

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

**MINUTES
June 4, 2024
6:30 P.M.**

Present: **Larissa Morgan, Chair**
 Judi Coad, Vice-Chair
 David Putz, Member
 Lori Rice, Member
 Amanda Sackett, Member (arrived 6:31 p.m.)
 Erin Keefe, Member
 William “Bill” Overbeek, Member
 Chris Capizzi, Leisure Services Director
 Ryan Rinaldo, Recreation Manager
 Donna Alt-Bowes, Recording Secretary

- 1. CALL TO ORDER.** Chair Morgan called the meeting to order at 6:30 p.m.
- 2. PUBLIC INPUT.** None.
- 3. ACTIONS ITEMS**

A. Approve Minutes from May 7, 2024 Meeting

Chair Morgan advised the Board of the changes made to the minutes from the April 2, 2024 meeting that were already approved.

Member Rice moved to approve the May 7, 2024, minutes. Seconded by Vice-Chair Coad and motion carried by a unanimous voice vote with Member Sackett absent.

4. BOARD MEMBER REPORTS

Member Rice thanked Mr. Rinaldo for sending out the Spring event synopsis. She asked about the sponsor for the Car Show in May and was unsure how that came about. She advised staff that the bike repair station on the trail was missing more components. She informed the Board that Reiter Park received an Award of Merit from the American Society of Landscape Architects of Florida. Dix-Hite was recognized for being a part of that. She said she had seen the banners at Candyland Sports Complex, which look awesome. She suggested these banners, as with the Reiter Park banners, are far superior to any banners in the City referring to the banners along Ronald Reagan Boulevard (County Road 427.) If the banner project along Ronald Reagan Boulevard ever changes, she suggested they go with

the same company, do the patriotic theme down Ronald Reagan Boulevard (County Road 427), and hang some hero banners. She asked staff if there were any updates or changes made to the proposed budget for fiscal year 25/26 and if there was going to be an event flyer in the water bill soon or if it was coming in the fall.

Mr. Capizzi replied that they made the changes that were recommended by the Board and increased the amounts for the Halloween event, Celebrate the Season, Barkfest, National Night Out, and the Rock, Freedom, and Fireworks event.

Member Rice previously asked and suggested for an increase in the amount of tickets allowed to be sold for the dances and that this has come up at a Commission Meeting.

Discussion ensued regarding the increase in the number of tickets sold for the dances held at the Community Building, the building capacity, and the scheduling of two (2) separate dance times/days. Staff confirmed that the event flyer should have been sent out and will address it further with the Finance Department.

Member Overbeek asked about the list of projects he was provided when he became a member of the Board.

Mr. Capizzi replied that the list provided has suggestions in case anyone on the Board wants to take them on.

Discussion ensued about the list of projects provided to Board Members.

Chair Morgan reported that she attended the Mother & Son Dance and the VFW Memorial Day event. She said she was excited to see that the banner program was finally up.

Member Sackett had no report.

Member Keefe reported meeting with staff about the Barkfest event and discussing ideas and location.

Discussion ensued regarding renaming the Barkfest event, potential vendors, entertainment, and time of the event.

Vice-Chair Coad asked Mr. Rinaldo to send her a photo of the 3,000 fairies on the inventory list for Celebrate the Season. She was not sure what they were.

Mr. Rinaldo replied that they were little plastic figurines and would send her a photo.

Vice-Chair Coad had no further report and looked forward to attending the flag retirement ceremony. She commented on the condition of the banners on Ronald Reagan Boulevard

(County Road 427) and agrees that the ones in Candyland Sports Complex banners are better quality.

Member Putz thanked staff for getting the banners up for Memorial Day and asked if they would remain up until Veteran's Day. He reported on his visit to Candyland Sports Complex to see the banners and asked how the banner program would be promoted. He posted on his Facebook page about how to get involved. He asked if a sign could be placed with information on the program.

Discussion ensued about the Armed Forces and First Responder Banner Program at Candyland Sports Complex, including having a sign made with information about the program and setting up a table at the Flag Retirement Ceremony on June 14, 2024, to promote it.

5. STAFF REPORT

Mr. Capizzi reported that the Car Show was that weekend, and they have a sponsor for five (5) separate car shows.

Member Rice advised the Board that Bath Fitters was at the last Car Show.

Mr. Capizzi reported that the Father-Daughter Dance would be next Thursday, June 13, and about eighty-five (85) tickets have been sold, and thirty-five (35) are left to sell. He said the Senior Matinee would be on June 19, and the movie would be Champions. He stated that the senior matinee has been doing very well. The Juneteenth event was on the same date, June 19, from 5:00 p.m. to 8:00 p.m. at the Community Building. He said that there would be live entertainment and food available. They would review it afterward to see how it turns out to be held inside. Rock, Freedom, and Fireworks is on the June 29.

Discussion ensued regarding the band, vendors, food, and parking for Rock, Freedom, and Fireworks.

Mr. Capizzi reported on the quotes for the fountains in the ponds at Reiter Park, which totaled \$11,161, and the electrical quote was \$8,629.

Discussion ensued about the cost, where the money would come from, and the time frame to complete the fountains at Reiter Park. Mr. Capizzi reviewed the impact fee money available to the Leisure Services Department and noted it could not be used until next year. He reviewed the monies available from the 131 funds for the Board to use on projects they want to be completed at various parks around the City. Discussion also ensued on the banners and the current company used for those along Ronald Reagan Boulevard.

Vice-Chair Coad moved to use the Board's excess funds to purchase the two (2) fountains for the Reiter Park ponds in this fiscal year. Seconded by Member Rice.

Member Sackett asked if the Board was trying to do any other projects or needed any equipment besides the fountain.

Mr. Capizzi advised that nothing specific was discussed.

Discussion ensued concerning the money being used to replace the bike repair stations.

Motion carried by a unanimous voice vote, with six (6) votes in favor and one (1) in opposition.

6. ADJOURNMENT

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

Chair Morgan adjourned the meeting at 7:57 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 06-04-2024

Larissa Morgan, Chair

ATTEST:

Donna Alt-Bowes, Recording Secretary