



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
SEPTEMBER 11, 2018
4:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - 3.1 *Draft Minutes - June 13, 2018*
- 4. DISCUSSION**
 - 4.1 **ADVISORY BOARD/COMMITTEE APPLICATIONS** - *review three advisory board/committee applications for recommendation to the City Commission.*
 - 4.2 **PARKS AND RECREATION MASTER PLAN** - *continue review of Parks and Recreation Master Plan:*
- 5. OTHER BUSINESS**
- 6. 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).



AGENDA
REGULAR MEETING
CITY OF FERNANDINA BEACH
PARKS & RECREATION ADVISORY COMMITTEE
ATLANTIC AQUATICS ROOM
Wednesday, June 13, 2018
4:00 PM

PRESENT: Bartelt, Pugh, Martinez, Richards, and Behan.

1. CALL TO ORDER 4:06

2. APPROVAL OF MINUTES

Motion made by Member Pugh to approve minutes and 2nd by Member Behan

3. MEETING LOCATION DISCUSSION- Chairman Bartelt proposed changing the meeting location to the conference room and city hall. Member Pugh made a motion to approve, 2nd by Member Richards. Motion Passed.

4. PICKLEBALL COURTS PROPOSED ADDITION –Member Martinez presented the design proposal he created for the possible pickleball court locations in Central Park. Chairman Bartelt mentioned his concern about the possible number of non-city users of the existing courts. Member Pugh stated that the current census states that 30% of City residents are over 65 years old. Member Behan made a motion to approve the proposed location of the additional courts to include sports lighting. Member Richards 2nd. Motion passed 4-1. Bartelt opposed.

5. GOLF COURSE/OKLAWAHA TRAIL PROPOSAL–Chairman Bartelt gave an overview of the property in this location and of the potential to create a passive park which would include a small access bridge and

walking paths. Member of the public, David Mills requested a copy to Bartelt's site plan.

6. **SELLING THE MARINA AND GOLF COURSE** –Chairman Bartelt placed this item on the agenda to make the Committee aware that these two City owned operations were being reviewed with the discussion of the possibility to sell. According to Bartelt, a voter referendum is required to sell either operation.
7. **WATERFRONT PARK UPDATE** – Chairman Bartelt placed this item on the agenda to update the Committee on the waterfront plan. He reported that the plan will not move forward until the marina is repaired.
8. **MASTER PLAN**
 1. Page 52 – Discussion about the proposed changing of the name of Atlantic Avenue to Avenida D Las Banderas. Bartelt proposed not change the name.
 2. Page 53 – States “Parking will be removed from the river front, and provided through on-street parking and a new parking structure on the edge of the historic district.” It was mentioned that the removal of parking at the water front would not work if the marina is in operation due to the necessary boat parking or parking required for the park when it is built.
 3. Page 53-54 – There are several proposed changes for Central Park that will be reviewed. The plan states that a lighted sports complex is not an appropriate use for the Central Park and displays a large multi-purpose lawn in the center of the park. These are some of the items that will be discussed during this review.
9. **OTHER BUSINESS** – Member Richards made a motion to recommend Michael Kegler as a new member of the PRAC and Member Pugh second. Motion passed being all ayes.
10. **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). 1

Caroline Best

From: Caroline Best
Sent: Wednesday, July 11, 2018 1:43 PM
To: 'chrisocc1946@gmail.com'
Cc: Nan Voit; 'kbriley@fbfl.org'
Subject: FW: Online Form Submittal: Advisory Board/Committee Application

Dear Mr. Occhuizzo,

Thank you for your interest in serving on the Parks and Recreation Advisory Committee (PRAC). In accordance with [City Code of Ordinances Section 2-122\(a\)\(2\)](#) your application has been forwarded to Parks & Recreation Director Ms. Nan Voit (copied herein) who serves as staff liaison to the PRAC. Ms. Voit will have your application placed on the next available PRAC agenda for consideration. Upon PRAC approval your application will move to the City Commission for their honorable consideration.

Thank you again for your interest in serving and please don't hesitate contacting me with any questions.

Ms. Voit – although Mr. Occhuizzo's Advisory Board/Committee Application does not contain an address please be advised he resides at 1586 Canopy Drive.

Sincerely,

Caroline Best, CMC
City Clerk
204 Ash Street
Fernandina Beach, Florida 32034
Office (904) 310-3115

If this email is related to the Board, Committee or Commission that you serve on, please DO NOT REPLY TO ALL.



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Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Wednesday, July 11, 2018 10:32 AM
To: Caroline Best; Kim Briley
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Chris
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Home Mailing Street Address	Occhuizzo
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City	Fernandina Beach
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Zip Code	32034
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Primary Phone	9044700349
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Secondary Phone	9044327720
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Please note that board materials are distributed electronically.

Email to receive board materials	Chrisocc1946@gmail.com
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Employer	Retired
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Position Title	<i>Field not completed.</i>
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Business Address	<i>Field not completed.</i>
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City	<i>Field not completed.</i>
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Zip	<i>Field not completed.</i>
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Select the board you are applying for:	Parks & Recreation Advisory Committee
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Additional board that you are applying for:	None
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	Open space and Land preservation
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Why are you interested in serving on this Board?

Please explain.

Eligibility

Are you a resident of the City?	Yes
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Length of time:	5 years
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Do you hold a public office?	No
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Office name:	<i>Field not completed.</i>
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Are you employed by the City?	No
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Position:	<i>Field not completed.</i>
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Are you currently serving on a Board?	No
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Board Name:	<i>Field not completed.</i>
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Potential Conflict of Interest:

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?	No
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If yes, please provide details:	<i>Field not completed.</i>
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Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any):	Planning Advisory Board member 1+years AI Earthkeepers Board 1 year ATC Supporting member
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Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

Business owner 30 years in financial planning, wealth management

Organization or Commissioner sponsoring nomination (if applicable):

Field not completed.

Educational Background: (Check all that apply)

BS/A

Other:

CFP; professional licenses series 7, series 24, registered principal

Major areas of study:

Philosophy, finance, financial planning, investment management

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the

Yes

duties and responsibilities
of the Board/Committee
that you are applying for?

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date	7/11/2018
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Applicant's Signature	Chris Occhuizzo
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Caroline Best

From: Anna Occhuizzo <aocchuizzo@gmail.com>
Sent: Wednesday, July 11, 2018 9:50 AM
To: Caroline Best
Cc: Kim Briley; Nan Voit; Philip Chapman III
Subject: Re: Openings on the Advisory Board

Thanks, Caroline!

On Wed, Jul 11, 2018 at 9:38 AM Caroline Best <cbest@fbfl.org> wrote:

Dear Ms. Occhuizzo,

Thank you for your interest in serving on the Parks and Recreation Advisory Board (PRAC).

Please complete the City of Fernandina Beach [Advisory Board/Committee Application](#). In accordance with [City Code of Ordinances Section 2-122\(a\)\(2\)](#), upon receipt of your completed application, it will be forwarded to Parks & Recreation Director Ms. Nan Voit (copied herein) who serves as staff liaison to the PRAC. Ms. Voit will have your application placed on the next available PRAC agenda for consideration. Upon PRAC approval your application will move to the City Commission for their honorable consideration.

Thank you again for your interest in serving and please don't hesitate contacting me with any questions.

Sincerely,

Caroline Best, CMC
City Clerk
[204 Ash Street](#)
[Fernandina Beach, Florida 32034](#)
[Office \(904\) 310-3115](#)

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-----Original Message-----

From: Nan Voit
Sent: Wednesday, July 11, 2018 8:05 AM
To: Anna Occhuizzo
Cc: Caroline Best
Subject: RE: Openings on the Advisory Board

I am copying the City Clerk, Caroline Best in on this. She can better answer how the application process works.

Nan S. Voit, CPRP
Director of Parks and Recreation
City of Fernandina Beach
(904) 310-3350
"IT STARTS IN PARKS"

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-----Original Message-----

From: Anna Occhuizzo [<mailto:aocchuizzo@gmail.com>]
Sent: Tuesday, July 10, 2018 11:28 AM
To: Nan Voit
Subject: Openings on the Advisory Board

hi Nan!

It's been awhile - Phil's election celebration I think. I hear that you are looking to fill spots on the advisory committee. Chris and I were pretty involved in the Greenway maintenance during our Earthkeepers days and it has a special place in our hearts. We've since left that as we've been busy the last year with a few personal things but are very interested in working with Park & Rec again.

Do we just apply through the City site? I didn't see any application on the Board page.

Thanks,
Anna Occhuizzo

Sent from my iPad

Caroline Best

From: Nan Voit
Sent: Monday, July 16, 2018 3:52 PM
To: Kim Briley
Cc: Caroline Best
Subject: RE: Online Form Submittal: Advisory Board/Committee Application

I will put it on the next PRAC agenda which will be in August. Once they approve it I will let you know.

Nan S. Voit, CPRP

Director of Parks and Recreation
City of Fernandina Beach
(904) 310-3350
"IT STARTS IN PARKS"

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From: Kim Briley
Sent: Monday, July 9, 2018 12:07 PM
To: Nan Voit
Cc: Caroline Best
Subject: FW: Online Form Submittal: Advisory Board/Committee Application

This app is for PRAC. Please advise once you are ready for it to be placed before the CC for consideration of appointment.

Thanks,

Kim Elliott-Briley, MMC
Deputy City Clerk
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Fla. 32034
Phone 904-310-3117
Fax 904-310-3454
www.fbfl.us

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From: noreply@civicplus.com [mailto:noreply@civicplus.com]
Sent: Saturday, June 30, 2018 5:12 PM
To: Caroline Best; Kim Briley
Subject: Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach
City Clerk's Office
204 Ash Street
Fernandina Beach, FL 32034
(904) 310-3115

Name	Theresa Duncan
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Home Mailing Street Address	515 S 5th St
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City	Fernandina Beach
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Zip Code	32034-4001
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Primary Phone	19045487770
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Secondary Phone	<i>Field not completed.</i>
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Please note that board materials are distributed electronically.

Email to receive board materials	TDuncan32034@gmail.com
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Employer	Villa Villekulla Neighborhood Toy Store
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Position Title	Owner
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Business Address	5 S. 2nd St.
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City	Fernandina Beach
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Zip	32034
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Select the board you are applying for:	Parks & Recreation Advisory Committee
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	Parks & Recreation Advisory Committee
--	---------------------------------------

Additional board that you
are applying for:

Why are you interested in
serving on this Board?
Please explain.

I am passionate about the power of play and its role in the
physical, emotional, and intellectual health of children and
adults. I would love to be a part of supporting the City in
providing healthy play opportunities to the residents of
Fernandina Beach.

Eligibility

Are you a resident of the
City?

Yes

Length of time:

Field not completed.

Do you hold a public
office?

No

Office name:

Field not completed.

Are you employed by the
City?

No

Position:

Field not completed.

Are you currently serving
on a Board?

No

Board Name:

Field not completed.

Potential Conflict of Interest:

Have you ever been
engaged in the
management/ownership
of any business enterprise
that has a financial
interest with the City of
Fernandina Beach?

No

Field not completed.

If yes, please provide
details:

Major Affiliations:

List community,
professional, or other

Arts & Culture Advisory Board 2011-2013, President 2012-
2013

applicable policy-making
Boards on which you
have served.
Note the length of service
and office held (if any):

Qualifications:

Please list any specific
qualifications, education
or experience that would
directly relate to the
Board for which you are
being recommended:

Amelia Arts Academy, 2008 - 2012, Executive Assistant,
responsible for the development of in-school and after school
and summer youth arts programs. Boys and Girls Clubs of
Nassau County 2013 - 2016, Youth Development Director -
Responsible for the development, staffing, and implementation
of youth after school and summer programs. Villa Villekulla
Neighborhood Toy Store, Co-Owner 2014 - Present - Focused
on providing quality play opportunities to people of all ages and
advocating for quality play.

Organization or
Commissioner sponsoring
nomination (if
applicable):

Field not completed.

Educational Background:
(Check all that apply)

High School, AA, BS/A

Field not completed.

Other:

Major areas of study:

AA in Education, BS in Non Profit Management, extensive
continued education in youth development.

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I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 6/30/2018

Applicant's Signature Theresa Duncan

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