

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

**MINUTES
September 3, 2024
6:30 P.M.**

Present: Larissa Morgan, Chair
Judi Coad, Vice-Chair
Lori Rice, Member
Erin Keefe, Member
Amanda Sackett, Member
Chris Capizzi, Leisure Services Director
Ryan Rinaldo, Recreation Manager

Absent: William “Bill” Overbeek, Member
David Putz, Member
Donna Alt-Bowes, Recording Secretary

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

2. PUBLIC INPUT.

Deputy Mayor Matt Morgan, 1678 Grange Circle, Longwood, Florida. Deputy Mayor Morgan thanked Member Rice for eighteen (18) years of service to the Parks and Recreation Advisory Board.

3. ACTIONS ITEMS

A. Approve Minutes from August 6, 2024 Meeting

Member Sackett moved to approve the August 6, 2024, minutes. Seconded by Vice-Chair Coad and motion carried by a unanimous voice vote with Member Overbeek and Member Putz absent.

4. BOARD MEMBER REPORTS

Member Keefe reported on updates with Dogtoberfest. She went over the event map and asked for feedback from the Board Members.

Discussion ensued about the layout, the dog activities, a photo area, the entertainment, the schedule, and the vendors for the Dogtoberfest event. It was decided that Mr. Capizzi would contact all attending rescues and shelters to verify that they would be okay and not offended with having a particular vendor attend that educated people about responsible dog breeding.

Vice-Chair Coad commented that she would like to discuss the banner program at some point. She asked if there were sponsors and vendors for National Night Out. She asked staff to send a reminder to Board Members letting them know what time they should be at the park. She stated there were only two (2) more meetings before Celebrate the Season and asked everyone to leave that night open to help work the event. She said ornaments have not yet been ordered and she was still looking. She knew Mr. Rinaldo was at a conference and was interested in ideas he learned that could be used for the Celebrate the Season event. She suggested voting to provide a \$150 gift card to Santa for providing his services for the three (3) different winter events. She said we should be contacting sponsors now for this event. She asked if the band had been solidified for the holiday concert and it was confirmed they had. She also asked staff what they had to date for National Night Out.

Mr. Capizzi responded that Member Rice was going to work with Member Overbeek so that he can get comfortable and take the event over. He said he sent the email out asking for volunteers. The Police and Fire Departments confirmed they would be playing the kickball game and Winn-Dixie had agreed to sponsor the hotdogs, buns, and water.

Mr. Rinaldo responded that they currently have twenty (20) vendors signed up. He expects within the next three (3) weeks to get fifteen (15) to twenty (20) more, which would be the same number as last year. Sir Speedy will be a monetary sponsor this year at \$300. He said a handful of the vendors pay the \$25 fee if they are for-profit. He reported that the Florida Festivals and Events Association (FFEA) conference went great and he has new information to share. He said there are new projection companies, new display companies, and new contacts to get some rides. He said not much has changed in the slide world, the rides or the tickets. He did get some new contacts that may help with some better pricing. One School of the Arts was creating their flyer in conjunction with us and they are really excited to grow the entertainment a little more this year with the elaborate decoration they do on stage. He sent the sponsorship information for the Fall and Winter events to about 1,200 businesses and he was waiting to hear back. He will send out an email to past Celebrate the Season sponsors to target them.

Mr. Capizzi said that One School of the Arts will have their flyer out within the next week.

Vice-Chair Coad asked if there were any extra funds that can be rolled over and not go back to the General Fund. She said in November she would pass around the sign-up sheet for volunteers for Celebrate the Season.

Member Sackett reported that she was happy to see the Halloween Dance tickets for sale. She said at National Night Out she would help Member Rice but she does not cook. She was looking forward to the upcoming event season.

Chair Morgan reported that she has been going to all of the fundraisers and was ready to volunteer.

Member Rice said once they confirm Member Overbeek's status on the Board, then she be able to determine if she will be able to work with Member Sackett who is willing to take over National Night Out. She said it sounds like staff was doing okay with vendors so far but she had not received a spreadsheet and was therefore unable to help in that manner. She thanked the Commissioners for always supporting the Parks and Recreation Advisory Board. She thanked staff for their leadership, support, and for recognizing the value that the Board Members bring as an asset not only representing our citizens but with working together on events. She also thanked her fellow Board Members. She encouraged the remaining Board Members to continue to thrive and grow and not to underestimate what is possible when they work together to continue to make amazing things continue to happen.

5. STAFF REPORT

Mr. Capizzi stated that Member Rice would be missed and they appreciate her feedback, her patience, and for giving to the community. He was honored to have worked with her all this time and thanked her. The car show will be held on September 14 and they are working on possibly doing a Volkswagen show. The Senior Matinee will be on September 18 and the movie will be *On a Wing and a Prayer*. He said they have discussed the upcoming events and said that Truck or Treat was getting a great response and still looking to work with the WWII vehicles. Top Trucks would be out there again and staff has increased the budget for candy. He noted they are resurfacing the pickleball courts and that would take about two (2) weeks. They will probably have to resurface the basketball court within the year and he would speak with Hannah at Hoop Dreams to see if she would be willing to do that again. He said the courts at Reiter Park are fine. There are some spots where mushrooms may come back but he noted they can spot treat those areas. He stated that the amphitheater lawn was looking nice at Reiter Park since they placed the compost and aerated the lawn several times. He said he was waiting for the pad that goes underneath the swing. Pavers will eventually get put down in the Fall. He reported that three (3) gardenia bushes were placed in front of the Community Building. The fountains at Reiter Park are in and look beautiful. He said the small fountain does not shoot high enough but they are coming back this week to fix that. He said Opening Day was September 14 and they have done and continued to do a lot of field maintenance to prepare for the upcoming season. He said they will be replacing the toilets in the Fall at Candyland Sports Complex and that should help out with the bathroom complaints.

Vice-Chair Coad asked if there was a status on the skate park.

Mr. Capizzi responded they received the grant and are waiting for the paperwork from the State. He said they will be able to spend about \$30,000 on skate park equipment. He will be collaborating with Chad DeGroot from Mr. Bikes and Boards. They will take out some of the modular equipment that was aging and replace it with either steel or concrete.

Vice-Chair Coad asked for an update on the Fall Festival.

Mr. Capizzi responded they are looking good with Fall Festival and will have the same if not more vendors than last year and are looking to have more food options available. He said they have to

leave more room for the Church as they will be cooking and providing more affordable food options.

Vice-Chair Coad asked for the status of the painting of the Community Building.

Mr. Capizzi responded it was slated to happen in November.

Vice-Chair Coad asked if there was any money to buy more benches.

Mr. Capizzi responded that he would have to look because they are going to have to spend a little more for Dogtoberfest. He said they are at our budget now and everything that we spend going forward was extra.

Vice-Chair Coad made a motion to buy a gift certificate of \$150 for Santa Claus for Celebrate the Season. Seconded by Member Sackett and motion carried by a unanimous voice vote with Member Overbeek and Member Putz absent.

Member Rice advised that Winter Springs was covering their pickleball court.

Mr. Capizzi said they have a championship court in Winter Springs that was covered and they have seating there as well.

Discussion ensued with regard to surrounding cities and their pickleball courts and pump tracks.

6. ADJOURNMENT

Vice-Chair Coad moved to adjourn the meeting. Seconded by Member Sackett.

Chair Morgan thanked Member Rice for her service to the Board and reminded everyone that they will not have a meeting in October and the November meeting was reschedule to November 7, 2024.

Motion carried by a unanimous voice vote with Member Overbeek and Member Putz absent.

Chair Morgan adjourned the meeting at 8:15 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 11-07-2024

Larissa Morgan, Chair

ATTEST:

Donna Alt-Bowes, Recording Secretary