



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
JANUARY 12, 2021
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
 - 4.1 December 3rd Sub-Committee Minutes
 - 4.2 December 7th Regular Meeting Minutes
- 5. ELECTION OF OFFICERS**
- 6. PUBLIC COMMENT**
- 7. DISCUSSION ITEMS**
 - 7.1 Facility Naming Ordinance and Nomination Form
 - 7.2 Work Plan
 - 7.3 Capital Improvement Plan
 - 7.4 Comprehensive Plan
- 8. STAFF REPORT**
 - 8.1 Report Submitted to City Manager in December
- 9. OTHER BUSINESS**

9.1 Revised By-Laws

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).

The Sub-Committee of the Parks and Recreation Advisory Committee of the City of Fernandina Beach Florida, met on Thursday, December 3, 2020 at 5:00 pm. Present were Chair Ross, Member Roberts, Member Norris

1. Call to Order: Chair Ross called the meeting to order at 5:00pm
2. Roll Call
3. Procedure for Naming City Facilities
Member Roberts suggested that there be a timeline included for submitting the request and when a decision would be made. Chair Ross suggested that the City Clerk be responsible for forwarding completed and qualified applications to the appropriate department to begin the review process. The Clerk's Office would be responsible for determining if there are any deed or grant restrictions prior to moving forward with the renaming of a facility or location. The committee discussed including a provision and creating a process for rescinding the name of a facility. Other items of concern include cultural and historical event contributions need to be evaluated/considered if necessary, exemptions need to be addressed on the cost of items. Member Roberts has agreed to draft an application that would be required for a facility or location to be renamed.
4. Adjournment
Meeting adjourned by Chair Ross at 5:33pm

The Parks and Recreation Advisory Committee of the City of Fernandina Beach Florida, met on Tuesday, December 8, 2020 at 5:00 pm. Present were Member Bartelt, Member Ross, Member Pugh, Member Roberts, Member Norris, Member LaJoux, Member Kegler

1. Call to Order: Faith Ross called the meeting to order at 5:00pm
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes
 - 4.1 Member Ross made a motion to approve the November minutes with the following corrections. In section 7.2 it should read making the cemetery profitable versus profitability. Member LaJoux seconded the motion. Motion passed being all ayes.
 - 4.2 Member Ross made a motion to approve the November 24 Sub-Committee minutes, with the following correction, the meeting was held on November 23, 2020. Motion seconded by Member Pugh. Motion passed being all ayes.
5. Public Comment
6. Presentation
 - 6.1 Perpetual Care Fund and Parks & Recreation Impact Fees
Scott gave an overview of the Parks & Recreation Impact fee. There was a Q&A session. The Members had questions about the process of deciding what projects to add to the Capital Expansion. Scott stated that the P&R Staff could formalize the CIP and Capital Fund request process and present to the PRAC for approval.

There was a discussion about the Perpetual Care fund and the Reserved fund. Member Ross asked for clarification on the 65% for sale of lot and 35% perpetual care. Scott will research. Chair Ross stated that in the Cemetery ordinance states that the City would invest based on the City's investment policy. Chair Ross would like a copy of the investment policy. Scott will provide that information. Member Bartelt questioned the decline in revenue. Scott will research the trend of revenue declines. Chair Ross stated that those things are being addressed.
7. Discussion Items
 - 7.1 New Member Packet Process
Chair Ross would like to make the packets and the PRAC video discussion with the City Attorney about Impact Fees available on-line by the end of February.
Member Pugh questioned the current terms for boards. Scott will research. Chair Ross will write the welcome letter for the new member packet.
 - 7.2 Process for Naming of Facilities
There was a discussion about the draft ordinance and the application. Chair Ross made a motion to approve the Naming of Facilities Ordinance as written. There was a discussion. Chair Ross withdrew her motion. She will make the suggested corrections and submit at the next meeting. When Staff presents the Ordinance to the City Manager for review, the Committee would like to be included in the email.

Member Roberts will incorporate the changes for the nomination form that were suggested by Committee and send to City staff for distribution.

7.3 Comprehensive Plan: Goal 6 – Recreation and Open Space Element (Process and Vision)

Committee would like to address being involved in this process. Scott will follow up with Nan and respond to the Committee.

8. Staff Report

P&R Staff will present the Monthly CM report to the Committee. Scott gave an update of P&R projects and programs. Chair Ross suggested an ambassador program for the Greenway.

9. Other Business

9.1 Approval of the Revised By-Laws

Motion to approve changes to the by-laws be approved Member Pugh, Member Kegler seconded the motion. Passed all ayes

9.2 Member Pugh suggested that the work plan be done remotely versus a sub-committee meeting on January 7 at 1:00p. Scott suggested everyone submit suggestions and he could compile the list to be presented and discussed at the January meeting.

Member Pugh requested that agenda items be solicited by City staff, per the Bylaws.

9.3 Member LaJoux stated that this maybe her last meeting as she has not decided if she will reapply for appointment. Member Bartelt thanked Scott for his follow up on items requested by PRAC.

10. Adjournment

Meeting adjourned by Chair Ross at 6:55p

City of Fernandina Beach –Nomination Form for the Naming of Public Facilities

This form is for official naming of public facilities in the City of Fernandina Beach per Ordinance XXXX.

Applicant's Name _____ Phone _____

Address _____ Email _____

Current Location of the Facility (or name if applicable): _____

Proposed Facility Name: _____

Reason for Proposed Name:

Please provide a detailed justification for the proposed name. Ensure that all criteria, per City Ordinance XXXX, have been met and enclose all supporting documentation with this form. If named after an individual, include the individual's full name, the name of the individual's next of kin with contact information, and specific contributions that were made to the community.

Applicant Signature: _____ Date: _____

Return the completed forms to: Caroline Best, City Clerk, City Hall, 204 Ash Street, Fernandina Beach, Florida 32034 or by Email to Caroline Best at cbest@fbfl.org.

Ordinance of the City of Fernandina Beach

_____ - Title.

This chapter shall be known as the "City-Owned Facility Naming Policy." It may be cited as such or referenced by the short title of "naming policy" or herein as "this code."

_____ - Definitions.

1. Applicant – one who makes a formal application to name or rename a City-owned facility.
2. Application – a completed application requesting a naming or renaming by an Applicant.
3. City-owned Facility – any property, right-of-way, complex, amenity, building, park, structure, related property or part thereof owned or controlled by the City.
4. Commemorative Naming – a naming opportunity granted to an individual, group of individuals, family foundation, or a nonprofit community organization in recognition of significant philanthropy, cultural or historical contribution, and service to the community, or as an honor generally given without financial consideration.
5. Commemorative Renaming – an opportunity granted to an individual, group of individuals, family foundation, or a nonprofit community organization to change the existing name of City-owned facility in recognition of significant philanthropy, cultural or historical contribution, and service to the community, or as an honor generally given without financial consideration.
6. Rescind – to revoke a commemorative naming or renaming.

_____ - Intent.

It is the intent of this code to establish a systematic and consistent approach for the official naming of City-owned facilities in the City of Fernandina Beach which sets forth guidelines, criteria and standard procedures for the naming, renaming, and rescinding of names of City-owned facilities.

_____ - Adoption.

After the effective date of the ordinance codified in this chapter, all city-owned facilities and/or facilities constructed for future dedication to the city shall be named, renamed, or their names rescinded in accordance with the policy outlined below pursuant to this section.

_____ - Naming regulations.

A. Guidelines for Naming or Renaming.

1. This ordinance does not apply to historically registered properties for which a name has been accepted for use on a historic register, public art installations commissioned with a title, city core services facilities such as City Hall, City-owned fire and police stations, non-city facilities, and non-city facilities which occupy City lands and where the building is currently owned or leased by a tenant.
2. The renaming of a City-owned facility shall be strongly discouraged and may only be considered if the existing name does not have a geographical, cultural, historical or other relevant importance.
3. A City-owned facility may be named or renamed by geographical location, by natural or geographical features, such as plant materials, streams, rivers, lakes, and creeks.
4. A City-owned facility may be commemoratively named in honor of an individual, group of individuals, family foundation, or a nonprofit community organization in recognition of significant

philanthropy, cultural and/or historical contributions, outstanding service to the community, or as an honor generally given without financial consideration.

5. Names that are similar to existing parks, recreation areas, facilities, streets, municipal buildings, and specialized areas should not be considered in order to minimize confusion.

6. Names **may** be given priority in the following order of importance:

- a. Geography, function, and general use which makes the City-owned facility easily identifiable;
- b. Cultural or historical, which bases the name on a significant cultural or historical contribution in which the community can take pride;
- c. Philanthropy, in which a significant financial contribution or a contribution of land is given toward the rehabilitation, construction, or purchase of a City-owned facility;
- d. Service, in which a significant contribution of outstanding civic service has been given to the City.

7. The selection of names for City-owned facilities shall be based on the following criteria:

- a. Geography, function, and general use names shall be approved by the Fire Department for consistency with Emergency 911 requirements.
- b. Cultural or historical names may be associated with:
 - i. A historically significant event or for events reflecting broad patterns of the City's history;
 - ii. The lives of persons of contributing citywide significance in the City's past;
 - iii. A distinctive architectural, engineering, or technological achievement;
 - iv. An existing or proposed registered historic property or cultural district.
- c. Significant philanthropic contributions must exceed 50 percent of the value of a City-owned facility to be constructed, 80 percent of the cost of a rehabilitation, 50 percent of the purchase price of a facility to be acquired, or may be the deed to an unencumbered parcel of land.
- d. Outstanding civic service nominees must meet all of the following criteria:
 - i. **Deceased;**
 - ii. **Resided in the city for a minimum of one year;**
 - iii. Made an outstanding contribution of civic service to the community.
- e. Notwithstanding any other provision in this section, the City Commission may, in its sole discretion, name a City-owned facility after a person who donates land.

C. Procedures for Naming.

1. To name a new City-owned facility, the city shall provide public notice of intent to solicit names.

- 74 2. To name or rename any City-owned facility, individuals or organizations shall submit a
75 completed written application for a new City-owned facility name, or the renaming of a new City-
76 owned facility to the City Clerk.
- 77 3. If no nominations are received to name a new facility, then the City Commissioners or the City
78 Manager shall initiate naming recommendations by submitting an application.
- 79 4. The City Clerk shall:
- 80 a. attach to the completed application a notation of the existence of any grant or deed
81 restrictions attached or related to the City-owned facility to be named when such
82 information exists.
- 83 b. forward all completed applications to the appropriate board or committee for review
84 within 60 days of receipt of the application.
- 85 5. The Parks and Recreation Advisory Committee shall review nominations for the naming or
86 renaming of City-owned parks and recreation facilities, the Planning Advisory Board shall review
87 the nominations for the naming or renaming of all other City-owned facilities.
- 88 6. Each reviewing committee or board shall:
- 89 a. Review the applications in accordance with the guidelines and criteria set forth in
90 Sections A and B.
- 91 b. Research, review and evaluate the supporting documentation for all eligible
92 nominations, and forward its recommendation to the City Commission for review and final
93 determination.
- 94 c. If available, obtain written documentation of approval by the next of kin of a deceased
95 nominee.
- 96 d. If more than one name is recommended, the applicants shall be listed in order of
97 preference of the board or committee.
- 98 7. The City Commission shall:
- 99 a. Allow for public input and comment at no less than two City Commission meetings prior
100 to Commission approval of the naming or renaming of a City-owned facility.
- 101 b. Allow the City Manager to negotiate an agreement or deed restriction memorializing
102 terms and conditions of granting naming rights for philanthropy.
- 103 c. Confirm the naming or renaming of a City-owned facility by resolution with a majority
104 vote.
- 105 d. Have final approval and the absolute discretion to grant or deny a nomination for any
106 reason or no reason.
- 107 8. Any application denied by the City Commission will not be reconsidered for a period of 12
108 months from the date of denial.
- 109 9. A request to rescind the name of a City-owned facility may be made by letter to the City
110 Attorney stating the sufficient cause in Section 11 below.

10. Rescinding the name of a City-owned facility named after an individual or organization shall occur only under extraordinary circumstances and after thorough study **and approval** by the City Attorney.

11. Sufficient cause to rescind the name of a City-owned facility or portion thereof exists when, as determined by the City Commission, the individual or organization for which the facility or portion thereof is named has been convicted of a felony, a crime involving moral turpitude, or participated in any other disreputable behavior which would have a negative reflection on the City.

12. The City Commission may rescind the name of a City-owned facility by resolution with a super majority vote.

13. If the City Commission rescinds a name that has been assigned to a City-owned facility, the city shall initiate the naming process without delay in accordance with Section C in soliciting for a new name for the City-owned facility.

D. Exemptions.

1. Memorial benches, picnic tables, **plaques**, play equipment and other common City fixtures or equipment shall be exempt from this code.

2. The official re-naming of existing streets is generally prohibited because of cost and inconvenience to property owners, but may be approved if the City Commission determines that the change is necessary for the health, welfare, and safety of the citizens and more than 75% of the **affected property owners with linear frontage support of the change with written approval**. Any such change requires a public hearing with notification to all affected property owners.

E. Application Elements.

1. Reasons for the proposed name.

2. Evidence of community support for the proposed name.

3. If a petition is submitted, it must state the intent of the petition and contain printed names, signatures, addresses, zip codes and telephone numbers of each petitioner to establish proof of residency.

TITLE

PROJECT NUMBER:					
LOCATION:	Bucanner Field in Central Park				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Jason Brown				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 250,000				
DESCRIPTION/JUSTIFICATION					
The existing fencing at this sports complex has been in very poor condition for several years and needs to be replaced to help ensure the safety of the users of this facility. 4800 feet including backstops, batting cages,gates, dugouts... Based on using 9 gage material the cost is approximately \$250,000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1,A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	250,000				
TOTAL	\$ 250,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements	250,000				
56400 - Equipment					
56401 - Equipment - Non Cap					
TOTAL	\$ 250,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating	-	-	-	-	-
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					
FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	(PTD) Balance		
			-		
			-		
			-		
TOTAL	\$ -	\$ -	\$ -		

TITLE

PROJECT NUMBER:					
LOCATION:	Convert MLK Field				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcheralle				
START DATE:	10/1/2024				
COMPLETION DATE:	9/15/2025				
ESTIMATED PROJECT COST:	\$ 230,000				
DESCRIPTION/JUSTIFICATION					
Convert the existing practice field into a playing field which will include site work, irrigation, clay, fencing, dugouts, sod....					
PRIORITIES PER THE COMPREHENSIVE PLAN					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
310			230,000		\$ 230,000
					\$ -
TOTAL	\$ -	\$ -	\$ 230,000	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements			230,000		\$ 230,000
56400 - Equipment					\$ -
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ -	\$ -	\$ 230,000	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating			9,000		\$ 9,000
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ 9,000	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	ARC east side roof	
STATUS:		
DEPARTMENT:	Recreation	
PROJECT MANAGER:	Jeremiah Glisson	
START DATE:	10/1/2023	
COMPLETION DATE:	9/15/2024	
ESTIMATED PROJECT COST:	\$ 150,000	

DESCRIPTION/JUSTIFICATION

Scheduled by Facility Maintenance based on need.

PRIORITIES PER THE COMPREHENSIVE PLAN

A1, A6, B1, B5,

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300		150,000			
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					
56300 - Improvements		150,000			
56400 - Equipment					
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating	-	-	-	-	-
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	ARC fitness and aquatic roofs				
STATUS:					
DEPARTMENT:	Recreation				
PROJECT MANAGER:	Jeremiah Glisson				
START DATE:	10/1/2025				
COMPLETION DATE:	9/15/2026				
ESTIMATED PROJECT COST:	\$ 130,000				
DESCRIPTION/JUSTIFICATION					
Scheduled by Facility Maintenance based on need.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1 ,B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300			-	130,000	\$ 130,000
					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 130,000	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements			-		\$ -
56400 - Equipment				130,000	\$ 130,000
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 130,000	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating	-	-	-	-	-
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Central Park tennis and Pickleball Courts				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcherale				
START DATE:	10/1/2023				
COMPLETION DATE:	9/15/2024				
ESTIMATED PROJECT COST:	\$ 60,000				
DESCRIPTION/JUSTIFICATION					
Tennis and Pickleball asphalt courts should be resurfaced every 4 to 8 years. "Outdoor Cost Guidelines" estimates the cost to resurface asphalt tennis court between \$6000 and \$10,000. Two Pickleball courts fit on one tennis court. The approximate cost to resurface all of our courts is \$60,000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300	-	60,000	-		\$ 60,000
					\$ -
TOTAL	\$ -	\$ 60,000	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements		60,000			\$ 60,000
56400 - Equipment					\$ -
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ -	\$ 60,000	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating					\$ -
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Central Park Playground				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Nan Voit				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 510,000				
DESCRIPTION/JUSTIFICATION					
The existing playground equipment at Central Park is in very poor condition and does not provide opportunity to children of all ages and capabilities. A previous design prepared by Gametime cost \$510,000. This includes sitework, components and surfacing.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300	510,000				\$ 510,000
					\$ -
TOTAL	\$ 510,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements					\$ -
56400 - Equipment	510,000				\$ 510,000
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ 510,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating					\$ -
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Hickory Street and MLK Field Fencing				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Jason Brown				
START DATE:	10/1/2024				
COMPLETION DATE:	9/15/2025				
ESTIMATED PROJECT COST:	\$ 95,000				
DESCRIPTION/JUSTIFICATION					
Replace fencing at the MLK fields and Hickory Street Park fields. The approximate amount of fencing is 2000 linear feet. The average cost of 9 gage fencing is between \$30 and \$45 dollars.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300			95,000		
TOTAL	\$ -	\$ -	\$ 95,000	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements			95,000		
56400 - Equipment					
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ 95,000	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Egans Creek Park				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcherale				
START DATE:	10/1/2025				
COMPLETION DATE:	9/15/2026				
ESTIMATED PROJECT COST:	\$ 95,000				
DESCRIPTION/JUSTIFICATION					
Replace 13 outdoor fitness components at Egans Creek Park. The average cost of each component is \$7000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300				95,000	\$ 95,000
					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 95,000	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements					\$ -
56400 - Equipment				95,000	\$ 95,000
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 95,000	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating					\$ -
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Main Beach Park Playground Equipment				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcherale				
START DATE:	10/1/2022				
COMPLETION DATE:	9/15/2023				
ESTIMATED PROJECT COST:	\$ 160,000				
DESCRIPTION/JUSTIFICATION					
Replace the playground equipment at Main Beach Park and install accessible surfacing. One large structure costs approximately \$70,000. Two smaller accessible and sensory components costs approximately \$30,000. Accessible surfacing (including the sub-base) costs approximately \$60,000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300		160,000		-	
TOTAL	\$ -	\$ 160,000	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements					
56400 - Equipment		160,000		-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ 160,000	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Replace large kiddie pool features at MLK and ARC				
STATUS:					
DEPARTMENT:	Aquatics				
PROJECT MANAGER:	Kathy Russell				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 70,000				
DESCRIPTION/JUSTIFICATION					
Existing large features are 20 years old and have deteriorated. The average cost of a large feature, including installation, is between \$20,000 and \$30,000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	70,000			-	
TOTAL	\$ 70,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements					
56400 - Equipment	70,000			-	
56401 - Equipment - Non Cap					
TOTAL	\$ 70,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Modificaton of the MLK pool				
STATUS:					
DEPARTMENT:	Aquatics				
PROJECT MANAGER:	Kathy Russell				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 135,000				
DESCRIPTION/JUSTIFICATION					
This pool modification would reduce the extreme slope and maximum depth in order to make the pool more accessible for fitness classes and swimming lessons. The estimated cost is \$135,000.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, B5, B1					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300	135,000	-		-	\$ 135,000
					\$ -
TOTAL	\$ 135,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					\$ -
56300 - Improvements	135,000				\$ 135,000
56400 - Equipment		-		-	\$ -
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ 135,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating					\$ -
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Install restrooms at North Beach Park	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Nan Voit	
START DATE:	10/1/2021	
COMPLETION DATE:	9/15/2022	
ESTIMATED PROJECT COST:	\$ 150,000	

DESCRIPTION/JUSTIFICATION

North Beach Park is a City beach park that provides parking and is ADA accessible. The fire department posts lifeguards at this location from May to September. The cost to install this facility is approximately \$150,000 from CXT, Inc. The operating estimate is for utilities and repairs. No personel cost as the TDC funds the cleaning of the beach restrooms.

PRIORITIES PER THE COMPREHENSIVE PLAN

A6, B1

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
310	150,000	-		-	
TOTAL	\$ 150,000	\$ -	\$ -	\$ -	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building	150,000				
56300 - Improvements					
56400 - Equipment		-		-	
56401 - Equipment - Non Cap					
TOTAL	\$ 150,000	\$ -	\$ -	\$ -	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating	7,000				
Capital Outlay					
TOTAL	\$ 7,000	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Replace Peck Center roof	
STATUS:		
DEPARTMENT:	Peck	
PROJECT MANAGER:	Jeremiah Glisson	
START DATE:	10/1/2026	
COMPLETION DATE:	9/15/2027	
ESTIMATED PROJECT COST:	\$ 120,000	

DESCRIPTION/JUSTIFICATION

Scheduled by Facility Maintenance Department.

PRIORITIES PER THE COMPREHENSIVE PLAN

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300		-		-	120,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 120,000

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					120,000
56300 - Improvements					
56400 - Equipment		-		-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 120,000

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating	-				
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Replace MLK Auditorium roof				
STATUS:					
DEPARTMENT:	MLK				
PROJECT MANAGER:	Jeremiah Glisson				
START DATE:	10/1/2026				
COMPLETION DATE:	9/15/2027				
ESTIMATED PROJECT COST:	\$ 75,000				
DESCRIPTION/JUSTIFICATION					
Scheduled by Facility Maintenance Department.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
					\$ -
300		-		-	75,000
					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 75,000
PROJECT COMPONENTS					
56100 - Land Purchase					\$ -
56200 - Building					75,000
56300 - Improvements					\$ -
56400 - Equipment		-		-	\$ -
56401 - Equipment - Non Cap					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 75,000
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					\$ -
Operating	-				\$ -
Capital Outlay					\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Atlantic Center East side expansion/ren				
STATUS:					
DEPARTMENT:	Recreation				
PROJECT MANAGER:	Nan Voit				
START DATE:	10/1/2023				
COMPLETION DATE:	9/15/2024				
ESTIMATED PROJECT COST:	\$ 350,000				
DESCRIPTION/JUSTIFICATION					
One of the existing buildings on the east side of the Atlantic Center was constructed in 1956 and has had multiple small modification implemented by City staff. This building hosts our main reception area, administrative offices, youth program facilities and womens lockerrooms.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300		350,000		-	
TOTAL	\$ -	\$ 350,000	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements		350,000			
56400 - Equipment		-		-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ 350,000	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Atlantic Center Auditorium renovation				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Nan Voit				
START DATE:	10/1/2024				
COMPLETION DATE:	9/15/2025				
ESTIMATED PROJECT COST:	\$ 500,000				
DESCRIPTION/JUSTIFICATION					
The Atlantic Center Auditorium is host to many community activities as it is one of the largest indoor spaces available for public use. The 1956 building includes a kitchen, mens lockerrooms, stage area, restrooms, closets and an office. There has been no determination on how this facility should be renovated.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300		-	500,000	-	
TOTAL	\$ -	\$ -	\$ 500,000	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building			500,000		
56300 - Improvements					
56400 - Equipment		-		-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ 500,000	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Bosque Bello Cemetery Columbarium	
STATUS:		
DEPARTMENT:	Cemetery	
PROJECT MANAGER:	Scott Mikelson	
START DATE:	10/1/2021	
COMPLETION DATE:	9/15/2026	
ESTIMATED PROJECT COST:	\$ 1,400,000	

DESCRIPTION/JUSTIFICATION

The proposed master plan for the columbarium was designed by Marquis Latimer and Halback. The estimated cost for this project is \$1,400,000 which may be phased over the next several years. There is also a possibility of pre-selling niches to build the structure. This proposal is still being evaluated.

PRIORITIES PER THE COMPREHENSIVE PLAN

B1, B2

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
310	300,000	300,000	300,000	300,000	200,000
TOTAL	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 200,000

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					
56300 - Improvements	300,000	300,000	300,000	300,000	200,000
56400 - Equipment		-		-	
56401 - Equipment - Non Cap					
TOTAL	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 200,000

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Retro fit tennis court lights LED				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Jason Brown				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 60,000				
DESCRIPTION/JUSTIFICATION					
Changing the existing light fixtures will reduce the cost of utilities and comes with a 25 year warrantee. The quote is from Musco Sports Lighting, LLC.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A5, B6					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	60,000			-	
TOTAL	\$ 60,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements	60,000				
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ 60,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					
FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance		
			-		
			-		

			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Installation of Dune walkovers	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherale	
START DATE:	10/1/2021	
COMPLETION DATE:	9/15/2026	
ESTIMATED PROJECT COST:	\$ 325,000	

DESCRIPTION/JUSTIFICATION

Locations for the installation of new dune walkovers where existing foot paths are currently is being evaluated by a committee put in place by the City Manager's Office.

PRIORITIES PER THE COMPREHENSIVE PLAN

A6, B1,

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
310	65,000	65,000	65,000	65,000	65,000
TOTAL	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					
56300 - Improvements	65,000	65,000	65,000	65,000	65,000
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000	\$ 65,000

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-

			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Install Restrooms at Cemetery	
STATUS:		
DEPARTMENT:	Cemetery	
PROJECT MANAGER:	Scott Mikelson	
START DATE:	10/1/2024	
COMPLETION DATE:	9/15/2023	
ESTIMATED PROJECT COST:	\$ 175,000	

DESCRIPTION/JUSTIFICATION

This is an amenity that Bosque Bello Cemetery does not currently provide.

PRIORITIES PER THE COMPREHENSIVE PLAN

A6, B1,

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
310			175,000		
TOTAL	\$ -	\$ -	\$ 175,000	\$ -	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building			175,000		
56300 - Improvements					
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ 175,000	\$ -	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating			6,000		
Capital Outlay					
TOTAL	\$ -	\$ -	\$ 6,000	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-

			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Re-point Peck Center				
STATUS:					
DEPARTMENT:	Peck				
PROJECT MANAGER:	Jeremiah Glisson				
START DATE:	10/1/2022				
COMPLETION DATE:	9/15/2023				
ESTIMATED PROJECT COST:	\$ 750,000				
DESCRIPTION/JUSTIFICATION					
Continuation of 2021 project.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6, B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	750,000				
TOTAL	\$ 750,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building	750,000				
56300 - Improvements					
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ 750,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating			-		
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Renovate North Beach Park walkover	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherelle	
START DATE:	10/1/2021	
COMPLETION DATE:	9/15/2022	
ESTIMATED PROJECT COST:	\$ 75,000	

DESCRIPTION/JUSTIFICATION

This project is in the current budget year but it has been determined that another beach park structure renovation is more urgent.

PRIORITIES PER THE COMPREHENSIVE PLAN

A1, A6, B1, B5

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	75,000				
TOTAL	\$ 75,000	\$ -	\$ -	\$ -	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building			1		
56300 - Improvements	75,000				
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ 75,000	\$ -	\$ 1	\$ -	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating			6,000		
Capital Outlay					
TOTAL	\$ -	\$ -	\$ 6,000	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-

			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Walking trail at Central Park	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherelle	
START DATE:	10/1/2026	
COMPLETION DATE:	9/15/2027	
ESTIMATED PROJECT COST:	\$ 200,000	

DESCRIPTION/JUSTIFICATION

Install a new large walking/fitness trail at Central Park.

PRIORITIES PER THE COMPREHENSIVE PLAN

B1

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
301	-				200,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 200,000

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					
56300 - Improvements	-				200,000
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 200,000

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-

TOTAL	\$ -	\$ -	\$ -
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TITLE

PROJECT NUMBER:					
LOCATION:	Install curbing for Egans Creek Park				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcherale				
START DATE:	10/1/2021				
COMPLETION DATE:	9/15/2022				
ESTIMATED PROJECT COST:	\$ 60,000				
DESCRIPTION/JUSTIFICATION					
The existing parking are at Egans Creek Park is dirt. During rain events, the storm water sheets off of Wolff Street and forces the water and dirt into the Park entrance and along the walking path which makes it difficult or impossible for citizens with disabilities to access the park.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
A1, A6 B1, B5					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300	60,000				
TOTAL	\$ 60,000	\$ -	\$ -	\$ -	\$ -
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements	60,000				
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ 60,000	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					
	Project-to-Date (PTD)	Project-to-Date (PTD)	Date (PTD)		

FUND	Budget	Actuals	Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:		
LOCATION:	Replace Skate Park ramps	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherale	
START DATE:	10/1/2025	
COMPLETION DATE:	9/15/2026	
ESTIMATED PROJECT COST:	\$ 250,000	

DESCRIPTION/JUSTIFICATION

This existing structure were installed in 2006. The lifespan is approximately 20 years.

PRIORITIES PER THE COMPREHENSIVE PLAN

A1, A6 B1, B5

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
300				250,000	
TOTAL	\$ -	\$ -	\$ -	\$ 250,000	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building					
56300 - Improvements				250,000	
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ 250,000	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-

TOTAL	\$ -	\$ -	\$ -
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TITLE

PROJECT NUMBER:		
LOCATION:	New Pavilion at Central Park	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherelle	
START DATE:	10/1/2025	
COMPLETION DATE:	9/15/2026	
ESTIMATED PROJECT COST:	\$ 120,000	

DESCRIPTION/JUSTIFICATION

Install a new large pavilion at Central Park.

PRIORITIES PER THE COMPREHENSIVE PLAN

B1

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
301	-			120,000	
TOTAL	\$ -	\$ -	\$ -	\$ 120,000	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building				120,000	
56300 - Improvements	-				
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ 120,000	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-

TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
-------	------	------	------	------	------

TITLE

PROJECT NUMBER:		
LOCATION:	New Pavilion at Central Park	
STATUS:		
DEPARTMENT:	Parks	
PROJECT MANAGER:	Joe Pitcherale	
START DATE:	10/1/2025	
COMPLETION DATE:	9/15/2026	
ESTIMATED PROJECT COST:	\$ 120,000	

DESCRIPTION/JUSTIFICATION

Install a new large pavilion at Central Park.

PRIORITIES PER THE COMPREHENSIVE PLAN

B1

FUNDING SOURCES

FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
301	-			120,000	
TOTAL	\$ -	\$ -	\$ -	\$ 120,000	\$ -

PROJECT COMPONENTS

56100 - Land Purchase					
56200 - Building				120,000	
56300 - Improvements	-				
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ 120,000	\$ -

ESTIMATED ANNUAL OPERATING IMPACT

Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

HISTORICAL PROJECT-TO-DATE

FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance
			-
			-
			-
TOTAL	\$ -	\$ -	\$ -

TITLE

PROJECT NUMBER:					
LOCATION:	Walking trail at Central Park				
STATUS:					
DEPARTMENT:	Parks				
PROJECT MANAGER:	Joe Pitcherale				
START DATE:	10/1/2026				
COMPLETION DATE:	9/15/2027				
ESTIMATED PROJECT COST:	\$ 200,000				
DESCRIPTION/JUSTIFICATION					
Install a new large walking/fitness trail at Central Park.					
PRIORITIES PER THE COMPREHENSIVE PLAN					
B1					
FUNDING SOURCES					
FUND/SOURCE	FY22	FY23	FY24	FY25	FY26
301	-				200,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 200,000
PROJECT COMPONENTS					
56100 - Land Purchase					
56200 - Building					
56300 - Improvements	-				200,000
56400 - Equipment				-	
56401 - Equipment - Non Cap					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 200,000
ESTIMATED ANNUAL OPERATING IMPACT					
Personnel					
Operating					
Capital Outlay					
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
HISTORICAL PROJECT-TO-DATE					
FUND	Project-to-Date (PTD) Budget	Project-to-Date (PTD) Actuals	Date (PTD) Balance		
			-		
			-		

			-
TOTAL	\$ -	\$ -	\$ -

GOAL 6

RECREATION & OPEN SPACE ELEMENT





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RECREATION & OPEN SPACE ELEMENT

The Recreation and Open Space Element is intended to identify and address existing recreation and open space facilities and opportunities for improvements. Consideration of the potential need of future facilities and the prioritization of capital improvements is also part of this evaluation. The Element goal is to provide parks, recreational facilities, and open space to meet the health, safety and welfare needs of City residents and visitors.

RECREATION & OPEN SPACE ELEMENT HIGHLIGHTS

1. Engage in Parks, Recreation and Open Space Master Planning;
2. Inventory parks, recreation and open space based on the Statewide Comprehensive Outdoor Recreation Plan (SCORP);
3. Establish equitable distribution of parks to ensure equal access to recreational facilities;
4. Utilize green building standards/sustainable practices for new construction/renovation;
5. Utilize sustainable materials and low-impact development practices in park construction;
6. Plant native landscaping and employ xeriscaping in parks to reduce irrigation, fertilizer and pesticide use;
7. Coordinate to ensure that fleet of vehicles and maintenance equipment is sustainable and energy efficient;
8. Emphasize pedestrian and bicycle access to parks and recreation areas;
9. Identify how open spaces are to be utilized;
10. Identify and map lands for potential acquisition as park space;
11. Develop recreational boating needs assessment and assessment of waterways networks;
12. Identify shoreline and waterway accesses as part of the overall park and recreational facilities;
13. Continue variety of community services available to the public and continue community outreach and involvement; and
14. Address specific resources such as Egans Creek Greenway and Bosque Bello Cemetery.



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GOAL 6: RECREATION AND OPEN SPACE ELEMENT

Objective 6.01.

Parks, Recreation, and Open Space Master Planning

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Objective 6.02.

Availability of Parks, Recreation Facilities and Open Space

Page 6-2

Objective 6.03.

Parks and Recreation Facility Management

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Objective 6.04.

Access to Recreational Areas

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Objective 6.05.

Open Space

Page 6-5

Objective 6.06.

Land Acquisition

Page 6-5

Objective 6.07.

Boating and Waterways

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Objective 6.08

Parks and Recreation Community Services

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Objective 6.09

Bosque Bello Cemetery

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Objective 6.10.

Egans Creek Greenway

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Objective 6.11

Intergovernmental Coordination

Page 6-9

GOAL 6.0 | RECREATION AND OPEN SPACE ELEMENT

THE CITY SHALL ENSURE THE AVAILABILITY OF PARKS, RECREATIONAL FACILITIES, AND OPEN SPACE TO MEET THE HEALTH, SAFETY, AND WELFARE NEEDS OF CITY RESIDENTS AND VISITORS.

OBJECTIVE 6.01.

PARKS, RECREATION, AND OPEN SPACE MASTER PLANNING

The City shall plan for a coordinated parks and recreation system that takes into account access to and availability of parks and recreation facilities and open space areas, the impact of parks and recreation facilities on ecological systems, community education opportunities, and community health.

POLICY 6.01.01.

Utilize the City's most current Parks and Recreation Master Plan as a guide for decision-making and planning. The Parks and Recreation Master Plan, prepared by Barth and Associates, dated April 2015, as may be amended from time to time, is incorporated by reference into the Comprehensive Plan.

POLICY 6.01.02.

The City shall implement the five key elements of the Parks and Recreation Master Plan:

- a. First class parks, recreation and open space facilities and venues,
- b. Improved multi-modal connectivity among facilities and venues,
- c. Equitable access to facilities and venues,
- d. Improved communication regarding parks and recreation offerings, and
- e. Improved design standards and maintenance.

POLICY 6.01.03.

Implement the Master Plan for existing and future City facilities, which seeks to transform the City's major parks and recreation facilities into first class venues that serve the entire community.

POLICY 6.01.04.

Implement the Master Plan's neighborhood-serving park concept, which seeks to improve access to commonly utilized recreation elements. The City shall provide the following for residents within a ½ mile radius from their home: shaded playground, multi-purpose open space, sport court, trails, and optional small pavilions and restrooms.

POLICY 6.01.05.

Update the Parks and Recreation Master Plan every five years to track progress to the five key elements as referenced in Policy 6.02.02 and make sure that the parks, recreation, and open space system is responsive to community needs.

OBJECTIVE 6.02.

**AVAILABILITY OF PARKS, RECREATION FACILITIES,
AND OPEN SPACE**

The City shall ensure the availability of parks and recreation facilities and open space.

POLICY 6.02.01.

The City shall maintain an inventory of parks and recreation facilities and open space, the identification of recreational facilities available in each park, the size of the facility, and the primary agency responsible for the facility.

POLICY 6.02.02.

The City shall encourage applicants for development approvals, including but not limited to PUD development, to provide recreational facilities and/or open space beyond the minimum standards by providing for incentives to be included in the Land Development Code. Such minimum standards may include level of service standards or open space percentage or acreage requirements.

POLICY 6.02.03.

The City shall add proposed parks, recreation and open space projects, based on the Parks, Recreation and Open Space Master Plan to the City's Capital Improvements Plan.

POLICY 6.02.04.

The City shall pursue available grant sources on an annual basis for the acquisition and development of park and recreational areas, including but not limited to, federal and state funding sources.

POLICY 6.02.05.

The City shall on an annual basis, develop, evaluate and maintain existing parks and recreation facilities to meet the needs of the area served, considering the functional capacity of the parks and recreation facilities and the specific requirements of the population served, using the Parks and Recreation Master Plan as a basis for evaluation.

POLICY 6.02.06.

The City shall maintain a level of service of 12 acres of parkland per 1000 residents.

POLICY 6.02.07.

Access level of service of a ½ mile radius per citizen shall be used for neighborhood-serving parks.

POLICY 6.02.08.

The State Comprehensive Recreation and Outdoor Plan shall be used as a benchmark as and guidance for evaluating existing and future facilities and venues, but shall not be interpreted as level of service standards.

OBJECTIVE 6.03.**PARKS AND RECREATION FACILITY MANAGEMENT**

The City shall improve and maintain the existing park and recreation facilities inventory.

POLICY 6.03.01.

The City shall maintain and support a Parks and Recreation Department for City recreation planning and management.

POLICY 6.03.02.

The City shall, on an annual basis, review existing parks, recreation facilities and open space and establish a schedule and procedure for improving any deficiencies, including but not limited to undergoing renovations of existing facilities or constructing new facilities.

POLICY 6.03.03.

The City shall have a no net loss policy for recreation facilities

POLICY 6.03.04.

The City shall not convert, abandon, trade, or sell any park or open space, or portion of park or open space in addition to the limitations established in the City Charter for transfer, sale, or lease of recreation facilities. Open space may be converted to a park, in accordance with Policy 6.05.02, and if open space levels of service as established in the Parks, Recreation and Open Space Master Plan are being met.

POLICY 6.03.05.

New parks and recreation facilities, and major renovations of existing facilities, shall be constructed in accordance with Florida statutory requirements that municipal buildings are constructed to meet the minimum requirements of a green rating system.

POLICY 6.03.06.

The City shall utilize native plants and xeriscaping techniques when landscaping is added or updated in parks, recreation facilities, and open spaces.

POLICY 6.03.07.

The City shall utilize low-impact development strategies to reduce stormwater runoff from parks and recreation facilities.

POLICY 6.03.08.

Where feasible, the City shall seek to reduce the amount of pesticides and fertilizer in maintaining parks, recreation and open space landscapes.

POLICY 6.03.09.

The City shall ensure that the parks and recreation fleet utilizes energy efficient vehicles when possible.

OBJECTIVE 6.04.**ACCESS TO RECREATIONAL AREAS**

The City shall ensure the availability of vehicular, pedestrian, and bicycle access to public recreational areas.

POLICY 6.04.01.

The City will provide vehicle parking, ADA-compliant parking, bicycle racks, and barrier-free access at City-owned parks and recreational facilities.

POLICY 6.04.02.

Sidewalks, bicycle paths, multipurpose trails, and/or dedication of lands per such shall be required in redevelopment and new developments to provide safe access to parks, recreation facilities, open space, waterways and shorelines.

POLICY 6.04.03.

The City shall ensure sidewalk, crosswalks, bicycle path and/or multipurpose trail access throughout the City to the most-utilized and venue based recreational facilities.

POLICY 6.04.04.

All future City owned parks and recreational facilities, including beaches and waterways, shall have direct access on a public street, right of way, or easement.

POLICY 6.04.05.

The City shall not vacate necessary existing rights-of-way, easements, walkways, and other properties available for public access to parks and recreation facilities or open space.

POLICY 6.04.06.

The City shall seek assistance from volunteers in the City in efforts to promote and maintain City recreation facilities.

POLICY 6.04.07.

The City shall ensure that Americans with Disabilities Act (ADA) access and ADA recreation opportunities are available at City parks and recreation facilities and venues.

POLICY 6.04.08.

Neighborhood-serving parks shall be prioritized for placement in areas underserved by recreation facilities and shall be prioritized in capital improvement planning. Adding additional neighborhood-serving park components to existing facilities shall be secondary after underserved recreational areas are addressed.

OBJECTIVE 6.05. OPEN SPACE

Open spaces shall be protected within urbanized areas for their aesthetic, health, environmental, and economic benefits. The City shall continue to maintain standards in its land development regulations for the provision and maintenance of open space in the community, including in private developments and publicly-owned lands.

POLICY 6.05.01.

The City shall continue to include conservation areas on the FLUM.

POLICY 6.05.02

The City shall determine uses for publicly-owned open space areas, and shall evaluate the presence of environmentally sensitive lands within an open space. If it is determined that open space has environmentally sensitive lands, the City shall limit activities to passive recreation where it is determined that such activities will not endanger the public health, safety, welfare or environment.

POLICY 6.05.03.

Privately-owned open space, such as those within subdivisions or PUD developments, which consists of a conservation future land use or contains environmentally sensitive lands, shall be protected through the acquisition of conservation easements.

POLICY 6.05.04.

In order to protect environmentally sensitive coastal dunes and promote public safety, no additional areas, or expansion of existing areas, allocated to parking or driving on the public beach shall be permitted.

OBJECTIVE 6.06.**LAND ACQUISITION**

The City shall maintain a program to continually evaluate the potential purchase of land for parks, recreation, conservation, and open space needs, and shall identify and map potential land for acquisition as recreation or open space.

POLICY 6.06.01.

The City shall use City-owned floodplains, conservation lands or environmentally sensitive lands, and other similar areas for passive recreational land, provided that the City determines that passive recreational use of these sites would not endanger the public health, safety, welfare, or environment.

POLICY 6.06.02.

The City will give high priority to acquisition of lands in the CHHA and in or adjacent to jurisdictional wetlands for passive recreational purposes, provided that that the City determines that recreational use of these sites would not endanger the public health, safety, welfare or environment.

POLICY 6.06.03.

The City will give priority to acquisition of lands that provide access to parks, recreation or open space areas.

POLICY 6.06.04.

Whenever possible, recreational sites should be established with active and passive uses to provide both recreational facilities and to ensure preservation or conservation of environmentally sensitive lands. The City shall identify those recreational sites containing environmentally sensitive lands and limit those portions to passive use recreation only; where it is determined that passive recreational use of these lands would not endanger the public health, safety, welfare, or environment.

POLICY 6.06.05.

The City shall add proposed land acquisition projects, based on the Parks, Recreation and Open Space Master Plan, to the City's Capital Improvements Plan.

POLICY 6.06.06.

The City shall seek public and private support for the acquisition, development, operation, and maintenance of parks, recreational facilities and open space areas.

POLICY 6.06.07.

The City shall continue to use ad valorem taxes and impact fees to fund the acquisition of parks and recreation facilities. Impact fees shall be re-evaluated based on implementation of the Master Plan and any subsequent updates to the Master Plan. Use of other funding mechanisms, shall also be utilized, if feasible.

POLICY 6.06.08.

Acquisition of additional parkland, construction of new facilities, and/or the improvement of access to parks, recreation, and open space areas directly serving new developments shall be funded by new developments in order to maintain level of service standards.

OBJECTIVE 6.07.

BOATING AND WATERWAYS

The City shall include boating and waterways in parks and recreation planning efforts by 2017, in conjunction with the Parks and Recreation Master Plan.

POLICY 6.07.01.

The City shall conduct an assessment of waterways networks, including boating, kayak and canoe trail ways, and other water transportation options.

POLICY 6.07.02.

The City shall conduct an assessment of existing boating and fishing facilities, including boat ramps, boat repair, fishing piers, and kayak and canoe launches.

POLICY 6.07.03.

The City shall conduct a boating needs assessment including motorized and non-motorized boating needs, including access points, parking, and other related facilities.

POLICY 6.07.04.

The City shall adopt level of service standards for boating and fishing facilities, such as boat ramps, kayak and canoe launches, fishing piers, and public access points.

POLICY 6.07.05.

The City shall have a no net loss policy for public access to waterways and shorelines, whereby one type of access point is not removed without providing for replacement of that type of access point.

OBJECTIVE 6.08.**PARKS AND RECREATION COMMUNITY SERVICES**

The City shall continue to provide community services through the Parks and Recreation Department.

POLICY 6.08.01.

The City shall continue to offer youth recreational opportunities throughout the school year and during the summer.

POLICY 6.08.02.

The City shall continue to offer adult recreational opportunities including classes, leagues, and tournaments.

POLICY 6.08.03.

The City shall continue to offer senior services including recreational opportunities and outings.

POLICY 6.08.04.

The City shall continue to offer community events and provide educational programming that highlights the importance of health and fitness.

OBJECTIVE 6.09.**BOSQUE BELLO CEMETERY**

The City shall protect Bosque Bello Cemetery as a reminder of the community's heritage, and shall maintain the cemetery in a dignified manner while ensuring community safety.

POLICY 6.09.01.

The City shall have a cemetery master plan created providing for the long-term viability and care of Bosque Bello, assigning priority to areas in most need of preservation or care. Such plan shall include, but not be limited to:

- a. evaluation of condition and typologies of existing markers, monuments, enclosures and walls;
- b. provisions for the maintenance and treatment of historic markers and walls;
- c. evaluation of existing vegetation, tree canopy, and landscaping;
- d. maintenance, preservation and enhancement of landscaping and the tree canopy in the cemetery;
- e. evaluation of cemetery infrastructure, including structures, site furnishings, irrigation and water, circulation and access, and security; and
- f. provision of recommendations for future maintenance and use of the cemetery.

POLICY 6.09.02.

The City shall protect the historic integrity of Bosque Bello cemetery through preservation of the historic section of the cemetery and through protection and maintenance of the vegetation and tree canopy.

POLICY 6.09.03.

The City shall make all efforts to provide proper documentation of all markers and maintain records regarding markers and their condition.

POLICY 6.09.04.

The City shall incorporate planning for the cemetery into any disaster planning efforts and post-disaster redevelopment strategies.

POLICY 6.09.05.

The City shall seek specialized cemetery maintenance training, particularly training related to maintenance of historic cemeteries, for all City staff involved in cemetery operations.

POLICY 6.09.06.

The City shall utilize appropriate and proper maintenance techniques for historic cemeteries.

POLICY 6.09.07.

The City shall monitor the edges of the cemetery which are adjacent to wetlands for any erosion or damage and take appropriate action should such erosion pose a threat to burial sites.

POLICY 6.09.08.

The City shall partner with local and regional organizations to provide volunteer assistance in care and maintenance of the cemetery, including but not limited to, documentation efforts, preservation efforts, and fundraising opportunities.

POLICY 6.09.09.

The City shall coordinate with the adjacent mill operator to ensure that industrial uses and operations do not encroach or interfere with the long-term protection of the cemetery.

POLICY 6.09.10.

The City shall continue operation of the Cemetery Fund, which dedicates plot sale funds to a Perpetual Fund and to ongoing cemetery operations.

OBJECTIVE 6.10.

EGANS CREEK GREENWAY

The City shall protect Egans Creek Greenway for its value as a recreational asset, for its significance as an outstanding natural resource, and for its role in providing wildlife habitat.

POLICY 6.10.01.

The Parks and Recreation Department shall ensure a management plan is created and updated for the Egans Creek Greenway including at a minimum ensuring that it is addressed separately in the parks and recreation master planning process.

POLICY 6.10.02.

The City shall continue to designate the Greenway as conservation land in the zoning and FLUM series maps.

POLICY 6.10.03.

The City shall continue to coordinate with the Florida Department of Transportation (FDOT) on the plan for the restoration of the marshland between Atlantic Avenue and Jasmine Street, Area I. The City shall coordinate with FDOT regarding any impacts of this project on the hydrology south of Jasmine St., Area II, and evaluate the necessity of any restoration plan needs in that area.

POLICY 6.10.04.

The City shall continue to encourage the use of the Greenway for walking, biking, and bird watching.

POLICY 6.10.05.

The City shall continue to encourage the use of the Greenway as part of the Great Florida Birding Trail and seek inclusion in the Greenway and Trails Network.

POLICY 6.10.06.

The City shall continue to conduct ongoing annual plant and animal surveys in order to ascertain any changes in the plant and animal communities of the Greenway.

POLICY 6.10.07.

The City shall monitor and control invasive exotic flora and fauna within the Greenway.

POLICY 6.10.08.

The City shall continue to provide community-based education about the values of natural spaces, wetlands, endangered and threatened species, invasive species, and human impacts on ecosystems through the use of graphics, tours, online information distribution, and at the Nature Center.

OBJECTIVE 6.11.**INTERGOVERNMENTAL COORDINATION**

The City shall seek to increase intergovernmental coordination regarding parks, recreation, and open space.

POLICY 6.11.01.

The City will establish and maintain formal and informal agreements to share facility and program resources with Nassau County, the Nassau County School Board, the state and federal governments, private nonprofit organizations, and others.

POLICY 6.11.02.

The City will continue to work with the Nassau County School Board to ensure that new public school buildings, whenever possible, are co-located adjacent to existing or proposed parks, recreation facilities, open space, and any trail or path system that will connect such facilities to other services such as the library or other community centers.

POLICY 6.11.03.

The City will maximize the potential for the collocation and joint uses of public facilities, including the use of public school facilities for recreational, cultural and civic purposes in accordance with the policies in this element.

PARKS & RECREATION

(November, 2020; Nan Voit)

Parks

- Backflow preventers continue to be installed on meters throughout our parks and facilities.
- Erected the new artificial Christmas tree Downtown.
- Erected the Pocket Park Christmas Tree Downtown.
- Constructed two horseshoe pits at MLK.
- Began cutting back the Downtown grates around the trees on the sidewalks.
- Completed an intensive round of ant control through all parks, playing fields and downtown.
- 11 trees were planted on the Peck grounds.
- Engineering for Seaside Park is complete and application has been sent to FDEP for permitting.

Greenway

- Invasive control measures by FWC contractor commenced in September and will be completed in December.

Atlantic Recreation Center Activities

- 152 Atlantic Fitness Memberships. 88.27% City Residents.
- 66 Pool Memberships. 67.14 % City Residents.
- 32 Aqua Aerobic Membership. 72% City Residents.
- 388 Pool/Fitness Memberships. 97.95% City residents.
- 917 Individual uses of the Atlantic Fitness Center.
- 912 Individual uses of the Atlantic Pool.
- 970 Individual uses of Water Aerobics at Atlantic Pool.

Facility Rentals

- No indoor facilities rentals
- Pavilion - 6

Bosque Bello Cemetery

- 12 Burial Permits issued.
- 0 Monument Permits issued.
- 15 Bosque Bello Cemetery lots sold.

- 15 Deeds were processed.

Aquatics

- 83 Aquathon 2020 Participants

Atlantic Recreation Youth Program

- We are open to 60 children

Special Event Permits

- 1 film permits was issued
- Received 3 applications for future events

MLK After School Tutoring Program

- Program has 22 participants, all city residents

MLK Recreation Center

- Removed chain link fence that was around pavilions.
- Removed white posts that were by recently planted trees.
- There was one food distribution and turkey give away in the parking lot area.

Peck Gym Use

- 106 individual fitness uses, all City users.
- Youth Team VB: 47 City players, 190 Non-City
- Open Adult Volleyball: 27 City players, 47 Non-City
- Open Adult Indoor Soccer: 29 City players, 0 Non-City

Vandalism

- The Downtown Depot was vandalized with graffiti on 11/25/20.
- Baby changing station was destroyed at Central Park Bathrooms.

Adult Sports

- Co-ed Open Softball League fall season concluded on November 16th

Parks and Recreation Advisory Committee

- Working on the "Naming of City Facilities" criteria and application

Parks and Recreation Advisory Committee

By-Laws

- I. Mission
- II. Membership
- III. Responsibilities
- IV. Rules of Committee Procedure

I. Mission or Purpose:

As Set Forth by City Resolution, Resolution #2005-67, adopted April 5, 2005 created the Parks and Recreation Advisory Committee “to recommend plans and programs designed to meet and satisfy the recreational needs of the community, and to make recommendations for improvements to the park system that will attain the goals and objectives set forth in the Recreation and Open Space Element of the adopted Comprehensive Plan.”

Resolution #2009-05 amended Resolution 2005-67 by adding to the Parks and Recreation Advisory Committee's mission “to assist with the long-range Capital Improvement planning of the Parks and Recreation Department.”

Resolution #2020-153, adopted October 20, 2020, amended Resolutions 2005-67 and 2009-05 by removing “ad hoc” from Resolution 2005-67, and adjusting the Parks and Recreation Advisory Committee’s mission to add “the Parks and Recreation Advisory Committee conducts monthly Regular Meetings and Special Meetings as necessary, and make recommendations to the City Commission related to policies, programs, and park design/development to meet and satisfy the recreational needs of the community.”

Parks and Recreation Mission Statement or Purpose:

Therefore as stated by City Resolution, the Fernandina Beach Parks and Recreation Advisory Committee shall make recommendations to the City Commission related to policies, park design/development, plans and programs designed to meet and satisfy the recreational needs of the community, and to make recommendations for improvements to the park system that will attain the goals and objectives set forth in the Recreation and Open Space Element of the adopted Comprehensive Plan and assist with long-range Capital Improvement planning of the Parks and Recreation Department.

II. Membership:

- A. Members appointed to the Parks and Recreation Advisory Committee should fairly represent the demographic composition of the City (Resolution 2005-67)
- B. Terms shall be for 3 years.
- C. Members' attendance shall meet the requirements set by the City Commission for all City committees or boards.

III. Responsibilities:

- A. Ethical Responsibilities
 - 1. First priority, each member shall represent and advocate for what is best for the City of Fernandina Beach as a whole, putting aside personal or special interests.
 - 2. The Recreation Advisory Board is an appointed board subject to the State of Florida ethics laws, chapter 112, the Government in the Sunshine Laws, chapter 286, and the Public Records Laws, chapter 119.
 - 3. Florida Statutes, Section 112.311 through 112.326 sets forth a code of ethics for public officers and employees.
 - 4. Violations of ethical responsibilities may result in removal from the Advisory Committee by the City Commission.
- B. Committee Responsibilities
 - 1. Adopt bylaws and other rules of procedure to achieve its purposes and functions.

2. Advise the initiation, planning, design, and to recommend a system of parks, facilities, etc., that will accommodate the public's need for parks and recreation activities through a Parks and Recreation Master Plan.
3. Implement the goals and objectives of the most recent Fernandina Beach Comprehensive Plan, Recreation and Open Space Element of the City's Comprehensive Plan, and the Parks and Recreation Master Plan.
4. Recommend changes to the Land Development Code and Comprehensive Plan to the Planning Board to implement the goals and objectives of the Recreation and Open Space Element within the Comprehensive Plan as a whole.
5. Recommend actions which enhance the safety and security of site locations and physical facility standards.
6. Annually advise the City Commission of the Committee's Plan of Work.
7. Shall promote close cooperation between the City and all private citizens, institutions, and agencies interested in or conducting recreational activities, so that all recreational resources within the City may be coordinated to secure the greatest public welfare for the citizens of Fernandina Beach.

C. The Chairperson's Responsibilities

1. Preside at all regular and special meetings. Conduct meetings in an efficient manner, focusing on the issues relevant to the functions and mission. A short civility statement shall be read at the opening of each meeting as is necessary.
2. Regulate and facilitate discussion among board members to ensure that all viewpoints are represented. Give each member the opportunity to express ideas and/or concerns on issues that are being considered by the board or commission. The Chairperson shall give due consideration to all board members.
3. Assist in orienting new board members about the function, role and mission of the committee at noticed meetings.
4. Assist in mediating conflicts or disputes between board/commission members.
5. Represent the committee in appearing before the City Commission as designated by the Board.
6. With their consent, appoint members to serve on committees.
7. Foster compliance with the "Florida Sunshine Law."
8. Sign all appropriate documents.

IV. Rules of Committee Procedure

A. Election of Officers

1. The election of a Chairperson and Vice Chair shall be held annually at the first regular meeting in January.
2. In the absence of the Chair, the Vice-Chair shall be the presiding officer of the Advisory Committee.
3. Elections may be held at any time due to officer vacancies on the Advisory Committee.

B. General Procedural Rules

1. Parliamentary procedure in Committee meetings shall be informal. However, if required to keep order, Committee meetings shall be governed by Robert's Rules of Order.
2. Action of the Advisory Committee shall be made by motion, nominated, and seconded. Approval of the motion shall be by majority vote of those members present. Failure to receive a majority vote shall act as a denial of the proposed motion.
3. Approved actions taken by the Advisory Committee shall be recorded in the minutes of the committee meeting.
4. The Chairperson may limit the amount of time allowed for each person wishing to make public comment at an Advisory Committee meeting.
5. Special or Subcommittee meetings may be called by the Chairperson or by any three members of the Committee.
6. General procedural rules may be suspended during special meetings or subcommittee meetings.
7. Special Committees or Subcommittees are subservient to the Parks and Recreation Advisory Committee and report their recommendations to the Advisory Committee for review and action. The

Parks and Recreation Committee may overrule any recommendation of any subservient committee.

C. Agendas

1. Permanent agenda items for All Regular Meetings shall contain:
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Roll Call
 - d. Approval of the Minutes
 - e. Public Comments Not on the Agenda
 - f. Facility Update Report
 - g. Committee Items Not on the Agenda
 - h. Adjournment
2. Additional Agenda Items and Due Dates
 - a. Committee members and Department members may submit additional agenda items to a designated Parks and Recreation Department representative prior to publication deadlines which are generally 7 days before the meeting.
 - b. A Parks and Recreation Department representative shall notify all Committee members of agenda deadline dates seven (7) days in advance of agenda's deadline of publication.
 - c. Committee members may submit informational items related to published agenda items 5 days prior to a published scheduled meeting.
 - d. The Chairperson shall approve items to be placed on the agenda prior to publication.
 - e. All items on the agenda for presentations must include the topic of discussion and the speaker's name. Related presentation materials and handouts shall be placed in the agenda packet.¹

¹ Approve January 12, 2021