



City of Atlantic Beach
Amended Agenda
Arts, Recreation, and Culture Committee (ARCC)
Meeting

Tuesday, April 11, 2023 - 6:00 p.m.
Commission Chamber
City Hall, 800 Seminole Road

Page(s)

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

- 2.A. Approve minutes of the February 14, 2023 March 14, 2023 Arts, Recreation, and Culture Committee meeting and March 28, 2023, workshop. 3 - 11
- [Arts, Recreation, and Culture Committee - 14 Feb 2023 - Minutes](#)
[Arts, Recreation, and Culture Committee \(ARCC\) Workshop - 28 Mar 2023 - Minutes \(1\)](#)
[Arts, Recreation, and Culture Committee - 14 Mar 2023 - Minutes](#)

3. RECOGNITION OF VISITORS/PUBLIC COMMENTS

4. ONGOING BUSINESS

- 4.A. Wild Wonders Additional Dates - May 20, 2023 for Kids to Park Day
- 4.B. Update on the Grant Recipients - Liaisons

5. NEW BUSINESS

- 5.A. Commission Meeting Report - Jane Stevens
- 5.B. Kids Hope Alliance RFP - Latrenia
- 5.C. Community Center's Summer Camp Plans - Latrenia 13 - 17
[2023 Special Activities for Summer Camp example](#)

6. OPEN ITEMS / FOLLOW UP

- 6.A. I-9 Sports Proposal
- 6.B. ARCC Priorities Setting Meeting
- 6.C. Recommendation to move A.B.E. Cultural Day and ASE program to the City's Budget
- 6.D. Volunteer Program
- 6.E. Database of Programs

- * 6.F. IMEP Program

7. OTHER AGENDA ITEMS/ANNOUNCEMENTS

Next ARCC meeting scheduled for Tuesday, May 9, 2023

8. ADJOURNMENT

Any person wishing to speak to the Arts, Recreation, and Culture Committee on any matter at this meeting should submit a Comment Card located at the entrance to Commission Chamber prior to the start of the meeting.

This meeting will be live-streamed and videotaped. To access live or recorded videos, click on the [Meeting Videos tab](#) on the city's home page at www.coab.us.

In accordance with the American with Disabilities Act and Section 286.26 of the Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact City Clerk Donna Bartle at (904) 247-5809 or Deputy City Clerk Ladayija Nichols at (904) 247-5821 or at City Hall, 800 Seminole Road, Atlantic Beach, Florida not less than three (3) business days prior to the date of this meeting.



MINUTES
Arts, Recreation, and Culture Committee (ARCC)
Meeting
Tuesday, February 14, 2023 - 6:00 PM
Commission Chamber

Present: An Oskarsson, CARAC Chair
Jane Stevens, Member
Lisa Goodrich, Member
Mateo Jurasic, Member
Mary Mullahey, Member
Joseph Schwarz, Member

Absent: Carol Silcox, Member
Wally Sears, Alternate Member

Also Present: Latrenia Thomas, Director of Cultural Arts and Recreation (DCAR)

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

A. Approve minutes of the January 10, 2023 Arts, Recreation, and Culture Committee meeting and January 24, 2023, Workshop.

B. OPEN ITEMS / FOLLOW UP

Latrenia announced the typo on the agenda and explained the correct order of the agenda items.

3. RECOGNITION OF VISITORS/PUBLIC COMMENTS

A. Mayport Middle Presentation

Students from Mayport Coastal Science Middle School gave a presentation to request funding to improve the school's outdoor classroom / garden area. The student's request is for \$9,400.00 for materials and capital equipment. A handout was disbursed to each committee with the breakdown of the budget and supplies. The Committee members asked the Assistant Principal Jill Jenkins several questions in reference to the request. A motion was made to approve the request to go before the Commission if grant funding could be utilized to purchase capital equipment.

B. Sheri Nicholson (New Age Hippy Grant Recipient)

Sheri Nicholson gave a presentation on how well the program is going. She announced that she would like to request more funding to provide more workshops for the remainder of the year. A motion was made to New Age Hippy in the request of \$3,750.00 to add six additional classes for the remaining Fiscal Year.

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C. I9 Sports Presentation (Doug Ramsey)

Latrenia shared with the Committee that with the separation of Dee Davis, who ran the Flag Football programs, the City Staff are looking for a way to continue youth sports in the community. She met with Doug Ramsey, the area developer for I-9 Sports, to discuss if I-9 Sports would be a great fit for the community. Doug shared the logistics of what the program offers and how, if the City partners with the organization, it will help develop more sports for youth in the area. Committee members asked questions in regard to the cost, discounts and coupons, due to the lower cost for youth sports in the previous years. It was recommended that the next action item would be for Latrenia to propose a fee structure. The Committee supports the partnership. The agenda item is set to be included at the next committee's meeting.

D. Joy Carson and Jennifer Murray (ABE Grant Recipient)

Latrenia shared that she met with Joy Carson to discuss asking for the full amount from the Grant Funds. Latrenia also shared that she would put in a request to ask the City to adopt ABE's After-school Enrichment Program and the Cultural Day under the Recreation Departments budget.

She shared that her proposal is to give the committee a more accurate budget moving forward. Joy's request was to ask for \$1,750 from the Grant Funds to use for Atlantic Beach Elementary for their annual Cultural Day.

The Committee shared their comments in reference to Joy's request. A motion was made to fund the remainder of the request pending there is a proposed budget for the Cultural Day's upcoming budget and the previous year's budget. The second motion in reference to moving the programs into the City's Recreation budget will be discussed at the next committee meeting.

E. Qigong - Claire Holland

Claire Holland proposed to teach an afternoon Qigong class. The purpose for the class would be to target those who are unable to attend the classes during the day. Committee members asked questions to gather more information in reference to the request. It was also recommended to start a list of proposed programs and a list of events.

4. ONGOING BUSINESS

A. Wild Wonders Rotating Locations (Latrenia)

Latrenia gave an update that she spoke with Mike Rossi from Wild Wonders, and he would be willing to rotate to other locations. Committee members shared their views about rotating the event. A recommendation was given to try the event at another location where it meets the criteria of the requirements to perform.

B. Database of Programs (An)

There was a brief discussion in reference to the layout of the Database spreadsheet. It was requested to forward the blueprint to all Committee members and to also request feedback.

C. ARCC Priorities Setting Report

Latrenia shared that Kevin Hogencamp put together a rough draft from what he gathered from the ARCC Priorities Setting Workshop. The revised version would be emailed to the Committee members and their feedback was welcomed to discuss in the March's meeting.

D. Commission Meetings Report (Jane)

Jane mentioned the jobs listing for the community centers. Jessica Ring spoke briefly in reference that Jane's assessment for the job description did not match the salary that is offered by the City. It was also mentioned that the Committee can work on it at a later time.

An asked for a response from Commissioner Ring in reference to the ARCC not being in support to fund the Cold Night. Commissioner Ring shared that Shane discussed in the Commission meeting that the funds would not be deducted from the ARCC Grant Funds.

E. Update on the Grant Recipients (Liaisons)

It was announced that the agenda item would be moved March meeting.

5. NEW BUSINESS

A. Kids Hope Alliance Vendor Fair on February 23, 2023

Latrenia shared that Recreation staff is planning to attend the Kids Hope Alliance Vendor Fair to seek funding from the organization to implement additional programs, staffing, supplies and funding.

B. ESC Art Competition

This item was deferred to next month's meeting.

6. OPEN ITEMS / FOLLOW UP

A. Volunteer Program

Joe gave a brief update that he's working with the Rotatory Club and Fletcher High students to volunteer for Arts in the Park. He has been working with staff to organize the volunteer program. Jessica Ring shared that it was on the City's Priorities list. The Committee shared that they would consider making a formal recommendation to the Commission in reference to hiring a staff member to manage the volunteer program.

7. OTHER AGENDA ITEMS/ANNOUNCEMENTS

A. Beaches Fine Arts Series 4th concert of the 50th anniversary season on Sunday, February 5 at 4:00 pm. Doors open at 3:15 pm

8. ADJOURNMENT

There being no further business, Chair _____ adjourned the meeting at

Arts, Recreation, and Culture Committee (ARCC)
February 14, 2023

_____ p.m.

Attest:

An Oskarsson, Chair

Latrenia Thomas

Arts, Recreation, and Culture Committee (ARCC)
February 14, 2023



MINUTES
Arts, Recreation, and Culture Committee (ARCC)
Meeting
Tuesday, March 28, 2023 - 5:00 PM
Commission Chamber

Present: An Oskarsson, CARAC Chair
Jane Stevens, Member
Lisa Goodrich, Member
Mary Mullahey, Member
Joseph Schwarz, Member
Kevin Hogencamp, Deputy City Manager (DCM)

Absent: Hillary Hickam, Member
Carol Silcox, Member
Wally Sears, Alternate Member

Also Present: Latrenia Thomas, Recreation and Cultural Arts Director (RCAD)

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order by An Oskarsson at 5:02 pm

2. RECOGNITION OF VISITORS/PUBLIC COMMENTS

3. TOPIC - 2023 -2024 ARCC GRANT FUNDING

A. Dates for Presentations (expectations of presentations)

Committee members discussed and agreed on the following dates for the ARCC Grant Presentations.

Tuesday, August 22, 2023, 3:00 pm - 6:00 pm and Thursday, August 24, 2023 noon - 3:00 pm.

B. Key Timeline for 2023 -2024 Grant Period

It was recommended that staff would market the Grants Timeline. It was also mentioned that on August 8, 2023 Committee members will be given access to the online applications and all attachments to review to eliminate the need to print, scan and email grant documents to each member.

C. Grant Applications (Capital Equipment)

In the 21 -22 Grant Application it states that funds may not be used for capital expenses, lobbying or other excluded activities. The Committee agreed to insert the following verbiage. **Capital expenses associated with events or programs will be approved at the discretion of the Committee.**

Arts, Recreation, and Culture Committee (ARCC)
March 28, 2023

D. Progress Report for Returning Applicants.

It was requested to the staff by the Committee to have an online formatted report. They agreed that the Final / Progress report could be inserted into a table for the Committee to review. It was also mentioned that every applicant, who received funding must submit a final report.

E. Scoring Process

It was announced that the Preliminary scores will be submitted by each Committee member after reviewing each application. It was discussed that applicants would have five minutes to give their presentations. The Committee will be allowed three minutes each to ask questions. A two minute follow up will be allowed per Committee member after questions. Each member will score after each presentation. After the second round of presentations are completed there will be a 10-minute break and the Committee will come back for discussion and do the final scoring.

F. Unencumbered Funding / Second Round of Applications if needed.

The Committee agreed to specify in the upcoming Grant Awards Resolution that any unencumbered funds amount will be included with the specifics of what the intent of usage is for. This will be determined at the September 12th meeting.

G. Members with potential conflict of interest or lack of impartiality to organizations or schools

Committee members discussed if someone has a personal interest in the organization it would be at the members discretion to recuse themselves from the vote.

4. OTHER AGENDA ITEMS/ANNOUNCEMENTS

5. ADJOURNMENT

There being no further business, Chair An Oskarsson adjourned the meeting at 7:35p.m.

Attest:

An Oskarsson, Chair

Latrenia Thomas

Arts, Recreation, and Culture Committee (ARCC)
March 28, 2023



MINUTES
Arts, Recreation, and Culture Committee (ARCC)
Meeting
Tuesday, March 14, 2023 - 6:00 PM
Commission Chamber

Present: Jane Stevens, Member
Lisa Goodrich, Member
Joseph Schwarz, Member

Absent: An Oskarsson, CARAC Chair
Hillary Hickam, Member
Carol Silcox, Member
Mary Mullahey, Member
Wally Sears, Alternate Member

Also Present: Latrenia Thomas, Recreation and Cultural Arts Director (RCAD)

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

- A. Approve minutes of the February 14, 2023, Arts, Recreation, and Culture Committee meeting.**

Quorum Not Met

3. RECOGNITION OF VISITORS/PUBLIC COMMENTS

- A. Avery Little - Atlantic Beach Youth Council**

Avery the President of the AB Youth Council shared how the group is thriving. She shared the Youth Council's Mission Statement as well as their volunteer opportunities in the city with events and assisting with Blessings in a Backpack. She announced how the Council is working to recruit more members. She thanked the Committee on behalf of the Youth Council for allowing youth to have an impact in the community.

4. ONGOING BUSINESS

5. NEW BUSINESS

- A. Integrative Memory Enhancement Program - Catherine Tupper**

Catherine Tupper shared detail information about IMEP. IMEP is a program that can prevent and promote public awareness about brain health. The program will provide cognitive exercises for seniors or individuals with early diagnosis of memory loss. She explained how the program could be beneficial to the residents in Atlantic Beach. She also brought in a participant in IMEP to share their experience. The Committee

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recommended to meet along with staff to see if the program would be a good fit for the community.

B. Jordan and Baker Community Centers Volunteers / Partnerships

- **Youth Pickleball Program - Barbara Diamond**
- **Volunteer - Tracy Gebeaux**
- **Atlantic Beach Country Club - Lisa Williams, Pam O'Conner, Virginia Natter**
- **Atlantic Beach First Baptist Church - Jeff Backfisch**
- **Beaches Vineyard Church - Bobby Spahn**
- **Beaches Habitat Education Program - Sue Goebertus**
- **New Life Church - Sarah Grace**

Each volunteer was allotted time to share their roles in the Gail Baker or Jordan Community Centers. Volunteers shared numerous events / programs that they offer to our local centers. Committee members shared their multiple suggestions on additional programs and activities for the centers..

C. Introduction of the established Gail Baker and Jordan Center Mangers

Latrenia introduced each Center Manger to the committee to share how the centers are coming along. Jelisa provided Senior Citizens and Activity calendars for the committee. Landon and Jelisa also shared some programs they would like to implement in the centers. The Committee offered their recommendations relating to programs in the centers.

D. McKenzie's Camp Deep Pond Summer Fieldtrip Funding Request

This agenda item was requested to be moved to the next ARCC meeting.

E. ESC Art Competition

Mark from the ESC Committee shared the goals of their committee and how both ARCC and ESC could possibly work together. Mark proposed that the ESC and ARCC Chairmen could arrange to meet quarterly to discuss each committee issues. ARCC welcomed the idea of the two committees working together to in reference to programs and City projects in the community. Mark also confirmed that the Art Competition for Earth Day was canceled.

6. OPEN ITEMS / FOLLOW UP

- A. Update on the Grant Recipients (Liaisons)**
- B. ARCC Priorities Setting Meeting**
- C. Database of Programs**
- D. I-9 Sports Proposal**
- E. Recommendation to move A.B.E. Cultural Day and ASE Program to the City's Budget**

Arts, Recreation, and Culture Committee (ARCC)
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7. OTHER AGENDA ITEMS/ANNOUNCEMENTS

A. ARCC Grant Workshop scheduled on Tuesday, March 28, 2023, at 5:00 pm

B. Next ARCC meeting scheduled for Tuesday, April 11, 2023 at 6:00 pm

8. ADJOURNMENT

There being no further business, Chair Joe Schwarz adjourned the meeting at 7:12 p.m.

Attest:

An Oskarsson, Chair

Latrenia Thomas

Arts, Recreation, and Culture Committee (ARCC)
March 14, 2023



City of Atlantic Beach Summer Camp Daily Schedule



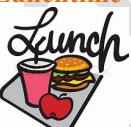
YOUTH CAMP		
Weeks	Weekly Themes	Daily Activities
Week 1	Welcome to Camp Week	6/12 Monday - First Day of Camp 6/13 Tuesday – Summer Bucket List 6/14 Wednesday – Picture Day!! 6/15 Thursday – You’ve got TALENT 6/16 Friday – Come Back for S’Mores COAB Career Day (Pickleball 9:30am – 10:30am)
Week 2	Wild & Wacky Week	6/19 Monday - CLOSED FOR HOLIDAY JUNETENTH 6/20 Tuesday – Spirit Day 6/21 Wednesday – Crazy Sock Day 6/22 Thursday – Crazy Hair Day 6/23 Friday – Backwards Day Field Trip to Skate Station (Pickleball 9:30am – 10:30am)
Week 3	We’re All in this Together Week	6/26 Monday - Pancakes, Pajamas and Movie Day 6/27 Tuesday – Matching Game 6/28 Wednesday – Master Chef Jr. Day 6/29 Thursday –Cookie S.T.E.M. Day 6/30 Friday - 2023 Summer Olympics B.V. Movie Matinee Alligator Farm Fieldtrip (Pickleball 9:30am – 10:30am)
Week 4	Hooray for the Holiday’s Week	7/3 Monday- Stars and Stripes 4 th of July Cookout 7/4 Tuesday – CLOSED FOR 4th Of July Holiday 7/5 Wednesday – Halloween (Wear your favorite costume) 7/6 Thursday –Easter Egg Hunt 7/7 Friday- Christmas in July (Gift Exchange) (Pickleball 9:30am – 10:30am)
Week 5	Creative Art Week	7/10 Monday – Canvas Painting 7/11 Tuesday – Hip Hop Dance 7/12 Wednesday – Theater with Apex 7/13 Thursday - Black Light Art 7/14 Friday – Art Museum Display Day Swimming Lessons 10am-11am Swimming Lessons 10am-11am Swimming Lessons 10am-11am Swimming Lessons 10am-11am
Week 6	International Week	7/17 Monday – Jamaica 7/18 Tuesday – Italy 7/19 Wednesday – Brazil 7/20 Thursday – Philippines 7/21 Friday – World of Nations Swimming Lessons 10am-11am Swimming Lessons 10am-11am Swimming Lessons 10am-11am Swimming Lessons 10am-11am
Week 7	Let the Games Begin Week	7/24 Monday – Outdoor Adventure 7/25 Tuesday – 3 Dome Day 7/26 Wednesday – Games Shows 7/27 Thursday – 7/28 Friday – Kickball Day w/ Jax Fray Fieldtrip to M.O.S.H.
Week 8	Let’s Go Out with a BANG Week	7/31 Monday – Nerf Wars 8/1 Tuesday – Battle Royale Games 8/2 Wednesday – It’s a Carnival 8/3 Thursday – Beach Party 8/4 Friday – Glow Party Field Trip to Surge

**Schedule can be change due to weather, field trip or special activities.
Please refer to weekly schedule for more details.**



City of Atlantic Beach Summer Camp Daily Schedule



YOUTH CAMP	
9:00 am-9:30 am	Check-in
9:30 am – 10:00 am	Start camp & Warm-up Camp starts with a fun game to warm up physically and mentally. Preparing for the day ahead, this is a chance for kids to make new friends and break the ice.
10:00 am – 11:00 am	Arts / Crafts / Divide into Groups Dive into Camp's arts or craft activity of the day. Instructors and activities spark creativity, movement and critical thinking.
10:45 am – 11 am	Prepare for Lunch
11:30 am – 12:00 pm	Lunchtime 
12:00 pm – 12:30 pm	Outdoor Free Play Outdoor time gives campers an opportunity to blow off some steam after lunch. This is a great way to get energized before the next fun-filled activity.
12:30 pm – 1:00 pm	Cool Down Period
1:00 pm – 2:00 pm	Large Group Activity Dive into Camp's activity of the day. Instructors and activities spark creativity, movement and critical thinking.
2:00 pm – 2:15 pm	Snack
2:15 pm – 2:45 pm	Outdoor Play Outdoor time gives campers an opportunity to blow off some steam after lunch. This is a great way to get energized before the next fun-filled activity.
3:00 pm – 3:30 pm	Free Choice Campers can choose an outdoor or indoor activity of their choice.
3:30 pm – 4 pm	Prepare for Dismissal

**Schedule can change due to weather, field trip or special activities.
Please refer to weekly schedule for more details.**



City of Atlantic Beach Summer Camp Daily Schedule



Campers showcase their skills and projects by the end of the day. They talk about their activities and say goodbye to friends before heading home.

TEEN CAMP		
Weeks	Weekly Themes	Daily Activities
Week 1	Welcome to Camp Week	6/13 Tuesday - Beach / Free Swim 9:30 am- 10:30 am 6/14 Wednesday – COAB Career Day 6/15 Thursday – (Pickleball 9:30am – 10:30am)
Week 2	Crazy Wacky Week	6/19 Monday - CLOSED FOR HOLIDAY JUNETENTH 6/20 Tuesday - Beach / Free Swim 9:30 am- 10:30 am 6/21 Wednesday –Field Trip to Skate Station 6/22 Thursday – (Pickleball 9:30am – 10:30am)
Week 3	Gator Chomp Week	6/27 Tuesday - Beach / Free Swim 9:30 am- 10:30 am 6/27 Tuesday – B.V. Movie Matinee 6/28 Wednesday – Alligator Farm Fieldtrip 6/29 Thursday – (Pickleball 9:30am – 10:30am)
Week 4	Hooray for the Holiday's Week	7/4 Tuesday – CLOSED FOR 4th Of July Holiday 7/6 Thursday – (Pickleball 9:30am – 10:30am)
Week 5	Creative Art Week	7/10 Monday – Canvas Painting 7/11 Tuesday - Beach / Free Swim 9:30 am- 10:30 am
Week 6	International Week	7/18 Tuesday - Beach / Free Swim 9:30 am- 10:30 am
Week 7	Let the Games Begin Week	7/25 Tuesday - Beach / Free Swim 9:30 am- 10:30 am 7/27 Thursday – Fieldtrip to M.O.S.H 7/28 Friday – Kickball Day w/ Jax Fray

**Schedule can be change due to weather, field trip or special activities.
Please refer to weekly schedule for more details.**



City of Atlantic Beach Summer Camp Daily Schedule



Week 8	Let's Go Out with a BANG Week	8/1 Tuesday - Beach / Free Swim 9:30 am- 10:30 am 8/2 Wednesday - Field Trip to Surge
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TEEN CAMP
9:00 am-9:30 am Check-in
9:30 am – 10:00 am Morning Rap Session Teens will meet to talk about particular subjects.
10:00 am – 10:30 am Journal Writing Taking time each day to write in a journal can help a teen keep his or her stress levels manageable.
10:30 am – 11:15 am Games to Work Your Brain This will further improve teen's cognitive function and exhibit an increase in creativity.
11:15 am – 11:30 am Prepare for Lunch
11:30 am – 12:00 pm Lunchtime
12:30 pm – 1:00 pm Outdoor Free Play Outdoor time gives campers an opportunity to blow off some steam after lunch. This is a great way to get energized before the next fun-filled activity.
1:00 pm – 1:30 pm Cool Down Period
1:30 pm – 2:00 pm Games That Move Your Body By moving, teens will strengthen their muscles, which improves stability, balance and coordination while improving one's overall wellness.
2:00 pm – 2:15 pm Snack
2:15 pm – 3:15 pm Free Play Free play will allow the teens to have the freedom to play whatever way they want. It helps building a sense of belong in the program.
3:15 pm – 3:45 pm

**Schedule can be change due to weather, field trip or special activities.
Please refer to weekly schedule for more details.**



City of Atlantic Beach Summer Camp Daily Schedule



Closing Rap Session

Teens will meet at the end of the day to talk about the day's activities and future interests before going home

3:45 pm – 4 pm

Prepare for Dismissal

Students will reset and organize the center before dismissal.

Example

**Schedule can be change due to weather, field trip or special activities.
Please refer to weekly schedule for more details.**