



**AGENDA
CHARTER REVIEW COMMITTEE
REGULAR MEETING
JULY 29, 2026
10:00 AM
CITY COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
 - 4.1 Meeting Minutes from May 27, 2026
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - 6.1 Review of Incidents from June 2026 and July 2026
- 7. PUBLIC COMMENT**
- 8. NEXT MEETING DATE**
 - 8.1 August 26, 2026
- 9. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the City Attorney.

DRAFT

MINUTES
Employee Safety Committee
May 27, 2026

The Employee Safety Committee of the City of Fernandina Beach, Florida met on Wednesday, May 27, 2026, at 10:00 AM in the City Commission Chambers. Present were Chair Marileida Hernandez, Vice Chair Freddie Peake, Members Leland Honacker, Mike Mazuryk, Rusty Burke, Jason Higginbotham, Patricia Harnish, and Denise Matson. Not in attendance were Members Chad Manning, Rick Wheeler, and Brandon Lovelace.

Marileida Hernandez called the meeting to order at 10:01 am and led the Pledge of Allegiance to the Flag.

4. APPROVAL OF MINUTES:

- 4.1 The minutes of the April 29, 2026, meeting were reviewed. Member Rusty Burke made a motion to approve; Member Harnish seconded. Approved unanimously.

5. OLD BUSINESS:

- 5.1 No Old Business to discuss.

6. NEW BUSINESS:

- 6.1 Review of Incident Reports. Denise Matson reviewed incidents/accidents for the previous month. Chair Hernandez updated committee on current status of property damage incident involving a police employee. Repair estimated at \$8750 and other individual involved has obtained legal representation. Also discussed incident during Shrimp Fest with anchor at Waterfront Park. Member Honacker indicated the walking space around anchor is ADA compliant.
- 6.2 Committee Member Discussion/Comments. Member Harnish mentioned hurricane preparedness and determining who will be on call. Member Higginbotham indicated the managerial staff are currently meeting and discussing. More to come as hurricane season begins.

7. PUBLIC COMMENT: No public comment.

8. NEXT MEETING DATE: July 29, 2026. There will be no meeting in June.

9. ADJOURNMENT: The meeting adjourned at 10:10 A.M.

Minutes Prepared By:
Denise Matson, HR Director

Date	Employee/Non-Employee	Dept	Personal Injury/ Property Damage	Location	Accident/Incident Details	Workers Compensation	Supervisor Determined:	Comments
5/22/2026	Non-Employee	Golf	Personal Injury	2800 Bill Melton Rd	When returning golf carts, Davis Tyler rear-ended Mr. Greenwell's car near putting green area. Mr. Greenwell was ejected from cart and landed on tailbone, on pavement.	No		
5/22/2026	Non-Employee	Parks & Rec	Personal Injury	2201 Atlantic Ave	Citizen was running at the park when a leashed dog bit her on arm and thigh. Transported by EMS	No		
6/1/2026	Employee	Parks & Rec	Personal Injury	1181 5th St	Employee cut finger on razor knife; knife had opened without employee knowledge. Knife was discarded.	Yes	Preventable; knife discarded/defective	
6/1/2026	Employee	Streets	Property Damage	751 Wren Dr and S Front St	Employee was maneuvering a trailer in confined area near Cook's Docks. While turning the trailer around, trailer made contact with vehicles right rear fender.	No	Preventable. Oral Counseling	
6/2/2026	Employee	Streets	Property Damage	Maintenance Shop	Employee became upset after unable to gain access to maintenance garage; kicked the door resulting in damage to door's keypad badge scanner. Scanner broken and rendered inoperable. \$1885 damage	No	Preventable; Written Reprimand	
6/3/2026	Non-Employee	Parks & Rec	Personal Injury	2500 Atlantic Ave; Pool Deck	Wind blew umbrella off table and caused citizen to lose her balance and fall to ground. No injuries or first aid needed. Report Only.	No		
6/4/2026	Employee	Ocean Rescue	Property Damage	Seaside Park Beach	Radio was in Aquapac pouch over shoulder in ankle deep water. Noticed when he returned to tower that radio was missing. Radio not located; \$7163.	No	Preventable; Seasonal employee terminated.	
6/5/2026	Non-Employee		Personal Injury	Centre St	During Gumball 3000 event set-up; member of the PRI setup staff was attaching boards to the MOJO Barricades and cut his hand using a zip tie snip tool	No	Treated on-site/PRI staff assisted their employee	
6/5/2026	Non-Employee	Fire	Personal Injury	310 Centre St	Standing on sidewalk in front of 310 Centre St and stepped onto the brick steps to try and watch the Gumball event. She then slipped and fell back, hitting back of head on brick.	No	Transported by EMS.	
6/12/2026	Employee	Streets	Property Damage	1017 S 5th St	Backing out of space on Beech St near 8th Street and backed into parked vehicle. Police Report made.	No	Preventable. Oral Counseling	
6/13/2026	Non-Employee	Main Beach Par	Property Damage	32 N Fletcher Ave	Someone dumped charcoal from a grill onto the wooden flooring of Pavillion.	No		

6/14/2026	Non-Employee	Streets	Property Damage	101 S 8th Street and Ash Street	Kate's tree in center of Ash Street was damaged during strong storm breaking large limb off of tree. Act of nature.	No	No incident report provided.	
6/18/2026	Employee	Fire	Personal Injury	1324 South 6th St	During structure fire, employee felt pull in back while crawling and twisting. Reported to BC but didn't feel needed medical care at time.	Yes	Reported to HR 7/8; Non-Preventable	
6/23/2026	Employee	Police	Personal Injury	Turtle Shores Dr	While removing a heavy metal street drain cover to rescue trapped baby ducklin, employee's finger pinched	Yes	Non-Preventable. Report Only.	
6/23/2026	Employee	Facilities	Personal Injury	1179 S 5th St	While carrying a counter top our of the facilities shop, walking backwards, his foot caught a pallet on the ground with foot and fell on butt.	Yes	Preventable. Report Only.	
6/25/2026	Employee	Ocean Rescue	Personal Injury	Seaside Park Beach	While removing jetski from trailer, trailer moved and hit employee in leg causing laceration.	Yes	Non-Preventable. Medical Only.	
6/25/2026	Non-Employee	Utilities	Property Damage/Personal Injury	Mizell Ave and S Fletcher	Driver with Tidal Wave Golf Cart Rentals failed to turn wide enough at Mizell Ave onto S Fletcher causing trailer to pass over top of fire hydrant. Hydrant not broken; only angled. Repaired by City staff. Driver also had a personal medical condition at time of incident and was transported by EMS.	No	Preventable.	
6/29/2026	Employee	Streets	Property Damage	15th St and Beech St	After picking up yard debris pile employee failed to raise the outrigger fully making contact with crown of road while crossing Beech St, causing damage and rendering outrigger inoperable.	No	Preventable. Oral Counseling	
6/29/2026	Employee	Streets	Property Damage	Peck Rec Center	Alamo Tractor had very low pressure on tire. Returned to shop after noticing the issue. After inspection, determined two lug bolts were missing and two additional were loose causing wheel assembly to shift and damage to both the tire and rim. Tractor deemed inoperable until repaired.	No	Preventable. Oral Counseling	
6/30/2026	Employee	Stormwater	Personal Injury	Ash and 4th St	Employee was in manhole with crew using TV truck. Camera was being lifted out of manhole and came loose hitting employee in head.	Yes	Preventable. Medical Only.	
7/1/2026	Employee	Parks & Rec	Personal Injury	Atlantic Rec Center	Employee jumped off stage and twisted ankle.	Yes	Preventable. Report Only.	

7/2/2026	Employee	Ocean Rescue	Personal Injury	Peters Point Beach	While conducting organized lifeguard swim training, employee's hard plastic rescue can hit her in the head while swimming causing laceration above eye near brow.	Yes	Non-Preventable. Medical Only.	
7/2/2026	Employee	Planning	Property Damage	204 Ash Stree-City Hall Parking Lot	Side mirror broken on water truck while vehicle parked in City Hall lot.	No	Non-Preventable.	
7/5/2026		Police	Propterty Damage	1525 Lime St	Police Dept was struck by lightning during a severe thunderstorm on 7/5. Damage to date is estimated at \$18,924.	No	Non-Preventable.	
7/7/2026	Employee	Stormwater	Property Damage	SR 200 at Old Nassauville Rd	Employee was stopped at traffic light. Proceeded to move forward when light changed and rear-ended vehicle in front. Pavement was wet due to recent rain.		Preventable. Employee deemed at fault/no ticket issued.	
7/9/2026	Non-Employee	Marina	Property Damage	Marina Fuel Dock	Marina dockhand staff handed a crew member of Kevin McCarthy a diesel fuel hose when the vessel needing to be fueled was a gasoline powered vessel. 80.18 gallons of diesel were pumped into the fuel tank. Fuel lines flushed; spark plugs changed; fuel filters replaced. Vessel appears operational with no known damage at this time.	No	Preventable. Dockhands' are trained and will be retrained to ask the Captain/Vessel Operator what type of fuel they desire to avoid situation in future.	
7/11/2026	Non-Employee, reported by Fire	Waterfront Park	Property Damage	123 S Front Street	Mulch at base of a palm tree was smoldering. Mulch was cooled using a water extinguisher. Landscape light fixture was hot to touch and pedestal that light sits on was melted. Exterior insulation on the wiring was nicked, but appeared to be intact.	No	Non-Preventable.	
7/11/2026	Employee	Fire	Personal Injury	Fire Station 1	While performing cardiovascular exercise, twisted ankle.	Yes	Non-Preventable. Report Only.	
7/12/2026	Employee	Police	Personal Injury	1181 S 5th St; City yard	Employee had completed fueling assigned vehicle and foot slipped off running board injuring knee due to standing water on ground from rainfall.	Yes	Non-Preventable. Medical Only.	
7/14/2026	Employee	Fire	Property Damage	Intersection of Milzell & S Fletcher	Ladder2 struck low hanging communication cable on S Fletcher. Engineer tried to avoid wire but still struck. Missing panel from top of truck.	No	Non-Preventable. Low hanging wire after storm.	