



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
FEBRUARY 7, 2017
6:00 P.M.
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION

Invocation by Reverend Richard Janey of Bible Baptist Church.

4. PROCLAMATIONS / PRESENTATIONS

- 4.1. PRESENTATION - AIRPORT TERMINAL PROJECT REPORT**
PRESENTATION - AIRPORT TERMINAL PROJECT REPORT –
Mr. Sam Lane, Chair of Airport Advisory Commission (AAC), will provide a report regarding the Airport Terminal Project.

Documents:

[Presentation-Airport Terminal Project Report.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 – December 20, 2016.

Documents:

[Approval of City Commission Minutes.pdf](#)

6.2. FACILITIES USE AGREEMENT – GEORGIA AIR NATIONAL GUARD

FACILITIES USE AGREEMENT – GEORGIA AIR NATIONAL GUARD – RESOLUTION 2017-14 APPROVING A FACILITIES USE AGREEMENT FOR THE GEORGIA AIR NATIONAL GUARD TO CONDUCT ANNUAL FIELD TRAINING FROM JUNE 19, 2017 THROUGH JUNE 30, 2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Facilities Use Agreement for the Georgia Air National Guard to conduct annual field training at the Fernandina Beach Municipal Airport from June 19, 2017 through June 30, 2017.*

Documents:

[Resolution 2017-14.pdf](#)

- 6.3. SOLE SOURCE VENDOR APPROVAL – RANDSTAD US, LP**
SOLE SOURCE VENDOR APPROVAL – RANDSTAD US, LP -
RESOLUTION 2017-15 APPROVING RANDSTAD US, LP, AS A SOLE SOURCE VENDOR FOR TEMPORARY STAFFING IN FY 2016/2017 IN AN AMOUNT NOT TO EXCEED \$68,000; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.
Synopsis: Approves Randstad US, LP, as a sole source vendor for temporary staffing in FY 2016/2017 in an amount not to exceed \$68,000.

Documents:

[Resolution 2017-15.pdf](#)

- 6.4. BUDGET AMENDMENTS – WATER & WASTEWATER DEPARTMENTS**
BUDGET AMENDMENTS – WATER & WASTEWATER DEPARTMENTS – RESOLUTION 2017-16 APPROVING
AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a transfer of \$24,000 from the Wastewater Contractual Expense account to the Wastewater Overtime Expense account and a transfer of \$49,000 from the Water Contractual Expense account to the Water Overtime Expense account.*

Documents:

[Resolution 2017-16.pdf](#)

- 6.5. SOLE SOURCE VENDOR APPROVAL – BARNEY’S PUMP, INC.**
SOLE SOURCE VENDOR APPROVAL – BARNEY’S PUMP, INC. –
RESOLUTION 2017-17 APPROVING BARNEY’S PUMPS, INC. AS THE SOLE SOURCE VENDOR FOR HOMA WASTEWATER PUMPS AND REPAIRS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Barney’s Pumps, Inc. as a sole source vendor for the FY 2016/2017 for HOMA pumps and repairs for the Utilities Department - Wastewater Division.*

Documents:

7. RESOLUTIONS

7.1. FACILITIES USE AGREEMENT – CONCOURS D'ELEGANCE

FACILITIES USE AGREEMENT – CONCOURS D'ELEGANCE -
RESOLUTION 2017-18 AUTHORIZING THE USE OF AIRPORT PROPERTY DURING THE ANNUAL AMELIA ISLAND CONCOURS D'ELEGANCE EVENT ON MARCH 10-12, 2017; APPROVING THE METHODOLOGY FOR COLLECTION AND DISTRIBUTION OF PARKING FEES COLLECTED; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the use of Airport property for the annual Amelia Island Concours d'Elegance event to be held March 10-12, 2017, and the Facilities Use Agreement authorizing use of Airport property from March 1-14, 2017 for parking. Also approves the use of the municipal parking lot located in the vicinity of 3rd Street and Alachua Street on Thursday and Friday, March 9-10, 2017.*

Documents:

[Resolution 2017-18.pdf](#)

7.2. FACILITIES USE AGREEMENT – BONHAMS & BUTTERFIELD AUCTIONEER CORPORATION

FACILITIES USE AGREEMENT – BONHAMS & BUTTERFIELD AUCTIONEER CORPORATION - RESOLUTION 2017-19 AUTHORIZING THE USE OF AIRPORT PROPERTY BY BONHAMS AND BUTTERFIELDS AUCTIONEER CORPORATION IN CONJUNCTION WITH ANNUAL AMELIA ISLAND CONCOURS D'ELEGANCE EVENT IN MARCH, 2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the use of Airport property for parking for the Bonhams Auction event to be held on March 7-9, 2017, along with the Facilities Use Agreement.*

Documents:

[Resolution 2017-19.pdf](#)

7.3. CITY SEAL USAGE APPROVAL – SPORTSCAR VINTAGE RACING ASSOCIATION (SVRA)

CITY SEAL USAGE APPROVAL – SPORTSCAR VINTAGE RACING ASSOCIATION (SVRA) – RESOLUTION 2017-20 APPROVING THE USE OF THE CITY SEAL IN ACCORDANCE WITH ORDINANCE #'S 2011-06 AND 2016-10 FOR THE SPORTSCAR VINTAGE RACING ASSOCIATION (SVRA) TO USE THE CITY SEAL ON BANNERS ADVERTISING THE AMELIA ISLAND VINTAGE GRAN PRIX; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the use of the City seal in black and white by Ms. Terry Ozment of the Sportscar Vintage Racing Association (SVRA) for use on Amelia Island Vintage Gran Prix banners.*

Documents:

7.4. BUDGET AMENDMENT – VARIOUS DEPARTMENTS

BUDGET AMENDMENT – VARIOUS DEPARTMENTS –

RESOLUTION 2017-21 APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a transfer of \$15,000 from the Facilities Maintenance Part Time Salaries account to the Non Departmental Contractual account, the Police Contractual account, and the Peck Contractual account.*

Documents:

[Resolution 2017-21.pdf](#)

7.5. HERITAGE TREE DESIGNATION – ASPIRE AT AMELIA ASSISTED LIVING FACILITY

HERITAGE TREE DESIGNATION – ASPIRE AT AMELIA

ASSISTED LIVING FACILITY – RESOLUTION 2017-22 DESIGNATING A 36” LIVE OAK LOCATED AT ASPIRE TO AMELIA ASSISTED LIVING FACILITY AS A HERITAGE TREE; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Grants the designation of “Heritage Tree” to a tree located on the Aspire at Amelia Assisted Living Facility property.*

Documents:

[Resolution 2017-22.pdf](#)

7.6. CITY COMMISSION FISCAL YEAR 2017/2018 GOALS

CITY COMMISSION FISCAL YEAR 2017/2018 GOALS -

RESOLUTION 2017-23 ADOPTING THE CITY COMMISSION’S FISCAL YEAR 2017/2018 GOALS; PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Adopts the City Commission Goals (and related measurements), Opportunities, and Considerations.*

Documents:

[Resolution 2017-23.pdf](#)

8. ORDINANCES – SECOND 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:

9. BOARD APPOINTMENTS

- 9.1. ARTS AND CULTURE NASSAU**
ARTS AND CULTURE NASSAU – *1 appointment.*

Documents:

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

- 9.2. BOARD OF TRUSTEES FOR THE FIRE AND POLICE PENSION PLAN**
BOARD OF TRUSTEES FOR THE FIRE AND POLICE PENSION PLAN – *2 appointments.*

Documents:

[Board Appointment-Police and Fire Pension Plan.pdf](#)

- 9.3. GREENS AND OVERSIGHT COMMITTEE**
GREENS AND OVERSIGHT COMMITTEE – *2 appointments.*

Documents:

[Board Appointment -Greens and Oversight.pdf](#)

- 9.4. FERNANDINA BEACH HOUSING AUTHORITY**
FERNANDINA BEACH HOUSING AUTHORITY – *1 appointment.*

Documents:

[Board Appointment -Housing Authority.pdf](#)

10. DISCUSSION – DIRECTION – ACTION ITEMS

- 10.1. NASSAU COUNTY SCHOOL BOARD PROPERTY - ATLANTIC AVENUE**
NASSAU COUNTY SCHOOL BOARD PROPERTY - ATLANTIC AVENUE - *This item is placed on the agenda at the request of Commissioner Smith.*

Documents:

[Nassau County School Board Property.pdf](#)

11. CITY MANAGER REPORTS

12. CITY ATTORNEY REPORTS

13. CITY CLERK REPORTS

14. MAYOR/COMMISSIONER COMMENTS

15. 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).