



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
JANUARY 3, 2017
6:00 P.M.
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034r

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION

Invocation by Reverend Mark Stalnaker of Bible Baptist Church.

4. PROCLAMATIONS / PRESENTATIONS

- 4.1. PRESENTATION – STORM WATER MASTER PLAN REPORT
PRESENTATION – STORM WATER MASTER PLAN REPORT –**
*Representatives of GAI Consultants, Inc. will provide a report
regarding the final Storm Water Master Plan.*

Documents:

[Presentation Storm Water Master Plan Report-GAI Consultants.pdf](#)

- 4.2. PRESENTATION – AIRPORT WELCOME CENTER
PRESENTATION – AIRPORT WELCOME CENTER –** *Mr. Andrew
Holesko of Passero Associates, LLC will provide an update regarding
the Airport Welcome Center Project.*

Documents:

[Presentation Airport Welcome Center-Passero and Associates.pdf](#)

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

6. CONSENT AGENDA

6.1. APPROVAL OF MINUTES

APPROVAL OF MINUTES - *Regular Meeting – November 1, 2016; Organizational Meeting – November 15, 2016; Regular Meeting – November 15, 2016; and Special Meeting – November 29, 2016.*

Documents:

[Approval of Minutes.PDF](#)

6.2. BUDGET AMENDMENT – GOLF COURSE

BUDGET AMENDMENT – GOLF COURSE – RESOLUTION 2017-01 APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a transfer of \$18,000 from the Golf Operating Supplies account to the Insurance account.*

Documents:

[Resolution 2017-01.pdf](#)

6.3. BUDGET AMENDMENT – STORM WATER & PURCHASE APPROVAL – HUB CITY FORD

BUDGET AMENDMENT – STORM WATER & PURCHASE APPROVAL – HUB CITY FORD – RESOLUTION 2017-02 APPROVING AN AMENDMENT TO THE STORM WATER BUDGET FOR FISCAL YEAR 2016/2017; APPROVING THE PURCHASE OF A VEHICLE FROM HUB CITY FORD; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of a 2017 Ford F-150 in the amount of \$24,364 from Hub City Ford and a budget transfer of \$25,000 from the Storm Water Salaries account to the Storm Water Equipment account.*

Documents:

[Resolution 2017-02.pdf](#)

6.4. BUDGET & CAPITAL IMPROVEMENT PLAN AMENDMENTS – PECK CENTER BUDGET & CAPITAL IMPROVEMENT PLAN AMENDMENTS – PECK CENTER

– RESOLUTION 2017-03 APPROVING AN AMENDMENT TO THE CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2016/2017; AMENDING THE FIVE YEAR CAPITAL IMPROVEMENT PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a \$28,000 transfer to the Peck Gym Improvements account, a transfer from the Peck Improvements account, (\$14,000) and a transfer from the Waterfront Park account (\$14,000). Also approves an amendment to the Five Year Capital Improvement Plan adding the Peck Gym Ductwork project for \$28,000 and reducing the Peck Improvements and Waterfront Park lines.*

Documents:

6.5. JOINT PARTICIPATION AGREEMENT (JPA) AUTHORIZATION – FLORIDA DEPARTMENT OF TRANSPORTATION

JOINT PARTICIPATION AGREEMENT (JPA) AUTHORIZATION – FLORIDA DEPARTMENT OF TRANSPORTATION – RESOLUTION 2017-04 AUTHORIZING JOINT PARTICIPATION AGREEMENT (JPA) #43975319417 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION OF RUNWAY 4/22 AIRFIELD SIGNAGE & RUNWAY END IDENTIFIER LIGHTS (REIL) PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Authorizes FDOT Joint Participation Agreement #43975319417 in the amount of \$5,203 for the Design and Construction of Runway 4/22 Airfield Signage & REIL project.

Documents:

[Resolution 2017-04.pdf](#)

6.6. AGREEMENT APPROVAL – FLORIDA RESILIENCY AND ENERGY DISTRICT (FRED) AGREEMENT APPROVAL – FLORIDA RESILIENCY AND ENERGY DISTRICT (FRED) – RESOLUTION 2017-05 APPROVING THE AMENDED AND RESTATED AGREEMENT RELATING TO THE CREATION OF THE FLORIDA RESILIENCY AND ENERGY DISTRICT (FRED); AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the Amended and Restated Agreement relating to the Florida Resiliency and Energy District.

Documents:

[Resolution 2017-05.pdf](#)

6.7. PURCHASE APPROVAL – BEARD EQUIPMENT COMPANY

PURCHASE APPROVAL – BEARD EQUIPMENT COMPANY – RESOLUTION 2017-06 APPROVING THE PURCHASE OF GOLF COURSE MAINTENANCE EQUIPMENT FROM BEARD EQUIPMENT COMPANY; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Authorizes the purchase of maintenance equipment in an amount not to exceed \$75,510 from Beard Equipment Company.

Documents:

[Resolution 2017-06.pdf](#)

7. RESOLUTIONS

7.1. SEWER, REFUSE, AND STORM WATER FEE EXEMPTION GUIDELINES

SEWER, REFUSE, AND STORM WATER FEE EXEMPTION GUIDELINES – RESOLUTION 2017-07 AMENDING THE SEWER AND REFUSE FEE EXEMPTION GUIDELINES AND ADDING A

STORM WATER FEE EXEMPTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the amended guidelines for Sewer and Refuse Exemption, and adds a Storm Water Fee Exemption.*

Documents:

[Resolution 2017-07.pdf](#)

7.2. AGREEMENT APPROVAL – FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP)

AGREEMENT APPROVAL – FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) – RESOLUTION 2017-08 AUTHORIZING GRANT AGREEMENT NO. 13NA2 TO CONTINUE FUNDING FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) BEACH MANAGEMENT PROGRAM FOR THE NASSAU COUNTY SHORE PROTECTION PROJECT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes Grant Agreement 13NA2 with the Florida Department of Environmental Protection.*

Documents:

[Resolution 2017-08.pdf](#)

7.3. AWARD OF BID # 16-18 – HARBOR MARINE DOCK COMPANY, INC.

AWARD OF BID # 16-18 – HARBOR MARINE DOCK COMPANY, INC. – RESOLUTION 2017-09 AWARDED BID #16-18 TO HARBOR MARINE DOCK COMPANY, INC. FOR THE FERNANDINA HARBOR MARINA MINOR REPAIRS PROJECT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards Bid #16-18 to Harbor Marine Dock Company, Inc. for the Fernandina Harbor Marina Minor Repairs Project.*

Documents:

[Resolution 2017-09.pdf](#)

7.4. AGREEMENT EXTENSION – O'BRIEN'S RESPONSE MANAGEMENT, LLC

AGREEMENT EXTENSION – O'BRIEN'S RESPONSE MANAGEMENT, LLC – RESOLUTION 2017-10 EXTENDING THE AGREEMENT WITH O'BRIEN'S RESPONSE MANAGEMENT, LLC FOR 1-YEAR FOR THE PURPOSE OF DISASTER DEBRIS MONITORING SERVICES; AUTHORIZING EXECUTION AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Retroactively approves the one year extension and the Second Amendment to Agreement for Debris Monitoring Services with O'Brien's Response Management, LLC, with the "not to exceed" total contract amount of \$225,000.*

Documents:

[Resolution 2017-10.pdf](#)

8. ORDINANCE – FIRST READING

8.1. PERSONNEL POLICY MANUAL AMENDMENT

PERSONNEL POLICY MANUAL AMENDMENT – ORDINANCE 2017-01 RESTATING AND AMENDING THE CITY’S PERSONNEL POLICY MANUAL; PROVIDING FOR AMENDMENTS BY RESOLUTION; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES, RESOLUTIONS AND POLICIES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves and adopts the restated and amended Personnel Policy Manual.*

Documents:

[Ordinance 2017-01.pdf](#)

8.2. COMPREHENSIVE PLAN AMENDMENT – DOWNTOWN DENSITY

COMPREHENSIVE PLAN AMENDMENT – DOWNTOWN DENSITY - ORDINANCE 2017-02 AMENDING THE COMPREHENSIVE PLAN BY STRIKING POLICY 1.04.05 COMMUNITY REDEVELOPMENT AREA DENSITY BONUS INCENTIVE PROGRAM AND AMENDING POLICY 1.07.09 TO INCREASE THE BASE DENSITY WITHIN THE CENTRAL BUSINESS DISTRICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Comprehensive Plan specific to downtown density.*

Documents:

[Ordinance 2017-02.pdf](#)

9. BOARD APPOINTMENTS

9.1. BOARD APPOINTMENT

ARTS AND CULTURE NASSAU – 1 appointment.

Documents:

[Board Appointment Arts and Culture.pdf](#)

10. CITY MANAGER REPORTS

11. CITY ATTORNEY REPORTS

12. CITY CLERK REPORTS

13. MAYOR/COMMISSIONER COMMENTS

14. ADJOURNMENT

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- A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ALL SPEAKERS (EXCEPT IN A QUASI-JUDICIAL HEARING). A "REQUEST TO SPEAK" FORM IS AVAILABLE ON THE COUNTER AT THE ENTRANCE TO THE COMMISSION CHAMBERS. THE FORM SHOULD BE GIVEN TO THE CITY CLERK UPON COMPLETION.
 - IN ACCORDANCE WITH STATE LAW, ITEMS NOT ON THE AGENDA MAY BE BROUGHT UP FOR DISCUSSION BUT NO ACTION MAY BE TAKEN BY THE CITY COMMISSION. IF APPROPRIATE THE ITEM MAY BE SCHEDULED ON A FUTURE AGENDA.
 - THE MAYOR WILL DETERMINE THE ORDER OF THE SPEAKERS AND MAY IMPOSE MORE RESTRICTIVE TIME LIMITS.
 - ONE PERSON WILL SPEAK AT A TIME AND ADDRESS COMMENTS TO THE MAYOR, NOT INDIVIDUAL CITY COMMISSION MEMBERS.
 - THE CITY COMMISSION MAY ASK QUESTIONS OF SPEAKERS WHO WILL HAVE ONE MINUTE TO RESPOND. ADDITIONAL TIME MAY BE GRANTED AT THE DISCRETION OF THE MAYOR OR BY A MOTION BY THE CITY COMMISSION.
 - SPEAKERS MAY FILE COPIES OF THEIR REMARKS WITH THE CITY CLERK WHO WILL MAKE THEM AVAILABLE TO THE COMMISSION.
 - FERNANDINA BEACH CITIZENS WILL SPEAK BEFORE NONRESIDENTS AND SPEAKERS WILL LIMIT REMARKS TO THE SPECIFIC SUBJECT MATTER.
 - DISCUSSION - DIRECTION - ACTION ITEMS MAY BE ACTED UPON BY THE CITY COMMISSION BY EITHER MOTION AND VOTE IN ACCORDANCE WITH ROBERTS RULES OF ORDER, OR BY A CONSENSUS OF THE CITY COMMISSION.
 - PURSUANT TO RESOLUTION 95-32, IF AN ITEM IS NOT ON THE AGENDA IT REQUIRES A FOUR-FIFTHS VOTE OF THE CITY COMMISSION DECLARING THE ITEM AN EMERGENCY BEFORE ACTION CAN BE TAKEN.
 - QUASI-JUDICIAL - DENOTES THAT THE ITEM MUST BE CONDUCTED AS A QUASI-JUDICIAL HEARING IN ACCORDANCE WITH CITY COMMISSION ESTABLISHED PROCEDURE AND FLORIDA STATUTES. ANY PERSON WISHING TO APPEAL ANY QUASI-JUDICIAL DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDINGS, AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS MADE.

Persons with disabilities requiring accommodations in order to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired).