



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
NOVEMBER 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 September 2024 Regular Meeting Minutes (Approval Of Minutes)
 - 4.2 September 2024 Workshop Meeting Minutes (Approval Of Minutes)
 - 4.3 October 2024 Regular Meeting Minutes (Approval Of Minutes)
 - 4.4 October 2024 Workshop Meeting Minutes (Approval Of Minutes)
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. DISCUSSION ITEMS**
 - 6.1 Public Art Application (Review Application And Process)
- 7. STAFF COMMENTS**
 - 7.1 Staff 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, September 10, 2024, at 5:00 p.m., located in Commission Chambers at City Hall 204 Ash Street. Present were Chair Camera, Vice-Chair Cocchi, Member Spaulding, Member Pearlstone, Member Goldman and Member Borrero.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

- 4.1 August 2024 Regular Meeting Minutes
Vice Chair Cocchi made a motion to approve the August 2024 Regular Meeting Minutes. Second by Member Pearlstein; All Aye.

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA: None

6. DISCUSSION ITEMS

- 6.1 Art in public places: Director of Parks and Recreation Scott Mikelson proposed a workshop to review the art application and the acquisition process. Consensus approved for workshops 1 and 2.
Vice Chair Cocchi – motion to approve the skatepark mural. Member Pearlstein seconded, (5-0 / in favor with Member Borrero abstain).

7. STAFF REPORT

- 7.1 Department Updates: Scott Mikelson provided project updates

8. BOARD MEMBER COMMENTS: Comments regarding the excessive rain activity

9. ADJOURNMENT: Chair Camera adjourned the meeting. The meeting was adjourned at 6:21pm

Approved by: _____

Chair, Thomas Camera

The Parks and Recreation Advisory Committee met for a workshop on Monday, September 30, 2024, at 5:00 p.m., located at City Hall, 2nd Floor Conference Room, 204 Ash Street. Present were Chair Camera, Vice-Chair Cocchi, Member Spaulding, Member Pearlstine, and Member Mountjoy. Individuals from the public: Richard Restiano and John Abbott.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION ITEMS

- 3.1 Permanent and Temporary Public Art (Review of the Guidelines and Process)
Members reviewed the Public Art Application and Ordinance 2024-11. Staff will make adjustments and bring back to another workshop.

4. ADJOURNMENT:

Approved by: _____

Chair, Thomas Camera

CANCELED/WEATHER RELATED

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. APPROVAL OF MINUTES**
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. DISCUSSION ITEMS**
 - 6.1 Department Update:
- 7. BOARD MEMBER COMMENTS**
- 8. ADJOURNMENT:**

Approved by: _____

Chair, Thomas Camera

The Parks and Recreation Advisory Committee met for a workshop on Monday, October 22, 2024, at 5:00 p.m., located at City Hall, 2nd Floor Conference Room, 204 Ash Street. Present were Vice-Chair Cocchi, Member Spaulding, and Member Mountjoy. Individuals from the public: Richard Restiano and John Abbott.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION ITEMS

- 3.1 Permanent and Temporary Public Art (Review of the Guidelines and Process)
Members reviewed the Public Art Application and Ordinance 2024-11. Staff will make adjustments and bring them to the November Regular Meeting.

4. ADJOURNMENT:

Approved by: _____

Chair, Thomas Camera

CITY OF FERNANDINA BEACH PUBLIC ART APPLICATION

Specific criteria govern the selection of public art in the City of Fernandina Beach and will be utilized by the City, Parks and Recreation Advisory Committee (PRAC), and Historic District Council (HDC), during the process of review, selection, and approval of public art. These criteria include, but are not limited to, artistic quality and originality, diversity, feasibility, maintenance costs, and public support. More specific information regarding the selection criteria for **temporary and permanent** public art installations can be found under the **Temporary and Permanent Art Acquisition Process** section of this application.

It is understood that some criteria will have more relevance than others depending on the proposed artwork. This will be considered, and the criteria weighted accordingly. Artists are strongly encouraged to meet with City of Fernandina Beach staff or submit a preliminary concept application prior to completing this application.

Project Name:

Installation Type:

Ownership Type:

☐ Temporary Installation (up to 1 year)

☐ City Owned

☐ Murals (up to 1 year)

☐ Artist Owned

☐ Long Term Installation (up to 5 years)

☐ Organization Owned

☐ Commission/City Owned Installation

☐ Loaned to the City

Proposed Location*:

**A map of approved locations is available through the City of Fernandina Beach*

Artwork:

Type [e.g., sculpture, mural, etc.]:

Artwork Description [include title, fabrication date, current location, medium, dimensions, materials and finishes, installation method, life expectancy]

Artist/Applicant:

Name:

Address:

Phone:

Email:

I understand that approval of art by the Parks and Recreation Advisory Committee or Historic District Council does not automatically denote approval of all necessary City permits for the installation and display of artwork. Additionally, I understand if the artwork is accepted for temporary display, I am solely responsible for all costs and acquiring all necessary permits and overseeing the installation and maintenance of the art. I am responsible for the care and maintenance of the art for the duration of the permitted display period and for the removal of art following the display period. I also understand that all donations of permanent art become the sole property and responsibility of the City of Fernandina Beach.

Signature: _____ Date: _____

The following materials **MUST** be provided with the completed application form:

- Project description, including purpose, artist's rationale and/or intention for the proposed work, history and provenance of artwork, relationship of project to other community interest and activities, involved individuals and organizations if any.
- Illustrative and/or construction drawings of proposed work; scale model of proposed sculptural work strongly recommended.
- Scaled site plan and color images of proposed installation location and its context.
- Scaled illustrative drawings or model showing artwork in relation to proposed site.
- Description of short-term and long-term maintenance requirements.
- Artist resume, annotated exhibition list, and CD Rom and/or hard copy color images of other works.
- Project timeline, including (as applicable) fabrication, delivery, installation and removal.

Applications may be submitted by mail or hand-delivered to:

City of Fernandina Beach Atn: Parks and Recreation Department 204 Ash Street Fernandina Beach, FL 32034

To schedule a meeting for pre-approval prior to completing this application, please call the City of Fernandina Beach at (904) 310-3350 and request to be added to the agenda of the appropriate reviewing board. At this meeting artists may submit a brief concept proposal and discuss the project with the board.

CITY OF FERNANDINA BEACH ACQUISITION PROCESS

The Parks and Recreation Department and appropriate reviewing boards will evaluate and recommend public art for placement by following a standardized process that assures fairness and public input. ~~Temporary art will be reviewed and accepted into temporary display up to one year through the following process:~~

General Criteria:

Assuring the highest quality of aesthetic experience for the citizens of Fernandina Beach is the primary criterion for selection of public art. The objective of the selection process is to develop a worthwhile, enduring, and varied collection of artworks in public spaces.

In commissioning or accepting public art, the following general criteria apply:

- A. **Media:** All visual art forms and materials will be considered
- B. **Style:** Artwork reflecting any school, movement, or method style will be considered.
- C. **Range:** Artwork may be functional or non-functional; conceptual or tangible; portable or site-specific; including folk art, craft, or fine art.
- D. **Character:** Artworks must be appropriate in scale, media, style, and content to the project and environment to which they will relate.
- E. **Permanence:** Consideration should be given to structural and surface integrity and the use of materials appropriate to the location to minimize or eliminate maintenance and repair costs.
- F. **Public Safety/Liability:** Artworks and art places must be free of unsafe conditions or other factors bearing on public liability.
- G. **Diversity:** In selecting works, the City will strive for diversity, reflecting the social, ethnic, and cultural fabric of the community.

FOR ~~PERMANENT CITY/COMMISSION OWNED~~ PUBLIC ART INSTALLATIONS ONLY:

Funding for purchase or commission of specific works of public art may be developed through the City budget process, grant or fund-raising activities, private or corporate donations, or any other process of the City of Fernandina Beach in accordance with its rules. The Public Art Selection and Acquisition Policy does not obligate or guarantee funding for public art.

Public Art Acceptance Policies

Site Selection:

The City of Fernandina Beach, along with ~~Arts and Culture Nassau Parks and Recreation Advisory Committee~~ and the Fernandina Beach Historic District Council, has developed a map of recommended locations for ~~both temporary and permanent~~ public art displays. This resource will continue to be used by the PRAC and HDC to determine locations of public art displays.

In the selection of locations for the installation of proposed public art, the City strives to place public art in appropriate sites throughout the community with the objective of providing quality art to the greatest number of citizens. The intent is to develop a worthwhile, enduring, and varied collection of artworks in city public spaces that enhances, enlivens, and enriches the City while reflecting the values of the community.

Selection Process:

All public art in Fernandina Beach will be determined through a process overseen by the Parks and Recreation Department in cooperation with the Parks and Recreation Advisory Committee and the Historic

District Council. The objective of the selection process is to allow for broad representation of community interests in the selection of public art.

Selected artwork will be original work completed by the submitting artist.

FOR ~~PERMANENT~~ CITY/COMMISSION OWNED PUBLIC ART

INSTALLATIONS ONLY:

For each approved site for public art, the Parks and Recreation Advisory Committee or Historic District Council will oversee the art selection process based on location. For ~~permanent~~ City/Commission Owned artwork, recommendations will be forwarded to the City Commission for approval. Artwork may be selected by purchase, commission, donation, or by contract with the artist as part of a design team.

The following criteria govern the selection of public art in the City of Fernandina Beach and will be utilized during the process of review, selection and approval of public art:

- A. **Artistic Quality and Originality:** The strength and originality and creativity of the artist's concept and demonstrated skill or craftsmanship.
- B. **Context:** The appropriateness of the concept within the proposed architectural, geographical, socio-cultural, and historical context, including use of appropriate scale and materials for the site.
- C. **Diversity:** Style, media, and creativity of the art within the context will be considered.
- D. **Feasibility:** Budget, timeline, and probability of success
- E. **Design and Construction:** Issues related to fabrication of the installation, its durability, resistance to vandalism, long-term maintenance issues, and weather permanence.
- F. **Support:** Demonstrated community agreement/support for the project. The City may choose to create an advisory group to represent the community in the selection process.
- G. **Public Safety:** Meets all applicable building codes for public projects. The artist has shown due diligence in developing appropriate installation plans.
- H. **Other:** The City may adopt other project specific criteria pertinent to special considerations of the site, the project, or the Commission's specific intent, provided such criteria are clearly and completely stated.

Administration of Program

The City will manage the implementation of public arts programming as follows, coordinating with other staff and review boards as appropriate.

- A. Encourage, identify, and accept public art sites, locations, and projects.
- B. Approve or reject artwork using outlined criteria.
- C. Work with staff to determine physical and logistical components of public art displays.
- D. Approve necessary signage, including identification labels and/or plaques, as appropriate.
- E. Create community panels to advise in the art selection process, as appropriate.
- F. Serve as a resource, guide, and counsel to the City Council and the City Manager regarding public art related issues.

Ownership/Copyright/Reproduction/Re-siting

- A. Temporary/~~Long Term~~ art works remain the property and responsibility of the artist while on display.
- B. ~~Commission/City Owned~~ works of art will remain the property and responsibility of the City of Fernandina Beach until such time as ownership is transferred to another party.
- C. The City intends that the work shall remain accessible to public viewing for the entirety of the permitted display period or as long as the City owns the work. However, in some cases permanent artwork may need to be removed from the display.

- D. The city retains the right to transfer work from one City-owned site to another, as it deems necessary, in consultation with the artist for all temporary art.
- E. The City retains the right to transfer work from one City-owned site to another, as it deems necessary, to place the work in storage, in another facility, to make a temporary loan to another agency or organization, or to resell.
- F. The City retains the right to deaccession works of arts it no longer desires to retain as a component of the public art program prior to the end of the temporary display period as necessary. In cases of temporary art, the work will be returned to the artist.

Artists' Responsibilities for Temporary/Murals/Long Term Art

- A. Overseeing and completing installation of artwork.
- B. Working with the city to obtain appropriate signage for public art displays.
- C. Acquiring all appropriate permits as required through city policy.
- D. Maintenance and upkeep of art.
- E. Removal of art at the end of the permitted display period or deaccession. Artists may apply for extension of display period utilizing the standard public art permitting process.

Accepting Donations or Acquisitions of Artwork (Permanent Installations Only)

In addition to supporting the Public Art Program via financial assistance or the grant of land or long-term easements for public art, private parties and other entities may offer to donate completed or proposed works of art to the City of Fernandina Beach under the Public Art Program.

It is the responsibility of the City to review such proposals for consistency with the Public Art Program goals and, where appropriate, either accept or reject such gifts.

All such determinations reside with the City and any committee appointed thereby, as the designee of the Fernandina Beach City Commission. In evaluating offers of donated artwork, the City will use the procedures and criteria established to determine the appropriateness of both the proposed site and the extant or proposed work of art.

The Parks and Recreation Advisory Committee or Historic District Council will make a recommendation to the City Commission based on the acceptance of the proposed artwork. If the Commission approves the work of art, installation and maintenance of the work will be the responsibility of the City of Fernandina Beach. In most cases, installation will be performed with the artist's input.

Project Updates: 11/01/2024

(Happy New Year FY25)

- 1) Central Park Gazebo: Wood repair and painting: **Completed**

Notes:

- 2) Installation of walking track at Peck Field: **Completed / Thank you Streets Department and Nassau County for \$50,000.00 grant.**

- 3) Atlantic Recreation Center, women's locker room renovation: **Completed**

Notes:

- 4) Egans Creek Fitness Equipment: Installed before the end of calendar year.

Notes:

- 5) Re-surface of MLK Pool: Project is scheduled to start November 11th. Expectation of four-week project. Will also repair western fence during this time.

Notes:

- 6) Pétanque courts / Central Park: Material has been purchased / Parks and Streets Divisions will work together to refurbish this area. Completed before the end of this calendar year.

Notes:

- 7) Second Phase of Skatepark Rehabilitation: Two more ramps picked up November 4th.

Notes:

- 8) Right Whale mural: Painted on Skate Shak.

FY25 Projects:

- Hickory Street Park Bathrooms
- Skatepark: Design for expansion
- Boardwalk Repairs: Accesses 28 and 30: MTSU Grant
 - Additionally, \$95,000.00 for redecking: Boardwalks TBD
- Atlantic Recreation Center
 - Second Phase: Window replacement
 - Second Phase: Façade repointing
 - Men's locker room
- Batting Cage at Central Park: Grant money from County and Babe Ruth Baseball
- LED Lights at the Tennis Courts: Courts 1-4
- Softball Fields at MLK
- Ybor Alvarez Sports Complex
- MLK Interior Improvements

- 9) Programs

- a. Welcome New Coordinators
 - i. Samantha Golden (Youth Programming)
 - ii. Cassady Smith (Adult Programming)
- b. After School Program
- c. Working on becoming DCF certified for MLK Center
- d. After School STEM Camp
- e. Art in the Park
- f. Hip Hop Abs
- g. Ping Pong
- h. Game Days
- i. Sports
- j. Sr. Meet and Greet and Trips

Notes:

10) Upcoming items for City Commission approval:

- a. Hickory Street Park Bathrooms: **Commission on 11/19/2024**
- b. Skatepark: Design for expansion / **Commission 11/19/2024**

Notes:

11) Positions:

- a. Maintenance Technician (1): Available Position.

Notes:

12) Upcoming Special Events:

- a. Run the Runway 5K / November 16th / Fernandina Beach Municipal Airport
- b. Amelia Island Pétanque / Nov 15th-17th / Lots C & D
- c. Dollars for Scholars 5K / 6-hour race / Nov 23rd / Begins at FBHS
- d. Black Friday PJ Party and Tree Lighting / Nov 29th / Downtown
- e. Lighted Christmas Parade / Dec 7th / Traditional Parade Route
- f. Lighted Christmas Parade After Party / Dec 7th / Central Park Greenspace
- g. Juvenile Diabetes Ride for The Cure / Dec 7th / Omni and Various Roads
- h. Dickens on Centre / Dec 12th – 15th / Downtown

Notes:

13) Next PRAC meeting is December 10th.