

# **PARKS AND RECREATION ADVISORY COMMITTEE MINUTES**

**November 18, 2025 9:00 A.M.**

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

**ABSENT:** Jayne Stitik, Member

**STAFF PRESENT:** Mandy Edmunds, Interim Recreation Director  
Ginny Bodkin, Deputy City Clerk  
Eileen Torres, Operations Manager Public Property Division

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

## **1. Presentations – Parks Presentation**

Eileen Torres, Operations Manager of the Public Property Division, presented a status update on parks. Her presentation is part of the meeting record.

- Mulch installed at all dog parks except Vina del Mar; a new contractor is expected by end of December. Ms. Torres will follow up with the contractor on using mulch vs. bark.
- Egan Park concession and restrooms are completed, and fascia will be the next step.
- The Egan Park big field is scheduled for the end of the year with work to be done in house with an estimated completion in December.
- The new Hurley Park playground was completed and there was a ribbon cutting on 10/14/25.
- A yearly maintenance schedule was reviewed. The city strives to stay within the timelines to be proactive for health, safety and aesthetics.
- Ms. Torres reviewed a list of what is included in weekly maintenance for parks to remain clean, healthy and visually appealing and address issues promptly.
- At the request of the committee at their last meeting, the number of SeeClickFix orders for vegetation, maintenance, irrigation and benches that were created and closed for April through September was reviewed.
- Post storm updates were reviewed – Warren Webster, Aquatic Center, Community Center, Suntan Art Center, interior Rec Center repairs, and Egan Park.

Ms. Torres answered committee members' questions. She oversees two crew chiefs; she gives them the works orders and they set schedules, conferring with her if deadlines cannot be met. She will check into two reported dead trees at McKinney Park. Member Gordon raised concerns about communication, follow-up, and decision-making related to various parks issues. He noted that he never saw a post-hurricane parks survey report and suggested such documentation should be included in future planning, especially regarding tree assessments. He also expressed surprise that the shuffleboard court building demolition appeared in bid notices without prior explanation, questioning whether such decisions are made by staff or the commission. He asked about the status of FEMA's approval and reimbursement for the demolition. Regarding Ercius Park, he referenced ongoing complaints about the deteriorated fishing pier and questioned whether repairs or demolition are planned, suggesting removal could be more appropriate given a better nearby pier. Finally, he recommended adding signage or QR codes at project sites to inform the public about what is happening, as current conditions give the impression that no action is being taken.

## 2. Approval of the Agenda –

**Motion: Member Gordon moved, and Member Dykens seconded to approve the November 18, 2025 agenda as presented; the motion carried unanimously.**

## 3. Audience Comments – None.

## 4. Action Items

- a. Approval of Minutes – July 15, 2025

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

- b. Review and Approval 2026 Meeting Dates

**Motion: Member Gordon moved, and Chair Wise seconded to approve and accept the 2026 committee meeting dates as presented; the motion carried unanimously.**

## 5. Items for Discussion

- a. Fee Study and Co-Sponsored Special Events

Mandy Edmunds, Interim Recreation Director, reviewed a presentation (which is part of the meeting record) and asked for committee feedback regarding the fee study and co-sponsored special events. explaining that the purpose is to evaluate the current program, facility, and rental fees; compare them to neighboring municipalities; and develop a transparent, equitable, and financially sustainable fee structure. The committee’s input will help shape recommendations that will eventually go to the City Commission.

Ms. Edmunds explained the purpose and framework of the fee study. The city is analyzing fees with the help of consultant Raftelis. Recreation services fall into three cost-recovery tiers - Tier 1 (Community benefit) – parks, playgrounds, open spaces (traditionally 100% taxpayer funded), Tier 2 (Mixed benefit) – leagues, classes, camps (recommended ~70% recovery), and Tier 3 (Individual benefit) – facility rentals, adult leagues, private lessons (target 100% recovery). She added that current city cost recovery is significantly below recommended levels, relying heavily on taxpayers. Committee input was requested; Ms. Edmunds suggested a meeting in January where members could provide their feedback on:

- Values that should guide the fee structure (affordability, fairness, access, cost recovery).
- Potential impacts of higher or lower fees on residents and participation.
- Balancing user fees vs. taxpayer subsidies.
- Perceptions of current fees.
- Groups that may need protection (e.g., low-income families).

Ms. Edmunds encouraged members to talk with residents before the detailed January presentation. No public outreach has been conducted yet; that will occur after committee input. The Committee requested a copy of current fees, comparative data from other municipalities, and more clarity on cost structures.

Equity and affordability tools were discussed including the consideration of expanding scholarships or sliding scales (currently only available for summer camp), resident vs. non-resident rates and peak-time pricing, existing partnerships such as Silver Sneakers/Renew Active, which reimburse the city for eligible participants—members stated this is not widely known and should be advertised more clearly.

Participation and class viability were discussed. Some classes have low attendance (e.g., Zumba). The fee study will review instructor splits, class length, overhead, and true cost of offering programs.

Ms. Edmunds introduced a discussion re-evaluating city co-sponsorship policy for special events. Current practice includes waiving special event permit fees and some EMS/sheriff costs, The organizer provides insurance, hold harmless forms, site plan, and runs the event. A concern was raised about the requirements for EMS, sheriff, and fire presence that appear inconsistent or excessive for small neighborhood events. Member Gordon wanted clarification on who sets thresholds such as the 250-person trigger for EMS and whether rules stem from law, insurance requirements, or tradition. He suggested comparing requirements to the Corey Avenue Sunday Market, which functions smoothly with minimal city services. Other committee recommendations included reassessing safety requirements to reduce unnecessary costs while maintaining safety, creating post-event reports to track incidents, attendance, and need for city services, reviewing financials of events—especially nonprofits—to ensure fee waivers are appropriate, and ensuring the committee has meaningful oversight and approval rather than simply rubber-stamping requests.

Goals moving forward were to improve transparency around fees and co-sponsorships and balance accessibility, safety, and financial sustainability. Ms. Edmunds concluded that at the January meeting she would return with the fee study results, current and proposed fee schedules, more information on event requirements, and data requested by the committee.

The members confirmed their availability to meet on January 20, 2026 at 9:00 AM to review and make recommendations on the fee study.

Member Gordon raised concerns about communication, access, and maintenance issues. He noted that during the Upham Beach renourishment, the City's Facebook post inaccurately stated the entire beach was closed, even though one access point remained open without signage, leading residents to believe the beach was fully shut down. He questioned how communication decisions are made and whether better coordination with the communications manager could prevent confusion. Gordon also expressed frustration with unresolved or poorly completed maintenance requests submitted through SeeClickFix, citing delayed repairs, partial or substandard work, and inadequate oversight. He suggested improvements such as requiring photos of completed repairs, clearer next steps and timelines, and stronger quality control. He emphasized his willingness to help but stressed that proper oversight should be handled by the City.

**6. Adjournment** – The next meeting is the special meeting on January 20, 2026.

There being no further business, the meeting was adjourned at 9:59AM.

*These minutes were approved at the regular April 21, 2026 Parks and Recreation Advisory Committee meeting.*