

**TOWN OF BAY HARBOR ISLANDS
MORRIS N. BROAD COMMUNITY CENTER
1175 95TH STREET
BAY HARBOR ISLANDS, FL 33154**

PARKS AND RECREATION COMMITTEE

MEETING AGENDA

**November 10, 2025
7:00 PM**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PUBLIC COMMENT:

APPROVAL OF MINUTES:

1. April 29, 2025 Parks and Recreation Committee Meeting Minutes
May 13, 2025 Parks and Recreation Committee Meeting Minutes
October 21, 2025 Parks and Recreation Committee Meeting Minutes

OLD BUSINESS:

2. FY 2025-2026 Parks and Recreation Department Budget

NEW BUSINESS:

3. Update on Email Newsletter
4. Halloween Spooky Parade Recap
5. Sustainable Garage Sale 2026 Discussion
6. New Year Art Walk - Discussion for Potential Early 2026

ADJOURNMENT:

** Please be aware that certain "New Business" items on this agenda may be taken out of turn, that is prior to "Old Business", to accommodate members of the public attending this meeting for "New Business."*

AGENDA ITEM REPORT
November 10, 2025

ITEM NUMBER: 1.

ITEM: April 29, 2025 Parks and Recreation Committee Meeting Minutes
May 13, 2025 Parks and Recreation Committee Meeting Minutes
October 21, 2025 Parks and Recreation Committee Meeting Minutes

DESCRIPTION:

PROPERTY VALUE & MILLAGE SUMMARY

2021 Taxable Value	1,372,000,00
	0
Increase/Decrease to 2022 Taxable Value	2,484,39 16.6%
	2
2022 Taxable Value	1,600,000,00
	0
Increase/Decrease to 2023 Taxable Value	32,803,21 18.8%
	8
Current Year Estimated Taxable Value	1,900,000,00
	0
Current Year Additions (New Construction)	(6,000,00 -0.3%
	0)
Current Year Estimated Taxable Value for Operating Purposes	1,894,000,00
	0

15 Year Millage, Taxable Value and Revenue History

<u>Fiscal Year</u>	<u>Millage Rate</u>	<u>Taxable Value</u>	<u>Percent Change</u> <u>in</u> <u>Taxable</u> <u>Value</u>	<u>Property Tax Revenue</u> <u>Gross</u>	<u>Net (95%)</u>
2010	5.29710	762,700,165	-11.2%	4,040,099	3,838,094
2011	5.29710	606,645,530	-20.5%	3,213,462	3,052,789
2012	5.29710	577,100,052	-4.9%	3,056,957	2,904,109
2013	5.52971	579,865,315	0.5%	3,206,487	3,046,163
2014	5.25000	602,162,980	3.8%	3,161,356	3,003,288

2015	4.90000	698,927	16.1%	3,424,744	3,253,507
		,405			
2016	4.55000	778,065	11.3%	3,540,199	3,363,189
		,824			
2017	4.40000	880,111	13.1%	3,872,490	3,678,866
		,322			
2018	3.99900	1,031,587	17.2%	4,125,319	3,919,053
		,742			
2019	3.71990	1,214,738	17.8%	4,518,705	4,292,770
		,329			
2020	3.62450	1,333,876	9.8%	4,834,634	4,592,902
		,001			
2021	3.62450	1,378,221	3.3%	4,995,365	4,745,597
		,700			
2022	3.59000	1,374,484	-0.3%	4,934,399	4,687,679
		,392			
2023	3.17280	1,632,803	18.8%	5,180,558	4,921,530
		,218			
2024	3.17280	1,894,000	32.2%	6,009,283	5,708,819
		,000			

FY 2024 Value of 1 Mill *			
Mills	Gross Revenue	Net Revenue (95%)	
1.00	1,894,000	1,799,300	1,7
0.75	1,420,500	1,349,475	1,3
0.50	947,000	899,650	8
0.40	757,600	719,720	7
0.30	568,200	539,790	5
0.25	473,500	449,825	4
0.10	189,400	179,930	1

RECOMMENDED ACTION:

FINANCIAL ANALYSIS:

BUDGET IMPACT:

Submitted By: Evelyn Herbello, Town Clerk

ATTACHMENTS

1.	04-29-2025 Parks and Recreation Committee Meeting Minutes
2.	10-21-2025 Parks and Recreation Committee Meeting Minutes



Town of Bay Harbor Islands

Parks and Recreation Committee

Minutes

April 29, 2025

7:00 PM

Community Center – 1175 95th Street
Bay Harbor Islands, FL 33154

A Regular Meeting of the Parks & Recreation Committee was held on Tuesday, April 29, 2025, at 7:15 p.m. (The meeting was scheduled for 6:00 p.m. but commenced late due to technical difficulties with the recording equipment). Upon roll call the following members responded: Amarilys Gott, Mariana Mitroga, Thomas von Hauswirth, Angel Rangel, and Linda Zilber. Alternates Susan Gilbert-Kelly (sick), and Christina Gunther did not attend.

Staff in attendance were Town Clerk Yvonne P. Hamilton, Joel Jacobi, Educational Program Director, and Deputy Town Clerk Janai Pomales.

Government in the Sunshine Laws – Town Attorney Joseph S. Geller, Esq.

Town Attorney Geller made a presentation to the Committee on Florida's Government in the Sunshine Laws

1. Election of Officers:

Selection of a Chair by the Committee Members
Amarily Gott was elected as Chair of the Committee.

2. Selection of a Vice Chair by Committee Members

Thomas von Hauswirth was elected as Vice Chair of the Committee

3. Selection of a Secretary by Committee Members

Mariana Mitroga was elected as the Committee Secretary

Joel Jacobi, Educational Program Director, will present the existing budget for 2025 and 2026 at the next meeting.

Committee members will work on the recommendations for 2026, including activities for seniors, adults and kids and will advise on the potential parks to be renewed and updated. (To be presented in the upcoming Council meeting on June 11th).

The next meeting was scheduled for Tuesday, May 13, 2025, at 7:00 p.m.

4. **Introduction of Staff Liaison** - Joel Jacobi, Educational Program Director

Mr. Jacobi introduced himself to the Committee.

5. **Discussion regarding items for the next agenda**

- Potential leasing of the facilities owned by Church by The Sea, to expand other Town activities
- More guardians and controls at parks
- Improvement of lighting in actual parks
- Potential open spaces for new parks (new townhall – roof of parking garage – existing parking lots)

ADJOURNMENT

There being no further business to address the meeting adjourned at 8:02 P.M.

Accepted this _____ day of _____, 2025.

Amarilys Gott, Chair

Attest:

Evelyn Herbello, MMC
Town Clerk



Town of Bay Harbor Islands

**Parks and Recreation Committee
Minutes**

October 21, 2025

7:00 PM

Community Center – 1175 95th Street
Bay Harbor Islands, FL 33154

Board Participants:

Amarilys Gott
Alex Rangel
Linda Zilber
Thomas Von Hauswirth

Also Present:

Parks and Recreation Director Adrian Hernandez
Educational Programs Director Joel Jacobi

Meeting Overview:

The Parks and Recreation Committee convened on October 21, 2025, for a scheduled meeting. Members in attendance included **Amarilys Gott, Alex Rangel, Linda Zilber and Tomas Von Hauswirth.**

1 Approval of the September 10, 2025, Parks and Recreation Committee Meeting Minutes.

A motion was made by Chair Gott to approve the September 10, 2025, Parks and Recreation Committee Meeting Minutes, seconded by Committee Member Rangel. The motion carried with a 4-0 vote with Committee Member Mitrogra absent.

2. Review of Budget for Parks and Recreation 2026.

Parks and Recreation Director Hernandez reported preliminary figures for Fiscal Year 2026 as follows: approximately \$184,000 dollars for programming, already allocated to specific programs by line item; approximately \$400,000 dollars for special events, already earmarked by specific event such as the 5K, the September 11 commemoration, the concert series, and the dog parade; and a flexible miscellaneous

amount of approximately \$9,000 dollars. He noted that he has been in the role for approximately two to three weeks and is still reviewing details.

He stated that the typical budget process flows from department head recommendations to the Finance Director, then to the Town Manager, and finally to the Town Council during budget hearings.

Committee members expressed frustration that allocations were set before Committee input and emphasized the desire to provide meaningful guidance ahead of future budget cycles.

Committee Member Rangel requested written summaries of current year programming, special events with associated dollar amounts, any rules or process for reallocation mid-year, and clarity on authority levels for material repairs and improvements.

4. Facilities and Capital Needs

Committee discussion identified priority maintenance and safety items including improved lighting around fields and garages, equipment repairs and replacements at the tot lot, and surface rehabilitation at Scott Winter Park.

Parks and Recreation Director Hernandez indicated he is soliciting quotes for playground improvements and evaluating restroom solutions for the tot lot, including high quality prefabricated options. He will bring cost estimates to the Town Manager for potential budget amendments.

Committee Member Rangel recommended a clear prioritization list, beginning with the tot lot as a symbolic and practical first step this fiscal year.

5. Public Comment and Community Presentations

Council Member Teri D'Amico presented ideas under the theme Connecting Through the Arts. Items included an art appreciation series with hands-on components across all ages; a student art competition tied to the Art Festival; and stronger school participation through direct coordination with the art teacher and the business district. She also discussed branding for Art Festival banners and the importance of consistent, legible designs each year. She raised near-term park improvement concepts for the East Island Gateway area at 96th Street, proposing a simple and flexible public space with shade, seating, and a clear path for paddle craft access and rinsing. She noted lighting needs in the parking garage and fields for evening events and general safety.

Residents and committee members voiced support for networking style community events for adults, tween and teen clubs to reduce device time, and family friendly gatherings such as parties in the park and casual food themed contests. Concerns

were raised regarding debris and pollution accumulating along waterfront parks, reportedly originating from Indian Creek, which poses risks to pets and children and impairs park enjoyment.

Council Member D'Amico described current adjustments underway at the dog park including removal of certain entry gates to improve circulation and pedestrian access without routing through the parking lot. She emphasized that perimeter safety fencing remains in place and that the intent is to remove redundant entry gates rather than eliminate safety controls.

Discussion referenced historical efforts such as Art Walks, merchant association events, and the need to re-engage the business district. Ideas included inviting local churches and community institutions to participate in arts and culture programming given their significant weekly attendance.

6. Community Engagement and Communications

Committee Members agreed the Town needs stronger and more frequent promotion for Parks and Recreation. Suggestions included standing content in the monthly Town newsletter, a Parks and Recreation electronic newsletter distributed weekly to subscribed residents, ongoing surveys after each program and event, and physical signage with quick response mechanisms at facilities to capture feedback. The Committee discussed building an email list through voluntary signups on the Town website and exploring available platforms within the Town's IT department.

A motion was made by Chair Gott to create a Parks and Recreation electronic newsletter, seconded by Vice Hari Hauswirth. The motion carried with a 4-0 vote with Committee Member Mitroga absent.

7. Survey Status

Committee members stated that an active community survey has limited responses to date. They proposed reframing future surveys to present the current program plan and seek targeted feedback on those items. Posting at the Community Center and parks was encouraged to increase awareness.

8. Meeting Schedule and Process

Town Clerk Herbello advised the Committee that per Town Code the Committee must meet at least quarterly.

Committee Members articulated a preference to meet monthly to maintain momentum on programming and facilities.

Town Clerk Herbello explained agendas will be compiled by her office with deadlines for item submissions. She stated that she will circulate potential 2026 dates and place

the Committee report from this meeting on the November 12, 2025 Town Council Meeting agenda.

9. Actions

Action: Parks and Recreation Director Hernandez to provide a prioritized list of facility improvements with preliminary quotes, starting with the tot lot and Scott Winter Park surface conditions.

Action: Parks and Recreation Director Hernandez to explore options and costs for a prefabricated bathroom solution at the tot lot and report back with design and pricing options.

Action: Town Clerk Herbello to coordinate monthly meeting scheduling options for 2026 and include a committee report on the November 12, 2025, Town Council Meeting agenda.

Action: Staff to evaluate creation of a Parks and Recreation electronic newsletter with residents sign up via the Town website, and to coordinate with IT on distribution options.

Action: Staff to post active survey signage at the Community Center and parks with clear calls to action.

10. Adjournment

A motion to adjourn was made by Chair Gott to adjourn the meeting at 8:26 p.m., seconded by Committee Member Zilber. The motion carried with a 4-0 vote with Committee Member Mitrogra absent.

Accepted this _____ day of _____, 2025.

Amarilys Gott, Chair

Attest:

Evelyn Herbello, MMC
Town Clerk

Description

Regular Salaries & Wages

A00I - Wages - Park Attendant
A04I - Wages - Custodian
A02N - Wages - Park Attendant
A02N - Longevity - Park Attendant
A068 - Wages - Recreation Coordinator
A068 - Longevity - Recreation Coordinator
A120 - Wages - Parks and Recreation Director
A120 - Auto Allowance - Parks and Recreation Director
A117 - Wages - Park Ranger
A00D - Wages - Assistant Parks and Recreation Director

Overtime Pay

F. I. C. A. Taxes

A00I - FICA - Park Attendant
A04I - FICA - Custodian
A02N - FICA - Park Attendant
A068 - FICA - Recreation Coordinator
A120 - FICA - Parks and Recreation Director
A117 - FICA - Park Ranger
A00D - FICA - Assistant Parks and Recreation Director

Retirement Contribution

A00I - Retirement - Park Attendant
A04I - Retirement - Custodian
A02N - Retirement - Park Attendant
A068 - Retirement - Recreation Coordinator
A120 - Retirement - Parks and Recreation Director
A00D - Retirement - Assistant Parks and Recreation Director

Group Insurance

A00I - Dental Insurance - Park Attendant
A00I - Health Insurance - Park Attendant
A00I - Life & Disability Insurance - Park Attendant
A04I - Dental Insurance - Custodian
A04I - Health Insurance - Custodian
A04I - Life & Disability Insurance - Custodian
A02N - Dental Insurance - Park Attendant
A02N - Health Insurance - Park Attendant
A02N - Life & Disability Insurance - Park Attendant
A068 - Health Insurance - Recreation Coordinator
A068 - Dental Insurance - Recreation Coordinator
A068 - Life & Disability Insurance - Recreation Coordinator
A120 - Health Insurance - Parks and Recreation Director
A120 - Dental Insurance - Parks and Recreation Director
A120 - Life & Disability Insurance - Parks and Recreation Director
A00D - Health Insurance - Assistant Parks and Recreation Director
A00D - Dental Insurance - Assistant Parks and Recreation Director

A00D - Life & Disability Insurance - Assistant Parks and Recreation Director
Workers' Compensation'
A00I - Worker's Compensation - Park Attendant
A04I - Worker's Compensation - Custodian
A02N - Worker's Compensation - Park Attendant
A068 - Worker's Compensation - Recreation Coordinator
A120 - Worker's Compensation - Parks and Recreation Director
A117 - Worker's Compensation - Park Ranger
A00D - Worker's Compensation - Assistant Parks and Recreation Director
Unemployment Compensation
Other Contractual Services
Pressure Cleaning Commercial Services
Mosquito/Insect Treatment at five parks/Community Center
Annual Certification for Alarm
Payroll Fee
Utility Services
Electric Service for 98th Street Park 91079-83240
Water Billing for 98th Street Park
Electric Service for 92th Street Park 90234-94207
Electric Service for Tennis Court 48648-84194
Electric Service for Comm Center 30612-50266
Water Billing for Passive Parks
Water Billing for 95th Park
Finance Rentals & Leases
Copier of the Toshiba Community Center
Insurance
FMIT Auto-Liability and Property Ins.
Repairs & Maintenance
Electrical parts for rep of outlets/service poles
Fence repair, all town parks
Locksmith services park gates; Chaney's Locksmith
Minor repairs; tot lot
Paint, lumber, fasteners and misc. repair parts
Rep of torn playground shades;tot lot/98th Street/95th Street park
Repair parts & labor of playground equipment
Repairs to rubberized surface, sod, pavers, exc
Facility Repairs / Maintenance
AC Monthly Maintenance-Debon Air
Printing & Binding
Brochures/ Programs
Copy Charges
Other Current Charges
Adult Program/Adult Yoga
Adult Program/ Travel Club
Adult Program/ Everyone Yoga
Adult Program/Zumba

Miami Shores Pool Agreement
Senior Programs/Computer Class & Equipment
Senior Programs/ Evening Tai-Chi
Senior Programs/ Gentle Yoga
Senior Programs/ Morning Tai-Chi
Senior Programs/ Senior Bingo Night & Social
Senior Programs/ Senior Dinners & Social
Senior Programs/ Senior Game Day & Social
Seniors/Adult/Youth New Programs
Seniors on the Go Trips
Seniors on the Go 2 Weekend Trips
Senior Program/ 6 Week Summer Program
Youth Programs/ Children Piano
Adult Spanish Class
Adult English Class
Youth Storytime in the Park
Adult Mat Pilates
Senior Mat Pilates
Other Current Charges - Town Events
5K/10K Runs and Walk
9/11 Event
BHI Concert Series/(6)concerts
Doggy Parade
Halloween Parade
Annual Town Picnic
Snow Day Event
Spring Egg Hunt
Veteran's Day Event
Outdoor Movie Night
Miscellaneous Events
Other Current Charges-Festival
Art Festival
Operating Supplies
Cleaning supplies & paper goods for Community center & parks
Staff Uniforms
Publications and Training
Staff Training
Machinery & Equipment
Chambers AV Mobile System
Improvements (excl. Buildings)
BHI-228 92nd Street Dog Park Extension - Park Improvements

Department grouping	Fund summary	Value - FY26 In Progress
Culture & Recreation	General Fund	462024
Culture & Recreation	General Fund	42975
Culture & Recreation	General Fund	41723
Culture & Recreation	General Fund	44528
Culture & Recreation	General Fund	2226
Culture & Recreation	General Fund	65879
Culture & Recreation	General Fund	3294
Culture & Recreation	General Fund	147805
Culture & Recreation	General Fund	4800
Culture & Recreation	General Fund	26394
Culture & Recreation	General Fund	82400
Culture & Recreation	General Fund	15000
Culture & Recreation	General Fund	35346
Culture & Recreation	General Fund	3288
Culture & Recreation	General Fund	3192
Culture & Recreation	General Fund	3577
Culture & Recreation	General Fund	5292
Culture & Recreation	General Fund	11674
Culture & Recreation	General Fund	2019
Culture & Recreation	General Fund	6304
Culture & Recreation	General Fund	42531
Culture & Recreation	General Fund	4297
Culture & Recreation	General Fund	4172
Culture & Recreation	General Fund	4453
Culture & Recreation	General Fund	6588
Culture & Recreation	General Fund	14781
Culture & Recreation	General Fund	8240
Culture & Recreation	General Fund	92372
Culture & Recreation	General Fund	249
Culture & Recreation	General Fund	10594
Culture & Recreation	General Fund	430
Culture & Recreation	General Fund	672
Culture & Recreation	General Fund	10594
Culture & Recreation	General Fund	417
Culture & Recreation	General Fund	249
Culture & Recreation	General Fund	10594
Culture & Recreation	General Fund	445
Culture & Recreation	General Fund	17480
Culture & Recreation	General Fund	451
Culture & Recreation	General Fund	659
Culture & Recreation	General Fund	25744
Culture & Recreation	General Fund	672
Culture & Recreation	General Fund	1478
Culture & Recreation	General Fund	10594
Culture & Recreation	General Fund	226

Culture & Recreation	General Fund	824
Culture & Recreation	General Fund	7051
Culture & Recreation	General Fund	1242
Culture & Recreation	General Fund	1206
Culture & Recreation	General Fund	3455
Culture & Recreation	General Fund	86
Culture & Recreation	General Fund	192
Culture & Recreation	General Fund	763
Culture & Recreation	General Fund	107
Culture & Recreation	General Fund	5000
Culture & Recreation	General Fund	19220
Culture & Recreation	General Fund	3000
Culture & Recreation	General Fund	15000
Culture & Recreation	General Fund	500
Culture & Recreation	General Fund	720
Culture & Recreation	General Fund	64680
Culture & Recreation	General Fund	720
Culture & Recreation	General Fund	31200
Culture & Recreation	General Fund	360
Culture & Recreation	General Fund	1800
Culture & Recreation	General Fund	12000
Culture & Recreation	General Fund	16800
Culture & Recreation	General Fund	1800
Culture & Recreation	General Fund	2340
Culture & Recreation	General Fund	2340
Culture & Recreation	General Fund	8944
Culture & Recreation	General Fund	8944
Culture & Recreation	General Fund	42820
Culture & Recreation	General Fund	850
Culture & Recreation	General Fund	2750
Culture & Recreation	General Fund	250
Culture & Recreation	General Fund	850
Culture & Recreation	General Fund	1200
Culture & Recreation	General Fund	3000
Culture & Recreation	General Fund	1500
Culture & Recreation	General Fund	7200
Culture & Recreation	General Fund	20000
Culture & Recreation	General Fund	5220
Culture & Recreation	General Fund	4440
Culture & Recreation	General Fund	3000
Culture & Recreation	General Fund	1440
Culture & Recreation	General Fund	184150
Culture & Recreation	General Fund	12000
Culture & Recreation	General Fund	7000
Culture & Recreation	General Fund	5500
Culture & Recreation	General Fund	5000

Culture & Recreation	General Fund	50000
Culture & Recreation	General Fund	5650
Culture & Recreation	General Fund	4000
Culture & Recreation	General Fund	6500
Culture & Recreation	General Fund	10500
Culture & Recreation	General Fund	5000
Culture & Recreation	General Fund	5000
Culture & Recreation	General Fund	2500
Culture & Recreation	General Fund	15000
Culture & Recreation	General Fund	6500
Culture & Recreation	General Fund	13000
Culture & Recreation	General Fund	7000
Culture & Recreation	General Fund	1200
Culture & Recreation	General Fund	6000
Culture & Recreation	General Fund	6000
Culture & Recreation	General Fund	1800
Culture & Recreation	General Fund	4500
Culture & Recreation	General Fund	4500
Culture & Recreation	General Fund	200000
Culture & Recreation	General Fund	12000
Culture & Recreation	General Fund	2000
Culture & Recreation	General Fund	60000
Culture & Recreation	General Fund	2500
Culture & Recreation	General Fund	8500
Culture & Recreation	General Fund	45000
Culture & Recreation	General Fund	45000
Culture & Recreation	General Fund	6500
Culture & Recreation	General Fund	2000
Culture & Recreation	General Fund	7500
Culture & Recreation	General Fund	9000
Culture & Recreation	General Fund	220000
Culture & Recreation	General Fund	220000
Culture & Recreation	General Fund	6000
Culture & Recreation	General Fund	4500
Culture & Recreation	General Fund	1500
Culture & Recreation	General Fund	2500
Culture & Recreation	General Fund	2500
Culture & Recreation	General Fund	20000
Culture & Recreation	General Fund	20000
Culture & Recreation	Capital Project Fund	30130
Culture & Recreation	Capital Project Fund	30130