



**AGENDA
PARKS AND RECREATION ADVISORY COMMITTEE
REGULAR MEETING
MARCH 11, 2025
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 2025 Regular Meeting Minutes (Approve Meeting Minutes)
 - 4.2 March 2025 Workshop Minutes (Approve Meeting Minutes)
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. DISCUSSION ITEMS**
 - 6.1 Skate Park Expansion (Discussion Of Conceptual Design And Next Steps For Skate Park Expansion)
- 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, February 11, 2025, at 5:00 p.m., located in Commission Chambers at City Hall 204 Ash Street. Present were Chair Camera, Vice-Chair Mountjoy, Member Spaulding, Member Cocchi, Member Curry, Member Gunn.

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF MINUTES

- 4.1 January 2025 Regular Meeting Minutes (Approval of Minutes)
Vice Chair Cocchi – motion to approve. Second by Member Mountjoy; All Aye.

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

6. STAFF COMMENTS

- 6.1 Staff Update (Review Projects and Programs)

Director Scott Mikelson provided Parks and Recreation project updates and program offerings.

Downtown Manager Lisa Finklestein spoke on her role and involvement in downtown projects.

Deputy City Manager Jeremiah Glisson spoke on the status of the waterfront project

7. BOARD MEMBER COMMENTS

- 7.1 Vice Chair Mountjoy requested a workshop to review the art installations, playground equipment and placement of other installations at the waterfront park.

8. ADJOURNMENT: Chair Camera adjourned the meeting. The meeting was adjourned at 6:25pm

Approved by: _____

Chair, Thomas Camera

The Parks and Recreation Advisory Committee met for a workshop meeting on Monday, March 3, 2025, at 9:00 a.m., located at 123 South Front Street. Present were Vice-Chair Mountjoy, Member Cocchi, Member Curry, Member Gunn, Scott Mikelson, Kaitie Rivera, Leland Honaker, Dionna Sowers, Jacob Platt, Lisa Finklestein, Eric Bartelt and Peggy Roselle. Not Present were Member Spaulding and Chair Camera.

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSSION

3.1 Waterfront Play Structure Review

Director Scott Mikelson presented the designated area for the play area at Waterfront Park. He distributed the approved map of the park, a photo of the recommended play structure, and two additional play structure options for consideration. The Committee discussed four potential options for the play area:

Option 1

No play structures would be installed, leaving the area open. The funds currently budgeted for the play area would be returned to the overall Waterfront Park budget for staff to use on other features.

Option 2

Install the recommended spinning globe play structure. The estimated cost, including installation and pour-and-play surfacing, is approximately \$115,000 — the currently budgeted amount.

Option 3

Create an à la carte selection of individual play features that would appropriately fit within the designated play area. Pricing for this option is still to be determined.

Option 4

Expand the play area to the north to accommodate a larger play structure that would serve a wider age range and more children. This option would require a custom design and would likely exceed the current budget. A change order, approved by the City Commission, would also be necessary to modify the currently approved plans.

Committee Member Comments

Member Cocchi recommended installing a fence around the play area due to its proximity to the water. She suggested a low-profile fence to avoid obstructing views of the waterfront.

Vice Chair Mountjoy expressed support for expanding the play area and adjusting the shape of the footprint to allow for a larger, traditional play structure. She referenced the official recommendation made by PRAC in November 2023, when the Waterfront Park concept was first presented and approved. At that time, the board recommended including a traditional play structure, and Vice Chair Mountjoy emphasized the importance of maintaining that recommendation.

Mr. Mikelson announced that he will present the options in greater detail at the April 2025 PRAC meeting, where the Committee will vote on an official recommendation to the City Commission.

PRAC MINUTES

3/3/2025

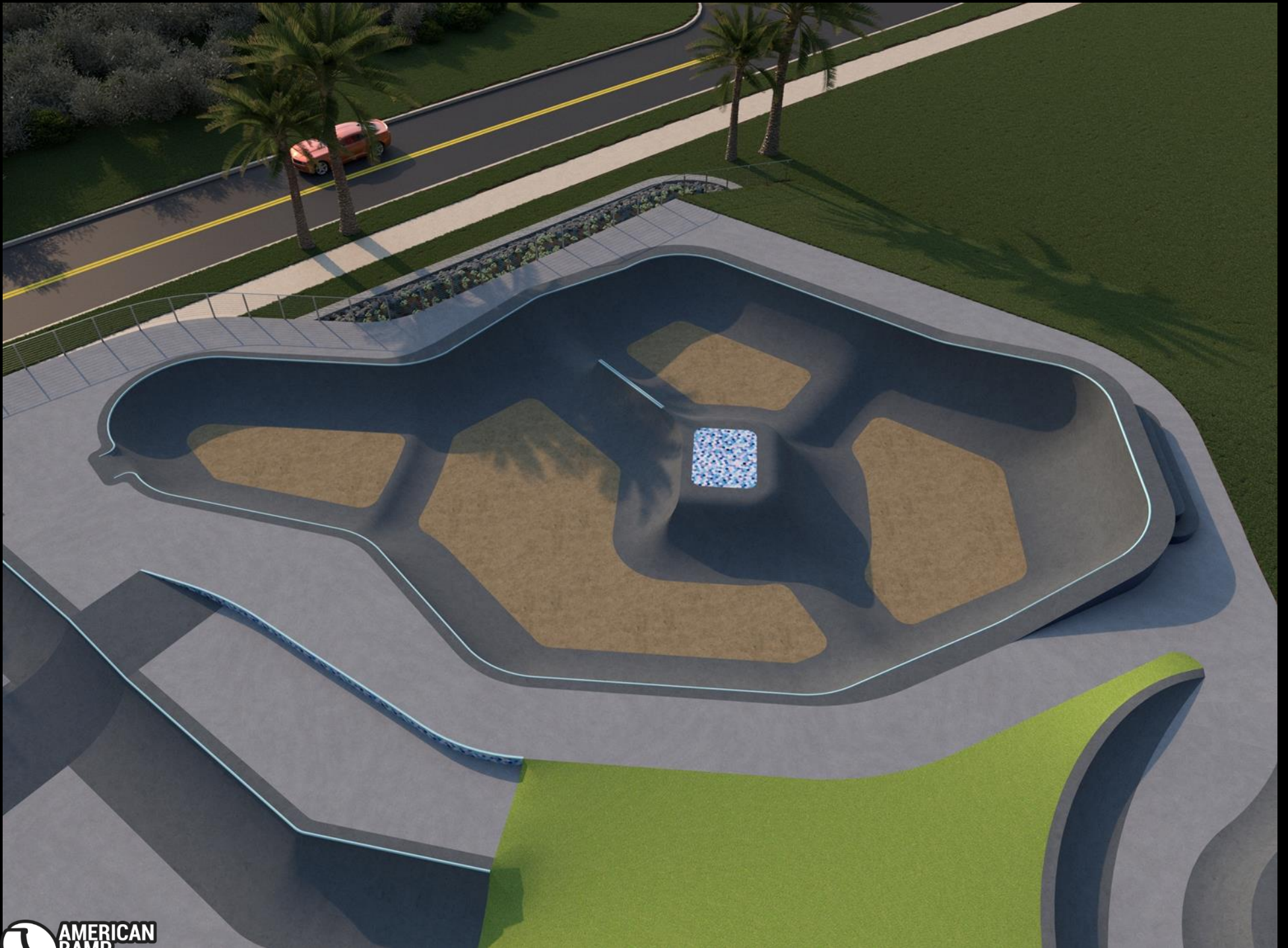
4. ADJOURNMENT: The meeting was adjourned at 10:00am.

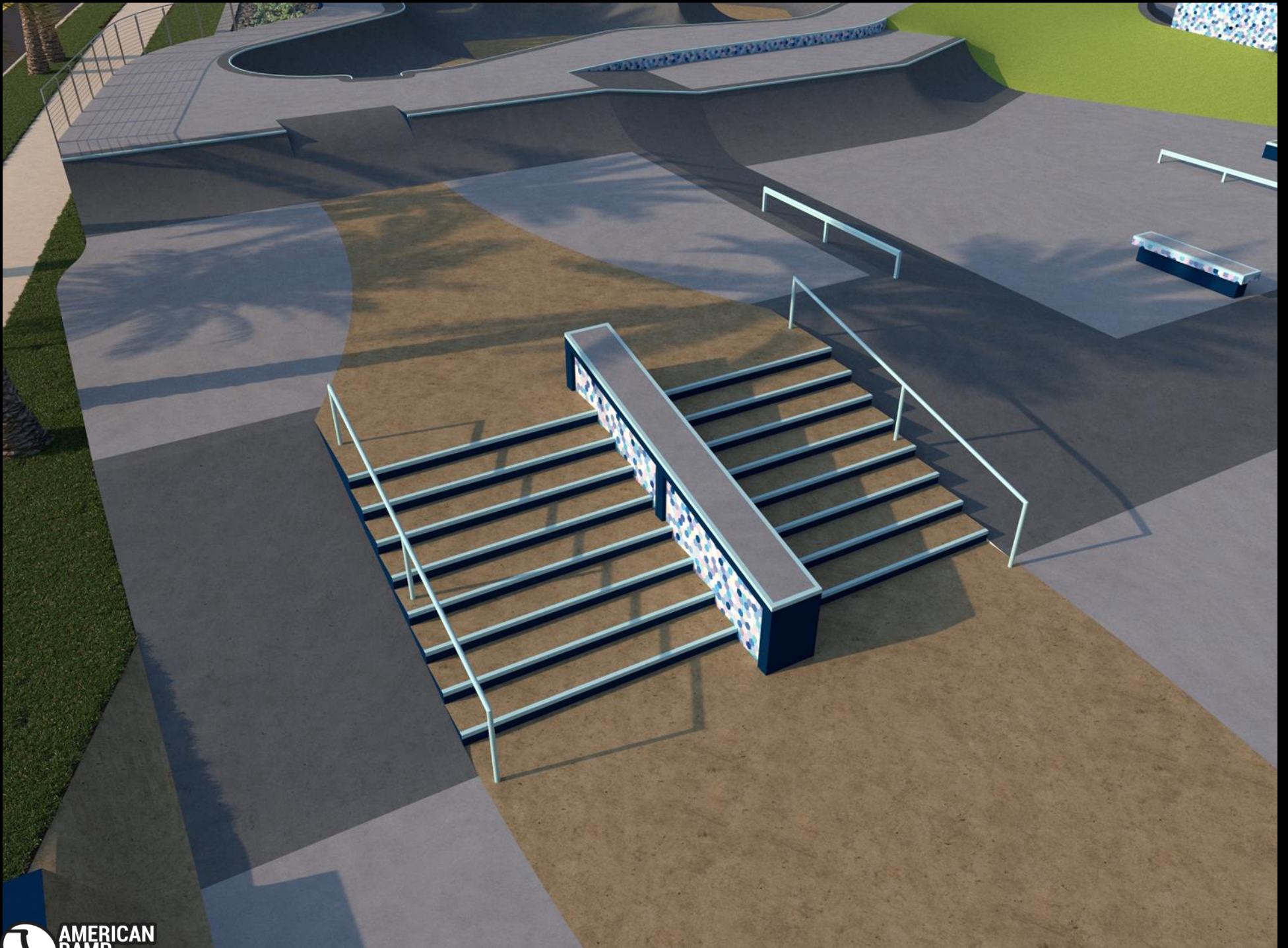
Approved by: _____

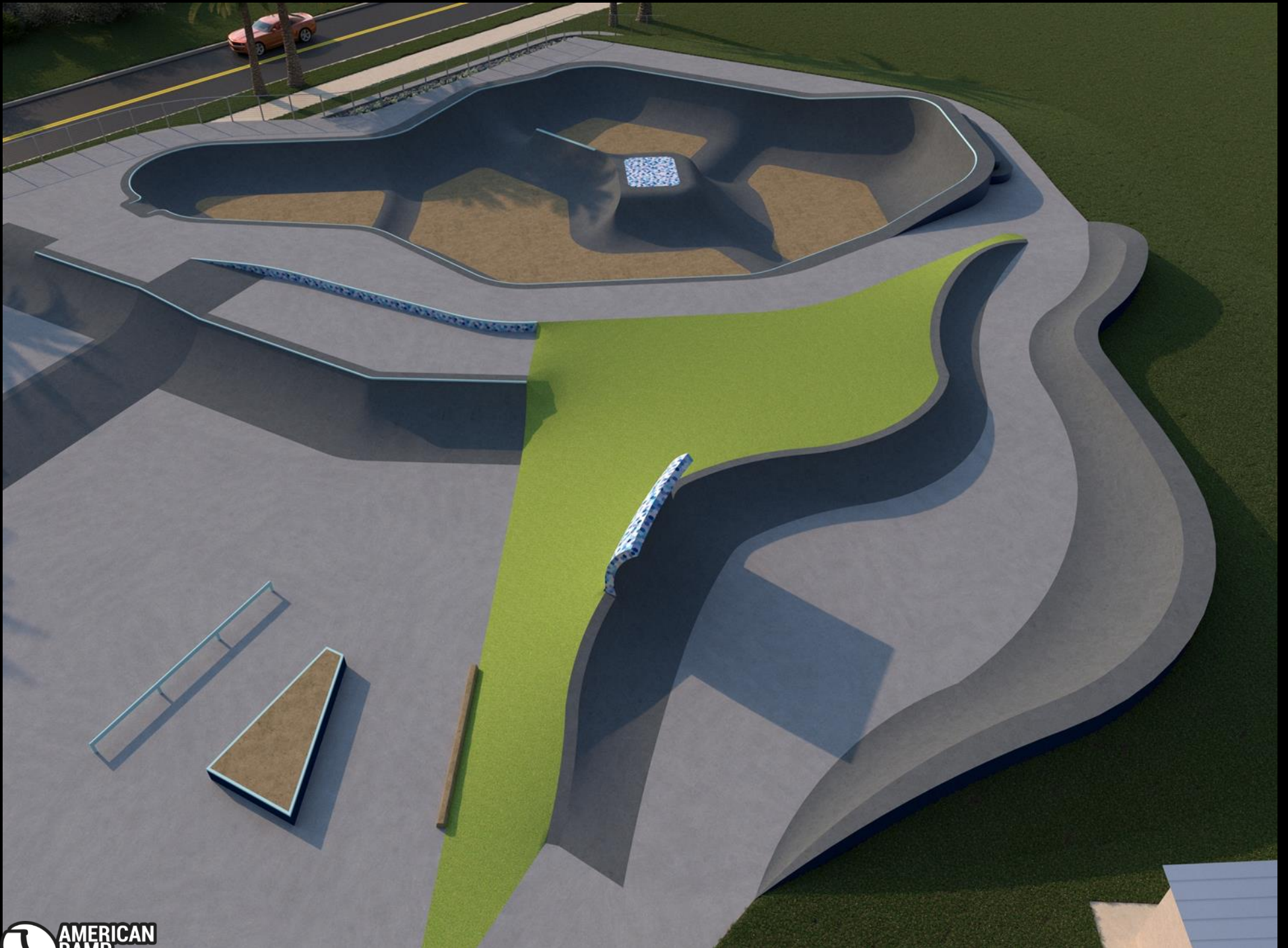
Chair, Thomas Camera

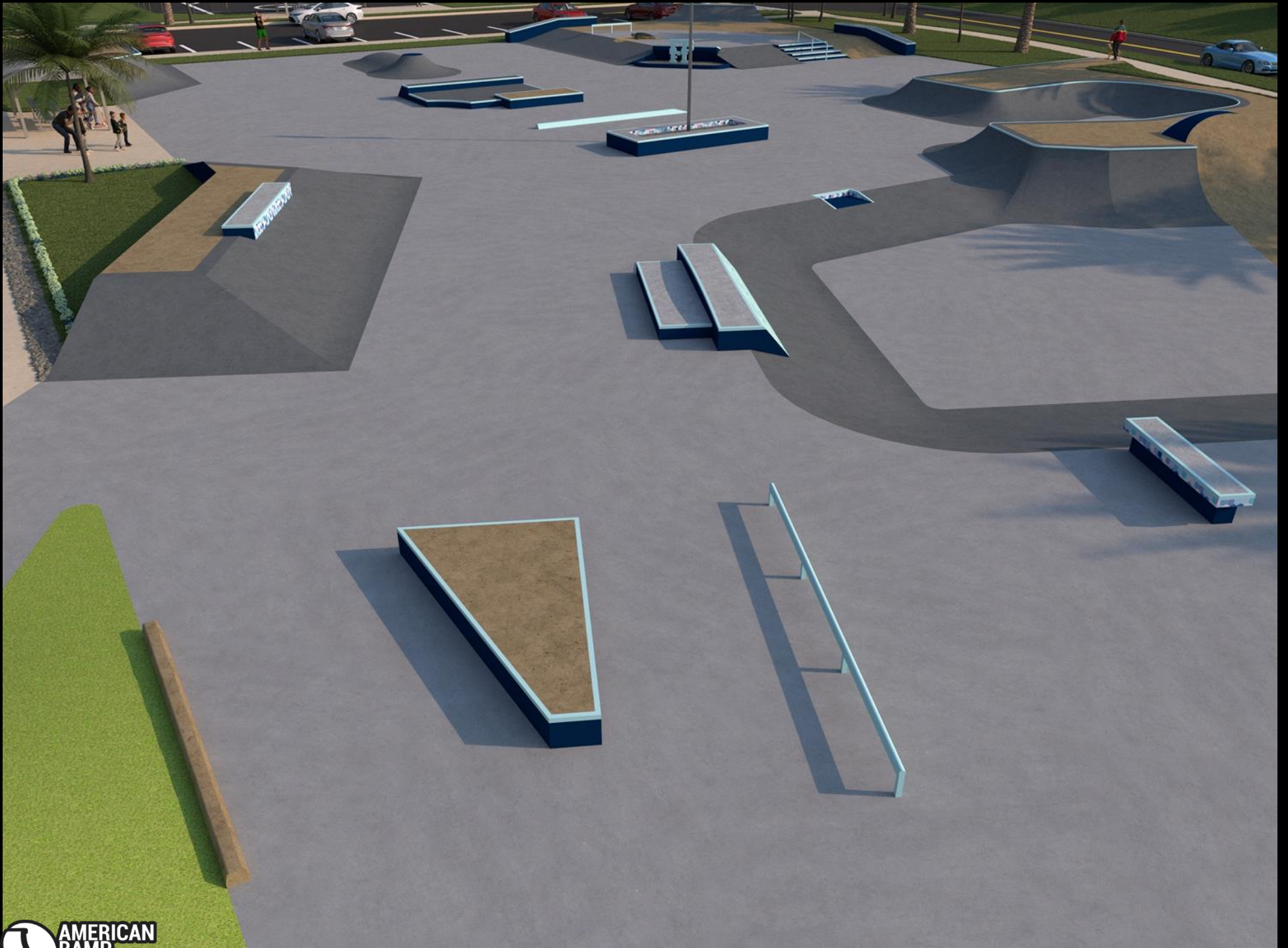


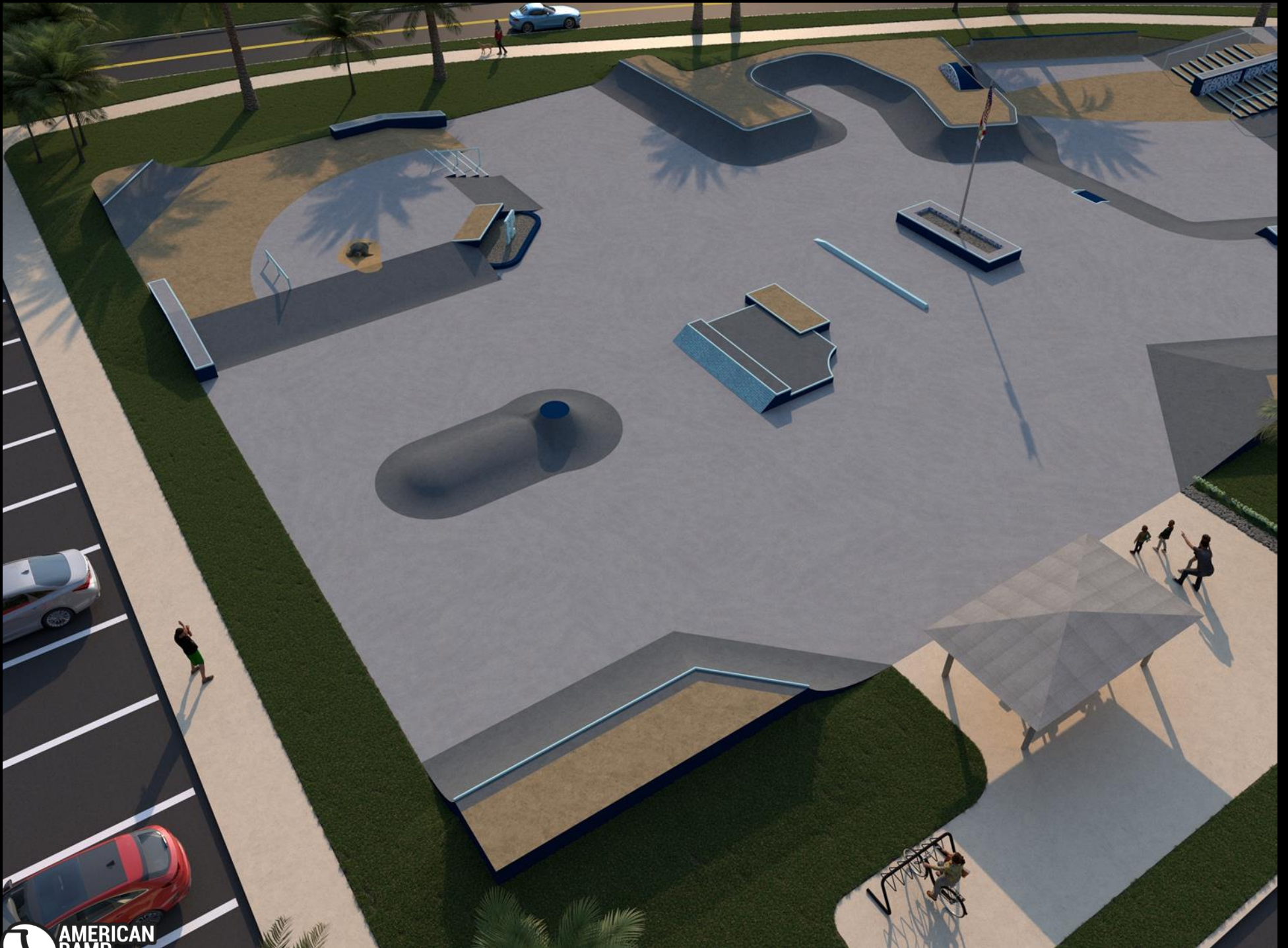


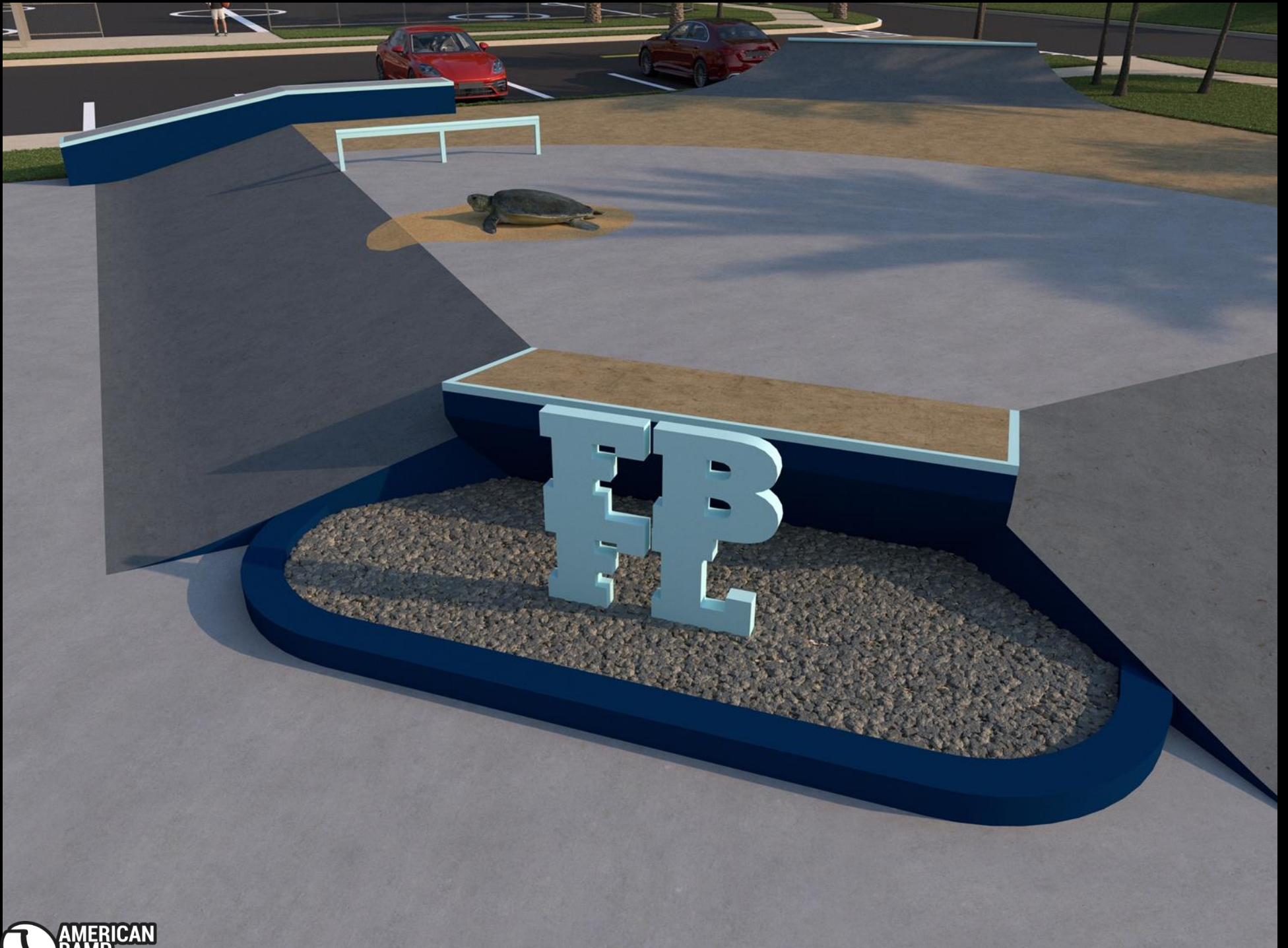




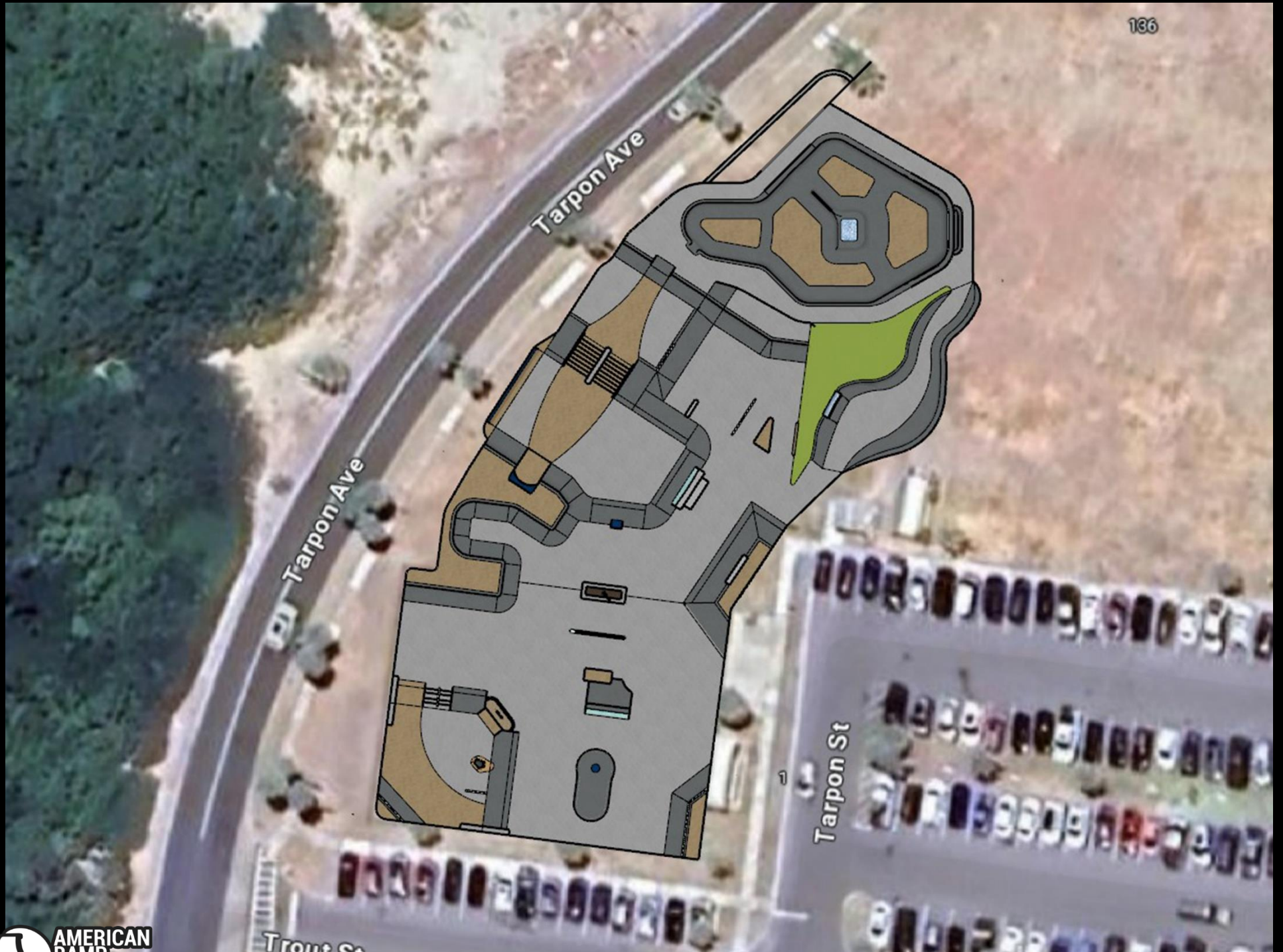














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Quote #	Design #	Customer	Date	Designer
Q28874.1	9086	City of Fernandina Beach FL	02-03-25	Julia Brueckler

Engineer's Estimate: \$1,986,000

- Phase 1: \$1,634,500
- Phase 2: \$351,500 (Build on Existing Pad)

Notes:

- Please assume a 10% escalation of the Engineer's Cost Estimate per calendar year.
- Add \$25,000 to total if Phase 1 and 2 are not built together.

SCOPE OF WORK

1.1 INCLUDES:

- All labor, construction project management, supplies, tools, materials, and equipment required per scope of work
- Site staking and layout
- Cutting and shaping grades within skatepark footprint
- Installation of rebar
- Install and finish shotcrete
- Concrete flatwork
- Concrete ledges, steps, and turndown walls
- Expansion joints, saw cuts and cold joints
- Coping, edgings, rails
- Park sealing
- Fine grading
- Placeholder estimate for turtle and sign
- Turf
- Sidewalk access

1.2 EXCLUDES*:

- Prevailing wage
- Sales tax
- Erosion and sediment control
- Stabilized construction entrance
- Landscaping, site and turf restoration post skatepark construction
- Site amenities of any kind including flagpole and flags
- Planter box and landscaping on north side of park
- Mass excavation or import
- Construction drawings
- Permits, fees and/or engineering and stamping.
- Utility, mechanical, electrical, plumbing work, relocation, or repairs of any kind.
- Toxic or hazardous material handling or removal.
- Removal and/or replanting of any trees or shrubs or protection of trees and shrubs.

1.3 CUSTOMER PROVIDES*:

- Geotechnical Report –If this requirement is waived, assumption is that the site is suitable to build as-is. A change order will be issues for any unforeseen costs that may occur if this is not the case at a cost plus 25%
- Survey and Mapping – The Client shall provide ARC with a current survey locating all above and belowground utilities, appurtenances, structures, and easements. The survey shall be in digital format that can easily be used with AutoCAD software.
- Sufficient water and electrical power within 100 feet of work areas.
- Unobstructed, safe, and continuous access to work area with heavy equipment. All weather roads for heavy equipment.
- All necessary site information including topography, site surveying, and elevations.

***All items above can be provided for an additional fee.**

Projects:

- 1) Beach Access 28: **Complete**

Notes:

- 2) All new AEDs installed: **Complete**

Notes:

- 3) Beach Access: North Beach Park, Commencing March 3rd.

Following North Beach Park: Jean Lafitte Boardwalk

Notes:

- 4) Atlantic Recreation Center Façade Repairs: Commenced, Monday February 10th. North side of Auditorium is complete. Currently working on the east side of the Auditorium.

Notes:

- 5) Third and final phase of Skatepark Rehabilitation: Expected repairs April 7th through the 18th.

Notes:

- 6) Atlantic Recreation Center Window Replacement: Commencing in April.

Notes:

- 7) Hickory Street Park Bathrooms: Goal date of mid-May. Water and power have been brought to site.

Notes:

- 8) Batting Cage at Central Park: PO complete, working with Babe Ruth and Contractor on start date. Will be commencing shortly.

Notes:

- 9) Men's locker room at Atlantic Recreation Center: Mandatory pre-bid March 11th, Closing date March 27th.

Programs

- 1) Please view Community Connection

Notes:

Upcoming Special Events:

- 1) Markets By Mariah: Pet adoption and vendor event, March 22nd, Central Park
- 2) Spring Fling Wheeled Thing: March 29th, Skatepark
- 3) Sounds on Centre: April 4th, Centre Street

Notes:

On The Horizon:

Discussions:

- 1) Waterfront Park: Play Structure and Artwork
- 2) Columbarium

Next Meeting:

- 1) April 8, 2025