



# City of Palm Coast Agenda

Community Center  
305 Palm Coast Pkwy NE  
Palm Coast, FL 32137  
[www.palmcoast.gov](http://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*

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**Wednesday, September 16, 2026**

**4:30 PM**

**Palm Coast Community Center**

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- 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**

**B. ROLL CALL & QUORUM**

**C. APPROVAL OF MINUTES**

- 1. APPROVE MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD:  
AUGUST 26, 2026 MEETING**

**D. NEW BUSINESS**

- 2. PRESENTATION – PARKS & RECREATION FEE STRUCTURE UPDATES AND  
RECOMMENDATIONS FOR THE SOUTHERN RECREATION CENTER, SPORTS  
FIELDS, AND A WATERFRONT PARK PAVILION**

**E. STAFF & BOARD MEMBERS COMMENTS**

**F. PRESS AND CITIZEN COMMENTS**

**G. ADJOURNMENT**

**City of Palm Coast, Florida  
Agenda Item**

**Agenda Date:** September 16, 2026

**Agenda Item:** C.1

|                                                                                                                   |                      |                      |
|-------------------------------------------------------------------------------------------------------------------|----------------------|----------------------|
| <b>Department</b>                                                                                                 | PARKS AND RECREATION | <b>Amount</b>        |
| <b>Division</b>                                                                                                   | PARKS AND RECREATION | <b>Org/Account #</b> |
| <b>Subject:</b> APPROVE MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD: AUGUST 26, 2026 MEETING               |                      |                      |
| <b>Presenter:</b>                                                                                                 |                      |                      |
| <b>Attachments:</b><br>1. Minutes                                                                                 |                      |                      |
| <b>Background:</b>                                                                                                |                      |                      |
| <b>Recommended Action:</b><br>APPROVE MINUTES OF THE PARKS AND RECREATION ADVISORY BOARD: AUGUST 26, 2026 MEETING |                      |                      |



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### **A. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

*Chair McClure called the meeting to order at 4:34 p.m.*

### **B. ROLL CALL & QUORUM**

*Chair McClure called the roll. 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: JULY 22, 2026, MEETING**

*Motion to approve the minutes as presented by Board Member Subers and seconded by Board Member Rizzo.*

*Board Member Lightfoot requested an amendment to include additional details regarding her departure and return during the previous meeting. The amendment was accepted.*

*Motion to approve the minutes as corrected passed unanimously.*

#### **D. PUBLIC COMMENT**

*Kyla Carman discussed concerns with Palm Coast Little League. She discussed the availability of recreational opportunities for local youth, including softball, and expressed concerns regarding the balance between recreational Little League programming and travel baseball. She encouraged greater focus on providing inclusive recreational opportunities for children in the community.*

*The Board thanked Ms. Carman for speaking and bringing the matter forward. Board members expressed interest in further reviewing the issue. Mr. Hirst noted that he would consult with the City Attorney regarding the concerns raised, including considerations related to the existing agreement and the City's responsibilities and limitations as a governmental entity, and bring the matter back to the Board for further discussion.*

#### **E. NEW BUSINESS**

##### **2. PRESENTATION - ASPHALT ART: TRAFFIC SOLUTION**

*Vice Chair Walthall presented the topic to the Board.*

*The Board discussed Asphalt Art: More than a Traffic Solution, including the Parks and Recreation Advisory Board, Consistent priority: resident safety, Parks and Recreation Master Plan, Art as part of the solution, Asphalt Art Guide: How to Reclaim City Roadways and Public Infrastructure with Art, Asphalt Art Safety Study – Bloomberg Philanthropies, Art in the Right of Way Toolkit, Key Findings, and Current Policy Impacts.*

*The Board also discussed the Public Art Fund and shared ideas regarding potential Art in Public Places installations and other opportunities to incorporate art into public spaces.*

*The Board expressed interest in inviting the Flagler County Cultural Council (FC3) to a future Parks and Recreation Advisory Board meeting to further discuss ideas and opportunities for art in public spaces.*

#### **F. OLD BUSINESS**

##### **3. PRESENTATION - CREATING PARK IDENTITY FOR PALM COAST PARKS**

*Facilitator James Hirst presented the topic to the Board.*

*The Board discussed park classifications for Belle Terre Park and Frieda Zamba Pool, Bird of Paradise Nature Preserve, Heroes Memorial Park, Hidden Lakes Park, Indian Trails Sports Complex, James F. Holland Memorial Park, Long Creek Nature Preserve, Palm Coast Community Center and Park, Palm Harbor Golf Course, Ralph Carter Park, Seminole Woods Park, Southern Recreation Center, St. Joe Walkway and Linear Park, The Stage at Town Center, Town Center Central Park, and Waterfront Park and Children's Memorial Garden.*

*Mr. Hirst thanked the Board for their feedback and time devoted to this Master Plan objective and stated that he would provide the recommended classifications to the Community Development Department*

#### **G. STAFF & BOARD MEMBERS COMMENTS**

*Mr. Hirst noted that, due to the City's final budget meeting, he would not be available for the September 23<sup>rd</sup> Parks and Recreation Advisory Board meeting.*

*The Board was invited to attend the September 9<sup>th</sup> Budget meeting, the September 23<sup>rd</sup> Budget Meeting, and the upcoming Gold Star Family presentation, with the date to be determined.*

*Motion made to move the Parks and Recreation Advisory Board meeting from September 23<sup>rd</sup> to September 16<sup>th</sup> by Board Member Rizzo and seconded by Vice Chair Walthall.*

*Motion passed unanimously.*

*Vice Chair Walthall commented that while the City provides ASL interpreters, the interpreters are not visible on the City's YouTube livestreams. She suggested exploring a picture-in-picture option to display the interpreter during City Council meetings.*

*Mr. Hirst acknowledged the concern and stated that he would follow up with the Communications & Marketing Department.*

*Ms. Anderson and Mr. Hirst clarified that ASL interpreters are provided by request and are not present at every meeting.*

*Board Member Lightfoot shared that she had been contacted by a resident regarding the potential acquisition of a lightning detection system for the Southern Recreation Center and a possible update to the facility's Emergency Action Plan related to lightning.*

*Mr. Hirst acknowledged that the City had also received the resident's correspondence and stated that staff was reviewing the matter.*

*Chair McClure asked whether the City Attorney would be available to provide additional information regarding the Memorandum of Understanding with Palm Coast Little League at the September meeting. This prompted further Board discussion regarding the concerns raised during public comment and the existing agreement. Mr. Hirst stated that he would ask the City Attorney about his availability to attend.*

*Mr. Hirst thanked the Board for their continued support.*

#### **H. PRESS AND CITIZEN COMMENTS**

#### **I. ADJOURNMENT**

*The meeting was adjourned at 6:01 p.m.*

*Respectfully submitted by: Katelyn Anderson, Recording Secretary*

## City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 16, 2026

**Agenda Item:** D.2

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| <b>Department</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | PARKS AND RECREATION | <b>Amount</b>        |
| <b>Division</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | PARKS AND RECREATION | <b>Org/Account #</b> |
| <b>Subject:</b> PRESENTATION – PARKS & RECREATION FEE STRUCTURE UPDATES AND RECOMMENDATIONS FOR THE SOUTHERN RECREATION CENTER, SPORTS FIELDS, AND A WATERFRONT PARK PAVILION                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                      |                      |
| <b>Presenter:</b> James Hirst, Director of Parks and Recreation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                      |                      |
| <b>Attachments:</b> 1. Presentation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                      |                      |
| <b>Background:</b><br><p>The Parks &amp; Recreation Fee Structure is reviewed regularly to ensure fees remain appropriate and reflect current operations and community needs.</p> <p>As part of the current review, Parks &amp; Recreation is recommending updates to fees for the Southern Recreation Center, sports fields, and a Waterfront Park Pavilion, along with the introduction of separate City resident and non-resident rates to better align with practices used by neighboring municipalities. The Parks &amp; Recreation Advisory Board will review the proposed updates and provide feedback and recommendations.</p> |                      |                      |
| <b>Recommended Action:</b><br><b>FOR PRESENTATION AND DISCUSSION ONLY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                      |                      |