

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

**MINUTES
September 5, 2023
6:30 P.M.**

Present: Larissa Morgan, Chair
Judi Coad, Vice-Chair
David Putz, Member
Amanda Sackett, Member
Lori Rice, Member
Rhubson (Rub) Osmin, Member
Chris Capizzi, Leisure Services Director
Ryan Rinaldo, Recreation Manager
Donna Alt-Bowes, Recording Secretary

Absent: Rachael Carroll, Member

- 1. CALL TO ORDER.** Chair Morgan called the meeting to order at 6:31 p.m.

Chair Morgan advised the Board Members that Member Carroll had resigned her seat on the Board.

- 2. PUBLIC INPUT.** None.

- 3. ACTIONS ITEMS**

A. Approve Minutes from August 1, 2023 Meeting

Member Sackett moved to approve the August 1, 2023, minutes as presented.
Seconded by Member Rice, and motion carried by a unanimous voice vote.

B. Discuss January Meeting Date

Mr. Capizzi advised that the 2024 January meeting would fall on a city holiday, and offices would be closed. He stated that alternative dates were available on January 3, 4 and 9.

Discussion ensued about changing the date of the meeting, the events taking place in January, the date of the Chili Cook-Off, and whether or not to move it to another date, as it is currently scheduled for the day before the Super Bowl.

Vice-Chair Coad made a motion to move the January meeting to January 9, 2024. Seconded by Member Osmin and motion was carried by a unanimous voice vote.

C. Discuss Chili Cook-Off Date

The Board decided to keep the date of the Chili Cook-Off as February 10, 2024.

4. BOARD MEMBER REPORTS

Member Putz spoke about the Armed Forces and First Responder Banner Program and asked where the staff was with this project.

Mr. Rinaldo responded that they were waiting for additional applications to come in.

Discussion ensued about the Armed Forces and First Responder Banner Program and whether the local VFW was given any flyers.

Vice-Chair Coad reported on the Santa's Breakfast and getting a sponsor for the caterers. She has completed paperwork with Culver's for gifts for the children and is waiting to hear back from them. She shared with Mr. Rinaldo two potential caterers from the Chili Cook-Off and suggested getting a menu together to present to them for quotes. She spoke with Mr. Rinaldo about the Christmas Concert and Celebrate the Season.

Discussion ensued about the caterers, the games, the cost of the rides, and the ticket prices for Celebrate the Season.

Member Osmin had no report.

Member Sackett asked about the Halloween Dance and to meet with staff about putting this event on. She said she had an idea for a family Olympics event in January and wanted to start talking about that as well.

Chair Morgan attended the opioid event at Reiter Park. She spoke with the people regarding the Autism event and would email the staff to schedule that event.

Member Rice advised that this month marks the fifth anniversary of the opening of Reiter Park, last week was the first anniversary of the pickleball courts, and later this month is the first anniversary of the reimagined basketball courts. She thanked the staff for their efforts during the busy year. She noted that the bike repair stations have been installed and are functional. She went over their function and said a QR code on the stations explains how to

use them. She advised that the Commission Meeting on Wednesday, September 6, 2023, will be a reading of the fiscal year 2023/2024 budget, and the agenda packet has the changes to the budget. She was disappointed in the change in the amount of the budget line for the Chili Cook-Off. She also reports that National Night Out was coming up on the first Tuesday in October.

Discussion ensued about vendors, sponsors, and volunteers for National Night Out.

Member Rice stated that the Leisure Services Facebook page has 6,300 followers and asked staff to get the Chili Cook-Off flyer on the Facebook page.

Discussion ensued about the Facebook page and getting the current upcoming events posted on this page.

Vice-Chair Coad asked staff to provide upcoming event information to Mrs. Cartagena to post in the Friday email that is sent out.

5. STAFF REPORT

Mr. Capizzi reviewed the upcoming events for September and October. He advised that Longwood Babe Ruth has increased the registration numbers. He said summertime is when they work on repairs and replacement of items, and they were able to get that done with the help of this Board. He reviewed some things that have been done and where they are located. He noted some hotspots on the fields at Candyland Sports Complex; they have been tested, and everything is fine. He stated that the picnic tables had been ordered and would be here before National Night Out and that several electrical outlets at Reiter Park had been repaired. The Farmer's Market is going well, and the banners were installed today. All of the banners on Ronald Reagan Boulevard are down, and they are waiting for the new ones to be installed. He said CGI did not sell all of the banners, and there are several they have offered to put the city logo, the logo for the Arts and Crafts Festival, and the logo for the Farmer's Market, which would provide free advertisement. He said he had received compliments on the parking lot at Candyland Sports Complex. He advised that hurricane season is upon us, and there are a few piles of sand and dirt at Candyland Sports Complex that Public Works is moving to the area by the dumpsters in case of future storms.

Vice Chair Coad asked if the Christmas lighting contract had been taken care of yet.

Mr. Capizzi responded that it had been taken care of last year, this year, and next year.

Member Rice asked about the account line ending in 4817 on the 131 Fund and its use.

Mr. Capizzi responded that it is used for everything they want to do, such as buy the bike repair stations, etc.

Discussion ensued about the 4817-line item.

6. ADJOURNMENT

Vice-Chair Coad moved to adjourn the meeting. Seconded by Member Putz and motion carried by a unanimous voice vote.

Chair Morgan adjourned the meeting at 7:22 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 10-09-2023

Larissa Morgan, Chair

ATTEST:

Donna Alt-Bowes, Recording Secretary