

**TOWN OF LAKE HAMILTON  
PARKS AND RECREATION ADVISORY BOARD  
MEETING MINUTES  
WEDNESDAY, JUNE 28, 2023  
2:00 PM**

The Town Council of Lake Hamilton held a Parks and Recreation Advisory Board meeting on Wednesday June 28, 2023, at 100 Smith Ave., Lake Hamilton, FL 33851.

**CALL TO ORDER**

Board Chair Ellen Kehoe 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, Tammy Pence and Charles Walter were present. Leslie Landon was absent. Town Clerk Sandoval Soto, Senior Planner Kirby, and Public Works Director Henry were present.

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

**APPROVAL OF MINUTES**

**Motion made** by Pence and a second by Walter to approve the 05-24-2023 meeting minutes. No public comments were received. **Motion passed 4-0.**

**BACK TO SCHOOL SPLASH EVENT**

Chair Kehoe gave an update on the back-to-school splash event. She noted that social media will provide updates with date and times for the event. They are in need of school supply donations. There will be a foam party, bounce house, hotdogs, and water available. The event is set to take place on July 29<sup>th</sup>. Walter asked if the event should be a budgeted item and suggested the Town Council budget \$1000 for the event for the next year.

**Motion made** by Walter and a second by Sutkus to recommend to the Town Council to budget \$1000 towards the Back-to-School Splash Event for the next budget year. No public comments were received. **Motion Passed 4-0.**

**STAFF UPDATES**

Kirby noted that they are closing the grants with FRDAP and he will be on top of applying for new grants as soon as they are allowed.

Chair Kehoe suggested that the board not meet in July and wait until August. There was discussion regarding what future events are coming so they can begin to discuss and plan for those.

There was discussion regarding assistance with the ballfield. Kirby noted that he would like for developers to invest more into the community. He is pursuing them to help with the project and asked if he could pursue this avenue first before any other action is taken.

**Motion made** by Walter and a second by Pence to place event signs out at least two weeks prior to the event date.

No public comments were received. **Motion passed 4-0.**

**Motion made** by Pence and a second by Walter to postpone the July meeting.

No public comments were received. **Motion passed 4-0.**

**ADJOURNMENT:**

**Motion made** by Sutkus and a second by Pence to adjourn the meeting at 2:45 PM. No discussion. **Motion Passed 4-0.**

ATTEST:

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Ellen Kehoe, Board Chair

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Brittney Sandoval Soto, Town Clerk

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Patrick Henry, Public Works Director