STUMPS WITHIN THE ROADWAY RIGHT-OF-WAY.

LANDSCAPE

SOIL PREPARATION AND SOIL MIX

1. CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER PLANT HEALTH IN ON-SITE SOILS AND SITE CONDITIONS. COMMENCEMENT OF PLANTING ACTIVITY IS AN ACKNOWLEDGEMENT OF CONTRACTOR'S ACCEPTANCE OF SOILS AND CONDITIONS. IF, DURING DIGGING, CONTRACTOR DISCOVERS SOIL THAT IS WATER-LOGGED, CLAY-LIKE, COMPACTED, POORLY DRAINED, OR OTHER HIDDEN CONDITIONS DETRIMENTAL TO PLANT HEALTH, IMMEDIATELY NOTIFY LANDSCAPE ARCHITECT.
2. CONTRACTOR SHALL CLEAN SUBGRADE SOIL IN PLANTING AREAS OF LIME ROCK AND CONSTRUCTION DEBRIS TO THE SATISFACTION OF LANDSCAPE ARCHITECT.
3. CONTRACTOR SHALL TEST THE SOILS TO BE USED FOR PLANTING IN ACCORDANCE WITH STATE AND LOCAL RECOMMENDATIONS AND LAWS. TESTING SHALL BE PERFORMED BY A STATE ACCREDITED LABORATORY FOR AGRICULTURAL SOIL TESTING.
4. CONTRACTOR SHALL OBTAIN 5 SAMPLES OF EXISTING SOILS TO BE USED IN PLANTING AREAS FROM STOCKPILES AND FROM THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PROPOSED LOCATION OF SAMPLES SHALL BE SUBMITTED TO THE LANDSCAPE ARCHITECT FOR APPROVAL PRIOR TO OBTAINING SOIL SAMPLES.
5. PRIOR TO AMENDING SOIL, CONTRACTOR SHALL SUBMIT A COMPLETE SOIL TEST REPORT OF THE CHEMICAL ANALYSIS PROVING NUTRIENT COMPOSITION AND PH AND THE PHYSICAL ANALYSIS PROVING THE SOIL TEXTURE TO DETERMINE THE REQUIRED AMENDMENTS OF THE TESTED SOIL TO MEET THE PLANTING MIX SPECIFICATIONS. SUBMIT AN AMENDED PLANTING MIX SAMPLE ALONG WITH SPECIFICATIONS, MATERIAL DATA SHEETS AND TEST RESULTS FOR ORGANIC MATERIAL, FERTILIZER AND/OR OTHER AMENDMENTS NECESSARY TO MEET PLANTING MIX SPECIFICATIONS. THE COMPOSITION OF THE PREPARED PLANTING MIX MAY BE MODIFIED BY LANDSCAPE ARCHITECT BASED ON RECOMMENDATIONS RESULTING FROM SOILS TEST RESULTS.
6. CONTRACTOR SHALL AMEND THE SOIL BASED ON THE RECOMMENDATION OF THE SOIL TESTS AND LANDSCAPE ARCHITECT'S APPROVAL OF THE SAMPLE AND AMENDMENT PLAN. IT SHOULD BE ASSUMED THAT A SOIL AMENDMENT WILL BE NECESSARY TO MEETING PLANTING MIX SPECIFICATIONS. REFERENCE THE BID FORM FOR LINE ITEMS REGARDING SOIL AMENDMENTS. COMPONENTS OF THE PREPARED PLANTING MIX SHALL BE BLENDED OUTSIDE OF THE PLANTING BEDS. IN PLANTING AREAS TO BE SODDED, UNIFORMLY APPLY REQUIRED AMENDMENTS TO EXISTING SOIL AND CULTIVATE BY MECHANICAL TILLING TO THE SPECIFIED DEPTH OF PLANTING MIX.
7. MANUFACTURED PLANTING MIX SHALL CONFORM TO THE CONTRACT DOCUMENTS.
8. TOPSOIL, SAND, ORGANIC MATERIAL, PEAT, FERTILIZER, AND OTHER AMENDMENTS FOR PLANTING MIX SHALL CONFORM TO THE CONTRACT DOCUMENTS.
9. IF APPROVED BY LANDSCAPE ARCHITECT, ON-SITE SOIL MAY BE SUBSTITUTED FOR TOPSOIL AND/OR SAND BASED ON A SOILS TEST REPORT INDICATING ACCEPTABLE CHARACTERISTICS. ACCEPTED ON-SITE SOIL MAY BE USED IN EITHER THE PREPARED OR AMENDED PLANTING MIXES. REFER TO GEOTECHNICAL REPORT AND CIVIL ENGINEER'S PLANS FOR USE OF ON-SITE SOILS IN OTHER APPLICATIONS.
10. SOIL TESTING FOR CONTAMINATION OR HAZARDOUS MATERIALS IS NOT THE PURPOSE OF THESE TESTS AND IS BEYOND THE SCOPE OF LANDSCAPE ARCHITECT'S RESPONSIBILITY.

PLANTING

1. PRIOR TO PLANT INSTALLATION, CONTRACTOR SHALL CONFIRM THE AVAILABILITY OF ALL THE SPECIFIED PLANT MATERIALS. CONTRACTOR SHALL SUBMIT DATED PHOTOGRAPHS OF ALL THE PLANT MATERIAL NOT TAGGED BY LANDSCAPE ARCHITECT TO LANDSCAPE ARCHITECT FOR REVIEW PRIOR TO DELIVERY OF MATERIALS TO THE PROJECT. ALL PHOTOGRAPHS OF TREES AND PALMS SHALL HAVE A MEASURING DEVICE AND PERSON IN THE PHOTO FOR SCALE. NURSERY SOURCE, HEIGHT, WIDTH, AND CALIPER OF PLANT MATERIAL SHALL BE INCLUDED WITH THE PHOTOGRAPH.
2. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL PLANT MATERIAL QUANTITIES AND NOTIFYING LANDSCAPE ARCHITECT OF ANY DISCREPANCIES FOR CLARIFICATION PRIOR TO THE AWARD OF CONTRACT AND/OR COMMENCEMENT OF WORK.
3. LANDSCAPE ARCHITECT SHALL HAVE THE RIGHT AT ANY STAGE OF THE OPERATION TO REJECT ANY PLANT MATERIAL THAT DOES NOT COMPLY WITH THE REQUIREMENTS AS SPECIFIED IN THE CONTRACT DOCUMENTS AND WILL REQUIRE CONTRACTOR TO REPLACE THE REJECTED MATERIAL WITH MATERIAL MEETING THE REQUIREMENTS. MAINTENANCE OF ALL MATERIAL SHALL CONTINUE UNTIL FINAL ACCEPTANCE.
4. LANDSCAPE ARCHITECT MAY ADJUST THE LOCATION OF THE PLANT MATERIAL SHOWN ON THE PLANS TO ACCOMMODATE UNFORESEEN FIELD CONDITIONS OR TO ACCOMPLISH DESIGN INTENT.
5. NO PLANT MATERIAL SUBSTITUTIONS SHALL BE MADE WITHOUT THE WRITTEN CONSENT OF LANDSCAPE ARCHITECT.
6. THE INSTALLATION OF ALL PLANT MATERIAL SHALL COMPLY WITH THE CODES, STANDARDS, REGULATIONS, REQUIREMENTS, AND ORDINANCES OF ANY GOVERNMENTAL AGENCY HAVING JURISDICTION OVER THE WORK.
7. ALL AREAS DISTURBED ON THE SITE BY CONSTRUCTION ACTIVITY, NOT COVERED ON THE HARDSCAPE PLANS, SHALL RECEIVE PERMANENT VEGETATIVE GROUND COVER. NOTIFY LANDSCAPE ARCHITECT OF ANY DIFFICULTY INTERPRETING THE PLANS.
8. ALL PLANT MATERIAL SHALL MEET OR EXCEED THE FOLLOWING REQUIREMENTS:
- a. AMERICAN STANDARDS FOR NURSERY STOCK, ANSI Z60.1
- b. FLORIDA GRADE NO. 1 (SOURCE: FLORIDA DEPARTMENT OF AGRICULTURE GRADES AND STANDARDS FOR NURSERY PLANTS LATEST EDITION).
9. PLANTS SHALL BE SYMMETRICAL AS IS TYPICAL FOR THEIR VARIETY AND SPECIES. THEY SHALL BE FREE FROM DISEASE AND INSECTS OR THEIR EGGS.
10. NURSERY GROWN STOCK SHALL BE GROWN UNDER CLIMATE CONDITIONS LIKE THOSE IN THE LOCALITY OF THE PROJECT.
11. ALL SPECIFIED PLANT MATERIAL SIZES ARE MINIMUM SIZES. ANY MATERIAL NOT MEETING THE REQUIREMENTS OF THE CONTRACT DOCUMENTS SHALL BE REMOVED AND REPLACED AT NO ADDITIONAL COST TO THE OWNER.
12. CONTAINER PLANTS SHALL HAVE BEEN GROWN IN A RIGID CONTAINER FOR A MINIMUM TIME AS FOLLOWS:
- TREES: 2 YEARS, SHRUBS: 1 YEAR, GROUNDCOVER: 6 MONTHS
13. ALL CONTAINER PLANTS SHALL HAVE ROOTS SUFFICIENTLY DEVELOPED TO HOLD TOGETHER THE SOIL WHEN THE PLANT IS REMOVED FROM ITS CONTAINER. NO PLANT MATERIAL SHALL BE BOUND TO THE CONTAINER NOR HAVE CIRCULAR ROOTS.
14. BALLED AND BURLAPPED PLANTS WILL NOT BE ACCEPTED WHEN THE ROOT BALL HAS BEEN CRACKED OR BROKEN.
15. PLANTS GROWN IN GROW BAGS ARE PROHIBITED.
16. SOD SHALL BE THE SPECIES AS CALLED FOR ON THE DRAWINGS. SOD SHALL BE WELL MATTED WITH HEAVY ROOT DEVELOPMENT AND FREE OF WEEDS, FUNGUS, AND OTHER DISEASES.
17. SOD SHALL BE MACHINE CUT TO A COMMERCIAL SIZE WITH A UNIFORM THICKNESS.
18. PRIOR TO THE INSTALLATION OF PLANT MATERIAL, CONTRACTOR SHALL CONFIRM IN WRITING TO LANDSCAPE ARCHITECT THAT THE SOIL CONDITIONS AND SUBGRADE ELEVATIONS IN ALL PLANTING AREAS ARE ACCEPTABLE BY CONTRACTOR AND CONFORM TO THE PROPOSED GRADES NOTED ON THE FINE GRADING PLANS. COMMENCEMENT OF PLANTING OPERATIONS CONFIRMS CONTRACTOR'S ACCEPTANCE OF THE SITE CONDITIONS.
19. PLANTING SHALL NOT COMMENCE UNTIL IRRIGATION HAS BEEN INSTALLED AND IS OPERATIONAL. TREES MAY BE INSTALLED PRIOR TO THE INSTALLATION OF IRRIGATION PROVIDED THAT A HAND WATERING SCHEDULE IS APPROVED BY LANDSCAPE ARCHITECT.
20. CONTRACTOR SHALL ENSURE TOTAL WEED ERADICATION PRIOR TO INSTALLATION OF PLANT MATERIAL. CONTRACTOR SHALL SUBMIT WEED CONTROL SOLUTIONS THAT CONFORM TO STATE AND LOCAL CODES. PROTECT EXISTING PLANTS TO REMAIN FROM OVERSPRAY. DO NOT APPLY WITHIN ROOT ZONES OF EXISTING PLANT MATERIAL TO REMAIN.
21. CONTRACTOR SHALL CONFIRM THAT ALL ORGANICS, SOD, WEEDS, ROOTS AND DEBRIS HAVE BEEN REMOVED FROM ALL AREAS WHERE PLANT MATERIALS ARE TO BE INSTALLED. ALL PAVEMENT AND PAVEMENT BASE MATERIAL SHALL BE REMOVED COMPLETELY IN ALL AREAS WHERE PLANT MATERIAL IS TO BE INSTALLED. ANY DEPRESSIONS OR EXCAVATIONS BELOW THE APPROVED FINISHED GRADES CREATED FOR OR BY THE REMOVAL OF SUCH OBJECTS SHALL BE FILLED WITH APPROVED PLANTING MIX AND COMPACTED TO A DENSITY CONFORMING TO THE SURROUNDING GROUND.

22. CONTRACTOR SHALL OUTLINE EACH SHRUB AND GROUNDCOVER BED AND STAKE THE LOCATION OF ALL TREES / PALMS FOR APPROVAL OF LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. IF PLANT MATERIAL IS INSTALLED PRIOR TO APPROVAL, CONTRACTOR WILL REPLANT THE MATERIAL TO THE SATISFACTION OF LANDSCAPE ARCHITECT AT NO COST TO THE OWNER.
23. ALL SHRUBS AND TREES SHALL BE PLANTED ABOVE SURROUNDING FINISH GRADE. REFER TO PLANTING DETAILS FOR TOLERANCES.
24. CONTRACTOR SHALL MAINTAIN TREES IN A STRAIGHT AND PLUMB POSITION FOR ONE YEAR. IF CONTRACTOR CHOOSES TO STAKE TREES CONTRACTOR SHALL SUBMIT A STAKING PLAN / PROCEDURE / DETAIL TO LANDSCAPE ARCHITECT FOR REVIEW AND APPROVAL.
25. TREE / PALM PITS SHALL BE TESTED FOR DRAINAGE BY FILLING WITH WATER TWICE IN SUCCESSION. CONDITIONS PERMITTING THE RETENTION OF MORE THAN 6 INCHES (6") OF WATER IN ONE (1) HOUR SHALL BE BROUGHT TO THE ATTENTION OF LANDSCAPE ARCHITECT. CONTRACTOR SHALL SUBMIT A WRITTEN PROPOSAL FOR CORRECTION OF SUCH CONDITIONS AND RECEIVE APPROVAL FROM LANDSCAPE ARCHITECT BEFORE PROCEEDING WITH INSTALLATION.
26. AREAS TO RECEIVE SOD SHALL BE GRADED TO LEVEL OUT ALL UNDULATIONS OR IRREGULARITIES IN THE SURFACE RESULTING FROM TILLAGE, FERTILIZING OR OTHER OPERATIONS. THE RESULTING SURFACE SHALL BE ROLLED WITH THE RESULTING GRADE TO BE NO HIGHER THAN THE ADJACENT PAVING OR OTHER GRADE ELEMENTS AFTER SOD HAS BEEN INSTALLED.
27. PLANTING BEDS SHALL BE FINE GRADED TO A SMOOTH AND EVEN SURFACE ASSURING POSITIVE DRAINAGE AWAY FROM STRUCTURES AND ELIMINATING ANY DEPRESSIONS WHICH MAY COLLECT WATER.
28. APPLY APPROVED PRE-EMERGENT HERBICIDE TO ALL PLANTING BEDS ACCORDING TO THE MANUFACTURER'S RECOMMENDED RATE.

MAINTENANCE AND CLEANING

1. MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PLANT IS INSTALLED AND SHALL CONTINUE UNTIL FINAL ACCEPTANCE. THIS WORK AND MATERIALS REQUIRED ARE INCLUDED IN THE CONTRACT SCOPE OF WORK.
2. MAINTENANCE SHALL INCLUDE THE FOLLOWING ACTIVITIES AND NECESSARY LABOR, EQUIPMENT, AND MATERIALS FOR:
- a. PROTECTING, WATERING, IRRIGATING, MOWING, PRUNING AND/OR TRIMMING, FERTILIZING, AND PEST CONTROL FOR EACH PLANT INSTALLED AS REQUIRED TO WARRANTY THE PLANT'S HEALTH AND CONDITION AT FINAL ACCEPTANCE.
- b. WEED CONTROL IN LAWN, BEDS, AND NATURAL AREAS WITHIN THE PROJECT LIMITS.
- c. SUPPLEMENTAL APPLICATIONS OF MULCH TO PROVIDE THE SPECIFIED DEPTH AND CONDITION AT FINAL ACCEPTANCE.
- d. RESETING AND/OR STRAIGHTENING PLANTS THAT HAVE FALLEN, SETTLED, LEANED, OR OTHERWISE CHANGED FROM THE ACCEPTED INSTALLED CONDITION.
- e. CLEAN UP OF MATERIALS AND DEBRIS FROM LANDSCAPES AND HARDSCAPES WITHIN THE PROJECT LIMITS.
- f. REMOVING DEAD PLANT MATERIALS.
3. MAINTENANCE WORK SHALL CONFORM TO GOVERNING LAWS AND ACCEPTED HORTICULTURAL PRACTICES. CONTRACTOR SHALL FOLLOW OWNER'S LANDSCAPE MAINTENANCE STANDARDS, SPECIFICATIONS, AND INSTRUCTIONS.
4. CONTRACTOR SHALL MONITOR THE WATERING NEEDS OF PLANT MATERIAL THROUGHOUT OPERATIONS AND UNTIL FINAL ACCEPTANCE. CONTRACTOR IS RESPONSIBLE FOR SUPPLEMENTAL WATERING AS REQUIRED TO AUGMENT THE IRRIGATION SYSTEM, INCLUDING HAND WATERING, TEMPORARY IRRIGATION, OR OTHER MEANS ACCEPTABLE TO LANDSCAPE ARCHITECT.
5. CONTRACTOR SHALL DAILY, MAINTAIN A CLEAN WORK AREA BY REMOVING TRASH, DEBRIS, UNUSED, DELETERIOUS, OR SURPLUS MATERIAL FROM THE SITE, KEEPING EQUIPMENT IN DESIGNATED AREAS, AND WASHING PAVED SURFACES OF MUD AND DIRT IN ACCORDANCE WITH THE EROSION CONTROL PLAN.
6. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR DIRECTION REGARDING DISPOSITION OF SURPLUS MATERIALS RESULTING FROM CONTRACTORS WORK.
7. ALL STRUCTURES DAMAGED OR DEFACED BECAUSE OF CONTRACTOR'S OPERATIONS SHALL BE CORRECTED BY CONTRACTOR TO THE OWNER'S SATISFACTION AND ACCEPTANCE AT NO COST TO OWNER.
8. CONTRACTOR SHALL PROTECT FINISHED WORK FROM DAMAGE AND IS RESPONSIBLE FOR REPAIRING DAMAGED OR DEFACED WORK AT NO COST TO THE OWNER. CONTRACTOR SHALL REPAIR RUTS AND/OR COMPACTED AREAS, RESET OR REPLACE PLANT MATERIALS, RESEED, RESOD, MULCH, OR OTHERWISE RESTORE THE WORK TO SPECIFIED AND ACCEPTABLE FINISHED CONDITION

IRRIGATION

1. PLANTING SHALL NOT COMMENCE UNTIL IRRIGATION HAS BEEN INSTALLED AND IS OPERATIONAL. TREES MAY BE INSTALLED PRIOR TO THE INSTALLATION OF IRRIGATION PROVIDED THAT A HAND WATERING SCHEDULE IS APPROVED BY LANDSCAPE ARCHITECT.
2. CONTRACTOR SHALL ENSURE THAT THE ENTIRE PROPOSED LANDSCAPE AREA RECEIVES FULL, HEAD-TO-HEAD COVERAGE BY AN AUTOMATED LANDSCAPE IRRIGATION SYSTEM.
3. THE CONTRACTOR SHALL INSPECT ANY EXISTING IRRIGATION EQUIPMENT TO DETERMINE ITS CONDITION. THE CONTRACTOR SHALL FURNISH ANY REPAIRS NECESSARY TO AN EXISTING IRRIGATION SYSTEM TO ENSURE ITS FULL FUNCTIONALITY PRIOR TO PLANTING.

ACCEPTANCE

1. CONTRACTOR SHALL CORRECT DEFECTIVE AND/OR REJECTED WORK IMMEDIATELY UPON NOTIFICATION OF THE REJECTION OF THE WORK.
2. ACCEPTED MATERIALS SHALL, AT MINIMUM, EXHIBIT THE CHARACTERISTICS SPECIFIED IN THE CONTRACT DOCUMENTS AT THE TIME OF INSTALLATION AND SHALL CONTINUE TO EXHIBIT THOSE CHARACTERISTICS AT MINIMUM THROUGH FINAL ACCEPTANCE AND THE DURATION OF THE WARRANTY PERIOD.
3. UPON COMPLETION OF ALL INSTALLATION WORK, CONTRACTOR MAY REQUEST REVIEW FOR ESTABLISHING THE DATE OF SUBSTANTIAL COMPLETION OF THE WORK. THE DATE OF SUBSTANTIAL COMPLETION SHALL MARK THE BEGINNING OF PUNCH LIST WORK WHICH MAY INCLUDE MAINTENANCE AND REMEDIAL WORK.
4. UPON COMPLETION OF ALL WORK, INCLUDING CLEANING, MAINTENANCE AND REMEDIAL WORK, CONTRACTOR MAY REQUEST FINAL ACCEPTANCE OF THE WORK. THE DATE OF FINAL ACCEPTANCE SHALL MARK THE BEGINNING OF THE WARRANTY PERIOD. IF THE WORK IS ACCEPTED IN PHASES, THERE MAY BE MULTIPLE WARRANTY PERIODS.
5. DURING THE WARRANTY PERIOD, THE OWNER MAY INSPECT THE WORK AT ANY TIME FOR DEFECTS. CONTRACTOR SHALL IMMEDIATELY REPAIR ALL DEFECTS IN WARRANTIED MATERIAL, CONDITIONS, AND WORKMANSHIP.

WARRANTY PERIOD

1. ALL PLANT MATERIAL SHALL BE WARRANTED BY THE CONTRACTOR FOR A PERIOD OF (1) YEAR FROM THE DATE OF FINAL COMPLETION. THE CONTRACTOR SHALL PROVIDE THIS WARRANTY IN WRITING TO THE OWNER. AS A CONDITION OF THE WARRANTY, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK AND MATERIALS REQUIRED TO REPLACE THE PLANT MATERIAL DURING THE WARRANTY PERIOD. THE WARRANTY ON REPLACEMENT PLANT MATERIAL SHALL EXPIRE ON THE ORIGINAL WARRANTY PERIOD EXPIRATION DATE.

ROADWAY SPEED

1. THE POSTED SPEED LIMIT FOR THIS SECTION OF ROADWAY IS 45 MILES PER HOUR.



DIX-HITE

150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS

GENERAL NOTES

ISSUE FOR PERMIT OR BID

Sheet Number:

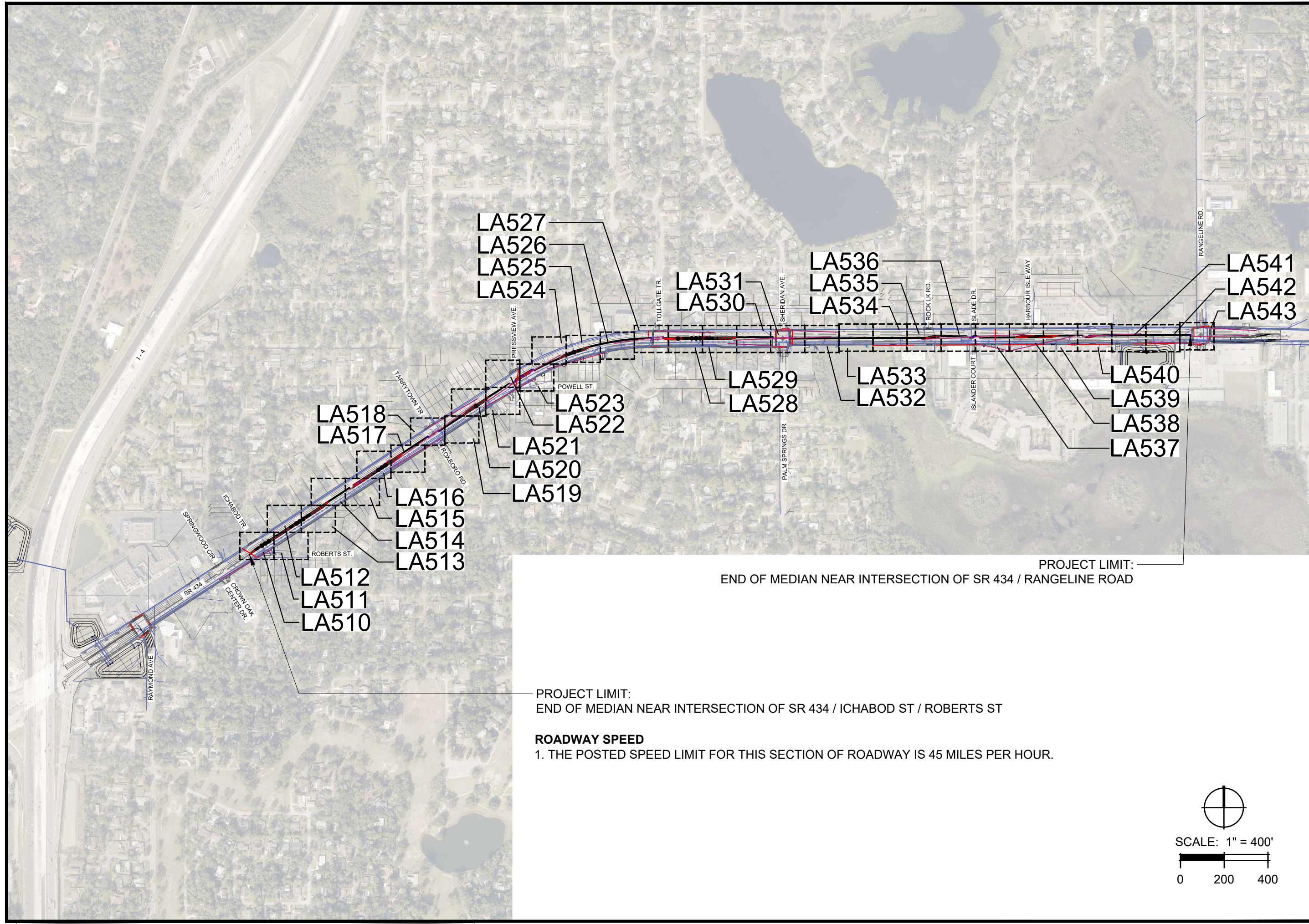
LA053

Date: 09/25/2024	
Drawn by: TSM, MA, HH	
Reviewed by: KS, JG, JR	
Job Number: 240117	
Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS SEMINOLE COUNTY	THE CITY OF LONGWOOD 175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS	LANDSCAPE KEY SHEET
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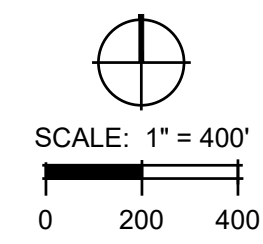
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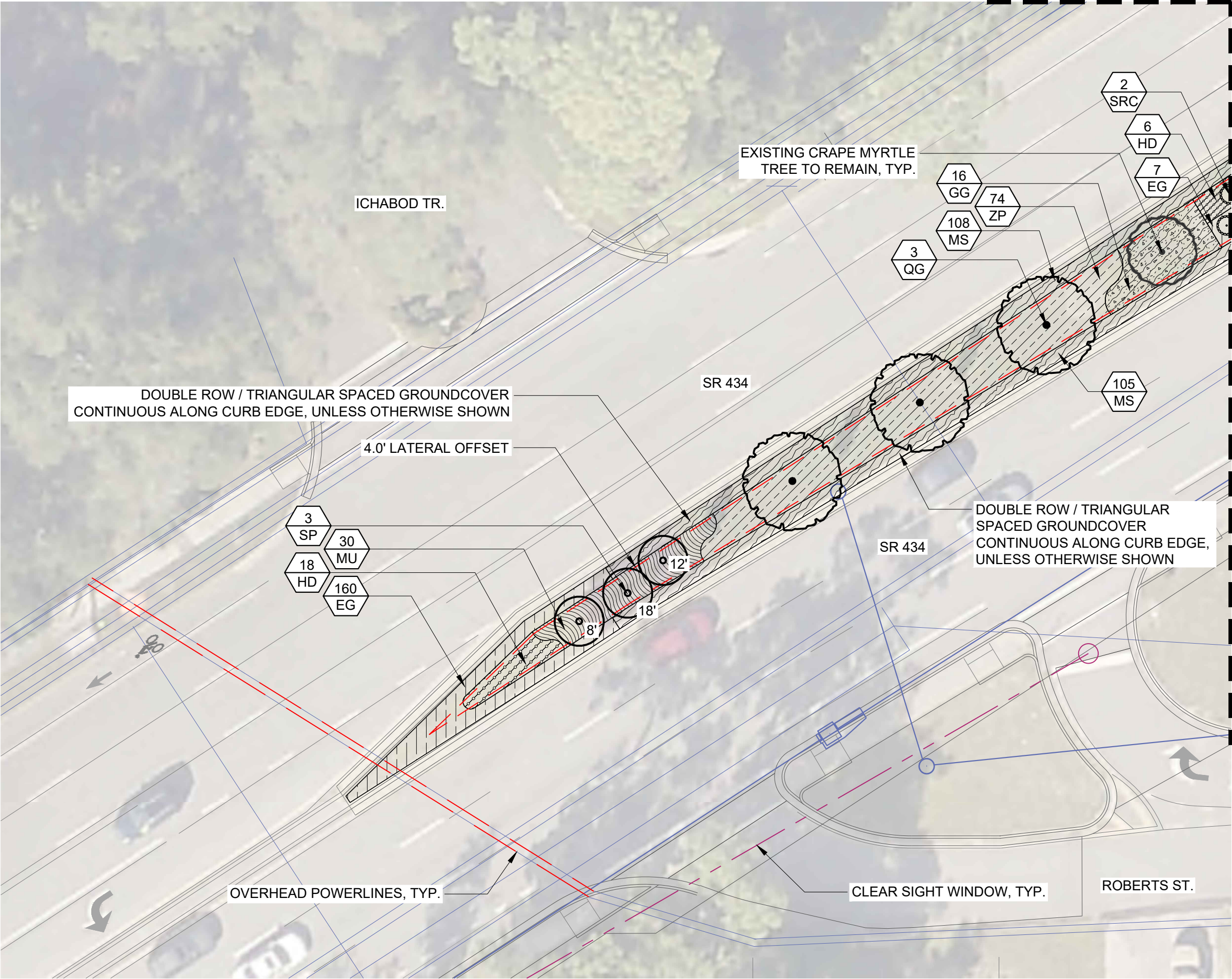


PROJECT LIMIT:
END OF MEDIAN NEAR INTERSECTION OF SR 434 / ICHABOD ST / ROBERTS ST

ROADWAY SPEED
1. THE POSTED SPEED LIMIT FOR THIS SECTION OF ROADWAY IS 45 MILES PER HOUR.

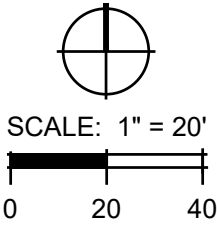
PROJECT LIMIT:
END OF MEDIAN NEAR INTERSECTION OF SR 434 / RANGELINE ROAD





PLANT LEGEND	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

- SAW PALMETTO NOTE:
- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT
- LATERAL OFFSET NOTE:
- LATERAL OFFSET PROVIDED PER THE FDOT DESIGN MANUAL, SECTION 215.2.4 LATERAL OFFSET
 - LATERAL OFFSET BASED ON CURBED ROADWAY + NEW CONSTRUCTION PER TABLE 215.2.2 MINIMUM LATERAL OFFSET CRITERIA
 - LATERAL OFFSET IS 4.0 FEET MEASURED FROM THE FACE-OF-CURB, PER THE FDM



Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for: Date:

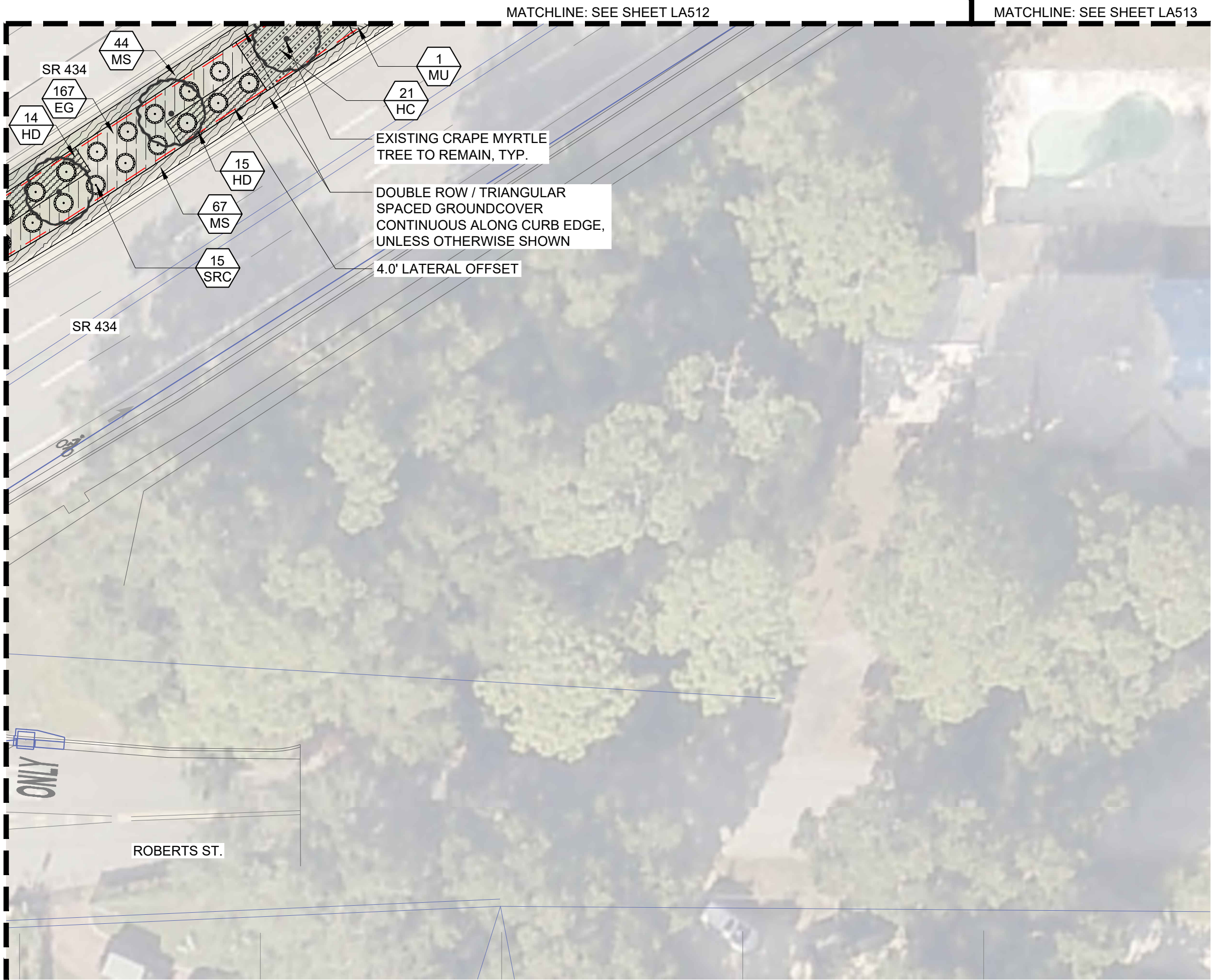
SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA510

MATCHLINE: SEE SHEET LA510



PLANT SCHEDULE

CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

- SAW PALMETTO NOTE:
- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT
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Date: 09/25/2024
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SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

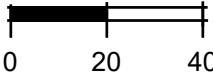
100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA511



SCALE: 1" = 20'





DOUBLE ROW / TRIANGULAR SPACED GROUNDCOVER
CONTINUOUS ALONG CURB EDGE, UNLESS OTHERWISE SHOWN

4.0' LATERAL OFFSET

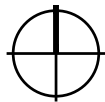
EXISTING CRAPE MYRTLE
TREE TO REMAIN, TYP.

SR 434

SR 434

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
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MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

- SAW PALMETTO NOTE:
- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT
- LATERAL OFFSET NOTE:
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 - LATERAL OFFSET IS 4.0 FEET MEASURED FROM THE FACE-OF-CURB, PER THE FDM



SCALE: 1" = 20'



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

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SEMINOLE COUNTY

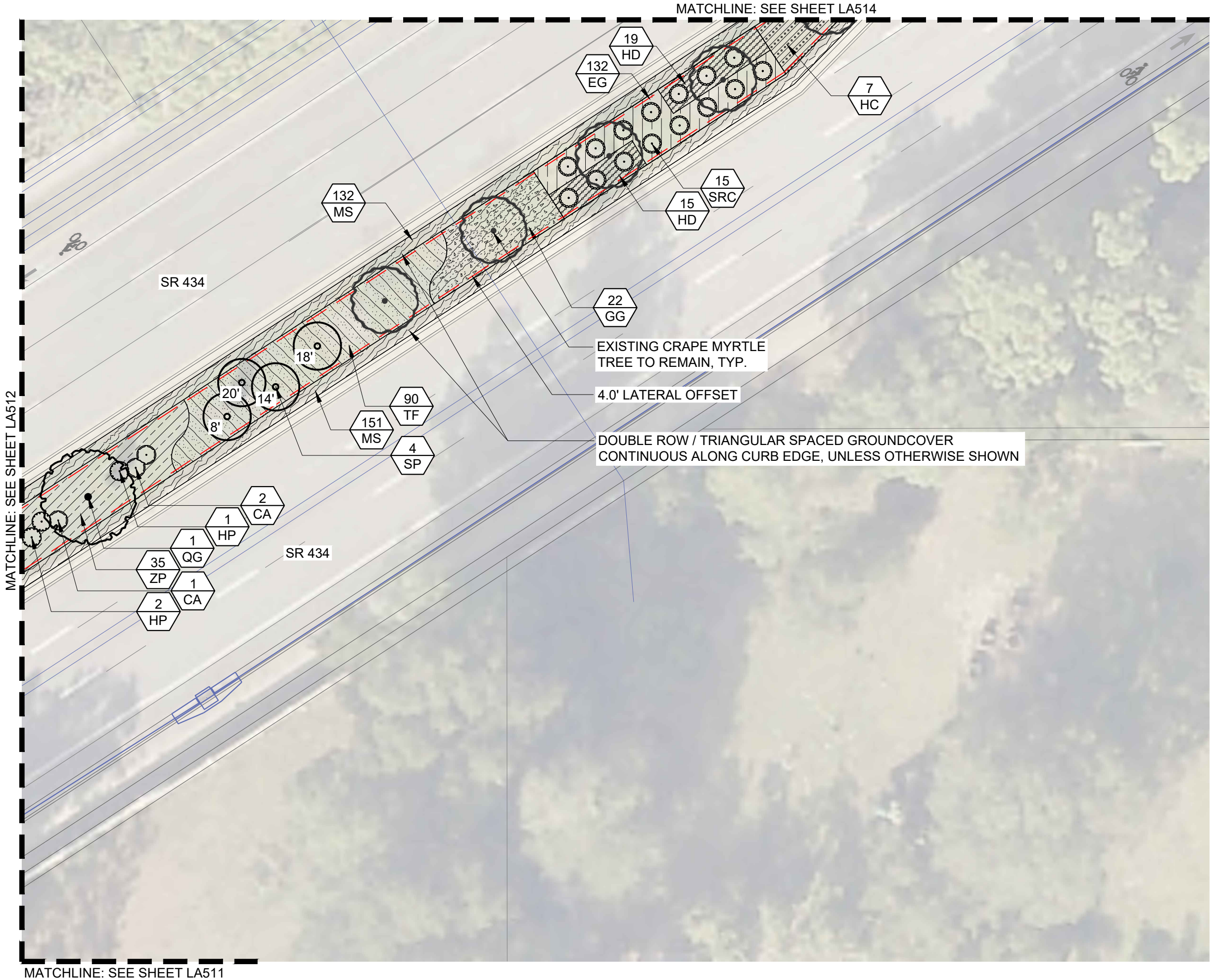
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Sheet Number:

LA512

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PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

EG Evolvulus glomeratus 'Blue My Mind'
Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT

LATERAL OFFSET NOTE:

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DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

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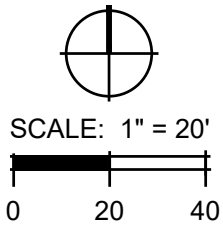
LA513

Page 61 of 150



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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Job Number: 240117

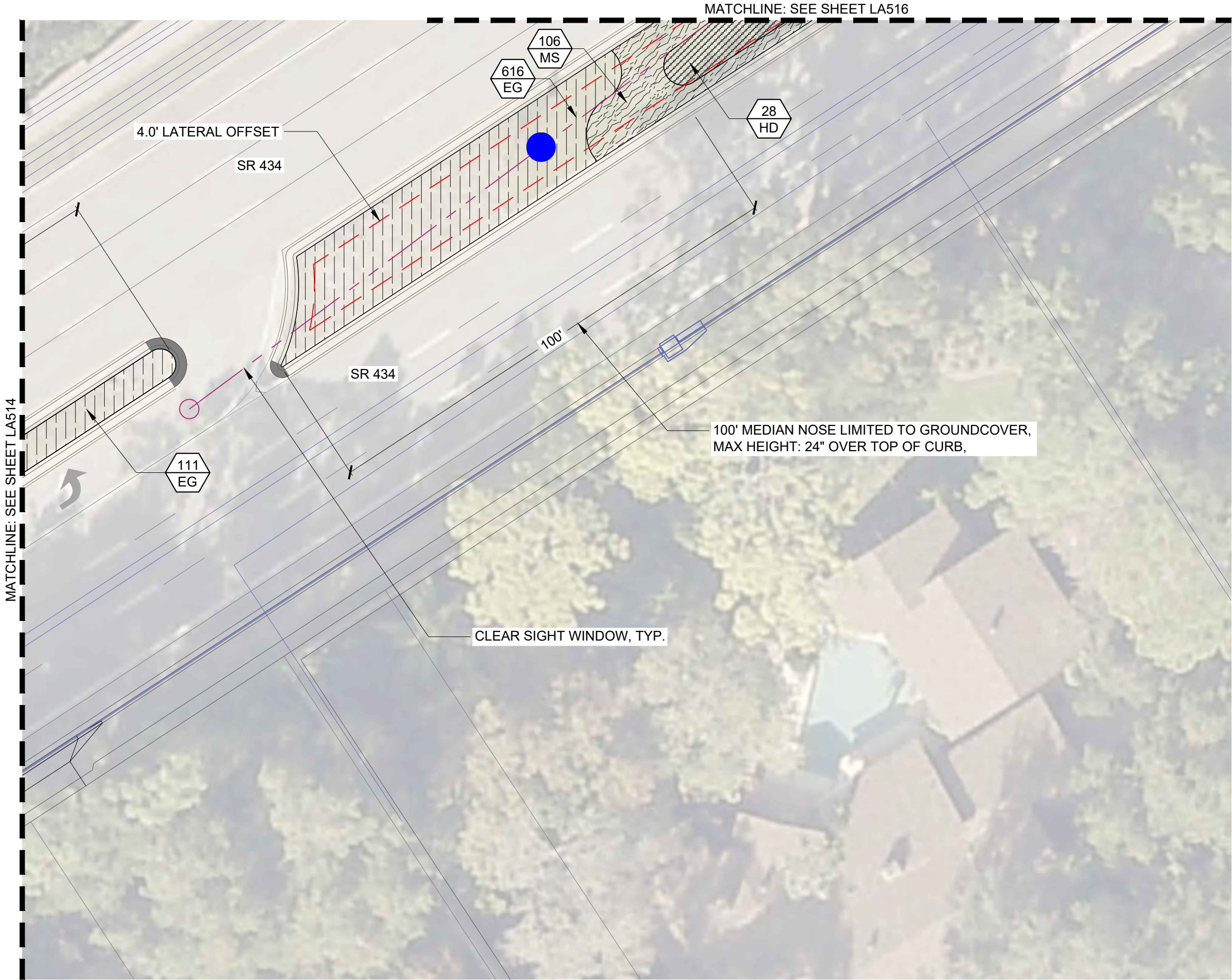
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SEMINOLE COUNTY

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Sheet Number:
LA514



PLANT SCHEDULE

CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

SAW PALMETTO NOTE:

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LATERAL OFFSET NOTE:

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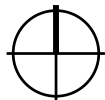
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THE CITY OF LONGWOOD
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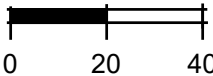
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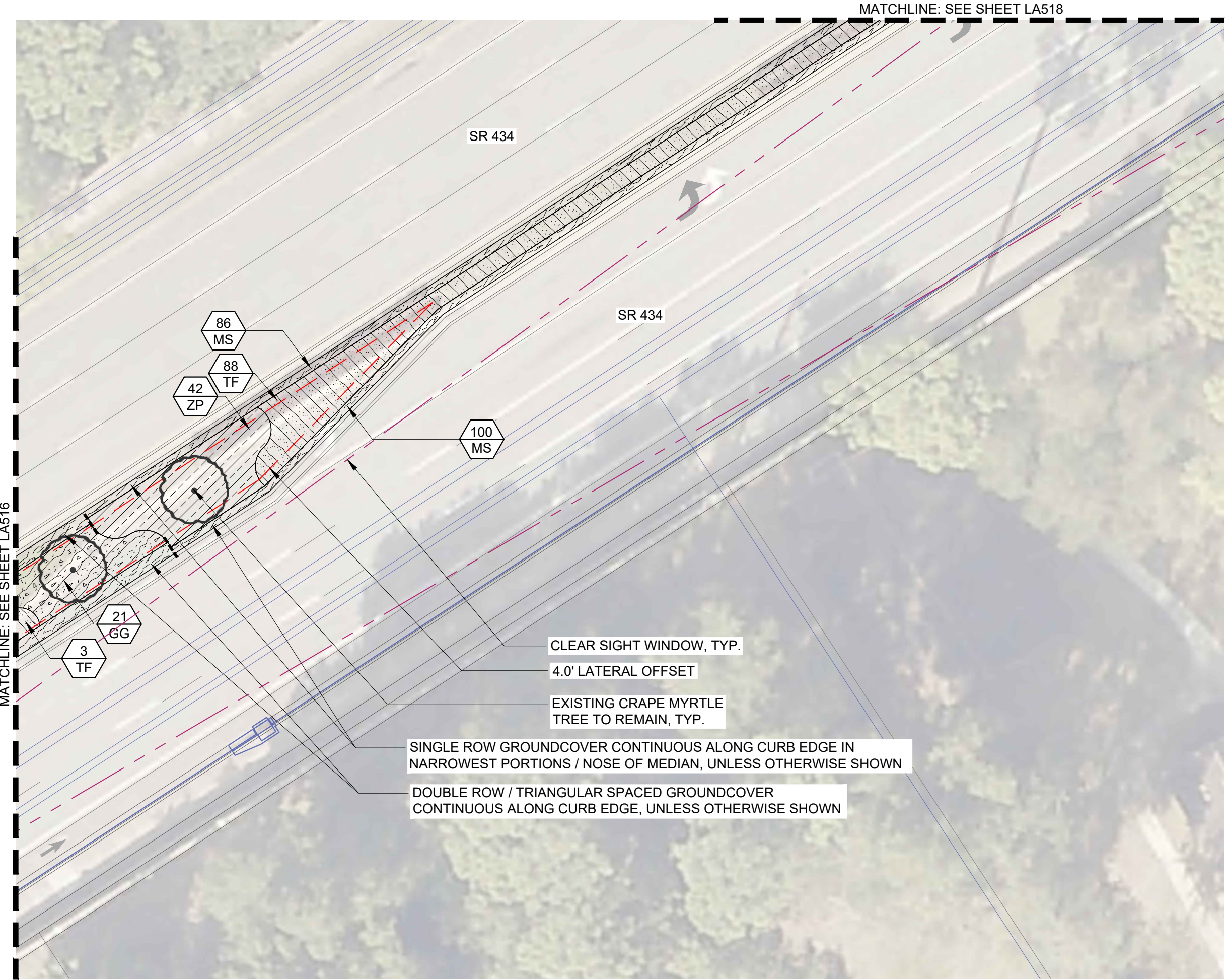
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Sheet Number:
LA515



SCALE: 1" = 20'





PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS

GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS

EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

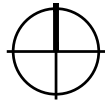
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Drawn by: TSM, MA, HH

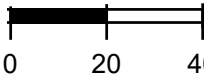
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Job Number: 240117

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SCALE: 1" = 20'



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SEMINOLE COUNTY

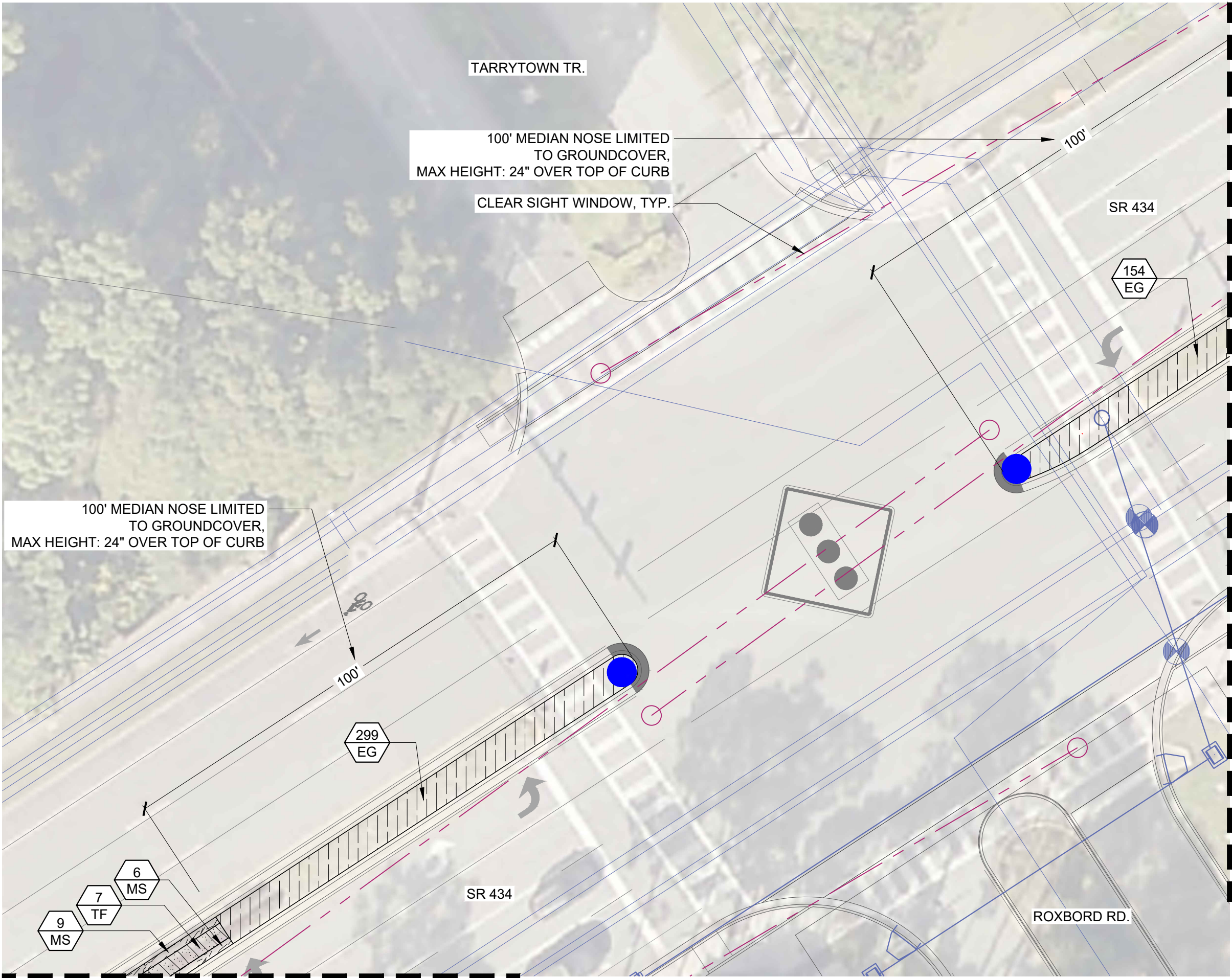
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Sheet Number:

LA517

Page 65 of 150



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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Reviewed by: KS, JG, JR
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SEMINOLE COUNTY

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LA518

MATCHLINE: SEE SHEET LA518

MATCHLINE: SEE SHEET LA520



PLANT SCHEDULE

CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS	
GG	Galphimia glauca Thryalis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
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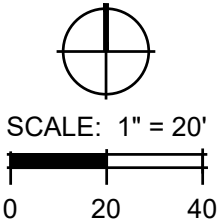
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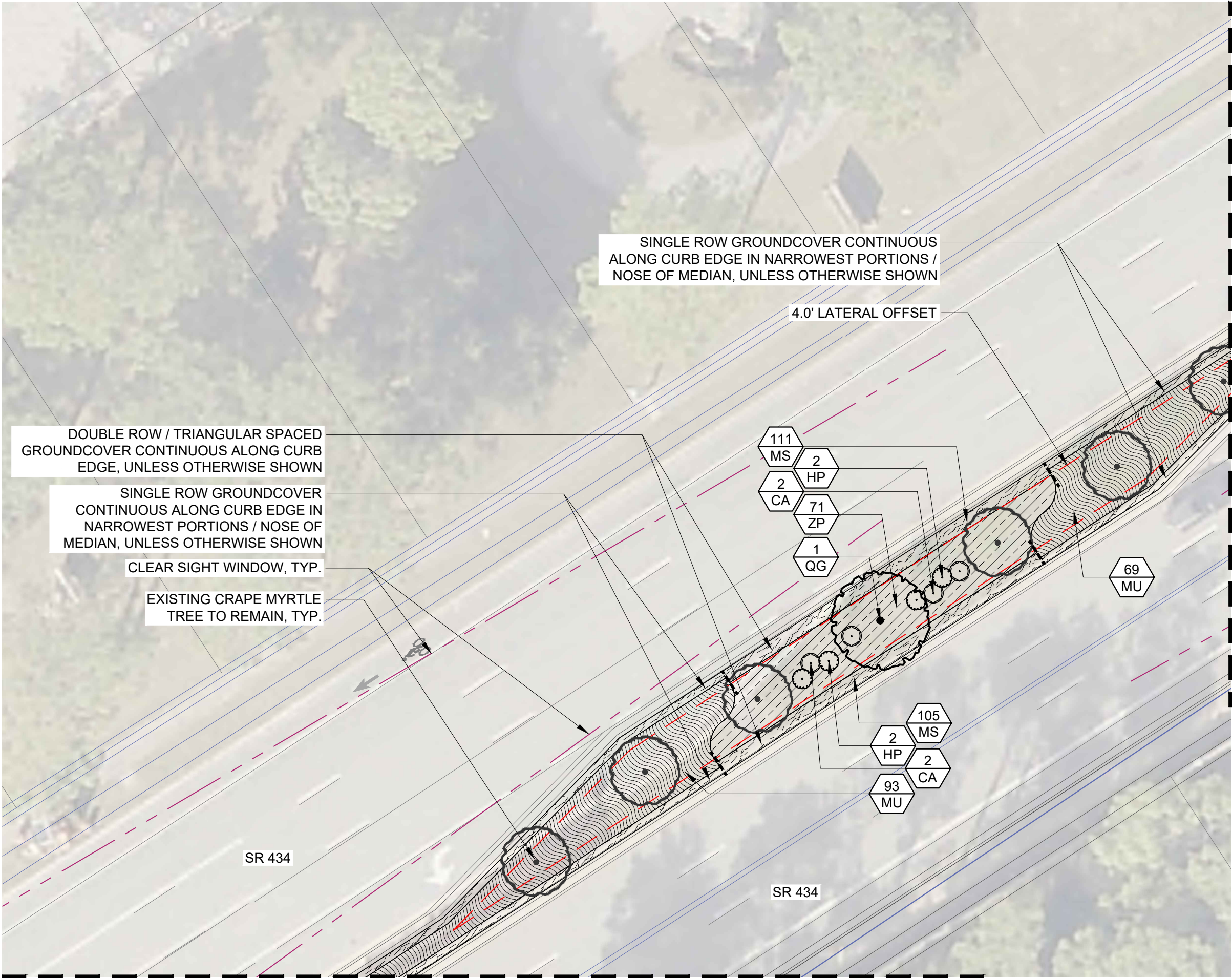
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THE CITY OF LONGWOOD
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LANDSCAPE PLAN

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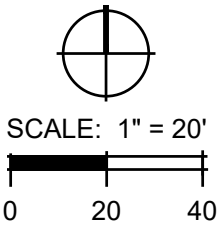
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PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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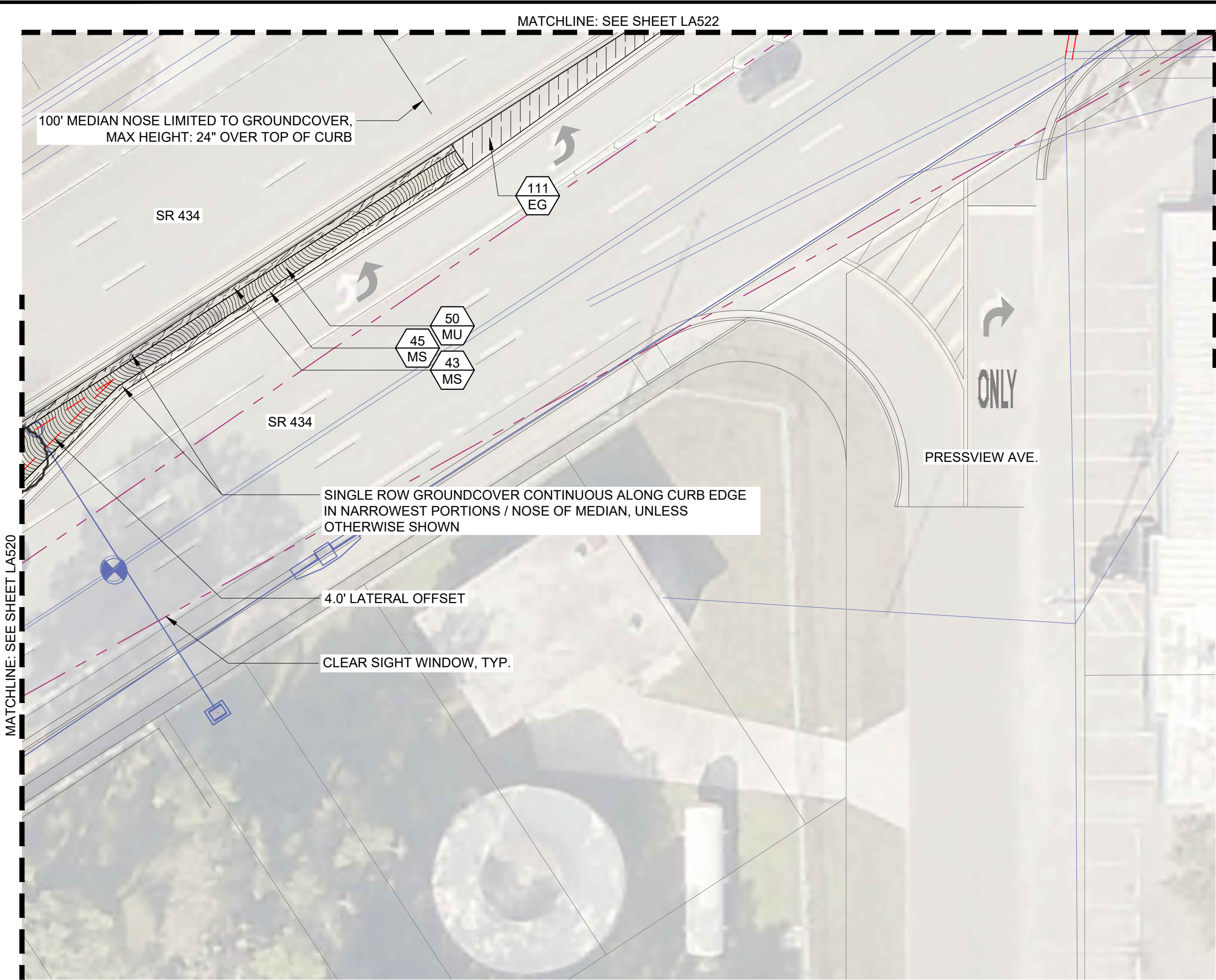
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SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

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LANDSCAPE PLAN

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Sheet Number:
LA520



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

EG Evolvulus glomeratus 'Blue My Mind'
Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

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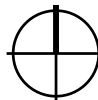
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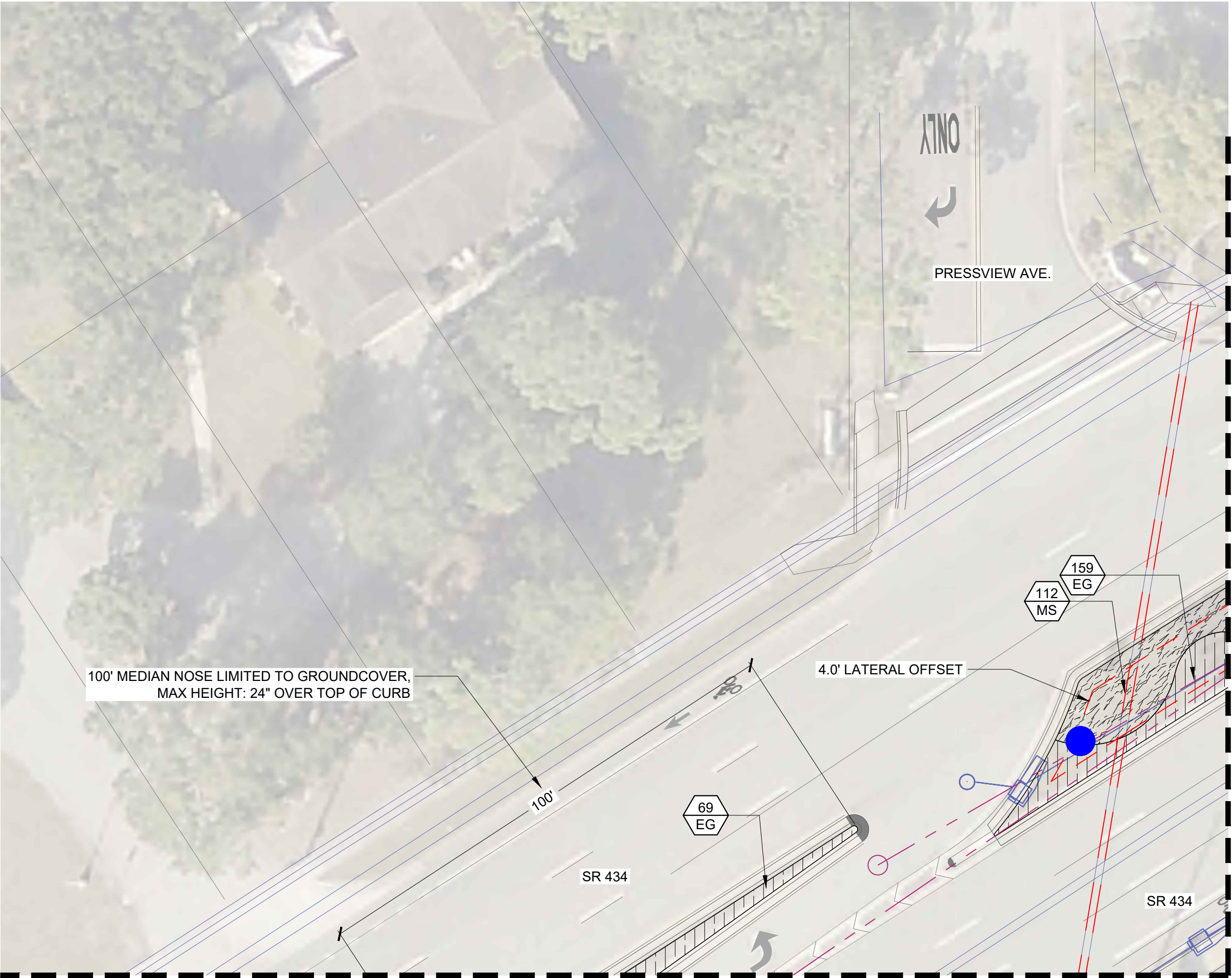
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175 W WARREN AVE, LONGWOOD FL, 32750

LANDSCAPE PLAN



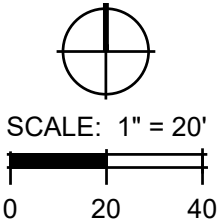
SCALE: 1" = 20'





PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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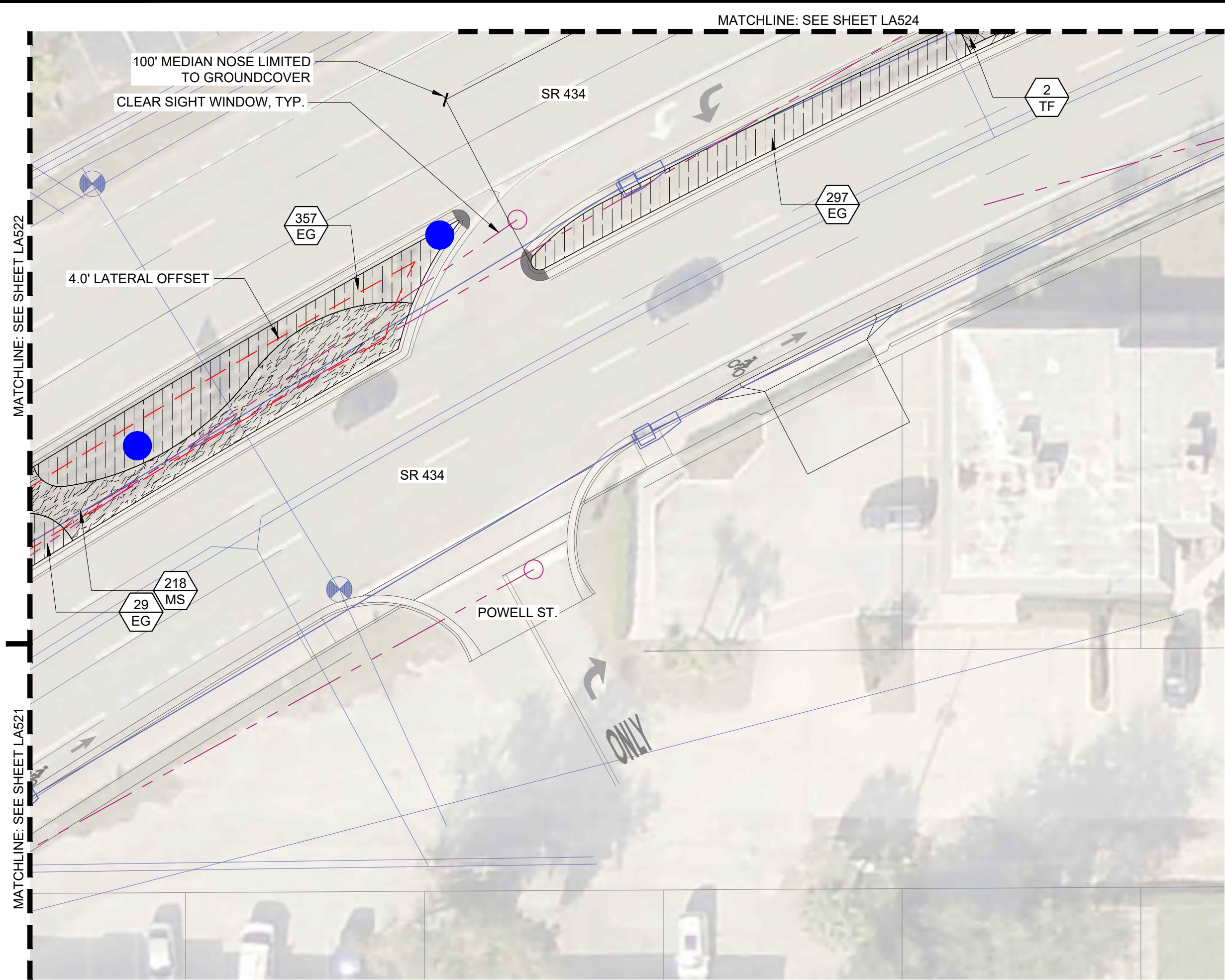
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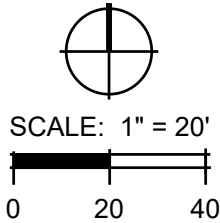
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LA522



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
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150 WEST JESSUP AVENUE
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407.667.1777

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Reviewed by: KS, JG, JR

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SEMINOLE COUNTY

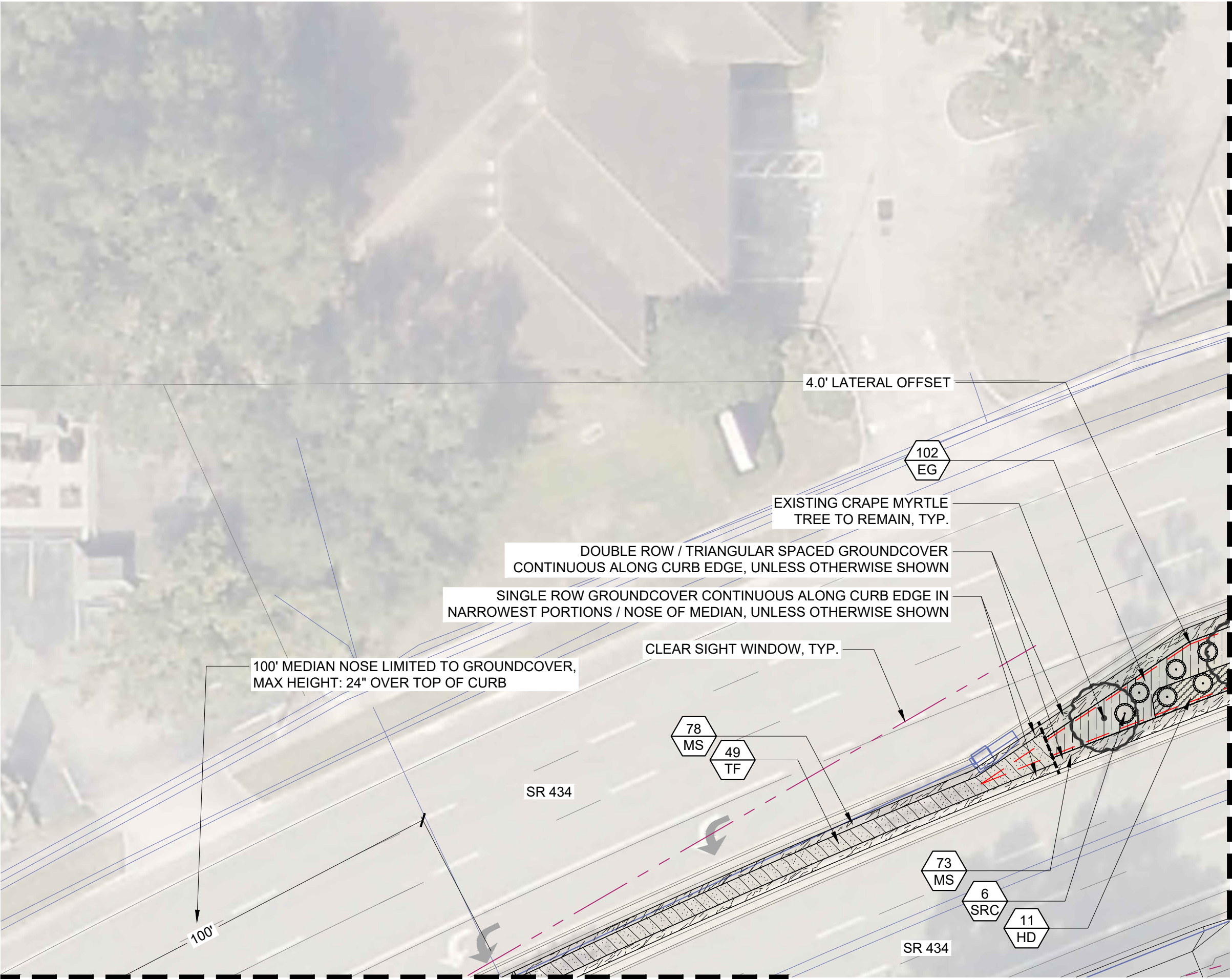
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LANDSCAPE PLAN

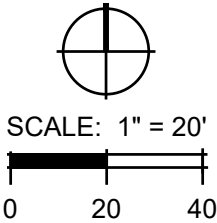
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Sheet Number:
LA523



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

- SAW PALMETTO NOTE:
- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT
- LATERAL OFFSET NOTE:
- LATERAL OFFSET PROVIDED PER THE FDOT DESIGN MANUAL, SECTION 215.2.4 LATERAL OFFSET
 - LATERAL OFFSET BASED ON CURBED ROADWAY + NEW CONSTRUCTION PER TABLE 215.2.2 MINIMUM LATERAL OFFSET CRITERIA
 - LATERAL OFFSET IS 4.0 FEET MEASURED FROM THE FACE-OF-CURB, PER THE FDM



Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

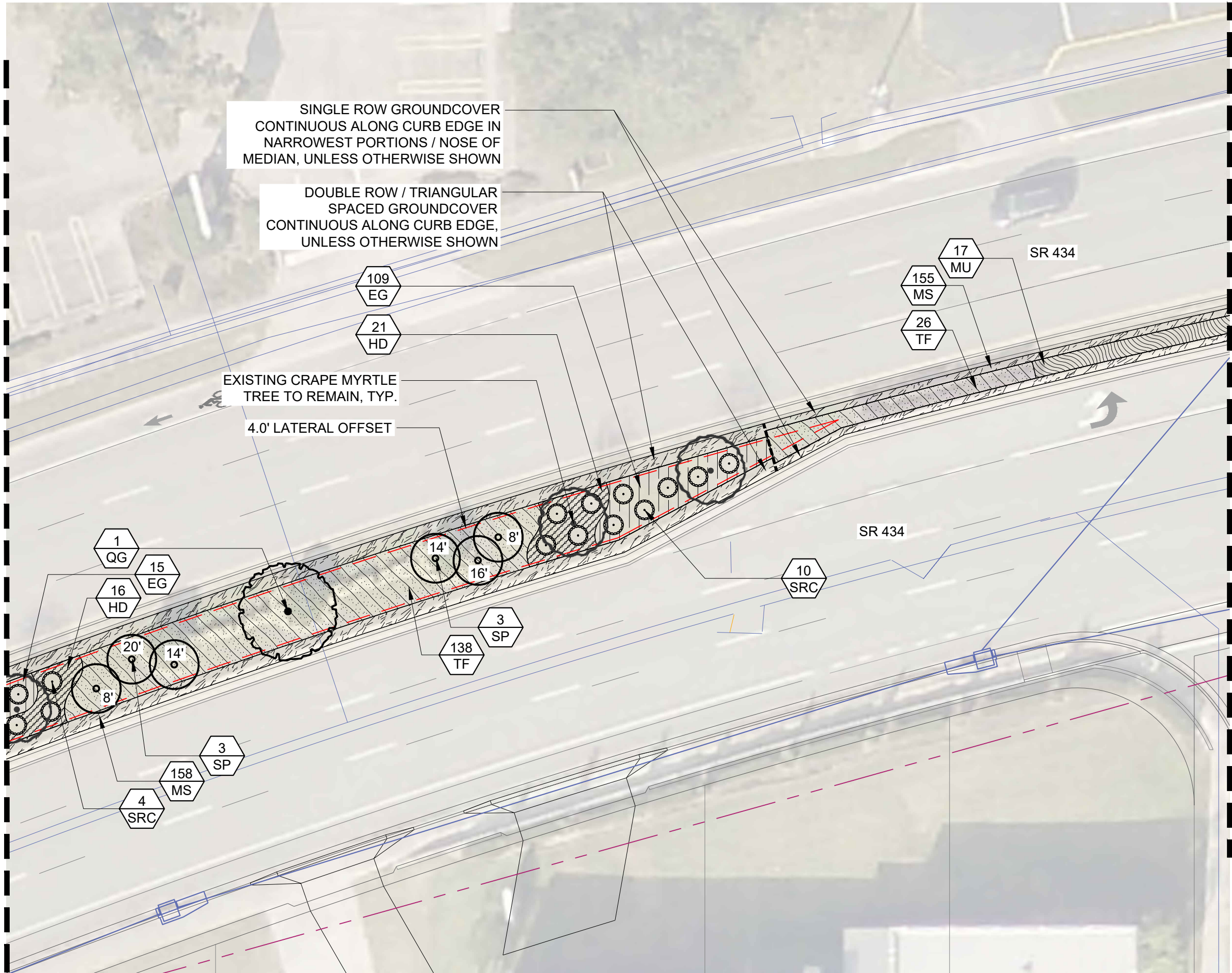
100% CONSTRUCTION DOCUMENTS

LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA524

MATCHLINE: SEE SHEET LA524



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

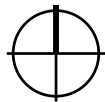
EG Evolvulus glomeratus 'Blue My Mind'
Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT

LATERAL OFFSET NOTE:

- LATERAL OFFSET PROVIDED PER THE FDOT DESIGN MANUAL, SECTION 215.2.4 LATERAL OFFSET
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SCALE: 1" = 20'



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

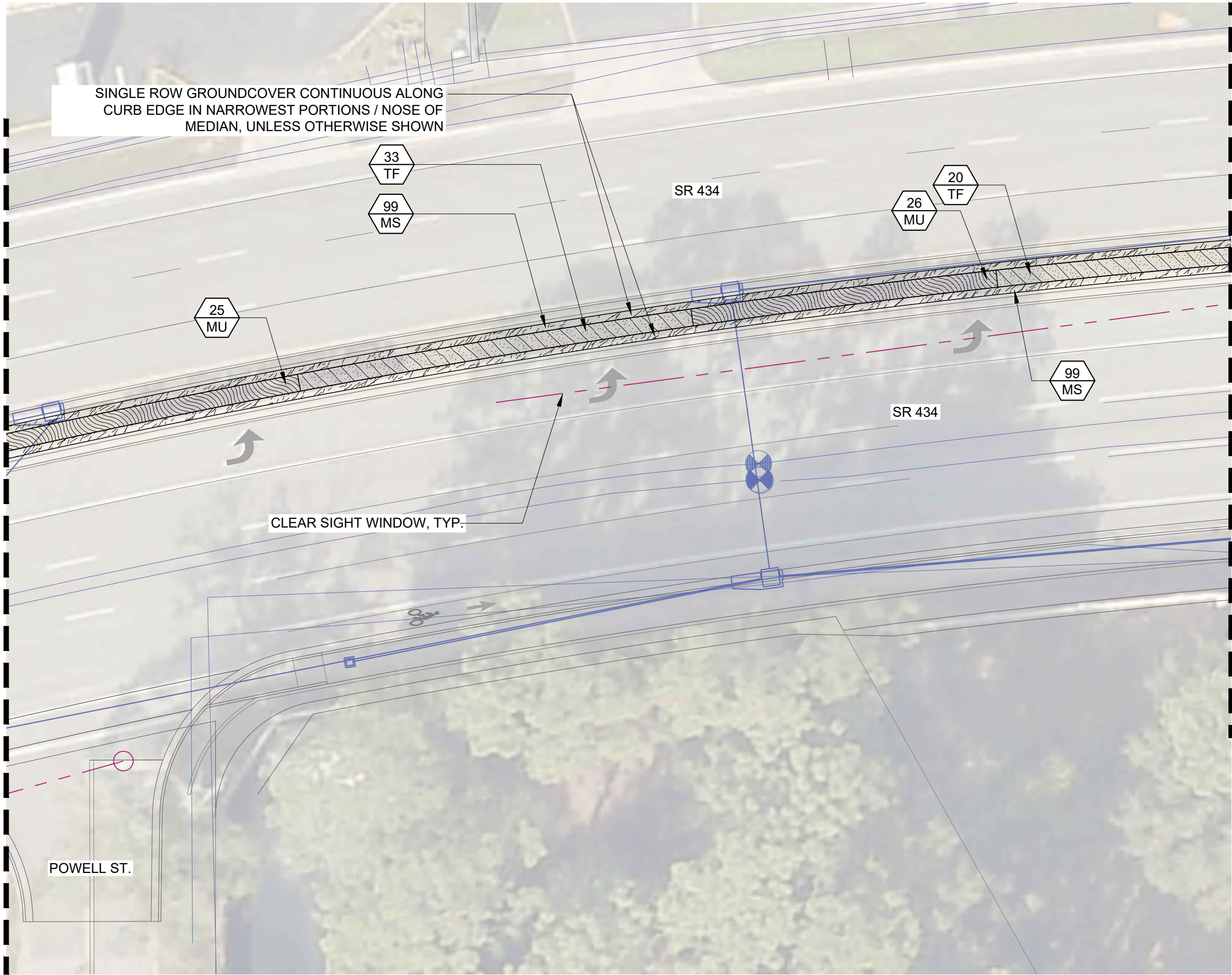
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ISSUE FOR PERMIT OR BID

Sheet Number:

LA525

MATCHLINE: SEE SHEET LA525



SINGLE ROW GROUNDCOVER CONTINUOUS ALONG CURB EDGE IN NARROWEST PORTIONS / NOSE OF MEDIAN, UNLESS OTHERWISE SHOWN

33
TF
99
MS

SR 434

20
TF
26
MU

25
MU

99
MS

SR 434

CLEAR SIGHT WINDOW, TYP.

MATCHLINE: SEE SHEET LA527

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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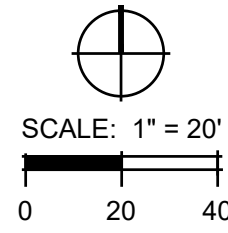
Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for: Date:

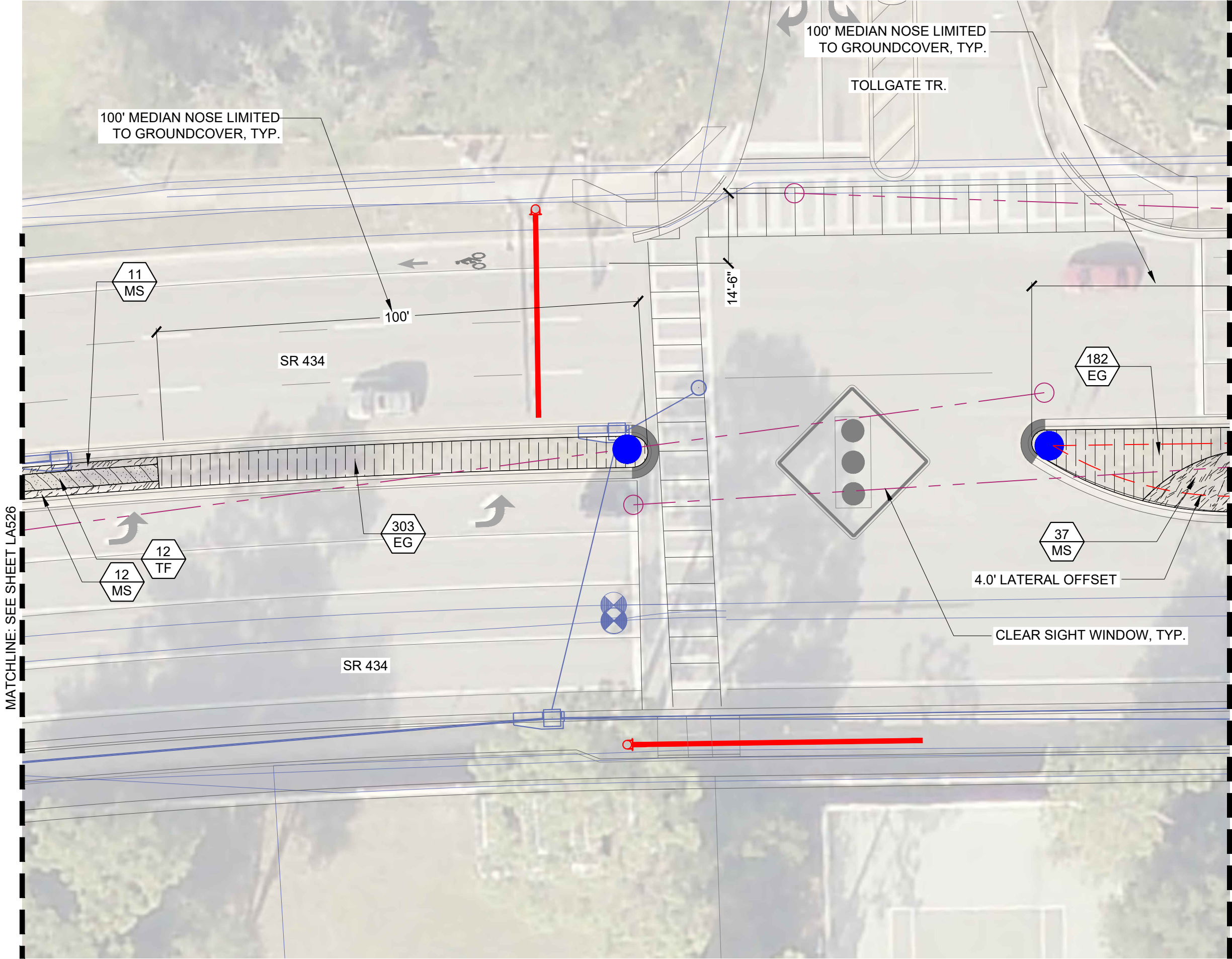
SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

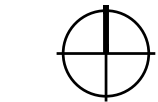


Sheet Number:
LA526

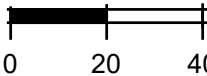


PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SR	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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SCALE: 1" = 20'



Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: _____ Date: _____

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

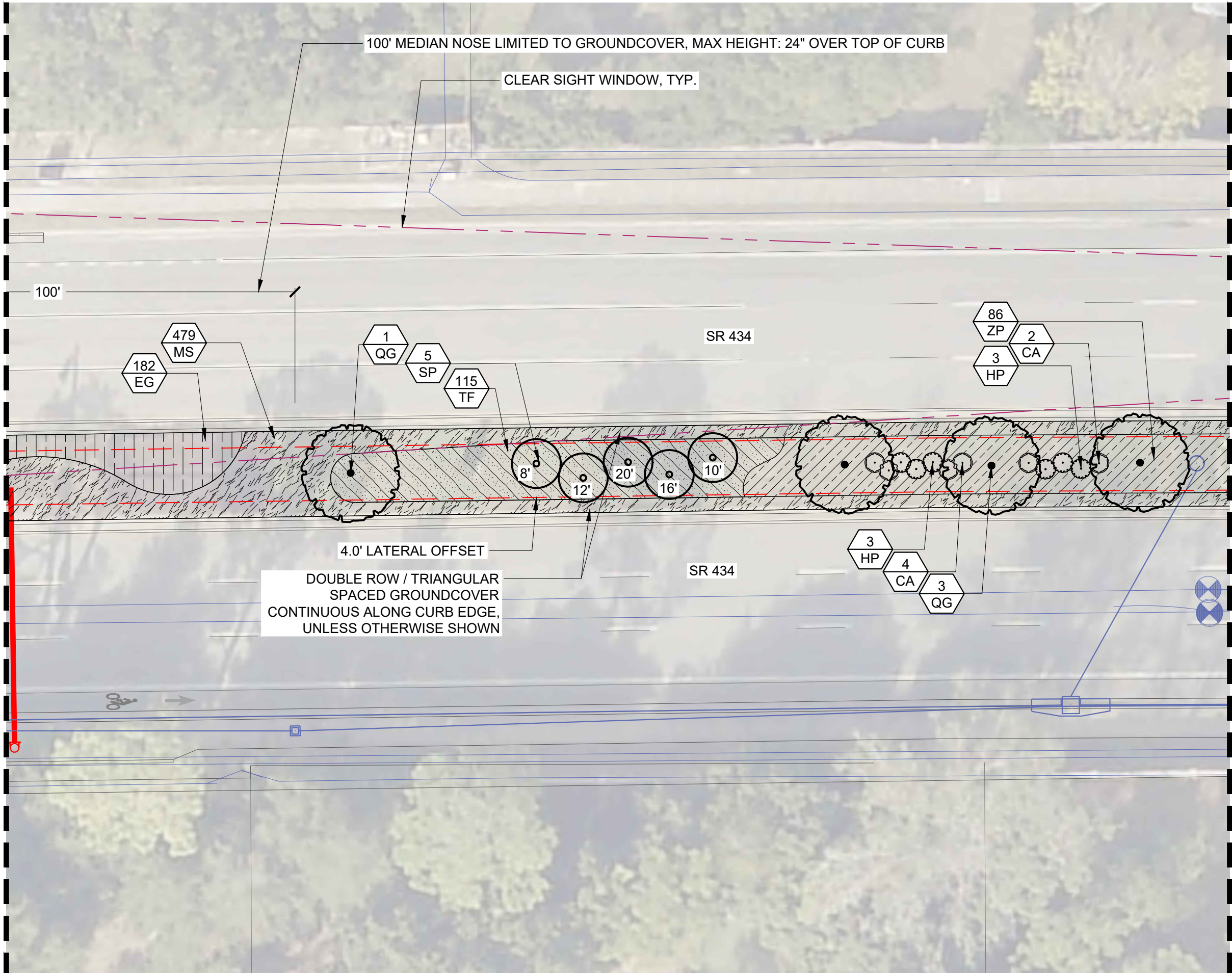
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LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

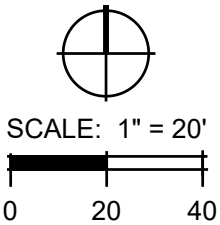
Sheet Number:
LA527

MATCHLINE: SEE SHEET LA527



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

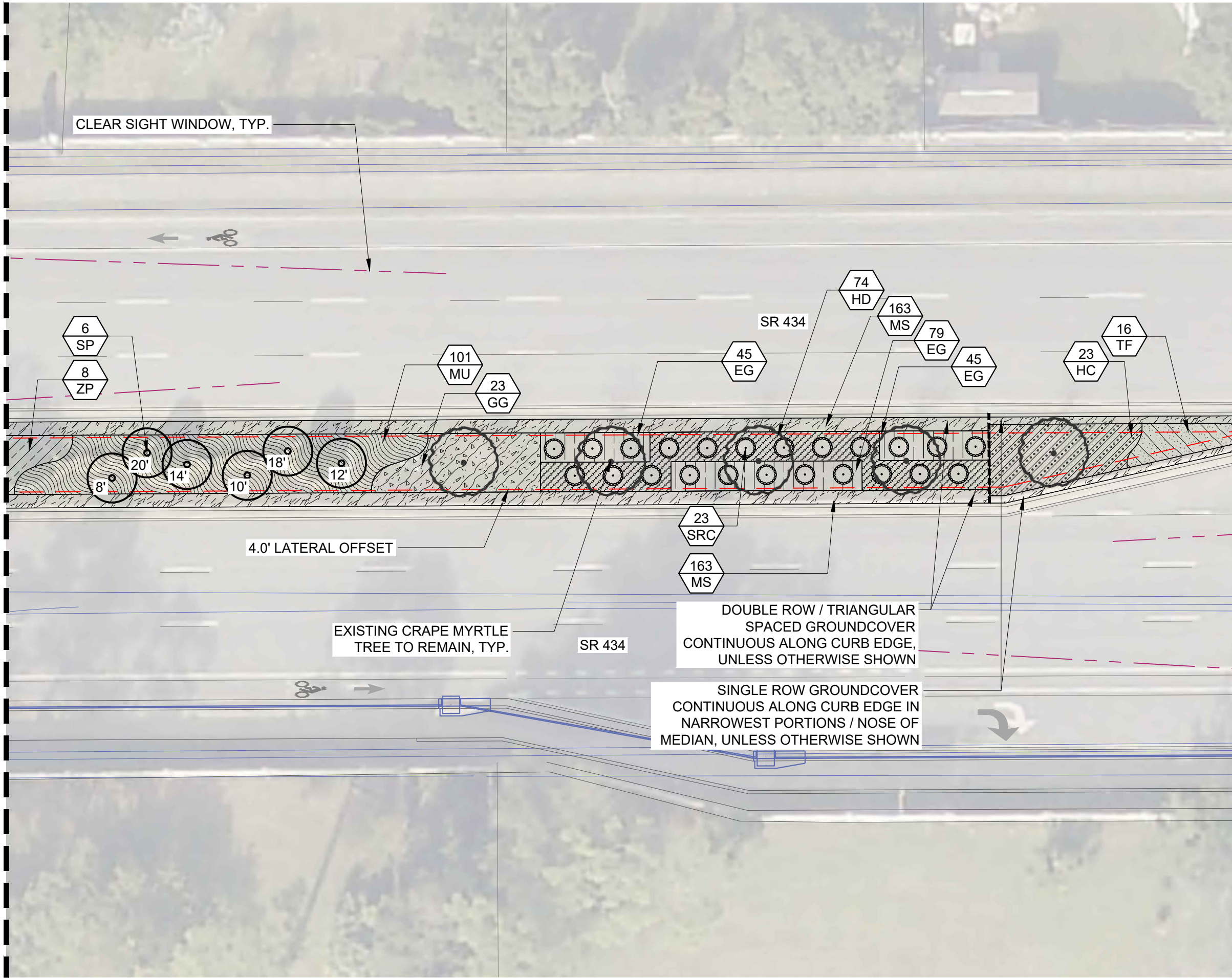
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LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA528

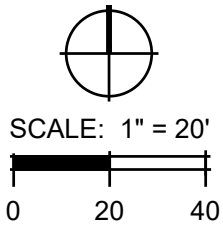
MATCHLINE: SEE SHEET LA528

MATCHLINE: SEE SHEET LA530



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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Date: 09/25/2024
Drawn by: TSM, MA, HH
Reviewed by: KS, JG, JR
Job Number: 240117

Issued for: _____ Date: _____

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA529

MATCHLINE: SEE SHEET LA529

MATCHLINE: SEE SHEET LA531

100' MEDIAN NOSE LIMITED TO GROUNDCOVER, MAX HEIGHT: 24" OVER TOP OF CURB

100'

SR 434

SR 434

SINGLE ROW GROUNDCOVER
CONTINUOUS ALONG CURB EDGE IN
NARROWEST PORTIONS / NOSE OF
MEDIAN, UNLESS OTHERWISE SHOWN

CLEAR SIGHT WINDOW, TYP.

PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

EG Evolvulus glomeratus 'Blue My Mind'
Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

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150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

100% CONSTRUCTION DOCUMENTS

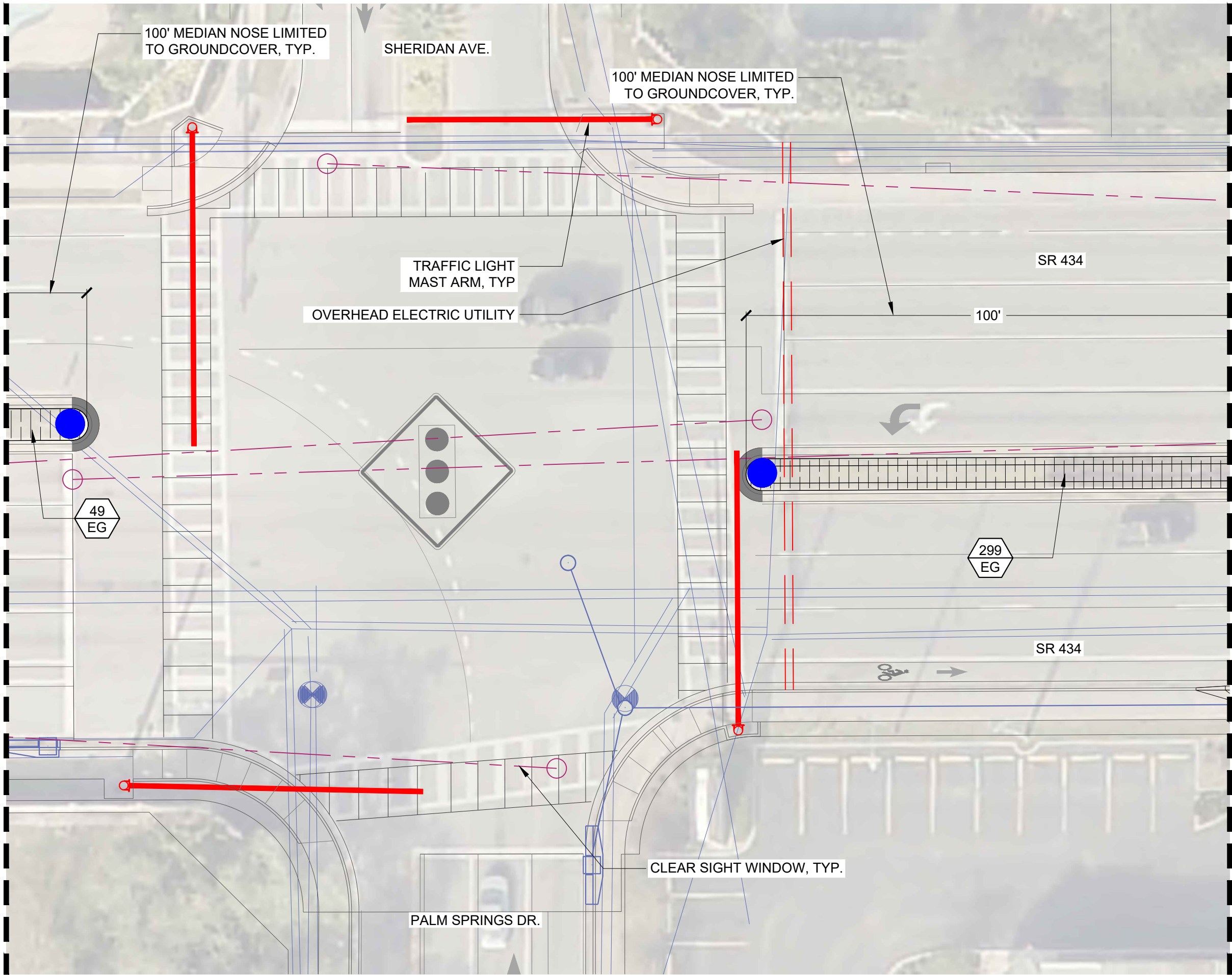
ISSUE FOR PERMIT OR BID

Sheet Number:

LA530

Page 78 of 150

MATCHLINE: SEE SHEET LA530



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

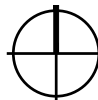
EG Evolvulus glomeratus 'Blue My Mind'
Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

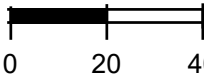
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SCALE: 1" = 20'



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

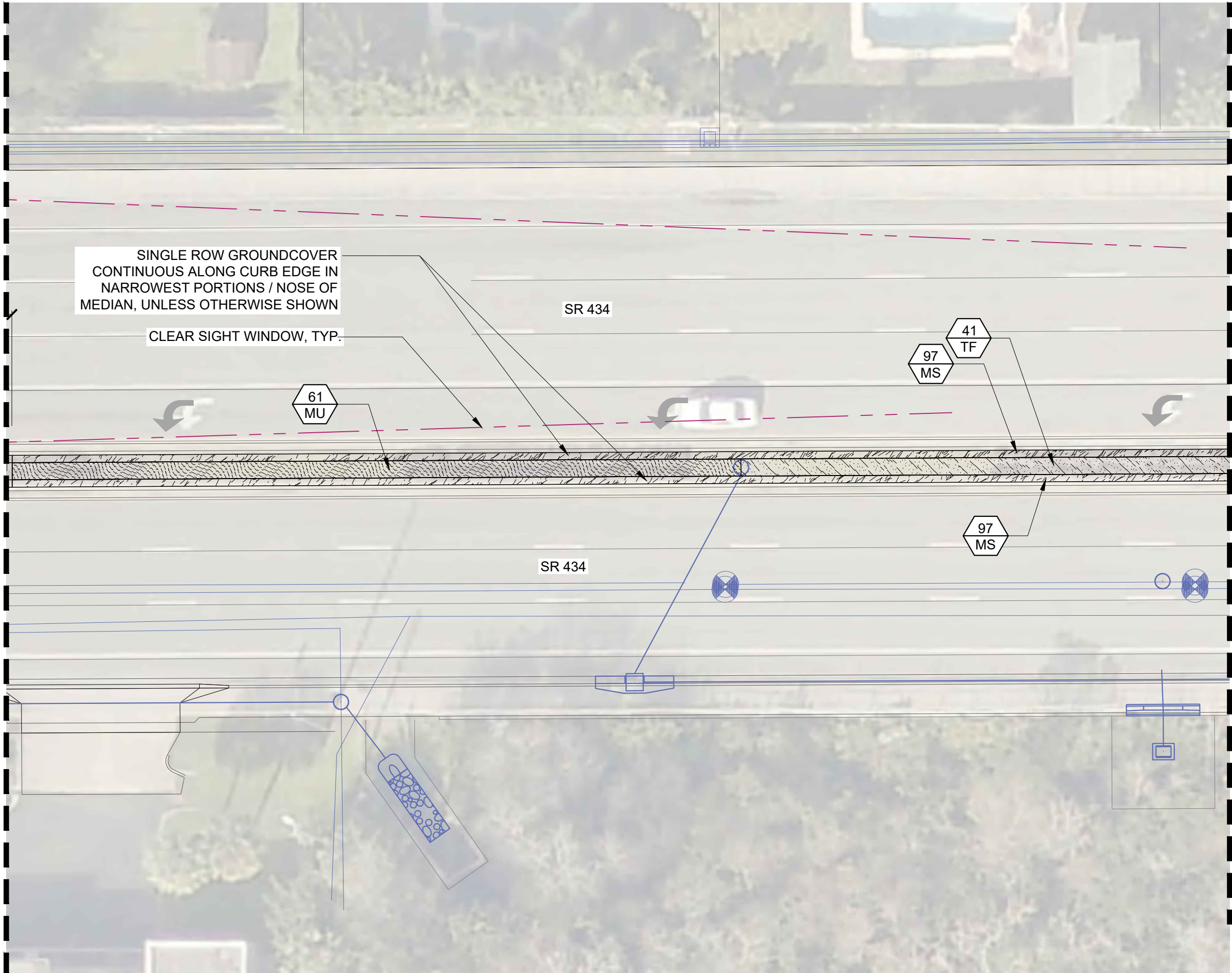
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ISSUE FOR PERMIT OR BID

Sheet Number:

LA531

MATCHLINE: SEE SHEET LA510



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SR	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS

GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS

EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

SAW PALMETTO NOTE:

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DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

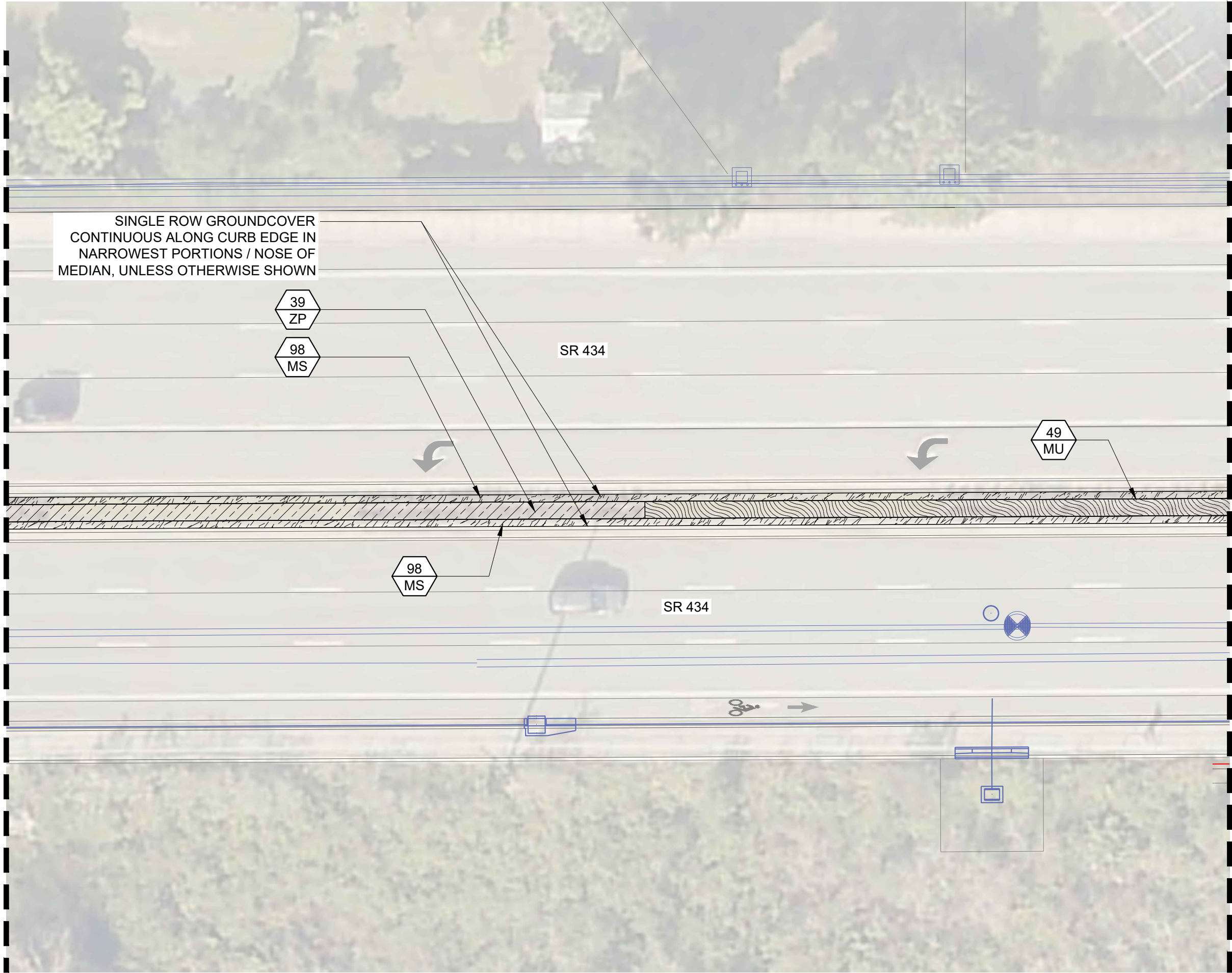
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LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:

LA532

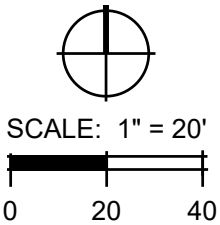
MATCHLINE: SEE SHEET LA532



MATCHLINE: SEE SHEET LA534

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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Date: 09/25/2024
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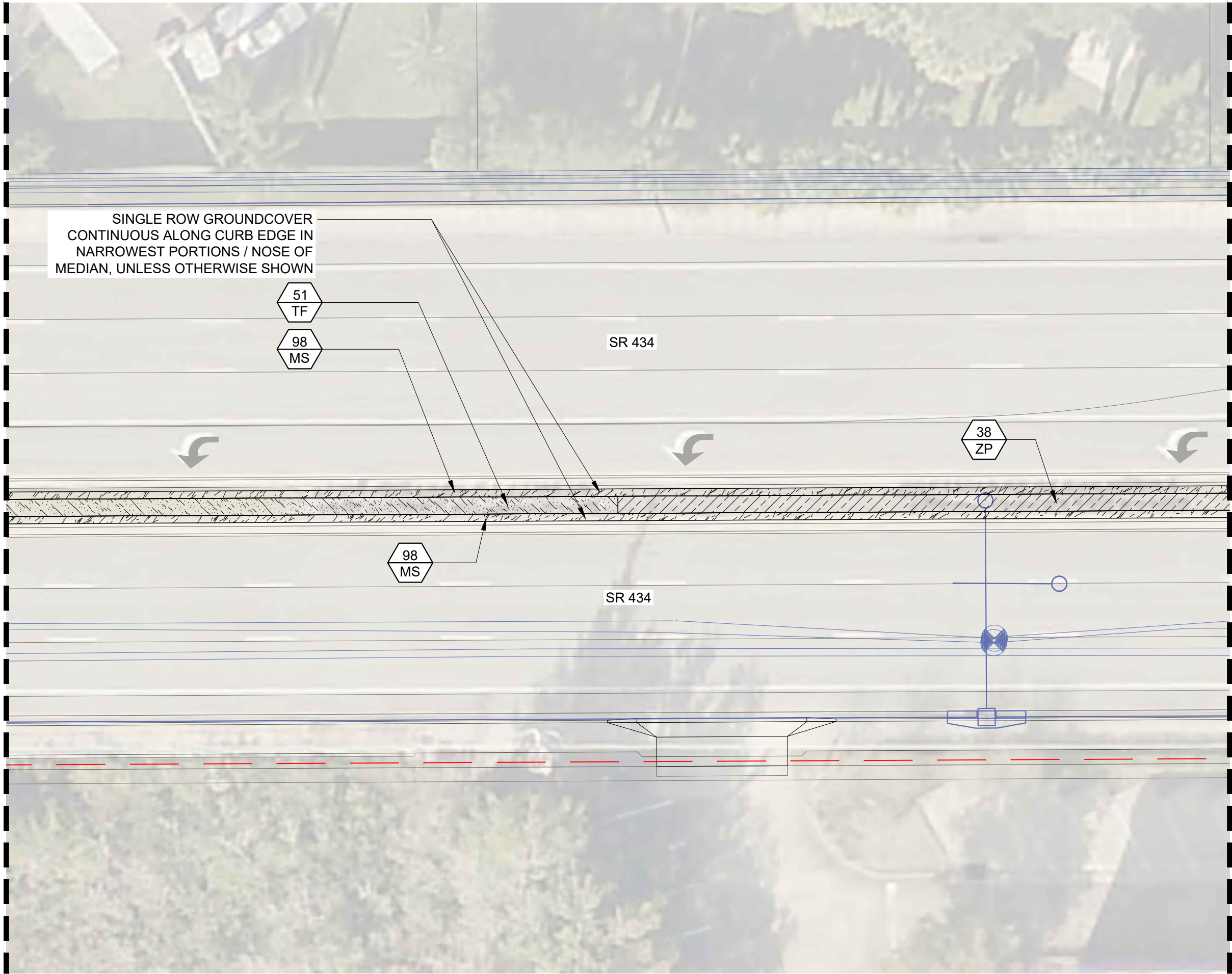
SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA533

MATCHLINE: SEE SHEET LA533



SINGLE ROW GROUNDCOVER
CONTINUOUS ALONG CURB EDGE IN
NARROWEST PORTIONS / NOSE OF
MEDIAN, UNLESS OTHERWISE SHOWN

51
TF

98
MS

SR 434

98
MS

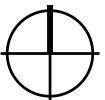
SR 434

38
ZP

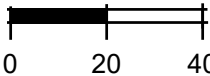
MATCHLINE: SEE SHEET LA535

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

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 - LATERAL OFFSET IS 4.0 FEET MEASURED FROM THE FACE-OF-CURB, PER THE FDM



SCALE: 1" = 20'



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for: Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS

LANDSCAPE PLAN

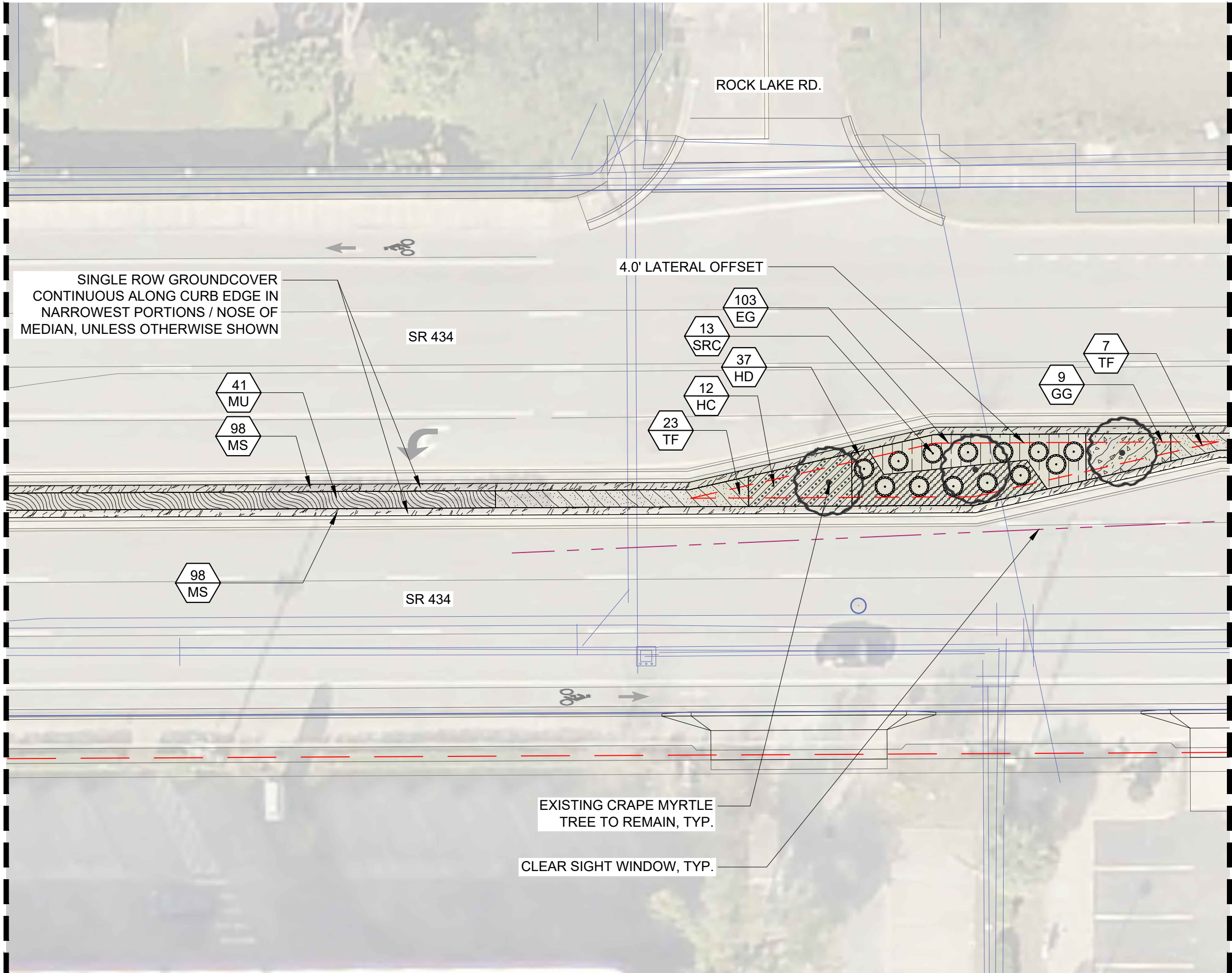
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Sheet Number:

LA534

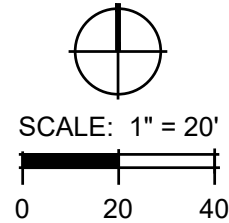
MATCHLINE: SEE SHEET LA534

MATCHLINE: SEE SHEET LA536



PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto
SHRUB AREAS	
GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly
GROUND COVERS	
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
HD	Helianthus debilis Dune Sunflower
MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
MU	Muhlenbergia capillaris Pink Muhly
TF	Tripsacum floridanum Dwarf Fakahatchee Grass
ZP	Zamia pumila Coontie

- SAW PALMETTO NOTE:
- SAW PALMETTO TO BE INSTALLED A MINIMUM 6' SETBACK FROM BACK OF CURB TO CENTER OF PLANT
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DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

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SEMINOLE COUNTY

THE CITY OF LONGWOOD
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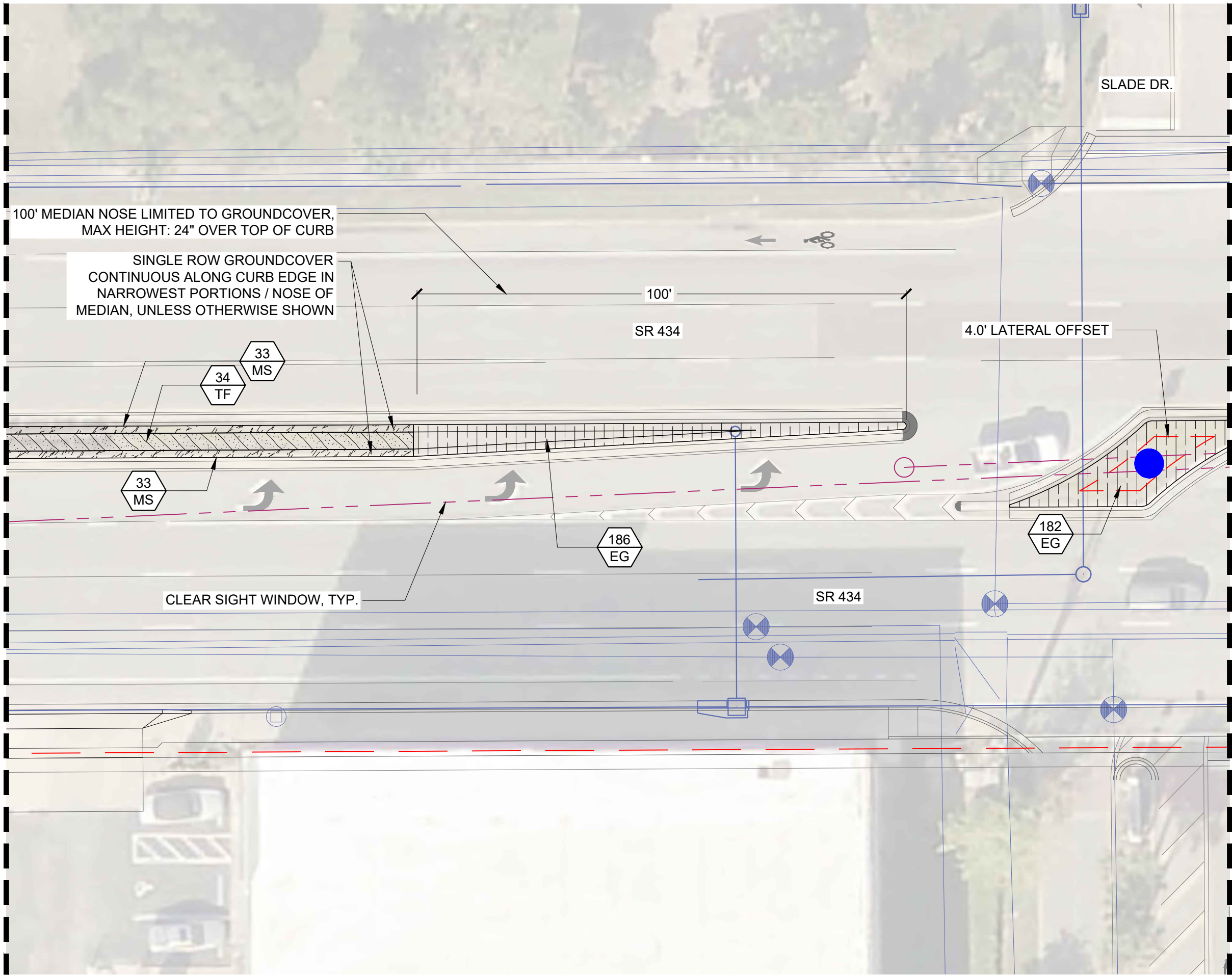
100% CONSTRUCTION DOCUMENTS

LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA535

MATCHLINE: SEE SHEET LA535



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS

GG	Galphimia glauca Thryallis
HC	Hamelia patens 'Compacta' Dwarf Firebush
IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS

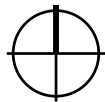
EG	Evolvulus glomeratus 'Blue My Mind' Blue Daze 'Blue My Mind'
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MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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SAW PALMETTO NOTE:

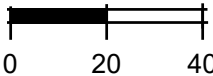
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SCALE: 1" = 20'



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

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SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

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Sheet Number:

LA536

MATCHLINE: SEE SHEET LA536

MATCHLINE: SEE SHEET LA538

SINGLE ROW GROUND COVER
CONTINUOUS ALONG CURB EDGE IN
NARROWEST PORTIONS / NOSE OF
MEDIAN, UNLESS OTHERWISE SHOWN

100' MEDIAN NOSE LIMITED TO GROUND COVER,
MAX HEIGHT: 24" OVER TOP OF CURB

SR 434

CLEAR SIGHT WINDOW, TYP.

4.0' LATERAL OFFSET

15
EG

100'

45
MS

195
EG

34
ZP

45
MS

SR 434

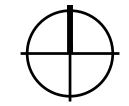
OVERHEAD UTILITY, TYP.

BILLBOARD VIEW CORRIDOR
(AGREEMENT WITH CLEAR CHANNEL
ALLOWS VEGETATION UP TO 8' TALL)

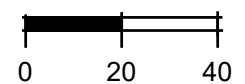
EXISTING OVERHEAD BILLBOARD
BILLBOARD TAG J806, CJ807
OWNER: CLEAR CHANNEL ORLANDO

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
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SHRUBS	
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SCALE: 1" = 20'



Date: 09/25/2024
Drawn by: TSM, MA, HH
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Job Number: 240117

Issued for: Date:

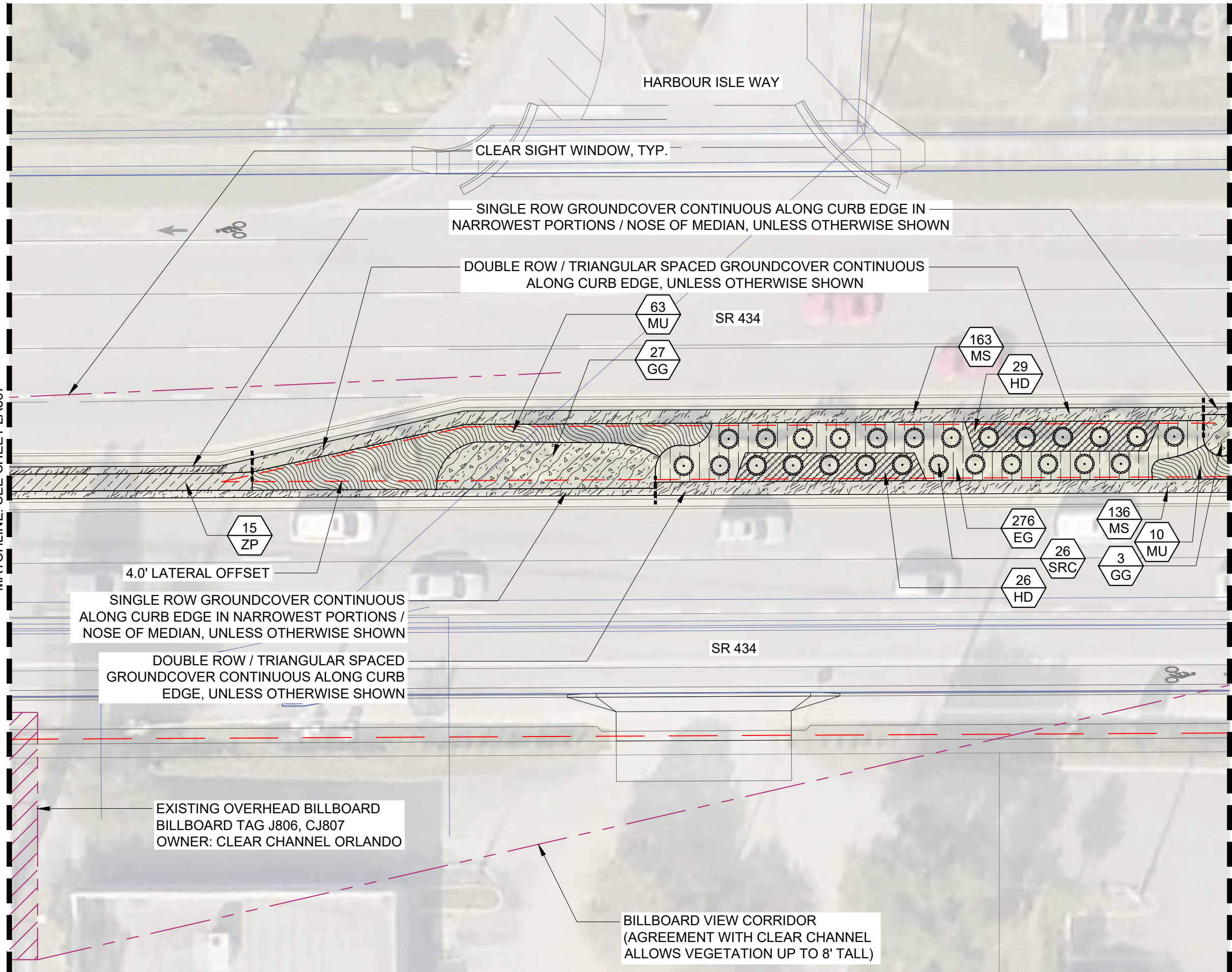
SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA537

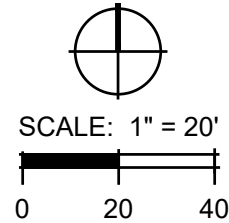
MATCHLINE: SEE SHEET LA537



MATCHLINE: SEE SHEET LA539

PLANT SCHEDULE	
CODE	BOTANICAL / COMMON NAME
TREES	
JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto
SHRUBS	
CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
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150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

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ISSUED FOR:	DATE:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

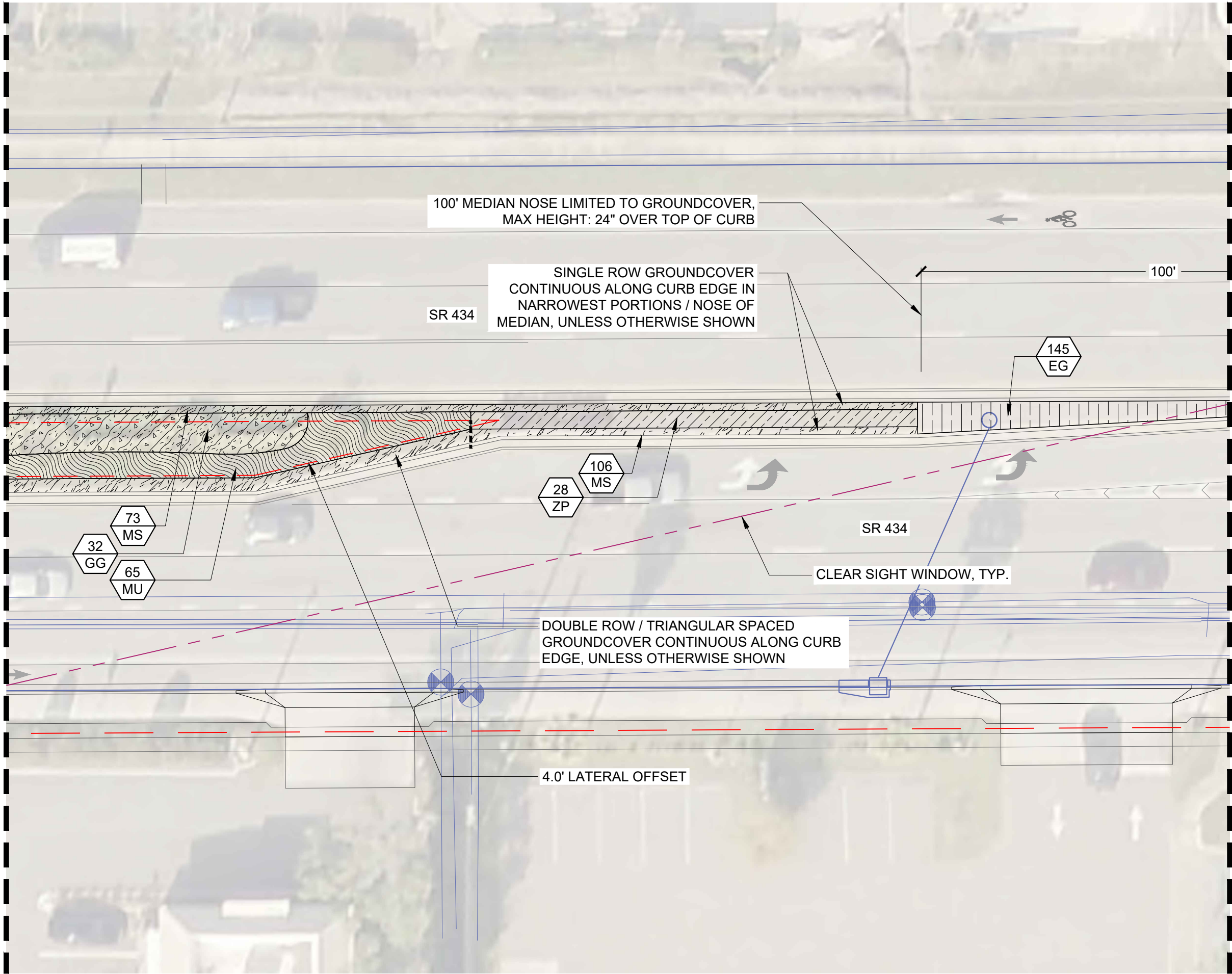
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LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:
LA538

MATCHLINE: SEE SHEET LA538



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

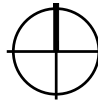
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Blue Daze 'Blue My Mind'
HD Helianthus debilis
Dune Sunflower
MS Mimosa strigillosa
Sunshine Mimosa, Sensitive Plant
MU Muhlenbergia capillaris
Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

SAW PALMETTO NOTE:

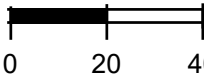
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SEMINOLE COUNTY

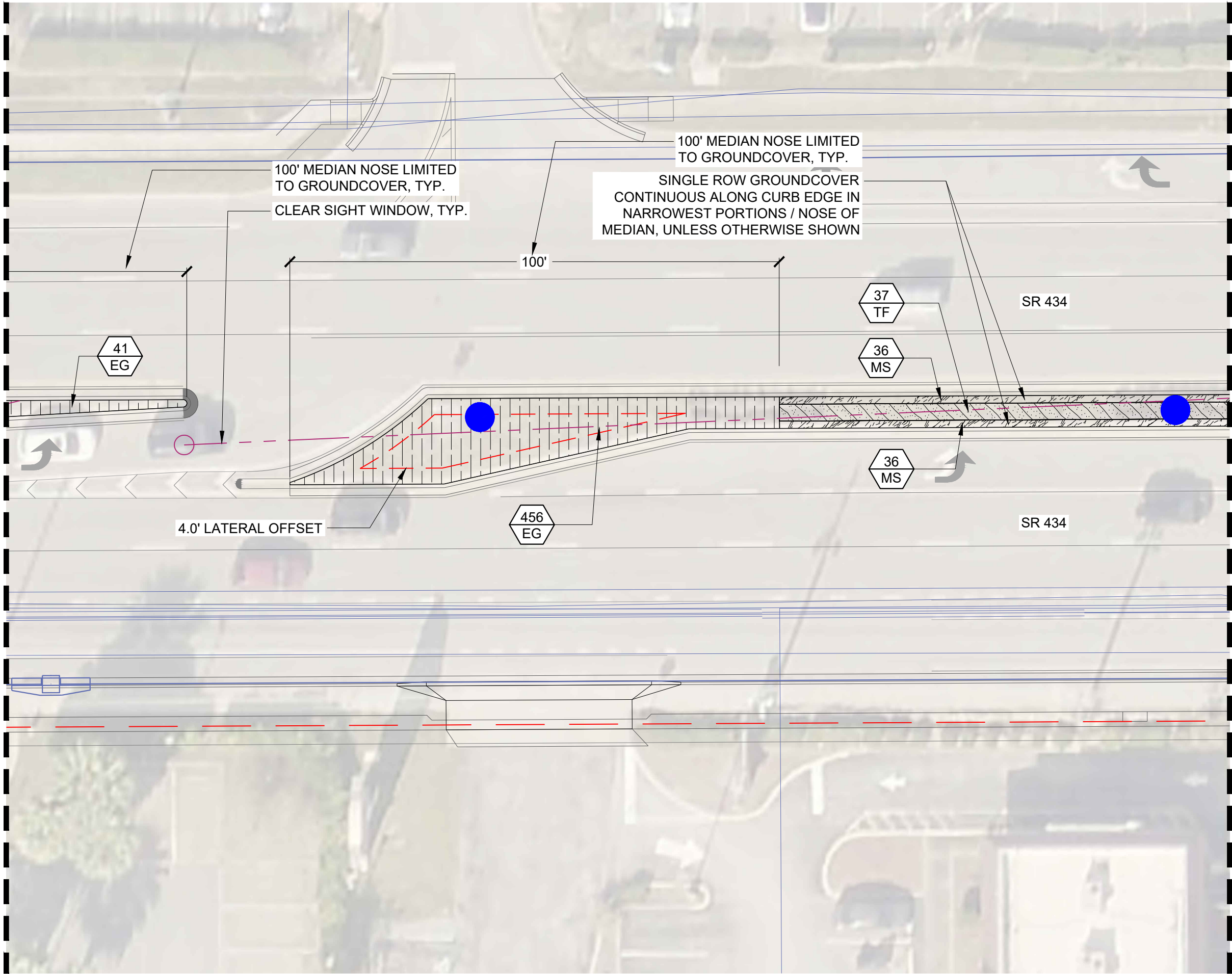
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ISSUE FOR PERMIT OR BID

Sheet Number:

LA539

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PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP Butia capitata
Jelly/Pindo Palm
QG Quercus geminata
Sand Live Oak
SP Sabal palmetto
Cabbage Palmetto

SHRUBS

CA Callicarpa americana
American Beautyberry
HP Hamelia patens
Dwarf Firebush
SRC Serenoa repens 'Cinerea'
Silver Saw Palmetto

SHRUB AREAS

GG Galphimia glauca
Thryallis
HC Hamelia patens 'Compacta'
Dwarf Firebush
IVS Ilex vomitoria 'Stokes Dwarf'
Stokes Dwarf Yaupon Holly

GROUND COVERS

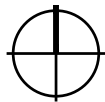
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Dune Sunflower
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Sunshine Mimosa, Sensitive Plant
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Pink Muhly
TF Tripsacum floridanum
Dwarf Fakahatchee Grass
ZP Zamia pumila
Coontie

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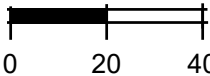
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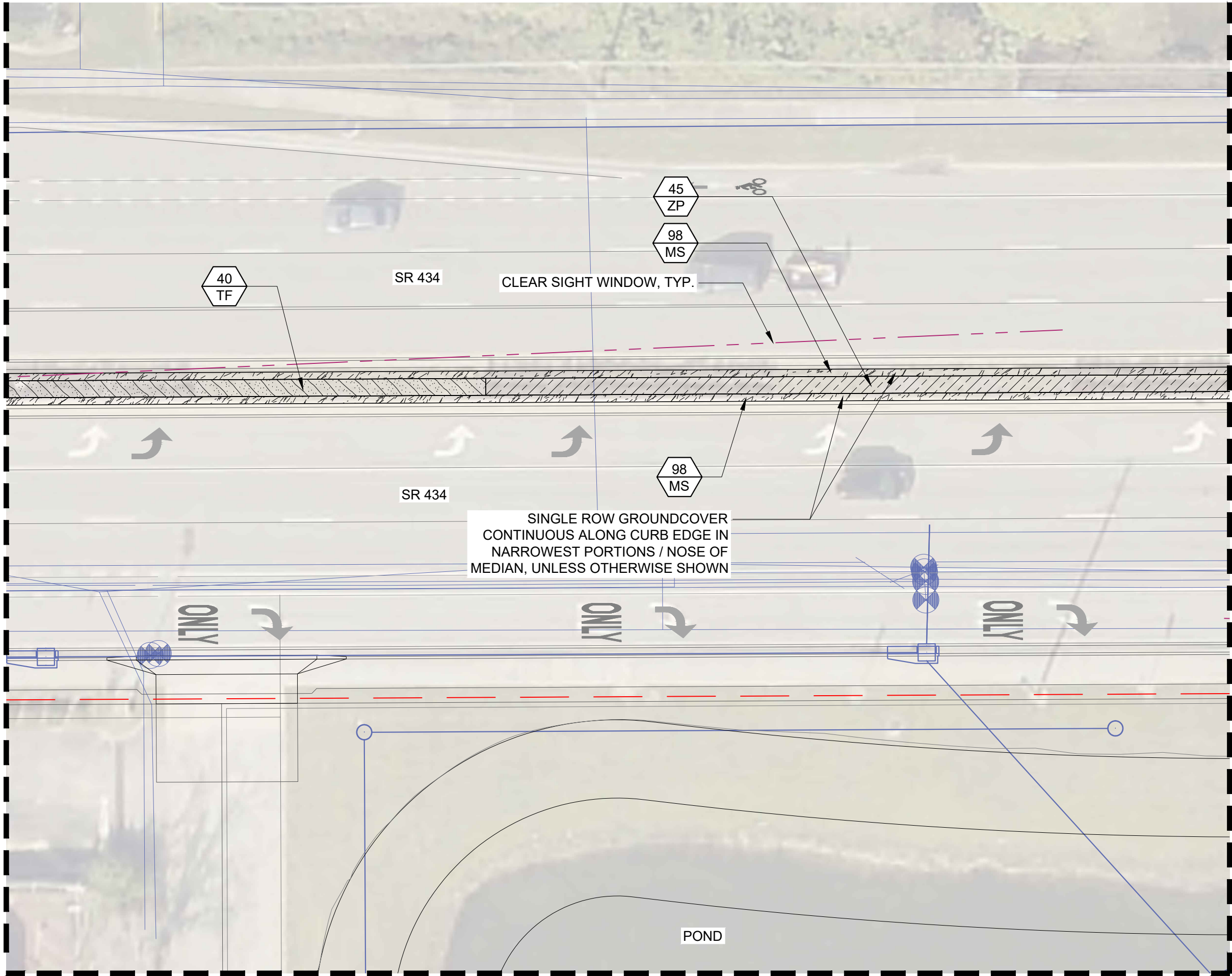
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ISSUE FOR PERMIT OR BID

Sheet Number:

LA540

MATCHLINE: SEE SHEET LA540



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS

GG	Galphimia glauca Thryallis
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GROUND COVERS

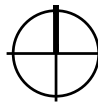
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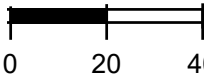
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SEMINOLE COUNTY

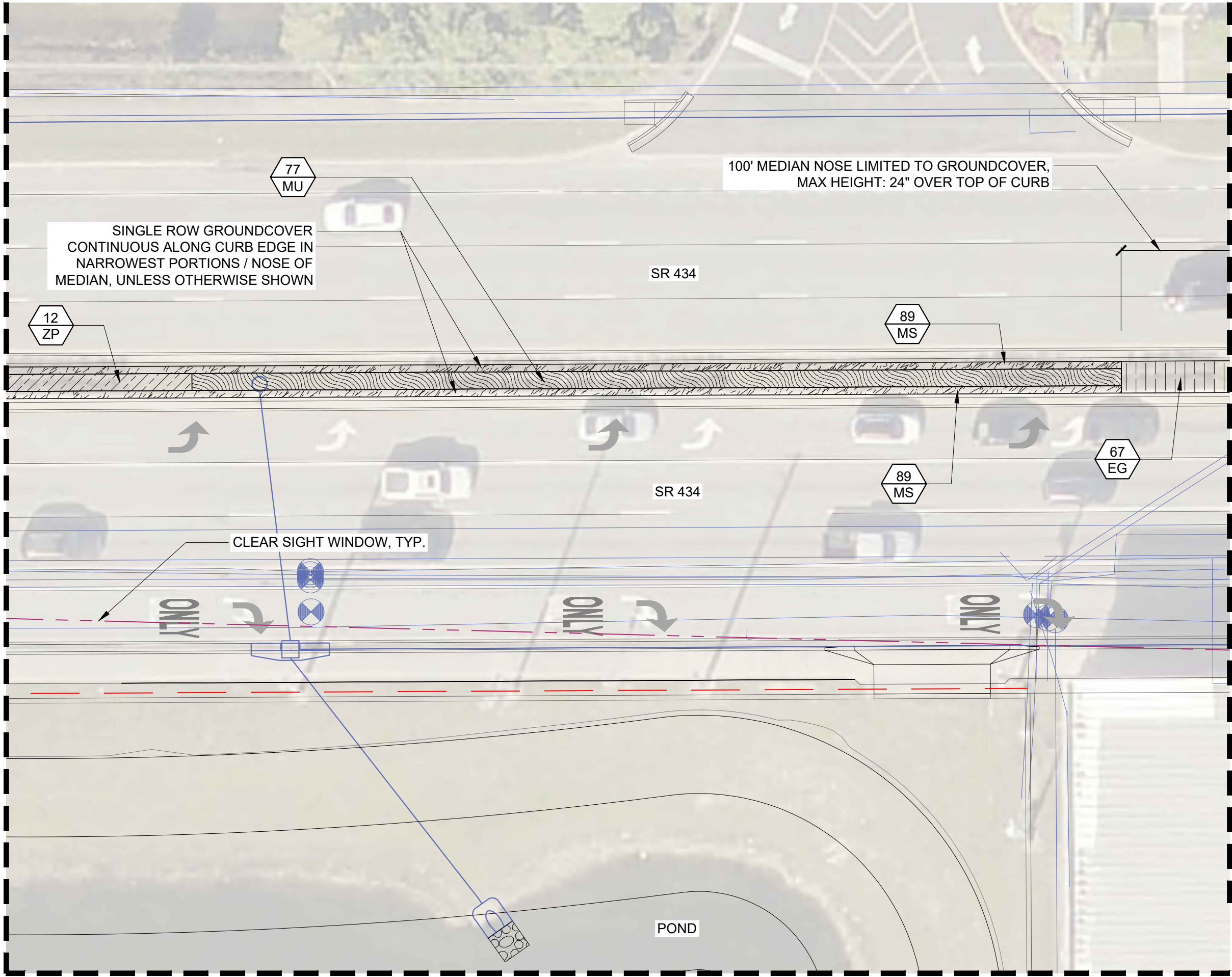
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ISSUE FOR PERMIT OR BID

Sheet Number:

LA541

MATCHLINE: SEE SHEET LA541



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
SRC	Serenoa repens 'Cinerea' Silver Saw Palmetto

SHRUB AREAS

GG	Galphimia glauca Thryallis
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IVS	Ilex vomitoria 'Stokes Dwarf' Stokes Dwarf Yaupon Holly

GROUND COVERS

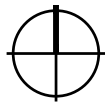
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SEMINOLE COUNTY

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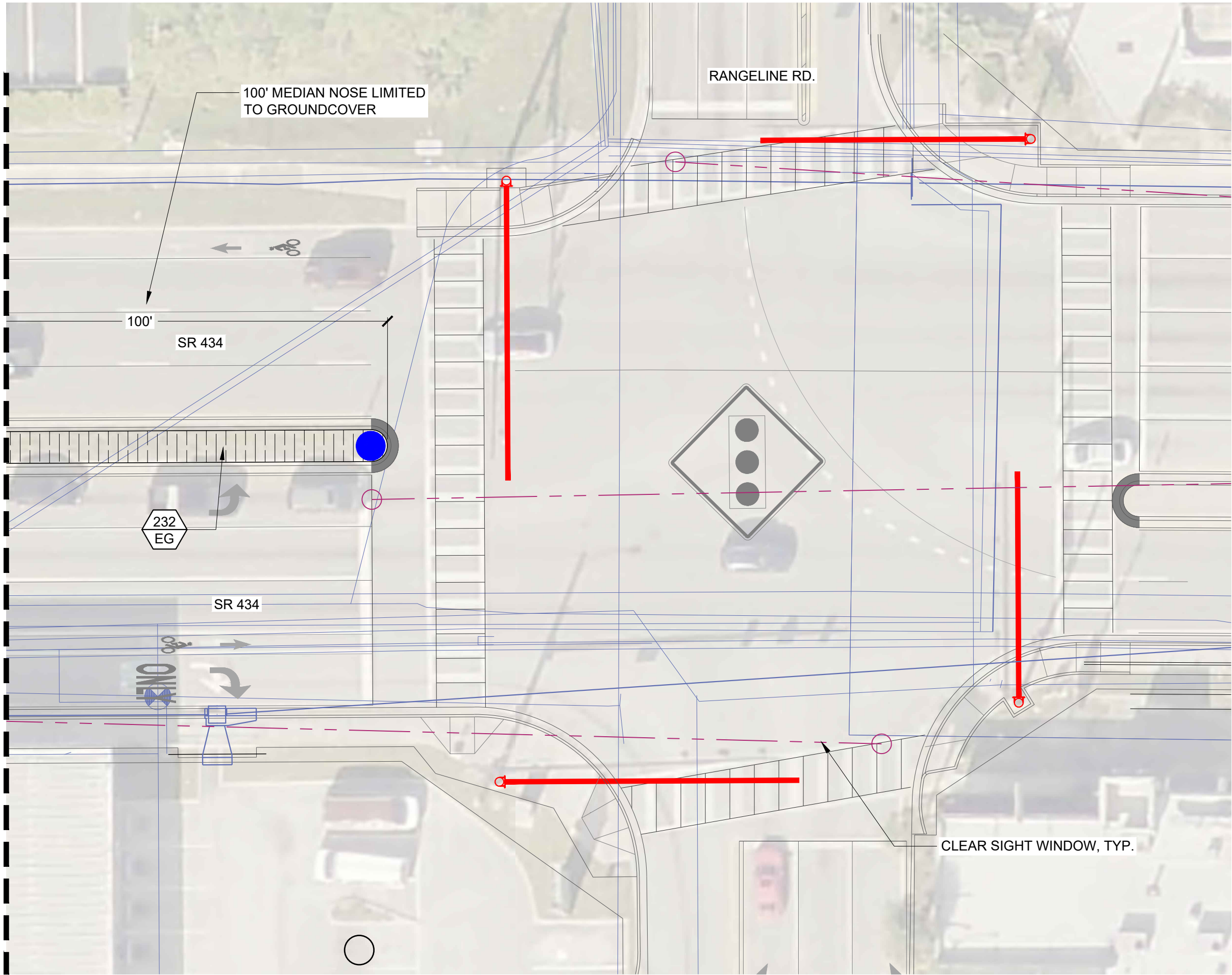
ISSUE FOR PERMIT OR BID

Sheet Number:

LA542

Page 90 of 150

MATCHLINE: SEE SHEET LA542



PLANT SCHEDULE

CODE BOTANICAL / COMMON NAME

TREES

JP	Butia capitata Jelly/Pindo Palm
QG	Quercus geminata Sand Live Oak
SP	Sabal palmetto Cabbage Palmetto

SHRUBS

CA	Callicarpa americana American Beautyberry
HP	Hamelia patens Dwarf Firebush
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GROUND COVERS

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MS	Mimosa strigillosa Sunshine Mimosa, Sensitive Plant
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DIX-HITE
150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

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Reviewed by: KS, JG, JR

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SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY
THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS
LANDSCAPE PLAN

ISSUE FOR PERMIT OR BID

Sheet Number:

LA543

Date: 09/25/2024	
Drawn by: TSM, MA, HH	
Reviewed by: KS, JG, JR	
Job Number: 240117	
Issued for:	Date:

SR 434 LANDSCAPE IMPROVEMENTS SEMINOLE COUNTY	THE CITY OF LONGWOOD 175 W WARREN AVE, LONGWOOD FL, 32750

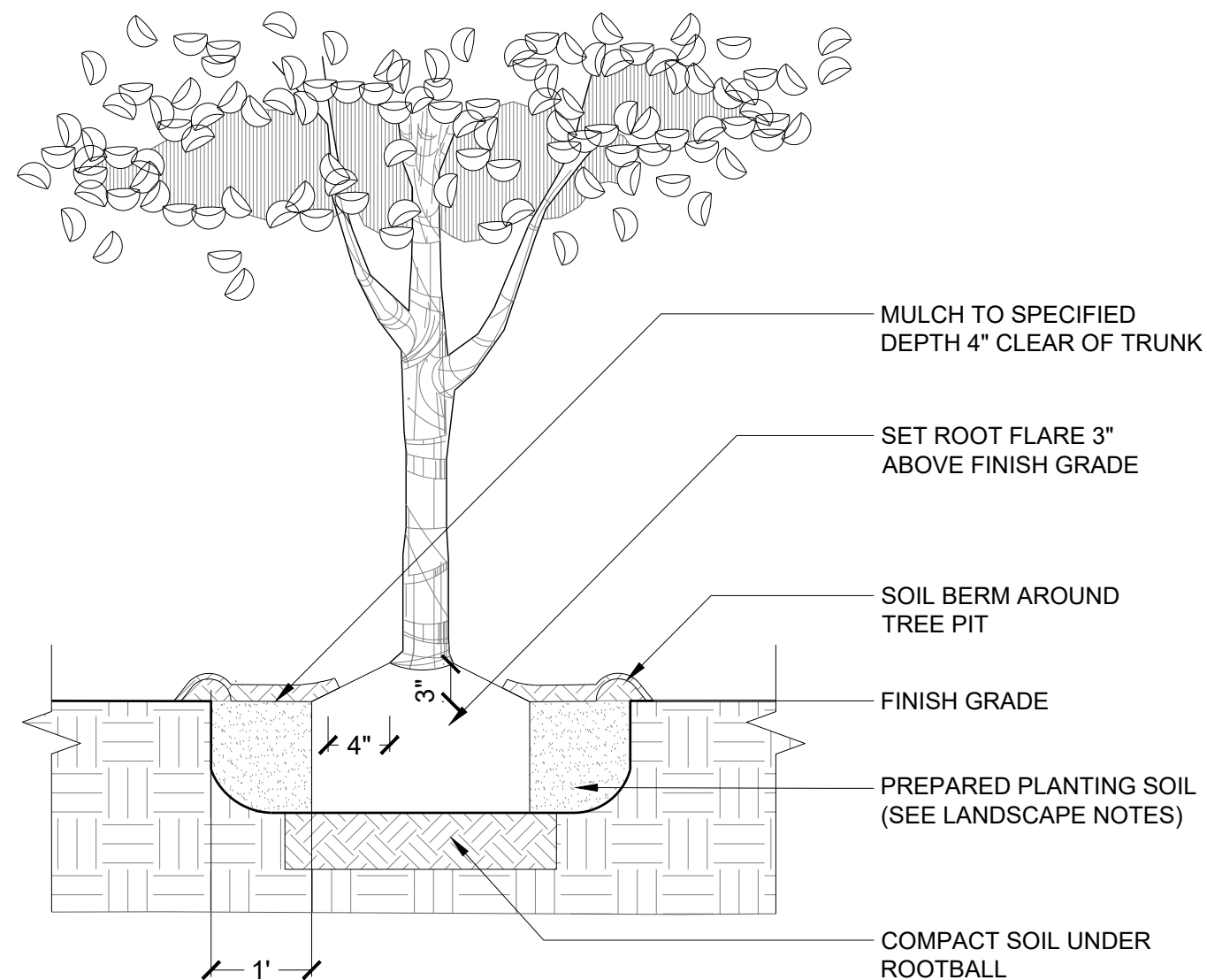
100% CONSTRUCTION DOCUMENTS	LANDSCAPE DETAILS
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ISSUE FOR PERMIT OR BID

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NOTE

- SEE LANDSCAPE NOTES FOR MORE INFORMATION
- CONTRACTOR TO MARK LOCATION OF TREES FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION
- CONTRACTOR TO VERIFY PERCOLATION IN TREE PIT PRIOR TO INSTALLATION (SEE LANDSCAPE NOTES)
- SET AND MAINTAIN TREES IN PLUMB POSITION. SEE TREE STAKING DETAILS



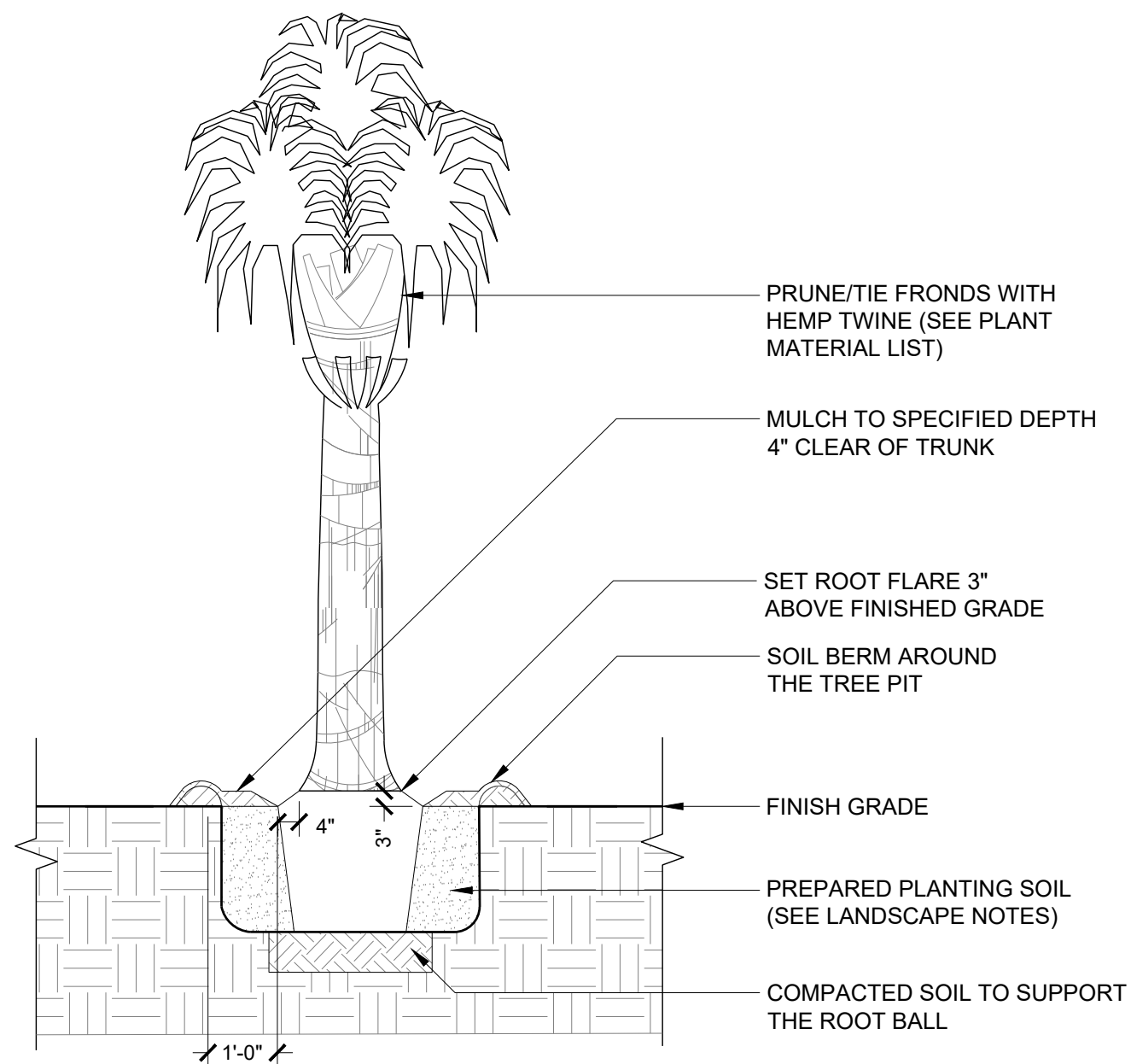
1 TREE PLANTING

NTS

P-CO-434-02

NOTE

- SEE LANDSCAPE NOTES FOR ADDITIONAL INFORMATION
- CONTRACTOR TO MARK LOCATION OF PALMS FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION
- CONTRACTOR TO VERIFY PERCOLATION IN PLANTING PIT PRIOR TO INSTALLATION (SEE LANDSCAPE NOTES)
- SET AND MAINTAIN PALMS IN PLUMB POSITION (REFERENCE THE PALM STAKING DETAILS)



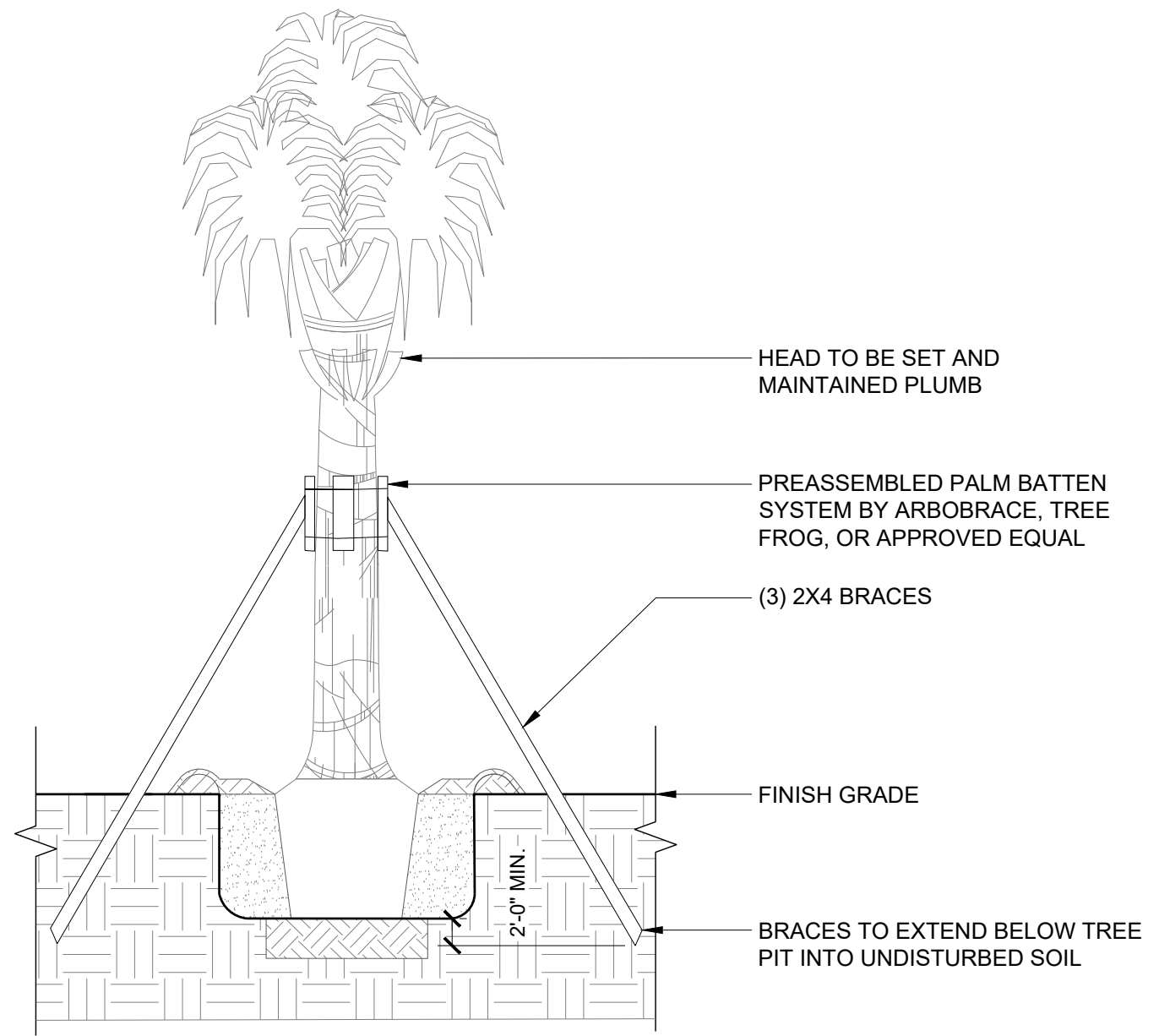
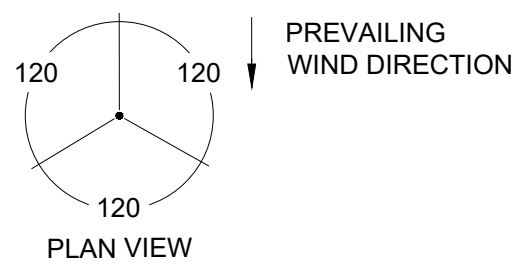
2 PALM PLANTING

NTS

P-CO-434-03

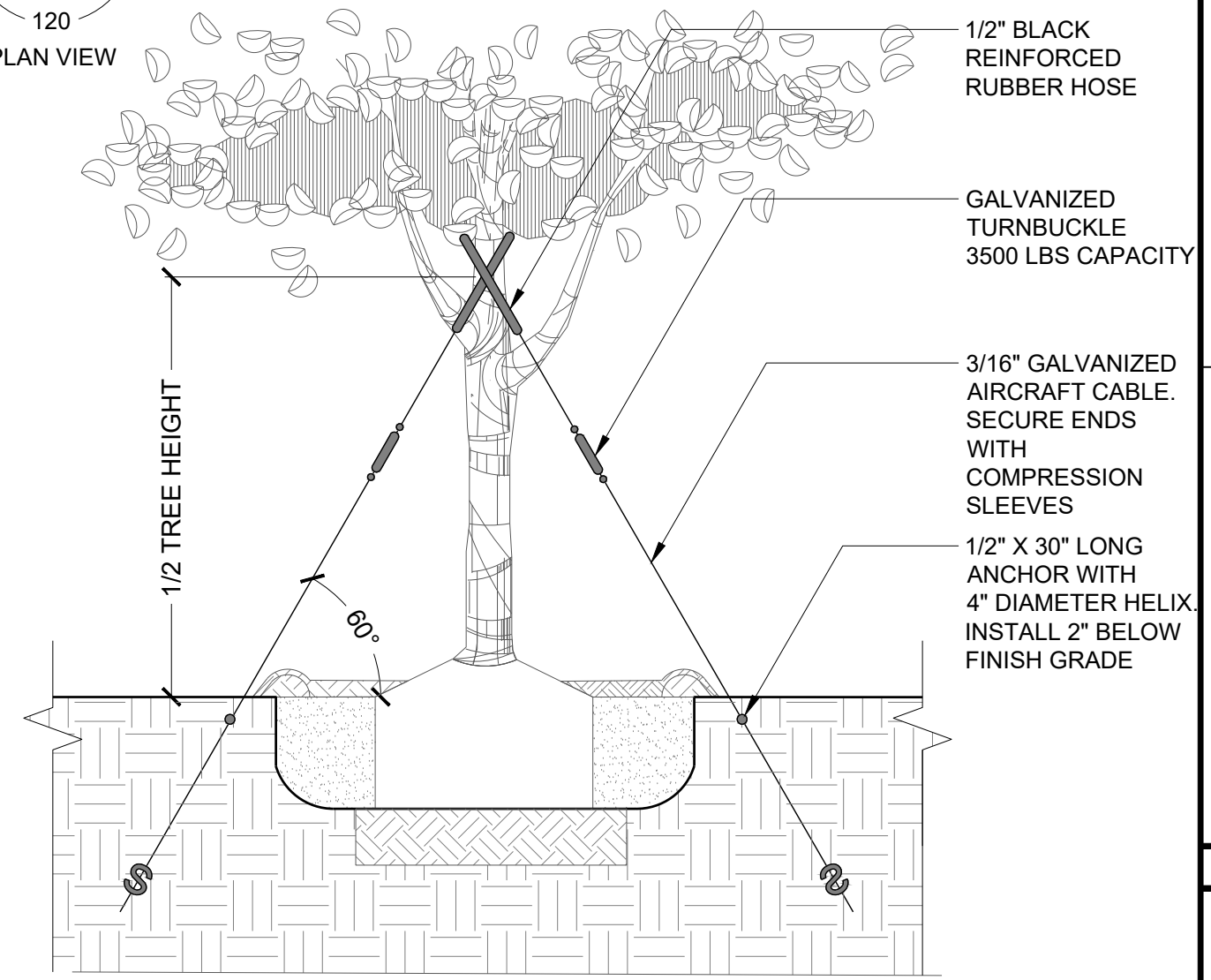
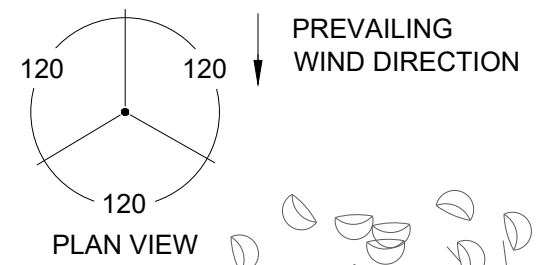
NOTE

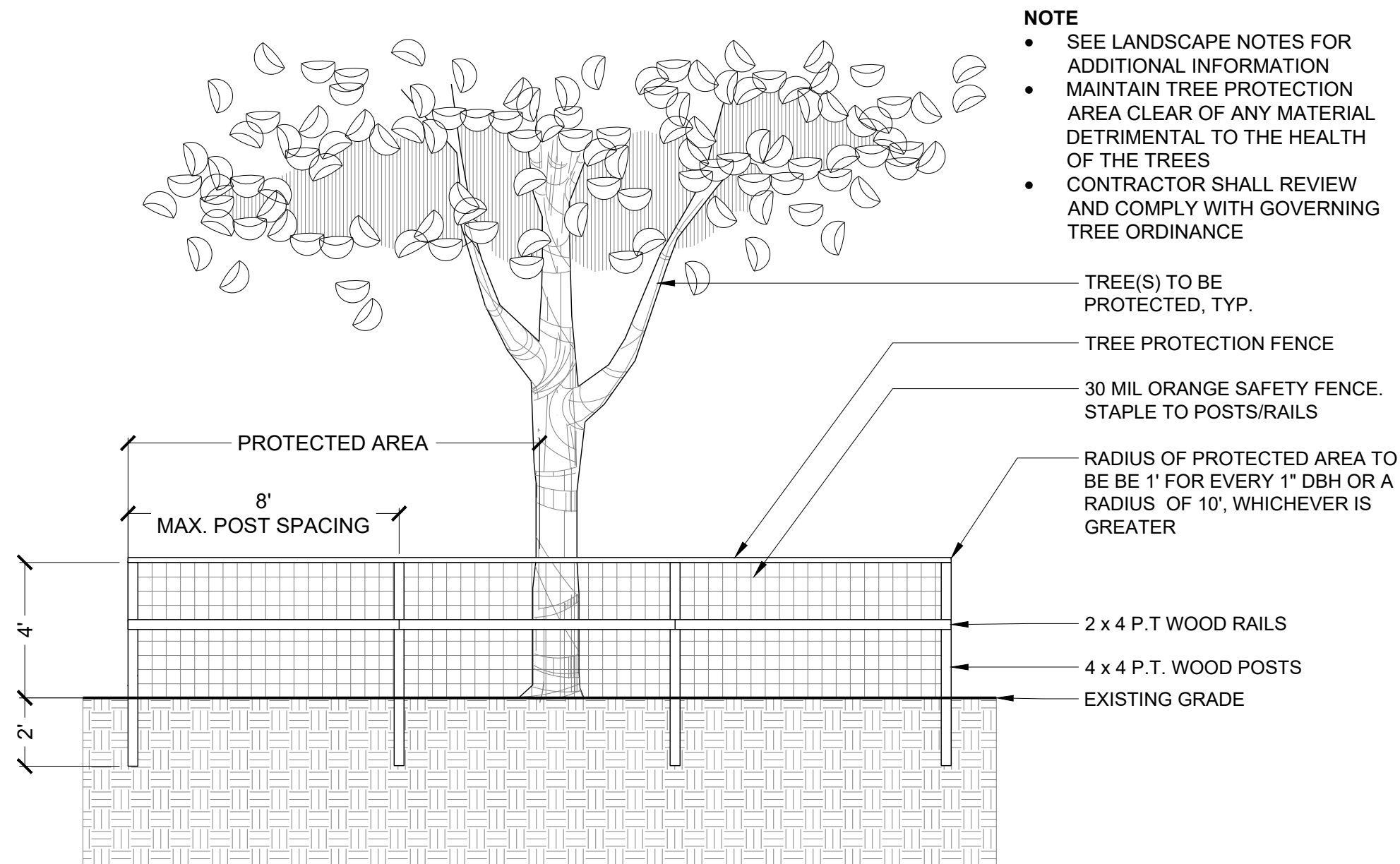
- SEE LANDSCAPE NOTES FOR ADDITIONAL INFORMATION
- SEE PALM PLANTING DETAIL FOR ADDITIONAL INFORMATION



NOTE

- SEE TREE PLANTING DETAILS FOR ADDITIONAL INFORMATION
- CONTRACTOR TO MARK LOCATION OF TREES FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION
- CONTRACTOR TO VERIFY PERCOLATION IN TREE PIT PRIOR TO INSTALLATION (SEE LANDSCAPE NOTES)
- SET AND MAINTAIN TREES IN PLUMB POSITION





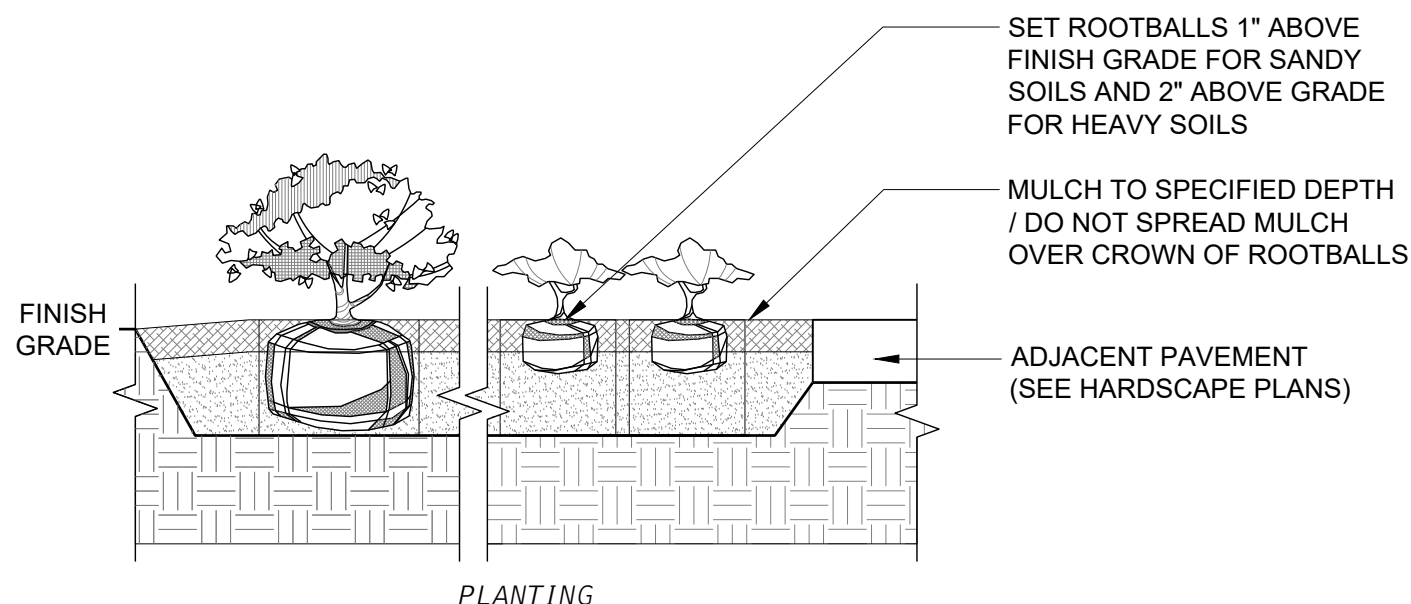
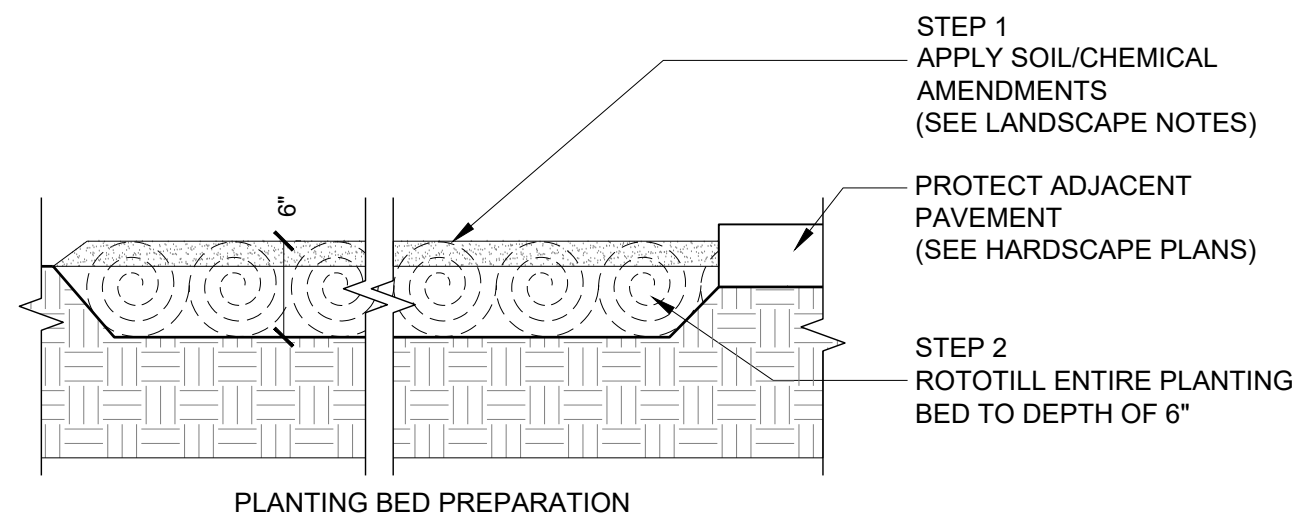
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TREE PROTECTION FENCE

1/4" = 1'-0"

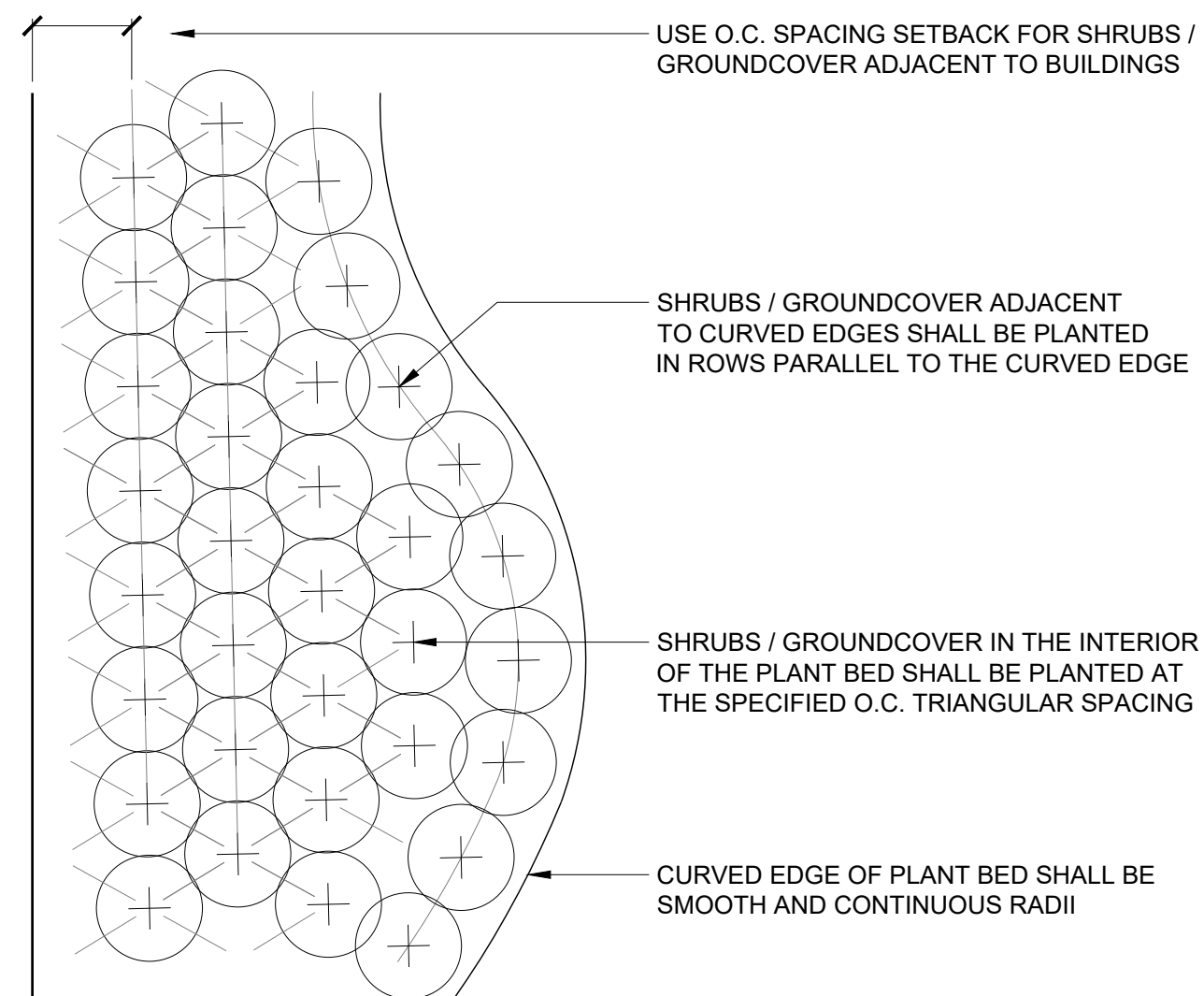
NOTE:

- SEE LANDSCAPE NOTES FOR ADDITIONAL INFORMATION
- CONTRACTOR TO DELINEATE OUTLINE OF PLANTING BEDS FOR REVIEW BY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION
- CONTRACTOR TO VERIFY PERCOLATION IN ALL PLANTING BEDS PRIOR TO INSTALLATION

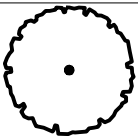
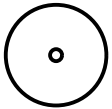
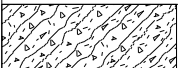
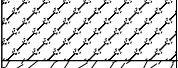
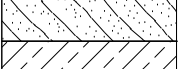
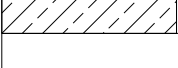


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- CONTRACTOR TO VERIFY PERCOLATION IN ALL PLANTING BEDS PRIOR TO INSTALLATION



PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT		REMARKS
TREES							
	QG	15	Quercus geminata	Sand Live Oak	FG		6" CAL, 10 - 16 FT HT
	SP	27	Sabal palmetto	Cabbage Palmetto	FG		Fully Regenerated Palm, 18" Min. Dia. Trunk, See plans for CT ht. , Booted Trunks, Min Leaf Count, 4 full grown leaves, (Per Florida Grades & Standards For Nursery Plants)
SHRUBS							
	CA	20	Callicarpa americana	American Beautyberry	7 Gal.		30" Ht
	HP	22	Hamelia patens	Dwarf Firebush	7 Gal.		24" Ht x 18" Spd
	SRC	120	Serenoa repens 'Cinerea'	Silver Saw Palmetto	7 Gal.		24" Ht x 24" Spd
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SPACING	REMARKS
SHRUB AREAS							
	GG	204	Galphimia glauca	Thryallis	3 Gal.	48" o.c.	24" Ht x 18" Spd
	HC	96	Hamelia patens 'Compacta'	Dwarf Firebush	3 Gal.	48" o.c.	18" Ht x 15" Spd
GROUND COVERS							
	EG	6,555	Evolvulus glomeratus 'Blue My Mind'	Blue Daze 'Blue My Mind'	1 Gal.	18" o.c.	Full in container
	HD	357	Helianthus debilis	Dune Sunflower	1 Gal.	30" o.c.	Full in container
	MS	5,849	Mimosa strigillosa	Sunshine Mimosa, Sensitive Plant	1 Gal.	24" o.c.	Full in container
	MU	979	Muhlenbergia capillaris	Pink Muhly Grass	1 Gal.	36" o.c.	18" Ht x 18" Spd
	TF	967	Tripsacum floridanum	Dwarf Fakahatchee Grass	1 Gal.	36" o.c.	18" Ht x 18" Spd
	ZP	709	Zamia pumila	Coontie	3 Gal.	42" o.c.	18" Ht x 18" Spd
MULCH							
	MULCH		Mulch				Pine Straw, 6" fluff wetted to a 3" depth



150 WEST JESSUP AVENUE
LONGWOOD, FLORIDA 32750
407.667.1777

Date: 09/25/2024

Drawn by: TSM, MA, HH

Reviewed by: KS, JG, JR

Job Number: 240117

Issued for:

Date:

SR 434 LANDSCAPE IMPROVEMENTS
SEMINOLE COUNTY

THE CITY OF LONGWOOD
175 W WARREN AVE, LONGWOOD FL, 32750

100% CONSTRUCTION DOCUMENTS

LANDSCAPE SCHEDULE

ISSUE FOR PERMIT OR BID

Sheet Number:

LA700

**LANDSCAPE CONSTRUCTION
AND MAINTENANCE MEMORANDUM OF AGREEMENT**

REV. 08/14/17

THIS AGREEMENT, made and entered into this 21st day of August, 2017, by and between the **STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION**, a component agency of the State of Florida, hereinafter called the "**DEPARTMENT**" and the City of Longwood, a municipal corporation duly enacted under the laws of the State of Florida, hereinafter called the "**LOCAL GOVERNMENT**."

W I T N E S S E T H

WHEREAS, the **DEPARTMENT** has jurisdiction over and maintains State Road 434 as part of the State Highway System; and

WHEREAS, the **LOCAL GOVERNMENT** seeks to install and maintain certain landscaping within the right of way of State Road 434; and

WHEREAS, the **DEPARTMENT** agrees to allow the landscaping only under certain conditions necessary to protect the traveling public using said right of way; and

WHEREAS, Rule 14-40.003, Florida Administrative Code, requires the parties to enter into an Agreement designating and setting forth the responsibilities of each party; and

WHEREAS, the **LOCAL GOVERNMENT**, by Resolution No. 17-1440, dated August 21, 2017, and attached hereto as Exhibit "A," has accepted said grant and authorized its officers to execute this **AGREEMENT** on its behalf.

NOW THEREFORE, for and in consideration of the mutual benefits to flow each to the other, the parties covenant and agree as follows:

1. The **LOCAL GOVERNMENT** hereby agrees to install or cause to be installed landscaping as specified in the Landscape Plan(s) included as Exhibit "B." Such installation shall be in conformance with Florida Administrative Code Rule 14-40.003, as it may be amended from time to time, and the Florida Highway Landscape Guide, which is incorporated into Rule 14-40.003 by reference. The **LOCAL GOVERNMENT** shall not change or deviate from said plans(s) without written approval of the **DEPARTMENT**.
2. The **LOCAL GOVERNMENT** agrees to maintain the landscaping referenced above in accordance with the Landscape Maintenance Plan(s) included as Exhibit "C." Said maintenance will be in accordance with Florida Administrative Code Rule 14-40.003 and the Florida Highway Landscape Guide, as they may be amended from time to time. The **LOCAL GOVERNMENT's** responsibility for maintenance shall be consistent with the requirements of Florida Administrative Code Rule 14-40.003. The **LOCAL GOVERNMENT** also agrees to maintain the **LOCAL GOVERNMENT** sidewalk in conformance with generally accepted standards of sidewalk maintenance. The above named functions to be performed by the **LOCAL GOVERNMENT** shall be subject to periodic

inspections by the **DEPARTMENT**. The **LOCAL GOVERNMENT** shall not change or deviate from said plan(s) without written approval of the **DEPARTMENT**.

3. All landscape installation and all maintenance activities undertaken by the **LOCAL GOVERNMENT** shall be in accordance with the Maintenance of Traffic Plans(s) included as Exhibit "D" and Florida Administrative Code Rule 14-40.003.
4. If at any time after the **LOCAL GOVERNMENT** has assumed the landscaping installation or the maintenance responsibility above-mentioned, it shall come to the attention of the **DEPARTMENT** that the limits or a part thereof is not properly installed or maintained pursuant to the terms of this **AGREEMENT**, the District Secretary or his designee may issue a written notice that a deficiency or deficiencies exist(s), by sending a certified letter to the **LOCAL GOVERNMENT** to place said **LOCAL GOVERNMENT** on notice thereof. The certified letter shall be sent to the Mayor. Thereafter the **LOCAL GOVERNMENT** shall have a period of thirty (30) calendar days within which to correct the cited deficiencies. If said deficiencies are not corrected within this time period, the **DEPARTMENT** may at its option, proceed as follows:
 - (a) If installation is not completed in accordance with the plans in paragraph 1, the **DEPARTMENT** may complete the installation, with **DEPARTMENT** or Contractor's personnel, and invoice the **LOCAL GOVERNMENT** for expenses incurred.
 - (b) If installation has been properly completed or if the **DEPARTMENT** elects not to complete the installation under (a) above, and maintenance by the **LOCAL GOVERNMENT** is not in compliance with paragraphs 2 or 3, the **DEPARTMENT** may take action to maintain the landscaping or existing sidewalk or a part thereof, with **DEPARTMENT** or Contractor's personnel and invoice the **LOCAL GOVERNMENT** for expenses incurred, or
 - (c) The **DEPARTMENT** may terminate the **AGREEMENT**, in which case the **LOCAL GOVERNMENT** shall at its own expense and within sixty (60) days after written notice by the **DEPARTMENT**, remove all of the landscaping that the **DEPARTMENT** directs be removed and return the right-of-way to its original condition. The **LOCAL GOVERNMENT** will own such materials as it removes and the **DEPARTMENT** shall own any materials remaining. The **DEPARTMENT** may, in its discretion, remove, relocate or adjust the landscaping materials, with the **LOCAL GOVERNMENT** being responsible for the cost of any removal.

Upon **DEPARTMENT** action under one of the above options and upon direction of the **DEPARTMENT**, the **LOCAL GOVERNMENT** shall cease installation and maintenance activities under this **AGREEMENT**.

5. It is understood between the parties hereto that the landscaping covered by this **AGREEMENT** may be removed, relocated or adjusted by the **DEPARTMENT** at any time in the future as determined to be necessary by the **DEPARTMENT** in order that the state road be widened, altered or otherwise changed. The **LOCAL GOVERNMENT** shall be given sixty (60) calendar days notice to remove

said landscaping/hardscape after which time the **DEPARTMENT** may remove the same, with the **LOCAL GOVERNMENT** being responsible for the cost of removal.

6. The **LOCAL GOVERNMENT** may utilize its employees or third parties to accomplish its obligations under paragraphs 1, 2 or 3; however, the **LOCAL GOVERNMENT** remains responsible for proper performance under this **AGREEMENT** and shall take all steps necessary to ensure that its employees or third parties perform as required under this **AGREEMENT**.

7. The **LOCAL GOVERNMENT** agrees to include the following indemnification in all contracts with contractors, subcontractors, consultants, and subconsultants, who perform work in connection with this Agreement:

“The contractor/subcontractor/consultant/subconsultant shall indemnify, defend, save and hold harmless the State of Florida, Department of Transportation and all of its officers, agents or employees from all suits, actions, claims, demands, liability of any nature whatsoever arising out of, because of, or due to any negligent act or occurrence of omission or commission of the contractor/subcontractor/consultant/subconsultant, its officers, agents or employees.”

8. The term of this **AGREEMENT** commences upon execution. The **LOCAL GOVERNMENT** shall notify or cause the Department’s Orlando Maintenance Engineer or his designee to be notified a minimum of 48 hours, excluding Saturday, Sunday, and legal holidays, prior to starting work in the right-of-way, unless said Engineer or his designee waives this period in writing. When the Department through said Engineer or his designee issues a Notice to Proceed, the **LOCAL GOVERNMENT** may proceed with the project.

9. **LEGAL REQUIREMENTS.** This Agreement is executed and entered into in the State of Florida and will be construed, performed, and enforced in all respects in strict conformity with local, state, and federal laws, rules, and regulations.

- (a) If any term or provision of the Agreement is found to be illegal or unenforceable, the remainder of the Agreement will remain in full force and effect and such term or provision will be deemed stricken.
- (b) The **LOCAL GOVERNMENT** shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the **LOCAL GOVERNMENT** in conjunction with this Agreement. Failure by the **LOCAL GOVERNMENT** to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the **DEPARTMENT**.
- (c) The **LOCAL GOVERNMENT** and the **DEPARTMENT** agree that the **LOCAL GOVERNMENT**, its employees, contractors, subcontractors, consultants, and subconsultants are not agents of the **DEPARTMENT** as a result of this Agreement.
- (d) The **LOCAL GOVERNMENT** shall not cause any liens or encumbrances to attach to any portion of the **DEPARTMENT** right-of-way.
- (e) Nothing herein shall be construed as a waiver of either party’s sovereign immunity.
- (f) **LOCAL GOVERNMENT:**

- i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the **LOCAL GOVERNMENT** during the term of the contract; and
 - ii. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.
10. This writing embodies the entire **AGREEMENT** and understanding between the parties hereto and there are no other **AGREEMENTS** and understanding, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby.
11. This **AGREEMENT** may not be assigned or transferred by the **LOCAL GOVERNMENT** in whole or part without the consent of the **DEPARTMENT**.
12. This **AGREEMENT** shall be governed by and construed in accordance with the laws of the State of Florida. In the event of a conflict between any portion of the **AGREEMENT** and Florida law, the laws of Florida shall prevail.
13. Public Entity Crime - A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
14. Anti-Discrimination - An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

[The remainder of this page intentionally left blank]

15. The Parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed the day and year first above written.

**CITY OF LONGWOOD
(LOCAL GOVERNMENT)**

By: 

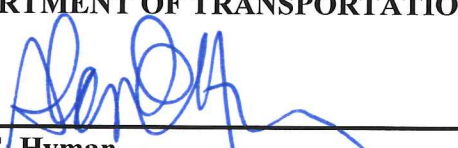
Title:

Attest:  (SEAL)

Clerk

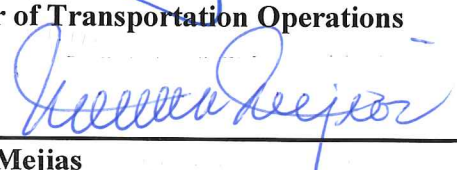

Legal Approval

**STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION**

By: 

Alan E. Hyman

Director of Transportation Operations

Attest:  (SEAL)

Norma Mejias

Executive Secretary


Legal Approval



CITY OF LONGWOOD

Fostering citizen trust and cultivating a prosperous community

August 22, 2017

Florida Department of Transportation
Orlando Urban Office
133 South Semoran Boulevard
Orlando, Florida 32807

Attention: Alan E. Hyman, Director
of Transportation Operations

RE: Landscape Construction and Maintenance Memorandum of Agreement

Dear Mr. Hyman:

Enclosed are two signed, original Landscape Construction and Maintenance Memorandum of Agreement, agreements. Please execute and return to me, the Agreement marked "City Copy", in the enclosed self-addressed, stamped envelope.

If you have any questions regarding this matter, please give me a call at 407/260-3441.

Sincerely,

CITY OF LONGWOOD

Michelle Longo, CMC, FCRM
City Clerk

ML/lkj

Enclosures

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- (e) Nothing herein shall be construed as a waiver of either party’s sovereign immunity.
- (f) **LOCAL GOVERNMENT:**

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10. This writing embodies the entire **AGREEMENT** and understanding between the parties hereto and there are no other **AGREEMENTS** and understanding, oral or written, with reference to the subject matter hereof that are not merged herein and superseded hereby.
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13. Public Entity Crime - A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
14. Anti-Discrimination - An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

[The remainder of this page intentionally left blank]

15. The Parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed the day and year first above written.

**CITY OF LONGWOOD
(LOCAL GOVERNMENT)**

By: _____

Title: _____

Attest: _____ (SEAL)

Clerk

Legal Approval _____

**STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION**

By: _____

Alan E. Hyman

Director of Transportation Operations

Attest: _____ (SEAL)

Norma Mejias

Executive Secretary

Legal Approval _____



Agenda Item 12D

Fostering citizen trust and cultivating a prosperous community

To: The Honorable Mayor and City Commissioners

From: Chris Kintner, Community Development Director

Date: August 21, 2017

Subject: Read by title only and adopt Resolution No. 17-1440, regarding Median Landscape and Maintenance of a Portion of State Road 434 from Interstate 4 to Rangeline Road

Introduction:

This agenda item requests the City Commission read by title only and adopt Resolution No. 17-1440, which relates to a Memorandum of Understanding between the City of Longwood and the Florida Department of Transportation (FDOT) related to the landscaping and maintenance of medians along a portion of SR 434 from Interstate 4 to Rangeline Road.

Background/Discussion:

Resolution No. 17-1440 is a Memorandum of Understanding relating to the landscaping and maintenance of a portion of SR 434 from Interstate 4 to Rangeline Road. The MOU is related to an existing Joint Participation Agreement (JPA) between the City of Longwood and the Florida Department of Transportation (FDOT) signed June 17, 2016. This MOU establishes the responsibilities on both parties regarding the installation and maintenance of landscaping along this corridor.

Budget Impact:

The project is funded by a Joint Participation Agreement (JPA) in which the City will be reimbursed for the costs of the project up to the amount of \$350,000.

Recommendation:

The City Manager and the Community Development Director recommend the City Commission read by title only and adopt Resolution No. 17-1440.

Prepared by:

Chris Kintner, AICP, Community Development Director

Reviewed by:

Chris Kintner, AICP, Community Development Director
Jon C. Williams, City Manager



Agenda Item 12D

Fostering citizen trust and cultivating a prosperous community

Attachments:

Resolution No. 17-1440

Exhibit A – Longwood Landscape and Maintenance Agreement

Exhibit B – Longwood State Road 434 Median Improvements Landscape Plans

RESOLUTION NO. 17-1440

COPY

**A RESOLUTION OF THE CITY COMMISSION OF THE
CITY OF LONGWOOD, FLORIDA, REGARDING THE
ADOPTION OF A LANDSCAPE CONSTRUCTION AND
MAINTENANCE AGREEMENT WITH THE STATE OF
FLORIDA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the **FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)** has jurisdiction over and maintains State Road 434 as part of the State Highway System; and

WHEREAS, the **CITY OF LONGWOOD** seeks to install and maintain certain landscaping within the right of way of State Road 434; and

WHEREAS, **FDOT** agrees to allow the landscaping only under certain conditions necessary to protect the traveling public using said right of way; and

WHEREAS, Rule 14-40.003, Florida Administrative Code, requires the parties to enter into an Agreement designating and setting forth the responsibilities of each party.

WHEREAS, the **CITY OF LONGWOOD** has authorized its officers to execute this **AGREEMENT (Exhibit "A")** on its behalf.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Longwood, Florida, as follows:

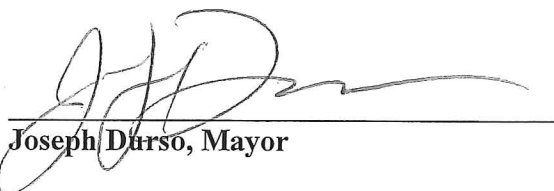
Section I: The Longwood City Commission ("the Commission") hereby accepts the attached Agreement (Exhibit "A") and authorizes the City Manager or designee to sign all documents necessary to execute the agreement.

Section II: The Agreement, provided by FDOT, references the Landscape Plan, Landscape Maintenance Plan, and Maintenance of Traffic Plan, as separate exhibits. For the purposes of this resolution, those documents are provided as one document (Exhibit "B").

Section III: The Commission hereby directs that a certified copy of this Resolution shall be forwarded forthwith to FDOT.

Section IV: This Resolution shall become effective upon its adoption by the Commission.

**PASSED BY THE CITY COMMISSION OF LONGWOOD, FLORIDA, IN REGULAR
SESSION THIS 21ST DAY OF AUGUST, 2017.**



Joseph Durso, Mayor

ATTEST:



Michelle Longo, CMC, City Clerk

Approved as to form and legality for the use and reliance of the City of Longwood, Florida only.



Daniel W. Langley, City Attorney

Agenda Item 10E

To: The Honorable Mayor and City Commissioners

From: Shad Smith, Public Works Director

Date: November 18, 2024

Subject: Approval to submit a grant application for funding under HUD's Rebuild Florida Hazard Mitigation Grant Match Program (HMGMP) to cover the local match (25% of the project cost) related to the City's Public Facility (Fire Station #15) Flood Risk Reduction Project.

Introduction:

This agenda item requests the City Commission to authorize staff to apply for funding under HUD's Rebuild Florida Hazard Mitigation Grant Match Program (HMGMP). Said grant will cover the local match (25% of the project cost) related to the City's Public Facility (current Fire Station #15) Flood Risk Reduction Project that would have otherwise had to be covered by City funds.

Background/Discussion:

On August 29, 2023, a grant application for the Flood Risk Reduction Project was submitted to the Florida Division of Emergency Management (FDEM) for funding consideration under FEMA's Hazard Mitigation Grant Program (HMGP). The grant application was approved by FEMA in early August 2024 and will cover project costs based on a 75% federal match with a 25% local match to be the responsibility of the City of Longwood. In addition to FEMA's 75% financial contribution, the City has been offered funding for the remaining 25% cost to implement the project through HUD's Rebuild Florida Hazard Mitigation Grant Match Program (HMGMP) administered by FloridaCommerce. This HMGMP grant opportunity will allow for the project to be fully implemented without the use of City funds.

Budget Impact:

The total cost of the project is estimated to be \$1,416,315, of which FEMA will fund \$1,062,236 through HMGP and HUD will fund \$354,079 through Rebuild Florida HMGMP. Since the project will be completed in phases, the grant agreements from FDEM and FloridaCommerce will also be phased. Phase I services, which encompass engineering design, permitting, and bidding services, will be performed under the initial grant agreements. As part of the anticipated \$173,426 in Phase I costs, FEMA will fund \$130,069.50 (75%) and HUD will fund \$43,356.50 (25%). This will be followed by Phase II services, which will encompass the construction work.

Recommendation:

Agenda Item 10E

The City Manager and Public Works Director recommends that the City commission approve moving forward with the submittal of the HMGMP Application to FloridaCommerce for funding of the 25% local match.

REQUESTED MOTION/ACTION:

I move to approve Item 10E as presented.

Prepared By:

Shad Smith, Public Works Director

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Email from FloridaCommerce offering HMGMP Funding
2. Notice of Award from FloridaCommerce
3. HMGMP Draft Application
4. HMGMP Application Budget Workbook

To: Shad M. Smith; Leylah Saavedra
Subject: City of Longwood – Fire Station #15 Flood Risk Reduction Project - Ian HMGMP Award

From: McCormick, Jody <Joseph.McCormick@commerce.fl.gov>
Sent: Monday, October 7, 2024 10:39 AM
To: Shad M. Smith <ssmith@longwoodfl.org>
Cc: Behenna, Lecia <Lecia.Behenna@commerce.fl.gov>; Domer, Justin <Justin.Domer@commerce.fl.gov>
Subject: City of Longwood – Fire Station #15 Flood Risk Reduction Project - Ian HMGMP Award

Dear Mr. Smith,

Based upon your award as part of the Florida Division of Emergency Management (FDEM) Hurricane Ian Hazard Mitigation Grant Program (HMGP), FloridaCommerce is pleased to inform you of our intent to award the **City of Longwood – Fire Station #15 Flood Risk Reduction Project** as part of the Rebuild Florida Hurricane Ian Hazard Mitigation Grant Match Program (HMGMP). Attached is the Intent to Award letter for your project.

Accompanying this email, you will find the Rebuild Florida HMGMP Information Request packet. These documents must be completed and returned to the Program so that FloridaCommerce can verify the eligibility of your project. This packet must be returned to FloridaCommerce by **5:00 PM (EST) on Friday, November 1, 2024**.

Please use the link below to submit your completed Information Request packet. The worksheet and all attachments must be uploaded for programmatic review.

[Application Submission Link](#)

Technical assistance is available if you have any questions regarding the completion of your Information Request packet. Please let us know if you need any help and we will schedule a time to assist you. In the meantime, we look forward to partnering with your community in performance of your project.

If your community does not wish to participate in this match program, please respond to this email to decline this funding opportunity.

Jody McCormick, PMP, FCCM
Grants Coordinator
Office of Long-Term Resiliency
Bureau of Business Economic Recovery

FloridaCommerce
Office: 850.717.8407

www.FloridaJobs.org



October 7, 2024

Shad Smith
City of Longwood
175 West Warren Avenue
Longwood, FL 32750

Dear Mr. Smith,

The Florida Department of Commerce (FloridaCommerce) is pleased to inform you of our intent to award the **City of Longwood** with Community Development Block Grant-Disaster Recovery (CDBG-DR) funds, as part of the Rebuild Florida Hurricane Ian Hazard Mitigation Grant Match Program (HMGMP). The CDBG-DR HMGMP award is based upon the **Fire Station #15 Flood Risk Reduction Project** having received a Hurricane Ian Hazard Mitigation Grant Program (HMGP) award from the Florida Division of Emergency Management (FDEM). As a recipient of FDEM/FEMA-HMGP funding, your community has been deemed preliminarily eligible to receive up to 25% of FEMA's required local match. The intent to award allocation for your CDBG-DR project is:

Award Amount: \$43,356.50

Accompanying this email, you will find the Rebuild Florida HMGMP Information Request Packet. These documents must be completed and returned to the Program so that FloridaCommerce can verify the full eligibility of your project. This information packet must be returned to FloridaCommerce by **5:00 PM (EST) on Friday, November 1, 2024**.

Once FloridaCommerce has verified your project's eligibility, a representative from the Rebuild Florida HMGMP will contact you to continue moving forward in the grant process.

Please note that no grant-related activities may commence until such time as the City of Longwood has a fully executed Subrecipient Agreement and has completed the appropriate level of an environmental review. We encourage you to contact the FloridaCommerce Environmental Program as soon as possible to initiate the environmental review process for your project. To begin this process, contact the Environmental Program Manager, Geoff Amison, at (850) 717-8422 or by email at james.amison@Commerce.fl.gov.

FloridaCommerce looks forward to partnering with your community to support your disaster recovery needs. If you have any questions or need further information, please contact Jody McCormick, Grants Coordinator, at (850) 717-8407 or via email at joseph.mccormick@Commerce.fl.gov.

Respectfully,



Justin R. Domer, Deputy Secretary
Division of Community Development

REBUILD FLORIDA HAZARD MITIGATION GRANT MATCH PROGRAM (HMGMP) APPLICATION

GENERAL INFORMATION

Local Government Applicant Name:	
Official Project Title:	
Unique Entity Identifier (UEI):	
Federal Employer Identification Number (FEIN):	

Application Preparer: (This is the city/town/county employee that FloridaCommerce will contact regarding any question within your submitted application.)

First and Last Name:	
Title:	
Mailing street address:	
City:	
State:	
Zip:	
Phone Number:	
Email Address:	

Local project manager/lead contact: (This is the person who will lead the project locally.)

First and Last Name:	
Title:	
Mailing street address:	
City:	
State:	
Zip:	
Phone Number:	
Email Address:	

Location of Proposed Project

Street Address:	
City:	
State:	
Zip:	

Please select which qualifying county this project is located in:

HUD MIDs

- | | |
|---------------------------------------|-----------------------------------|
| ☐ Brevard | ☐ Manatee |
| ☐ Charlotte | ☐ Monroe |
| ☐ Collier | ☐ Osceola |
| ☐ DeSoto | ☐ Pinellas |
| ☐ Hardee | ☐ Polk |
| ☐ Highlands | ☐ Seminole |
| ☐ Hillsborough | ☐ Putnam |

State MIDs

- | | |
|----------------------------------|-------------------------------------|
| ☐ Flagler | ☐ Lake |
| ☐ Glades | ☐ Okeechobee |
| ☐ Hendry | ☐ St. Johns |

Does the proposed project exist within a fiscally constrained county (per [S. 218.67\(1\) F.S.](#))?

- ☐ Yes ☐ No

If "Yes," please select which fiscally constrained county:

- | | |
|---|---|
| ☐ DeSoto (HUD) | ☐ Highlands (HUD) |
| ☐ Glades (State) | ☐ Okeechobee (State) |
| ☐ Hardee (HUD) | ☐ Putnam (HUD) |
| ☐ Hendry (State) | |

MATCH FUNDING REQUEST

Is your FDEM HMGP Application for a phased project? (If “No”, only complete the Phase 1, Other Funding and Total Project Budget sections below.)

☐ Yes ☐ No

Funding Requested – FDEM Phase 1 (25% < 75% Max)	
Funding Requested – CDBG-DR Phase 1 (0% < 25% Max)	
Funding Requested – FDEM Phase 2 (25% < 75% Max)	
Funding Requested – CDBG-DR Phase 2 (0% < 25% Max)	
Other Funding (If FEMA/FDEM is not paying 75%)	
Total Project Budget (100%)	

If Other Funding has been secured, select the source of the leveraged funds (select all that apply).

☐ FEMA (non-HMGP) ☐ Private Funds
☐ Local Match ☐ Other: _____
☐ State Funds

[Attach] supporting documentation for source of leveraged funds.

Is the local government covered by the National Flood Insurance Program (NFIP)?

☐ Yes ☐ No

If you do not participate in the NFIP, will you participate in the program prior to the announcement of the Intent to Award?

☐ Yes ☐ No

NATIONAL OBJECTIVE

Please select which National Objective the project addresses:

☐ Low-Moderate Income (LMI)

☐ Urgent Need (as outlined in the conditions of the HMGMP section of the Hurricane Ian Policy Manual)

Total service area population served:	
Total LMI population served:	
Total Low- Income citizens served:	
Total Moderate- Income citizens served:	
Total LMI percentage (%):	
Percentage of Total UGLG Population to be Served by this project:	

How was the LMI data obtained for this project?

☐ Survey Data

☐ Census Block Data

Please specify which census block groups were used in calculating your LMI service area.

Please **[Attach]** your LMI service area map.

The required LMI map should encompass the entire area benefiting from the project and depict all project sites if multiple locations exist. Applicants are to utilize HUD's Low- and Moderate-Income (LMI) Area Data to determine the project benefits LMI families in the surrounding area. Applicants can also develop an income survey of the area as an alternative to the Census Data. HUD provides a demonstration to determine the area of benefit, whereas at least 51 percent of the residents shall be LMI to qualify for CDBG-DR assistance.

Map Tutorial Link:

<https://www.hudexchange.info/programs/cdbg/cdbg-low-moderate-income-data/>

Map URL Link:

<https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=ffd0597e8af24f88b501b7e7f326bedd>

If a survey was used to determine the LMI for your project, please upload the applicable survey data.

[Attach]

If you selected the “Urgent Need” National Objective, please select the applicable criteria, and provide a written justification on how this project qualifies to participate in the HMGMP.

- ☐ The existing conditions must pose a serious and immediate threat to the health or welfare of the community.
- ☐ The existing conditions are of recent origin or recently became urgent (generally, within the past 18 months).
- ☐ The grantee is unable to finance the activity on its own.
- ☐ Other sources of funding are **not** available.

1,500 words or less.

HISTORICALLY UNDERSERVED AREA(S)

Historically underserved, geographic areas are those comprised of 51% or more population density of primary residents that are persons of color, persons of Native or Indigenous heritage, persons 62 years or older, and/or other historically underserved communities.

Please specify the applicable demographic information for the census block group(s) associated with this project.

All Census Block Groups provided in the previous section must be incorporated into these numbers.

American Indian and Alaska Native:	
Asian:	
Black or African American:	
Hispanic or Latino:	
Native Hawaiian and Other Pacific Islander:	
Some Other Race:	
Two or More Races:	
Person(s) 62 years or Older:	
Other (non-specified):	
Total Historically Underserved Population:	

Map Link:

Block Groups and Tracts

[https://data.census.gov/map/0100000US\\$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_140_00_PY_D1&breaks=Manual\(0.5\)&loc=28.1080,-81.9707,z6.0276](https://data.census.gov/map/0100000US$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_140_00_PY_D1&breaks=Manual(0.5)&loc=28.1080,-81.9707,z6.0276)

Citywide

[https://data.census.gov/map/0100000US\\$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_160_00_PY_D1&breaks=Manual\(0.5\)&loc=28.3135,-83.0454,z6.9752](https://data.census.gov/map/0100000US$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_160_00_PY_D1&breaks=Manual(0.5)&loc=28.3135,-83.0454,z6.9752)

Countywide

[https://data.census.gov/map/0100000US\\$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_050_00_PY_D1&breaks=Manual\(0.5\)&loc=28.9935,-82.1060,z7.4897](https://data.census.gov/map/0100000US$0500000/ACSDT5Y2020/B19083/B19083_001E?layer=VT_2020_050_00_PY_D1&breaks=Manual(0.5)&loc=28.9935,-82.1060,z7.4897)

Please select which CDBG-DR eligible HMGMP activity that best describes your proposed program or project:

- ☐ Acquisition or relocation of hazard-prone structures
- ☐ Aquifer storage and recovery
- ☐ Debris removal
- ☐ Elevation of flood-prone structures
- ☐ Flood diversion
- ☐ Floodplain and stream restoration
- ☐ Infrastructure protection measures
- ☐ Minor structure flood control
- ☐ Permanent generators for a critical facility (not for the general conduct of government)
- ☐ Repair and hardening of existing buildings and facilities (not for the general conduct of government)
- ☐ Community safe room construction and/or homeless shelter
- ☐ Stormwater management improvements
- ☐ Relocation of police and fire facilities (moved out of floodplain)
- ☐ Relocation of UGLG owned and operated utilities (above ground to below ground)
- ☐ Other: _____

PROJECT DESCRIPTION

Write an overview/summary of the HMGMP project being proposed.

Please include the following:

1. Project purposed.
2. How the work will be completed.
3. The team responsible for completing the work.
4. Method(s) used to determine funding requested.
5. Anticipated outcomes.
6. How the project will be maintained after it is completed.

2,500 words or less.

DAMAGE SUMMARY

Write an overview/summary of how Hurricane Ian's damage impacted the service area and specifically this project.

1,500 words or less.

UNMET NEED

Describe how the proposed activity will address an Unmet Need tied to the impact of damage from the disaster (Note: All CDBG-DR activities must clearly address an impact of the disaster).

1,500 words or less.

BUDGET, ACTIVITY WORK PLAN, DUPLICATION OF BENEFITS

Budget, AWP, and DOB Template

[[Attach](#)] Budget, Activity Work Plan, and Duplication of Benefits Worksheet.

[[Attach](#)] Quotes/Estimates used to determine funding request.

SUPPORTING DOCUMENTS

[\[Attach\]](#) Map clearly showing Project Location and/or Service Area.

[\[Attach\]](#) Most Recent Flood Plain Map.

PICTURES

Upload either up to ten (10) photos of the service area or any other relevant photos for the scoring team to review regarding the program or project.

Picture(s) [\[Attach\]](#)

CITIZEN PARTICIPATION/PUBLIC NOTICE

All applicants must conduct a public hearing or public comment period, notifying their citizens of their intent to seek CDBG-DR funding. In order to satisfy this requirement, please provide documentation for one of the two methods below.

Public Hearing

Date of Hearing Notice:	
Date of 1 st Public Hearing:	

Documentation of Public Hearing Notice [\[Attach\]](#)

Documentation of 1st Public Hearing

- ☐ Public Hearing Meeting Minutes [\[Attach\]](#)
- ☐ Public Hearing Certification [\[Attach\]](#)
- ☐ Citizen Participation Plan [\[Attach\]](#)
- ☐ Citizen Complaint Policy [\[Attach\]](#)
- ☐ Citizen Complaints from Public Hearing [\[Attach\]](#)

Public Comment Period

Date of Public Notice:	
Public Comment Start Date:	
Public Comment End Date:	

FLORIDACOMMERCE

Division of Community Development Office of Long-Term Resiliency (OLTR)

Documentation of Public Notice [[Attach](#)]

- ☐ Public Notice Certification [[Attach](#)]
- ☐ Citizen Participation Plan [[Attach](#)]
- ☐ Citizen Complaint Policy [[Attach](#)]
- ☐ Citizen Complaints from Public Comments [[Attach](#)]

CERTIFICATION AND SIGNATURE

As authorized Executive Officer, I certify that staff, contractors, vendors, and community partners of the CDBG-DR initiative:

- A. Will comply with all HUD and Florida requirements in the administration of the proposed CDBG-DR funded activities;
- B. Will work in a cooperative manner to execute the Subrecipient Agreement that provides the pathway for successful CDBG-DR program(s) and/or project(s) and;
- C. Certify that all information submitted in this Application is true and accurate.

X SIGN HERE



Instructions

Step 1:

Application - Budget

Please provide a budget projection for your proposed project.

You may create additional rows in this form to accommodate all items needed within each activity type.

**The amount(s) and source(s) of all Leverage Funds needed to complete this project must be provided on both the Application Budget and the accompanying DOB Form.*

The Total provided shall include projections for all phases and leverage funds needed to complete your project.

Step 2:

Application - Activity Work Plan

Please provide a project timeline for your proposed project.

You may create additional rows in this form to accommodate all items needed within the project timeline.

**The Period of Performance for Hurricane Ian activities may not extend beyond September 30, 2028, therefore, that is the furthest your timeline projections may go. Please incorporate allowances within your timeline for FDEM and FloridaCommerce reviews and approvals.*

This timeline shall include the time needed to complete all phases of your project.

Step 3:

Application - Duplication of Benefits Worksheet

Please provide the source(s) of all funding for your proposed project.

Applicants must disclose information about the actual commitment/receipt of all financial assistance and provide proof of payment from these sources.

**The total assistance includes all reasonably identifiable financial assistance available to an applicant (identified funds as part of the recovery process, has received the assistance and has legal control over it, or has assistance but managed by another entity). Any assistance provided for a different purpose or allowable cost than the CDBG-DR/MIT eligible activity, must be excluded from total assistance.*

This worksheet shall include all leverage funding required to complete all phases of your project.



Office of Long-Term Resiliency
CDBG-DR/MIT
Application - Project Budget

Program:	Hurricane Ian - HMGMP
Name of Applying Entity:	
Project Name:	

Activity and Descriptions	CDBG-DR/MIT Amount	Leverage Funds	Source*	Total Funds
1. Grant Administration				
2. Activity Delivery				
3. Engineering Services				
4. Construction				
5. Acquisition				
TOTALS:	\$ -	\$ -	\$ -	\$ -

*The amount(s) and source(s) of all Leverage Funds needed to complete this project must be provided on the accompanying DOB Form.

Prepared By:	
Date Prepared:	



Office of Long-Term Resiliency
CDBG-DR/MIT
Application - Activity Work Plan

Program:	Hurricane Ian - HMGMP
Name of Applying Entity:	
Project Name:	

Start Date (month/year)	End Date (month/year)	Description of Proposed Task to be Completed by the "End Date."	Estimated Funds to be Requested by the "End Date"	Estimate of Total Funds Reimbursed by the "End Date"

"Estimated Funds to be Requested are the funds required to complete that individual task by the "End Date."
"Estimate of Total Funds Reimbursed" is a running total of all funds anticipated to be reimbursed by the "End Date."

Prepared By:	
Date Prepared:	



Program:	Hurricane Ian - HMGMP
Name of Applying Entity:	
Project Name:	

Applicants must disclose information about the actual commitment/receipt of all financial assistance and provide proof of payment from these sources. The following worksheet identifies several of the most common sources of funds that may pose a Duplication of Benefit for infrastructure projects. This worksheet must be completed for every project that is funded with CDBG-DR/MIT funds and prior to any payment request being made.

Step 1. Identify Subrecipient's Total Need Calculated	
TOTAL PROJECT COST/BUDGET	\$ -

Step 2. Identify Total Assistance Available and Amounts to Exclude as Non-Duplicative

The total assistance includes all reasonably identifiable financial assistance available to an applicant (identified funds as part of the recovery process, has received the assistance and has legal control over it, or has assistance but managed by another entity). Any assistance provided for a different purpose or allowable cost than the CDBG-DR/MIT eligible activity, must be excluded from total assistance.

Types of Assistance Received	Assistance Documented	Non-Duplicative Assistance	Total Assistance Received	Purpose of Leverage?
FEMA-PA		\$ -	\$ -	
FEMA-HMGP		\$ -	\$ -	
Hazard Insurance Proceeds		\$ -	\$ -	
Flood Insurance Proceeds		\$ -	\$ -	
SBA Loans		\$ -	\$ -	
US Army Corps of Engineers		\$ -	\$ -	
US Depart. Of Transportation		\$ -	\$ -	
Local Funds		\$ -	\$ -	
Other Assistance		\$ -	\$ -	
TOTAL DISASTER ASSISTANCE RECEIVED FOR PROJECT		\$ -	\$ -	

Step 3. Calculate Maximum CDBG-DR/MIT Award		
Subrecipient's Total Need Calculated:	\$ -	
Total of Assisted Received:	\$ -	
Amount to Exclude as Non-Duplicative:	\$ -	
Total Duplicative Assistance Received:	\$ -	
Estimated Need Remaining:	\$ -	
FINAL CDBG-DR/MIT AWARD:	\$ -	

Agenda Item 12A

To: The Honorable Mayor and City Commissioners

From: Chris Capizzi, Leisure Services Director

Date: November 18, 2024

Subject: City Commission discussion and approval of an agreement between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for the use of the city baseball and softball fields.

Introduction:

This agenda item requests that the City Commission approve an agreement between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for the use of the city baseball and softball fields.

Background/Discussion:

The City and Longwood Babe Ruth (LBR) partner to provide a fun and competitive baseball/softball program to the residents of Longwood and the surrounding area. Since the commission last approved the agreement between the city and LBR in 2022, Longwood Babe Ruth is currently up-to-date on all tax filings for the organization. LBR has also submitted to have their 501(c)3 not-for-profit status reinstated by the State of Florida and is awaiting approval, which is anticipated for this spring. Registrations have been steadily increasing since the fall of 2021 (post COVID). Attached is the field use agreement for commission approval.

This contract will potentially be in effect from January 1, 2025 until December 31, 2026.

Budget Impact:

This item has no impact to the City's budget.

Recommendation:

Staff recommends discussion and approval of the contract between the City of Longwood and Longwood Babe Ruth.

REQUESTED MOTION/ACTION:

I move to approve the field use agreement between the City of Longwood and Longwood Babe Ruth League of Seminole County, Inc.

Prepared By:

Chris Capizzi, Leisure Services Director



Agenda Item 12A

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Field Use Agreement

CITY OF LONGWOOD RECREATIONAL PROGRAM AGREEMENT

THIS AGREEMENT, made and entered into this ____th day of _____, 2024, by and between the City of Longwood, a Florida municipal corporation (the "City"), and the Longwood Babe Ruth Baseball League of Seminole County, Inc., a Florida not for profit organization (the "League").

W I T N E S S E T H:

WHEREAS, the City has certain public recreational facilities available for use by the public; and

WHEREAS, the League is desirous of offering a public recreational baseball/softball program for the benefit of its participants who the majority are residents of the City of Longwood using the recreational facilities available to the City; and

WHEREAS, the City is willing to permit the League program, a not for profit corporation, to take place at Candyland Sports Complex, located within the City of Longwood, Florida.

NOW, THEREFORE, in consideration of the mutual covenants and provisions hereof, and other good and valuable consideration, the receipt and sufficiency all of which are hereby acknowledged, the parties desire to be legally bound by the terms and conditions of this agreement as follows:

1.0 Recitals. The foregoing recitals are hereby incorporated herein in their entirety by this reference.

2.0 Term of Agreement. The term of this Agreement shall commence on, January 1, 2025, and end on December 31, 2026.

3.0 Program and Services Conducted by the League. The League shall provide and promote a baseball and softball program to enhance the existing recreational programs offered by the City. The program shall include, but shall not be limited to, a fall and spring baseball/softball program for participants ages four (4) through eighteen (18), baseball/softballs clinics and special events. Clinics shall include, but not be limited to, clinics for youth, teams, coaches, officials, and parents. Special events shall include, but not be limited to, playoff games, championship games, fundraisers and tournaments. Unless otherwise provided in this Agreement, the aforesaid programs shall hereinafter be referred to as "Programs". The League shall not deviate from the Programs set forth in this agreement without the prior written consent of the City.

3.1 Additional Services and Equipment. The League shall also provide any and all additional services and equipment necessary for the Program including, but not limited to: (i) providing administrative personnel to collect fees, forms, and answer telephone inquiries regarding Programs; (ii) providing coaches, umpires, announcers, competition officials, scorers, and administrative and support personnel to operate the Programs; (iii) providing all equipment

necessary to participate in the Programs, such as baseballs, training aids, camp equipment, materials; (iv) providing uniforms to participants; (v) providing trophies, certificates, and other give away items; (vi) providing all schedules and league handouts; (vii) providing for the set-up of all fields and equipment, including tables and chairs, necessary for the Programs

4.0 Certificates. Upon execution of this Agreement by the League, and as a continuing obligation hereunder, the League shall provide copies to the City of all occupational licenses, competency cards, or certificates necessary for the performance of the Programs.

5.0 Program Materials, Sale of Non-Food Items. The League shall be permitted to distribute programs, pictures, advertising and other promotional materials regarding the Programs. The League shall also be permitted to sell and distribute food or drink items during the course of any program per the Concession Agreement. The League may also offer awards or trophies to Program participants that successfully complete or win contests or other events conducted as part of this Agreement.

6.0 Use of Facilities; City Services. The League shall offer the Programs at Candyland Sports Complex and at other designated City owned or controlled facilities that may be authorized by the City for use by the League. The League agrees that they will not use any other City facility unless authorized pursuant to this Agreement. In addition, the City will coordinate with the League to conduct the Programs, the City and the League acknowledge that the League will have priority use of the baseball/softball game and practice fields for League's fall and spring games and practices that are initially submitted to the City prior to the start of each fall and spring season. The City and League also acknowledge that any requests made by League for game and practice fields submitted during a fall or springs season will be scheduled by the City on an as available basis. During regular season games, the 10:00 pm lights out curfew will be strictly enforced. Tournament games will be on a case-by-case basis.

The League shall submit a proposed schedule to the City for written approval. The League understands and agrees that the field shall not be available during certain times while maintenance of the fields and facilities is performed.

7.0 Compensation. For the use of the City facilities and receipt of City services set forth in paragraph 6.0 of this Agreement, the League agrees to pay compensation to the City as follows:

7.1 One Hundred Twenty Dollars (\$120.00) per team donation paid to the City within 90 days of opening day of each season. This donation covers the cost of using Candyland Sports Complex for practice and games. The League acknowledges that such donation merely offsets a small portion of the City's operating and maintenance costs for the Candyland Sports Complex. To encourage city residents to participate in the Programs and in consideration of the rate per team provided above, the League shall provide at a minimum a \$20.00 discount to a person residing in the city limits of the City of Longwood for any registration fee and/or participation fee charged to play and participate on a team. After each registration period ends, the League will report to the City the number of City residents participating and confirmation of the discount provided to City residents.

7.2 The League shall be responsible for collecting all fees necessary for a person to register and participate in a Program. The League shall also retain copies of all receipts issued to participants for the payment of said fees. The League shall provide registration and receipt documentation to the City upon request.

7.3 Failure to make donations within the time proscribed shall result in a five percent (5%) late fee being added.

8.0 Disorderly Conduct, Alcohol and Controlled Substances. The League shall not permit any guests, invitees, employees, agents, or other Program participants to engage in any disorderly conduct or criminal conduct while participating in any Program. The League shall promote good sportsmanship to all Program participants. The use of alcoholic beverages or illegal controlled substances by Program participants and the League prior to, during, or after any Program shall be strictly prohibited. The League is responsible for the safety and security of its participants. The League and its coaches, volunteers, guests, invitees, employees, and agents must abide by the rules of use and access upon the Candyland Sports Complex as may be established and amended by the City from time to time.

9.0 Status Conferences. At the request of the City, the League shall attend status conferences with the City for purposes of evaluating the status of any Program. The date and time of the status conferences shall be by mutual agreement of the parties.

10.0 Independent Contractor, Hiring of Personnel. The League shall be considered an independent contractor under this Agreement. The League shall be solely responsible and liable for hiring and retaining all of its employees, personnel, contractors, coaches, and volunteers.

11.0 Indemnification and Hold Harmless. The League shall indemnify and hold harmless the City and its employees, elected officials, officers, attorneys, agents, and contractors from and against all claims, losses, damages, personal injuries (including but not limited to death), and liability to the person or property (including the City's reasonable attorney's fees through any and all administrative, trial, post judgment and appellate proceedings), directly or indirectly arising from or related to the League's scheduling, permitting, promoting, maintaining, supervising, managing, coordinating, performing, and conducting any Program or any other act under this Agreement (or any combination thereof) to the extent caused in whole or part by any error, negligence, grossly negligent or reckless act or omission, malfeasance or misfeasance of the League, the League's agents, employees, volunteers, members, guests, invitees and youth players or anyone directly or indirectly employed, controlled, supervised, or directed by the League.

The indemnification provided above shall obligate the name the League to defend at its own expense or to provide for such defense, at the option of the City, as the case may be, of any and all claims of liability and all suits and actions of every name and description that may be brought against the City or its employees, elected officials, attorneys, and officers which may result from the League's performance under this Agreement whether performed by the League, or anyone directly or indirectly employed, controlled, supervised, or directed by the League. In all events, the City shall be permitted to choose legal counsel of its sole choice, the fees for which shall be subject to and included with this indemnification provided herein, as long as said fees are considered reasonable within the Central Florida area. The provisions of this Section 11.0 shall

survive expiration and termination of this Agreement.

12.0 Assignment. This Agreement shall not be assigned by any party without the prior written consent of all of the parties hereto.

13.0 General Liability Insurance. For the Programs performed hereunder, the League shall purchase and maintain, at its own expense, such general liability insurance to cover claims for damages because of bodily injury or death and all other standard liability coverage of any person or property damage arising in any way out of the Programs performed by the League under this Agreement. The insurance shall have minimum limits of coverage of \$1,000,000.00 per occurrence combined single limit for bodily injury liability and property damage liability. All insurance coverage shall be with insurer(s) approved by the City and licensed by the State of Florida to engage in the business of writing of insurance. The City shall be named on the foregoing insurance policies as "additional insured." The League shall cause its insurance carriers to furnish insurance certificates and endorsements specifying the types and amounts of coverage in effect pursuant hereto, the expiration dates of such policies, and a statement that no insurance under such policies will be canceled without thirty (30) days prior written notice to the City in compliance with other provisions of this Agreement. If the City has any objection to the coverage afforded by or other provision of the insurance required to be purchased and maintained by the League in accordance with this paragraph on the basis of its not complying with the Agreement, the City shall notify the League in writing thereof specifying the objection and allowing a reasonable time to cure said objection. The League shall continuously maintain such insurance in the amounts, type, and quality as required by this paragraph. The League shall provide a copy of the certificate of insurance to the City prior to the start of the Spring season each year.

14.0 Compliance with Laws. The League shall comply with all local, state, and federal laws and regulations that are applicable to the operation of its business and in the performance of any Program. The League acknowledges and agrees that it will take all reasonable and prudent steps necessary to be informed and advised of all applicable local, state, and federal laws and regulations affecting its business and performance of any Program.

16.0 Due Diligence. The League acknowledges that they have investigated prior to the execution of this Agreement and satisfied themselves as to the conditions affecting the City's facilities that will or may be utilized by the League to conduct the Programs, the availability of materials and labor, the cost thereof, the requirements to obtain necessary insurance, permits, equipment, and the steps necessary to complete the Programs. The League warrants unto the City that they have the competence and abilities to carefully, professionally, and faithfully complete the Programs in the manner and within the time limits proscribed herein. The League will perform the Programs with due and reasonable diligence consistent with sound professional and labor practices.

17.0 Time is of the Essence. Time is of the essence of this Agreement.

18.0 Third Party Rights. This Agreement is not a third party beneficiary contract and shall not in any respect whatsoever create any rights on behalf of any party not expressly a party

to this Agreement.

19.0 Further Assurances. From and after the execution of this Agreement, each of the parties hereto shall fully cooperate with each other, perform any further act, execute, and deliver any further documents, which may be necessary or desirable in order to carry out the purposes and intentions of this Agreement and demonstrate compliance with all local, state and federal laws and regulations.

20.0 Severability. If any provision of this Agreement is held to be invalid, void, or unenforceable, the remaining provisions shall nevertheless remain in full force and effect, unless the absence of the invalid, void or unenforceable provision or provisions causes this Agreement to fail in its essential purposes.

21.0 Governing Law and Venue. This Agreement shall be construed and enforced in accordance with the laws of the State of Florida. The parties further agree that in any dispute between them relating to this Agreement, exclusive jurisdiction shall be in the trial courts located in Seminole County, Florida, for state actions and Orlando, Florida, for federal actions. Any objections as to jurisdiction or venue in such courts are expressly waived.

22.0 Attorney's Fees. In the event any litigation or controversy arises out of or in connection with this Agreement between the parties hereto, the prevailing party in such litigation or controversy shall be entitled to recover from the other party or parties all reasonable attorney's fees and paralegal fees, expenses and suit costs, including those associated with any appellate or post-judgment collection proceedings.

23.0 Non-Waiver. No delay or failure by either party to exercise any right under this Agreement, and no partial or single exercise of that right, shall constitute a waiver of that or any other right, unless otherwise expressly provided herein.

24.0 Notices. Any notice, request, instruction, or other document to be given as part of this Agreement shall be in writing and shall be deemed given under the following circumstances: when delivered in person; or three (3) business days after being deposited in the United States Mail, postage prepaid, certified or registered; or the next business day after being deposited with a recognized overnight mail or courier delivery service; or when transmitted by facsimile or telecopy transmission, with receipt acknowledged upon transmission; and addressed as follows (or to such other person or at such other address, of which any party hereto shall have given written notice as provided herein):

To City: City of Longwood
Leisure Services Director
175 W Warren Ave
Longwood, Florida 32750
PH: (407) 260-3484

With a copy to: City of Longwood
City Manager
175 W. Warren Avenue
Longwood, FL 32750

To League: Longwood Babe Ruth Baseball League of Seminole County, Inc.
President
505 Wekiva Springs Road, Suite 500
Longwood, Florida 32779

25.0 **Modifications/Counterparts.** Modifications of this Agreement shall only be made in writing and signed by both parties. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be an original; but such counterparts shall together constitute but one and the same instrument.

26.0 **Standard of Care.** In performing the Programs, the League shall use that degree of care and skill ordinarily exercised, under similar circumstances by reputable members of their professions practicing in the same or similar locality. The League shall take all necessary and reasonable precautions to protect the program participants and the public from being injured during the Programs.

27.0 **Termination.** This Agreement may be terminated by either party with at least one hundred twenty (120) days' written notice to the other party. The City may terminate this Agreement for cause with at least fifteen (15) days' written notice to the League upon the occurrence of any one or more of the following: (i) the League commits a material default of this Agreement and fails to cure the default after at least ten (10) days' notice and an opportunity to cure; (ii) the League files bankruptcy, becomes insolvent, or becomes controlled by a receivership; (iii) the League is dissolved, loses its corporate registration status with the State of Florida Division of Corporations as a not-for-profit corporation; (iv) the League fails to field teams to the use the Candyland Sports Complex during any season; or (v) the League commits a criminal act or if any of the League's officers or directors commits a criminal act while performing their respective duties for the League. If this Agreement is terminated by either party, the indemnification provision contained in paragraph 11.0 of this Agreement shall remain in full force and effect for any claims, losses, damages, personal injuries, or liability that may occur under this Agreement. The League shall also immediately pay all compensation due to the City pursuant to paragraph 7.0 of this Agreement.

28.0 **League Signatory.** The undersigned person executing this Agreement on behalf of the League hereby represents and warrants that he has the full authority to sign the Agreement on behalf of the League and that he has the authority to fully bind the League to the terms and conditions set forth in this Agreement.

29.0 **Interpretation.** The City and the League have participated in the drafting of all parts of this Agreement. As a result, it is the intent of the parties that no portion of this Agreement shall

be interpreted more harshly against either of the parties as the drafter.

30.0 Entire Agreement. The drafting, execution, and delivery of this Agreement by the parties have been induced by no representations, statements, warranties, or agreements other than those expressed herein. This Agreement represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or Agreements, either oral or written, and all such matters shall be deemed merged into this Agreement.

31.0 Sovereign Immunity. Nothing contained in this Agreement shall be construed as a waiver of the City's right to sovereign immunity under Section 768.28, *Florida Statutes*, or other limitations imposed on the City's potential liability under state or federal law.

32.0 No Guarantee by City. Nothing contained in this Agreement shall be construed as a guarantee for the use of any City owned or maintained facility. The parties fully understand and agree that City owned or maintained facilities may not be suitable, at the discretion of the City, for play or practice due to inclement weather, lightning, vandalism, emergencies, acts of God, hazardous conditions, or any other circumstance that the City deems could injure the participants or damage the facilities.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year written above.

CITY:
CITY OF LONGWOOD

LEAGUE:
**LONGWOOD BABE RUTH BASEBALL LEAGUE
OF SEMINOLE COUNTY, INC.**

Matt McMillan, Mayor

Patrick McFadden, President

Date

Date

ATTEST:

Michelle Longo
City Clerk

Agenda Item 12B

To: The Honorable Mayor and City Commissioners

From: Chris Capizzi, Leisure Services Director

Date: November 18, 2024

Subject: City Commission discussion and approval of an agreement between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for the use of the concession stand at Candyland Sports Complex.

Introduction:

This agenda item requests that the City Commission approve an agreement is between the City of Longwood and Longwood Babe Ruth of Seminole County, Inc. for use of the Candyland Concession Stand.

Background/Discussion:

Longwood Babe Ruth staffs the Candyland Concession Stand and provides food available for purchase during league play. Since the commission last approved the agreement between the City of Longwood and LBR in 2022, Longwood Babe Ruth is currently up to date on all tax filings for the organization. LBR has also submitted to have their 501(c)3 not-for-profit status reinstated by the state of Florida and is awaiting approval, which is anticipated for this spring. Attached is the concession use agreement for commission approval.

This contract will potentially be in effect from January 1, 2025 until December 31, 2026.

Budget Impact:

This item has no impact to the City's budget.

Recommendation:

Staff recommends discussion and approval of the contract between the City of Longwood and Longwood Babe Ruth.

REQUESTED MOTION/ACTION:

I move to approve the concession agreement between the City of Longwood and Longwood Babe Ruth League of Seminole County, Inc.

Prepared By:

Chris Capizzi, Leisure Services Director



Agenda Item 12B

Reviewed By:

Clint Gioielli, City Manager

Attachments:

1. Concession Agreement

CITY OF LONGWOOD CONCESSION AGREEMENT

THIS AGREEMENT is made this ____ day of _____, 2024, between the **CITY OF LONGWOOD**, a municipal corporation, with a mailing address of 175 West Warren Avenue, Longwood, Florida 32750 (the “CITY”), and the **LONGWOOD BABE RUTH BASEBALL LEAGUE OF SEMINOLE COUNTY, INC.**, a Florida not for profit corporation, with a principal address of 505 Wekiva Springs Road, Suite 500, Longwood, FL 32779 (the “LEAGUE”).

1. License of Space. The CITY authorizes the LEAGUE to operate a concession stand for the sale of food and refreshments in the existing building located behind the baseball diamonds at the Candyland Sports Complex. The stand will be located in that space or as such space, as determined by the City. Use of the concession stand is subject to the reasonable rules and regulations established by the CITY and as may be amended from time to time.

2. Consideration. During the term of this Agreement, the LEAGUE shall pay to the CITY Three Thousand and no/100 Dollars (\$3,000.00), payable in two equal installments of One Thousand Five Hundred and no/100 Dollars (\$1,500.00) due on April 1st and November 1st of each year.

3. Term. This Agreement will be in effect for a term commencing on and terminating on January 1, 2025, and end on December 31, 2026.

4. Banking and Records. All money received through sales must be deposited by the LEAGUE in their operating account. The LEAGUE shall keep accurate records showing the gross receipts from the business, the cost of the goods, the salaries and all other operating costs, including the cost of all furniture, fixtures, and depreciation of capital equipment. The financial records of the LEAGUE must be kept and maintained for a minimum of three (3) years, or as otherwise required by the applicable records retention schedule established by the Florida Department of State, Division of Library and Information Services, whichever period is longer. Upon request the CITY shall have access to these records at the conclusion of the spring and fall seasons each year.

The CITY, at its option and its own expense, has the right to audit the books of account of the LEAGUE concession stand, which audit may be performed by either the finance department of CITY or an accounting or auditing firm of CITY's choice.

The LEAGUE shall fully cooperate in good faith with and aid the CITY in any examinations or audits.

5. Conduct of Concession Stand. The LEAGUE shall, at all times, operate the concession stand in a competent and workmanlike manner and in keeping with the character and standards of the CITY. Each year, if requested by either party, a select committee of representatives of the CITY and representatives from the LEAGUE will meet and review the overall operation of the concession stand from the prior year.

6. Merchandise. The LEAGUE shall sell at the concession stand food, non-alcoholic beverages, refreshments, and merchandise. The LEAGUE shall supply and make available all merchandise of every kind, which may be necessary for the operation of the concession stand of the grade usually carried at first class concession stands.

7. Furnishings. The LEAGUE shall provide all equipment and fixtures necessary in the operation and administration of the concession stand.

8. Employees and Volunteers of LEAGUE. The LEAGUE shall obtain and acquire volunteers and employ all personnel necessary or desirable for the operation and maintenance of the concession stand, and shall be responsible for the conduct of all its volunteers and employees. These volunteers, employees, and all persons who may be, in any manner connected with the carrying on of the business at the concession stand, shall at all times conduct themselves courteously, decorously, competently, and in a manner to promote the best interests of the LEAGUE, and shall comply with all the reasonable rules and regulations of the CITY. All employees and volunteers shall be employees and agents of the LEAGUE and not the CITY.

9. Assignment. This Agreement may not be assigned by the LEAGUE nor may the LEAGUE permit any other person, firm, or corporation to conduct business at the concession stand under

any arrangement without the CITY's written approval, for compensation or otherwise, except that the LEAGUE may employ the necessary employees or volunteers for the operation of the concession stand in accordance with paragraph 8. Employees and Volunteers of LEAGUE *supra*.

10. Utilities & Maintenance. The CITY shall provide, at no cost to the LEAGUE, electricity, water, and sewer service. Costs resulting from an abuse of the electrical, water, and sewer systems during the LEAGUE's use of the premises will be the responsibility of the LEAGUE. The CITY shall also cause all waste and rubbish to be removed from the recreation complex and will provide to the LEAGUE necessary receptacles for trash. The LEAGUE shall put all waste and rubbish in provided receptacles. The LEAGUE shall be responsible for keeping the interior of the concession stand neat, clean, and repainted as necessary, and free of rubbish (trash to be removed daily). The CITY shall maintain the concession stand building to acceptable standards. The LEAGUE shall not make any alterations to the Facility without prior consent from the CITY.

11. Restriction on CITY. The CITY shall not, during the term of this Agreement, permit any other space in the Candyland Sports Complex to be used or occupied for the purpose of a concession stand during any time for which the LEAGUE is authorized to use the premises. The LEAGUE shall have the concession stand open for business at all CITY sponsored sports group activities and special events when provided fourteen (14) days notification by the CITY. Should the LEAGUE not have the concession stand open for business for a CITY sponsored sports group activity, the CITY may operate outside concessions.

12. Termination of this Agreement. This contract may be terminated by either party with at least one hundred twenty (120) days' written notice to the other party. The City may terminate this Agreement for cause with at least fifteen (15) days' written notice to the League upon the occurrence of any one or more of the following: (i) the League commits a material default of this Agreement and fails to cure the default after at least ten (10) days' notice and an opportunity to cure; (ii) the League files bankruptcy, becomes insolvent, or becomes controlled by a receivership; (iii) the League is dissolved, loses its corporate registration status with the State of Florida Division of Corporations as a not-for-profit corporation; (iv) the League fails to field teams to the use the Candyland Sports Complex during any season; or (v) the League commits a criminal act or if any of the League's officers or directors commits

a criminal act while performing their respective duties for the League. If this Agreement is terminated by either party, the indemnification provision contained in paragraph 14.0 of this Agreement shall remain in full force and effect for any claims, losses, damages, personal injuries, or liability that may occur under this Agreement. The League shall also immediately pay all compensation due to the City pursuant to paragraph 2.0 of this Agreement.

13. Insurance. The LEAGUE shall acquire and, at all times, carry the types and amounts of insurance with limits no less than those specified below. Policies must be written on an occurrence basis. For any policies under which the CITY is required to be an additional insured, the coverage provided pursuant to such policies must be primary and non-contributory with any and all available insurance payable to the CITY.

- (a) Commercial General Liability Insurance (CGL). The LEAGUE shall acquire and maintain Commercial General Liability Insurance in an amount not less than one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000) in the aggregate. Such insurance must be issued on an occurrence basis and include coverage for the LEAGUE's operations, independent contractors, subcontractors, and "broad form" property damage coverages protecting itself, its employees, agents, contractors or subsidiaries, and their employees or agents for claims for damages caused by bodily injury, property damage, or personal or advertising injury, and products liability/completed operations including what is commonly known as groups A, B, and C. Such policies must include coverage for claims by any person as a result of actions directly or indirectly related to the employment of such person or entity by the LEAGUE or by any of its subcontractors arising from work or services performed under the Agreement. Public liability coverage must include either blanket contractual insurance or a designated contract contractual liability coverage endorsement, indicating expressly the LEAGUE's agreement to indemnify, defend, and hold harmless the CITY as provided in this Agreement.
- (b) Worker's Compensation. Where applicable the LEAGUE shall acquire and maintain Worker's Compensation insurance in amounts not less than and in conformity with any and all applicable state statutory requirements.

14. Indemnification. The LEAGUE shall indemnify, defend, and hold harmless the CITY from any claims arising or resulting from acts or omissions of the LEAGUE, its agents, employees, volunteers, or anyone else for whose acts the LEAGUE may be liable, including any claims for property damage, personal injury, or worker's compensation.

15. Notices. Any notice, request, instruction, or other document to be given as part of this Agreement shall be in writing and shall be deemed given under the following circumstances: when delivered in person; or three (3) business days after being deposited in the United States Mail, postage prepaid, certified or registered; or the next business day after being deposited with a recognized overnight mail or courier delivery service; or when transmitted by facsimile or telecopy transmission, with receipt acknowledged upon transmission; and addressed as follows (or to such other person or at such other address, of which any party hereto shall have given written notice as provided herein):

To City: City of Longwood
Leisure Services Director
175 W Warren Ave
Longwood, Florida 32750
PH: (407) 260-3484

With a copy to: City of Longwood
City Manager
175 W. Warren Avenue
Longwood, FL 32750

To League: Longwood Babe Ruth Baseball League of Seminole County, Inc.
President
505 Wekiva Springs Road, Suite 500
Longwood, Florida 32779

16. Independent Contractor. The CITY shall under no circumstances be considered a joint venture or partner of the LEAGUE in the operation of the concession stand and shall be considered an Independent Contractor.

17. Governing Law, Venue, and Attorneys' Fees and Costs. This Agreement is governed by the laws of the State of Florida. Venue for and jurisdiction over any litigation between the parties arising

from this Agreement shall, if in state court, be in Seminole County, Florida, or, if in federal court, the Middle District of Florida, Orlando Division. Any trial arising from the Agreement will be non-jury. Regardless of anything set forth in the Agreement to the contrary, each party agrees to bear its own costs and attorneys fees relating to any dispute arising under this Agreement, except that the CITY does not waive any statutory right that it has to attorney's fees for the LEAGUE's failure to provide access to public records as required by this Agreement and Chapter 119, Florida Statutes, or any rights the CITY may have to recover attorneys' fees and costs pursuant to the LEAGUE's indemnification obligations set forth in this Agreement.

18. Americans with Disabilities Act / Non-Discrimination. LEAGUE shall not unlawfully discriminate against any person in the provision of deliverables or services pursuant to this Agreement. LEAGUE agrees that it will affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing all services and deliverables pursuant to the ADA, including Titles I, II and III of the ADA (regarding nondiscrimination on the basis of disability), as applicable, and all applicable regulations, guidelines, and standards promulgated by the federal government and its various departments and agencies pursuant to the ADA. The LEAGUE further agrees that if it provides any online, computer, or others services offered via electronic or computerized interface, it shall comply with the Web Content Accessibility Guidelines (WCAG) 2.0 or better in order to be deemed ADA compliant pursuant to this paragraph. If CITY, in its sole discretion, determines that the LEAGUE has violated or otherwise failed to comply with the ADA in the LEAGUE's provision of services, programs, or facilities pursuant to this Agreement, CITY shall provide notice of such non-compliance to the LEAGUE, and the LEAGUE shall immediately remedy such violation and bring itself into compliance with the applicable provisions of the ADA at no additional cost or expense to CITY. To the extent permitted by law, LEAGUE further agrees to indemnify, defend, and hold harmless CITY against and from any claims, sanctions, or penalties, including attorney's fees and costs, assessed against the CITY as a result of the LEAGUE's failure to comply with the ADA or the requirements of this paragraph. In performing under this Agreement, LEAGUE agrees that it will not commit an unfair employment practice in violation of any state or federal law and that it shall not discriminate against any member of the public, employee or applicant for employment for work under this Agreement because of race, color, religion, gender, sexual orientation, age, national origin, political affiliation, or disability and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, gender, sexual orientation, age, national origin,

political affiliation, or disability.

19. E-Verify. *The LEAGUE is obligated to comply with the provisions of § 448.095, Florida Statutes, "Employment Eligibility." This includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees and requiring any subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. Failure to comply will lead to termination of any resulting agreement, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Pursuant to § 448.095(2)(d), Florida Statutes, any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If the contract is terminated for a violation of the statute by the LEAGUE, the LEAGUE may not be awarded a public contract for a period of 1 year after the date of termination. Failure to abide by § 448.095, Florida Statutes, will make the LEAGUE liable for any additional costs incurred by the City as a result of the termination of this Agreement pursuant to such statute.*

20. Sovereign Immunity. The CITY expressly retains all rights, benefits, and immunities of sovereign immunity in accordance with § 768.28, Florida Statutes. Regardless of anything set forth to the contrary in any section or part of this Agreement, nothing in this Agreement may be deemed as a waiver of immunity or limits of liability off the CITY beyond any statutorily limited waiver of immunity or limits of liability that may have been or may be adopted by the Florida Legislature, and the cap on the amount and liability of the CITY for damages, regardless of the number or nature of claims, whether brought in tort, equity, or contract, may not exceed the dollar amount set by the legislature for tort. Nothing in this Agreement inures to the benefit of any third party for the purpose of allowing any claim against the CITY, which claim would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

21. Public Records Laws. The LEAGUE acknowledges and agrees that all records maintained, kept, and created pursuant to the Agreement, regardless of form or medium, are public records as defined pursuant to Section 24 of Article I of the Florida Constitution and Chapter 119, Florida Statutes, and that such records are subject to all state laws and regulations regarding the storage, disclosure, production, and maintenance of public records. Pursuant to section 119.0701(2)(a), Florida

Statutes, the CITY is required to provide the LEAGUE with this statement and establish the following requirements as contractual obligations pursuant to the Agreement:

IF THE LEAGUE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LEAGUE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, MICHELLE LONGO, AT (407) 260-3440, MLONGO@LONGWOODFL.ORG, 175 WEST WARREN AVENUE, LONGWOOD, FL 32750.

By entering into this Agreement, the LEAGUE acknowledges and agrees that any records maintained, generated, received, or kept in connection with, or related to the performance of services provided under, this Agreement are public records subject to the public records disclosure requirements of § 119.07(1), Florida Statutes, and Article I, section 24 of the Florida Constitution. Pursuant to § 119.0701, Florida Statutes, any contractor entering into an agreement for services with the CITY is required to:

- i. Keep and maintain public records required by the CITY to perform the services and work provided pursuant to this Agreement.
- ii. Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion or termination of the Agreement if the Agreement does not transfer the records to the CITY.
- iv. Upon completion or termination of the Agreement, transfer, at no cost, to the CITY all public records in the possession of the LEAGUE or keep and maintain public records required by the CITY to perform the service. If the LEAGUE transfers all public records to the CITY upon completion or termination of the Agreement, the LEAGUE shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure

requirements. If the LEAGUE keeps and maintains public records upon completion or termination of the Agreement, the LEAGUE shall meet all applicable requirements for retaining public records as set forth in the applicable retention schedule for State and Local Government Agencies, which schedule is published and maintained by the Florida Department of State, Division of Library and Information Services. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

Requests to inspect or copy public records relating to the Agreement must be made directly to the CITY. If the LEAGUE receives any such request, the LEAGUE shall instruct the requestor to contact the CITY. If the CITY does not possess the records requested, the CITY shall immediately notify the LEAGUE of such request, and the LEAGUE must provide the records to the CITY or otherwise allow the records to be inspected or copied within a reasonable time.

The LEAGUE acknowledges that failure to provide the public records to the CITY within a reasonable time may result in the assessment of penalties under § 119.10, Florida Statutes. The LEAGUE further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from the CITY. The LEAGUE agrees to indemnify, defend, and hold the CITY harmless from and against any and all claims, damage awards, penalties, sanctions, and causes of action arising from the LEAGUE's failure to comply with the public records disclosure requirements of section 119.07(1), Florida Statutes, or by the LEAGUE's unauthorized disclosure or release of public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorney's fees and costs arising therefrom. The LEAGUE authorizes the CITY to seek declaratory, injunctive, or other appropriate relief against the LEAGUE from a Circuit Court in Seminole County, Florida on an expedited basis to enforce the requirements of this section. This paragraph will survive expiration and termination of this Agreement.

22. Survival. Any parts of this Agreement that contemplate ongoing obligations of either party beyond the termination or expiration of this Agreement, including those provisions addressing

indemnity, records retention, limitations of liability, and audits, survive any such termination or expiration of this Agreement.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK –
SIGNATURE PAGE TO FOLLOW]**

IN WITNESS WHEREOF, the parties have signed and sealed this Agreement on the date first above written. This Agreement is the entire Agreement among the parties hereto with regard to the subject matter covered herein and supersedes all previous Agreements regarding same, whether oral, written, or otherwise.

APPROVED this _____ day of _____, A.D. 2024.

Matt McMillan, Mayor

ATTEST:

Michelle Longo, City Clerk

**LONGWOOD BABE RUTH BASEBALL
LEAGUE OF SEMINOLE COUNTY, INC.**

By: Patrick McFadden, President _____
Print Name: _____
Signature: _____