



# PARKS COMMITTEE ORGANIZATIONAL MEETING MINUTES

Wednesday, October 22, 2025 at 6:00 PM

City Commission Chambers – 105 S. 2ND Street, Flagler Beach, FL 32136

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**Present:** Tim Davis, Edward Lansdowne, Diane Cline, John Timmins, Kathleen Conrad, Amanda Tully, City Manager Dale L. Martin, Parks and Recreation Director Tom Gillin, and CRA Director Casey Ryan.

## 1. Call the meeting to order

Dale Martin, City Manager, called the meeting to order at 6:00 p.m.

## 2. Pledge of Allegiance

Mr. Martin led the Pledge.

## 3. Introductions

Mr. Martin invited the Committee to introduce themselves.

## 4. Review of Resolution 2025-61 Establishing the City of Flagler Beach Parks Committee.

Mr. Martin asked if the Committee had any questions regarding Resolution 2025-61. Mr. Timmins asked why the Parks Ad Hoc Committee had sunsetted. Mr. Martin explained that Committee had completed their work including plans for Wickline Park and that members had been invited to apply for the Parks Committee. He shared that the City had received a Florida Recreation Development Assistance Program (FRDAP) grant for Wickline Park and the City had provided the match for the grant. He said staff were in the process of determining what equipment would be included in that playground project and indicated a contractor would do the installation. He noted additional funds may be needed from the City or the Community Redevelopment Agency (CRA) for the project.

Mr. Martin explained that the City Commission wanted the Parks Committee to focus on Veterans Park. He said recommendations would be presented to the CRA Advisory Board and then to the Commission for their consideration. He indicated there was \$50,000 in the budget for Veterans Park. He noted there could be small-scale improvements in other parks. There was discussion among the Committee and staff regarding the Compass Hotel's role in development of Veterans Park. It was explained that the hotel had ownership of the airspace around the Park. The group discussed identifying and applying for grants. Mr. Martin said grants typically required a 50% match and he asked the Committee to advise him if they became aware of any grant opportunities. Ms. Tully and Mr. Timmins discussed the need for fencing and improvements at Palmetto Park. Mr. Timmins provided Mr. Martin with a quote he had received from a contractor. Mr. Martin said smaller projects may be able to be completed and paid for by the City and shared what the process was. Ms. Conrad asked if there were parameters around what could be done in the parks and if there were any restrictions. Mr. Martin said he would talk with the Commission about any direction they could offer.

## 5. New Business

### a. Elections

- I. Chairperson
- II. Vice Chairperson

Ms. Tully motioned to nominate Mr. Davis for Chairman, and Mr. Lansdowne for Vice Chairman. Ms. Conrad seconded the motion. The Motion carried unanimously.

## **6. New Business**

### **a. Meeting Date and Time**

The Committee discussed options for meeting dates and times and came to consensus to meet the first Wednesday of each month at 6:00 p.m. in the City Hall Commission Meeting Room beginning November 5<sup>th</sup>, 2025. Mr. Martin explained that agendas were typically published about a week in advance. He indicated some of the small-scale work that was discussed may need to wait until the Facilities Maintenance Director has been hired.

## **7. Committee Comments**

Mr. Timmins shared that the land on Palmetto Avenue was donated by Mr. Moody and was intended to be a park. He hoped the City would be able to support improvements to help make the park safe and accessible. There was further discussion regarding involvement of the hotel in plans for Veterans Park. Mr. Martin said the Committee should be thinking about what they believe the purpose is for Veterans Park and indicated he would invite Mr. Bhoola, Compass Hotel owner to an upcoming meeting. The group agreed on the importance of maintaining a focus on veterans and addressing the need for more shade in the Park. Ms. Cline and Mr. Lansdowne said they already had plans for Veterans Park and would share them at an upcoming meeting. He handed out a short survey he created to get the group started thinking about options. Mr. Martin said staff would send the Committee a link to access information from the Charette the City. He advised the Committee to complete the survey and turn it in to Ms. Kuhn and noted staff would compile the information. The Committee discussed visiting each of the City's parks. Mr. Martin provided the group with information on Sunshine Laws and explained that the Committee could not meet as a group and discuss business without providing public notice of the meeting and opening the meeting to the public. He suggested members visit the parks individually or schedule an upcoming meeting to include visits to the Parks and provide notice of the meeting and have it open to the public.

Ms. Ryan asked about another appointee for the Parks Committee since one of the members had moved. Ms. Kuhn indicated the notice of vacancy on the Parks Committee had already been posted.

Ms. Ryan and Mr. Gillin shared information about upcoming events including Trunk or Treat, Flagler Flicks and the Centennial Gala.

## **8. Public Comment**

No public comment was offered,

## **9. Adjournment**

Chairman Davis motioned to adjourn the meeting at 6:51 p.m. Vice Chairman Lansdowne seconded the motion. The motion carried unanimously.

### **\*\* A quorum constitutes four members of the Committee**

Please take note that individual Elected Officials, of the City of Flagler Beach may attend this meeting. The Elected Officials who attend will not vote at this meeting. This is not an official meeting of the Flagler Beach City Commission. This notice is being provided to meet the spirit of Sunshine Law to inform the public that Elected Officials may be present at this meeting. In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at (386) 517-2000 ext. 235 at least 72 hours prior to the meeting.