



**PARKS AND RECREATION ADVISORY COMMITTEE MEETING
CITY OF ST. PETE BEACH
COMMISSION CHAMBERS**

155 Corey Avenue
St. Pete Beach, FL 33706

Tuesday, July 15, 2025
9:00 AM

Call to Order
Pledge of Allegiance
Roll Call

REGULAR MEETING

1. Approval of the Agenda -

Action Request: Motion to approve the July 15, 2025 agenda.

2. Audience Comments -

Comments shall be limited to 3 minutes for general or agenda item comments. Public comment on agenda items will be allowed when that item is called. Please complete and submit a comment card to the Clerk.

3. Action Items -

a. Approval of Minutes May 27, 2025 Meeting

4. Items for Discussion -

a. Staff Report from May 27, 2025 meeting

b. Post Storm Report and Work Orders

5. Adjournment -

APPEAL: In accordance with 286.0105, Florida Statute (Notices of meetings and hearings must advise that a record is required to appeal), if a person decides to appeal any decision made by this committee, board, agency, or commission with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. **AMERICANS WITH DISABILITIES ACT (ADA):** In accordance with the Americans with Disabilities Act and Florida Statutes, if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding, he or she should contact City Hall at (727) 367-2735.

**The public is cordially invited to attend this meeting.
All agenda material is available for review at City Hall or www.stpetebeach.org.**

DRAFT PARKS AND RECREATION ADVISORY COMMITTEE MINUTES

May 27, 2025 9:00 A.M.

PRESENT: Mike Wise, Vice Chair
Daryl Dykens, Member
Kent Gordon, Member
Liz Sinatra, Member
Jayne Stitik, Member

STAFF PRESENT: Mandy Edmunds, Interim Recreation Director
Ginny Bodkin, Deputy City Clerk
Camden Mills, Public Services Director

Vice Chair Wise called the meeting to order at 9:00 AM and led the Pledge of Allegiance.

Mandy Edmunds, Interim Recreation Director, welcomed new Committee members Liz Sinatra, Jane Stitik, Kent Gordon and Daryl Dykens and thanked them for serving.

1. Approval of the Agenda –

Member Sinatra asked to add a discussion of the Committee's duties and aligning that with the Comprehensive Plan going forward.

Motion: Member Sinatra moved, and Vice Chair Wise seconded to approve the May 27, 2025 agenda as amended; the motion carried unanimously.

2. Audience Comments – None.

3. Action Items

- a. Approval of Minutes – May 21, 2024

Motion: Member Stitik moved, and Vice Chair Wise seconded to approve the May 21, 2024 minutes as presented; the motion carried unanimously.

- b. Election of Committee Officers 2025-26

Motion: Member Sinatra moved, and Member Stitik seconded to appoint Mike Wise as the Committee Chair for 2025-26; the motion carried unanimously.

Motion: Member Gordon moved, and Member Dykens seconded to appoint Liz Sinatra as the Committee Vice Chair for 2025-26; the motion carried unanimously.

4. Items for Discussion

- a. Staff Presentation

Ms. Edmunds reviewed a presentation on the powers and duties of the Recreation Advisory Board:

- Advise on and evaluate existing programs and propose new ones
- Make recommendations to city staff or the city commission regarding

- Protection, enhancement and beautification of city owned property and rights of way (landscaping management)
- All city recreational activities, marketing strategies, revenue generation, expenditures, establishing partnerships with public and private entities
- Make recommendations for the development of new recreational programs and activities for the community
- Protection and maintenance of the system of parks and recreation facilities including the community center complex, Don Vista, Warren Webster, and parks

Ms. Edmunds explained that the Committee would also recommend special event co-sponsorships to the city commission – currently for 2026. Her presentation included the application timeline, who may be considered, and the need to reapply annually. Co-sponsorships for non-profits and St. Pete Beach schools are preferred. Her presentation provided a list of the considerations for co-sponsorship, including the applicant’s experience and resources, positive economic impacts to the city, compatibility, innovation, plans to advertise and promote, and not be politically motivated or sensitive. Her presentation is part of the meeting record.

Ms. Edmunds went on to review each of the co-sponsorship requests received for the coming year including the funding requests for permits, sheriff fees and/or EMS fees. The Committee can recommend waiving any or all of the fees for the applicant. Staff would take the Committee’s recommendations to the City Commission and then include those accordingly in the annual recreation operating budget, if approved:

- Corey Avenue Business Assoc. (CABA) Craft Festivals – Dec., Jan., Apr., and May dates
- Church Concert Series - Feb. and Mar. dates
- Mardi Gras Celebration - February 17th
- St Patrick’s Day Celebration - March 14th
- Pass-A-Grille Women’s Club Walking Tour – March 21st
- Party Under the Lights – November 1st and May 2nd
- Seafood Festival - May 15th -17th (same organizer as weekly Sunday Market)
- End of Summer Party – Sept 18th
- Halloween Party - October 31st (block party)
- Trunk or Treat – October 31st Corey Ave (previously at Community Center)
- Community Bonfire – December 10th (Pass-A-Grille Community Association)
- Holiday Golf Cart Parade and Concert - December 20th (CABA)

The Committee discussed the proposed events.

- The City and businesses do get a significant value out of the events, and positive economic impact from events, especially on Corey and 8th Avenues.
- It was suggested that next year include what the attendance was, if there are bands (who pays), goals, metrics or just strictly neighborhood (held on public property).

Ms. Edmunds reviewed some of the other Recreation and Aquatics sponsored events for 2025-26, including the July 4th salute to the military, October Concert Series, Holiday Boat Parade and Tree Lighting, spring concert Series, Yard Sale, Springfest, Bands on the Sand Concert and Back to School Bash.

From there, Ms. Edmunds moved on to discussion of the future vision of board. The recreation

department would like opportunities for volunteer groups for events and input on programs.

Vice Chair Sinatra expressed concern about how much can be accomplished when meeting only twice a year. Chair Wise suggested that the Committee be given the opportunity to be more proactive to shape the future and have an impact. There was concern about the enforcement of laws and rules in the parks. Member Gordon explained that he had visited all the city parks and took photos; a great deal of maintenance is needed – can this Committee be set up to oversee or watch those processes (routine maintenance to capital improvements)? Are all decisions being made by staff – i.e. hours of operation of the pool? Should some of that come to the Committee?

Ms. Edmunds explained that there is a system in which parks are evaluated and reviewed to determine which are in the greatest need of repair and Capital improvements go through the Public Services Director. Everything cannot be accomplished in one year and needs to be spread out. They are working within the allocated budget. She highly recommended using and promoting the use of the See, Click, Fix app for routine maintenance issues. This creates tracking and prioritizing mechanisms.

Ms. Edmunds added that post hurricane priorities for parks have been sent to FEMA. Post hurricane evaluations were discussed; Member Gordon requested a copy of the FEMA hurricane evaluation of parks. Chair Wise expressed concerns about less priorities and focus on parks, since the Parks Department now falls under Public Services, which has other challenges within wastewater, sewers and roads. Parks are very visible to the community. There needs to be a voice for the parks.

Ms. Edmunds summarized that the priorities she heard from the committee were to have input on maintenance and budgeting in addition to the other duties.

Vice Chair Sinatra suggested that the Committee meet more than twice a year to better prioritize the waiver of fees with the needs at the parks. Member Gordon suggested approving the proposed events since they are mostly recurring (and the committee does not have enough information to decide), but remind the Commission to be cautionary because this year has had extraordinary costs and capital items and uncertainty with FEMA. Member Stitik concurred because of the value for residents and small businesses. Ms. Edmunds added that staff is looking at how recreation impact fees from condition use permits can be utilized.

Member Dykens commented on the dire needs for parks post hurricanes. He spoke about the vision for the parks; he would like the Committee to have more input with parks (i.e. grass, boat ramps, picnic benches, maintenance, Egan Park). Ms. Edmunds reminded the members that FEMA review is still in process and some things cannot be moved. Remediation is still in process, as well as what will be covered by FEMA and what will be covered by insurance.

Public Services Director Camden Mills added that staff meets with FEMA bi-weekly. Wastewater, stormwater and critical facilities are high priority as the Community Center. He explained the eight steps to the FEMA process. Member Dykens asked about a timeline for leveling the debris pile area at Egan Park. Mr. Mills explained that the City is waiting to close out that disaster permit from FDEP; they were called in February. An Engineer and contractor were hired to take soil samples to see if remediation is required. The test results have gone to FDEP for review. The City would need to handle the remediation if necessary. A scope of services for sod and irrigation has been put together and is on hold to put out an RFP when the results are received.

Ms. Edmunds said future plans can be discussed with this committee when the time comes.

Vice Chair Sinatra asked whether increasing the frequency of meetings would be helpful; Ms. Edmunds said that there are no major projects right now until the facilities are up and running, but it could be considered in November. A lot of park and beach information can be emailed through Mr. Mills' office. Member Gordon was in favor of setting a meeting sooner than November, and then possibly quarterly going forward. The members reviewed their calendars.

Motion: Vice Chair Sinatra moved, and Member Dykens seconded to meet on Tuesday, July 15, 2025 at 9:00 AM. The motion carried unanimously.

Resident Henry Higgins commented in favor of more permanent pickleball courts. He performs maintenance at Hurley and Vina del Mar Parks. He spoke about park maintenance and would like to see covered cabanas or benches for people to use at the courts.

5. Adjournment – Next Meeting July 15, 2025

There being no further business, the meeting was adjourned at 10:22 AM.

These minutes will be considered for approval at the July 15, 2025 Parks and Recreation Advisory Committee meeting.

Public Services: Parks Maintenance

Public Services: Parks Maintenance

The parks maintenance unit maintains 69 open green spaces and parks run throughout the city. Parks are maintained with in-house staff and through contractual work. City park amenities include:

- 9 tennis courts
- 3 basketball courts
- 3 ball fields
- 5 playgrounds
- 2 dog parks
- 5 pavilions
- 1 gazebo
- 2 boat ramps.

Public Services: Parks Maintenance

Public Services: Parks Maintenance

Accounts	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
Revenues & Other Inflows				
001.3726.362106 - Rent-Parks	\$8,756	\$7,100	\$1,688	\$7,100
Total Revenues & Other Inflows	\$8,756	\$7,100	\$1,688	\$7,100
Expenses & Other Outflows				
001.5726.512000 - Salaries And Wages	425,505	431,000	355,181	431,000
001.5726.513000 - Other Salaries And Wages	388	1,000	550	1,000
001.5726.514000 - Overtime	14,294	12,000	11,007	12,000
001.5726.521000 - Fica And Medicare Tax	31,368	33,800	26,664	33,800
001.5726.522000 - Retirement	118,794	43,525	103,299	43,525
001.5726.523000 - Employee Insurance	128,336	96,050	60,515	96,050
001.5726.524000 - Workers Compensation	25,121	31,871	-	31,871
001.5726.526000 - Employee Recognitions	-	725	-	725
001.5726.531000 - Professional Contractual	280,218	315,000	89,346	315,000
001.5726.540000 - Travel And Training	4,427	5,500	235	5,500
001.5726.541000 - Telephone	4,791	3,500	2,897	-
001.5726.543000 - Waste Disposal	22,554	20,000	-	20,000
001.5726.543100 - Electricity	22,637	17,000	12,788	17,000
001.5726.543200 - Water/Sewer	58,943	50,000	20,875	50,000
001.5726.543300 - Reclaimed Water	53,958	45,000	31,899	45,000
001.5726.543500 - Waste Disposal Other	-	18,000	12,353	18,000
001.5726.544000 - Equipment Rental	2,520	3,000	1,200	3,000
001.5726.544003 - Veh/Equip Lease Princip.	-	50,000	-	-
001.5726.545000 - Insurance	6,130	7,723	-	7,723
001.5726.546000 - R&M Equipment	16,066	20,000	12,171	20,000
001.5726.546002 - Repairs And Maintenance Other	972	-	-	-
001.5726.546100 - Direct / Facility Maintenance	26,605	25,000	15,291	25,000
001.5726.548000 - Promotional Activity	841	-	-	-
001.5726.549000 - Other Expenses	5	-	-	-
001.5726.551000 - Office Supplies	104	-	185	-
001.5726.552000 - Operating Supplies	41,027	40,000	9,438	40,000
001.5726.552001 - Uniforms	3,150	5,000	1,187	5,000
001.5726.552003 - Fuel	19,268	14,000	1,700	14,000
001.5726.552004 - Safety Gear	4,472	1,200	-	1,200
001.5726.552005 - Small Tools	33,149	45,000	12,069	45,000
001.5726.552006 - Aquatics Supplies	6,800	10,500	-	10,500

Public Services: Parks Maintenance

Public Services: Parks Maintenance

Accounts	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
001.5726.554000 - Publications & Memberships	517	500	230	500
001.5726.564900 - Other Equipment	19,483	190,000	32,399	-
001.5726.591003 - Transfer To Fleet Fund	140,164	62,000	-	-
Total Expenses & Other Outflows	\$1,512,607	\$1,597,894	\$813,479	\$1,292,394

Personnel

	2025-Adopted	2026-Proposed
Parks Maintenance		
Crew Chief Public Properties M W	-	0.25
Parks Maintenance Worker 2	1.00	1.00
Parks Maintenance Worker 3	6.00	6.00
Total FTE	7.00	7.25

Public Services: Beach Maintenance

Public Services is responsible for the maintenance of the public beaches, sand dunes, and associated facilities including sand dune walk-overs, showers, trash containers, benches, signs, walls, piers, boat ramps, seawalls and the associated infrastructure at the Pass-a-Grille and Upham beaches and locations in parks and City owned properties throughout the City.

Recreation and Aquatics

The Recreation and Aquatics Department strives to enrich the quality of life for present and future generations.

The Department provides a plethora of programs for all ages and abilities. There is a licensed after school program, summer camp, pickle ball, dance, music, SilverSneakers, tae kwon do, zumba, art programs, and much more. Since 2020, the classes option for some programs are both virtual and in person.

The St. Pete Beach Family Aquatic Center is a year-round heated/chilled facility that consists of a six-lane Junior Olympic swimming pool with an attached children's play area featuring several water features that spray, drop and squirt water.

We plan and produce Special Events all year round. The Concerts in the Park series, 4th of July Fireworks, Beach Clean-Ups, Holiday Boat Parade, and more are designed for all ages.

With 69 open green spaces and parks run throughout the City of St. Pete Beach, planning and maintenance are a full-time job ... and then some. The City offers amenities including: 9 tennis courts, 3 basketball courts, 3 ball fields, 5 playgrounds, 2 dog parks, 5 pavilions, 1 gazebo, and 2 boat ramps.

Recreation and Aquatics

✓ **FY20256 Strategic Goals - Recreation:**

- > Enhance Community Health and Wellness
- > Improve Facility Usage and Efficiency
- > Expand Program Variety and Participation
- > Foster Community Engagement and Volunteerism
- > Ensure Staff Development and High-Quality Service

🚩 **FY2026 Strategic Goals - Aquatics:**

- > Promote Water Safety and Skill Development
- > Maintain a Safe and Clean Facility
- > Increase Community Participation
- > Recruit, Train, and Retain Qualified Staff
- > Operate Efficiently and Sustainably

Recreation and Aquatics

Parks, Recreation and Beaches Summary

Character	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
Revenues & Other Inflows				
34 Charges For Services	\$415,887	\$373,500	\$85,807	\$397,611
36 Miscellaneous Revenues	99,007	220,100	24,814	138,600
Total Revenues & Other Inflows	514,894	593,600	110,621	536,211
Expenses & Other Outflows				
10 Personnel Services	937,673	1,290,896	610,326	733,000
11 Personnel Taxes & Benefits	352,763	569,650	180,835	230,867
30 Operating Expenditures/ Expenses	5,210,715	6,069,100	3,303,664	663,960
60 Capital Outlay	-	102,000	-	-
90 Other Uses	309,398	250,000	166,667	-
Total Expenses & Other Outflows	\$6,810,549	\$8,281,646	\$4,261,492	\$1,627,827

Personnel Summary

	2025-Adopted	2026-Proposed
Parks and Recreation		
Parks and Recreation: Recreation	8.24	7.56
Aquatics	6.63	7.14
Micro Transit	1.10	-
Total FTE	15.97	14.70

Recreation

Recreation

Accounts	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
Revenues & Other Inflows				
001.3722.347201 - Rec Card-Resident	\$13,401	\$-	\$392	\$-
001.3722.347202 - Rec Card/Non-Resident	2,419	-	28	-
001.3722.347203 - Staff Led Programs	201,965	140,000	42,101	192,000
001.3722.347204 - Fitness Rm &Gym-Daily Fee	8,893	10,000	650	3,000
001.3722.347205 - Special Events - Taxable	75	-	12,411	12,411
001.3722.347207 - Rec Fees-Sport Leagues	2,100	2,000	-	2,000
001.3722.347208 - Recreation - Instructor Fees	97,247	100,000	15,358	96,000
001.3722.347213 - Pool Staff Led Programs	769	-	84	-
001.3722.347219 - Camp Store Revenue	60	10,000	-	10,000
001.3722.347222 - Camp Store Sales (Non Tax)	3,850	-	80	-
001.3722.362000 - Rent-Community Center	55,674	100,000	9,230	50,000
001.3722.362101 - Rent-Pag Deck Area	11,408	17,500	6,460	17,500
001.3722.362102 - Rent-Warren Webster	1,308	7,000	1,717	7,000
001.3722.362103 - Rent - Don Vista	9,600	9,600	6,400	9,600
001.3722.362105 - Rent-Ball Fields	2,875	2,000	300	2,000
001.3722.362108 - Rent - Other	8,775	-	567	8,500
001.3722.366005 - Donations-Recreation	-	70,000	-	30,000
Total Revenues & Other Inflows	420,419	468,100	95,778	440,011
Expenses & Other Outflows				
001.5721.512000 - Salaries And Wages	655,243	613,596	315,687	377,400
001.5721.513000 - Other Salaries And Wages	2,386	2,600	26,781	20,000
001.5721.514000 - Overtime	12,032	4,300	4,874	4,000
001.5721.515000 - Auto Allowance	300	300	25	-
001.5721.521000 - Fica And Medicare Tax	50,862	46,900	27,130	30,000
001.5721.522000 - Retirement	28,425	35,000	14,766	39,150
001.5721.523000 - Employee Insurance	69,601	72,000	22,690	46,100
001.5721.524000 - Workers Compensation	25,684	20,000	-	32,617
001.5721.526000 - Employee Recognitions	87	-	-	1,250
001.5721.531000 - Professional Contractual	26,711	45,500	2,364	11,950
001.5721.531600 - Instructors - Aquatics	21,357	25,000	6,832	-
001.5721.531700 - Contractual Instructors	90,954	90,000	38,766	107,200
001.5721.540000 - Travel And Training	6,698	8,000	414	5,400

Recreation

Recreation

Accounts	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
001.5721.541000 - Telephone	7,389	7,000	4,124	-
001.5721.542000 - Postage	-	200	-	-
001.5721.543000 - Waste Disposal	7,500	5,500	-	6,000
001.5721.543100 - Electricity	107,005	125,000	37,690	100,000
001.5721.543200 - Water/Sewer	36,352	46,000	20,791	40,000
001.5721.543300 - Reclaimed Water	1,680	4,500	973	1,200
001.5721.543500 - Waste Disposal Other	-	-	4,003	-
001.5721.544000 - Equipment Rental	1,127	1,800	102	2,000
001.5721.545000 - Insurance	100,204	99,000	24,688	-
001.5721.546000 - R&M Equipment	21,394	67,500	9,523	2,000
001.5721.546100 - Direct / Facility Maintenance	127,403	85,000	49,357	25,000
001.5721.547000 - Duplicating	1,578	1,800	-	-
001.5721.548000 - Promotional Activity	11,060	25,000	3,149	12,250
001.5721.549000 - Other Expenses	158	10,000	12,045	-
001.5721.549003 - Credit Card Processing Fees	22,384	-	15,687	25,000
001.5721.551000 - Office Supplies	3,206	5,000	297	3,000
001.5721.552000 - Operating Supplies	27,958	40,000	3,898	23,000
001.5721.552001 - Uniforms	2,465	6,000	2,919	4,000
001.5721.552002 - Software	-	-	412	-
001.5721.552003 - Fuel	2,825	1,000	127	-
001.5721.552006 - Aquatics Supplies	26,500	36,000	12,327	-
001.5721.553000 - Road Materials/ Field Trips	14,828	10,500	1,327	20,000
001.5721.554000 - Publications & Memberships	8,117	6,200	1,975	4,060
001.5721.554009 - Camp Store Aquatics Other	-	3,000	-	-
001.5721.554010 - Camp Store - Recreation	11,306	15,000	1,219	20,000
001.5721.554011 - Holiday Decorations	76,880	82,000	76,621	80,000
001.5721.555000 - Special Events	76,309	70,000	37,595	84,300
001.5721.564900 - Other Equipment	-	62,000	-	-
001.5721.591003 - Transfer To Fleet Fund	40,401	-	-	-
Total Expenses & Other Outflows	\$1,726,369	\$1,778,196	\$781,178	\$1,126,877

Recreation

Personnel

	2025-Adopted	2026-Proposed
Parks and Recreation: Recreation		
Acting Recreation Director	1.00	-
Childcare Coordinator	1.00	1.00
Program And Events Coordinator	-	1.00
Recreation Director	-	0.50
Recreation Leader I	4.74	4.56
Recreation Supervisor	1.00	-
Rentals & Events Maint	0.50	0.50
Total FTE	8.24	7.56

Aquatics

The St. Pete Beach Family Aquatic Center is a year round heated/chilled facility that consists of a six-lane Junior Olympic swimming pool with an attached children's play area featuring several water features that spray, drop and squirt water. Programs for all ages are held in all seasons.

Aquatics

Accounts	FY 2024 Actual	FY 2025 Budget	FY 2025 Actual	FY 2026 Budget
Revenues & Other Inflows				
001.3722.347212 - Pool Admissions	\$44,569	\$55,000	\$9,846	\$39,846
001.3722.347214 - Pool Lessons - Staff Lead	6,067	12,500	-	6,000
001.3722.347215 - Pool Special Events	865	500	-	-
001.3722.347216 - Pool Instructor Fees	30,005	27,000	4,854	19,854
001.3722.347218 - Pool: Store Sales	3,602	6,500	3	6,500
001.3722.362107 - Pool Rental / Taxed	9,367	14,000	140	14,000
Total Revenues & Other Inflows	94,475	115,500	14,843	86,200
Expenses & Other Outflows				
001.5722.512000 - Salaries And Wages	-	329,600	-	329,600
001.5722.514000 - Overtime	-	2,000	-	2,000
001.5722.521000 - Fica And Medicare Tax	-	27,700	-	27,700
001.5722.522000 - Retirement	-	35,750	-	35,750
001.5722.523000 - Employee Insurance	-	18,300	-	18,300
001.5722.531000 - Professional Contractual	-	1,000	-	1,000
001.5722.531600 - Instructors - Aquatics	-	25,000	-	25,000
001.5722.531700 - Contractual Instructors	-	1,000	-	1,000
001.5722.540000 - Travel And Training	-	1,600	-	1,600
001.5722.546000 - R&M Equipment	-	2,000	-	2,000
001.5722.551000 - Office Supplies	-	2,000	-	2,000
001.5722.552000 - Operating Supplies	-	47,000	-	47,000
001.5722.552001 - Uniforms	-	3,000	-	3,000
001.5722.552006 - Aquatics Supplies	-	2,000	-	2,000
001.5722.554009 - Camp Store Aquatics Other	-	3,000	-	3,000
Total Expenses & Other Outflows	\$-	\$500,950	\$-	\$500,950

Personnel

	2025-Adopted	2026-Proposed
Aquatics		

Aquatics

Personnel

	2025-Adopted	2026-Proposed
Recreation Director	-	0.50
Lifeguard	5.63	5.64
Aquatic Facility Coordinator	1.00	1.00
Total FTE	6.63	7.14