

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

**MINUTES
August 6, 2019**

Present: **Lori Rice, Chair
David Putz, Vice Chair
James Vogel, Member
Judi Coad, Member
Ian McCracken, Member
Chris Capizzi, Leisure Services Director
Ryan Rinaldo, Recreation Coordinator
Donna L. Alt-Bowes, Recording Secretary**

Absent: **Nicole Bright, Member
Tom DeNegre, Member**

1. CALL TO ORDER

Chair Rice called the meeting to order at 7:01 p.m.

2. PUBLIC INPUT. None.

3. ACTION ITEMS.

A. Approve Minutes from June 4, 2019

Member Vogel moved to approve the minutes from June 4, 2019, as presented.
Seconded by Member McCracken and motion carried by a unanimous voice vote
with Members Bright and DeNegre absent.

B. Parks and Events Fund

Mr. Capizzi provided the Board Members with a spreadsheet outlining the Parks and Events Fund.

Discussion was held with regards to the spreadsheet and how it will work for the upcoming 2019/2020 Fiscal Year.

C. Great American Camp Out

Mr. Capizzi said that the Great American Camp Out is going to be moved to February 2020. He said Mr. Rinaldo went to a meeting where he learned that several other cities moved their event to earlier in the year due to the intense heat and insects in September. He said it stays lighter later in September as well. It was explained that February is a much better month and the weather will be better for the types of activities the city wants to hold during the Great American Camp Out. There will also be less of a chance for rain in February.

Mr. Capizzi said in lieu of the Great American Camp Out in September they are planning on adding an extra concert in September.

Discussion ensued with regard to the Great American Camp Out, the additional concert, and when the Great American Camp Out will be held in February.

D. Chili Cook-Off

Mr. Capizzi stated since the Car Show has been moved back to the evening, the Chili Cook-Off event time will be in the evening as well. Member Bright has touched base with him and Mr. Rinaldo about meeting to go over the logistics for the Chili Cook-Off. He said he would like each Board Member to get one Cook-Off team for this event. He said registering teams in advance is where we have struggled in the past and that the Board could really make a difference if each Member could find one team to sign up.

Discussion ensued with regards to getting prepared for the Chili Cook-Off, the date, and the time for the Chili Cook-Off. Mr. Capizzi will provide a list of the volunteer positions to the Board and they can let him know what position they will volunteer to take.

4. BOARD MEMBER REPORTS

Member Vogel stated he did not have anything to report.

Chair Rice reported and touched base on National Night Out.

Mr. Capizzi said the email has been sent to all of the past participants to remind them of the event. He said they have received a response from one individual already today. Mr. Capizzi said Mr. Rinaldo spoke with vendors at the City of Longwood Health Fair and there were several that are interested in participating at National Night Out.

Discussion ensued with regards to National Night Out and getting prepared for the event including sponsorship, volunteers, food and getting the event information put in the water bill.

Member McCracken reported and asked staff about the maintenance of the fields at Candyland Park and if they are seeded on a regular basis.

Mr. Capizzi said the fields are aerated routinely and we just put down a major application of weed control. He advised that the berm between the infield and outfield has been removed from the softball field and they are beginning to prepare for the upcoming baseball season. He said all of the fields should get laser leveled during the winter break.

Member McCracken said there are areas of the field on C1 and C4 that have patches of missing grass in the outfield and it looks thin. He asked if those areas could be seeded either in the off season or from time to time to fill in those dirt areas.

Mr. Capizzi said a lot of those areas are from the kids pulling at the grass. He said they tried to get a quarter pallet of sod this past week and were unable to get it due to weather. He said we have filled in the grass on the softball infield but getting sod is difficult at this time of the year.

Member McCracken asked if there was any update on the Buddy Ball, C3 and the turfing of C4.

Mr. Capizzi said there is no update at this time. He said Altamonte is spearheading the project about turning the infield into astro turf. He said the donation part of this has not been worked out. He said they are hoping that the field can be done during the winter break and ready for the Spring season. He said the Buddy Ball kids that play on Friday night are utilizing the current field with no problems, but it would be beneficial to everyone to have the turf infield.

Member McCracken asked about the pump track being put in at Candyland Park.

Mr. Capizzi said that is going to be put in within the next month and a half. He said it was approved and is part of Children's FRDAP grant that we were awarded. He said half of that grant is going towards the new playground equipment at Candyland and the other half is going towards the pump track.

Member McCracken asked if the pump track was going to get in the way of the practice fields at Candyland Park.

Mr. Capizzi said it will not get in the way of the practice fields. He said we will be keeping all of the trees out there as well.

Vice Chair Putz asked about the cemetery and the suggestion of a fence separating it from Candyland Park.

Mr. Capizzi said there are no plans right now to install anything to separate the cemetery and the park.

Vice Chair Putz asked how close the pump track was going to be to the fence.

Mr. Capizzi said it was going to be about ten (10) feet from the cemetery.

Vice Chair Putz asked how that came up.

Chair Rice said she brought it up.

Mr. Capizzi said if we find that it is bothering people we will look into putting a shade cloth.

Vice Chair Putz asked Chair Rice why she brought it up.

Chair Rice said she feels there should be more privacy between the play areas and the grieving areas.

Vice Chair Putz asked Chair Rice if there was an issue.

Chair Rice said no, it has not been brought to her attention. She said if anyone wanted to sponsor the shade cloth that is an option. She said the shade cloth goes onto the existing fence and offers some privacy. She thinks that out of respect for those that are going to the cemetery it would be nice to have a divider. Chair Rice asked staff to advise the playground folks that we have a VIP event on October 1st so there is no loss of parking at Candyland Park.

Mr. Capizzi said he would let them know.

Chair Rice suggested they have an ribbon cutting on the new playground and the pump track at National Night Out if the deadline is met.

Member Coad reported and said the date for Celebrate the Seasons has been moved to December 13, 2019, which was based on the availability of the ice skating rink and the train. She reminded everyone to mark their books and she will have a volunteer list out in the near future so Board Members can sign up for Celebrate the Seasons. After meeting with Mr. Capizzi several orders have been placed for prizes and ornaments for Santa and for Santa's Breakfast. The items we usually order that were not on sale or discounted will be ordered in the new fiscal year after October 1st. She asked if someone had a suggestion, please let her know. The Ugly Sweater/Christmas Outfit Competition was added to the event. Obtaining a sponsor who could provide the winner a gift certificate/card would be a goal to work towards. She advised the Board to please take a look at the sponsorship package. We are not sure whether we are going to have a laser light show or fireworks, it depends on what the cost is going to be.

Member Coad asked about the landscaping on State Road 434. She specifically asked about Jasmine dying and asked if someone from the city is doing the work.

Discussion ensued with regard to the landscaping on State Road 434.

Member Coad said she went to the Commission Meeting and they discussed over a year ago about wanting to start naming areas within Reiter Park to get sponsorship for money to help maintain and move our park forward. She said the Commission approved the Request for Proposals (RFP) Mr. Capizzi submitted and they are going to first work on the amphitheater and the splash pad. She said if this goes well we can possibly include the pavilions, playground, fishing piers, pond, meditation gardens, exercise area, and tennis courts. There are lots of ways we can get sponsorship because this park is going to cost us a lot.

Chair Rice asked staff if this was part of his Reiter Park update.

Mr. Capizzi replied it was.

Member Coad said she would like to recommend/discuss the status of the sign the city obtained from Flea World. She asked what the resale value of the sign is.

Mr. Capizzi said he did not know what the resale value would be.

Member Coad said she thought we could sell it and take some money towards building a really nice sign similar to what Lake Mary has when you go into their downtown.

Discussion ensued with regard to selling the sign obtained from Flea World and putting the money toward a sign for Reiter Park.

Member Coad said we used to have a banner program here in Longwood and there are still many of the poles outfitted with the hardware for those banners. She said Lyman High School got permission to use our poles and has put banners up for the high school. She said it looks really nice and would like to bring this program back.

Photos were passed out by Mr. Capizzi of what banners look like in Altamonte Springs at Cranes Roost Park.

Discussion ensued with regards to putting banners in Reiter Park.

Member McCracken suggested tabling this idea and putting it on the agenda for the next meeting.

It was decided to table this discussion until the next Board meeting to give the Board and staff time to get additional information on installation costs and placement of the banners within the park.

Member Coad asked that they bring back the December 3, 2019 meeting since we moved the Celebrate the Seasons event. She said it is not on the Agenda. She asked Ms. Alt-Bowes to add all of the events for the balance of the year to the bottom of the agenda so she is aware of the upcoming events.

Chair Rice asked if the December 3, 2019 meeting had been cancelled.

Member Coad said she did not know and she was asking because she is looking at the agenda and it is not listed.

Ms. Alt-Bowes advised that meetings are only listed for the following three months on the agenda.

It was decided they would have the December 3, 2019 meeting.

Member Coad again asked for every single event from now until the end of the year be listed on the Agenda.

Ms. Alt-Bowes agreed to list them.

Vice Chair Putz asked about the pine trees at Reiter Park that are falling over.

Mr. Capizzi said some did not stand up when the supports were removed and the supports are going to be put back on.

Vice Chair Putz asked about the pond and if it was getting aerated enough. He said he can see that six inches below the water there is a green filament.

Mr. Capizzi said he would check with the Public Works Department. He said they take care of all of the ponds owned by the city.

Discussion ensued with how the ponds are aerated.

Vice Chair Putz asked about the car show being moved back to the evening. He asked about the voting he saw taking place on Facebook and asked what that was all about.

Mr. Capizzi said there was a lot of people who voiced concerns from the public. Don (the DJ) put the survey up and it was overwhelmingly in favor of going back to the evenings. He said he spoke with Don to see if he would be willing to move it back to the evenings and he thought the show was very unique in the evening and he was able to adjust his personal schedule to make it work.

Vice Chair Putz talked about dogs in Reiter Park and asked if maybe we could do something like the coastal community has done by allowing dogs on the beach during the early morning hours and early evening hours.

Discussion ensued with regards to dogs at Reiter Park.

5. STAFF REPORT

Mr. Capizzi said Food Trucks will take place on Thursday, August 8, 2019, from 5:30 p.m. to 8:30 p.m. at Reiter Park. The Downtown Longwood Cruise-In Car Show is

Saturday, August 10, 2019, from 5:00 p.m. to 8:00 p.m. The Senior Matinee is Wednesday, August 21, 2019, at 1:30 p.m., featuring the movie *"Five Feet Apart"*.

Mr. Capizzi gave a Reiter Park update and said we should see some striping this week on the tennis courts barring any bad weather. He said the company was out last week and they put on some patching areas. If the weather holds up they should be out this week and it should be into early next week. He expects them to be finished up soon. He said they were unable to complete the courts due to an injury to their staff. He said the RFP for Reiter Park was brought up last night at the Commission meeting. He said he modeled it after the Woodstock, Georgia RFP. He catered ours to our needs, naming and sponsorships for the amphitheater and splash pad.

Discussion ensued with regard to what is involved with the RFP, naming rights, and sponsorships.

Chair Rice asked about the addition of the art to the Food Truck event.

Mr. Rinaldo said that a couple of months ago Mayor Morgan introduced him to the owner of Kaleidoscope Art Studio here in Longwood. He said they were interested in doing a model similar to Lake Mary, the Art Market in the Park, in conjunction with the Food Trucks. He said this is an 80/20 event where we do advertising for her on Facebook and within the different events. He said that each time she has had about 5 to 10 artists and they are set up in the palm tree area.

Chair Rice asked if the artists are paying to be there.

Mr. Rinaldo replied yes.

Member Coad said she was glad to hear that the water bill flyer will be going out for the Fall and the holidays. She said there are dead plants all over the place and asked if they were gone or if they were still sitting out there. She said there is wild grass or a weed that is growing in one area of the park that is taking over and asked if that was something that can be resolved.

Mr. Capizzi said all of the weeds and the plant material will be taken care of within the next couple of weeks.

Member Coad asked about the landscaping project on Ronald Reagan Boulevard (County Road 427) and when it is completed if Mr. Capizzi was going to have to oversee that as well.

Mr. Capizzi said right now he has not been given any direction on that. He said as it stands Public Works takes care of Ronald Reagan Boulevard.

Member Coad asked if the doors on the dog park bulletin board could be replaced. They are all fogged up from the plexiglass.

Mr. Capizzi said we are probably going to have to replace the entire bulletin board. He said he would look into just getting the plexiglass for the doors. He said we have put some chemical product on the doors, but it does not last long.

Vice Chair Putz suggested using Off. He said you rub it on and you clean it off and your headlights look like they are sorta new.

Mr. Capizzi said he will give it a try.

Chair Rice suggested using alcohol. She thinks most of what is on there is green mold.

Member Coad asked about the Little Library and if it was still functioning.

Mr. Capizzi said yes. There is one at Small World Park and at Candyland Park and they are both functioning.

6. ADJOURNMENT

Vice Chair Putz made a motion to adjourn. Seconded by Member Vogel and carried by a unanimous voice vote with Member Bright and DeNegre absent.

Meeting adjourned at 8:06 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 09-10-2019

_____/S/_____
Lori A. Rice, Chair

ATTEST:

_____/S/_____
Donna Alt-Bowes, Recording Secretary

The Official signed minutes are on file in the City Clerk's Office.