



City of Palm Coast Agenda

Community Center
305 Palm Coast Pkwy NE
Palm Coast, FL 32137
www.palmcoast.gov

PARKS AND RECREATION ADVISORY BOARD

Chair Philip McClure
Vice Chair Julia Walthall
Board Member Megan Rizzo
Board Member Agnes Lightfoot
Board Member John Subers
Alternate Board Member DeAnna O'Flaherty
Alternate Board Member Kelsey McManus

Wednesday, July 22, 2026

4:30 PM

Palm Coast Community Center

- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- Public comments on issues on the agenda or public participation shall be limited to 3 minutes.
- Other matters of concern may be discussed as determined by Committee during the meeting.
- If you wish to obtain more information regarding the agenda, please contact the Parks and Recreation Department at 386- 986-2323.
- In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the ADA Coordinator at 386-986-2570 at least 48 hours prior to the meeting.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while meeting is in session.
- The City of Palm Coast is not responsible for any mechanical failure of recording equipment.
- Any person who decides to appeal any decision with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter 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.

NOTICE: This meeting is audio recorded for public record and transparency.

A. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chair McClure called the meeting to order at 4:32 p.m.

B. ROLL CALL & QUORUM

Chair McClure called the role. All Board Members were present. The Alternate Board Members DeAnna O'Flaherty and Alternate Board Member Kelsey McManus were absent.

C. APPROVAL OF MINUTES

1. APPROVE MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD: JUNE 24, 2026 MEETING

Motion made to approve as presented by Board Member Rizzo and seconded by Vice Chair Walthall.

Motion passed unanimously.

D. NEW BUSINESS

2. PRESENTATION - PARKS & RECREATION DEPARTMENT FISCAL YEAR 2026 QUARTER 3 REPORT

Facilitator Brittany McDermott presented the topic to the Board.

The Board discussed the department's third-quarter (Q3) summary, including year-to-date KPI progress and updates from the Explore, Connect, and Play sections. Topics included Parks Maintenance Level of Service, Enhancing our Community, Making Progress in Our Community, Connecting our Community, Partnering with our Community, Engaging with our Community – Testimonials, Providing for our Community, the Palm Coast Community Center, the Southern Recreation Center/Athletics, Palm Coast Aquatics Center, Palm Harbor Golf Club, and Awards and Achievements.

During the Parks & Recreation Department Fiscal Year 2026 Quarter 3 Report Presentation, at approximately 4:45 p.m., Board Member Lightfoot departed the meeting due to a personal emergency. A quorum remained present.

Motion made to have the Parks & Recreation Administrative Coordinator send invites to the Parks and Recreation Advisory Board to come to City Council meetings by Board Member Subers and seconded by Vice Chair Walthall.

Motion passed unanimously.

3. PRESENTATION - CREATING PARK IDENTITY FOR PALM COAST PARKS

Facilitator James Hirst presented the topic to the Board.

The Board discussed the Parks Classification, Purpose of Park Classifications, Belle Terre Park, James F. Holland Memorial Park, Ralph Carter Park, and Waterfront Park.

Board Member Lightfoot returned to the meeting at approximately 5:25 p.m. during the Creating Park Identity for Palm Coast Parks presentation.

The Board would like to revisit this topic at the August 26th Parks and Recreation Advisory Board meeting with all parks included with current classifications, Parks Master Plan recommendations for classifications, and Staff recommendations for classifications.

4. OVERVIEW OF SPECIFIC CULTURAL PROJECTS GRANT APPLICATION FOR BEATS & EATS EVENT SERIES

Facilitator James Hirst presented the topic to the Board.

The Board discussed the one-to-one grant application submitted on Friday, July 17, which requests funding to help offset the cost of live entertainment for the Beats & Eats event series during the next fiscal year. The grant is intended to enhance the overall event experience. The grantor has requested additional information regarding the application. Due to concerns about weather-related impacts, the department is considering adjusting the event dates

E. STAFF & BOARD MEMBERS COMMENTS

Board Member Lightfoot received an email from a resident regarding the closure of Graham Swamp Trail. Mr. Hirst gave an update regarding the trail's condition and the current stage of the assessment of boardwalks, bridges, and pedestrian walkways in the city. Mr. Hirst told Board Member Lightfoot that the resident can reach out to him directly, contact the Palm Coast Community Center to redirect to Mr. Hirst or Mrs. McDermott, or submit a Palm Coast Connect case.

Motion made to open up an additional public comment at the beginning of the Parks and Recreation Advisory Board meeting by Vice Chair Walthall and seconded by Board Member Rizzo.

Motion passed unanimously.

F. PRESS AND CITIZEN COMMENTS

G. ADJOURNMENT

The meeting was adjourned at 6:06pm

Respectfully submitted by: Katelyn Anderson, Recording Secretary