



Parks Committee Regular Meeting Agenda

Wednesday, December 3, 2025 at 6:00 PM

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



All meeting items will be continued until meeting is complete.

1. **Call the meeting to order**
2. **Pledge of Allegiance**
3. **Approve Minutes**
 - a. Approve November 5, 2025 Meeting minutes
4. **New Business**
 - a. Welcome Sue Eichler
 - b. Review and Discussion of Ad Hoc Parks Committee Recommendations
 - c. Inflatable Band Shells/John Timmins
 - d. Establish a Sub-Committee for Special Recreational Events and Programs
5. **Old Business**
 - a. Update on City Commission Input and Direction for Parks Committee
 - b. Committee Member Feedback on Parks Visits
6. **Board Comments**
7. **Public Comments**
8. **Adjournment**

RECORD REQUIRED TO APPEAL: In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Commission makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript. The City is not responsible for any mechanical failure of the recording equipment. 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 233 at least 72 hours prior to the meeting. The City Commission reserves the right to request that all written material be on file with the City Clerk when the agenda item is submitted.



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Approve November 5, 2025 Meeting minutes

Background:
Final Draft Meeting Minutes from November 5, 2025.

Fiscal Impact:
NA

Staff Recommendation:
Approve November 5, 2025 Meeting Minutes.

Attachments:
1. 11.05.2025 Parks Committee Meeting Minutes - Final Draft



PARKS COMMITTEE MEETING AGENDA

Wednesday, November 5, 2025 at 6:00 PM

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

Present: Chairman Tim Davis, Vice-Chairman 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

Chairman Davis called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

Chairman Davis led the Pledge.

3. Approval of October 22, 2025, Meeting Minutes

Diane Cline moved to approve October 22, 2025, Meeting Minutes. Kathy Conrad seconded the motion. Motion carried unanimously.

4. New Business

a. Review of Survey Information

Chairman Davis asked the Committee for their thoughts on the survey responses. Ms. Cline noted that Resolution 2025-61 spoke to special and community events which led to a discussion about past game nights held by the City. The Committee and staff suggested options for communicating and advertising events to promote awareness and attendance. Ms. Tully suggested using the events page on Facebook for advertising. Ms. Ryan suggested that Committee members sign up for Notify Me on the City's website to learn about events. Mr. Martin said he would support the Committee setting up events in City parks and indicated that the Wickline Senior Center could be used to schedule indoor events. He suggested the Parks Committee could help plan and hold ongoing Centennial Events like the Community Dinner. Ms. Conrad asked if events could be used to help raise funds for the City and parks. Mr. Martin confirmed this could be done. Ms. Cline suggested forming a subcommittee to brainstorm event ideas.

The Committee discussed the Charette that was held by the City in 2002 which progressed to the Downtown Master Plan. They talked about the maintenance of medians and intersections and the Florida Department of Transportation's (FDOT) role in that. Mr. Martin said the City had previously completed that maintenance but the Commission declined to approve continuation of that agreement with FDOT.

b. Discussion of Small-Scale Parks Projects

Mr. Martin shared that the Ad Hoc Parks Committee had put together a list of proposals for improvements at the parks and said he would send that to the Committee. Chairman Davis clarified that the list was extensive and suggested the Committee review it and discuss what items can/should be done. Mr. Martin told the Committee that Bill Freeman, City Engineer, was obtaining quotes on fencing at Palmetto Park. Chairman Davis talked about the expense of play equipment and requirements for parks under the Americans with Disabilities Act (ADA). Mr. Martin said he would check with the attorney to see if the City had to make all parks ADA accessible. Ms. Cline asked about the City's process for addressing invasive species like Brazilian Peppers in the parks and suggested educating the community on the topic. Mr. Martin

explained the removal of invasive species was contracted out. Mr. Martin reviewed the progress on the Wickline Park Project.

Ms. Cline presented her Veterans Park display and provided an overview of her thoughts and details on how the Park could be improved, including locations of Palm Trees, bricks to honor veterans, and improvements in electrical and lighting, etc. Mr. Martin thanked Ms. Cline for laying the groundwork for a good discussion about Veterans Park and indicated he would share the results of the survey with the Commission and get further direction from them.

6. Committee Comments

None

7. Public Comment

None

8. Adjournment

Chairman motioned to adjournment the meeting at 7:15 p.m.

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.



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Welcome Sue Eichler

Background:

Applicant Sue Eichler was selected to join the Parks Committee by the City Commission at their November 20, 2025 meeting.

Fiscal Impact:

NA

Staff Recommendation:

Welcome Sue.

Attachments:

None



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Review and Discussion of Ad Hoc Parks Committee Recommendations

Background:

City Manager Dale Martin sent out Parks Ad Hoc Committee Recommendations/Documents to Parks Committee via email on November 6, 2025 for their review and consideration.

Fiscal Impact:

NA

Staff Recommendation:

Discuss Parks Ad Hoc Committee recommendations.

Attachments:

1. 070324 Parks Ad Hoc Information Packet



PARKS AD-HOC COMMITTEE MEETING AGENDA

Wednesday, July 03, 2024 at 6:00 PM

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

ALL MEETING ITEMS WILL BE CONTINUED UNTIL MEETING IS COMPLETE.

1. **Call the meeting to order**

2. **Pledge of Allegiance**

3. **Roll Call / Determination of Quorum**

4. **Approval of Meeting Minutes**

[a.](#) Approve the Minutes of May 1, 2024, June 5, 2024 and June 19, 2024

5. **New Business**

[a.](#) Resolution 2024-XX Sunsetting the Flagler Beach Parks Ad Hoc Committee

6. **Board Comments**

7. **Other Business**

8. **Adjournment**

RECORD REQUIRED TO APPEAL: In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Commission makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript. The City is not responsible for any mechanical failure of the recording equipment. 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 233 at least 72 hours prior to the meeting. The City Commission reserves the right to request that all written material be on file with the City Clerk when the agenda item is submitted.



PARKS AD-HOC COMMITTEE MEETING AGENDA

Wednesday, May 01, 2024 at 6:00 PM

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

PRESENT: Bob Cunningham, Erica Corpening, Tim Davis

EX-OFFICIO: City Manager Dale Martin, Maintenance Supervisor Bill Clemence,

ABSENT: Fred Ferrara, Quentin Parker, Jennifer Vaders

1. **Call the meeting to order:** Mr. Cunningham called the meeting to order at 6:00 p.m.
2. **Pledge of Allegiance:** Mr. Cunningham led the pledge of allegiance to the flag.
3. **Roll Call / Determination of Quorum:** Ms. Settle Called the role.
4. **Approval of Meeting Minutes**
 - a. Approval of the Meeting Minutes of April 3, 2024: Motion by Tim Davis, seconded by Erica Corpening to approved the minutes as presented. The motion carried unanimously.
5. **Old Business:** Dale Martin reported on the dates he will be presenting the budget to the Commission.
6. **New Business**
 - a. **Suggestions for the Budget:** Mr. Davis provided budget information regarding possible improvements to Pal Parker. He gave the committee back-up information for possibly putting gravel at the entrance of the kayak launch. He felt because Pal Parker Park was fairly new and a preserve there was not much heavy lifting required.
 - b. **Field Trip** Mr. Martin felt it would be effective for the group to go to each park in the month of June. Each member would speak to their respective parks and what changes they would like to see there. Discussion turned to whether to do the field trip to the six parks in one meeting or two. Ms. Settle was to send an email and take a poll of the members. It was the consensus of the committee to change the meeting time in the month of June to 5:30 p.m.
7. **Public Comment:** The following people came forward to give their suggestions: Chairman Spradley thought the volleyball court would be used more if it was better maintained; Angela Smith felt a community garden could be incorporated into one or more of the parks; Dave Crabtree spoke of community gardens and his experience with Mainstreet in other cities. He would like to see some connectivity between the boardwalk and the pier. Commissioner Belhumeur wanted to see benches under the Gazebo at Wickline Park; at Silver Lake Park he would like to see a swing put up there; benches and the picnic tables need to be removed at Silver Lake Park. He would like to see changes to the benches and picnic tables at Veterans Park.

- 7. **Board Comments:** No Comments
- 8. **Other Business:** No Comments
- 9. **Adjournment:** Motion by Tim Davis to adjourn the meeting at 6:30 p.m.

Respectfully submitted,

Kate Settle, MMC
Deputy City Clerk



PARKS AD-HOC COMMITTEE MEETING MINUTES

Wednesday, June 05, 2024 at 5:30 PM

Silver Lake Park, Silver Lake Park, N. Daytona Avenue
and N. 17th Street Flagler Beach, FL 32136

PRESENT: Bob Cunningham, Eric Corpening, Tim Davis, Fred Ferrara, Quentin Parker

EX-OFFICIO MEMBERS: City Manager Dale Martin, CRA Executive Director Caryn Miller

GUEST: Daryl Reynolds

1. **Call the meeting to order:** Bob Cunningham called the meeting to order.

2. **New Business**

a. **Silver Lake Park:** Quentin Parker was the member representative for Silver Lake Park. He suggested the following changes to be considered for Silver Lake Park.

- Garbage Cans and possibly more pick-ups
- Exercise Equipment needs replacement
- Exercise Trail needs to be cleared and resurfaced
- New Signage
- Boards on the Walkout need to be replaced
- Walking Trail was overgrown
- Trash can by the playground
- New playground equipment
- Sun Shade for the playground area or possibly a cover of the picnic table
- Muddy trails, possibly putting down gravel or recycled glass
- Possibly changing the closing from 11:00 pm to dusk

Other suggestions included:

- Water filling stations

b. **Palmetto Park:** Fred Ferrara was the member representative for Palmetto Park. He suggested the following changes to be considered for Palmetto Park.

- Shade structure
- Trash Cans
- Clearing the Brazilian Peppers
- Picnic table
- Playground equipment replacement
- Fishing dock/pier

The Committee was greeted by a neighbor, Mr. Timmons, who had replaced the swing set equipment and had started painting the swing set. He was concerned about the playground equipment for climbing because it shows some rust and some loose bolts.

c. **Custer Park:** Eric Corpening was the member representative for Custer Park. She suggested the following changes to be considered for Custer Park.

- Changing the speed limit to 25 or to put up a signage “children at play” or some sort of calming (striping)
- Stop Sign
- Shade Structure
- Brazillian Pepper removal
- More playground equipment
- Cover for picnic table
- Walk-out pier
- Kayak Launch

3. Adjournment: Motion by Erica Corpening to adjourn the meeting at 6:30 p.m.

Respectfully submitted

Kate Settle, MMC
Deputy City Clerk



PARKS AD-HOC COMMITTEE MEETING MINUTES

Wednesday, June 19, 2024 at 5:30 PM

Silver Lake Park, Silver Lake Park, N. Daytona Avenue
and N. 17th Street Flagler Beach, FL 32136

PRESENT: Eric Corpening, Bob Cunningham, Tim Davis, Fred Ferrara, Quentin Parker, Jennifer Vaders

EX-OFFICIO MEMBERS: City Manager Dale Martin, CRA Executive Director Caryn Miller

1. **Call the meeting to order:** Bob Cunningham called the meeting to order.
2. **New Business**
 - a. **Veterans Park:** Bob Cunningham was the member representative for Veterans Park. He suggested the following changes to be considered for Veterans Park.
 - Relocate the newer monument from the front of the park toward the entrance on Central
 - New picnic tables
 - Weeding needs to be done
 - Putting in flower beds
 - Possibly hiring a landscape company to plant the flower beds
 - Remove the tippy carts, replace with more aesthetically pleasing trash cans
 - Water filling stations

Discussion turned to the Flagler Creates presentation regarding the water feature being changed in the park; changing the FPL lights to the same decorative lights within the CRA.

- b. **Wickline Park:** Jennifer Vaders was the member representative for Wickline Park. She and the following changes to be considered for Wickline Park.
 - Shade structure by the playground area
 - Extending the playground area
 - Including a baby swing
 - Adding another slide
 - Remove the rocking ship
 - Adding a Zipline
 - Rubber mulch
 - Benches under the gazebo
 - Cleaning and painting over graffiti on the pavilions

Other suggestions included:

- Removing the Volleyball Court
- Using the Volleyball Court area for a skate park equipment, similar to Ralph Carter Park
- Having one Tennis Court and two Pickleball Courts
- Redoing the bathrooms
- Adding a horseshoe pit

- Bocce Ball Court
- Water filling station
- Kayak Launch
- Replacing signage

Discussion turned to designing signage that will consistent for each park.

- c. **Irma and Pal Parker, Sr. Conservation and Preserve:** Tim Davis was the member representative for the preserve. He suggested the following changes to be considered for Custer Park.
- The kayak launch needs to be cleaned up and gravel put in for easier access for kayaks.

Discussion turned to better promotion of the City parks.

Adjournment: Motion by Erica Corpening to adjourn the meeting at 6:30 p.m.

Respectfully submitted

Kate Settle, MMC
Deputy City Clerk



STAFF REPORT

Meeting Name: Regular Meeting of the City Commission

Meeting Date: July 11, 2024

To: City Commission

From:

Date: July 11, 2024

Item Name: Resolution 2024-XX Sunsetting the Flagler Beach Parks Ad Hoc Committee

Background: The Parks Ad Hoc was adopted by Resolution 2023-22. As of this date, the Parks Committee has fulfilled their charge. The Committee has inspected and reviewed all parks. Below is a list of their suggestions for consideration into the budget for each park:

Silver Lake Park

- Garbage Cans and possibly more pick-ups
- Exercise Equipment needs replacement
- Exercise Trail needs to be cleared and resurfaced
- New Signage
- Boards on the Walkout need to be replaced
- Walking Trail was overgrown
- Trash can by the playground
- New playground equipment
- Sun Shade for the playground area or possibly a cover of the picnic table
- Muddy trails, possibly putting down gravel or recycled glass
- Possibly changing the closing from 11:00 pm to dusk
- Water filling stations

Palmetto Park

- Shade structure
- Trash Cans
- Clearing the Brazilian Peppers
- Picnic table
- Playground equipment replacement
- Fishing dock/pier

Custer Park

- Changing the speed limit to 25 or to put up a signage “children at play” or some sort of calming (striping)
- Stop Sign
- Shade Structure

- Brazillian Pepper removal
- More playground equipment
- Cover for picnic table
- Walk-out pier
- Kayak Launch

Veterans Park

- Relocate the newer monument from the front of the park toward the entrance on Central
- New picnic tables
- Weeding needs to be done
- Putting in flower beds
- Possibly hiring a landscape company to plant the flower beds
- Remove the tippy carts, replace with more aesthetically pleasing trash cans
- Water filling stations
- Changing the FPL lights to the same decorative lights within the CRA

Wickline Park

- Shade structure by the playground area
- Extending the playground area
- Including a baby swing
- Adding another slide
- Remove the rocking ship
- Adding a Zipline
- Rubber mulch
- Benches under the gazebo
- Cleaning and painting over graffiti on the pavilions
- Removing the Volleyball Court
- Using the Volleyball Court area for a skate park equipment, similar to Ralph Carter Park
- Having one Tennis Court and two Pickleball Courts
- Redoing the bathrooms
- Adding a horseshoe pit
- Bocce Ball Court
- Water filling station
- Kayak Launch
- Replacing signage

Irma and Pal Parker, Sr. Conservation and Preserve

- The kayak launch needs to be cleaned up and gravel put in for easier access for kayaks.

Fiscal Impact: Unknown

Staff Recommendation:

Attachments: Resolution 2024-XX

RESOLUTION 2024-XX

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, SUNSETTING THE FLAGLER BEACH PARKS AD HOC COMMITTEE, AS ESTABLISHED BY RESOLUTION 2023-22; PROVIDING FOR AN EFFECTIVE DATE.

Whereas, Resolution 2023-22 created the Flagler Beach Parks Ad Hoc Committee; and,

Whereas, the City Commission, upon review, believes the charges of the Flagler Beach Parks Ad Hoc Committee have been completed.

BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, AS FOLLOWS:

SECTION 1. The Flagler Beach Parks Ad Hoc Committee shall be sunsetted. All activities of the committee shall cease and desist.

SECTION 2. The Commission wishes to express its sincere thanks for the dedication and hard work of those individuals who have served on the committee over the many years.

SECTION 3. This resolution shall become effective immediately upon passage as provided by law.

PASSED AND ADOPTED THIS 11th DAY OF JULY 2024.

CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

ATTEST:

Patti King, Mayor

Penny Overstreet, City Clerk



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Inflatable Band Shells/John Timmins

Background:

John Timmins, Committee Member sent an email and attachment on Inflatable Band Shells as an agenda item for the December 3, 2025 Meeting.

Fiscal Impact:

NA

Staff Recommendation:

Discuss Mr. Timmins email, attachment, and any recommendations.

Attachments:

1. Email from John Timmins on Band Shells 11.20.25
2. Inflatable Band Shells Photo

External - Re: External - Park Committee business

From John F. Timmins <racefan9@cfl.rr.com>
Date Thu 11/20/2025 4:28 PM
To Colleen Kuhn <CKuhn@cityofflaglerbeach.com>

Caution: This email originated from outside the organization. Do not click or open attachments unless you recognize the sender and know the content is safe.

Yes that sounds good. Do it that way .
Thank you, John

Sent from my iPhone

On Nov 20, 2025, at 3:54 PM, Colleen Kuhn <CKuhn@cityofflaglerbeach.com> wrote:

Got it John ! I think the best approach would be to add this as an agenda item for the December 3rd meeting and I will put your name by it to present and I can include the photo of the band shells. Sound okay?

Have a great afternoon.

Colleen Kuhn
Deputy City Clerk
City of Flagler Beach
PO Box 70
Flagler Beach, FL 32136
(386) 517-2000 ext. 235
ckuhn@cityofflaglerbeach.com

<image001.png>

From: racefan9@cfl.rr.com <racefan9@cfl.rr.com>
Sent: Thursday, November 20, 2025 3:49 PM
To: Colleen Kuhn <CKuhn@cityofflaglerbeach.com>
Subject: External - Park Committee business

Caution: This email originated from outside the organization. Do not click or open attachments unless you recognize the sender and know the content is safe.

OK let's see if it you get it this time! John Timmins

From: racefan9@cfl.rr.com
To: "Ckuhnn@Cityofflaglerbeach.com"
Cc:
Sent: Wednesday November 19 2025 10:27:03AM
Subject: Park Committee business

Hi Colleen;

Please pass on the following info to the city manager, all park committee members, Casey Ryan, the Mayor, the Governor, the White House, and anyone else necessary to satisfy the Sunshine laws. CC me as well please.

I googled and found this inflatable bandshell online. When we attended the 100th Anniversary Gala at Margaritaville I was telling the hotel owner about this, and the idea that a bandshell could be set up and removed from Veteran's Park as needed. I also quickly added that if the City were to own an inflatable bandshell it could be set up and used it OTHER places like Wickline Park or even the unused golf course money pit the city unfortunately owns at this time. There are other bandshells to be investigated, but this gives the sizes and prices from one company.

[Band Shells](#)

John Timmins
Nov. 19, 2025



Search items

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Band Shell (26)

\$4,395

View Product



Band Shell (43)

\$6,395

View Product



Band Shell (52)

26' 00"H x 52W x 26'6"L

\$7,497

That's a



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Establish a Sub-Committee for Special Recreational Events and Programs

Background:

The Committee has discussed the possibility of creating a subcommittee for Special Recreational Events and Programs. This is also a role that was referenced in Resolution 2025-61.

Fiscal Impact:

NA

Staff Recommendation:

Discussion whether the Committee would like to form a subcommittee and if so, confirm details of who would participate, meeting dates, times, topics.

Attachments:

None



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Update on City Commission Input and Direction for Parks Committee

Background:

City Manager Dale Martin will talk with the City Commission to gain their input on any direction, projects, activities they would recommend or like the Committee to focus on.

Fiscal Impact:

NA

Staff Recommendation:

Update from City Manager.

Attachments:

None



Staff Report

Parks Committee Regular Meeting

December 3, 2025



To: Parks Committee
From: Colleen Kuhn, Deputy City Clerk
Meeting Date: December 3, 2025
Item Name: Committee Member Feedback on Parks Visits

Background:

The Committee had discussed individual visits to all City Parks to gather ideas and feedback on what, if any improvements, should be considered or recommended.

Fiscal Impact:

Staff Recommendation:

Discuss Park visits and any recommendations as a result.

Attachments:

None