

# LONGWOOD PARKS & RECREATION ADVISORY BOARD

Longwood City Commission Chambers  
175 West Warren Avenue  
Longwood, Florida

AGENDA  
September 2, 2025  
6:30 PM

1. CALL TO ORDER
2. PUBLIC INPUT
  - A. Public Participation.
3. ACTION ITEMS
  - A. Approve Minutes from the August 5, 2025, Meeting.
  - B. National Night Out
4. BOARD MEMBER REPORTS
5. STAFF REPORT
  - A. Staff Report for September 2, 2025.
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:	October 7, 2025	6:30 PM	National Night Out
	November 4, 2025	6:30 PM	Regular Meeting

# LONGWOOD PARKS & RECREATION ADVISORY BOARD

Longwood City Commission Chambers  
175 West Warren Avenue  
Longwood, Florida

MINUTES  
August 5, 2025  
6:30 PM

**Present:** Larissa Morgan, Chair  
Amanda Sackett, Vice-Chair  
Jennifer Barr, Member  
Ardel Cheffer, Member  
Jason Jose, Member  
Chris Capizzi, Leisure Services Director  
Ryan Rinaldo, Recreation Manager  
Donna Alt-Bowes, Recording Secretary

**Absent:** Judi Coad, Member  
Abdallah "Albert" Ghazzawieh, Member

1. **CALL TO ORDER.** Chair Morgan called the meeting to order at 6:30 p.m.

2. **PUBLIC INPUT**

A. **Public Participation.** None.

3. **ACTION ITEMS**

A. **Approve Minutes from the July 1, 2025, Meeting.**

Vice-Chair Sackett moved to approve the July 1, 2025 minutes as presented. Seconded by Member Jose and carried by a unanimous voice vote with Members Ghazzawieh and Coad absent.

4. **BOARD MEMBER REPORTS**

Member Barr stated that she had heard there was a dog park in Casselberry with a splash pad and inquired why something similar could not be added to the city's park. Although she was unable to locate such a facility, she expressed interest in exploring the possibility for the city. She also reported that she had emailed the band director at Rock Lake Middle School about their band attending a city event during the holidays and expects to receive a response within the next few weeks.

Mr. Capizzi and other board members clarified that Pawmosa Dog Park in Casselberry does not have a splash pad.

Vice-Chair Sackett had no report.

Chair Morgan thanked staff for their work on Summer Camp, noting it was a great success and that her son enjoyed all of the field trips. She also attended the Police Department's Back-to-School event and reported that it went very well.

Member Jose had no report.

Member Cheffer shared that she had communicated with Mr. Rinaldo regarding the upcoming Dogtoberfest event and asked whether vendors would be able to prepare a "doggie plate" with treats for the puppies.

A discussion followed regarding vendors and doggie plates, the possibility of collecting donations of canned dog food, and having the Scouts serve hot dog meals for attendees during the Dogtoberfest event.

## 5. STAFF REPORT

### A. Staff Report for August 5, 2025.

Mr. Capizzi reported that the next Senior Matinee will be held on August 20, 2025, featuring the movie Heads of State. He noted the event has been well-attended recently and continues to be a successful partnership with Tony Boni. He stated that August and September are traditionally slower months for events due to heat and rainy weather, but recurring events will still take place. October will mark the start of the busier fall event season.

Mr. Capizzi provided an update on the Haunted House, noting that Gary Adams will not be able to participate this year. However, Mr. Adams will coordinate a smaller activity for the Truck or Treat event. He noted the Halloween Dance has been moved to a Friday. He reported that the sidewalks at Candyland have been replaced and repaired resulting in a much-improved appearance. At the dog park, dead and diseased trees have been removed, and new sidewalks have been installed. He expressed hope for a mild hurricane season and noted that staff will be working on two wayfinding signs for Reiter Park, to be provided by Media One. The signs will include a map of the park.

Mr. Capizzi advised that the AC units in the Community Building will be replaced next week. He advised Longwood Babe Ruth Opening Day is scheduled for September 13, with skills assessments on August 9 and 16. Practices will begin after August 16. He recognized Softwash Systems, an in-kind sponsor for the Rock, Freedom, and Fireworks event, for cleaning the entire concrete surface at Reiter Park. He also reported that the basketball court at Reiter Park will be resurfaced within the next couple of weeks.

Mr. Capizzi met with Chad DeGroot of Mr. Bikes and Boards and Tito Parada of the Platform Group to discuss skatepark design updates. He explained the proposed changes and improvements to the skatepark.

Mr. Rinaldo reported that Summer Camp concluded last Friday, providing an overview of attendance and program highlights. He also reviewed the Rock, Freedom, and Fireworks event, noting total expenses of \$29,662 and sponsorship/vendor revenue of approximately \$12,000.

Mr. Capizzi informed the Board that Ms. Cartagena has been nominated to serve on a Seminole County Board for the Semi-quincentennial, celebrating the 250th anniversary of the signing of the Declaration of Independence. He explained the planned activities and invited interested board members to notify him so he can share the information with Ms. Cartagena.

Chair Morgan, Member Jose, and Member Cheffer expressed interest in participating.

A discussion followed regarding the 250th Celebration.

Vice-Chair Sackett asked if the Candyland parking lot would be lined before Opening Day. Mr. Capizzi confirmed it would.

Finally, Mr. Capizzi reported that Member Coad had been in contact with Mr. Rinaldo and will be working on sponsorship for the Celebrate the Season event.

## 6. ADJOURN

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

Chair Morgan adjourned the meeting at 6:53 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 09-02-2025

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Larissa Morgan, Chair

### ATTEST:

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Donna Alt-Bowes, Recording Secretary

Staff Report – Tuesday, September 2, 2025

Senior Matinee (September 17, 2025, Community Building, 1:30 p.m.–4:00 p.m., *Top Gun Maverick*)

Please refer to the Special Event list for all upcoming events

131 Fund



## 2025/2026 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.

**October 7<sup>th</sup>** - 5:30pm-8:00pm - National Night Out –Candyland Sports Complex

**October 10<sup>th</sup>** - 6:30pm – 8:30pm – Halloween Dance – Community Building

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

**October 18<sup>th</sup>** – 3:00pm – 6:00pm – Truck or Treat – Reiter Park

**November 1<sup>st</sup>** – 11:00am – 3:00pm – Dogtoberfest – Historic Longwood

**November 9<sup>th</sup>** – Times TBA -Heroes Strong Celebration – Reiter Park

**November 14<sup>th</sup>** – 7:00pm – Movie in the Park – Reiter Park

**November 22<sup>nd</sup>/23<sup>rd</sup>** – 9-5pm Sat; 9-4pm Sun –Arts & Crafts Festival–Historic Longwood

**December 4<sup>th</sup>** – 7:00pm – Holiday Jazz Performance & Tree Lighting – Reiter Park

**December 6<sup>th</sup>** – 3:00pm- City of Longwood Christmas Parade- Ronald Reagan Blvd

**December 12<sup>th</sup>** - 6:00pm – 9:00pm – Celebrate the Season – Reiter Park

**December 19<sup>th</sup>** – 7:00pm – Movie in the Park – Reiter Park

**December 20<sup>th</sup>** – 9:00am – 10:30am – Breakfast with Santa – Longwood Community Building

**December 20<sup>th</sup> & 21<sup>st</sup>** - 11:00am start - Santa Visits Longwood – All of incorporated Longwood

**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.**



**December 21<sup>st</sup>** – 5:30pm – 7:30pm – Chanukah Celebration – Reiter Park

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

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

**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)

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