

**Recreation Commission
Board Meeting Minutes
Commission Chambers
September 15, 2025**

9/15/2025 - Minutes

1. Call To Order And Roll Call

Members Present: Patty McKeeman, Andrew Motis - Chair, Laura Donaldson, Courtney Windemaker, Patrick Corwith

Staff Present: Stephanie Lutton, Parks and Recreation Direction, Jennifer Nanek, City Clerk

Andrew Motis, Chair, called the meeting to order at noon.

2. Communications And Petitions

Patty McKeeman, Pram Fleet, provided an update on the design for a new pram fleet building. She explained that there is still more work to be done on the design, and its general location and DEP approval for a potential split-level building are still being determined. She stated that she would be available after the meeting to show the design to any interested parties.

3. Minutes

3.I. Minutes - July 21 & Aug 18, 2025

The minutes of July 21 & August 18 were reviewed. Robbie Shields made a motion to approve the minutes. The motion was seconded and unanimously approved.

4. Parks And Recreation Updates

Stephanie Lutton, Parks and Recreation Director, provided an update on a number of departmental projects and events. She reported that they had the last "Flick & Float" movie night at the Recreation Center in August. This weekend is the city's first-ever "Bark on Park" event, which will feature vendors selling dog-related products, as well as a dog agility trainer.

Regarding the recently approved BMX proposal, Ms. Lutton reported that she has met with the potential designer on-site and had a positive, productive meeting. She will continue to keep the commission updated as the project moves forward.

Ms. Lutton also gave updates on two ongoing trail projects. The department is finalizing the design for the last segment of the Crystal Lake trail loop on 3rd Street, and the design for the Kiwanis Park loop trail is officially underway. She also noted that her team is currently working with vendors for new playground and restroom equipment, and that the Kirkland gym is seeing high usage for soccer season. The department is also preparing for upcoming fall and winter events.

Ms. McKeeman asked for clarification on the route for the Crystal Lake trail. Ms. Lutton provided more detail on the Crystal Lake trail loop project. She clarified that the section from Park Avenue to Sessoms will be converted into a true, 12-foot-wide trail. The existing sidewalk on the western side of 3rd Street will be removed, and that area will be turned into green space. She explained that this is part of a larger FDOT grant project, so the city is working closely with the county's engineers. While the larger highway project has a construction timeline of 2027, the Crystal Lake portion is expected to be put out for bid by the end of this calendar year, with construction beginning next year and lasting approximately three to six months.

Ms. Lutton also noted that the city anticipates some detours and construction in the parks in the upcoming year.

Ms. Lutton also clarified the location for the new BMX project. It will be located on the property north of the water tower at the Hunt Brothers complex.

In response to questions Ms. Lutton provided more details on the Ridge Scenic Highway trail project, which will ultimately connect to the Rails to Trails path. The plan involves creating a 12-foot-wide trail on the eastern side of 3rd Street and converting the existing sidewalk and the other half of the street into green space. Enhancements will also be made to the Presbyterian parking lot. The trail will continue up 3rd Street, which will become a one-way street, and at some point, will connect with another part of the project at Crystal Lake Park. She explained that the original plan to extend the trail all the way to Scenic Highway is not feasible. As a result, the "next best thing" is to have the trail loop through the area around the Kirkland gym, the Little Theater, and the CSX building to connect to the Rails to Trails.

Patrick Corwith brought up a possible conflict of a toy giveaway event at Crystal Lake Park Trail with Orange Blossom Revue. This was discussed.

5. ADJOURNMENT

The meeting was adjourned.

Chair/Vice-Chair

ATTEST:

Secretary