



**TOWN OF LAKE HAMILTON  
PARKS AND RECREATION ADVISORY BOARD  
MEETING AGENDA  
Wednesday, October 26, 2022  
2:00 P.M.**

The Lake Hamilton Parks and Recreation Advisory Board will hold a Regular Meeting on Wednesday, October 26, 2022, at 2:00 PM at the Town Hall, 100 Smith Ave, Lake Hamilton, FL 33851.

- 1. CALL TO ORDER BY THE CHAIR**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL OF BOARD MEMBERS BY THE CLERK**
- 4. ITEMS TO BE DISCUSSED BY THE BOARD:**
  - a. Approve Minutes from the 05-25-2022 Meeting
  - b. Trunk or Treat details
  - c. Introduction of the 39 Mile Yard Sale
  - d. Discuss Veteran's Day activities
  - e. Discuss Dates for the Christmas Tree Lighting
  - f. Equipment Recommendations for Detour Park Phase 1 FRDAP Grant
  - g. Equipment Recommendations for Gunter Park Phase 2 FRDAP Grant
  - h. Discuss MLK Jr. Celebration/Parade
  - i. Discuss Park Reservations for Teams
- 5. ADJOURNMENT**

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND F. S. 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THESE PROCEEDINGS PLEASE CONTACT TOWN CLERK, BRITTNEY SANDOVALSOTO, TOWN HALL, LAKE HAMILTON, FL AT 863-439-1910 WITHIN TWO (2) WORKING DAYS OF YOUR RECEIPT OF THIS NOTIFICATION. IF A PERSON DESIRES TO APPEAL ANY DECISION MADE BY THE TOWN COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, AFFECTED PERSONS MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE WHICH THE APPEALS IS TO BE BASED. (F.S. 286.26.105)

**TOWN OF LAKE HAMILTON  
PARKS AND RECREATION ADVISORY BOARD  
MEETING MINUTES  
WEDNESDAY, MAY 25, 2022  
2:00 PM**

The Town Council of Lake Hamilton held a Regular Meeting on Tuesday June 7, 2022, at 100 Smith Ave., Lake Hamilton, FL 33851.

**CALL TO ORDER**

Town Clerk Sandovalsoto called the meeting to order at 2:03 p.m.

**PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was recited by all.

**ROLL CALL OF BOARD MEMBERS BY THE CLERK**

Joy Sutkus, Ellen Kehoe, Elizabeth Monroe Kuykendall, Curtis Grothmann, and Howard Cone were present. Clerk Sandovalsoto and Public Works Director Lewellen were present.

**ITEMS TO BE DISCUSSED BY THE BOARD:**

**Nominations for Board Chair**

**Motion made** by Kuykendall and a second by Sutkus to nominate Kehoe for Board Chair.

No discussion. **Motion passed 4-0.**

**Nominations for Vice Chair**

**Motion made** by Kuykendall and a second by Cone to nominate Sutkus for Vice Chair.

No discussion. **Motion passed 4-0.**

**Nominations for Secretary**

**Motion made** by Sutkus and a second by Grothmann to nominate Kuykendall for Secretary.

No discussion. **Motion passed 4-0.**

**Establish Meeting Dates and Times**

PWD Lewellen noted that the meeting should be held before the council meeting each month so that they are able to bring any recommendations to council. There was discussion regarding schedules and what days everyone had available.

**Motion made** by Kuykendall and a second by Sutkus to establish the Parks and Recreation Advisory Board meeting dates for the fourth Wednesday of every month at 2:00 PM.

No further discussion. **Motion passed 4-0.**

**Decide Budget for July 2<sup>nd</sup> Celebration**

PWD Lewellen addressed the Board and gave an overview of the Towns budget for events. He noted they budget \$10,000 a year for events all together. He also noted that some of that budget has already been spent on other events. He gave two options that were given by Zambelli, the company who sets off the fireworks for the town. They could choose a 6–7-minute show for \$6,000 or a 20-minute show for \$15,000. There was discussion regarding the cost and the July 2<sup>nd</sup> celebration.

**Motion made** by Sutkus and a second by Kuykendall to recommend to the council to remove the Veterans Wall memorial from the 2<sup>nd</sup> of July celebration and instead have the memorial on Memorial Day and Veteran's Day.

No further discussion. **Motion passed 3-1.**

Kuykendall noted she had concerns that the J.T. Miller subdivision did not receive any funds for activities. PWD Lewellen explained that those funds were for Town sponsored events for the whole town.

**Motion made** by Kuykendall and a second by Sutkus to recommend to the Council to approve the \$6,000 show for fireworks for this year.

Cone questioned what the current amount budgeted was for fireworks. PWD Lewellen noted the current budget is \$5,000. There was discussion regarding how the Town would cover the extra cost and PWD Lewellen noted that it would have to be approved by the Council to come from reserves if there was no more money in the current budget.

No further discussion. **Motion passed 3-1.**

**Discuss Town Policy on Reserving the Ball Fields**

Chief Teague gave an overview on the Town's process used to reserve the fields. Cone recommended looking at what other surroundings cities are doing such as Haines City and Lake Alfred to get an idea on what they should do.

**Motion made** by Cone and a second by Sutkus to review surrounding cities policies on reserving fields and liabilities. No further discussion. **Motion passed 4-0.**

**Update on Park Improvements**

PWD Lewellen gave an update on the park improvements with grants. He noted that there are currently 2 \$50,000 grants open for Gunter Park and Detour Park Ballfield. He did not know the finalized date of those grants but was waiting on the finalization of the grants. They should be getting prices in the next couple of weeks. There was discussion regarding the playground equipment at Gunter Park. There was also discussion regarding the grant process and how the funds are allocated and how they are awarded. No further discussion.

**ADJOURNMENT:**

**Motion made** by Cone and a second by Sutkus to adjourn the meeting at 3:05 PM. **Motion Passed 4-0.**

ATTEST:

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Ellen Kehoe, Board Chair

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Brittney Sandovalsoto, Town Clerk

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Nathan Lewellen, Public Works Director