



Parks and Recreation Advisory Board
March 5, 2025
Council Chambers
6:30 PM



- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Minutes of Previous Meeting
 - 1. Approve the Meeting Minutes of December 4, 2024
- IV. Public Period
- V. Old Business
- VI. New Business
 - 1. Discussion: Review of the FY26 5 Year Capital Improvement Plan
 - 2. Decision: Election of PRAB chair and vice-chair for 2025
- VII. Other Business the Board Deems Advisable
- VIII. Adjournment

More than one member of the City Council may be present and speak at this meeting.

Notice: Any person who desires to appeal any decision made at this meeting or hearing will need a record of the proceedings and, for this purpose, may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is to be based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's office (407-539-6219) 48 hours in advance of the meeting.

MEETING DATE		AGENDA
March 5, 2025		Section: Minutes of Previous Meeting
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Approve the Meeting Minutes of December 4, 2024		
Requested Action or Motion:		
Summary Explanation & Background:		
Fiscal Impact:		
Exhibits:		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person:		
Reviewed by City Attorney		

MEETING DATE		AGENDA
March 5, 2025		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 1.
Subject: Discussion: Review of the FY26 5 Year Capital Improvement Plan		
Requested Action or Motion: N/A - Discussion Only		
Summary Explanation & Background: Each fiscal year for the City of Maitland begins on Oct. 1 and involves a comprehensive budget planning and review process. Prior to each annual budget being finalized by City Council, there are many discussions, evaluations, and public review opportunities well in advance of the final budget adoption in September. This discussion is one of the first steps to begin that lengthy budget review process and is in compliance with the PRAB Constitution which states that "the board, on an annual basis, shall review the 5 year Parks Capital Improvement Plan." Staff is requesting that PRAB review the draft FY26 five year capital improvement plan (CIP). Many factors are evaluated when compiling this plan, including projects identified in the Parks and Recreation Master Plan and the Bike-Ped Master Plan, results of the 2023 Parks and Recreation Community Needs Assessment, Public Works Department Input, various forms of input that has been collected from residents, grant opportunities, Parks Trust Fund balance calculations, City revenue projections, needs and priorities of other departments, etc. No vote on this item is necessary although comments or suggestions are welcomed and encouraged.		
Fiscal Impact: 880,000 over the next 5 years from the general fund		
Exhibits: 1. Draft FY26 Parks CIP		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Jay Conn 407-539-6264		
Reviewed by City Attorney N/A		

MEETING DATE		AGENDA
March 5, 2025		Section: New Business
Department/Office : Parks & Recreation	AGENDA REPORT	Item #: 2.
Subject: Decision: Election of PRAB chair and vice-chair for 2025		
Requested Action or Motion:		
Summary Explanation & Background: As per the PRAB Constitution which states, "The board shall annually elect, at the first regular meeting of the calendar year, a Chairman and Vice-Chairman," nominations are sought to fill each respective seat during the 2024 calendar year. It should be noted that both Andrew Smith (current chair) and Mike Thomas (current vice-chair) are eligible to be re-elected for one additional year (in accordance with the PRAB bylaws, officers are eligible for re-election for a period not to exceed two years).		
Fiscal Impact: none		
Exhibits:		
Commission/Board: Parks and Recreation Advisory Board		
Contact Person: Jay Conn 407-539-6264		
Reviewed by City Attorney n/a		