

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

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

Present: **Larissa Morgan, Chair**
 Judi Coad, Vice-Chair
 David Putz, Member
 Lori Rice, Member
 Chris Capizzi, Leisure Services Director
 Ryan Rinaldo, Recreation Manager
 Donna Alt-Bowes, Recording Secretary

Absent: **Rhubson (Rub) Osmin, Member**
 Amanda Sackett, Member

- 1. CALL TO ORDER.** Chair Morgan called the meeting to order at 6:32 p.m. and advised the Board the Member Osmin and Member Sackett were absent.

PUBLIC INPUT. None.

- 2. ACTIONS ITEMS**

- A. Approve Minutes from November 7, 2023 Meeting**

Vice-Chair Coad moved to approve the October 9, 2023, minutes as presented. Seconded by Member Putz and motion carried by a unanimous voice vote with Member Osmin and Member Sackett absent.

- 3. BOARD MEMBER REPORTS**

Member Putz reported and said the parade was great. He said that Member Sackett and Member Osmin along with himself had a great time. He mentioned having a truck and trailer for the Parks and Recreation Advisory Board next year.

Discussion ensued with regard to having a truck and trailer decorated for this Board for the parade next year.

Chair Morgan reported and said the Arts and Crafts was great as well as the Caroling and Cocoa event put on by the Historical Society. She said the Tree Lighting and Concert in the

Park was good and she enjoyed it being on that Thursday. She said the parade was great as well. She is working on sending out letters to potential vendors from the last Autism event.

Mr. Rinaldo advised Chair Morgan that we are at fifteen (15) vendors now.

Member Overbeek reported.

Member Rice reported and said it has been a great fall/winter season and we have a couple of more weeks to finish it out. She asked if there were any new events that may be on the calendar and asked if staff was able to have a November meeting with carnival folks. She inquired about the Special Olympics event that was discussed at a previous Board Meeting. She asked about Barkfest and said the dog park does continue to be used a lot and talked about the respiratory virus currently going around nationwide amongst dogs. She said she is looking forward to seeing everyone on Friday and advised the Board that she would be meeting with staff tomorrow to go over costumes for Friday's event. She wished everyone a Merry Christmas and Happy New Year and reminded the Board Members of the rescheduled date for the January meeting and that this is the meeting where we elect the Chair and Vice-Chair. If any Board Member have suggestions for protocols or changes that are within our realm to do, that would be the time to bring them up.

Vice-Chair Coad reported and said the craft fair was wonderful as was the weather. She advised the Board that Breakfast with Santa is ready to go and is sold out. She said the concert was beautiful and she loved the tree lighting and the intimacy of the event. Mr. Rinaldo passed out the sponsorship packet for Celebrate the Season to all Board Members and went over that information. She said there was one (1) volunteer position still available for Celebrate the Season and asked Member Overbeek if he was available to fill this position. She went over who is volunteering for what positions and said she will be meeting with Member Rice and staff to go over all of the costumes and the prizes for the games.

Discussion ensued with regard to Celebrate the Season, the ticket prices, the rides, the entertainment, the laser light show, the volunteers from Lyman High School, the set-up time and parking

Vice-Chair Coad wished Member Rice a Happy Birthday and everyone a blessed Christmas and a Happy New Year. She said she is looking forward to the new year and working on Chili Cook-Off.

4. STAFF REPORT

Mr. Capizzi advised that the Senior Matinee is going to be on December 20 and will be *Jules* and went over the upcoming events list.

Discussion ensued with regard to Barkfest and whether or not we will have enough dog vendors. There is the possibility of cancelling the event if there are not enough vendors and also because of the virus currently going around.

Mr. Capizzi continued going over the upcoming events.

Discussion ensued regarding upcoming events and the Arts and Crafts Festival

Mr. Rinaldo discussed the vision for the Longwood Pirate Days.

Discussion ensued with regard to a fall/winter carnival.

Mr. Capizzi advised that Commissioner Shoemaker made contact with Cuplet Fern Florida Native Plant Society and they are wanting to donate some Sunshine Mimosas for our medians. He advised that there are not medians that we can put them in right now so they have decided to install them at Candyland Park.

Discussion ensued with regard to the installation of the Sunshine Mimosas at Candyland Park.

Mr. Capizzi advised the Board that they will be getting two (2) park benches for Community Development.

Discussion continued with regard to the Sunshine Mimosas and possibly installing them at Reiter Park in the future.

Mr. Rinaldo went over the Truck or Treat synopsis.

Discussion ensued with regard to the Truck or Treat synopsis.

Vice-Chair Coad asked if they were still thinking about doing an event where we bring in all types of cars for the kids like they do in Sanford.

Discussion ensued with regard to this type of event in the City of Longwood and the bounce house carnival taking place at Altamonte Mall.

Member Rice asked about the 131 Fund and why the Pennies for Parks line is no longer on the report.

Mr. Capizzi advised that he would look into why it was not on the report and asked if it could be advertised quarterly.

Chair Morgan thanked the Board for 2023 and said we have had some successful events and a lot of new events and said we have become the city of fun. She wished Member Rice a Happy Birthday and everyone a Merry Christmas and a Happy New Year.

5. ADJOURNMENT

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

Chair Morgan adjourned the meeting at 7:34 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 1-16-2024

Larissa Morgan, Chair

ATTEST:

Donna Alt-Bowes, Recording Secretary