



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
MARCH 8, 2022
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 January 2022 Sub-Committee Minutes
 - 4.2 February 2022 Regular Meeting Minutes
- 5. PUBLIC COMMENT NOT ON THE AGENDA**
- 6. PRESENTATION**
- 7. DISCUSSION ITEMS**
 - 7.1 Upcoming Ethics Training in March
 - 7.2 Parks and Recreation Advisory Committee Procedures
 - 7.3 Commission Presentation of 2021 Accomplishments and 2022 Work
 - 7.4 Central Park Playground Equipment
 - 7.5 Commission Budget Projections
- 8. STAFF REPORT**
 - 8.1 January 2022 Report

- 9. OTHER BUSINESS**
- 10. NOTICE OF COMMUNICATION**
- 11. 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).

Parks and Recreation Advisory Committee
Sub-Committee Meeting
January 27th 2022

The Parks and Recreation Advisory Committee of the City of Fernandina Beach Florida, met on Thursday January 27, 2022 at 2pm. Present were Chair Grant, Member Chapman, Member Ross, Member Camera, Member Norris, and Vice Chair Pugh. Absent: Member Bartelt

1. Call to order
2. Roll Call
3. 2021 Park and Recreation Advisory Accomplishments
 - 3.1 Draft of Accomplishments
 - 7 sub-committee meeting and 2 special meetings
 - Invite representative from youth advisory committee to speak to the board
 - Naming ordinance with form in February 2021
 - Final approval shared point 2021
 - Recommendation about columbarium
 - Formal approval of accomplishments at February 8th 2022 meeting
4. 2022 Work Plan
 - Reviewed 2021 work plan for reference
 - Scott Mikelson recommended adding structures that need to be fixed in each park
 - Scott Mikelson suggests each member bring their vision for work plan to meeting on Feb 8th
 - 4.1 Calendar of Work plan
 - Present work plan on March 15th to Commission.
 - January 2022 completed.
 - Vice Chair Pugh requested newest 5 year plan and capital improvement at the February 8th meeting.
5. Discussion
 - Chair Grant apologizes for ending last meeting.
 - Member Chapman congratulated Parks and Recreation, Planning Department, Maintenance, and Jim Tuttle for planting 7 trees at Egans Creek Park.
 - Add Division of Labor to February 8th Meeting Agenda.
 - History of Central Park Playground was discussed further discussion on February 8th meeting.
 - Rise Against Hunger will be at Atlantic Recreation Center February 5th 8:00am-2:00pm.
 - Homeless Coalition will use Martin Luther King Jr. Auditorium 7pm-7am to protect homeless from the cold.
6. Adjournment Meeting Adjourned 3:45pm

Parks and Recreation Advisory Committee
Regular Meeting
February 8, 2022

The Parks and Recreation Advisory Committee met on Tuesday February 8, 2022 at 5:00pm for a regular meeting. Present was Member Norris, Member Bartelt, Member Ross, Chair Grant, Vice Chair Pugh, Member Chapman, and Member Camera.

1. CALL TO ORDER

Chair Grant called meeting to order at 5pm

2. ROLL CALL

All Members present

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

4.1 January Minutes Approval

Member Chapman moved to approve, Second by Member Ross, all ayes

5. PUBLIC COMMENT NOT ON THE AGENDA

6. DISCUSSION ITEMS

6.1 Central Park Playground Equipment

Scott Mikelson discussed the history of Central Park playground and how we arrived where we are today. Key points: original structure was removed because it was deemed unsafe by certified playground safety inspector (CPSI). The current equipment placed at Central Park was meant for Simmons Park. It has been sitting in storage for 2 years (purchased with impact fee money for Simmons Park, finances were adjusted to reflect the change), funds have not been approved for new playground equipment at Central Park. It may be the right time to create a plan/vision for Central Park the community will support.

Chair Grant wanted to acknowledge that PRAC is an advisory committee, they can only advise the commission.

Individuals to speak:

1. Joy Behan 1548 Persimmons Circle South, Mayor Mike Lednovich 1586 Canopy Drive, Arlene Filkoff 845 Tarpon Avenue, Besty Hughben 4615 Philips Manor Place, Lori Herbert 1534 Lisa Avenue, Luke Carter 1901 highland Drive, Rob Hicks 120 North 15th Street, Annie Barnhill 329 South 6th Street, Laura Cotton 256 Passion wood Drive, Ashley Kaiser 132 North 13th Terrace, Vanessa Stubbs 744 Kenneth Court County Resident, Callie Wilder 96005 Little Berry Lane County Resident, Trey Warren 2814 Park Square Place.

Member Chapman references new vision statement for the city. Says that mulch on the ground at Central Park does not provide barrier free access, although ADA. Scott Mikelson stated that surfacing could cost \$100,000 to install pour and play.

Chair Grant reminds residents about City tax money: more than 1/3 goes to County, less than 1/3 City (most goes to Police and Fire), 1/3 schools, County contributes nothing to City parks or buildings that are used.

Mayor Lednovich states that the City has \$100,000 in contingency fund that can be used now. He recommends that we use the money now to replace the structure, create a plan for Central Park and then move the purchased structure to fit the plan created.

Member Pugh questioned how to use impact fees. If all equipment is removed, Central Park is closed and then reopened with new equipment, can we use impact fees? Impact fees cannot be used for replacement. Mayor Lednovich confirmed impact fees can only be used for new projects.

Member Ross reminded the committee that the City was sued for misusing impact fee funds and had to return the impact fee funds.

Member Chapman wants the City to investigate purchasing the green space across from Central Park owned by the school board to build a new park.

Member Ross: motion for the commission to support the funding at a minimum of \$70,000 to buy playground equipment for Central Park, Second Vice Chair Pugh.

Motion amended by Member Camera, amend the motion to advise the City Commission to support the funding to \$100,000 to buy playground equipment for Central Park, Second Vice Chair Pugh, all Ayes.

Chair Grant announced at 7:13pm Member Bartelt excused himself from the meeting.

6.4 Commission Presentation Draft

2022 Draft Commission Presentation

Member Ross Motion to approve the draft presentation to be presented to the City Commission in March (March 15), Second Vice Chair Pugh, all ayes.

8. OTHER BUSINESS

9. NOTICE OF COMMUNICATION

Motion to table the rest of the agenda until March 8th meeting, Second Member Chapman, all Aye.

6.2, 6.3, 6.5, 7.1, 8 and 9.

10. ADJOURNMENT

Chair Grant Adjourned meeting 7:26pm



PARKS & RECREATION ADVISORY COMMITTEE PROCEDURES

1. The _____, 20__, meeting of the City of Fernandina Beach Parks & Recreation Advisory Committee is now called to order.
2. Board Secretary please call roll.
3. Seat Alternatives (if needed).
4. Pledge of Allegiance
5. If everyone has had a chance to review the minutes of the last meeting held on _____, _____.
Do I have a motion to accept the minutes as presented? Is there a second? Please call the question.
6. Are there any changes or additions to the agenda as presented? (Can ask Committee members if necessary)
7. Public Comment: Do any members of the public wish to speak on items not listed on the agenda?
Please raise your hand and come to the podium when recognized. Please state your name and address for the record.
8. Presentation: Staff, do we have any presentations to hear at this time?
9. Discussion Items: (Introduce topic as listed on agenda)
 - a. Ask staff/presenter to present topic.
 - b. Open for Board to ask questions/Board discussion (use lights)
 - c. Ask for members of public to comment on topic?
 - d. Any additional discussion?
 - e. Do I have a motion? Do I have a second? Call the question?
10. For each item repeat steps 9 a-e as necessary.
11. Staff Report: Do any Committee members have any questions on the staff report?
12. After all items are heard, the Chairman will ask if there is any other business.
13. NOTICE OF COMMUNICATION
14. Announce our next meeting will be on _____, 20__, 5:00pm
15. Chair adjourns the hearing.

Roberts Rules of Order – Simplified

Guiding Principles:

- Everyone has the right to participate in discussion if they wish, before anyone may speak a second time.
- Everyone has the right to know what is going on at all times. Only urgent matters may interrupt a speaker.
- Only one thing (motion) can be discussed at a time.

A **motion** is the topic under discussion (e.g., “I move that we add a coffee break to this meeting”). After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table. A motion requires a second to be considered. If there is no second, the matter is not considered. Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

How to do things:

You want to bring up a new idea before the group.

After recognition by the president of the board, present your motion. A second is required for the motion to go to the floor for discussion, or consideration.

You want to change some of the wording in a motion under discussion.

After recognition by the president of the board, move to amend by

- adding words,
- striking words or
- striking and inserting words.

You like the idea of a motion being discussed, but you need to reword it beyond simple word changes.

Move to substitute your motion for the original motion. If it is seconded, discussion will continue on both motions and eventually the body will vote on which motion they prefer.

You want more study and/or investigation given to the idea being discussed.

Move to refer to a committee. Try to be specific as to the charge to the committee.

You want more time personally to study the proposal being discussed.

Move to postpone to a definite time or date.

You are tired of the current discussion.

Move to limit debate to a set period of time or to a set number of speakers. Requires a 2/3rds vote.

You have heard enough discussion.

Move to close the debate. Also referred to as calling the question. This cuts off discussion and brings the assembly to a vote on the pending question only. Requires a 2/3rds vote.

You want to postpone a motion until some later time.

Move to table the motion. The motion may be taken from the table after 1 item of business has been conducted. If the motion is not taken from the table by the end of the next meeting, it is dead. To kill a motion at the time it is tabled requires a 2/3rds vote. A majority is required to table a motion without killing it.

You believe the discussion has drifted away from the agenda and want to bring it back.
"Call for orders of the day."

You want to take a short break.
Move to recess for a set period of time.

You want to end the meeting.
Move to adjourn.

You are unsure the president of the board announced the results of a vote correctly.
Without being recognized, call for a "division of the house." A roll call vote will then be taken.

You are confused about a procedure being used and want clarification.
Without recognition, call for "Point of Information" or "Point of Parliamentary Inquiry." The president of the board will ask you to state your question and will attempt to clarify the situation.

You have changed your mind about something that was voted on earlier in the meeting for which you were on the winning side.
Move to reconsider. If the majority agrees, the motion comes back on the floor as though the vote had not occurred.

You want to change an action voted on at an earlier meeting.
Move to rescind. If previous written notice is given, a simple majority is required. If no notice is given, a 2/3^{rds} vote is required.

Unanimous Consent:

If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested. If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.

- **You may INTERRUPT a speaker for these reasons only:**
 - to get information about business –point of information to get information about rules– parliamentary inquiry
 - if you can't hear, safety reasons, comfort, etc. –question of privilege
 - if you see a breach of the rules –point of order
 - if you disagree with the president of the board's ruling –appeal
 - if you disagree with a call for Unanimous Consent –object



Completed
Work



Parks and Recreation Advisory Committee



Moving
Forward



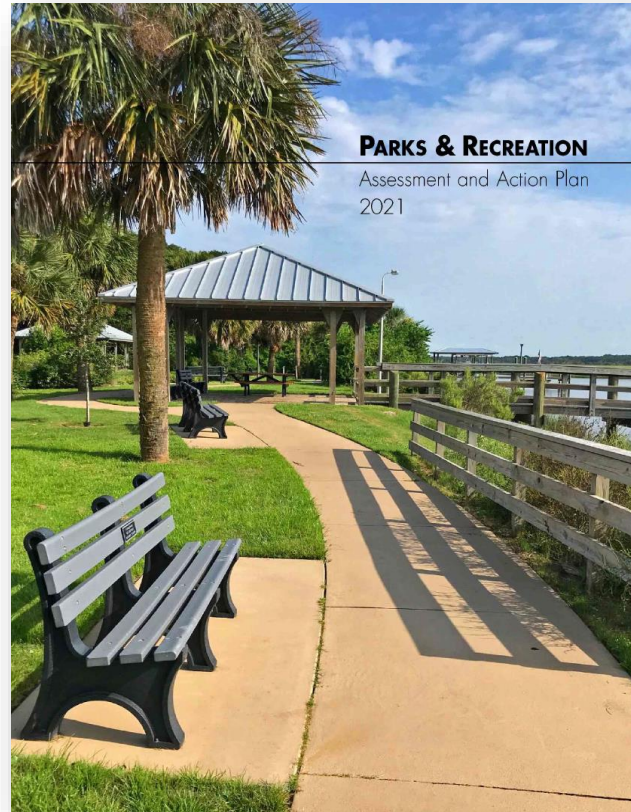
Administrative

- Approved & updated Bylaws
- Approved & implemented 'New Member Packet' link
- Commission approved Committee change from "ad hoc" to "standing" Committee
- Commission approved "Naming of Facilities" Ordinance
- Conducted a Parks & Recreation Citizen Survey garnering 935 City household responses (total 1,200 responses)
- Completed the 2021 Assessment and Action Plan

Planning

- Developed a Draft Future Annual Work Plan Calendar

Accomplished - Year 2021 -



New Services

- Approved the recommendation of future "inclusive" activities for all age levels and abilities, encouraging outdoor recreation and social cohesion



Funding

- Reviewed 2021-22 Capital Improvement Plan
- Approved a recommendation of requesting funds from other agencies with a 75% request rate for all new projects

Administrative

- Implement the approved Assessment and Action Plan
- Compile an annual park photo inventory (Comp Plan Inventory requirement)
- Annually request “Seasonal Population” needs and numbers from the TDC. (State statute requirement)
- Review photo inventories for possible maintenance concerns
- Initiate requests for funding from other agencies with a 75% request rate for all new projects to go through the City Manager’s Office

Mission - Year 2022 -



Planning

- Review recently rezoned recreation land for future recreational use.
- Review all recreation land leases for possible upcoming proposed changes
- Investigate future certification with the National Recreation and Parks Association for grant opportunities and educational assistance.



Current NRPA Grant Opportunities

Supporting Healthy Aging Through Parks and Recreation Grant

NRPA with the support of the Centers for Disease Control and Prevention (CDC) is pleased to announce the availability of the Supporting Healthy Aging Through Parks and Recreation grant. This grant supports park and recreation professionals to increase access to, availability of, participation in and sustainable support for programs that improve physical activity, engagement and the quality of life for older adults.

Mission

- Year 2022 -

Services

- Implement inexpensive, inclusive programming paired to demographics to promote social cohesion
- Recommend future services utilizing the Citizen Survey

Funding

- Provide 2022-23 budgetary input
- Implement Action strategies for requesting funding from other agencies
- Recommend recreation fee changes based on data collected.
- Annually send a letter to the City Manager recommending the lease of any underutilized facilities



Thank you for your 5 Star support!



Egan's Creek Greenway



Callie Cuff

37 reviews · 16 photos

★★★★★ a day ago

NEW

Amazing place to explore! Very beautiful and relaxing! Also highly recommend to my fellow birders!



Kathy Clarke

19 reviews

★★★★★ a week ago

NEW

It is like walking in a different world. So green and beautiful.



STEVE WILSON

Austin, TX · 174 contributions



Nice greenway walk.

Dec 2021

Plenty of wildlife and beautiful walk along Egans creek. Saw many different birds such as Pink Spoonbills, herons and egrets. Saw our first alligator.

Written December 8, 2021

Main Beach



Joan G

Novi, MI · 186 contributions



Must See

Aug 2021

This is a beautiful beach which is never crowded when we visit. Great sea shells to find and if you're lucky a sharks tooth. Close to places to eat, too. An amazing beach to walk!!

Written September 5, 2021



Raymond P

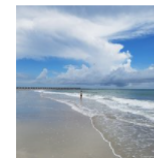
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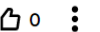
AWESOME

Aug 2021 · Family

Amelia Island is a beautiful place to spend a vacation. Lots of uncrowded beach, plenty of recreation, good restaurants, and friendly people. I see negative reviews by people who obviously like a more commercialized, crowded, and Disney World atmosphere. This island is laid back, relaxing, and family friendly. Be ready to be off the clock and on island time.



Written August 7, 2021



Legal References:



Florida Statute 263.3177 (1) The comprehensive plan shall provide the principals, guidelines, standards and strategies for the orderly and balanced future economic, social, physical, environmental, and fiscal development of the area **that reflects community commitments to implement the plan** and its elements. These principles and strategies shall guide future decisions in a consistent manner and **shall contain programs and activities to ensure comprehensive plans are implemented.**

Florida Statute 163.3177 (1) Required and optional elements of comprehensive plan; studies and surveys

(3) The comprehensive plan shall be based upon permanent and seasonal population estimates and projections, which shall either be those published by the Office of Economic and Demographic Research or generated by the local government based upon a professionally acceptable methodology . . .

Florida Statute 163.3164 (42) defines the term “seasonal population”. Seasonal population means part-time inhabitants who use, or may be expected to use, public facilities or services, but are not residents and **includes tourists, migrant farmworkers, and other short-term and long-term visitors.**

City of Fernandina Beach 2030 Comprehensive Plan, Recreation and Open Space Element, and the 2015 Parks and Recreation Master Plan

Inclusive Playgrounds: "We must respect being different"

No matter what a person looks like, what language they speak, and whether they are disabled or not – everyone can go everywhere and take part in everything. That is what inclusion is all about. But what does it mean for playground designers? And what does an inclusive playground look like? Bettina Schilling spoke to Julian Richter senior from Richter Spielgeräte about this.

Mr Richter, inclusion is a human right and should allow everyone to participate in everything. This is also becoming an increasingly important aspect in playground design. How do you approach the topic of inclusion?

Julian Richter: For me, [inclusion](#) is, in the broadest and most positive sense of the word, togetherness. We must cultivate respect for one another. We must not look at otherness in a pejorative and excluding way, but respect it – regardless of what otherness comprises, whether it's physical, mental or emotional, ethnic or age differences.

The idea of inclusion is so appealing because it is an attempt to reunite the deficiencies that are simply accepted from the effect of specialisation into a joint effort that includes everyone. The common ground takes on a different meaning if the togetherness is true interaction and not just parallel action.

What are the actual consequences of this for your work as a playground designer?

Basically, it is quite simple: we have to create an atmosphere of well-being. If we succeed in creating such a space, then (almost) everyone will feel comfortable there, whether tall, short, fat, thin, old, young, with or without a disability. Creating a playground with a good atmosphere is our highest goal during the planning process.

So a playground with a wheelchair carousel does not necessarily make an inclusive playground?

Well, some clients are already satisfied when they are offered something for wheelchair users. The playground is then barrier-free and the idea of inclusion has been dealt with. It is sad that wheelchair users are often used as an alibi. After all, the percentage of wheelchair users is small compared to people with other disabilities. Of course, wheelchair users should be able to get wherever they want to go. But it would be wrong to only focus on the wheelchair user. We should also think about other types of disabilities.

Is there the right playground equipment for every disability?

No. That's why providing special equipment, meaning barrier-free playground equipment, is rather secondary for us. We only use the individual functions of turning, rocking, sliding and climbing as small tools that contribute to a pleasant and suitable atmosphere. The aim of an inclusive playground is to offer all people with different abilities, skills and limitations a space in which they can act in a way that is self-determining in accordance with their own possibilities. In addition, people always use the same playground equipment in their own way and can thus use it to varying degrees. It would therefore be wrong to focus just on playground equipment.

Can you describe an example of this?

While one child may have plenty of fun in a wheelchair carousel, the rotation can have a very negative effect on a child with a mental disability. Or let's take the wheelchair-accessible ramp as part of a piece of playground equipment. A child in a wheelchair who is mentally and physically disabled on several levels will not be able to drive up this ramp on their own. Blind people would need additional orientation aids while children with two healthy legs might miss the challenge when walking up the ramp. As you can see, the question of inclusion cannot be determined on the basis of individual play equipment.

Would you say that there is no such thing as a perfect inclusive playground with the perfect equipment?

From my point of view the answer is: no, there isn't. I think the goal of offering everything for everyone on a playground cannot be achieved. For some people, the value of a playground can consist of passively taking part in what's going on. Namely when the disabilities are so severe that they would not be able to actively participate. In their case, it is wonderful if they can just be there and feel comfortable. Nevertheless, the approach must be: in principle, no one is excluded. We take into account the idea of inclusion in every step of our planning. If, the idea of "respecting otherness" I mentioned at the beginning is placed above all else, then bigger solutions that include more people will be realised.

What are the "bigger solutions"?

Basically, a playground should be built with as few barriers as possible to give access to as many different people as possible. If a playground is built suitable for prams, it is in principle already wheelchair accessible. But thinking further ahead, we should ask ourselves the question, what use is a swing in a public playground that is only suitable for wheelchair users? Let's make the swing seat bigger, so that adults can also fit in and more people can swing.

So when it comes to public playgrounds, the focus must always be on togetherness, and that is what we always keep in mind when planning.

Julian Richter senior was interviewed by Bettina Schilling (www.spielplatztreff.de)

Websites to be discussed (Nature Theme)

- 1) <https://rustykeeler.com>
- 2) <https://www.richter-spielgeraete.de/en/playground-equipment/products/>
- 3) <https://playgroundprofessionals.com/playground/playstructures/does-your-playground-include-7-elements-play>







February 15, 2020 City Commission Workshop

2022/2023 Budget Discussion

(Ad Valorem Tax Information Derived from the Property Appraiser's Valuation Estimates)

Ad Valorem Tax Revenues

ROLL BACK RATE REVENUE ASSUMPTIONS

\$15,360,898 [last year tax] + \$300,000 [estimated tax from new construction] =
\$15,660,898 in revenue – the “roll back rate”.

CURRENT MILLAGE RATE

If the millage rate is kept at the current rate and property assessed values increase by 7% the amount of revenue generated would be approximately **\$17.1 million dollars**.

If the current millage rate is maintained and assuming the taxable value of property rises 9.6% again this year, then the City would collect approximately **\$17.5 million** in property taxes.

Other Revenue

The City receives approximately 35% of its revenue from **non-property tax sources**. For next year's budget, it is reasonable to assume the City will receive **approximately \$8 million** – about what it received last year. The City cannot significantly influence this number.

Total Revenue Projections

Roll Back Rate:

\$8 million and \$15.66 million [roll back rate] = **\$23.66 million**

Maintain Current Millage Rate

\$8 million and \$17.5 million = **\$25.5 million**

Total Expenditure Projections

- \$18.185 million in City Commission promised salary and benefit raises to current work force
- \$6.361 million in operating expenses
- \$2.222 million in capital expenses previously approved by City Commission
- Enterprise Funds are self-sustaining and **not** supported by the General Fund

Summary of Assumptions

At the roll back millage rate, assuming revenue projections are correct:

- \$23.66 million revenue
- \$26.768 million expenses
- ***\$3.108 million short fall***

Maintain the current millage rate, assuming revenue projections are correct:

- \$25.5 million revenue
- \$26.768 million expenses
- ***\$1.268 million short fall***

PARKS & RECREATION

(January, 2022; Scott Mikelson)

Dune Walkovers

- Completed small repairs to steps, deck boards and handrails at several beach accesses.

Parks

- Completed the Pirate Playground refurbishment at the ARC.
- Removed the playground structure at Central Park and replaced it with various new playground features. Sanded and repainted the old swing set. Added new playground mulch throughout.
- Installed two new playground features at Sunrise Park. Removed the old bollards along the property line and replaced them with beveled 4x4 posts.
- Removed both downtown Christmas trees with assistance from Streets.
- Added four new black metal trash enclosures downtown to prevent trash can overflow.
- Completed monthly playground and beach access inspections.
- Commenced pressure washing downtown sidewalks; 25% complete.
- Pressure washed and repainted all downtown black metal trash cans.
- Commenced City Hall planting bed refurbishment, in progress.

Atlantic Recreation Center Activities

- 76 Atlantic fitness memberships, 81% City residents
- 38 Pool memberships, 67% City residents
- 38 Water aerobic memberships, 62% City residents
- 7 Pool/Fitness memberships, 82% City residents.
- 1,045 individual uses of the Atlantic fitness center.
- 664 individual uses of the Atlantic pool.
- 538 individual uses of water aerobics at Atlantic pool.

Number of Facility Reservations in addition to our regularly scheduled courses, sponsored events and after school programs

- 6 pavilion rentals
- 3 facility rentals

Bosque Bello Cemetery

- 4 Burial permits issued
- 8 Monument permits issued
- 6 Bosque Bello Cemetery lots sold
- 6 Deeds were processed
- 851 Full lots available for purchase
- Resetting 426 4x4 posts and painting them white in progress.

Special Event Permits

- 2 event permits were issued

Peck Gym Use

- Individual weight room uses: 163 City users, 4 Non-City
- Open adult volleyball: 13 City players, 12 Non-City
- Open adult indoor soccer: 65 City players, 1 Non-City
- Youth team volleyball – Nassau Elite Volleyball Club: 52 City players, 217 Non-City
- St. Michael Academy volleyball team: 54 players. Home matches at Peck Gym on January 4th and 28th.

MLK Recreation Center

- 80 Individual uses of water aerobics at MLK pool
- 78 individual uses of the MLK pool

Upcoming Projects

- Skate park ramp replacement at Main Beach.
- Complete plantings to finalize the ARC project.
- Reset beach volleyball poles after dredging is complete.