**AGENDA**
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD**
**REGULAR MEETING**
**DECEMBER 6, 2023**
**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 **OCTOBER 4, 2023 MEETING MINUTES**
   - 4.2 **NOVEMBER 1, 2023 MEETING MINUTES**
5. **PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
6. **OLD BUSINESS**
   - 6.1 **LOTS C & D OPENSPACE DISCUSSION**
7. **NEW BUSINESS**
   - 7.1 **LOTS C & D NAMING RECOMMENDATIONS**
8. **BOARD BUSINESS**
   - 8.1 **BOARD MEMBER OPENING**
9. **STAFF REPORT**
10. **NEXT MEETING DATE - JANUARY 3, 2024**
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). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the City Manager.

**AGENDA**
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD MEETING**
**OCTOBER 4, 2023**
**5:00 PM**
**CITY HALL COMMISSION CHAMBERS**
**204 ASH STREET**
**FERNANDINA BEACH, FL 32034**

**1. CALL TO ORDER –** The meeting was called to order at 5:00 PM.

**2. ROLL CALL**

**MEMBERS PRESENT**

*Lisa Finkelstein*
*Eric Bartelt*
*Frank Damato*
*Jenny Schaffer (Absent*
*David Cook, Jr.*
*Frank Santry (Absent)*
*Logan Eason (Absent)*

**OTHERS PRESENT:**

*Jacob Platt, City Staff*

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF MINUTES**

4.1 **SEPTEMBER 4, 2023 MEETING MINUTES**

Member Bartelt made the motion to approve, seconded by Member Damato. All moved to approve.

**5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**

No members of the public spoke.

City Attorney Tammi Bach answered Code Enforcement questions about Atlantic Seafood that were raised at the September Board meeting.

Chair Finkelstein asked City Attorney Bach if real estate appraisals expired. The Board briefly discussed the current Atlantic Seafood Lease.

**6. OLD BUSINESS**

6.1 **OBJECTIVES & STRATEGIES**

Staff's Final Draft was not completed in time for the meeting.

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6.2 **PARKING LOT C & D**

Board Members agreed that Chair Finkelstein should present the proposed Lots C & D parking plan at the CRA Executive Board on October 17th.

Member Bartelt explained the adjustments that were made following the Technical Review Committee meeting. Chair Finkelstein asked staff if the parking plan would go to the Historic District Council. Staff explained that it would first go before the CRA Executive Board to get their direction before proceeding to the HDC.

Board members briefly discussed funding for the project.

**7. NEW BUSINESS**

7.1 **ATLANTIC SEAFOOD APPRAISAL**

**8. BOARD BUISNESS**

8.1 **BOARD MEMBER TERMS**

Member Eason and Member Santry's term expires on December 31, 2023.

**9. STAFF REPORTS**

Staff provided a CRA property and project update and answered a few questions.

Member Bartelt talked about bringing a shrimp boat to the marina as an educational component. Board Members discussed the working waterfront history.

**10. NEXT MEETING DATE – December 6, 2023**

**11. ADJURNMENT – 5:50 p.m.**

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**Jacob Platt, Recording Secretary** **Lisa Finkelstein, Chair**

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**AGENDA**
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD MEETING**
**NOVEMBER 1, 2023**
**5:00 PM**
**CITY HALL COMMISSION CHAMBERS**
**204 ASH STREET**
**FERNANDINA BEACH, FL 32034**

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**1. CALL TO ORDER –** The meeting was called to order at 5:00 PM.

**2. ROLL CALL**

**MEMBERS PRESENT**

*Lisa Finkelstein*
*Eric Bartelt*
*Frank Damato (Absent)*
*Jenny Schaffer*
*David Cook, Jr.*
*Frank Santry*
*Logan Eason*

**OTHERS PRESENT:**

*Jacob Platt, City Staff*

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF MINUTES**

4.1 **OCTOBER 4, 2023 MEETING MINUTES**

Approval was differed to December. Board Members were not provided minutes prior to meeting.

Chair Finkelstein asked that City Engineer, Mr. Charlie George, to provide a project update.

Mr. George provide two updates. The contractor for the Alachua Street stormwater improvements has been canceled. The City is working with a new contractor to get the work completed. All of the materials that were purchased by the previous contractor will be delivered to the City.

Member Shaffer asked about the warranties on the stormwater pumps. Mr. George stated that the City has purchased the pumps, and the warranties are in place.

Member Santry asked about the contractor terms related to liquidated damages. Mr. George stated that the City is getting a percentage of the bond. The new contract will include similar provisions.

**5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**

No members of the public spoke.

## 6. OLD BUSINESS

### 6.1 LOT C & D PARKING PLAN

Chair Finkelstein introduced the topic and provided a recap of the CRA Executive Board meeting. She explain the decision was made to move forward with the curbing to provide additional flex spaces in the southern portion of the parking area but not the complete plan. The CRA Executive Board asked that the CRAAB look at the greenspace elements before proceeding with the entire parking plan. Chair Finkelstein asked the Board how to proceed.

Member Santry stated that based on the direction of the Executive Board, he didn't see value in pushing to have the rest of the parking improvements made at this time.

Member Shaffer expressed concerns with moving forward with the sidewalk and curbing only to have it damaged by contractors doing work at a later date.

Member Bartelt asked Public Works Operations Director, Jeremiah Glisson about the work staff is proceeding with to expand the boat trailer parking. Mr. Glisson stated that there was consensus with proceeding with the eastern elements but issues moving the existing fire hydrant. Work should proceed after the pétanque tournament.

Member Bartelt stated that the design of the parking area was done with an overlay for future temporary pétanque courts. If the hydrant isn't moved, it could affect that layout. Member Bartelt asked if the hydrant could be capped, and if a new hydrant installed in a different location. Mr. Glisson stated that he would investigate it with the Utilities Department.

Chair Finkelstein opened the floor for public comment. Member Bartelt provide a brief history for the members of the public in attendance. No members of the public spoke.

## 7. NEW BUSINESS

### 7.1 PARKING LOT C & D GREENSPACE DISCUSSION

Chair Finkelstein asked the Board if they would like to have public comment prior to the discussion, the Board agreed.

Jean Bonvouloir, 131 N. 3rd Street, asked if the greenspace plan could be displayed for the public to see. Chair Finkelstein stated that there isn't a proposed plan, the Board was discussing the elements to include in a plan.

Chip Ross, 210 N. 3rd Street, stated that he believed members of the public in attendance were concerned about the possibility of the pétanque being eliminated and asked the Board to take that into consideration.

Chair Finkelstein stated that the Board had always considered the pétanque courts in the parking lot layout plan recommendation.

Patricia Kennedy, 96376 Montego Bay, questioned whether or not the international pétanque tournament would fit into the new parking layout. Member Bartlet explained that the design would allow for 74 temporary courts.

James Weinsier, 96579 Mcarther Estates Drive, asked why the pétanque courts were considered greenspace when they are not grass? Board members clarified that they were talking about the open space/pedestrian area.

Chair Finkelstein reiterated that the Board was tasked with providing recommendations on potential elements in the open space area. She stated that she had asked staff to share the 2020 Marquis Latimer & Halback Plans. The plans were 3 years old, but the most recent plans to receive widespread public comment.

The community input provided that the community wanted the views of the river to be the main attraction, access

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to greenspace, connectivity to downtown via sidewalks, informal play and recreation areas, a small bandstand, ability to enjoy the sunset, and the resiliency wall.

Member Bartelt stated that the Marquis Latimer & Halback plan had been rejected by the City Commission and asked why the Board was reviewing it. Chair Finkelstein responded that the public comment was still relevant for the Board to consider when making recommendations.

Board Members discussed how to proceed with making recommendations.

Mr. Santry stated that he believed the Board should focus on the standards for the plan versus a detailed specific plan.

Member Shaffer commented on a bandshell component. She stated that she liked the placement of the bandshell facing the river and expressed the need for restrooms. There was discussion about the elements in the proposed 2020 plans.

Mr. Cook said keep it simple. Board Members talked through the different elements and why they were important for this area of the waterfront.

Member Bartelt's rendering was display and he presented the different elements that he included and the basis for the design. He explained the various destinations within the open space area and that it was essentially a landscaping plan.

Member Eason raised concern with the number of trees in the rendering. There was discussion on the need for shade but also the value of lawn space for events that could be held in the area instead of closing downtown streets.

Member Santry asked Commissioner Ross if he could come to the podium to ask him a question about the level of detail that the CRAAB should be recommending to the Executive Board. Commissioner Ross stated his philosophy would be to recommend a detailed plan.

Member Santry made a motion to recommend the following elements: bandshell/pavilion with considerations towards the placement, looped sidewalks for connectivity, restrooms, simple nontraditional playground area, and shade. Asked that Member Bartelt provide a revised rendering and narrative explaining the elements. Member Eason seconded the motion.

Member Bartelt asked about two waterside elements being included in the motion. Chair Finkelstein stated that the Board was tasked with the open space elements and the Board could revisit those items at a later date.

Role was called, all voting in favor except Member Cook.

Chair Finkelstein said that the next step was the Parks and Recreation Advisory Committee on November 14th.

Ty Ross, City Manager suggested the Board consider naming the park.

**8. BOARD BUISNESS**

Member Eason stated that his work schedule was changing next year, and he is working with his employer to try and stay on the Board. Member Santry informed the Board that he would not be renewing his term. Board Member thanked him for his service.

**9. STAFF REPORTS**

Staff provided a brief update on the Objectives and Strategies. Member Cook asked about the resiliency wall design. Staff stated that the concept would be presented to the City Commission at the second City Commission meeting in November of the first meeting in December.

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Commissioner Ross provided an update on the overhead to underground conversion on North Front Street.

**10. NEXT MEETING DATE – December 6, 2023**

**11. ADJURNMENT – 6:44 p.m.**

**Jacob Platt, Recording Secretary**

**Lisa Finkelstein, Chair**

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**CITY COMMISSION AGENDA ITEM**
*City of Fernandina Beach*

SUBJECT:

ITEM TYPE: Old Business

REQUESTED ACTION:

SYNOPSIS: Review openspace concepts based on the feedback provided by the Parks & Recreation Advisory Committee.

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Date: November 29, 2023

Submitted By: Jacob Platt, Assistant Project Manager

COMMISSION ACTION:

Parks & Recreation Advisory Committee – Lot C&D Open Space Recommendations

November 14, 2023

PRAC agreed with all recommendations by the CRAAB with the following considerations:

- Post area with signs indicating no overnight parking.
- Make promenades/walkways through park wider.
- Play area should be designed for all ages, including young children; place away from parking area; did not like the term “non-traditional” associated with play area.
- Noise consideration: check direction of noise from pavilion to avoid annoyance to residents across railroad tracks on S 2nd Street.
- Use native trees whenever possible; include a pollinator garden.
- Recommended a short name; suggestions included Downtown Park and Sunset Park.

Notes provided by Lisa Finkelstein

Atlantic Seafood

# **PARK Plan** - Lots C&D

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| **LANDSCAPE PLAN** | **- Priority is shade, low cost, low maintenance.**<br>- A successful park is one that is well used.<br>- Destinations within the park encourage use. |
| ① BOAT RAMP | - Will be reduced to 2 lanes |
| ② RIVERWALK | - Goal is to have the Riverwalk for the entire length of the waterfront.<br>- Currently interrupted by Atlantic Seafood building.<br>- New Atlantic Seafood location will for allow completion of the Riverwalk.<br>- Riverwalk connects everything to Centre St. |
| ③ ATLANTIC SEAFOOD | - Tentatively moves south, opening Ash St. view corridor.<br>- Design and footprint of the building to be determined. |
| ④ BOAT RAMP PLAZA | - Open space next to boat ramp for bike racks and ??? |
| ⑤ Floodwall OPENINGS | - Allows for connecting walkways between the parking lot and Riverwalk. |
| ⑥ OVERLOOK | - Overlooks the river.<br>- As a destination, it provides a reason to walk south on the Riverwalk.<br>- Provides excellent views of river, sunsets, shrimp boats. |
| ⑦ PETANQUE COURTS | - 16 courts allows for annual & other tournaments.<br>- Used daily Oct - May<br>- Partially shaded by high canopy palms.<br>- Can provide seating for larger concerts.<br>- Can be used as event space. |
| ⑧ LOOP WALKWAY | - Provides alternative to retracing steps on Riverwalk.<br>- 8’ wide coquina concrete walkway.<br>- Shade trees to be determined (possibly Phoenix Sylvestris palms). |
| ⑨ Loop Walkway DESTINATIONS | - Destinations add interest and encourage use.<br>- destination A - Temporary Public Art space.<br>- destination B - Main Entrance with iconic landscape element.<br>- destination C - to be determined. |
| ⑩ VEHICLE ENTRY | - For maintenance, event set up, Shrimpfest parking.<br>- Grass pavers at entrance double as landscape island. |
| ⑪ FENCE and HEDGE | - Controls access to the park, providing security.<br>- Fence eliminates cutting through the hedge. |

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| ⑫ Entrance PERGOLA | - Identifies and defines Main Entrance to park.<br>- Brick entry walkway with Buy-A-Brick program.<br>- Vine covered for shade.<br>- Not a vehicle entrance. |
| ⑬ Multi-Purpose PAVILION wIth STAGE | - Rentable for Concerts, Birthday Parties, Weddings, Receptions, Group Picnics, Reunions, Meetings, Yoga, Special Events.<br>- Open Air with water, electricity, roll-up blinds for weather protection.<br>- 36’ x 36’ plus surrounding deck. (Central Park pavilion is 20’ x 20’)<br>- Pavilion elevated 21”.<br>To prevent flooding.<br>To make the stage more functional.<br>- Located away from parking makes use more pleasant.<br>- Vehicle accessible.<br>- To be designed by an Architect.<br><br>- STAGE is both Open Air and Covered.<br>- Inside Seating for small concerts - seats 120 + performers<br>- Lawn Seating for larger concerts.<br>- Sound projects toward mill, not toward residences. |
| ⑭ Multi-Purpose Pavilion SEATING AREA | - Next to Multi-Purpose Pavilion - they work together.<br>- Great views of river and Marina.<br>- Overlooks lawn activities.<br>- Shaded with palms.<br>- Comfortable seating and game tables.<br>- Direct walkway to Main Entrance and parking. |
| ⑮ Marsh GAZEBO | - Small, intimate, over-marsh picnic & wedding gazebo.<br>- Wedding ceremonies with receptions at Multi-Purpose Pavilion.<br>- Views of Marina boats and river.<br>- Access walk and gazebo oriented away from mill view. |
| ⑯ LAWN | - Provides seating for larger concerts.<br>- 14,000 sq. ft. is space for 1,200 people<br>(Sounds On Centre = 10,000 sq. ft.: used by 800 people)<br>- Frisbee, dog running, pickup sports games. etc.<br>- Shrimpfest parking.<br>- Special events - vendors set up booths on lawn. |
| ⑰ Children’s PLAY AREA | - Design to be determined.<br>- Away from parking lot. |

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| ⑱ RESTROOMS | - Close to Multi-Purpose Pavilion, Play Area, Parking Lot<br>- Similar to Egan's Creek Park, Simmons Rd. Park restrooms.<br>- Includes drinking fountains. |
| ⑲ POLLINATOR GARDEN | - 3 Bs: Birds, Bees, Butterflies. |
| ⑳ TREE GROVE & GROUP PICNIC SPOT | - Bald Cypress or Slash Pine trees.<br>- Creates mini-forest for shade.<br>- Location minimally blocks view of river from street.<br>- 20 foot long Picnic Table for group picnics in wooded, shaded setting.<br>- Similar to St. Simon's popular waterfont park group picnic tables. |
| ㉑ HISTORY TIMELINE | - Information plaques provide island history milestones.<br>- Plaques mounted on top of floodwall for easy reading.<br>- CRA guidelines call for history and culture info like this. |
| BENCHES<br>TRASH CONTANERS<br>BIKE RACKS<br>STREET LIGHTS<br>WALKWAY LIGHTS<br>TREE UPLIGHTING<br>FESTOON LIGHTING<br>SIGNAGE<br>WIFI | - Locations to be determined. |

**CITY COMMISSION AGENDA ITEM**
*City of Fernandina Beach*

SUBJECT:

ITEM TYPE: New Business

REQUESTED ACTION:

SYNOPSIS: Discuss Potential Naming Recommendations for the public space.

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Date: November 29, 2023

Submitted By: Jacob Platt, Assistant Project Manager

COMMISSION ACTION:

#17

1927
After Fire

AREA for Disclaimer
North End of Docks & Railroad Trestle

AERO-GRAPHIC CORP.
LOUISVILLE, KY.

**CITY COMMISSION AGENDA ITEM**
*City of Fernandina Beach*

SUBJECT:

ITEM TYPE: Old Business

REQUESTED ACTION:

SYNOPSIS: Board Member Role: City Resident, Property or Buisness Owner

FISCAL IMPACT:

CITY ATTORNEY COMMENTS:

CITY MANAGER RECOMMENDATION(S):

Date: November 29, 2023

Submitted By: Jacob Platt, Assistant Project Manager

COMMISSION ACTION: