



Parks Committee Regular Meeting Agenda

Wednesday, February 4, 2026 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. Approval of January 7, 2026, Meeting Minutes
4. **New Business**
 - a. Palmetto Park Package - Chairman Davis
 - b. Palmetto Park Request - John Timmins
 - c. City of Flagler Beach Programs/Events - Kathleen Conrad
 - d. Special Event Ordinance; Road Closure, Waiver of Fee, and City Co-Sponsorship Requirements and Proposal by Corvettes at the Beach - Tom Gillin/Casey Ryan
5. **Old Business**
 - a. Grant and Project Information on Silver Lake Park
 - b. Updates on City Parks
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.



Parks Committee Regular Meeting Minutes

Wednesday, January 7, 2026, 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, Sue Eichler, City Manager Dale L. Martin, Parks and Recreation Director Tom Gillin, CRA Director Casey Ryan, and Deputy City Clerk Colleen Kuhn. Todd Anderson, Project Manager – guest.

1. Call the meeting to order

Chairman Davis called the meeting to order at 5:57 p.m.

2. Pledge of Allegiance

Chairman Davis led the Pledge.

3. Approve Minutes

- a. December 3, 2025, Meeting Minutes

Edward Lansdowne requested a correction to the spelling of his name in the December 3, 2025, meeting minutes. Edward Lansdowne motioned to approve the December 3, 2025, meeting minutes as amended. Diane Cline seconded the motion. Motion carried.

4. New Business

- a. Play Equipment and Replacement Parts - Chairman Davis

Chairman Davis updated the Committee on his discussion with the GameTime. He said parts were available for Palmetto Park if the Committee desired and quotes were included in the meeting packet. John Timmins asked if City staff could remove and install equipment or would GameTime do for safety and liability purposes. Chairman Davis said he would get a quote on install costs. The Committee discussed what pieces of play equipment should be replaced and/or added, costs, and how the current equipment should be evaluated. Todd Anderson, Project Manager, reviewed the work being done at Wickline Park. Dale Martin, City Manager, suggested inviting GameTime to evaluate the site. He said the contractor completing demolition at Wickline could also do the work at Palmetto and coordination could be useful.

- b. Custer Park Swing Set - John Timmins

Mr. Timmins reviewed his observations from his visit to Custer Park and noted problems with swing sets, described what items would need to be replaced, and shared that replacement costs would be under \$500 to fix swings.

Old Business

- c. Update on Wickline Park - Casey Ryan, CRA Director

Casey Ryan, CRA Director, provided an update on Wickline Park. She shared that equipment had been ordered, demolition would occur soon, a container would be used to hold the equipment until installation, and that the playground would be closed for a while. Mr. Anderson said staff were working with Playworld to finalize a date for delivery, demolition, and installation. He noted that storage was necessary for the equipment to be secured. There was discussion of celebration or ribbon cutting event when the playground reopened.

- d. Update on Discussion with Old Kings Elementary Regarding Tutoring - Kathleen Conrad

Kathleen Conrad talked with Kristin Frank, Elementary Literary Specialist, who indicated the school did not need to be involved in the tutoring project since it would be run by the City. Ms. Frank offered suggestions for the program, said she would distribute flyers to students and parents, asked how volunteers would be engaged and vetted, recommended there be a certified teacher involved, and indicated the City should require releases and forms. Mr. Martin said he would ask the City Attorney about whether the City should start this type of volunteer program and/or if he knew of other cities that had similar programs. Tom Gillin, Parks and Recreation Director, asked if the schools would assist in recommending students who needed assistance and provide support for developing lessons. The Committee continued discussion about beginning a volunteer tutoring program.

e. Update on Veterans Park - Dale Martin, City Manager

Mr. Martin said that after last month's meeting, there was an offer of donated landscape architect services to prepare preliminary concepts for Veterans Park for the Committee's consideration. Ms. Ryan recognized Darryl Reynolds who worked with Keep Flagler Beautiful to clean up Veterans Park after the New Years Eve event.

f. Update on City Parks Visits - Committee Members

Sue Eichler said she visited Silver Lake Park and indicated areas along the roadway and throughout the park needed to be cleaned up. Ms. Cline shared information about the engagement of high school students to clean up the volleyball court. Mr. Timmins shared observations about his visit to Custer Park. He noted that the coquina rock monument was leaning, and more park benches should be added. He suggested having the Christmas Boat Parade in Flagler Beach next year. He said the trash cans in Silver Lake Park should be emptied, the pavilion cleaned up, and the equipment should be inspected and replaced or repaired. He offered some recommendations from his neighbors to include asking if the City could add a seawall to Palmetto Park, a skate park at Wickline, and a boat dock. The Committee discussed options and costs for a boat dock. Mr. Lansdowne asked for an update on the grant for Silver Lake Park. The Committee discussed the best types of ground cover at the parks.

5. Board Comments

Mr. Martin said based on interest in the Community Celebration Dinner becoming an annual event, and it was planned for the 3rd Saturday in April, coinciding with the City's April 13th birth date. He said the event could include up to 150 attendees and reviewed processes used for the 2025 Centennial Celebration Dinner. The Committee discussed options for the event, restaurants, recommendations for services and equipment, what worked well at the 2025 event and what should be changed, and who from the Committee could assist.

Public Comments

Darryl Reynolds thanked Ms. Ryan for bringing up the Veterans Park clean up. He suggested asking people not to use plastics in the park, or to ban its use, and he felt the City should have tougher littering laws. He was supportive of Christmas boats in the canal, but not a larger event that would include bigger boats. He suggested a maintenance schedule for City parks to ensure they were properly taken care of.

Commissioner Belhumeur commented that equipment in Silver Lake Park needed repair or a new swing set. He said there was a walking park created as part of a grant and City was required to maintain equipment for several years; Commissioner Belhumeur asked the City Clerk to follow up on this. He liked the idea of a boat dock and said the City did not have any property along the water but suggested accessing a dead-end street that led to water at the end of the marina. He inquired about how the Parks Committee got involved in tutoring. Ms. Conrad confirmed that the Ordinance establishing the Parks Committee included planning and organizing special events and programs. She offered ideas for programs the Committee could consider. Discussion about the use of City parks, volleyball courts, etc. ensued.

6. Adjournment

Vice Chairman Lansdowne motioned to adjourn the meeting at 7:20 pm.



Playpalette: Rolling Wave

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions. 1/20/26



A PLAYCORE Company

www.gametime.com

Palmetto Park Playground

City of Flagler Beach, FL



www.playdrp.com



Playpalette: Rolling Wave

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions. 1/20/26

Palmetto Park Playground

City of Flagler Beach, FL



A PLAYCORE Company

www.gametime.com



www.playdrp.com



Playpalette: Rolling Wave

1/20/26
Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

Palmetto Park Playground

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Playpalette: Rolling Wave

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions. 1/20/26

Palmetto Park Playground City of Flagler Beach, FL



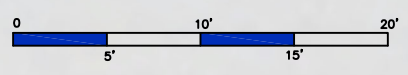
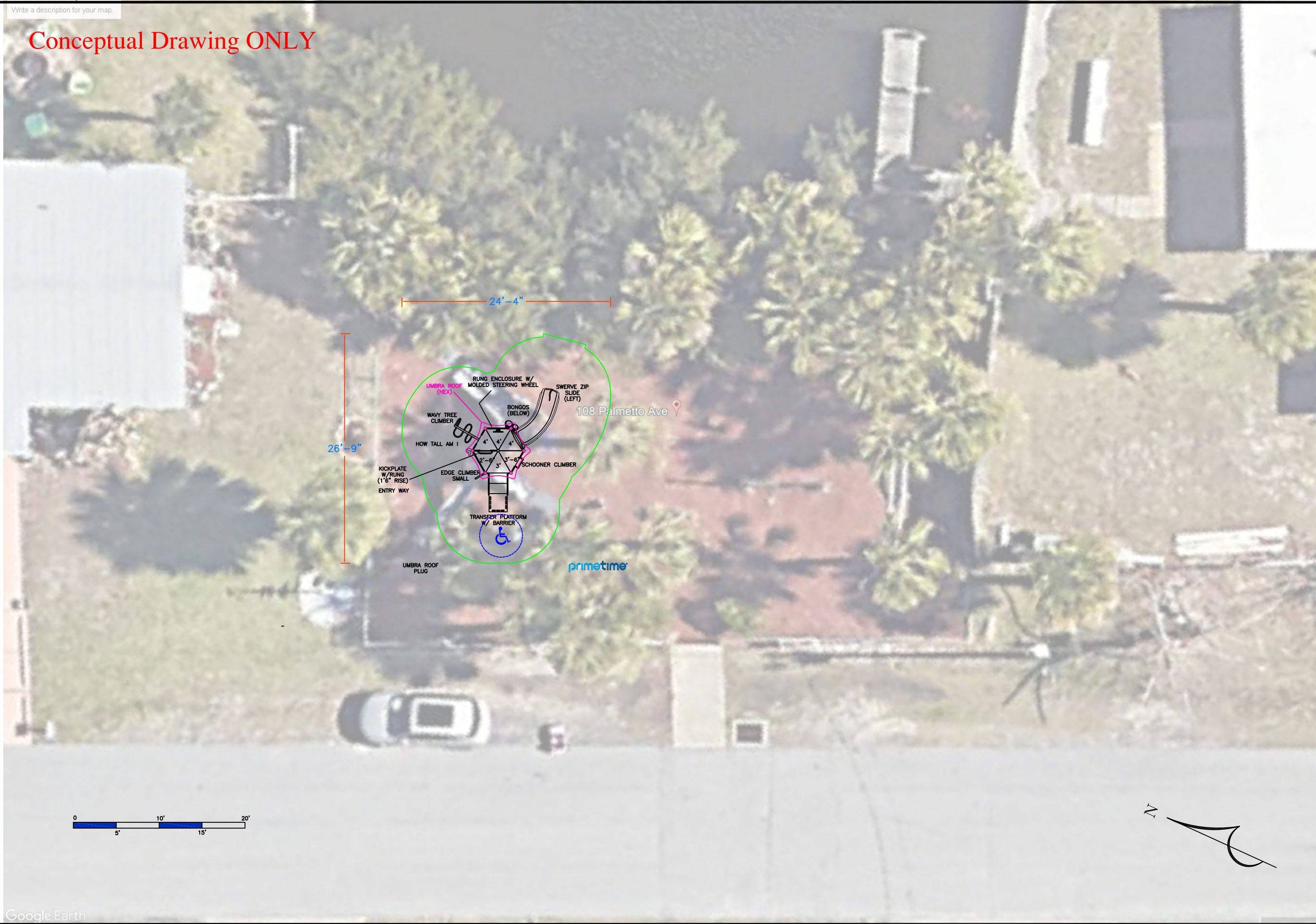
A PLAYCORE Company

www.gametime.com



www.playdrp.com

Conceptual Drawing ONLY



Legend

108 Palmetto Ave

108 PlayCore Drive SE
Fort Payne, AL 35967
www.gametime.com

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, and as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Minimum Area Required: see drawing

This play equipment is recommended for children ages 5-12

DRAWING NO: Palmetto

DRAWN BY: gw

DATE: 01/20/2026

PROJECT TITLE: Palmetto Park
City of Flagler Beach

REPRESENTATIVE: DRP

SHEET NO: one



PrimeTime

RASCAL | 11906

Rascal is an exciting PrimeTime play system designed for children ages 5-12. This unit features our Bongos for sensory play. The structure also incorporates a slide for additional play value.

SPECIFICATIONS

Use Zone:	25'-0" x 27'-0" (7.62m x 8.23m)
Age Ranges:	5 to 12 Years
Fall Height:	4' (1.22 m)
Number of Children:	25

ACCESSIBILITY

Accessible:	5
Elevated:	5
Ground Level:	2
Types:	2

DESIGN FEATURES

- Designed to be more compact in comparison to other product lines to lower cost
- Utilizes our patented TruLoc® DirectBolt connections to assure fast and easy installation
- Promotes balance and coordination development
- Preferred choice for many schools and daycares



GameTime
 c/o Dominica Recreation Products, Inc.
 P.O. Box 520700
 Longwood, FL 32752-0700
 800-432-0162 * 407-331-0101
 Fax: 407-331-4720
www.playdrp.com

01/20/2026
 Quote #
 109090-01-01

Palmetto Park

City of Flagler Beach
 Attn: Dale Martin
 PO Box 70
 Flagler Beach, FL 32136-0070
 United States

Ship to Zip 32136-0070

Quantity	Part #	Description	Unit Price	Amount
-				
<i>Removal of existing equipment and footers by owner.</i>				
<i>Site access for construction equipment and staging area must be provided by owner.</i>				
<i>Topoff of EWF as needed by owner.</i>				
1	11906	GameTime - PrimeTime Rascal	\$25,725.00	\$25,725.00
1	Coastal	Misc - Coastal Paint Application applied to all Metal Components	\$3,685.00	\$3,685.00
1	Sealed	5-Star Plus - Signed/Sealed FBC 2023 8th Edition Building Code Drawings	\$1,350.00	\$1,350.00
1	Permits	5-Star Plus - Building Permits- <i>Estimated Costs of Permits plus Time. If actual permit fees are significantly higher or lower, final invoice will be adjusted accordingly. If additional time spent acquiring permits, due to lack of information from owner, final invoice to be adjusted. Survey & Siteplan are to be provided by the owner for the permit application. Correct legal address will be required.</i>	\$1,500.00	\$1,500.00
1	INSTALL	5-Star Plus - Five Star Plus Playground Installation Services- <i>Performed by a Certified Installer, includes meeting and unloading delivery truck, signed completion forms, site walkthrough, and 3-Year Labor Warranty!</i>	\$8,840.00	\$8,840.00
			Sub Total	\$41,100.00
			Discount	(\$9,775.50)
			Freight	\$1,624.17
			Total	\$32,948.67

Prepared by: Gina Wilson | Vice-President / Senior Project Manager
 ☎ 800-432-0162 ext. 101 ✉ gina@gametime.com

All pricing in accordance with Omnia Partners / U.S. Communities Contract #2017001134.

All terms in the Omnia Partners / U.S. Communities Contract take precedence over terms shown below.

For more information on the Omnia Partners / U.S. Communities contract please visit [Omnia Partners Public Sector GameTime](#)

Signed/Sealed Drawings may be included when expressly stated on proposal.

Permits and permitting services may be included when expressly stated on the proposal. Unless specifically noted, permit fees, third-party reviews, inspections, bonds, and jurisdictional requirements are not included. The owner is responsible for providing **current and accurate site plans, surveys, and required property information** as needed by the permitting authority. **The permit process cannot begin until all required information is received from the owner.** Permitting timelines vary by jurisdiction and are **outside of our control.** Delays related to permitting, reviews, or approvals are not considered manufacturing or installation delays. Additional requirements arising during the permitting process, including but not limited to engineering revisions, soil testing, or jurisdictional comments, shall be treated as a **change in scope.**

Orders from **governmental agencies, school districts, municipalities, and other public entities** may be accepted with a purchase order, signed quotation, or written authorization. Payment terms are Net 30 unless otherwise stated. Deposit requirements may apply for **custom or made-to-order products**, including Landmark Designs items.

When installation is included as a **turn-key project**, payment for installation-related work is due **upon completion and acceptance of the work**, unless otherwise stated. For larger or extended projects, **progress invoices may be issued** based on work completed or materials delivered to the site. GameTime reserves the right to invoice for **materials manufactured, shipped, or received on site.**





GameTime
 c/o Dominica Recreation Products, Inc.
 P.O. Box 520700
 Longwood, FL 32752-0700
 800-432-0162 * 407-331-0101
 Fax: 407-331-4720
www.playdrp.com

01/20/2026
 Quote #
 109090-01-01

Palmetto Park

Installation Terms: Installation, when included, is performed by an **independent, certified installer** and is based on **standard installation conditions**. Installation assumes suitable soil, normal excavation conditions, proper sub-base, and unrestricted site access. The following are **excluded unless expressly stated**: drainage design or correction; soil remediation or import/export; rock, roots, debris, or concealed conditions; dewatering; erosion control; sod replacement; landscaping; irrigation repair; and site restoration. If unsuitable soil, drainage issues, high water table, or concealed conditions are encountered, **additional costs may apply**. The owner is responsible for site readiness, utility marking, site access, and protection of the work area before, during, and after installation.

Billing Information

Shipping Information

(bill to): _____

(ship to): _____

(address): _____

(address): _____

(contact): _____

(contact): _____

(phone): _____

(phone): _____

(email): _____

(email): _____

Sales Tax Exemption Certificate Number # : _____ Please provide a verifiable certificate

Quote Validity : Pricing is firm for 60 days from the date of quotation unless otherwise stated.

Pricing Basis : Quotes are based on shipment of all items at one time to a single destination unless noted. Changes to scope, quantities, delivery conditions, or site requirements may result in price adjustments.

Exclusions : This quotation excludes off-loading and unloading of materials; lift-gate service; storage of materials prior to installation; site security; acceptance of deliveries; removal of existing equipment; site work; landscaping; drainage; utility relocation; fencing; signage; lighting; and any work not expressly described or included on this proposal.

Shipping Terms : All equipment ships F.O.B. factory unless stated. Title and risk of loss transfer in accordance with standard shipping terms.

Taxes : Sales, use, and similar taxes are not included unless expressly stated. Applicable taxes will be added at time of invoicing unless a valid tax-exempt certificate is provided prior to order entry.

Production & Shipment : Manufacturing, fabrication, and shipment will not begin until all required approvals and deposits are received.

Acceptance of quotation:

Accepted By (name): _____

P.O. No: _____

Signature: _____

Date: _____

Title: _____

Phone: _____

E-Mail: _____

Purchase Amount: **\$32,948.67**

From: racefan9@cfl.rr.com
To: [Colleen Kuhn](#); [Dale Martin](#)
Subject: External - N. Palmetto Park new business
Date: Thursday, January 29, 2026 11:57:15 AM

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.

Hi Colleen:

Please Cc: everyone who needs to know this because of Florida Sunshine laws.

The new fence at N. Palmetto Park is excellent, and the installers did a great job. The added streetside gate is welcomed by the adults that bring their kids because they don't have to chase them anymore as the kids run towards the street! However, the closed gate presents a new situation. The sidewalk where kids (and moms) drew on with chalk is now outside the gate by the street.

For safety reasons, I would like to discuss the need for an added 5 foot wide and 15 foot long slab poured inside the fence. It would be a nice size to paint a Hopscotch design on it. There would be plenty of room to draw chalk on as well.

The standard hopscotch "court" varies depending on the age of the players. For young children it is 30 inches wide and 100 inches long. Larger players need bigger boxes to jump on. They need a court that is 36 inches wide and 12 feet - 6 inches long. Stencils costing \$30 can be purchased to lay out the hopscotch court to paint the lines. The stencil could also be used in other parks. One suggestion is seen below.

A perfect place for a new slab would be in the southwest corner of N. Palmetto Park parallel with the new fence. There's no trees there.

I would like to discuss this during new business or other appropriate time during our next Park Committee meeting.

thank you,

John Timmins
127 N. Palmetto Ave.
Flagler Beach



From: [Kathleen Conrad](#)
To: [Colleen Kuhn](#)
Subject: External - RE: External - Parks and rec package
Date: Thursday, January 8, 2026 1:50:38 PM
Attachments: [image001.png](#)

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.

Can you put me down for next meeting as to talking about what other programs the other committee members want?. Thank you kathy

[Yahoo Mail: Search, Organize, Conquer](#)

On Mon, Jan 5, 2026 at 7:30 AM, Colleen Kuhn <CKuhn@cityofflaglerbeach.com> wrote:

Good morning. Attached is the full Parks Committee meeting packet.

Have a wonderful day!

	<p>Colleen Kuhn Deputy City Clerk Office: (386) 517-2000 ext. 235 Address: 105 S. 2nd Street, Flagler Beach, FL 32136 www.cityofflaglerbeach.com City of Flagler Beach Facebook My Flagler Beach App</p>
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Florida has a very broad Public Records Law. Virtually all written communications to or from state and local officials and employees are public records available to the public and media upon request. The City of Flagler Beach's policy does not differentiate between personal and business emails. This means email messages, including your email address and any attachments and information we receive online might be disclosed to any person or media making a public records request. Email sent on City systems will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual exempt under 119.071, Florida Statutes, please indicate so in your email or other communication. If you have any questions about the Florida public records law, refer to Chapter 119 Florida Statutes.

From: Kathleen Conrad <beachsidegirl1954@yahoo.com>

Sent: Sunday, January 4, 2026 4:25 PM
To: Colleen Kuhn <CKuhn@cityofflaglerbeach.com>
Subject: External - Parks and rec package

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.

Good morning, for some reason, my computer deleted all the information you sent me. Can you re send me the parks and rec package for wednesday? Thank you kathy

[Yahoo Mail: Search, Organize, Conquer](#)

42 PASSED ON FIRST READING THIS 11TH DAY OF SEPTEMBER 2025.

43

44 PASSED AND ADOPTED THIS 13TH DAY OF NOVEMBER 2025.

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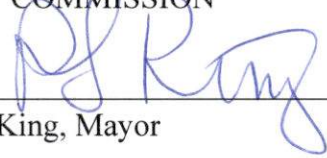
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CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

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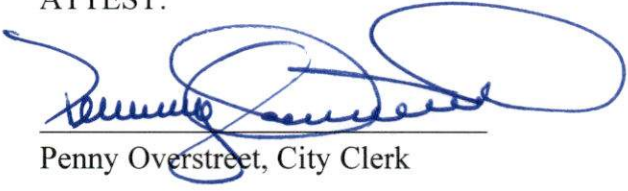


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Patti King, Mayor

51 ATTEST:

52



53

Penny Overstreet, City Clerk

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ARTICLE III. SPECIAL EVENTS

Sec. 4-101. Title.

This article shall be known as the Special Events Ordinance of Flagler Beach, Florida.

Sec. 4-102. Special Event Approval required; compliance with article provisions.

- (a) All special events shall comply with the provisions set forth in this article and with all terms, conditions, and requirements identified in the special event application (SEA) approval. A special event held within the incorporated portion of the City shall require approval from the City.

Sec. 4-103. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant. The individual(s) or entity that submits an SEA to the City to hold a special event. The applicant is responsible for compliance with terms and conditions set forth in the Special Events Ordinance. The owner or owners of any property on which a special event occurs shall also be deemed the applicant in terms of responsibility or liability for violation of this article or other federal, state, or local regulations occurring on any such property because of such special event.

Application means a written application for a proposed special event. The application form shall be provided by the City.

Certificate of Insurance is proof of insurance coverage for the insured party.

City event means those activities or events organized by the City.

City co-sponsored event. City co-sponsored events are community based and nonprofit events that are free to the public and approved by the City Commission to name the City as a co-sponsor. The City's level of co-sponsorship shall be determined by the sole discretion of the City Commission.

City services means any additional city run services beyond those that are regularly provided by the City such as additional police services, traffic control, crowd control, fire and/or emergency medical services, street closures, garbage cleanup, or other municipal services which may be necessary to service the event.

Commercial means for the purposes of this article the charging of a for-profit admission fee or for-profit sale and orders of goods or services; except that commercial zoning shall mean that category of zoning in the city land development regulations.

Cottage food vendor means an individual who produces and sells cottage food products in accordance with Section 500.80, Florida Statutes, and related rules of the Florida Department of Agriculture and Consumer Services (FDACS).

Fees shall mean any cost associated with a special event, including but not limited to, the application fee, any appeal fee, and all costs to be assessed or required by the City to support a special event as set forth by the City Commission by resolution, known as the Fee Schedule.

Home-based craft vendor means an individual who produces and sells handmade, non-food items from a residence on a limited basis and is not primarily engaged in operating a commercial business.

Public property means any public street, sidewalk, place, property, easement, structure, or facility owned, dedicated, controlled, or otherwise under the proprietary jurisdiction and control of the City.

Resolution means a resolution by the City Commission providing dollar amount of fees, licenses, and providing other special event criteria.

Special event means an event that is a non-routine happening or a social activity organized to include or attract people together in a defined area, which in the City's opinion, require city resources and services to ensure safety and coordination. Special events shall be classified as follows:

- (1) *Major event.* An event of one (1) or more day duration with a cost of over two thousand five hundred dollars (\$2,500.00) for city services, staff, overtime and equipment use.
- (2) *Intermediate event.* An event of one (1) or more day duration with a cost of between five hundred dollars (\$500.00) and two thousand nine hundred ninety-nine dollars (\$2,999.00) for city services, staff, overtime and equipment use.
- (3) *Minor event.* An event of one (1) day or less duration, with a cost of less than four hundred ninety-nine dollars (\$499.00) for city services, staff, overtime and use of equipment.

Temporary structures include, but are not limited to, sheds, booths, bleachers, canopies, tents, stages, and fences for temporary purposes during an event. Such structures shall not be erected prior to "set-up" time and shall be removed by the "break-down" time limit.

Itinerant merchant (vendors or IMs) means any person, vendor, concession, business corporation, entity, or enterprise providing the immediate sale of goods or services, or orders for goods and services for profit at or in conjunction with any special event as defined above.

Sec. 4-104. Submission of Special Event Application to the City.

- (a) A completed SEA must be submitted to the City no less than 30 days prior to a minor event, 40 days prior to an intermediate event, 60 days prior to a major event.
- (b) All SEAs will be submitted to the City. A completed SEA will include a complete and accurate SEA, site plan sketch, SEA fee as established by resolution by the City Commission in a Fee Schedule, certificate of insurances naming the City additionally insured in the amount of one million dollars (\$1,000,000.00) or two million dollars (\$2,000,000.00) if the event includes pyrotechnics/fireworks. If the applicant is a non-profit, the application will include an Internal Revenue Service (IRS) determination letter.

Sec. 4-105. Review of Special Event Application.

- (a) The City Manager or his/her designee shall make every attempt to review the application, inform the applicant if the application is incomplete, notify the applicant if the event is deemed a special event, of any additional requirements or modifications, and an estimate of costs within ten (10) business days of application receipt.
- (b) The City will make every attempt to notify the applicant if the SEA is denied within ten (10) business days of application receipt. An SEA may be denied on any of the following grounds:
 - (1) The SEA, including any required attachments and submissions, is not fully completed and accurate.
 - (2) The applicant has not tendered the required application fee with the application.
 - (3) The applicant is legally incompetent to contract or to sue and be sued.
 - (4) The proposed event or activity is prohibited by or inconsistent with this Code, the city comprehensive plan, zoning district, or land use regulations.
 - (5) The activity described in the application would present an unreasonable danger to the health or safety of the applicant, participants, public employees or members of the public.
 - (6) The proposed event or activity is prohibited by federal, state, or local regulations.

- (7) The event does not have or plan for adequate parking to accommodate the event.
 - (8) The event is proposed for a site that is inherently hazardous to the participants or other highway users.
 - (9) The event would have a substantial adverse impact on the health, safety, and welfare of neighboring residents and businesses of the proposed event.
 - (10) The Police Department in conjunction with other law enforcement agencies does not have sufficient resources to manage the necessary road closures and/or traffic control necessary to service the event.
 - (11) The requirements identified by the City to ensure public health, safety, and welfare have not been met.
 - (12) The City may reasonably limit the duration of the event including the hours of the event and the number of days it can be conducted to minimize adverse impact caused by the activity. Special event duration shall not exceed three (3) days.
- (c) An applicant may appeal the denial of an application to the City Commission at the next available meeting. Any such appeal must be filed with the City Manager and/or his/her designee within three (3) business days of the date the application denial was sent to the applicant.
 - (d) If an event is not approved, the City shall not be responsible for any costs incurred in relation to the event.

Sec. 4-106. Itinerant Merchants (vendors/concessions/businesses).

- (a) The applicant shall be responsible for providing the IM application form to each participating IM and obtaining and submitting completed IM application forms with copies of required licenses, insurances, and Local Business Tax Receipt to the City no later than ten (10) business days before an event. The City will provide the IM Permit to the applicant. The applicant shall be responsible for ensuring that every IM displays its city-issued IM Permit at all times during an event. Each separate IM must have a permit. Any person who claims to be an employee of an IM but appears to be operating as an independent merchant must be able to demonstrate to the satisfaction of the City that said person is in fact an employee and not an independent contractor; otherwise, that person will be classified as a separate IM. The applicant shall be held responsible for meeting the requirements of this article, including payment of the IM permit (per vendor). IM Permit fees must be paid to the City within five (5) business days after the event.
- (b) Food vendors must meet all the requirements of the Division of Hotels and Restaurants of the State Department of Business and Professional Regulation and/or Department of Agriculture. Food vendors must submit documentation ten (10) business days prior to the event showing proof that they have been properly licensed by these agencies, and hold a certificate of insurance in the amount of one million dollars (\$1,000,000.00) or as otherwise set by the City Attorney, with the City is named as an additionally insured. The certificate of insurance shall be provided to the City a minimum of ten (10) business days prior to the event.
- (c) Other providers of goods or services must operate in compliance with the provisions set forth in this Code, [and] state statutes pertaining to those goods or services, and any other applicable state regulations. A violation of state law or regulation pertaining to said provision of goods or services shall be deemed a violation of this article.
- (d) Each amusement ride/attraction must comply with the Standard Device Code 1997 edition or as new editions are adopted by the Florida Building Code, along with meeting all general liability requirements, and operator/owner must hold a one-million-dollar (\$1,000,000.00) certificate of insurance with the City named as an additionally insured.
- (e) If alcohol is to be served, applicant shall make special reference to alcohol liability in the SEA and on the appropriate IM permit.
- (f) All proposed vendors, concessions, itinerant merchants, and/or stands/booths or designated sites for same shall be noted on the site plan sketch and approved by the City. All vendors must comply with fire code requirements and shall be inspected if deemed necessary.

(Ord. No. 2014-06, § 1, 3-13-14)

Sec. 4-107. Exemptions from special event requirements.

- (a) An IM with an active Flagler Beach License Business Tax Receipt (LBTR) is exempt from the IM permit fee and must include its LBTR number on the IM application.
- (b) Any special event applicant may request a need-based application fee waiver from the City Commission.
- (c) Non-profit organizations in possession of an IRS certificate granting a tax-exempt status are exempt from the application fee. Non-profits must provide the IRS tax-exempt certificate in its SEA.
- (d) Home-based craft vendors and cottage food vendors who do not hold a LBTR shall be exempt from requirement to provide an LBTR, provided that the vendor presents proof of registration with the Florida Department of Revenue for the collection and remittance of sales tax, along with completing an IM application and paying the IM permit fee-
- (e) City events are exempt from special event requirements and fees.

Sec. 4-108. Special event application; costs/approval.

- (a) If the SEA is approved, the applicant shall be required to pay all fees established by this ordinance as set by the Fee Schedule. The applicant shall remit 50% of the estimated cost, serving as a deposit, within three (3) business days of receipt of the estimate. The final invoice for event costs shall be paid in full within five (5) business days following the event. The deposit will be counted towards the final invoice amount. All IM fees are required to be paid in full no later than five (5) business days after the event is complete.

Sec. 4-109. Control of outdoor noise.

Control of outdoor noise shall be in accordance with the city noise control ordinance.

Sec. 4-110. Alcohol and beverage sales.

Alcohol and beverage sales conducted on the property on which the special event is being held shall be in accordance with state statutes and this Code, including Sec. 4-127(b)(4). Furthermore, it is the responsibility of the alcohol licensee to ensure that no open containers of alcohol sold on the premises shall be permitted beyond the designated special event site. All beverages shall be served in paper, plastic or aluminum containers. The applicant shall provide the means to prevent underage drinking. The dispensing of or sale and consumption of alcoholic beverages, at a special event, must be conducted only within a temporary or permanent permitted structure on property properly zoned for commercial activity, and the building and parking must meet all applicable building codes and regulations.

Sec. 4-111. Public law enforcement and private security services.

- (a) The Police Chief or designee shall determine the number of public law enforcement personnel and private security personnel necessary to service a special event. Public law enforcement services shall be provided exclusively by the Police Department and its reserve officers, unless otherwise authorized by the Police Chief or designee. The applicant shall provide private security only when the Police Chief or designee determines it necessary under the circumstances.
- (b) The Police Chief and/or his/her designee shall establish the appropriate time frames in which public law enforcement and private security are needed for each aspect of the special event. The applicant will provide a tentative schedule of activities for each day on the SEA. The City recognizes that the final schedule may change

and the Police Chief and/or his/her designee or the supervisor in charge of the detail shall have the authority to adjust the work schedule to cover any activities that may require additional or fewer public law enforcement services. Vehicle usage incurred by the result of such special services may vary due to scheduling adjustments determined and approved onsite by the police supervisor and reviewed by the applicant during the event. Any additional fees generated by scheduling adjustments shall be the responsibility of the applicant.

- (c) If offsite traffic control is necessary, due to the high volume of traffic generated by the event, as determined by the Police Chief and/or his/her designee; the applicant shall pay the City for all costs related to providing this service.
- (d) In the event the applicant is authorized to utilize sworn law enforcement officers from an agency other than the police department, that agency must meet the requirements for security at the discretion of the Police Chief and/or his/her designee. Law enforcement officers from other agencies shall be responsible for arresting, booking and transporting arrestees as the law may require in each situation.
- (e) The fee schedule for determining officer personnel, administrative, and equipment costs, to be paid in advance by the applicant(s) of the event, shall set forth by the Commission in a Fee Schedule resolution.

Sec. 4-112. Public works services.

- (a) Should the services of the City Public Works Department be required, the number of personnel, type of equipment and the type of public works services required to service the event shall be determined by the City.
- (b) The fee for determining public works department personnel and equipment costs to be paid by applicant shall be those set by a fee schedule formula adopted by a resolution.

Sec. 4-113. Building department services.

The number of building department personnel and services required to service the special event shall be limited to inspection services required by the Florida Building Code. All inspection/permit fees for these services shall be paid by the applicant as set by a fee schedule formula adopted by a resolution.

Sec. 4-114. Portable toilets; number required, locations, servicing.

- (a) The ratio of one (1) portable toilet for up to one hundred fifty (150) people, and one (1) portable toilet for every additional one hundred fifty (150) people (or fraction thereof) onsite at any one (1) time, shall be considered the normal requirement, but may be reasonably adjusted by the City for specific events. The location of portable toilets and number of ADA compliant portable toilets shall be approved by the City.
- (b) All portable toilets shall be serviced a minimum of one (1) time per day for each day of the event. Any units located on public property shall be removed no later than twenty-four (24) hours after the conclusion of the event. Structures on the event site that have toilet facilities easily identified and readily available to the public, and require no charge to the public to have access or to utilize them may be used in the formula.

Sec. 4-115. Garbage pickup; servicing; fees.

- (a) The number and location of portable garbage cans and dumpsters located on the property on which the special event is conducted shall be determined by the City.
- (b) The formula for determining the number of portable garbage containers shall be three (3) sixty-four (32)-gallon size containers for every fifty (50) persons attending the event, per day. There shall be a minimum of one (1) six-cubic-yard capacity garbage dumpster available onsite during the duration of the event. An additional four (4)-cubic-yard capacity dumpster shall be added for every three hundred (300) persons per day over one thousand five hundred (1,500). All portable containers on and off site shall be emptied a minimum of one (1) time per day for each day of the event. Dumpster(s) may be serviced as needed. All garbage containers temporarily located on public property shall be removed no later than twenty-four (24) hours after the

conclusion of the event. Garbage container and dumpster pickup fees shall be the responsibility of the applicant(s). The above formula may be adjusted to allow for functionally equivalent garbage service. Dumpsters may be rented from the City as set by a fee schedule formula adopted by resolution. If dumpsters are attained from another source besides the City, they must be rear load dumpsters and the City is to be the sole provider of trash removal services not associated with construction activities unless they are in possession of a city business tax receipt to conduct such services.

- (c) The applicant shall be responsible for maintaining the event site and public property from trash, garbage, litter and any other debris within five hundred (500) feet of the boundaries of the property line on which the special event takes place. This responsibility shall extend from the first calendar day of the special event consecutively through the first twenty-four (24)-hour period after the last day of the special event. The property shall be maintained in the same or better condition existing prior to the commencement of the special event. The applicant is responsible for removing all remaining trash or debris gathered or relocated on the property as a result of the event. Uncontained accumulation of trash/debris is prohibited, and the City retains the right to remove accumulations and back charge the special event applicant for the cost incurred.

Sec. 4-116. Location of public parking; transportation services.

The applicant shall be responsible for submitting a site plan sketch that allows for adequate public parking, and special event shall only be approved for those events with adequate onsite parking. The site plan sketch shall designate all available parking and proposed locations for temporary signage. Temporary parking signage shall be regulated pursuant to article VII of the Land Development Code. The formula for determining adequate available parking shall be the estimated number of attendees divided by two and one-half (2.5) people per car. Attention shall be given to traffic circulation and emergency access for police, fire, and medical personnel. The applicant(s) may be required to post approved signage at all designated parking and make allowances for the security of all parking areas during the duration of the event. All signs shall be removed within twenty-four (24) hours of the event closing. Written permission from property owners approving offsite parking shall be provided. The applicant(s) shall designate and maintain adequate and easily accessible parking location for all security, fire protection, and emergency medical services onsite. Failure to provide for adequate parking and/or transportation services, during the planning stages, shall be grounds for event disapproval. The parking formula may be adjusted by the City.

Sec. 4-117. Public street barricades/street closures/detours.

The City shall have the full authority to close any city street or roadway and/or the detour of all traffic flow on any city street or roadway in relation to the management of an approved special event. The applicant(s) is responsible for submitting a site plan sketch detailing the proposed street closure. Approved barricades and temporary signage for approved locations shall be provided by the applicant, subject to city approval. Barricades may be supplied by the City at the designated rate as specified by a Fee Schedule adopted by resolution of the City Commission. It shall be the responsibility of the applicant to provide setup and breakdown of barricades and temporary signage; if not city property; at the approved times as determined by the City.

The City shall have the authority to request from the State road closures for any State-owned roadways for the purposes of special events in designated time frames.

Sec. 4-118. Emergency vehicle access.

Access, traffic lanes, and parking for emergency vehicles shall be determined and approved by the City Manager and/or his/her designee, Chief of Police, and Fire Chief when deemed necessary; and in accordance with all state, federal regulations.

Sec. 4-119. Pedestrian traffic access.

Pedestrian traffic access from parking areas to the event involving the crossing of a major thoroughfare may require additional traffic control measures to be implemented as determined by the City.

Sec. 4-120. Temporary structures; integrity, height, location.

It shall be the responsibility of the applicant of the special event to ensure that the structural integrity of all temporary structures erected for the special event are safe, structurally sound and adequately based on the number of persons specified to use the structure(s). The location of all temporary structures, erected for the purpose of the special event, shall be approved by the City and shall not be located as to damage the environment or to create safety concerns. All temporary structures shall be properly anchored against the possibility of strong weather conditions. Temporary structures, if deemed necessary will be inspected and approved by the City or their representatives.

Sec. 4-121. Location of staff management headquarters/telephone numbers/sound system location/uniform identification.

Applicant shall be responsible to provide the City with the location of the special event management staff headquarters and contact information during the event and after hours for emergency situations. Name(s) of onsite contact person(s) and telephone number(s) shall be collected in the SEA. Applicant(s) staff personnel shall wear identification (shirts, badges, or other easily identifiable means) to indicate event staff affiliation during the open hours of the event. Location of public address sound system shall be designated on the site plan sketch. Applicant must have a designated person in charge of the event at all times.

Sec. 4-122. Number and location of special needs.

Specific proposed locations shall be designated on the site plan sketch to ensure accessibility. This shall include such items as launching areas for watercraft, pet and animal attractions, active equipment operations, car shows, and any other activities unique to the special event.

Sec. 4-123. Temporary signs/banners.

Temporary signs and banners shall be regulated pursuant to article VII of the Land Development Code.

Sec. 4-124. Promotional visual effects.

All special lighting and/or visual effects such as high-powered sky lighting units or fireworks attractions must be approved by the City. The location of visual effects shall also be approved by the City.

Sec. 4-125. Miscellaneous requirements.

- (1) *Inspections to ensure compliance.* The City may initiate safety and/or complaint inspections. The inspections are to ensure compliance by the applicant and all associated applicants, owners, itinerant merchants and their special event staff.
- (2) *Permits—Other.* All federal, state and city-required permits (Department of Environmental Protection, Department of Transportation, Division of Alcoholic Beverages and Tobacco, Federal Aviation Administration, fire permits, etc.) shall be obtained by the applicant and provided to the City if deemed necessary five (5) business days before the special event.
- (3) *Accessibility for people with disabilities.* All applicable laws and requirements for accessibility and accommodations shall be met by the applicant(s) regarding structures, site locations, and event activities. This will be noted in the site plan sketch. It shall be the applicant's responsibility to comply with state and federal access requirements, including parking and sanitation needs.
- (4) *Late fees.* Any outstanding balances due the City from the event applicant, later than thirty (30) days after the last day of the event, will be subject to late fees as established by a fee schedule formula

adopted by resolution by the City Commission. No new permit shall be issued to an applicant/organization with past due amounts.

Sec. 4-126. Penalties and enforcement.

Any person violating any of the provisions of this article shall be prosecuted in the same manner as misdemeanors are prosecuted. Such violations shall be prosecuted in the name of the state in a court having jurisdiction of misdemeanors by the prosecuting attorney thereof and, upon conviction, shall be punished by a fine not to exceed five hundred dollars (\$500.00). Each incident or separate occurrence of any act that violates this article shall be deemed a separate offense. In addition to the penalties provided under this section, violators of this article shall be subject to any other appropriate civil or criminal action provided by law in a court of competent jurisdiction, including, but not limited to, injunctive relief and code enforcement under F.S. ch. 162.

Sec. 4-127. Temporary waivers from certain Code provisions.

- (a) The City Commission may grant temporary waivers from the provisions of this Code as provided herein. Such waivers shall apply for the duration of the special event unless the City Commission includes a shorter duration for the temporary waiver as a condition of approval of the waiver. In no event shall a waiver granted herein apply beyond the duration of the special event. The City Commission shall not grant a temporary waiver to any provision of this Code not specifically contained herein.
- (b) The provisions of this Code for which waivers may be granted and the criteria for granting such waivers are:
 - (1) A temporary waiver of the prohibition of or special exception requirement for temporary structures provided in the section 2.04.02.8 and from the location and lot coverage restrictions provided in section 2.06.08.4.1 shall be granted upon a showing by competent substantial evidence that:
 - a. The flow of pedestrian and vehicular traffic on the subject property will not be negatively impacted;
 - b. No temporary structures located on the subject property will be located in relationship to a street or highway in such a manner as to cause threats to vehicular or public safety;
 - c. Trees and vegetation located on the subject property will not be removed or destroyed as a result of locating temporary structures on the subject property; and
 - d. Temporary structures shall not exceed the height limitations provided for the zoning district in which they are located.
 - (2) A temporary waiver from the number of required off-street parking spaces required by section 2.06.02.1(2) may be granted upon a showing by competent substantial evidence that:
 - a. Adequate parking exists on the property on which the special event shall occur or the applicant provides a signed temporary parking agreement to use off-site off-street parking within walking distance to the special event; and
 - b. The special event is timed in such a manner that the use of on-site off-street parking and/or off-site off-street parking would not cause existing uses of such properties to be deficient in required parking spaces during the business or operating hours of such uses; the owner of the property or tenant engaged in the permitted use shall be required to execute a sworn affidavit stating its business or operating hours in order to establish this criterion is met.
 - (3) A temporary waiver from the prohibition on concessions on the beach provided in section 6-1 shall be granted upon a showing by competent substantial evidence that:
 - a. The concessions shall not impede pedestrian access and traffic on the beach;
 - b. The concessions shall not impede emergency vehicle access to or on the beach; and

- c. The applicant will adequately collect, contain and remove trash and solid waste from the beach during the special event; said plan shall contain an agreement between the City and the applicant that the applicant shall be responsible for providing, emptying and removing trash containers included in the applicant's plan.
- (4) A temporary waiver from the prohibition on consumption and dispensing alcoholic beverages in public parks and recreation areas and upon the municipal pier provided in sections 6-73 and 6-27 shall be granted upon a showing by competent substantial evidence that:
- a. All necessary licenses for any sale or distribution of alcoholic beverages have been or will be obtained;
 - b. The applicant will take appropriate measures to ensure compliance with section 4-110 herein; and
 - c. The consumption of alcoholic beverages will comply with all other federal, state and local laws and regulations.
- (5) A temporary waiver from the prohibition on blocking streets, sidewalks and public places provided in section 14-11 shall be granted upon a showing by competent substantial evidence that:
- a. The blocking of the street, sidewalk or public place will not create a public safety hazard;
 - b. Effective and convenient detour routes exist;
 - c. The detouring of vehicular and/or pedestrian traffic will not create public safety hazards on detour routes; and
 - d. Appropriate signage will be placed by the applicant to warn vehicular and pedestrian of the blockage and notify vehicular and pedestrian traffic of detour routes.
- (c) Upon written request of the applicant, the City Commission shall conduct a quasi-judicial hearing to consider waivers of certain provisions of this Code. The applicant's request for a hearing to consider waivers shall include: the Code provisions for which a waiver is sought, the specific activity for which the waiver is needed and a sworn statement explaining how the criteria for the requested waiver stated herein are or will be satisfied. At the hearing on the request for waivers the City Commission shall hear testimony related to the criteria for waiver stated herein from the applicant, city staff and the public. After receiving testimony, the City Commission may grant the requested waiver in full or in part, grant the requested waiver with conditions or deny the requested waiver. The City Commission's decision shall be based on competent substantial evidence received at the hearing.

Secs. 4-128—4-160. Reserved.

City of Flagler Beach
SPECIAL EVENTS APPLICATION



105 South 2nd Street,
Post Office Box 70
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2008

INSTRUCTIONS:

Please print or type all information. The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). Incomplete applications will not be considered. All statements made on the application are subject to verification.

If you have a 5013 C exemption certificate please attach a copy to this application for the application fee waiver.

OFFICE USE ONLY

DATE REC'D _____

FEE REC'D \$ _____

INITIALS: _____

APPROVED

DISAPPROVED

REASONS:

PX _____

BY:

CITY SPONSOR: YES

NO

Please type or print legibly
Required Information

Name of Event

Producer/Promoter: Corvettes at the Beach

Type of Organization: _____ non-profit profit _____ charitable _____ government

Will the City be asked to sponsor or co-sponsor? Yes _____ No

Contact Person: Gregory Norton

Address: 161 Eric Dr.

City: Palm Coast State: FL Zip: 32164

Work Phone: N/A Home Phone: 386-437-6888

Fax: N/A Mobile Phone: 732-768-6867

E-Mail Address: gregnorton@bellsouth.net

Billing Information

Is the party responsible for billing same as above? _____ Yes No

If No, please provide the proper information below:

Attention: Flagler County Corvette Club

Address: Dianne Kirchgessner-Treasure
4 Wilmart Pl.

City Palm Coast State FL Zip 32164

Work Phone: 386-451-9514 Fax: N/A

EVENT INFORMATION

Event Name: Corvettes at the Beach

Date(s) Requested: October 11, 2026

Location: Veteran's Park & surrounding streets

Brief Description of Event: Flagler County Corvette Club's annual Corvette car show

Site Plan Required: Attached? Yes No
If No, explain here:

Will admission fee be charged for event? Yes No Not to the public

Event Time: Date 10/11/26 Start 7 AM End 4 PM

Date _____ Start _____ End _____

Date _____ Start _____ End _____

Set Up: Date 10/10/26 Start 4:30 PM End 5:30 PM

Break Down: Date 10/11/26 Start 3:30 PM End 4:00 PM

Rain Date: Date ? Start _____ End _____

Total Number of Expected attendees/participants: 250
only needed if there is a hurricane

Age Breakdown: 1-10 11-18 19-25 26-40 Over 40

Have you held this event previously? No Yes

If Yes, Previous Date(s): 11 years, from 10/11/09 to 10/13/19

Location: Veteran's Park & streets - see site map

Does this event differ from previous years? No Yes

If Yes, explain how: _____

SIGNS/BANNERS

Will you require signs and banners at your event? No Yes

If Yes, list # and dimensions of each:

Proposed locations: only signs like the small real estate ones. For directing show participants to registration.
Corner #5, Daytona + 100, S. Central + 100, A1A + 100, 54th + A1A

PARADES

Parade permits for SR A1A or SR 100 are provided by FDOT. The City will apply for the permit but can not guarantee approval. A map of the route designating requested street closures must be attached.

Estimated number of parade units in each category:

N/A

<u> </u> Bands	<u> </u> Floats	<u> </u> Cars	<u> </u> Marching units	<u> </u> Miscellaneous
Parade time	Date: _____	Start _____ am/pm	End _____ am/pm	
Set-up time	Date: _____	Start _____ am/pm	End _____ am/pm	
Break down	Date: _____	Start _____ am/pm	End _____ am/pm	
Rain date	Date: _____	Start _____ am/pm	End _____ am/pm	

TRAFFIC

Will normal traffic patterns be altered by the event? No

If Yes, explain: S. 4th to S. Central until 10 AM, S. Central to S. 3rd
Parts of S. 3rd & S. 2nd. See site map

Will public parking, streets sidewalks, etc. be restricted or obstructed?

No Yes (If yes, designate on site sketch)

Does your plan include on-site parking? No Yes (If yes, designate on site sketch)

Does your plan include off-site parking? No Yes (If yes, designate on site sketch)

Will shuttles be used to transport? No Yes No sidewalks will be restricted

FACILITY REQUIREMENTS

Location of these structures are required to be on Site Plan.

Will you utilize temporary structures at event? No Yes

If yes, indicate # of each: Stages 2 Tents Scaffolding Booths Fences
 Concession Stands Miscellaneous Pop up

Note: Special Permits are required for tents exceeding 200 SF. Special Building permits are required for temporary structures 700 SF or more in area and those that are four feet above grade.

How many tents exceeding 200 sq. ft. will be used? N/A List tent location and size: _____

Will you need electric? No Yes
 If yes, type of equipment: typical D.J. & 2 Laptop computers & 1 printer # of Amps needed: 20

Will you employ an electrician? No Yes
 If yes, provide name & phone number: _____

PROPOSED RETAIL SALES

*** Note: All vendors are required to complete an Itinerant Merchants License application**

Estimated total number of vendors: _____ Estimated # of each type of vending: ___ Crafts
___ Clothing ___ Food/Beverage ___ Jewelry ___ Misc (Describe in detail below.)

N/A

Prepared Food and Alcoholic Beverages\Liquor Liability

Will food\beverage be prepared\sold at this event? No ___ Yes (If yes, see below.)

Note: Fire extinguishers are required and will be inspected by the Flagler Beach Fire Department, Department of Business & Professional Regulation or Department of Agriculture licenses are required and copies must be provided to the City, additional liability insurance required as set by Special Events Ordinance.

Will alcoholic beverages be dispensed, provided or served? No ___ Yes (If yes, see below.)
Note: Liquor Liability Coverage required.

Name of Organization licensed to serve alcohol at this event: _____

This organization is _____ for profit _____ not for profit

(2 @ City Hall)
2 @ Pier

RESTROOM FACILITIES

Toilet Facilities available?* ___ No If Yes, how many: 4

Will you provide Port-o-lets?* No ___ If Yes, how many: _____ (Designate on site plan.)

**Note: ADA requires one handicapped restroom in each group of restrooms*

AMERICANS WITH DISABILITIES ACT

ADA requires with accessibility guidelines as adopted by the State of Florida are now in effect.

SANITATION

Please review the Special Events Ordinance, and the current fiscal year Fee and Fine Schedule.

POLICE SERVICES\CROWD CONTROL

Please review the Special Events Ordinance for Police\Security requirements.

LIABILITY INSURANCE WILL BE REQUIRED

See Special Events Ordinance for insurance\indemnity requirements

SIGNATURE(S)

I understand this is an application only and does not obligate the City in any fashion to reserve any facility location or approve an event. I also understand that if application is approved, non-compliance with event ordinances and agreements within these pages, could impact future event terms or approvals.

Signature of Applicant Gregory Norton Date 11/20/2026
Title of Applicant Car Show Chairman
Affiliation Flagler County Corvette Club

CITY OFFICIALS

City Services Required by Department Heads

Chief of Police:

Fire Chief:

Sanitation:

Parks & Recreation:

Public Works:

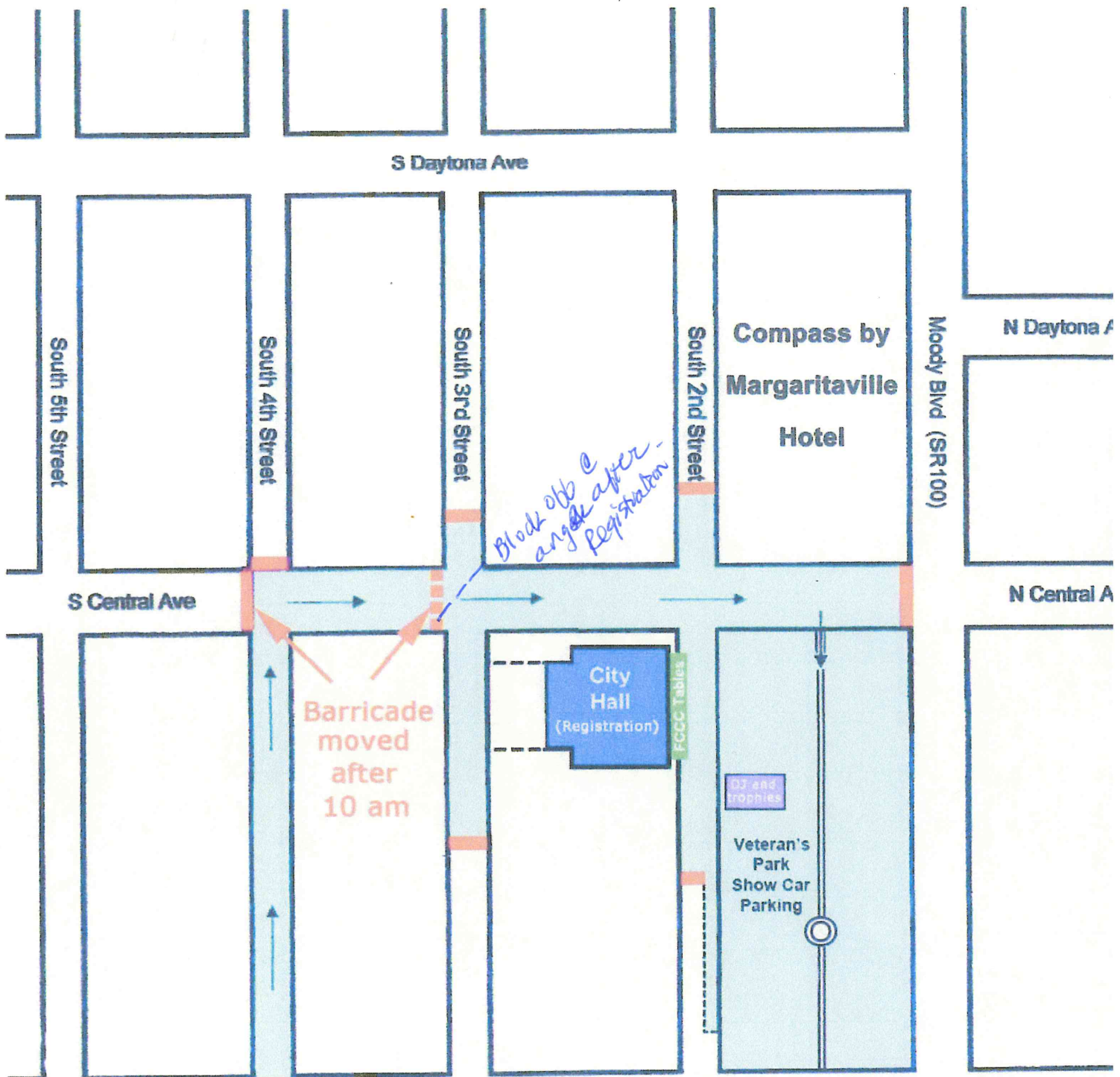
Engineering:

Building:

Planning:

Sign off by City Commission Chair if required:

_____ Date _____



2026 Corvettes at the Beach

Show Field Overview

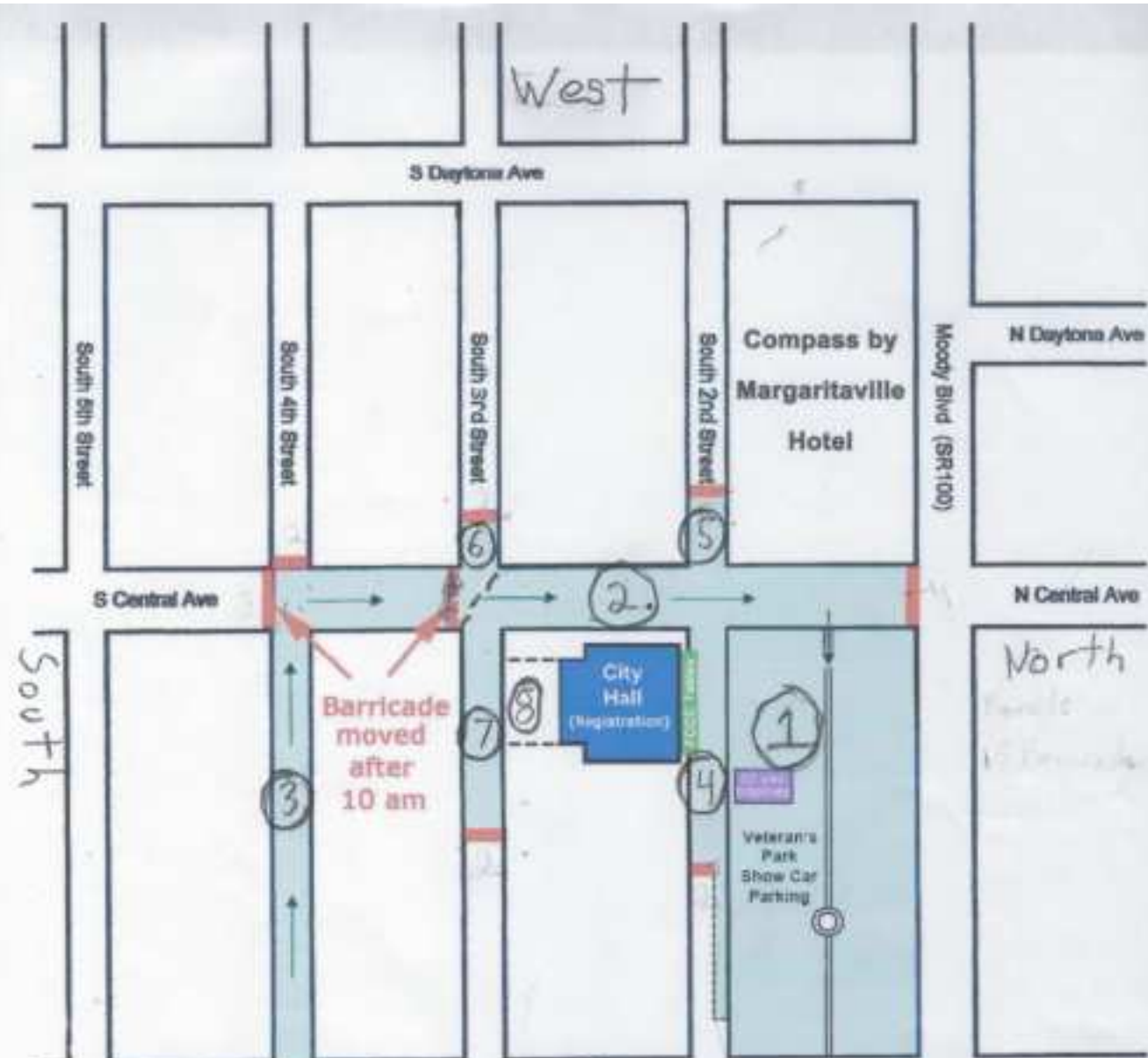
- Street Barricades / No Parking Areas █ *Barrell Style*
- Street Access / Entrant Parking █
- Show Registration █
- DJ and Trophy Display █
- Pop Ups █ FCCC Sales / Raffle Tables

Corvettes on the Beach 24th Annual Corvette Show
Flagler County Corvette Club
Sunday Oct. 11, 2026 7am to 4pm

Below are the street closures requested. Closures would be done using City supplied barricades.

1. Veteran's Park is the main car show field.
2. South Central / Moody Blvd. To South 4th (moved to South 3rd at 10am).
3. A1A / South 4th to South Central (road used as car show entrance. At 10am barricades moved to the corner of South 3rd and South Central).
4. South Central to parking lot of Real Estate agency. Will not block access to their lot.
5. South 2nd from South Central (going West) for 4 parking slots.
6. South 3rd from South Central (going West) for 5 parking slots.
7. South 3rd from South Central (going East) up to the old bank parking lot exit.
8. City/Museum private parking lot.

Any area blocked off after 10am, if moving the barricades creates better traffic flow and does not put spectators in danger, we will reposition those barricades.



2026 Corvettes at the Beach

Show Field Overview

- Street Barricades / No Parking Areas
- Street Access / Entrant Parking
- Show Registration
- DJ and Trophy Display
- PopUps FCCC Sales / Raffle Tables

West

NORTH



THCS

174 Parking Spaces

**Management Plan for
The Silver Lake Park**

**Prepared by: Karen Libutti
Revised by: L. Kania 09/15/2010
for
The City of Flagler Beach
105 South 2nd Street
Flagler Beach, Florida 32136**

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1. INTRODUCTION

The current owner is willing to sell the parcel to the City. However, if the City does not pursue acquisition of the parcel, the owner will attempt to rezone the site for medium density residential and put it on the open market. A portion of the proposed site was identified by the Department of Community Affairs as an area that must be established as a conservation area. This was agreed to by the City under the Comprehensive Plan Stipulated Agreement that was approved by the Department of Community Affairs on April 28, 1995. Subsequent to this agreement, the property owner approached the City on March 16, 1995, for a variance to the uplands setback requirement to accommodate medium density housing. A variance to the upland setback requirement would not be in keeping with the objectives established in the adopted Comprehensive Plan and will threaten the Silver Lake tract.

This Management Plan is intended to provide guidance in the future use and management of Silver Lake Park. The project is designed to bring awareness to the native Florida lands and waters. The site will be restored with native vegetation and habitats in order to return it to its original intended state. This site is north of the Tomoka Marsh Aquatic Preserve. The preservation of this site is important to the water quality management of the preserve. This site will add another piece of conservation land in Flagler County in addition to the 11,876 acres that have been acquired or under acquisition. Flagler Beach understands the importance of conserving and managing this important site for all to enjoy.

In its natural state, the Silver Lake Park parcel is a 44.36 acre site located west of Highway A1A on North Daytona Avenue along the Intracoastal Waterway. The site includes Silver Lake, an embayment, connected to the Intracoastal Waterway. The topography of the site is characterized by gently sloping lands draining into Silver Lake and intermittent spoil islands along the Intracoastal Waterway. The site is bordered by medium density residential, south; a high-rise condominium, east; and quadraplex condominium/apartments, north. See aerial photos in Exhibit E. Directly east of the site is the primary access road to the project site, North Daytona Avenue, which has several access points to Highway A1A. The major transportation roadway in Flagler Beach is Highway A1A. Silver Lake Park is accessed to Highway A1A via Fourteenth Street, Fifteenth Street, Sixteenth Street and Seventeenth Street. Because of its prime location, it will be developed for purposes other than preservation in the near future if not for the P-2000 acquisition.

The vegetation on site is varied with a majority of the acreage in the Saltwater Marsh, Coastal Scrub, and spoil area communities. Furthermore, two protected species were observed on site: a Wood Stork (flying over site) and a small group of Least Terns foraging on the spoil islands. This habitat is typically utilized by a variety of protected wading birds: Snowy Egret, Louisiana Heron, Little Blue Heron, White Ibis and other protected coastal birds. Other animal species observed on site or indications of use on-site include: Fiddler Crab, Great Blue Heron, Willet, and American Egret.

This site has many different vegetative communities and supports a variety of wildlife species. Such diversity is characteristic of a healthy biome. These vegetative communities on site should be considered significant habitat for protected species. Specific measures should be taken for the management of this site. The purpose of acquiring the Silver Lake Park is to protect one of the few remaining parcels of natural land along the Intracoastal Waterway in Flagler Beach. Through acquisition, the City, along with other supportive agencies, can restore and preserve this critical piece of land which is part of a Coastal Greenway. In addition, the acquisition of this site would further the conservation efforts that are being undertaken on a regional basis by Flagler County and the State of Florida.

Public acquisition and preservation of this site will assist the City in its overall Coastal Management Goals. Best management practices, parking areas, nature trails, scenic over-looks, benches, picnic tables and adaptive management strategies will greatly aid in the cultural development and environmental awareness of both residents and visitors to Flagler Beach.

2. PROJECT PURPOSE

The purpose of acquiring the Silver Lake Park is to protect one of the few remaining parcels of natural land along the Intracoastal Waterway in Flagler Beach. Through acquisition, the City, along with other support agencies, can restore and preserve this critical piece of land which is part of a Coastal Greenway. The site will be managed to include passive and low impact active resource based activities; to encourage public usage of the site; and expose the public to environmental education opportunities. Such activities will include: nature walks with educational signage; bird observation areas; fishing; and cycling. Currently the site is slated for residential development which would not support the goals established by the City of Flagler Beach to preserve important natural resources within the City. In addition, the acquisition of this site would further the conservation efforts that are being undertaken on a regional basis by Flagler County and the State of Florida.

Acquisition of this 44.36 acre waterfront site will provide countless benefits to both City residents and visitors. Silver Lake Park will be used to provide a place for rest, education and observation of the Intracoastal Waterway for surrounding residents and bicyclists that use the bikeways in Flagler Beach. It will be designed to provide passive recreational activities that can be enjoyed by all as well as low impact active activities such as a walking trail with stationary exercise stations and a small play area for children. An elevated walkway and observation deck, along with benches, will be available for the use and enjoyment of all Silver Lake Park patrons. In general, passive recreation will include such activities as nature appreciation, study and photography. A canoe/kayak launch area will be designated near the overlook. The progress of the development of this site will be closely monitored by City staff and the City Commission to insure the success and integrity of the project. The City agrees upon acquisition that the project site will be managed only for the conservation, protection and enhancement of natural resources; and for public outdoor recreation that is compatible with the conservation, protection and enhancement of the site.

This project is designed to bring awareness to the native Florida lands and waters. It is intended to show the way they should exist. The site will be restored with native vegetation and habitats in order to return it to its original intended state. This site is north of the Tomoka Marsh Aquatic Preserve. The preservation of this site is important to the water quality management of the preserve. This site will add another piece of conservation land in Flagler County in addition to the 11,876 acres that have been acquired or under acquisition. Flagler Beach understands the importance of conserving and managing this important site for all to enjoy.

Silver Lake Park will provide additional outdoor recreation opportunities within the urban service area for both pedestrians and bicyclists. The population of Flagler Beach is estimated at 4,947. However, it is estimated that an additional 1,658 seasonal residents utilize seasonal housing units, motels or recreational vehicle spaces. The majority of the seasonal populations reside along A1A. Most urban and commercial development is located on Highway A1A. The proposed project site is within 600 feet of Highway A1A. Therefore, the site offers recreational opportunities to the urban service area.

The adopted local Comprehensive Plan defines a neighborhood park as one that can be walked to; located along streets where people can walk or bike without encountering heavy traffic; and it generally serves one neighborhood within a radius of up to 1/2 mile and a population of up to 5,000. Based on this definition, Silver Lake Park will have an urban service area due to the fact that the radius of the service area will include Highway A1A motels and commercial establishments.

The acquisition of the Silver Lake Park site will aid the City in meeting a number of goals and objectives set forth in the Comprehensive Plan. Specifically, those in the Recreation and Open Space Element and the Conversation and Coastal Management Element. Acquisition of this parcel will address the protection of wetlands; water quality in the Tomoka Marsh Aquatic Preserve; protection of listed species of plants and animals; and the establishment of upland vegetated buffers for saltwater marshes.

The City has specifically adopted policies in the Comprehensive Plan that will protect the natural resources from development on these adjacent lands. These policies are as follows:

Policy E.1.1.7: Flagler Beach development regulations shall require that native upland vegetated buffers be maintained between any development and the waters of the Intracoastal Waterway.

Objective E.1.3: Upon plan implementation, fresh water wetlands and wetlands associated with the Intracoastal Waterway shall be protected.

Policy E.1.3.2: Flagler Beach development regulations shall require that upland vegetated buffers be preserved between any development and the saltwater marshes.

Policy E.1.4.4: Flagler Beach shall protect any known populations of listed animal species and their habitats from development activities.

Policy E.1.4.6: Flagler Beach shall continue to enforce its tree and clearing ordinances which provide for the retention of native vegetation on all new developments.

Objective E.1.12: Upon plan implementation, development within the 100-year floodplain shall be limited in order to protect the health, safety, and welfare of the public.

One of the principle goals developed in the Comprehensive Plan is the sound management of future development that protects natural resources, Goal E.1. In addition, water resources were identified as a major area requiring management by the City, Policy E.1.3.5. Flagler Beach is located within the Upper Coastal Drainage Basin as defined by the St Johns River Water Management District. This basin is drained by numerous small streams and canals which flow directly into estuarine lagoons and the ocean. The Intracoastal Waterway facilitates the eventual drainage to the ocean via numerous inlets along the coast. Flagler Beach is bounded on the east by the Atlantic Ocean and on the West by the Intracoastal Waterway.

The dominant surface water feature in Flagler Beach is the Intracoastal Waterway which runs north and south and separates the town into east and west sections.

The acquisition of this site will also further the City's goal of protecting the water resources found in the Tomoka Marsh Aquatic Preserve, Policy E.1.1.5. The Tomoka Marsh Aquatic Preserve extends into southern Flagler County and Flagler Beach along the Intracoastal Waterway and its associated marshes as far north as Twenty-third Street South. The Department of Environmental Protection manages these areas and has developed a management plan for the Tomoka Marsh Aquatic Preserve as required by Florida Statutes. All water within Aquatic Preserves are designated as "Outstanding Florida Waters" by the Environmental Regulatory Commission. These waters are so designated because of their exceptional recreational or ecological significance. Only a small percentage of Florida's many lakes, rivers, and estuaries have been so designated. This designation gives these water bodies the highest protection afforded. The salt marshes and wetlands along Silver Lake which open into the Intracoastal Waterway are also specifically protected as a result of the adoption of the Comprehensive Plan Objective E.1.3 and Policy E.1.3.2.

The effort to develop Silver Lake Park is based on a coordinated effort between the City, the county; the landowner and environmental organizations. This public/ private effort supports the implementation of Objective F.1.3. Specifically, the Florida Trails Association and the local Sierra Club will be consulted for design and construction of the walkways and overlook area. In addition, their knowledge and expertise of animal habitats will be used during the restoration of native vegetation on the project site. In developing Silver Lake Park for recreational purposes, the policies adopted by the City related to protection of upland vegetated buffers and retention of native vegetation shall be observed. These include Policy E.1.1.7, Policy E.1.1.4 and Objective E.1.4. In addition, any known populations of listed animal species that exist on Silver Lake Park will be protected Policy E.1.4.4. The City agrees upon acquisition of the project site to amend the land use designation of the site to conservation, outdoor recreation, open space, or other similar category within one year after acquisition.

The primary use of Silver Lake Park will be by pedestrians from surrounding residential developments and from bicyclists from the existing and expanding bikeways. Signage will be installed that directs visitors from the various access points i.e. Highway A1A and North Daytona Avenue. In addition, signage will be developed on Silver Lake Park to explain the native vegetation, habitats and wildlife. The City will pay careful attention in the development of the signage to consider size, lettering, orientation and height. The City agrees upon acquisition of the project site that the site will be identified in signage, literature, and advertising as being publicly owned and operated as a natural conservation and outdoor recreation area.

The Silver Lake Park will be managed to protect and maintain native biological diversity and ecosystem functions in perpetuity. The following objectives will guide the formulation of management policies:

- 1) Maintenance of ecological integrity by ensuring the long-term viability of native wetland and upland biological communities and the protection of listed plant and animal species in the site.
- 2) Provision of viable habitat for other non-listed wildlife species that use, or could potentially use, the site.
- 3) Restoration of disturbed natural communities and restoration of highly disturbed areas.

- 4) Establish a schedule of significant site renovation; capital improvement elements; duties defining areas for improvements which will provide public access to passive recreational and educational areas of the site.
- 5) Establish a set of rules to be posted at all public access points which will serve to guide the public while protecting the sensitive areas of the site.
- 6) Provision of facilities and development of policies for public use that allow for passive, And low impact active resource based recreational uses, scientific research, and environmental education activities that do not have a detrimental effect on the site.
- 7) To restore and maintain the hydrologic function of the wetlands and to remove exotic invasive plants along wetland margins.
- 8) Provide a Management Plan which will integrate this site into plans for establishing the greenway by including Silver Lake and the adjacent salt marshes into the greenway.
- 9) Maintain an integrated management of the salt marsh wetland in the application of advanced mosquito control and innovative wetlands management.
- 10) Provide management which will integrate and coordinate the on-site physical management and maintenance duties of the various City personnel to their specific capabilities.

3. STRUCTURES AND IMPROVEMENTS

Walkway/Scenic Overlook

The primary recreational use of the site will be development of a walkway and overlook that will provide visitors with a view of the vast saltwater marshes, tidal creeks, vegetation and wildlife. The nature trail, boardwalk, will originate at the parking area and will be approximately 6 feet wide to accommodate wheelchairs. Foot bridges will be used in low lying areas. The development of all construction will be in accordance with all permitting agencies including the Corps of Engineers and the Florida Department of Environmental Protection. In addition, the Florida Trails Association and the local Sierra Club will be consulted for design and construction of the walkways and overlook area. The City will use recycled materials where appropriate for the construction of the walkways, overlook, picnic tables and benches similar to the recycled plastic lumber boardwalk constructed by the city along A1A. Handicapped access-interpretive facilities will be developed to fulfill federal requirements.

Canoe / kayak launch area

The shore is shallow thus limiting access to non-motorized boating such as canoes/kayaks.. An area near the overlook will be designated a a launch area for these vessels. It is expected to make much less of an environmental impact than the originally planned mooring platform.

Entrance Signage

A sign will be erected on site identifying the project site as being open to the public and purchased with funds from FCT. The signage will declare the site to be utilized in perpetuity as a passive recreational area, management area and wildlife sanctuary. Signage will be installed that directs visitors from the various access points i.e. Highway A1A and North Daytona Avenue.

Picnic Pavilion

One picnic pavilion will be constructed in the park to provide families a pleasant atmosphere to enjoy the park. There will be two tables with attached benches to accommodate seating.

Playground

A small playground set will be placed in the park to provide a more family atmosphere; thus promoting the residential use of the park. This playground set will have a slide, and climbing area for the children's pleasure.

Exercise Stations

Along the exercise trail there will be stationary exercise stations to provide visitors the opportunity adds stretching and strength training into their aerobic exercise routine.

Educational Signage

In addition, various educational signs will-be placed throughout the area. On-site interpretive signs and information will introduce the visitor to the five ecosystems and describe the geology, hydrology and flora and fauna of the site, with emphasis on endangered species. The signs will also identify and or describe the native vegetation, habitats and wildlife.

The City will pay careful attention in the development of the signage to consider size, lettering, orientation and height.

Parking

To protect the coastal scrub, parking areas will be located on North Daytona Avenue in front of the proposed project site. Handicapped parking will be constructed in accordance with the American with Disabilities Act: A bike rack will also be provided due to the bicycle traffic expected for Silver Lake Park. See Exhibit L, Master Site Plan

Permits and Approvals

Major proposed structures and improvements are described in the following sections and shown on the Master Site Plan. Only structures and improvements that will help to achieve the goals of preserving and restoring the natural resources of the site and providing for compatible public uses are proposed. No restroom facilities are planned for the site. Proposed public use facilities will fulfill the Americans with Disabilities Act (ADA) requirements.

Written approval from FCT will be requested prior to the construction or installation of any buildings, structures, improvements, or signs or any removal of native vegetation or major land alteration not discussed in this Management Plan. All improvements and major land alterations will comply with applicable local, state, regional and federal laws and regulations. A site plan that includes these improvements will be submitted for approval prior to obtaining a building permit. A permit is required for each prescribed burn, if applicable, from the Flagler County Fire Services Department and subject to approval by the Florida Department of Agriculture and Consumer Services, Division of Forestry. An authorization number will be issued by the DOF District Office with verbal permission of Flagler County Fire Services Department. Evidence will be provided to FCT that all required licenses and permits have been obtained prior to the commencement of any construction or major land alterations.

All proposed improvements will be provided subject to availability of funding. The primary improvements to be made to the site are as follows:

Public Access

Directly east of the site is the primary access road to the project site, North Daytona Avenue, which has several access points to Highway A1A. The major transportation roadway in Flagler Beach is Highway A1A. Silver Lake Park is accessed to Highway A1A via Fourteenth Street, Fifteenth Street, Sixteenth Street and Seventeenth Street.

Due to the limited available uplands area, only five parking spaces will be developed parallel to Daytona Avenue. This will be achieved with minimal disturbance to the existing vegetation. The parking area will be constructed using shell. A bike rack will also be provided due to the bicycle traffic that is expected for Silver Lake Park. The new FDOT funded-bike path along A1A is approximately two blocks away and is complete and in place. The bike rack will be installed after the City takes acquisition of the park and the bike rack will be located on North Daytona Avenue. Access to the site will comply with the Americans with Disabilities Act. Handicapped access parking and a handicapped accessible nature trail will be provided.

The site includes Silver Lake, an embayment, connected to the Intracoastal Waterway. There are no existing or proposed docks, boat ramps, etc. at this time and it is not likely that any will be built with the exception of the proposed clearing to be designated as a canoe/kayak launch as described above.

Easements, Concessions, and Leases

There is a current easement held by Florida Power and Light which is for an underground cable that exists along the northern border of the Silver Lake Park site. This easement will be maintained in accordance with the existing easement agreement.

There are no existing or proposed concessions or leases for the site. There will be no fees charged at this site.

No additional easements, concessions or leases are anticipated. If the Silver Lake Park is to be subject to any of the following activities or interests, the City will provide 60 days prior written notice and information to FCT regarding any lease of any interest, the operation of any concession, any sale or option, the granting of any management contracts, and any use by any person other than in such person's capacity as a member of the general public.

4. KEY MANAGEMENT ACTIVITIES

Maintenance

The City, along with various volunteer groups will be responsible for the development of the site. The City will be responsible for the day to day management and maintenance of the site. Maintenance will include: trash removal; exotic plant species removal; and upkeep of facilities. All agencies will ensure that dumping of trash or hazardous material does not occur on or adjacent to the project site through regular trash pickup provided by the City's sanitation workers.

Security

Security for the site will be provided by the City's Police Department. The Flagler Beach Police Department will monitor and patrol Silver Lake Park which is already threatened by juvenile jet skiers. They will, also, provide security to prevent vandalism, trespassing and other property damage. In addition, Flagler County and the St. Johns Water Management District are responsible for the monitoring on the established greenway. Therefore, these two governmental agencies will provide water based site monitoring.

Staffing

No additional staffing will be required for the design, management and security of Silver Lake Park. The City has approached the Inland Navigation District concerning the development of an environmental education program. This site would be a living laboratory. Volunteers may be utilized for cleanups, exotic plant eradication and additional programs.

Natural Resource Protection

The primary goals of site management are to enhance and maintain the natural communities as well as their component species. Particular care will be exercised to prevent the extirpation of listed species from the site. Habitats for listed species will be managed for the needs of individual species when such management would be compatible with the overall management of the ecosystem on the site. Long term resource management of the site will begin with the baseline inventory and assessment of natural communities and listed species. These and all sightings of listed species not previously recorded for the site will be reported to the Florida Natural Areas Inventory (FNAI).

Of the 44.36 acres in the project area, only .26 acres are designated as disturbed land as a result of clearing and invader type species and 4.81 acres of the project area are designated as disturbed land as a result of mosquito control ditches and dredging of the Intracoastal Waterway. A total of 5.07 acres has been disturbed or 11.43% of the total parcel.

It is noted in the biological assessment that the site does contain Prickly Pear Cactus, *Opuntia Stricta*, which will be preserved during the restoration of disturbed land as a threatened species. In addition, the site was determined to provide a potential habitat for many endangered and threatened species. These species include the Fall-flowering Pleatleag, Giant Leather Fern, Green Fly Orchid, Dwarf Palmetto, Netted Chain Fern, Cinnamon Fern, Royal Fern, Common Air Plant, Giant Air Plant, and East Coast Coontie.

The site assessment determined that 1.46 acres of the site is Coastal Scrub community. The Coastal Scrub community should receive the highest level of management attention. Under no circumstances should extirpations of this community be allowed to occur. When needed and appropriate, efforts should be made to augment existing populations. This community has been impacted by clearing and invader type species. These species include Brazilian Pepper, Poison Sumac, Hercules Club, Lantana, Camphor-weed, Grape Vine, Poke Weed, Dog Fennel, Marigold, Sunflower and other species. Many of the invader species that were identified in the biological assessment will be removed during the restoration and development of the park. The Brazilian Pepper found in the saltwater marsh will be removed from the site. The other invader species will be further reviewed for environmental impact on native, endangered and threatened species. If it is determined during this review that native vegetative communities will be strengthened through the removal of the invader species or animal habitats would be improved, then the removal of those specific invader species will occur.

In response to FCT staff questions, the City offers the following:

Protection of species of flora and fauna with special status from adverse impacts through inclusion of their habitats in designated "Conservation Areas" and/or acquired through the environmental sensitive lands acquisition program. (Conservation, Policy E.1.4.4)

Flagler Beach development regulations shall require that native upland vegetated buffers be maintained between any development and the waters of the Intracoastal Waterway. (Conservation, Policy E.1.1.7)

Flagler Beach development regulations shall require that upland vegetated buffers be preserved between any development and the saltwater marshes. (Conservation, Policy E.1.3.2)

The project site does contain habitats suitable for one or more listed species. These habitats include those for the Least Tern, American Oystercatcher, Wood Stork, Black Skimmer, Eastern Brown Pelican, Little Blue Heron, Louisiana Heron, Snowy Egret and White Ibis. In addition, amphibian and reptile habitats noted include the Eastern Indigo-Snake, Atlantic Salt-marsh Snake, Gopher Tortoise and Island Glass Lizard.