

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

**MINUTES
February 7, 2023
6:30 P.M.**

Present: Larissa Morgan, Chair
Judi Coad, Vice-Chair
David Putz, Member
Amanda Sackett, Member
Lori Rice, Member
Rachael Carroll, Member
Chris Capizzi, Leisure Services Director
Ryan Rinaldo, Recreation Manager
Donna L. 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. **ACTION ITEMS.**

A. Approve Minutes from January 10, 2023 Meeting

Member Rice moved to approve the minutes for January 10, 2023, as presented. Seconded by Member Sackett and carried by a unanimous voice vote.

B. Review Meeting Dates for 2023

Mr. Capizzi discussed canceling the July meeting and rescheduling the October meeting. He stated the October meeting takes place when National Night Out is held and would need to be rescheduled if the Board wished. The July meeting falls on the 4th of July holiday and it could be canceled or rescheduled. Mr. Capizzi mentioned if the meeting is pushed out to later in July it would be close to their next meeting in August. He asked the Board for their input.

Discussion ensued about canceling or rescheduling the meetings in July and October.

Vice-Chair Coad made a motion to cancel the July 4, 2023 meeting. Seconded by Member Putz and carried by a unanimous voice vote.

Discussion continued about canceling or rescheduling the October meeting.

Member Rice made a motion to reschedule the October meeting to Tuesday, October 10, 2023. Seconded by Vice-Chair Coad.

Member Putz advised the Board that he is not available on the second Tuesday of the month, he has another obligation on that evening each month.

Discussion ensued about moving the meeting to Wednesday, October 11, 2023.

Member Rice amended her motion to reschedule the October meeting to Wednesday, October 11, 2023. Seconded by Vice-Chair Coad and carried by a unanimous voice vote.

Member Rice mentioned rescheduling the January 2024 meeting similar to this year because of the proximity to New Year's and asked if that was something the Board would like to entertain.

Vice-Chair Coad commented she would like to see that done and put it on the Board Members' calendar so they know where they stand for January.

Chair Morgan replied they should add this as an action item later in the year because they do not know what is going to happen. It was her opinion deciding now was a little early.

Mr. Capizzi responded he does not know the calendar for January of next year and that he would check with Ms. Longo, City Clerk for available dates and bring them back to the Board.

Member Rice replied she thinks their first meeting scheduled is January 2, which is the day after New Year's and she does not think that is going to work. She asked the staff to put the rescheduling of the January meeting on a future agenda.

Mr. Capizzi responded he would place it on the next agenda and get with Ms. Longo for available dates.

4. BOARD MEMBER REPORTS.

Member Putz passed out information related to banners for military and/or first responders to the Board Members. He explained how the promotion of the banners was handled and what the company would provide.

Mr. Capizzi recommended Member Putz meet with him and Mr. Rinaldo first then bring back a plan to present to the Board inclusive of available poles, locations, and designs.

Discussion ensued about the banner program, prices, locations, sizes, map of locations, whether to have sponsorship or fundraiser, and the timeframe they would be kept up.

Member Sackett reported that she enjoyed National Night Out. She thought it was a great night, and a great turnout, and thinks there were probably over four hundred (400) hotdogs that were given away. She thanked Winn-Dixie for all the donations. She mentioned she loves to see all the people at the pickleball courts. She thinks the court turned out great and it was not empty the entire time she was out at the park. She commented she has to go take lessons to learn how to play. She also thought the Chili Cook-Off was a good event.

Member Sackett commented the discussion at the Commission meeting about the dog fence item bothered her. She stated, Board members are told not to say they were speaking on behalf of the Parks and Recreation Advisory Board when speaking at the Commission meeting as an individual. It also bothered her because the vote regarding the fence was not unanimous, and members absent were not involved with the discussion. She said if anyone was going to attend a Commission Meeting and speak, to do so as a citizen and allow Mr. Capizzi to be the representative of the Board.

Member Carroll reported she was not able to attend the Chili Cook-Off since she was not feeling well. She heard from family and friends who went that it was a good turnout, they enjoyed themselves, and the crowd loved all the chili. She attended the Farmer's Market on the 28th and said that it was getting huge. She also noted every time she goes it is packed.

Member Carroll visited the Country Cottage for the first time and commented it was really fun. She spoke with the owner and had an awesome conversation stating she will go there more often. Member Carroll commented she is trying to visit all of the little businesses in the area.

Member Carroll asked staff to discuss Barkfest during their report. She apologized that she has not been able to get with staff. She also mentioned something that has been discussed on the social media platform Nextdoor related to noises. She described it as banging noises like fireworks around 8:00 p.m. and happening every hour. She said she brought it to the attention of the Commissioners and Law Enforcement. She was told to bring it up at the Parks and Recreation meeting and ask if anyone else has heard anything.

Discussion ensued concerning the banging noise Member Carroll has heard at her house.

Member Carroll said the bathroom stalls at Reiter Park are blocked off and asked staff about it.

Mr. Capizzi replied the bathroom floors are getting resurfaced. He said when it was built four (4) years ago, they did not put a finish on the flooring. The same company resurfacing the splash pad will also install that same type of surface with the non-slip coat in those bathrooms. He said port-a-lets are going to be available for the weekend. The floors will have to dry over the weekend, and the restrooms will be closed. The port-a-lets will be there until the bathrooms re-open. Mr. Rinaldo will post signage on the doors tomorrow morning about the closure.

Member Carroll mentioned the dog bowl at the Reiter Park water fountain needs cleaning.

Mr. Capizzi replied staff cleans it out daily and they would get it cleaned. He noted the ducks go in there and make a mess.

Member Carroll asked if there was any status on the clock face. She said it is making beautiful noises however doesn't look good.

Mr. Capizzi replied he would check with the City Clerk since she has traditionally handled the clock maintenance. He also confirmed with Member Carroll that she was talking about the fading clock face.

Member Carroll commented on speaking at the Commission meeting. She stated she did not make it known that she was a member of the Parks and Recreation Board. A Commissioner thanked her for serving on the Parks and Recreation Board when she finished speaking, and wanted to make that clear.

Member Rice reported briefly on National Night Out because she knows it is part of the Staff Report. She thanked the Board Members that were able to come and participate. She also noted it was the first time in a long time every Commissioner participated. The rescheduled date worked out and Mr. Rinaldo worked hard to get the vendors there and thanked him. During her review of the synopsis and depending on where you place the money, it looks like they were over budget. She said labor was a big hit, and if the bounce houses come out of rentals and leases, that helps.

Mr. Capizzi replied that they do not include labor as part of event expenditures, and it comes out of another accounting line.

Discussion ensued on the synopsis and the budget for National Night Out.

Member Rice said she hopes there is a new trophy to pass along to the winners of the inaugural kickball tournament.

Mr. Rinaldo replied he ordered one.

Member Rice said today marks the 3rd anniversary of the opening of the Pump Track. She said the Pump Track, as most of what is offered at Candyland Sports Complex, is constantly busy. She reported the water fountain at the basketball courts needs replaced. She does not know if the staff plans to replace it or take it out. She asked if the bleachers could be moved and commented the skateboarders and bicyclers cut through the basketball courts to get to the skatepark. She said where the bleachers are currently, there is no choice but to ride on the court, and it is an easy solution to move them.

Member Rice said at the Chili Cook-Off, they sold fewer tickets but made more money overall this year. She mentioned as they get farther into this year, they will need someone to chair the event.

Vice-Chair Coad reported at National Night Out, Mr. Rinaldo surprised her with the new ornaments she requested for Celebrate the Season. She said we have enough for both

Santa's Breakfast and for Santa to hand out. She commented that they are adorable and they got a good deal. Vice-Chair Coad congratulated Member Rice on a wonderful National Night Out event. She thought the total was more like six hundred (600) hotdogs that went out.

Member Rice replied it was about four hundred thirty (430) to four hundred fifty (450) hotdogs served.

Vice-Chair Coad said she is looking forward to Barkfest and the Luau. She stated she is grateful to the Board and apologized if she offended anyone at the Commission meeting. She said she did not speak as a Board Member but as an individual and quoted what was in the minutes, that it was a unanimous vote. She noted Member Sackett was correct two (2) people absent from that meeting, and she should have stated that it was a unanimous vote with two (2) absent. She will bear that in mind the next time.

Chair Morgan reported January was busy. She thanked staff for the Chili Cook-Off and National Night Out and did not want to repeat everything already mentioned. She loves that staff is great at what they do, and the events were awesome. She liked that there were new cooks at the Chili Cook-Off, especially the winner.

Chair Morgan attended Goat Yoga at Alestone, a local business that thought outside of the box. She said if you have an opportunity, Goat Yoga is amazing. She attended the Grand Opening of Crossroads Corral, located on the border of the city. She thinks they could do a lot with them, partnering on events. They seem to be very active and want to get involved. She said the SMaSH Beer Fest was fun and she met a lot of great people there. The owners of the event told her that they raised more money in pre-ticket sales for Second Harvest than last year and were pretty excited about the ticket sales. She said the Mid-Florida Mustang Club event was great. There were a lot of cars and a lot of people. She attended the Buddy Ball Banquet and mentioned it since they have Buddy Ball Friday nights at Candyland Sports Complex.

Chair Morgan reported on the events she is trying to get involved in. For the Longwood Luau, she met with Horsepower Ranch and city staff at Reiter Park. She said she is excited to have this partnership. The date is changing for the Luau to May 6, and the time will be 4:00 p.m. until 8:00 p.m. She noted they are talking about giving Horsepower Ranch exclusivity on the food. She knows the feedback received on the last Luau was changing the date and the time because it was so hot, and bringing in more traditional Hawaiian food. With Horsepower, they are looking at adding lomi salmon, lau lau, rice, and kalua pig (traditional pig roast). She stated it would be great to show what we do in Hawaii and bring more to the event. She explained that the date of the event is being moved to May because in Hawaii May 1st is May Day Lei Day and a big deal. The day is celebrated with parades, and each island represented with colors.

Discussion ensued about the Luau event.

Chair Morgan mentioned the second event is the Longwood Walk for Autism Awareness and tentatively scheduled for April 29. She waited until now to talk to the staff and asked if they had spoken with the concert group.

Mr. Capizzi and Mr. Rinaldo responded that they reached out and waiting to hear back. They confirmed that they would get in touch with them.

Discussion ensued on the Longwood Walk for Autism Awareness, and waiting on this group because they are good with music for autism.

Chair Morgan asked staff about a rainout date for the Luau.

Mr. Capizzi responded he would look into a date and let her know.

Vice-Chair Coad said there is only a \$500.00 budget for the Luau, and she is sure we can use a bigger budget and mentioned sponsorships.

Mr. Capizzi responded the budget is \$5,000.00 for the Luau.

Vice-Chair Coad thinks sponsorship is always good and would like to review the sponsorship packet.

Discussion ensued about sponsorships for all of the events.

5. STAFF REPORT.

Mr. Capizzi reported Senior Matinee will be on February 15, 2023, 1:30 p.m. until 4:00 p.m. and the movie will be *Ticket to Paradise*. He said those that have been around Candyland Sports Complex might have seen the electrical and light trucks. They are starting to retrofit the new sports lights on two (2) fields with older lights. The sports lighting for field #1 and the softball field are twenty (20) plus years old. He said they still work great but it is only a matter of time before the quality goes down and the effectiveness of the lighting is not what it is today. He stated brand new LED lights will be put in on the softball field and field #1, which are the two (2) most used fields.

Member Sackett asked if the LED lights would turn blue as they do on some of the street lights.

Mr. Capizzi responded no.

Discussion ensued about the blue/purple LED lights on the streets.

Mr. Capizzi said February 25 is the opening day at Candyland Sports Complex and invited board members to attend. It will be around 9:00 a.m. and advised them to get there a little earlier because parking can be difficult. He commented that registration has been fantastic and gave kudos to the Longwood Babe Ruth (LBR) Board for that and said they have been doing a good job. His staff has laser leveled a couple of the fields this year and they are

looking nice. He noted they would probably do the other two (2) in the summertime. He said they had made some minor repairs to the asphalt that supports the main track at the Pump Track recently. He noted people come from all around to ride our Pump Track. Over in Oviedo there was a Pro-BMX tournament held recently with bikers from all over the country that went to the competition. Many of these pros came to Longwood to ride the Pump Track when they were not competing.

Mr. Capizzi said in the last year and a half four (4) new obstacles were added to the Skate Park. The end goal is to eventually convert all of the modular equipment into concrete but that is very expensive. He said in the meantime they are just replacing parts. He commented that they had received a good amount of free and discounted labor in the park for those obstacles.

Mr. Capizzi mentioned the bathrooms and Splash Pad were getting resurfaced at Reiter Park. The company doing the work is taking their time and doing a nice job. He also noted the maintenance would be much easier.

Discussion ensued on the repairs of the Splash Pad.

Vice-Chair Coad asked about the floors at the Community Building.

Mr. Capizzi replied that the old flooring had been ripped up and all of the tiles torn up. The next step is to put in the new tiles, and they anticipate the work to be done next week.

Vice-Chair Coad asked Mr. Capizzi if he would send them pictures of the floor when it was completed. She also asked if they would host any painting classes in the building.

Mr. Capizzi said it has been renting so much that there is no consistency in order to have a scheduled routine class, like a painting class. He commented they would probably stay clear from any programming in the building.

Vice-Chair Coad asked about the kitchen issues and the outside of the building.

Mr. Capizzi responded the kitchen was fine. He stated they would update the appliances at some point and have it in the budget to redo the kitchen. It is not a priority since it is functioning pretty well. He said they do have funding in the Capital Improvement Plan (CIP) to redo the siding on the outside of the building, but that will be next year. He stated they got a quote for a ballpark figure to add to the CIP but will get a requote because it has been some time, and materials change prices.

Vice-Chair Coad stated Mr. Gioielli brought up at the Commission Meeting cameras for the Dog Park and asked Mr. Capizzi to share that with the Board.

Mr. Capizzi stated at the next Commission meeting there will be an item pertaining to the cameras at the dog park and one about the holiday event dates. He stated there are three (3) different camera options and went over those options.

Discussion ensued about the options for the cameras and the dog park locations.

Member Rice asked staff to expound on what was said at the Commission meeting regarding agility equipment that had been ordered. She also asked if the Camp Out date was changed.

Mr. Capizzi replied that the date of the Camp Out has been changed and Mr. Rinaldo will address that when he speaks about it. He stated they ordered agility equipment for the large and small dog parks and explained what equipment was purchased.

Member Rice asked staff to keep in mind that a lot of dogs like to use the trail and they talked about a dog waste station outside the park fence. She thinks some prefer the trail as opposed to using the actual Dog Park and that the waste station would be well used.

Mr. Capizzi responded they would order a new one tomorrow.

Vice-Chair Coad asked if everything was okay with the wash station.

Mr. Capizzi replied everything was fine. He said they received money from the insurance company for replacing the fountains since the tree did fall on them. He said they are working but do leak, and they will be able to replace those at some point.

Member Rice confirmed with Mr. Capizzi that he had ordered a new sign for the Dog Park.

Discussion ensued about being a licensed dog in Seminole County and how that is no longer a requirement, along with removing or covering up that language from the Dog Park sign.

Mr. Capizzi stated he would have a new sign made rather than covering it up.

Member Carroll asked staff to discuss Barkfest and expand on any new vendors. She reached out to Dogtopia and they wanted to be a vendor.

Mr. Rinaldo started with the synopses he sent out earlier and asked if anyone had any questions. He provided an update on the Camp Out and said that Jeff, who does the movies, was unavailable for the original date picked, and DJ Dennis was not available on that date either. He checked with both of them and moved the Camp Out to April 1st. He said all of the families previously engaged had been emailed. He said similar to Barkfest, he emailed all the past vendors and received about ninety percent (90%) confirmation from the ones that were originally going to come. He noted Member Rice sent him a new one vendor and he will be sure to reach out to Dogtopia as well.

Discussion ensued regarding the vendors for Barkfest.

Member Rice appreciated Mr. Rinaldo for sending the event synopsis in advance of the meeting. She stated there might be a couple of updates to make them current and will mark them up and send to the staff.

Vice-Chair Coad asked about the Pennies for Parks fund and the funds for this year and last year's Santa Breakfast.

Mr. Capizzi replied he spoke with the Finance Director and the only fund that is currently rolling over is the Pennies for Parks fund. He said it was news to him and there have been different Finance Directors who had different ways of doing things. He knows that Ms. Rosado, the current Finance Director, is trying to do things legally and correctly. He shared with her that they have traditionally had an inter-fund transfer where the funds roll over and he did reference two (2) to three (3) years ago the Board was given \$10,000. This would have been when J.D. Cox was the City Manager. He stated they do have reserves in the parks fund if there is a project the Board would like to do. He explained the Board would select the project, then there would be a budget amendment upon approval by the Commission, and that would come out of those reserves. He talked about in upcoming years, allotting a designated amount in an expenditure fund for the Board projects that would need to be approved by the Commission.

Discussion ensued about the fund for Pennies for Park, the fund that was supposed to be set up for the Strongwood Coffee sales, what the impact fee monies can and cannot be used for, the reserve fund, and how fundraiser money is handled. It was confirmed the impact fee monies would roll over.

Member Sackett asked if they would be able to get the Strongwood Coffee to sell at Barkfest.

Mr. Capizzi responded they could try and that he would need to know where to get it.

Member Sackett said another possible vendor at Barkfest would be pet insurance companies.

Discussion ensued regarding pet insurance companies.

Member Sackett commented another future project idea of hers is bike repair stations along parts of the trail.

Mr. Capizzi replied he confirmed with the Public Works Director that they could put something like that on the trail.

Member Putz asked if bikes and scooters are allowed at Reiter Park.

Mr. Capizzi replied they are allowed but the electric scooters are not.

Discussion ensued about scooters and bikes in the park. Mr. Capizzi explained that bikes are allowed because a bicycle and pedestrian grant was utilized and it states they have to be allowed.

Vice-Chair Coad thanked the Board Members for allowing her to sit at the table and not get up on the dais. She had recently been in the hospital and was grateful to be attending that evening.

6. ADJOURNMENT.

Member Putz moved to adjourn the meeting. Seconded by Member Sackett and carried by a unanimous voice vote.

Chair Morgan adjourned the meeting at 8:13 p.m.

Minutes approved by the Parks and Recreation Advisory Board: 03-07-2023

Larissa Morgan, Chair

ATTEST:

Donna Alt-Bowes, Recording Secretary