

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

MINUTES
March 2, 2026
6:00 PM

Present:

Mayor Brian D. Sackett

Deputy Mayor Abby Shoemaker

Commissioner Tony Boni

Commissioner Matthew McMillan

Commissioner Matt Morgan

Dan Langley, City Attorney

William Watts, City Manager

Liane Cartagena, City Clerk

David Dowda, Police Chief

Dustin Woolbright, Financial Services Director

Chris Kintner, Community Development Director

Chris Capizzi, Leisure Services Director

Shad Smith, Public Works Director

Jacqueline Aubrey, Community & Media Relations Manager

1. **CALL TO ORDER.** Mayor Sackett called the meeting to order at 6:01 p.m.
2. **OPENING INVOCATION.** Father Daniel Hickman from St. Stephen Orthodox Church gave the invocation.
3. **THE PLEDGE OF ALLEGIANCE** Commissioner Morgan led the Pledge of Allegiance.
4. **COMMUNITY ANNOUNCEMENTS.** Ms. Cartagena read the following announcements.
 - A. The Longwood Strawberry Fest will be held on Saturday, March 7, 2026, from 11:00 a.m. until 5:00 p.m. at Reiter Park. There will be strawberries available for purchase from pints to flats, live music, food vendors, an inflatable kid zone for \$5 per child, free carnival games, contests, and the Longwood Farmer's Market.
 - B. The City of Longwood will host the 12th Annual "Chili Cook-Off" in conjunction with the monthly car show on Saturday, March 14, 2026, from 4:00 p.m. until 6:30 p.m. in the Historic District of Longwood located off of Church Avenue.
5. **PROCLAMATIONS / RECOGNITIONS**
 - A. District # 1 Presentation of the Business Person of the Month Award for March 2026 to January Shepherd, Vice President of Country Club Pet World, 471 West Church Avenue.

Deputy Mayor Shoemaker read a brief biography on January Shepherd and presented her with the Business Person of the Month for March 2026. Photographs were then taken.

6. **BOARD APPOINTMENTS**

7. **PUBLIC INPUT**

A. Public Participation.

William "Bill" Shallcross, 833 Millrace Place, Longwood, addressed the Commission regarding public safety. He expressed concern about the proliferation of e-bikes on sidewalks and trails, citing unsafe behaviors such as speeding and weaving by young riders. Mr. Shallcross, who rides his bicycle daily, questioned what actions the City could take to enforce e-bike regulations. He also raised the issue of litter, specifically discarded alcohol containers and whipped cream canisters, which he collects regularly along EE Williamson Road and Lake Emma Road. He suggested that a police-led "Adopt-a-Street" program could improve community relations and raise awareness of street litter. Mr. Shallcross provided two handouts with additional concerns for the Commission's review as well as a display of trash he picked up that day.

8. MAYOR AND COMMISSIONERS' REPORT

District #5. Mayor Sackett responded to public input regarding e-bikes, noting that while they are currently allowed on sidewalks under a certain speed, faster models are becoming an issue. He considered a potential future ordinance, pending guidance from the county and state. He reported on attending the Mayors and Managers Meeting, the grand opening of the Jack in the Box restaurant, the Riggs College ribbon cutting for their new nursing school campus, the Slavic Food and Heritage Festival, a Ramadan Iftar dinner at a local mosque mentioning they provide free dental and medical services at their Longwood medical facility, and the 50th anniversary celebration for Woodlands Elementary School.

District #1. Deputy Mayor Shoemaker commended Mr. Watts for his responsiveness to a resident's concerns about tree removal and a blue heron nest related to the Oxford Road project. She reported that the resident was pleased with the conversation, and stated that Mr. Watts committed to ensuring developers are mindful of wildlife in the future.

District #2. Commissioner Boni reported attending the dance audition for the Orlando Pirates Football Team at Reiter Park, an interfaith Iftar event in Sanford, the Riggs College ribbon cutting, and a Rotary Club event to fill 50 backpacks with food for students at Longwood Elementary. He commented on the grand opening of the Jack in the Box restaurant, and announced a free senior wellness symposium hosted by Be the Change for Seniors and HCA Lake Mary Hospital, scheduled for March 11, 2026, from 8:00 a.m. to 2:00 p.m. at The Rink at Northland Church.

District #3. Commissioner McMillan reported attending the 50-year anniversary for Longwood Elementary, suggesting a proclamation to be prepared to honor Woodlands Elementary's milestone, the Riggs College ribbon cutting, and the Slavic Food and Heritage Festival representing the Rotary Club of Longwood. He noted long lines for food at the Slavic Festival and the new Jack in the Box restaurant down the road but emphasized the community that was created during the weekend.

District #4. Commissioner Morgan commended Mr. Kintner for taking the time over the weekend to attend the Urban Land Institute (ULI) summit to further his education on economic development. He reported guest speaking at the Children's Alliance for Seminole County, where he promoted the City's Fourth Annual Walk for Autism Awareness and Inclusion, scheduled for April 25 from 11:00 a.m. to 2:00 p.m. at Reiter Park. He attended the grand opening of the Jack in the Box restaurant commenting on long lines and mentioned a partnership to promote City events. He also attended the Riggs College ribbon cutting, the Slavic Food and Heritage Festival, a Ramadan Iftar dinner, a Leadership Seminole Class 35 telethon to raise funds for the Recovery House of Central Florida, the "Boys of Promise" group

at Longwood Elementary School where he spoke, the dance auditions at Reiter Park for the Orlando Pirates football team, an interfaith Iftar event in Sanford, and a board of directors meeting for Teen Challenge.

Commissioner Morgan presented a flyer with statistics from the Seminole County Opioid Council, detailing a significant reduction in overdose incidents and deaths from 2022 to 2025. He noted the total incidents dropped from 746 to 363, and deaths decreased from 118 to 57. He commended the City's early participation in a lawsuit that helped fund these abatement efforts, including the distribution of Narcan and providing medically assisted treatment.

9. COMMISSION AND STAFF ADDITIONS OR CHANGES

A. ADDITIONAL ITEMS RAISED DURING MAYOR'S AND COMMISSIONERS' REPORTS

Commissioner McMillan moved to have staff prepare a proclamation recognizing the 50th Anniversary of Woodlands Elementary School. Seconded by Commissioner Boni and carried by a unanimous voice vote.

Deputy Mayor Shoemaker requested the Commission take a photograph with January Shepherd, nominated for Business Person of the Month for March 2026. Photographs were taken.

B. ANY ADDITIONS OR DELETIONS TO THE AGENDA. None.

10. CONSENT AGENDA

A. Approval of the February 16, 2026, Regular Meeting Minutes.

B. Approve the Monthly Expenditures for February 2026.

C. Approval of an increase to Purchase Order 25-00973 in the amount of \$53,225.50 to Central Florida Environmental, LLC for the Bennett Road Drainage Improvement Project.

D. Approval of a Right-of-Way Use agreement with the First Baptist Church of Longwood located at 891 East SR 434.

E. Approval of an easement agreement with Seminole County to provide for a sidewalk on the west side of South Grant Street.

F. Approval of Bond Counsel Engagement Letter – 2026 Bond Referendum.

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

11. PUBLIC HEARINGS

A. Special Exception (SPE 01-26) to allow reduction in required fees for tree replacement for a new development and to allow a primary color more than 20% on two facades for the new proposed Dairy Queen Grill and Chill on East State Road 434.

Mr. Langley stated that Items 11A and 11B are quasi-judicial matters that require public hearings and adherence to due process under Florida law and applicable case law. The Commission's decision must be based on substantial, competent evidence presented during the hearing and in accordance with criteria in the City Code. He then administered the oath to all individuals wishing to provide testimony on Items 11A and 11B. Commissioners reported no ex-parte communications.

Mr. Kintner presented Item 11A stating the color waiver was a minor change and staff found it consistent with code standards. Regarding the tree fees, the initial calculation was \$243,225 due to the site being heavily wooded with protected trees. He affirmed the request was consistent with the code which seeks to balance tree preservation with development. Staff calculated a revised fee of \$43,815 and he noted these funds would support replanting efforts in the historic downtown and city parks. In addition, fifty-four letters were sent out within 500 feet of the subject property and no complaints were received. Staff recommended approval of the special exception with the revised fee.

The applicant's representative, Harry Newkirk of Newkirk Engineering, stated the request for a primary color (red) to exceed 20 percent of two facades was necessary for the Dairy Queen branding. Regarding the landscape and tree removal, Mr. Newkirk explained that the site design was modified to increase the front setback from ten to twenty feet to preserve as many trees as possible. However, significant tree removal was unavoidable to accommodate a stormwater system required by the Florida Department of Transportation (FDOT). The project plans to replant 70 new trees and substantial shrubs and ground cover. He noted the project represented a \$4 million investment and would create 65-70 jobs. He requested a reduction in the tree mitigation fee to 10% (\$43,000) to maintain the project's financial feasibility due to rising construction costs.

Mayor Sackett opened the public hearing. No one spoke in favor or opposition to Special Exception (SPE 01-26).

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

Commissioner Morgan moved to approve Special Exception (SPE 01-26), reducing the tree mitigation fee to \$43,000 and allow the primary color to exceed 20 percent on two facades as proposed. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

B. Special Exception (SPE 02-26) to permanently allow a medical trailer at 450 West State Road 434.

Mr. Kintner presented Item B explaining MD Associates received a Temporary Use Permit (TUP) in 2023 for a mobile medical unit intended to remain on site for approximately six months, with the permit expiring July 6, 2023. In October 2025, Code Enforcement identified that the permit had expired and issued a violation. The case went before the Special Magistrate, who directed the applicant to either remove the trailer or request a special exception to allow it permanently. The applicant submitted a special exception, arguing that placing the trailer did not constitute

“installing” a structure under the development code. However, staff stated that the request involves Article X of the Land Development Code, which cannot be exempted through the special exception process. Staff also noted concerns from the City Fire Marshal about permanently allowing the trailer. Additionally, the applicant had previously pulled a building permit for interior improvements to the main building and those improvements remain unfinished. Staff indicated the equipment in the trailer should be located within the principal structure.

Victor L. Chapman, 1201 S Orlando Ave, Ste 203, Winter Park, FL who represented the applicant, argued that the mobile medical device does not constitute an "installed" structure under the City's development code, Article X. He contended that parking the trailer is not a "development activity" as defined in the code, and therefore the violation cited is inappropriate. He stated that the trailer is a critical and expensive medical device, is not visible from the road, occupies minimal parking, and serves the community's health needs. He noted that the special exception application was filed in an effort to cooperate with the City, despite their dispute of the violation's premise.

Commissioner Boni asked why the TUP was expired and not renewed. He also asked whether the trailer was in compliance with the fire code.

Mr. Chapman responded that he did not know why the TUP was not renewed, and he thought the trailer was in compliance with the fire code. He referred the questions to Dr. Ahmar who was scheduled to speak.

Mayor Sackett pointed out the TUP expired in 2023 but it was not noticed by the City until 2025, but nothing transpired in finding a place to house the trailer. Additionally, it was confirmed by staff that the trailer was not currently compliant with the fire code.

Dr. Wasim Ahmar, 450 W SR 434, Suite 3010, Longwood, FL, stated his medical practice has been in Longwood for over 20 years and his office has seen over 85,000 patients for cardiac care. He explained the medical equipment in the trailer helps prevent heart attack, failure and death. Addressing concerns raised by the Commission, he explained the permit issue arose from a misunderstanding, as he was not aware a permit was needed for a mobile trailer parked in his lot, which has surplus parking. He acknowledged an outstanding fire code issue regarding an unburied electrical wire and stated a contractor was secured to remedy it within the week. He conveyed his belief that the trailer poses no harm or hazard to the City and expressed confusion over the process, noting he was initially told by the magistrate to apply for a special exception, and later advised against it by City staff.

The Commission questioned the applicant about the expiration of a previous TUP in 2023 and the current non-compliance with the fire code. They also questioned why the applicant was seeking a special exception that staff indicated the Commission might not have the authority to grant, and asked why other avenues like a new TUP were not pursued.

Dr. Ahmar attributed the expired TUP to a misunderstanding and stated the fire marshal's inspection occurred only two weeks prior, after which they immediately sought contractors. He explained they were following the direction given at a magistrate hearing noting the initial code violation was cited under Article X.

Mayor Sackett opened the public hearing. The following people spoke on Special Exception (SPE 02-26):

Cynthia Cook, 128 Springwood Circle, Apt B, Longwood, FL, a patient, spoke in favor of the trailer, citing the convenience and privacy of its location. She expressed her preference that the delicate equipment remain stationary.

Basil Nugent, 2734 Teak Place, Lake Mary, FL, a patient for over 22 years, praised Dr. Ahmar's care and urged the Commission to allow the doctor to continue serving his patients with the device.

Raymond Walcott, 906 McClintock Street, Longwood, FL, a Longwood resident for over 30 years and a patient for 25 years, spoke about the convenience of the office's location and credited Dr. Ahmar with keeping him alive.

Carol Wilson, 3072 Foxhill Circle, Apt 202, Apopka, FL, a medical assistant for Dr. Ahmar for 22 years, described her role in assisting with PET scans and stated that her job would be affected if the service could no longer be offered. She asked the Commission to consider her coworkers and the practice.

Alemayehu Tadesse, 101 S Bumby Avenue, Orlando, FL, a PET scan technologist for Dr. Ahmar for 24 years, expressed confusion about the hearing's purpose, noting the equipment is highly accredited by multiple state, national, and nuclear regulatory bodies.

Victor Teixeira, 819 Crepe Myrtle Circle, Apopka, FL, a Practice Administrator, spoke on the importance of the technology for patient diagnosis and stated that Fire Department recommendations had been met.

Maria Oramas, 226 Bronze Leaf Court, Apopka, FL, an equipment technologist, discussed her work and noted difficulties in communication with the City regarding the temporary permit process.

Ariel Kirkpatrick, 864 Shell Lane, Longwood, FL, a medical assistant, emphasized the importance of the medical test for patients and stated the trailer was helping people.

Mr. Kintner provided a rebuttal noting that the applicant's letter, dated February 12, 2026, specifically requested a special exception from City Development Code Article X. He stated that the City Code explicitly prohibits the Commission from granting special exceptions to Article X, which governs site plans and development permitting. Mr. Kintner referenced a letter from January 2023 in which the applicant stated the mobile unit was temporary and would be on-site for approximately six months while a permanent location was renovated. He stated that staff recommended denial because the Commission does not have the authority to grant the requested exception.

Mr. Langley asked whether a tie-down installation of a mobile unit trailer such as this one would require any form of a building permit under city code.

Mr. Kintner replied the trailer would have to at least meet the fire code and work was still needed to complete that.

Mr. Langley also asked why the city code exempts Article X from special exceptions.

Mr. Kintner explained it was to maintain the integrity of site plan and development permitting requirements. He confirmed that staff did not instruct the applicant to apply under this specific code section and had advised against it.

Discussion ensued. The Commission noted that while they appreciated the valuable medical services being provided to the community, their role was to interpret the law based on the facts presented. They also noted the trailer's connection to underground electrical wiring and its long-term placement suggested it was a permanent structure, not a temporary one. They referenced the applicant's original 2023 letter promising a six-month temporary use and the subsequent expiration of the temporary permit. The Commission concluded that, based on staff and the City Attorney's input, they lacked the legal authority to grant a special exception to Article X as requested. Commissioners expressed hope that the applicant could find a code-compliant path forward with staff assistance.

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

Commissioner Boni moved to deny Special Exception (SPE 02-26) as presented. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

12. REGULAR BUSINESS

- A. Approve the Parks & Recreation Advisory Board recommendations for Patriotic/250th Anniversary Banners to be installed on poles along Ronald Reagan Blvd and Reiter Park in addition to the display of an American 250th Anniversary Flag on the Longwood City Hall and Longwood Memorial Gardens Flag Poles beneath the American Flag.**

Mr. Capizzi presented the Item.

The Commission approved the installation of banners along Ronald Reagan Blvd and the version 1 banners for Reiter Park, in addition to displaying an American 250th Anniversary flag on the Longwood City Hall flagpole and the Longwood Memorial Gardens flagpole beneath the American flag.

- B. Read by title only and adopt Resolution No. 26-1714 stating compliance with the Federal Fair Housing Act.**

Mr. Langley read Resolution No. 26-1714 by title only.

Mr. Kintner presented the Item.

Commissioner Morgan moved to adopt Resolution No. 26-1714 as presented in Item 12B. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

- C. Cure Plan Approval for CVS Pharmacy at 130 East State Road 434.**

Mr. Kintner presented the Item.

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

D. Approval of FY 2026-2027 Budget Calendar and Scheduling of Pre-Budget Development Workshop.

Mr. Woolbright presented the Item.

Commissioner Morgan moved to approve Item 12D as presented. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

13. CITY MANAGER'S REPORT

Mr. Watts reminded the Commission of the Strategic Plan Workshop scheduled for March 3, 2026, from 8:00 a.m. to 12:00 p.m.

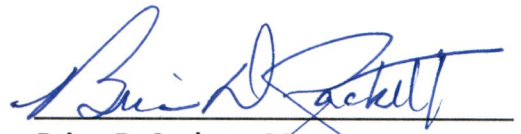
14. CITY ATTORNEY'S REPORT. None.

15. CITY CLERK'S REPORT

Ms. Cartagena reported preparations for the Annual Board Appreciation Dinner and has selected the date of Tuesday, June 9. The Commission agreed with the date. She further reported a table has been purchased for Leadership Seminole Graduation on May 15. She then reminded the Commission of upcoming ribbon cuttings for Jack in the Box this Friday, March 6, at 9:00 a.m. and next Wednesday March 11 at 4:00 p.m. for House of Sploot, 209 E Palmetto, as well as the Beautification Nomination for the next Commission meeting.


16. ADJOURN. Mayor Sackett adjourned the meeting at 8:26 p.m.

Minutes approved by City Commission: 03-16-2026.



Brian D. Sackett, Mayor

ATTEST:



Liane Cartagena, City Clerk