

**TOWN OF LAKE HAMILTON
PARKS AND RECREATION ADVISORY BOARD
MEETING MINUTES
WEDNESDAY, MAY 24, 2023
2:00 PM**

The Town Council of Lake Hamilton held a Parks and Recreation Advisory Board meeting on Wednesday May 24, 2023, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Board Chair Ellen Kehoe called the meeting to order at 2:01 p.m.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance was recited by all.

ROLL CALL OF BOARD MEMBERS BY THE CLERK

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

ITEMS TO BE DISCUSSED BY THE BOARD:

APPOINT A SECRETARY

Walter questioned why a secretary was needed and it was explained that they are there in the event the Clerk or staff is unable to take minutes and it is a requirement of the Ordinance. Sutkus nominated Landon for secretary of the board. There was a second by Walter. No further discussion. **Motion Passed 5-0.**

APPROVAL OF MINUTES

Motion made by Sutkus and a second by Walter to approve the 04-26-2023 meeting minutes. Walter asked if in the future the minutes could have more substance from the discussion and the Clerk assured that they would going forward. **Motion passed 5-0.**

REVIEW PROPOSED IDEAS FOR GAZEBO/BANDSTAND FOR VETERANS PARK

Planner Kirby addressed the Board regarding the Gazebo for Veterans Park. He noted he spoke with Interim Administrator Teague regarding Cassidy Group possibly helping with the Gazebo but there was no clear picture of what that might look like. The location is already set where it could be set in Veterans Park due to the limited area. He noted that it sounds as the Town would not need to pursue funding for this project as there is already a plan in place to have Cassidy Group donate it to the Town.

Kirby also noted that the FRDAP grant applications would not be open for the Town to apply until August 2023 and due to limited funds, any projects would not start until 2024. They are still waiting for reimbursement from the 2 grants that were recently completed.

REVIEW PROPOSED UPGRADES AND COSTS FOR LITTLE LEAGUE PARK

There was discussion regarding possible upgrades to the Little League Park which included moving the fence back 20-25 feet, new light poles installed and lights for the poles. Walter questioned if a draft plan could be given to members at the next meeting.

CONTINUED DISCUSSION REGARDING JULY 2ND EVENT

Kehoe gave an update regarding the July 2nd event. She noted that Old Man Franks would not be able to provide the bar, but they gave Mayor Kehoe another contact that may be willing to provide it.

There was discussion regarding the current state of the open field by the Post office and the road construction. It was noted that the contractors have strict orders to clear the field prior to the event date.

Interim Administrator Teague arrived and gave an update regarding the July 2nd event. There are currently 2 BBQ vendors, an ice cream vendor, and others that sell their own items. There is a bounce house set to be there, the foam party and maybe designer popcorn. Vendors who wish to set up at the event will need to fill out a vendor application and submits those. There is no cost to be a vendor, but spots will be designated by Staff prior to the event. It was noted that there was not much space for generators and the electrical outlets were very limited.

There was discussion regarding other land that is owned by the Town that could be designated as park land then using funds to rehab those for public use. Walter asked if the board members could be provided with the budget and Teague noted he would provide them with this year's budget.

There was discussion regarding the Polk County application for use of fields and using something similar for the Town. Kehoe noted they should remove the COVID restrictions stated in the application and parks and rec and replace with Public Works. A fee schedule would need to be set by the Council.

ADJOURNMENT:

Motion made by Walter and a second by Pence to adjourn the meeting at 2:50 PM. No discussion. **Motion Passed 5-0.**

ATTEST:

Ellen Kehoe, Board Chair

Brittney Sandovalsoto, Town Clerk

Patrick Henry, Public Works Director