

**TOWN OF LAKE HAMILTON
PARKS AND RECREATION ADVISORY BOARD
MEETING MINUTES
WEDNESDAY, AUGUST 23, 2023
2:00 PM**

The Parks and Recreation Advisory Board held a Board meeting on Wednesday August 23, 2023, at 100 Smith Ave., Lake Hamilton, FL 33851.

CALL TO ORDER

Board Chair Ellen Kehoe called the meeting to order at 2:00 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, Leslie Landon and Charles Walter were present. Town Clerk Sandoval Soto, Senior Planner Kirby, and Town Administrator Hunnicutt were present.

ITEMS TO BE DISCUSSED BY THE BOARD:

APPROVAL OF MINUTES

Motion made by Pence and a second by Sutkus to approve the 06-28-2023 meeting minutes. No public comments were received. **Motion passed 5-0.**

Walter asked about information regarding the budget was not included in the minutes.

Administrator Hunnicutt gave an overview of the budget and specifically the parks budget and noted that it only covers mostly mowing and upkeep with the parks. He noted that it is a very minimal budget. Walter asked for information including employees under the parks budget and other equipment involved with the parks department. Walter asked if the board could be provided with the budget. Administrator Hunnicutt noted he would give that to the Clerk for the next meeting.

Administrator Hunnicutt updated the board on the condition of the boat ramp at sample park and what they are doing to help move that forward. He also noted that a survey will be published so the residents can bring back items they would like to see updated or changed within the town. He advised that the Council will be having a retreat in October and then there will be a picture of what direction they will move forward with.

There was discussion regarding having events in the Town that are low cost to bring in residents and have something to build on. Senior Planner Kirby noted that Volunteers are greatly needed to keep the events and to have more in the future. There was also discussion regarding acquiring tents, tables, chairs for events as the Town does not currently have those.

LAKE HAMILTON CENTENNIAL CELEBRATION IDEAS

Chair Kehoe opened the discussion up for ideas for the Town's Centennial Celebration.

Chair Kehoe noted that an event could be done every month leading up to the Centennial in celebration of, so that there is something for everyone to do. Landon offered an idea of having something every Friday night between November and February.

There was discussion about where the events could take place and there was discussion regarding the ballfield and the empty lot across from the ballfield.

Walter asked if someone could define all of the buildings in the Town.

Chair Kehoe advised that they should pick dates that do not compete with other cities. She will do research to see if there are any conflicts with other events. Sutkus suggested doing it on a different day of the week each month to see which day brings in the most people.

Board Members gave ideas on what types of events there could be including: dress your pet, annual cutest pet contest, gaming competitions, movies in the park.

Chair Kehoe noted that the board would need to make recommendations to the Council, and they would have the final decision. Walter suggested the information for events be given to the media. Administrator Hunnicutt noted that they will be advertising events in the Winter Haven Sun and also with the Northeast Chamber of Commerce.

There was discussion about potential contests, house decorating for the holidays, gift baskets for prices donated from local vendors.

Walter suggested there be a pinnacle event at the end of the timeline.

Chair Kehoe suggested that each member bring back five ideas to the next meeting with what they would like to see and how they envision accomplishing each idea. It will have to be explained to the council how it will work and how it will be paid for.

STAFF UPDATES

Administrator Hunnicutt gave an update on the road conditions and the projects that are going on in the Town.

There was discussion regarding the annual tree lighting ceremony and the trunk or treat event. Walter suggested having a public safety event based on hurricane preparedness. He noted that the County EOC has a good history supporting those types of events. Administrator Hunnicutt noted that would be a good suggestion for next year.

There was discussion regarding the clubhouse that will be built in the new subdivision.

Sutkus suggested having block parties for the centennial.

Administrator Hunnicutt noted that he will bring the board a copy of the budget for the next meeting.

Senior Planner Kirby noted that the first Saturday of November will be the date for the 39 Mile Yard Sale and noted that volunteers are needed.

There was discussion regarding having an event for Veteran's Day.

ADJOURNMENT:

There was a motion and a second to adjourn the meeting at 3:23PM. No discussion. **Motion Passed 5-0.**

ATTEST:

Ellen Kehoe, Board Chair

Brittney Sandoval Soto, Town Clerk

Patrick Henry, Public Works Director