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

MINUTES
August 3, 2026
6:00 PM

Present:

Mayor Tony Boni
Deputy Mayor Abby Shoemaker
Commissioner Brian D. Sackett
Commissioner Matthew McMillan
Commissioner Matt Morgan
Dan Langley, City Attorney
William Watts, City Manager
Liane Cartagena, City Clerk

Troy Feist, Fire Chief
David Dowda, Police Chief
Dustin Woolbright, Financial Services Director
Chris Kintner, Community Development Director
Shad Smith, Public Works Director
Jared Roberson, Fire Marshal
Benjamin Childers, Utility Billing Manager

1. **CALL TO ORDER.** Mayor Boni called the meeting to order at 6:00 p.m.

2. **OPENING INVOCATION.** Jeremy Alexander, Pastor from Neighborhood Alliance Church gave the invocation.

3. **THE PLEDGE OF ALLEGIANCE.** Commissioner McMillan led the Pledge of Allegiance.

4. **COMMUNITY ANNOUNCEMENTS.** Ms. Cartagena read the following announcements.

   A. **The "Downtown Longwood Cruise-In" Car Show will be held on Saturday, August 8, 2026, from 5:00 p.m. until 8:00 p.m. in the Historic District of Longwood, located off Church Avenue.**

5. **PROCLAMATIONS / RECOGNITIONS**

   A. **Nominations for the Annual Key to the City Award.**

   Commissioner Sackett nominated Gerald "Jerry" Steward, who has transported and assisted residents of Cascade Heights Assisted Living Facility for approximately 20 years. Nomination carried by a unanimous voice vote.

6. **BOARD APPOINTMENTS**

7. **PUBLIC INPUT**

   A. **Public Participation.**

   Ricki Wieselthier, 348 Balogh Place, described repeated near-miss incidents involving turning vehicles while she used the pedestrian crossings at Ronald Reagan Boulevard and Palmetto

Avenue or Church Avenue. She requested yield-to-pedestrian signage and additional attention to the timing and operation of the pedestrian signals.

Coury Knowles, 100 Myrtle Street, Apt. 140, reflected on completing his tenth year as the City of Longwood Summer Camp Director. He thanked the Commission for supporting the program and emphasized the camp's role in building relationships, confidence, character, and future leaders while providing children with a safe and supportive environment.

8. MAYOR AND COMMISSIONERS' REPORT

District #4 Commissioner Morgan commended the Police Department for its annual Back-to-School event, which distributed more than 600 backpacks, provided more than 200 haircuts, and awarded school lunch gift cards, bicycles, and laptops through community sponsorships. He also discussed Ms. Wieselthier's pedestrian-safety concerns and asked staff to coordinate with the County and Police Department regarding signage and signal operation.

District #5 Commissioner Sackett thanked Mr. Knowles and the summer camp staff for their service. He reminded the public that Meet the Teacher events would be held during the week and urged motorists to watch for children traveling by bicycle and e-bike as school resumed.

District #1 Deputy Mayor Shoemaker shared similar concerns about crosswalk and pedestrian-signal safety and suggested that staff periodically inspect crosswalk operations. She also thanked Mr. Knowles for the positive influence the summer camp program has on children.

District #2 Mayor Boni thanked Mr. Knowles for ten years of service and assured Ms. Wieselthier that her concerns would be reviewed. He reported attending the State of Seminole County Schools luncheon and noted the school district's strong statewide performance. He also announced that he would be absent from the August 17 meeting to attend his daughter's wedding.

District #3 Commissioner McMillan thanked Mr. Knowles and spoke about the lasting impact mentors and educators can have on children. He stated that the City would work to address Ms. Wieselthier's pedestrian-safety concerns and commended the Police Department and Rotary Club of Longwood for the Back-to-School event.

9. COMMISSION AND STAFF ADDITIONS OR CHANGES

A. ADDITIONAL ITEMS RAISED DURING MAYOR'S AND COMMISSIONERS' REPORTS. None.

B. ANY ADDITIONS OR DELETIONS TO THE AGENDA

Mayor Boni raised an issue concerning the City Clerk's contract. Mr. Langley explained that a provision in the Clerk's employment agreement requires the Commission to evaluate her performance annually within 45 days of the fiscal year's end and set goals, unless waived. The contract also stipulates that the Commission may increase, but not decrease, the Clerk's salary based on the evaluation. With the deadline approaching, the City Attorney recommended the topic be added to the agenda for discussion.

Mayor Boni requested an addition under Regular Business to discuss Ms. Cartagena's employment contract and annual evaluation. Seconded by Commissioner McMillan and carried by a unanimous voice vote.

10. CONSENT AGENDA

A. Approval of the July 15, 2026, Work Session Minutes and July 20, 2026, Regular Meeting Minutes.

B. Approve the Monthly Expenditures for July 2026.

C. Approval of the 2026 – 2027 School Resource Officer Agreement between the City of Longwood and the Board of Seminole County Public Schools.

Commissioner Sackett moved to pull Item 10C. Seconded by Commissioner Morgan and carried by a unanimous voice vote.

Commissioner Sackett moved to approve Items 10A and 10B. Seconded by Deputy Mayor Shoemaker and carried by a unanimous roll call vote.

The Commission discussed the 2026-2027 School Resource Officer Agreement and the School Board's change from fully funding one officer and sharing the cost of two officers to a 50-percent cost share for all three officers. Chief Dowda confirmed that the change was countywide for participating municipalities and emphasized that the officers assigned to Lyman High School and Longwood Elementary School are essential to campus safety.

Commissioner Sackett and Commissioner Morgan expressed concern about the additional municipal cost but agreed that maintaining the officers was necessary for student safety.

Commissioner McMillan moved to approve Item 10C. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

11. PUBLIC HEARINGS

A. Read by title only and adopt Ordinance No. 26-2286, amending Section 2-423 of the Longwood City Code of Ordinances to allow for fire safety inspection and lift assist fees.

Mr. Langley read Ordinance No. 26-2286 by title only.

Mayor Boni opened the public hearing. No one spoke in favor or opposition to Ordinance No. 26-2286.

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

Commissioner Sackett moved to approve Ordinance No. 26-2286 as presented in Item 11A. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

B. Read by title only and adopt Ordinance No. 26-2287, a Master Service Assessment Ordinance.

Mr. Langley read Ordinance No. 26-2287 by title only.

Mr. Woolbright presented the Item.

Mayor Boni opened the public hearing. No one spoke in favor or opposition to Ordinance No. 26-2287.

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

Commissioner Morgan moved to approve Ordinance No. 26-2287 as presented in Item 11B. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

12. REGULAR BUSINESS

A. Read by title only, set September 10, 2026, as the final public hearing date, and adopt Resolution No. 26-1732, which proposes the creation of the 2026 Wastewater Assessment Area.

Mr. Langley read Resolution No. 26-1732 by title only.

Mr. Woolbright presented the Item.

Deputy Mayor Shoemaker moved to set September 10, 2026 as the final public hearing date and adopt Resolution No. 26-1732 as presented in Item 12A. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

B. Read by title only, set September 10, 2026, as the final public hearing date, and adopt Resolution No. 26-1733, which proposes the creation of the 2026 Solid Waste Assessment.

Mr. Langley read Resolution No. 26-1733 by title only.

Mr. Watts presented the proposed Resolution initiating the process to establish a non-ad valorem assessment for residential solid waste services. He explained that the proposal would not create a new fee or change the level of garbage, recycling, or yard waste services provided by Waste Pro, but would instead change the method of billing from monthly utility bills to an annual non-ad valorem assessment on the property tax bill beginning October 1, 2026, if approved. He reviewed the proposed residential assessment and explained that the increase reflected the contractual rate stabilization adjustment and annual Consumer Price Index (CPI) adjustment permitted under the Waste Pro agreement. He further noted that, because the assessment would transition to the annual property tax bill, residents would not receive garbage charges on their monthly utility bills during October, November, and December of the transition year. In addition, he explained that billing through the property tax bill allows homeowners to receive the statutory discounts available for early payment of property taxes.

Mr. Watts reviewed the primary components of the assessment, including collection services, administrative costs, consultant and legal services, and reimbursement to the General Fund during the transition to ensure the Solid Waste Fund becomes financially self-supporting. He emphasized that the action before the Commission was the first step in the process and that final consideration of the assessment would occur following the required public hearing scheduled for September 10, 2026.

Commissioners discussed the reasons for the change, confirming it ensures the City recovers the full cost of the service. Concerns were raised by Commissioners Sackett regarding the financial impact on landlords with multiple properties and renters. It was noted by Commissioner McMillan that residents could receive up to a 4% discount for early payment of their tax bill, a benefit not currently available.

> Commissioner McMillan moved to set September 10, 2026, as the final public hearing date and adopt Resolution No. 26-1733 as presented in Item 12B. Seconded by Deputy Mayor Shoemaker and carried by a 3-2 roll call vote with Commissioner Sackett and Commissioner Morgan voting no.

C. Read by title only and adopt Resolution No. 26-1727, amending the City's fee schedule Appendix B to include fire safety inspection and re-inspection fees and lift assist fees.

Mr. Langley read Resolution No. 26-1727 by title only.

Chief Feist presented the Item.

> Commissioner Morgan moved to adopt Resolution No. 26-1727 as presented in Item 12C. Seconded by Commissioner Sackett and carried by a unanimous roll call vote.

D. Discussion regarding Resolution No. 23-1624 related to development along the City's northern border and an annexation application for the Meadowlands subdivision.

Mr. Kintner presented the Item and explained that staff had received an annexation application for a 52.36-acre property from GK Real Estate proposed up to 139 single-family homes, far exceeding the resolution's standard. He sought direction on whether the 2023 resolution still reflected the commission's current stance, as it would force staff to recommend denial of the application.

Commissioner Morgan raised a concern about stormwater management.

Davey Gibbs and Brian Denham, representing GK Real Estate, presented a multi-phase proposal. Phase 1 would include approximately 95 detached single-family homes on about 56 acres, with larger Toll Brothers homes surrounding a private ski lake. The applicants also discussed a potential public aquatic center and community building, regional drainage improvements, stormwater retention, wildlife and wetland considerations, access through an adjacent development, and a secondary emergency access point.

The Commission discussed the history and purpose of Resolution No. 23-1624, the property's current agricultural zoning, the proposed quarter-acre lots compared with the two-acre Country Estates standard, future phases, traffic and access, stormwater management, environmental protections, and whether the proposed single-family development warranted reconsideration of the prior policy direction.

Commissioner Sackett moved to bring forward a Resolution to revise or rescind Resolution No. 23-1624. Seconded by Commissioner McMillan and carried by a 3-2 roll call vote with Deputy Mayor Shoemaker and Commissioner Morgan voting no.

E. Consideration of Temporary Use Permit 12-26 from MD Associates, LLC for a medical trailer at 450 West State Road 434.

Mr. Kintner presented the Item.

Commissioner Morgan moved to approve TUP 12-26 as presented in Item 12E. Seconded by Commissioner McMillan and carried by a unanimous roll call vote.

F. Read by title only and adopt Resolution No. 26-1730, amending the 2025-2026 fiscal year budget to authorize funding for a Stormwater Rate Study.

Mr. Langley read Resolution No. 26-1730 by title only.

Mr. Smith presented the Item and explained that an updated stormwater rate study is needed to evaluate the City's rates and future program requirements. He noted that a FEMA grant for a stormwater master plan freed funding for the proposed rate study.

The Commission discussed the consultant cost, staff capacity, and the need for an independent professional analysis to support future rates, grants, and funding decisions.

Commissioner Sackett expressed frustration with the cost of external studies, but Commissioner McMillan noted they were often required to be eligible for grants.

Commissioner McMillan moved to adopt Resolution No. 26-1730 as presented in Item 12F. Seconded by Commissioner Morgan and carried by a 4-1 roll call vote with Commissioner Sackett voting no.

G. Read by title only and adopt Resolution No. 26-1731, approving an Interlocal Agreement with Seminole County for the Urban County Partnership Program.

Mr. Langley read Resolution No. 26-1731 by title only.

Mr. Smith presented the Item.

Commissioner Sackett moved to adopt Resolution No. 26-1731 as presented in Item 12G. Seconded by Deputy Mayor Shoemaker and carried by a unanimous roll call vote.

H. Approval of a purchase order for $253,515.73 to Huffman Inc. DBA NuWave Concrete for the construction services of sidewalk upgrades and concrete repair.

Mr. Smith presented the Item.

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

I. Read by title only and adopt Resolution No. 26-1729, which amends the Rules and Regulations and adopts an Updated Fee Schedule for Longwood Memorial Gardens Cemetery.

Mr. Langley read Resolution No. 26-1729 by title only.

Ms. Cartagena presented the Item.

Commissioner Morgan moved to adopt Resolution No. 26-1729 as presented in Item 12I. Seconded by Commissioner Sackett and carried by a unanimous roll call vote.

J. Read by title only, set August 17, 2026, as the public hearing date, and approve the first reading of Ordinance No. 26-2288, which proposes an amendment to the Longwood City Code for Special Service Fees.

Mr. Langley read Ordinance No. 26-2288 by title only.

Ms. Cartagena presented the Item.

Commissioner Morgan moved to set August 17, 2026, as the public hearing date and approve the first reading of Ordinance No. 26-2288 as presented in Item 12J. Seconded by Deputy Mayor Shoemaker and carried by a unanimous roll call vote.

(Addition)

K. Discussion Regarding the City Clerk's Annual Performance Review and Salary

Mr. Langley reviewed the City Clerk's employment agreement, which requires the Commission to conduct or waive an annual performance evaluation within 45 days before the end of the fiscal year and to take formal action regarding any salary increase. It was noted that Ms. Cartagena's contract began October 7, 2025, and discussed completing the first evaluation after a full year of service.

Commissioner McMillan moved to waive the City Clerk's performance evaluation for the current fiscal year. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

Mr. Langley advised that a separate, formal action was required regarding a salary adjustment.

Discussion confirmed a four percent salary increase had been included in the budget for all employees including the City Clerk.

Commissioner McMillan moved to approve the budgeted 4% raise for the City Clerk effective next fiscal year. Seconded by Commissioner Morgan and carried by a unanimous roll call vote.

13. CITY MANAGER'S REPORT

Mr. Watts reported that the softball fields, practice fields, and batting cages at Candyland Park would remain available during the annual field-restoration process and that staff would attempt to alternate baseball-field closures in the future. He noted that drought conditions required more extensive restoration this year and that single-use rentals were not a viable option. He stated that staff was awaiting updated estimates for relocating the Lewis House but believed the project would remain cost-prohibitive and outside the current budget.

Commissioner Sackett recommended removing the $150,000 allocation and recognizing the Lewis House with a commemorative plaque and QR code.

Commissioner McMillan recommended completing the requested research and placing the matter on a future agenda for public discussion and formal Commission action.

Mr. Watts confirmed that staff would continue developing cost information and explore available alternatives. He also reported that the proposed budget would list the salaries of the City Manager and City Clerk as "Determined by the City Commission", without specified starting or maximum amounts. He congratulated the Police Department on completing a spotless accreditation site visit in record time.

14. CITY ATTORNEY'S REPORT

None.

15. CITY CLERK'S REPORT

Ms. Cartagena reminded the Commission of the Employee Health Fair at the Longwood Community Building next Wednesday, August 12, from 11:00 a.m. to 2:00 p.m.

16. ADJOURN

Mayor Boni adjourned the meeting at 8:04 p.m.

Minutes approved by City Commission: August 17, 2026.

Abby Shoemaker

~~**Tony Boni, Mayor**~~

Abby Shoemaker, Deputy Mayor

ATTEST:

Liane Cartagena, City Clerk