



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
MARCH 12, 2024
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 February 2024 Regular Meeting Minutes
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. DISCUSSION ITEMS**
 - 6.1 Sunsetting Of Arts And Culture Nassau Board (Discuss Possible Duties Added To Parks And Recreation Advisory Committee)
 - 6.2 Bosque Bello Cemetery Columbarium (Project History)
- 7. STAFF COMMENTS**
 - 7.1 Department Update
- 8. BOARD MEMBER COMMENTS**
- 9. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at 904-310-3115 or TTY/TDD 711 (for the hearing or speech impaired).

The Parks and Recreation Advisory Committee met for a regular meeting on Tuesday, February 13, 2024, at 5:00 p.m., located in Commission Chambers at City Hall 204 Ash Street. Present were Vice-Chair Cocchi, Chair Camera, Member Mountjoy, Member Borrero, Member Pearlstine, and Member Goldman.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE:

4. APPROVAL OF MINUTES

4.1 January 2024 Regular Meeting Minutes

Member Goldman made a motion to approve the January 2024 Regular Meeting Minutes. Second by Borrero; All Aye.

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

None.

6. DISCUSSION ITEM

6.1 Relocation of Beach Volleyball Courts. Scott Mikelson, Deputy Director of Parks and Recreation presents a proposal to move the volleyball courts away from the dune encroachment, possible third court addition. Possible use for tournaments and Fernandina Beach High School usage. Support is given to move forward with improvements.

6.2 Locking of Sports Fields. Mr. Mikelson updated Board on decision to secure sport fields in the evenings, and opening in the a.m., and staff provided to do this for cemetery gate, football and baseball fields at Central Park. Brought forth that this should not restrict regular public usage of the parks. Consensus is to work with Babe Ruth and Fernandina Beach Football on posted times for parks to be open and closed.

Vote on approval for locking of sports field to be taken to the City Commission: Motion Member Mountjoy, second Member Pearlstine. 5:1 the motion passed.

Dogs in Central Park baseball fields: Mr. Mikelson discussed making it a priority for No Dogs Allowed signage to be placed.

6.3 Project Updates:

- a. Mr. Mikelson gives overview of upcoming improvements to the tennis courts 1 and 2 for a complete redo.
- b. Skate park repairs, 3 quotes given for clean up and redo of metal on ramps.
- c. Score boards for Central Park, baseball fields, final one to be installed this month.
- d. Replacement of backstop Peck Field.
- e. Boardwalk completions, beach access #16, access #40, Seaside Park eastern side of boardwalk.
- f. Donation of fitness equipment for MLK Rec Center, to be installed in-house.

PRAC MINUTES

02/13/2024

- g. Ybor Alvarez Sports Complex project moving forward as well as softball fields at MLK.
- h. Moving forward with design and construction of new women's locker room at ARC pool.
- i. Commission approved landscaping contract for the cemetery.
- j. Going into contract with landscaping company for maintenance on Centre Street, Front to 8th and Ash to Alachua, March 1, 2024.
- k. Budget process commencing.
- l. Peck gym roof recoating.
- m. Babe Ruth concession stand roof recoating.
- n. Downtown Comfort Station being painted.
- o. Main Beach bathroom renovation.
- p. Job postings for new hires for vacant positions.

7. STAFF COMMENTS None at this time.

8. BOARD MEMBER COMMENT Chair Camera thanks Mr. Mikelson for his service, thanks fellow Board members. Member Borrero discussed with Kaitie Rivera, Parks and Recreation Manager on updates regarding the process of having a book for special events and the commission will review this and it will come to the Board for review.

9. ADJOURNMENT Chair Camera adjourned the meeting. Meeting adjourned at 6:07 p.m.

Approved by: _____

Chair, Thomas Camera

ARTICLE III. - ART IN PUBLIC PLACES

Sec. 70-150. - Purpose.

The City of Fernandina Beach recognizes that providing for public art and enhancing the appearance of buildings and spaces provides benefits to the community by expanding the historical, cultural, and creative knowledge of citizens. It further recognizes the diverse aesthetic character of the city's built environment is vital to the quality of the life of its citizens, the economic successes of its businesses, an attraction for visitors and a benefit to tourism; and that a public art and design program contributes to the aesthetic enhancement of the community.

(Ord. No. 2012-03, § 2, 5-1-12)

Sec. 70-151. - Definitions.

[The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:]

Aggregate job value means the total of all construction costs associated with a particular permanent art installation. Construction costs shall include all labor, structural materials, plumbing, electrical, mechanical, infrastructure, and site work.

Art, artwork, or works of art means tangible creations by an artist exhibiting the highest quality of skill and aesthetic principles and includes all forms of the visual arts conceived in any medium, material, or combination thereof, including, but not limited to, paintings, sculptures, engravings, carvings, frescos, stained glass, mosaics, mobiles, tapestries, murals, photographs, video projections, digital images, bas-relief, high relief, fountains, kinetics, collages, drawings, monuments erected to commemorate a person or an event, functional furnishings, such as artist designed seating and pavers, unique or original architectural elements and artist designed landforms or landscape elements. The following shall not be considered artwork or works of art for purpose of this article:

(1) Reproductions or unlimited copies of original artwork, (2) Art objects, which are mass-produced, or (3) Works that are decorative, ornamental, or functional elements of the architecture or landscape design, except when commissioned from an artist or designed as an integral aspect of a structure or site.

Art in Public Places Design Guidelines means a set of guidelines established by the Arts and Culture Nassau in cooperation with the city attorney and city staff to provide procedures for the review and approval of public art.

Art in Public Places Program fund means a separate, non-interest bearing account set-up by the city to receive monies for the Art in Public Places Program.

Art permit fee shall be a one-time fee to be paid by the artist or entity applying for each temporary art installation. The fee shall go into the Art in Public Places maintenance fund and be utilized for the creation of artist recognition plaques and insurance coverage.

Artist or professional artist means a practitioner in the visual arts, generally recognized by critics and peers as a professional in the field. Indications of a person's status as a professional artist include, but are not limited to, income realized through sole commission of artwork, frequent or consistent art exhibitions, placement of artwork in public institutions or museums, receipt of honors and awards, and training in the arts.

Arts and Culture Nassau is the advisory board established by the City of Fernandina Beach City Commission, pursuant to Resolution 2007-102 as amended, shall oversee and administer the Art in Public Places Guidelines.

License agreement shall be a temporary agreement between the city and an artist to place art in temporary art locations on city property.

Permanent art means artwork created either as a donation to the city or by the city and intended to be in place for a period greater than one year. Permanent art shall be installed in cooperation with the artist. The city shall be responsible for ongoing maintenance activities for the life of the artwork.

Publicly accessible means locations that are open to the general public during normal business hours and are visible by the general public at all times.

Temporary art locations means artwork intended to be temporary in nature and lasting no longer than one year. Temporary artwork must be installed, maintained, and removed in compliance with the approval received by the Arts and Culture Nassau. Any temporary artwork which becomes defaced, altered from its original approval, or destroyed is subject to immediate removal and loss of its approved status.

(Ord. No. 2012-03, § 3, 5-1-12)

Sec. 70-152. - Committee roles and responsibilities.

The Arts and Culture Nassau committee shall administer the Art in Public Places Program. Its purpose, functions, role, and responsibilities within the Art in Public Places Program shall be as follows:

(1)Develop guidelines, selection procedures, and organizational policies for both temporary and permanent artwork to facilitate the Art in Public Places Program.(2)Review and approve temporary art installations for compliance with the established Art in Public Places Guidelines with final approval granted by the Arts and Culture Nassau. Temporary art locations shall be determined by the city manager or his/her designee. Temporary art locations will be specific and are subject to change. The Arts and Culture Nassau may issue recommendations for extending or relocating temporary art to the city commission.(3)Review and issue a recommendation on all permanent art installations pending review by the historic district council, if located within a designated historic district or the Community Redevelopment Area (CRA), and provide notice to applicants that all permanent works of art are subject to final approval by the city commission. Permanent art locations shall be determined on a case by case basis.(4)Establish artist recognition procedures for the placement of plaques. This shall apply to both temporary artwork and permanent art installations. Plaques recognizing the artist shall become property of the city.(5)Prepares an annual Art in Public Places Program expenditure plan for the monies in the Art in Public Places fund for approval by the city commission during its annual budget review process.(6)Related to city construction projects, in concert with city staff, is responsible for working with appropriate department program planning; designating temporary public art locations and long-term/ permanent public art locations; provide support in determining project scope and budget; managing the artist selection process; commission artworks; approve design, execution and placement of artworks from the city's public art collection.(7)Issue recommendations to the city commission on final selection of permanent art installations for purchase. Any approvals for purchase are then guided by the city's purchasing requirements.(8)Recruit professionals in the visual arts and design fields to serve in the artist selection process in order to ensure works of highest quality.(9)Encourage public art throughout the city and shall educate and stimulate participation of all citizens in a joint public and private effort to promote art in public places.(10)Ensure appropriate community participation in this process and provides public education activities as part of public art projects.(11)Coordinate, investigate, review, and recommend to the city commission other means by which artworks may be obtained, including donations to the Art in Public Places Program, and grant applications for public art projects.(12)Administer the city's donation policy for artwork in cooperation with the city attorney's office and the city's finance department.(13)Special events as permitted by the city, in which artwork may be displayed as part of the event on city rights-of-way or within public parks, are exempt from necessary public art permitting requirements. All artwork exempt from public art permit requirements must be removed within 24 hours of the end of the permitted special event.

(Ord. No. 2012-03, § 4, 5-1-12)

Sec. 70-153. - Ownership and maintenance.

(a)The city shall retain ownership of all permanent works of art acquired and shall retain title to each work of art.(b)Artwork which has been donated to the city as a permanent art installation becomes property of the city upon formal acceptance by the city commission. The city, in cooperation with the artist shall install the artwork. All maintenance activities will be conducted by the city indefinitely or until the artwork is removed.(c)All contracts for artwork that will be acquired or accepted for ownership by the city must be reviewed and approved by the city attorney's office.(d)Ownership of all works of art incorporated into private construction projects, as may be required for development approval, shall be vested in the property owner who shall retain title to each work of art. If the property is sold, the seller may either:(1)Include restrictions in the deed that require maintenance of the artwork and prevent its removal from the property;(2)Transfer ownership of the artwork to the City of Fernandina Beach to be maintained as public artwork; or(3)Remove the artwork and make a contribution to the Art in Public Places Program fund in an amount equal to 0.75 percent of its initial aggregate job value.(e)If the title is passed to a subsequent owner and, as a result, a deed restriction exists as to the artwork, the subsequent owner shall maintain the artwork in accordance with applicable codes or other established guidelines. The artwork cannot be altered, modified, relocated, or removed other than as provided herein without prior approval of the Arts and Culture Nassau.(f)Artwork owners will be required to maintain the work of art in good condition in the approved location, as required by code or other applicable guidelines for all temporary artwork installations including, but not limited to, normal code enforcement rules, to ensure that proper maintenance is provided.(g)The artwork owner may request that artwork be removed from the site due to hardship with the approval of the Arts and Culture Nassau. In addition, in the event there is a condition that occurs outside of reasonable control of the owner, then this provision may be implemented with the approval of the Arts and Culture Nassau.

(Ord. No. 2012-03, § 5, 5-1-12)

Sec. 70-154. - Art in Public Places Program fund.

(a)The city shall maintain a separate accounting of monies received for the Art in Public Places Program which shall consist of the following:(1)All funds received as part of the art permit fee.(2)All funds donated to the city for purposes of the creation or maintenance of public art or for purposes of community outreach and education furthering the mission of the Arts and Culture Nassau; and(3)Any funds allocated by the city for the Art in Public Places Program through the budgetary process.(b)The Art in Public Places monies shall be used solely for expenses associated with the selection, commissioning, acquisition, installation, maintenance, administration, removal, and insurance of work of art or public education in relation thereto at the discretion of the city commission. Such funds shall be administered by the city in consultation with Arts and Culture Nassau. Custody of the Art in Public Places funds shall remain with the city and all city policies and procedures shall be strictly adhered to regarding the oversight of such funds. Programming of art in public places expenditures for new artwork shall be included in the annual capital improvements plan and expenditures related to ongoing maintenance of the Art in Public Places Program shall be included in the operating budget of the city.(c)A minimum of ten (10%) percent of all non-restricted Art in Public Places Program funds which are applied to city-owned public art projects shall be deposited into an Art in Public

Places "maintenance" account. The "maintenance account" shall be administered by city staff as a function of the Art in Public Places Program.

(Ord. No. 2012-03, § 6, 5-1-12)

Department Updates

- 1) Signage (No Animals Permitted) installed at Central Park.
- 2) Tennis court bid opening completed 2/28/2024 / four bids received. Going through references on lowest bidder.
- 3) Skate Park repair bid approved 3/5/2024 Commission Meeting.
- 4) Backstop installed at Peck Field. (clay and bases to be installed shortly).
- 5) Fitness equipment installed at MLK under shade structure.
- 6) Scoreboard installation at Central Park presented to Commission on 3/19/2024.
- 7) Beach accesses 40, 39, 38, 37, 36 and 35s:
 - a. Pressure washed trash cans.
 - b. Cleaned up parking lot.
 - c. New beach access signs.
 - d. Repaired broken boards and handrails.
- 8) We will be working from south to north on the accesses.
- 9) Downtown landscaping service starts March 1st. "The Greenery"
- 10) Thank you, Mr. Goldman, for keeping an eye on our doggie stations downtown ☺
- 11) Volleyball courts at Main Beach completed / High School Girls Volleyball is currently using.
- 12) Holding interviews for our Parks & Recreation Manager position Friday, 3/8/2024.
- 13) Parks & Recreation Director position closed 3/1/2024.
- 14) We are fully staffed in our Parks Division / first time in two to three years.
- 15) Chemical application for our sports fields has commenced.
- 16) Summer Camp registration opens for City-residents 3/27/2024 and Non-City-Residents 4/1/2024.
- 17) Spring break swim lessons / registration is open.
- 18) Currently hiring seasonal staff for summer programs.
- 19) Vacant seat for PRAC on 3/19/2024 Commission agenda.
- 20) Preliminary discussions of a walking track at Peck Field have begun.
 - a. Could be funded by a \$50,000.00 grant from Nassau County
- 21) Staff is working with Amelia Tree Conservancy
- 22) Opening Day for Elm Street Little League 3/9/2024: Staff is aware of some issues at the complex, mainly fencing.
- 23) Upcoming events: March (Community Easter Festival, Spring Flng Wheeled Thng, Pirates on the Run 5K) / April (Sounds on Centre, Job Fair, Earth Day Turtle Fest, Heartbeat 5K.
- 24) Re-pointing to the west side of the Atlantic Auditorium and new windows at ARC.
- 25) Thank you to all the Parks & Recreation Staff.