



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

155 Corey Avenue  
St. Pete Beach, FL 33706

Tuesday, November 18, 2025  
9:00 AM

Call to Order  
Pledge of Allegiance  
Roll Call

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**REGULAR MEETING**

1. Presentations -
  - a. **Parks Presentation**
2. Approval of the Agenda -

**Action Request: I move to approve the November 18, 2025 agenda [as presented or amended].**
3. Audience Comments -

*Comments shall be limited to 3 minutes for general or agenda items. Public comment on agenda items will be allowed when that item is called. Please complete and submit a comment card to the Clerk.*
4. Action Items -
  - a. **Approval of the minutes July 15, 2025 meeting**
  - b. **Review and Approval 2026 Meeting Dates**
5. Items for Discussion -
  - a. **Fee Study and Co-Sponsored Special Events**
6. Adjournment -

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](http://www.stpetebeach.org).**

# Parks and Recreation Meeting

November 18, 2025



# Parks

## Tree Permits:

- 20 permits

## Significant Projects completed by staff:

- Installed mulch at the dog parks at McKenny, Vina Del Mar (small dog park), and Hurley
- Egan concession and restrooms remodeled
- Installed new signage at Ercius Park
- Installation of a new playground at Hurley Park
- Tree trimming and removals



# Yearly Maintenance Schedule

- January – Warren Webster – full trim, plant installation, irrigation, sod
- February – Fresh shell district 1 mini parks, maintenance trim Belle Vista Mini park, stump grinding
- March – Pass-A-Grille mini parks – sod, trim sides
- April- Library – trim, irrigation and sod
- May- Fertilize trees, trim Pass-A Grille alleys, stump grinding
- June – Storm preparedness city wide tree trimming, weed control
- July – No big projects peak tourism season – Regular maintenance

# Yearly Maintenance Schedule

- August - No big projects peak tourism season – Regular maintenance
- September - No big projects peak tourism season – Regular maintenance
- October – Mulch Vina Del Mar, McKenny & Hurley dog parks
- November – Dead tree removals through out the city, stump grinding, installation of irrigation at Egan, fertilization and pesticide parks
- December – Sod installation at Egan, replant landscaping at City Hall, installation of additional landscaping on Corey Ave



# Weekly Maintenance

- Regular weekly maintenance includes;
- Mowing
- Edging
- Ballfield maintenance
- Replace/repair benches
- Maintenance of playgrounds
- Pickleball, basketball and tennis court upkeep
- Detailing each park
- Repair and maintenance of irrigation systems
- Repair/replace fencing
- Shell as needed

# SeeClixFix: Community-submitted reports



# Post Storm Updates

- Warren Webster – Roof replacement completed August 15<sup>th</sup>
- Aquatic Center and Horan Pavillion – Roof replacement completed August 29<sup>th</sup>
- Community Center/Breezeway- Roof replacement completed September 10<sup>th</sup>
- Suntan Art Center – Roof replacement completed September 10<sup>th</sup>
- Completion of interior repairs including the Rec Center to Commission on the December 9<sup>th</sup> for change order approvals
- Egan Park – Grading of the field has been completed, irrigation and sod to follow. Project tentative completion by the week of December 8<sup>th</sup>.

Any Questions?



# **DRAFT PARKS AND RECREATION ADVISORY COMMITTEE MINUTES**

**July 15, 2025 9:00 A.M.**

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

**STAFF PRESENT:** Mandy Edmunds, Interim Recreation Director  
Ginny Bodkin, Deputy City Clerk  
Frances Robustelli, City Manager

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

## **1. Approval of the Agenda –**

**Motion: Member Dykens moved, and Member Gordon seconded to approve the July 15, 2025 agenda as presented; the motion carried unanimously.**

**2. Audience Comments –** There were no comments.

## **3. Action Items**

a. Approval of Minutes – May 27, 2025

**Motion: Member Gordon moved, and Member Dykens seconded to approve the May 27, 2025 minutes as presented; the motion carried unanimously.**

## **4. Items for Discussion**

### **a. Staff Report from the May 27, 2025 Meeting**

Interim Recreation Director Mandy Edmunds reviewed a presentation for the committee, which is part of the meeting record. She began by outlining the powers and duties of the Parks and Recreation Advisory Committee per city code, including the protection, enhancement and beautification of city owned property and rights-of-way, city recreational activities (marketing strategies, revenue generation, expenditures, partnerships), programs and methods of improving them, and the protection and maintenance of the system of parks and recreation facilities.

Ms. Edmund's presentation continued with the proposed budget for FY2025-26. The City Commission as well as Finance and Budget Committee have been in the process of review. Parks, beaches, recreation, and aquatics now fall under the Public Services Department. Key points that she noted were that staff led programs are projected to produce \$192K in revenue, permit fees estimated at \$12K, and sport leagues are limited for the year. Pool admissions are projected at \$39K and instructor fees at \$19K. Community center rental fees are projected at \$50K; all programs are currently using one building. The Community Club previously made donations for summer camp; that has been kept in the budget but is still being investigated.

Vice Chair Sinatra inquired about beach wedding fees; Ms. Edmunds explained that they vary from

\$25 - \$250 according to size and location, however, a fee study is in process for all programs and events.

Ms. Edmunds continued to show the projected expenses for parks and beach maintenance. She noted a proposed decrease in personnel in recreation and aquatics due to an organizational change, and a proposed overall recreation budget reduction from this year (\$1.7M) to next (\$1.1M). The gym and fitness room are still down, which primarily limits basketball, pickleball and after school programs. Some programs being brought back are senior excursions, lunches, and some classes. Ms. Edmunds lastly noted a slight reduction in pool admissions and a slight increase in lifeguards for FY2025-26.

#### **b. Post Storm Report and Work Orders**

Ms. Edmunds walked through a timeline of monthly recovery milestones from November 2024 to the present. She explained that residents are encouraged to use SeeClickFix as their primary reporting method to request maintenance and repairs on public property. There is an internal work order system generated from there. Ms. Edmunds agreed that it may be time for a refresher on the website on how to download the app and utilize the system. Member Gordon suggested adding the QR code signs on public property. Ms. Edmunds reminded the committee that some responsibilities belong to the county and are forwarded to them for completion and close-out; the city is streamlining the process.

Ms. Edmunds concluded by communicating the staff recommendation that the committee continue to meet in May (to discuss the budget, programs, and co-sponsored events) and November (on maintenance, amenities, and facilities), which covers the scope of this committee.

Chair Wise commented that aside from himself, all members were new to the committee at the last meeting and today's meeting was added to discuss how the committee can become more active and engaged in their duties. Member Dykens voiced that two meetings annually are not enough, with parks, such as Egan, needing attention. Egan is a highly visible park with considerable usage by boaters and needs rehabilitation.

Member Gordon requested a status on FEMA reimbursements for the gym, fitness center, and other recreational facilities. City Manager Frances Robustelli was present and informed the committee that an update was provided to the City Commission at their last meeting on insurance claims that were placed and reimbursed to date. Full reimbursement has been received on all the roof damage for facilities; those are set to be replaced in the next several weeks. Approximate damage to all facilities combined was \$2.2M, including the gym floor, weight room, and Warren Webster; all facilities received some damage. The city and the insurance company are still approximately \$.5M apart, much like individual homeowners, and working to close the gap. Some of the repairs are underway, but staff have been advised not to get too far ahead to protect cash flow and savings in preparation for the next storm season.

Ms. Robustelli went on to explain that some of the other advisory boards will meet on an as needed basis in addition to their regularly scheduled meetings, and one will likely be coming for this committee after the recreation fee study has been completed. The city does subsidize those fees through ad valorem taxes and there will be some policy discussion about what level of subsidy the committee recommends and prioritizing programs in that regard. Ms. Edmunds can provide a few

weeks' notice to the committee prior to scheduling. The members were agreeable to that plan. Ms. Robustelli reminded the members that committee discussions must be in a public meeting setting, however staff may communicate with the members. Ms. Robustelli will ensure that the members receive the CM Ops weekly email for updates.

Member Gordon commented on the manicured appearance of Horan Park and the attention it receives and asked how that can be accomplished with the others. Ms. Edmunds explained that as Horan Park is the entryway to the city and heavily utilized for city events, it is a priority, however, the plan is to go into the other parks (McKenney, Vina, Egan, Lazarillo, etc.) to repair irrigation. Member Gordon requested that a copy of the plan is shared with the committee and updates provided periodically. He also suggested a group of workers vs. individuals deploy to parks. He encouraged staff to keep up their excellent work and expressed the appreciation of the residents.

Vice Chair Sinatra noted that several residents have reached out to her because they cannot track requests in SeeClickFix; it might be helpful to post status online. She also mentioned resident concerns with the jetty and cell towers. Based on those comments Ms. Robustelli suggested this committee have a meeting dedicated to parks maintenance prioritization and costs; she will create a comprehensive presentation to obtain committee feedback. Regarding cell towers, she commented that the state legislates how those may be installed, and local government has been stripped of control on that. Telecom companies negotiate with Duke Energy to co-locate with existing poles. The city is complying with state law and residents should contact their state representatives. Ms. Robustelli will follow up on how much camouflage the city could be allowed. The Duke Energy poles are a separate issue; there are currently double poles and when the new ones are energized, the old ones will be removed. Duke may still underground some services in the future.

Ms. Edmunds did not have current information on the jetty, other than it is closed, but will follow up. She reported that the FDEP has completed soil and debris sample reviews at Egan Park and determined that there was no evidence of pollutant release or contamination that would affect moving on to repair the irrigation and installation of Bahia grass. The city is moving forward with bids to restore the open space, and the bid submittal deadline is August 27<sup>th</sup>. General weed clean up and remediation will be addressed with the Public Services Director.

Chair Wise commented that this year's fireworks were phenomenal and thanked Ms. Edmunds.

## **5. Adjournment – Next Regular Meeting November 18, 2025**

There being no further business, the meeting was adjourned at 9:45 AM.

*These minutes will be considered for approval at the November 18, 2025 Parks and Recreation Advisory Committee meeting.*

Notice of Meetings  
Parks and Recreation Advisory Committee  
2026

The Recreation Advisory Committee Board meets on a bi-annual basis on the third Tuesday of the month in the Commission Chambers of City Hall, 155 Corey Avenue, St. Pete Beach, Florida.

<u>Meeting Date</u>	<u>Time</u>
April 21, 2026	9:00 am
October 20, 2026	9:00 am

Meeting date to elect the Chair and Vice Chair will be on April 21, 2026, or the soonest meeting thereafter.

The current Code of Ordinances pertaining to this board can be found at:  
[https://library.municode.com/fl/st.\\_pete\\_beach/codes/code\\_of\\_ordinances?nodeId=PTIICOOR\\_CH22BOCOCO\\_ARTIVPAREADCO](https://library.municode.com/fl/st._pete_beach/codes/code_of_ordinances?nodeId=PTIICOOR_CH22BOCOCO_ARTIVPAREADCO)

**PARKS AND RECREATION ADVISORY COMMITTEE  
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**Agenda Report**

**Agenda Title Name:** Fee Study and Co-Sponsored Special Events

**Action Request:**

**Strategic Objective:**

**Date:** November 18, 2025

**Prepared By:** Mandy Edmunds, Operations Manager

**Through:**

**Summary of Issue:** Discussion about the fee study process and the co-sponsorship process and requirements moving forward.

**Funding:**

**Attachments:** 1. Recreation Advisory Board - October 2025

# Parks and Recreation Advisory

## Committee

November 18, 2025



# Your Input Matters: Recreation Fee Study Discussion

The City is conducting a fee study to:

- Review current pricing for recreation programs, facilities, and rentals
- Compare fees to neighboring municipalities and market rates
- Establish consistent, transparent cost recovery goals
- Support equitable access and long-term financial sustainability
- The committee's input will help shape recommendations to City Commission and inform policy direction on fees and subsidies.

# Guiding Philosophy and Impact

What values should drive our fee structure. How will fee changes impact our residents?

- What principles should guide how we set fees (e.g., affordability, fairness, cost recovery, access for all)?
- How should we balance taxpayer support vs. user fees?
- How do you think the public perceives our current fees?
- Are there specific groups (youth, seniors, low-income, nonresidents) we should protect or prioritize?
- What impacts could higher or lower fees have on participation?

# Cost Recovery Expectations and Affordability

Requesting feedback on appropriate funding levels for various services and how to ensure affordability and inclusion.

- Which activities should aim for higher cost recovery (e.g., rentals, leagues, classes, childcare, swim lessons, etc)?
- Are resident vs. non-resident rates or prime-time differentials appropriate?
- Should we implement or expand scholarships or sliding scale programs?
- Are there partnerships or sponsorships that could offset costs for participants? Silver Sneakers and Renew Active.

# Communication & Implementation

How to support community understanding and acceptance.

- How should we communicate fee adjustments to ensure transparency and trust?
- How can Committee members help gather community feedback or share information?
- What “non-negotiables” do you believe the City should maintain?
- Any additional considerations for staff as the fee study continues?

# Co-Sponsorship Agreements for Special Events: Committee Discussion & Input

## Purpose and Intent

- What should be the main *goal* of a City co-sponsorship? (e.g., community benefit, tourism, cultural enrichment)
- What criteria should determine if an event qualifies for co-sponsorship?

# City and Committee's Contribution and Involvement

- What types of support should the City provide (e.g., fee waivers, staff support, facilities, insurance)?
- Should there be limits or tiers of support based on event size or type?
- What conditions should lead to suspension or termination of support?
- How should the Recreation Advisory Committee be involved — review, recommend, or approve?

# Co-Sponsorship: Organizer Responsibilities

- What should organizers be responsible for providing or covering? (e.g., insurance, hold harmless agreement, safety items)
- Should organizers be required to report attendance, outcomes, or financial information afterward?

# Co-Sponsorship: Community Impact & Transparency

- How should co-sponsored events demonstrate community benefit?
- Should there be an evaluation process after each event to measure success or issues?
- How do we ensure transparency in which groups receive co-sponsorship and why?
- How can we ensure these partnerships strengthen — not strain — City resources?