



AGENDA

**PARKS AND RECREATION BOARD
CITY COMMISSION CHAMBERS
CITY HALL**

Monday, February 9, 2026

6:00 P.M.

CALL TO ORDER: CHAIRPERSON SHEILAN RUNNELS

INVOCATION: CHAIRPERSON SHEILAN RUNNELS

PLEDGE OF ALLEGIANCE: CHAIRPERSON SHEILAN RUNNELS

ROLL CALL: PARKS AND RECREATION ADMINISTRATIVE ASSISTANT ANAELI QUINONES

ANNOUNCEMENTS: DIRECTOR ANNOUNCEMENTS

RECOGNITION OF CITIZENS: ITEMS THAT ARE NOT ON THE AGENDA

APPROVAL OF THE MINUTES: SEPTEMBER 8, 2025

NEW BUSINESS

- 1) Light Up Lake Alfred Recap
- 2) 2025 Project Overview
- 3) 2026 Project Plans
- 4) Central Park Wall Updates
- 5) 2026 Event Schedule
- 6) Staffing Updates

RECOGNITION OF CITIZENS: (PLEASE LIMIT YOUR COMMENTS TO 5 MINUTES.)

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AGENDA
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FEBRUARY 9, 2026

MINUTES
PARKS AND RECREATION BOARD
CITY COMMISSION CHAMBERS
CITY HALL
MONDAY, SEPTEMBER 8, 2025
6:00 P.M.

Call to Order: Chair Runnels
Invocation: Vice Chair Widener
Pledge of Allegiance: Chair Runnels

Roll Call: Those in attendance were Chair Sheilan Runnels, Vice Chair Don Widener, and alternate Board Member Aaron Nangle.

Also in attendance were Parks Director Emily Deal, Administrative Assistant Anaeli Quinones, and Event Coordinator Jessica McGuire.

Meeting began at 6:02pm.

APPROVAL OF THE MINUTES: JUNE 23, 2025

Alternate Board Member Nangle made a motion to approve the minutes for June 23, 2025; seconded by **Vice Chair Widener** and motion was approved.

Chair Runnels moved on to the next item on the agenda.

NEW BUSINESS

1.) Vote on Parade Route for the Light Up Lake Alfred Christmas Parade

Parks Director Deal went over the use of the same parade route as we have done in previous years. She explained the route map that was attached has not changed. The lineup will take place at Central Park and will end at Gardner Park, and with this vote that takes place tonight, it will then go to the Commission meeting for further approval, and to the FDOT. She asked if there were any questions on the parade route. There were none.

Chair Runnels made a motion to approve the parade route as presented. It was seconded by **Alternate Board Member Nangle** and motion was approved.

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Parks Director Deal moved on to the next item on the agenda.

2.) Invitation for the Monument Preview Program

Parks Director Deal talked about the new monument that will be going to Gardner Park, and there will be a preview program at Adams Estate tomorrow and the board members are invited to attend. She gave the details on time and other information that will be part of the program.

Parks Director Deal moved on to the next item on the agenda.

3.) Playground Opening Recap

Parks Director Deal went over the playground opening at Central Park, and how busy it has been since it opened and even before. The grand opening went great, and it was a lot of fun.

Parks Director Deal moved on to the next item on the agenda.

4.) Florida Friendly Library Landscape Certification

Parks Director Deal talked about the secret garden behind the library that has been done. It was a project that was suggested by the Friends of the Library, because one part of the garden belongs to them, while the other part is the Shinn Garden. Instead of doing just one part of the garden, the City did the whole thing by adding a water fountain, having a butterfly release, and plants that are specific to butterflies and pollinators. It is also Florida Friendly recognized and certified for two years by the IFAS Center. In two years, it will be checked again. Pictures of it are attached to the agenda packet.

Parks Director Deal moved on to the next item on the agenda.

5.) Fall Events Scheduled for 2025

Parks Director Deal introduced Events Coordinator Jessica McGuire to discuss the upcoming events.

Events Coordinator McGuire talked about the following events coming up: the heroes and hot rods car show, community bbq, fall fire fest, Halloween trunk or treat at Central Park, Veterans Day, and the Christmas parade.

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Parks Director Deal moved on to the next item on the agenda.

6.) Light Up Lake Alfred 2025 Plans

Parks Director Deal explained that the Christmas parade is rebranded as an event that also has a Christmas parade since it's so big. She talked about how there are going to be a sound system, more food trucks, and more stuff to do as it is expected to keep growing. The flyer for it has already been released on social media for it and there will be more on that coming shortly.

Parks Director Deal asked if there were any questions about that or any other events.

There were none.

Alternate Board Member Nangle made the motion to adjourn the meeting, seconded by **Vice Chair Widener**. Motion was approved by unanimous voice call vote.
The meeting was adjourned at 6:18pm.

Respectfully submitted,

Anaeli Quinones
Parks and Recreation Administrative Assistant

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New Business No. 1 Light Up Lake Alfred Recap

ISSUE: Review holiday events from 2025.

ATTACHMENT(S): N/A

ANALYSIS: Review staffing, and logistics of Light Up Lake Alfred events. Including but not limited to the Christmas parade, Gardner Park Tree Lighting, and Christmas Lights.

STAFF RECOMMENDATION: No vote needed, just a recap of the events.

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New Business No. 2 2025 Project Overview

ISSUE: Review department projects from 2025.

ATTACHMENT(S): N/A

ANALYSIS: Sharing the overview of larger projects from 2025 from the Parks and Recreation Department.

STAFF RECOMMENDATION: No vote needed, just a recap of projects.

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New Business No. 3 2026 Project Plans

ISSUE: The Board will get an update from Parks Director Emily Deal on the projects planned for 2026.

ATTACHMENT(S): N/A

ANALYSIS: Parks Director Deal will speak about the planned projects for the Parks and Recreation Department.

STAFF RECOMMENDATION: No vote needed, just a review of projects planned.

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New Business No. 4 Central Park Wall Updates

ISSUE: The Board will get an update from Parks Director Emily Deal on the wall at Central Park.

ATTACHMENT(S): Photos.

ANALYSIS: Parks Director will talk about the wall construction going on at Central Park football parking lot.

STAFF RECOMMENDATION: No vote needed, just a review of the construction.

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New Business No. 5 **2026 Event Schedule**

ISSUE: The Board will get an overview from Director Emily Deal on events scheduled for 2026.

ATTACHMENT(S): Calendar.

ANALYSIS: Parks and Recreation Director Deal will review events scheduled with Parks Board.

STAFF RECOMMENDATION: No vote needed, a review of current events scheduled.

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New Business No. 6 Staffing Updates

ISSUE: The Board will get an overview from Parks and Recreation Director on Parks staffing updates.

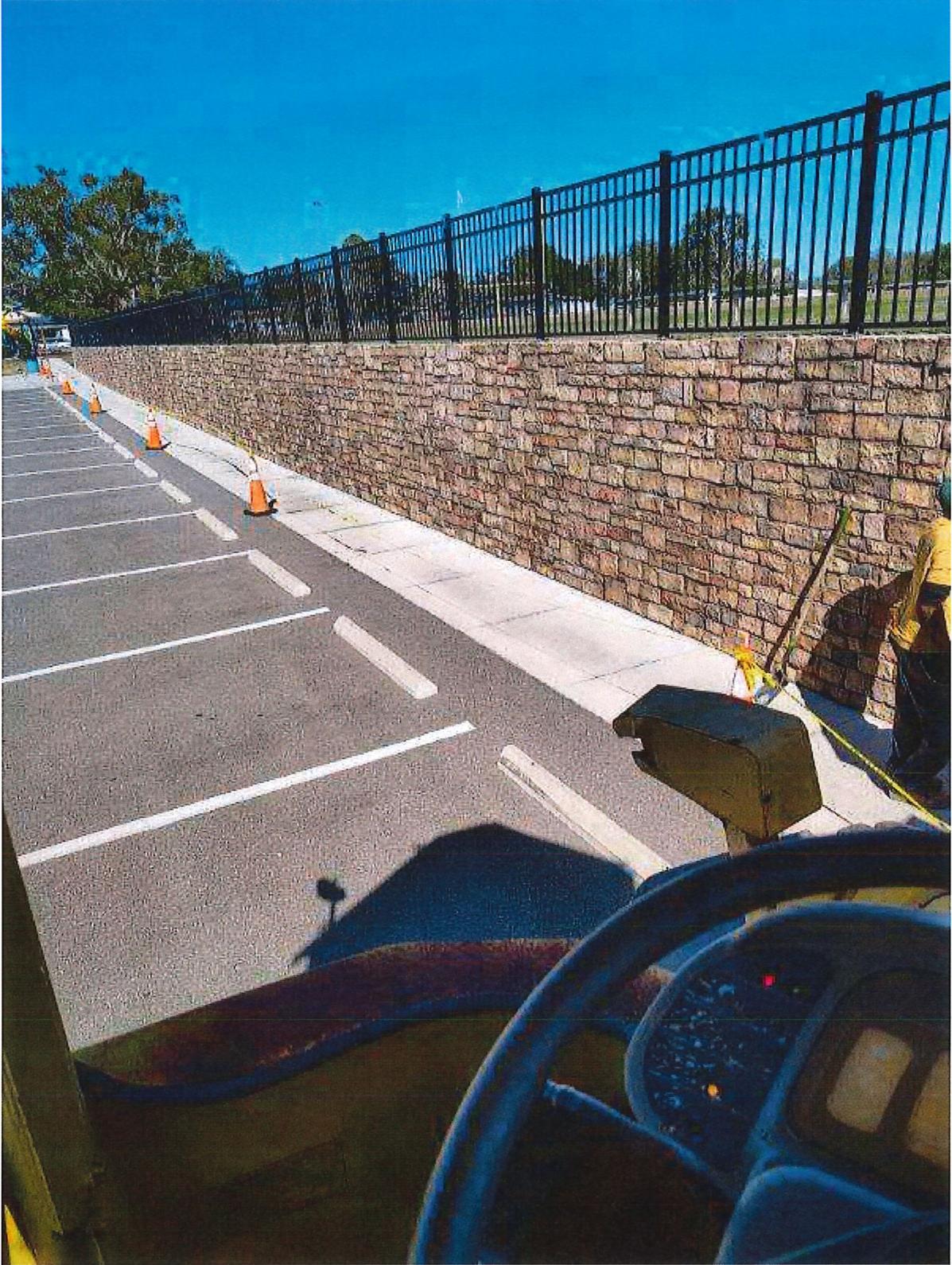
ATTACHMENT(S): None.

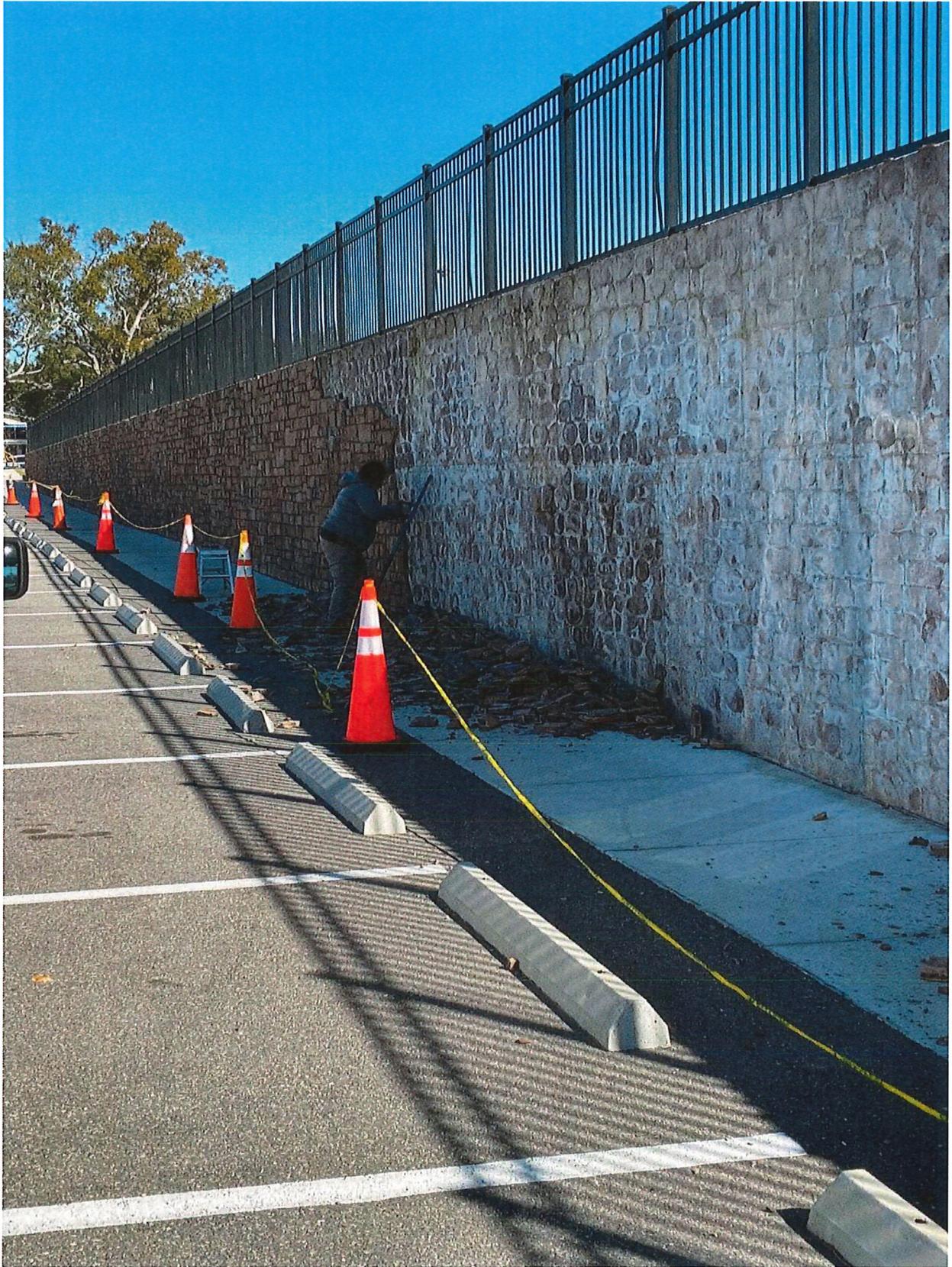
ANALYSIS: Parks and Recreation staff has a few changes to staffing and plans for hiring summer staff.

STAFF RECOMMENDATION: No vote needed, a review of current staffing plans.

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ATTACHMENT A











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ATTACHMENT B



2026 Events

February

2/7 - Black History Even
2/20 - 2/22 - Jet Ski Show
2/21 - TEDx Lake Alfred
2/27 - 3/1 - Jet Ski Show

March

3/7 - Heritage Festival
3/28 - Paws in the Park

April

4/23 - Citizen's Academy begins
4/25 - Laps for Lake Alfred Walkathon
4/30 - Citizen's Academy

May

5/2 - Muffins with Mom
5/7 - Citizen's Academy
5/14 - Citizen's Academy
5/16 - Community BBQ
5/21 - Citizen's Academy
5/28 - Citizen's Academy Ends

June

6/6 - Donuts with Dad
6/8 - Summer camp begins

July

7/3 - America 250
7/9 - Thursdays at Central
7/16 - Thursdays at Central
7/23 - Thursdays at Central
7/24 - Summer Camp ends
7/30 - Thursdays at Central

August

8/1 - Back to School Bash

September

9/12 - Community BBQ
9/19 - Heroes and Hotrods car show

October

10/3 - Fire Fest
10/31 - Halloween

November

11/11 - Veteran's Day Ceremony

December

12/2 - Staff Christmas Lunch
12/4 - Havendale Parade
12/12 - Light Up Lake Alfred