

# LONGWOOD PARKS & RECREATION ADVISORY BOARD

Longwood City Commission Chambers  
175 West Warren Avenue  
Longwood, Florida

## AGENDA June 2, 2026 6:30 PM

1. CALL TO ORDER
2. PUBLIC INPUT
  - A. Public Participation.
3. ACTIONS ITEMS
  - A. Approve Minutes from May 5, 2026, Meeting
  - B. Discuss Light Bollard Project with Recreation Impact Fees.
  - C. Budget
4. BOARD MEMBER REPORTS
5. STAFF REPORT
  - A. Staff Report for June 2, 2026.
6. ADJOURN

Chris Capizzi  
Director of Leisure Services

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.

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](mailto:clerk@longwoodfl.org).

Future Meetings:	July 7, 2026	6:30 PM	Regular Meeting
	August 4, 2026	6:30 PM	Regular Meeting

**PARKS AND RECREATION ADVISORY BOARD  
LONGWOOD CITY COMMISSION CHAMBERS  
175 WEST WARREN AVENUE  
LONGWOOD, FLORIDA**

**MINUTES  
May 5, 2026  
6:30 P.M.**

**Present:**

**Ardel Cheffer, Chair  
Larissa Morgan, Vice-Chair  
Judi Coad, Member  
Jennifer Barr, Member**

**Amanda Sackett, Member  
Aryn Nichols, Member  
Chris Capizzi, Leisure Services Director  
Donna Alt-Bowes, Recording Secretary**

**Absent:**

**Jason Jose, Member  
Ryan Rinaldo, Recreation Manager**

- 1. CALL TO ORDER.** Chair Cheffer called the meeting to order at 6:30 p.m.
- 2. PUBLIC INPUT.** None.
- 3. ACTION ITEMS**
  - A. Approve Minutes from April 7, 2026 Meeting.**

Member Sackett moved to approve the April 7, 2026, Minutes. Seconded by Member Coad and carried by a unanimous voice vote with Member Jose absent.

**4. BOARD MEMBER REPORTS**

Before Board Reports, Chair Cheffer reminded the Board to review the flyer for the Board Appreciation Dinner and to RSVP.

Member Barr did not have a report.

Member Coad congratulated Vice-Chair Morgan and her husband on the success of the event and noted that she had planned to attend the Luau, but the weather prevented it from taking place as scheduled. She also congratulated Mr. Rinaldo on becoming a future father and advised the Board that it was her 53rd wedding anniversary.

Member Nichols reported that she will be meeting with the individual who oversees pageants in two weeks and expects to have additional information for the next Board meeting.

Mr. Capizzi advised that he would like to meet with her before and after that discussion to review a few items.

Member Sackett reported that there are ants around the benches and seating areas at Candyland Park and asked whether bat boxes could be installed to help with flying insects in the evening.

Mr. Capizzi advised that staff would address the ant issue and look into the possibility of installing bat boxes.

Vice-Chair Morgan thanked Mrs. Alt-Bowes for her assistance with the Autism Walk for Awareness and Inclusion. She also thanked Chair Cheffer for notifying her in advance that she would be unable to attend due to a prior commitment. She reported that the event was successful, with increased attendance and approximately ten additional vendors participating this year. She thanked Mr. Capizzi and Mr. Rinaldo for their assistance and advised that the Longwood Luau was postponed due to weather and rescheduled for Sunday, July 19, 2026.

Chair Cheffer advised Vice-Chair Morgan that she would be out of town on July 19, 2026. She complimented the banners installed at Reiter Park and advised the Board that she is working on establishing a volunteer beautification board for the City of Longwood. She stated that several individuals have expressed interest in participating, although no one has volunteered to lead the group. She asked Board Members to forward the names of any interested Longwood residents and explained the intended purpose and goals of the volunteer board.

Discussion ensued regarding the creation of a beautification volunteer board.

## **5. STAFF REPORT**

Mr. Capizzi confirmed that the Longwood Luau has been rescheduled. He reported on upcoming events, including the Mother/Son Dance, Flag Retirement Ceremony, Father/Daughter Dance, Juneteenth, and Rock, Freedom and Fireworks and advised the banners have been installed. He provided updates on ongoing capital and maintenance projects, including progress on FRDAP grant-funded improvements at Sandalwood Park and enhancements at Candyland Park including major renovations to the ballfields.

Mr. Capizzi advised that staff received a quote from the IT Department for installation of an Easy Ad TV at Reiter Park for event promotion and public messaging; however, staff will also request pricing for a smaller television option. He further advised that City employees recently participated in a Cancer Prevention Sun Safety course presented by Wanda Adorno of IFAS. He also reported that an issue with a sprinkler control system at Reiter Park has been repaired.

Mr. Capizzi advised that plant maintenance continues throughout the City and that the new mowing contractors have resumed mowing operations. With regard to the Autism event, he advised that after speaking with an autistic couple who attended the event, staff plans to add a shaded sensory station next year. He then confirmed that Summer Camp is sold out.

Mr. Capizzi advised that he is scheduled to meet with the City Manager and Finance Manager on Thursday on status of the department budget and expects to have additional information following that meeting.

Discussion ensued regarding the budget.

Member Coad advised that she spoke with the supervisor and arborist from RCI, the City's new mowing contractor, and found them to be very knowledgeable and informative. She encouraged Mr. Capizzi to speak with them as well.

Mr. Capizzi advised that the stakes currently located throughout the Historic District mark areas where additional trees will be replanted.

## 6. ADJOURNMENT

Member Coad moved to adjourn the meeting. Seconded by Member Sackett and carried by a unanimous voice vote with Member Jose absent.

Chair Cheffer adjourned the meeting at 7:13 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 06-02-2026

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Ardel Cheffer, Chair

**ATTEST:**

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Donna Alt-Bowes, Recording Secretary

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Staff Report – Tuesday, June 2, 2026

Senior Matinee (June 17, 2026, Community Building, 1:30 p.m.–4:00 p.m.)

Please refer to the Special Event list for all upcoming events

131 Fund



Historic  
**LONGWOOD**  
Florida

## 2026 Special Events

**Every Saturday** - 9:00am-1:30pm – City of Longwood Farmers Market – Reiter Park

**Every 2<sup>nd</sup> Saturday of the Month** – 5:00pm-8:00pm- Car Show- Historic Longwood

**Every 3<sup>rd</sup> Wednesday of the Month** – 1:30 – 3:30pm – Senior Matinee, Community Bldg.

**January 10<sup>th</sup>** - 4:00pm – 8:00pm – Concert in the Park & Food Truck Battle – Reiter Park

**January 16<sup>th</sup>** - 7:00pm – Movie in the Park – Reiter Park

**February 7<sup>th</sup>** – 10:00am – 3:00pm – Ford Mustang Round Up – Historic District/Reiter Park

**February 20<sup>th</sup>** - 7:00pm – Movie in the Park – Reiter Park

**March 7<sup>th</sup>** – 11:00pm – 5:00pm – Strawberry Festival – Reiter Park

**March 14<sup>th</sup>** – 4:00pm – 6:30pm – Chili Cook Off – Historic District

**April 4<sup>th</sup>** – 9:30am – 12:00pm - Magic 107.7 Easter Egg hunt – Historic District

**April 11<sup>th</sup>** - 4:00pm – 8:00pm – Concert in the Park & Food Truck Battle – Reiter Park

**April 11<sup>th</sup>** – 10:30am – 1:30pm – Community Health Fair-Longwood Community Building

**April 25<sup>th</sup>** - 4<sup>th</sup> Annual Autism Awareness & Inclusion – 11:00am – 2:00pm – Reiter Park

**May 2<sup>nd</sup>** – 4:00pm – 8:00pm - Longwood Luau – Reiter Park---RESCHEDULED TO 6/14

**May 7<sup>th</sup>** – 7:00pm – 9:00pm – Mother & Son Dance – Longwood Community Building

**May 9<sup>th</sup>** - 10:00am – 12:00pm – Lyman Jazz Festival

**June 14<sup>th</sup>** – 10:00am – 11:30am - Flag Retirement Ceremony – Reiter Park

**June 14<sup>th</sup>** – 4:00pm – 8:00pm - Longwood Luau – Reiter Park

**June 18<sup>th</sup>** - 7:00pm – 9:00pm – Father & Daughter Dance – Longwood Community Building

**Contact:** Ryan Rinaldo (407)260-3497 [rrinaldo@longwoodfl.org](mailto:rrinaldo@longwoodfl.org)

**ADDITIONAL DETAILS ABOUT THE ABOVE EVENTS TO BE ANNOUNCED. DATES/TIMES SUBJECT TO CHANGE.**



**June 19<sup>th</sup>** – 5:00pm – 8:00pm – Juneteenth Event – Longwood Community Building

**June 27<sup>th</sup>** - 5:00pm – 9:00pm – Rock, Freedom & Fireworks – Reiter Park

**September 25<sup>th</sup>** - 7:30pm – Movie in the Park – Reiter Park

**October 6<sup>th</sup>** - 5:30pm – 8:00pm – National Night Out – Candyland Sports Complex

**October 16<sup>th</sup>** - 7:00pm – Movie in the Park – Reiter Park

**October 24<sup>th</sup>** - 3:00pm – 6:00pm – Truck or Treat – Reiter Park

**November 7<sup>th</sup>** - 11:00am – 2:00pm – Dogtoberfest – Historic District

**November 13<sup>th</sup>** - 7:00pm – Movie in the Park – Reiter Park

**November 14<sup>th</sup>** - 4:00pm – 8:00pm – Concert in the Park & Food Truck Battle – Reiter Park

**November 21<sup>st</sup>/22<sup>nd</sup>** – 9-5pm Sat; 9-4pm Sun –Arts & Crafts Festival–Historic Longwood

**December 3<sup>rd</sup>** - 7:00pm – 9:00pm – Tree Lighting & Concert – Reiter Park

**December 5<sup>th</sup>** – 3:00pm- City of Longwood Christmas Parade- Ronald Reagan Blvd

**December 11<sup>th</sup>** - 6:00pm – 9:00pm – Celebrate the Season – Reiter Park

**DATE TBA** – 5:30pm – 7:30pm – Chanukah Celebration - Reiter Park

**December 12<sup>th</sup>**– 9:00am – 10:30am – Breakfast with Santa – Longwood Community Building

**December 18<sup>th</sup>** - 7:00pm – Movie in the Park – Reiter Park

**December 19<sup>th</sup>/20<sup>th</sup>** – morning to afternoon - Santa Visits Longwood – Longwood residents

**Contact:** Ryan Rinaldo (407)260-3497 [rrinaldo@longwoodfl.org](mailto:rrinaldo@longwoodfl.org)

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