

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

**MINUTES
March 3, 2020**

Present: David Putz, Vice-Chair
Judi Coad, Member
Teresa Ray, Member
Lori Rice, Member
Jessica Peters, Member
Jim Vogel, Member
Chris Capizzi, Leisure Services Director
Ryan Rinaldo, Recreation Coordinator
Donna L. Alt-Bowes, Recording Secretary

Absent: Nicole Bright, Chair

- 1. CALL TO ORDER.** Vice Chair Putz called the meeting to order at 7:00 p.m.
- 2. PUBLIC INPUT.** None.
- 3. ACTION ITEMS.**

A. Approve Minutes from February 4, 2020

Member Vogel moved to approve the minutes from February 4, 2020, as presented. Seconded by Member Ray and carried by a unanimous voice vote with Chair Bright Absent.

B. Spring Banners

Mr. Capizzi said we are still in a holding pattern with regard to the Spring banners. He said he did meet with the sign company that is going to be putting up the signs at the park last week as well as Megan Almasi from Orlando Health. He sent her the overhead aerial view of the park for the banners with yellow poles for the ones that we are considering doing double banners. He spoke with her in regard to the banners and switching them out for different seasons/events. She took all that in and is going to be working on something with Orlando Health's marketing department. They will come back and let us know what they want to with regard to the banners. He told the board about the signage that will go up at the park from the new RFP involving Orlando Health.

Member Coad asked Mr. Capizzi if he told them that the Board does not was the same banner up.

Mr. Capizzi said they were talking about the possibility of having multiple types of banners. He said he told them everything the Board would like to see.

Member Coad asked if the sign going on the amphitheater was going to be silver in color as aluminum or is it going to be aluminum lettering and asked if they are going to be putting up the name of the hospital group.

Mr. Capizzi said it is going to be brushed silver and it is going to say Orlando Health.

Discussion ensued with regard to the signage on the amphitheater.

4. BOARD MEMBER REPORTS

Member Vogel reported and said he has relocated to another location in Longwood and he will be able to remain on the board for another year. He is going to get with staff about taking on a project.

Member Peters said she did not have a report but asked staff if there was a visual where the banners are going to be at the park and said she would like a visual of that.

Mr. Capizzi showed her on the drop down screen where the banners would go at the park.

Member Rice said she met with staff in regards to the AAD Sun Shade Grant and staff has worked really hard to get all the requirements in place to apply for the grant. She said the Mr. Capizzi is moving forward with the final needs. The grant does not open up again until October. Mr. Capizzi has some time to work on the recommendation letter from an AAD dermatologist. Members might want to think about where we need a shade structure so we can possibly discuss this in a future meeting. The grant is for up to \$8,000. She said she talked to Mr. Capizzi about butterflies now that Reiter Park is a Monarch City and looks forward to continuing to work with him on the topic.

Mr. Capizzi said that he did reach out to Juan at Vision Butterfly Gardens. He said they create butterfly gardens for any type of budget and they have material that is butterfly friendly. He is waiting for Juan to get back to him this week to set up a meeting for next week.

Discussion ensued with regard to the plant material at Reiter Park for the butterfly garden.

Member Rice said she went to the Health Fair and it was a great event. She asked for an event synopsis to be emailed to Board Members.

Mr. Capizzi said they would make one and send it out to the Board Members.

She said the weather cancelled the Movie in the Park and hopes that will be rescheduled as well as the Great American Camp Out. There is a Concert in the Park this weekend and she is looking forward to the Pirate Seafood Festival this month as well as the Splash Pad opening.

Member Ray said she had no report. She said she is looking forward to the concert on Saturday.

Member Coad asked if Chair Bright had met with staff about the memorial project and asked if anything had moved forward on that project.

Mr. Capizzi said that he and Chair Bright have not been able to meet. He said he does have someone that has purchased a memorial plaque/bench for Reiter Park.

Discussion ensued with regard the memorial program for the city and the plaque/bench that has been purchased for Reiter Park.

Member Coad asked if staff had addressed the outlets for the Arbor Deck.

Mr. Capizzi said they have an electrician coming out this week to address future electrical needs.

Member Coad said there was a conversation at the Commission meeting last night about dogs in the park. She asked staff to give an update on the situation with dogs in the park.

Mr. Capizzi said the COP's have become heavily involved with watching over dogs in the park.

Discussion ensued about the enforcement of no dogs in the park.

Member Coad suggested when the events are advertised that we mention that there are no dogs allowed in the park.

Mr. Capizzi said that this can be done.

Member Coad asked staff to update the Board on the status of the pump track.

Mr. Capizzi said the pump track is currently closed until March 31. He said we are waiting for the sod to set in that holds the pump track in place.

Discussion ensued with regard to the closing of the pump track.

Member Coad asked about the status of Barkfest, in particular how many dogs are listed and when we can start to vote.

Mr. Rinaldo said we have about twenty (20) dogs and we will be going live with that tomorrow. He said we have 17 vendors and several sponsors already signed up. It is a very popular event. There will be two (2) food trucks and a full bar.

Member Coad asked if the bulletin board has been fixed and if the big culvert out there had been painted.

Mr. Capizzi said the bulletin board has been fixed but the culvert is still the same.

Member Coad asked about the final status of the Fall Festival.

Mr. Capizzi said we ended up doing well. He said the net profit was about \$1,000.00. He said that was because we had to pay the Historic Society \$11,000.00.

Discussion ensued with regard to the financial outcome of the Fall Festival, the agreement with the Historical Society and how the Fall Festival can make more money.

Mr. Capizzi said he would provide the synopsis for the Fall Festival to the Board Members.

Vice Chair Putz reported and said he was at the park tonight and it was very busy considering there were not events at the park this evening. He said a redevelopment guy came by his house and talked to him about moving the Fire Department and asked if anyone in our department had talked to him.

Mr. Capizzi said he assumes that this gentleman would most likely be talking to Chris Kintner in Community Development. He had not talked to the man as of yet.

Vice Chair Putz said they asked him about what the old Fire Department could be used for and said they thought maybe some kind of food vendor.

5. STAFF REPORT

Mr. Capizzi said there is a Concert in the Park on March 7, 2020 at Reiter Park and the band is Caribbean Crew. The Food Truck event is Thursday, March 12, 2020, from 5:30 p.m. to 8:30 p.m., the Annual Mustang Round-Up is March 14, 2020 from 10:00 am to 3:00 p.m. in downtown Longwood and the Downtown Longwood Cruise-In Car Show is that afternoon from 5:00 p.m. to 8:00 p.m. The Senior Matinee is Wednesday, March 18, 2020, from 1:30 p.m. to 4:00 p.m. and the movie is *The Good Liar*. The Movie in the Park is March 20, 2020 at 6:30 p.m. Staff is working on rescheduling the two (2) that have been cancelled. The Pirate Seafood Festival is March 28 – 29, 2020 from 10:00 am – 5:00 p.m. There will be more food vendors than there were last year and there will be a pirate encampment. The Great American Campout was cancelled due to the weather and they are working on getting it rescheduled. There were around forty (40) or so people who showed interest and we had twenty (20) sign ups. He said the week before there were several people who backed out due to the weather.

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