



STAFF REPORT

Regular City Commission Meeting

December 12, 2024

To: Elected Officials

From: Dale L. Martin, City Manager

Date: December 12, 2024

Item Name: Resolution 2024-71. A Resolution by the City of Flagler Beach, Florida, accepting the proposal from Catalyst Design Group Inc., for Wickline Park consulting services; providing for conflict and an effective date.

Background: The City Commission, with Resolution 2024-63, recently accepted a grant award from the Department of Environmental Protection (DEP) Florida Recreation Development Assistance Program (FRDAP) 2024-63. The grant award matches a City commitment of \$170,000, providing \$340,000 for improvements at Wickline Park. The City solicited qualifications from interested consultants to assist with the redevelopment efforts.

Qualifications were submitted by the Catalyst Group (Winter Park) and JBrown Professional Group (St. Augustine). At the December 4, 2024 meeting, the members of the City's Parks Ad-Hoc Committee reviewed and scored the submissions. Subsequently, the members of the Parks Ad-Hoc Committee recommended that the City Commission work with the Catalyst Design Group.

The scope of the proposal is described in the supplemental document to the Catalyst Design Group's submission. In summary, representatives of the Catalyst Design Group will develop a Master Plan and, based upon that plan, prepare a conceptual development plan for Wickline Park.

Fiscal Impact: The cost of the Master Plan effort (\$19,650) will be expended as part of the City's Capital Fund (funds transferred from the Community Redevelopment Agency Fund)

Staff Recommendation: Staff recommends adopting Resolution 2024-71.

Attachments: Resolution 2024-71
Request for Qualifications (October 18, 2024)
Submission, Catalyst Design Group
Proposal, Catalyst Design Group
Submission, JBrown Professional Group
Minutes (draft), Parks Ad-Hoc Committee (December 4, 2024)
Evaluation Score Summary