



*Amended
AGENDA

FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
MAY 17, 2016
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 American Legion Chaplain Bruce Malcolm.

4. PROCLAMATIONS / PRESENTATION

4.1. PROCLAMATION – NATIONAL CORRECT POSTURE

PROCLAMATION – NATIONAL CORRECT POSTURE MONTH –

Recognizes May 2016, as “National Correct Posture Month.” Dr. Mark A. Brown, Chiropractor will be present to accept the Proclamation.

Documents: [Proclamation-National Correct Posture Month.pdf](#)

4.2. PROCLAMATION – NASSAU COMMUNITY BAND

PROCLAMATION – NASSAU COMMUNITY BAND – *Recognizes the “Nassau Community Band” for their outstanding community service in providing free, family-friendly concerts to music lovers of all ages in Fernandina Beach. Nassau Community Band President Mr. Charles F. Belinski will be present to accept the Proclamation.*

Documents: [Nassau County Band.pdf](#)

4.3. PROCLAMATION – MEMORIAL DAY

PROCLAMATION – MEMORIAL DAY – *Recognizes May 30, 2016 as Memorial Day. Mr. John Scherer, President of the Vietnam Veterans Association, Chapter 1088, Nassau Community will be present to accept the Proclamation.*

Documents: [Memorial Day.pdf](#)

4.4. PRESENTATION – NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION (TPO)

PRESENTATION – NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION (TPO) – *Ms. Wanda Forrest, Transportation Planning Manager of the North Florida TPO, will*

provide a brief update and answer questions regarding projects planned and programmed for the area.

Documents: [Presentation-North FI TPO.pdf](#)

- 4.5. **PRESENTATION – COMMUNITY REDEVELOPMENT AREA (CRA) UPDATE
PRESENTATION – COMMUNITY REDEVELOPMENT AREA
(CRA) UPDATE** – *CRA Advisory Board Chair Arlene Filkoff will provide a Monthly Progress Update.*

Documents: [CRA Presentation -Update.pdf](#)

- 4.6. **PRESENTATION - FERNANDINA BEACH MAIN STREET PROGRAM
PRESENTATION - FERNANDINA BEACH MAIN STREET
PROGRAM** - *Mr. Jeff Kurtz of Fernandina Beach Main Street will provide a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Restructuring, Organization, and Promotion).*

Documents: [Presentation-Fernandina Beach Main Street Program Quarterly Update.pdf](#)

- 4.7. **PRESENTATION – HISTORIC PRESERVATION AWARDS PROGRAM
PRESENTATION – HISTORIC PRESERVATION AWARDS
PROGRAM** - *Museum Director Phyllis Davis and Fernandina Beach Main Street Executive Director Jeff Kurtz will be present to announce the historic preservation award winners and present awards.*

Documents: [Presentation-Historic Preservation Program 2016.pdf](#)

- 4.8. **BUDGET SUMMARY
BUDGET SUMMARY** - *Controller Patti Clifford will answer any questions regarding the budget summary for April 2016.*

Documents: [Budget Summary.pdf](#)

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

6. **CONSENT AGENDA**

- 6.1. **FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING (MOU) - AMELIA
ISLAND CONVENTION & VISITORS BUREAU AND THE AMELIA ISLAND
FERNANDINA RESTORATION FOUNDATION
FIRST AMENDMENT TO MEMORANDUM OF
UNDERSTANDING (MOU) - AMELIA ISLAND CONVENTION &
VISITORS BUREAU AND THE AMELIA ISLAND FERNANDINA
RESTORATION FOUNDATION - RESOLUTION 2016-60
APPROVING THE FIRST AMENDMENT TO MEMORANDUM OF
UNDERSTANDING (MOU) WITH AMELIA ISLAND CONVENTION
AND VISITORS BUREAU AND THE AMELIA ISLAND
FERNANDINA RESTORATION FOUNDATION FOR THE CITY TO
CONTRIBUTE AN ADDITIONAL \$5,000 TOWARD THE**

CONSTRUCTION OF A PLATFORM AT THE TRAIN DEPOT IN FISCAL YEAR 2015/2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the First Amendment to the Memorandum of Understanding with the TDC and Restoration Foundation with a total City financial contribution increasing to \$30,000 in FY 2015/2016.*

Documents: [Resolution 2016-60.pdf](#)

6.2. PURCHASE APPROVAL – DELL

PURCHASE APPROVAL – DELL – RESOLUTION 2016-61
APPROVING THE PURCHASE OF ONE (1) DELL STORAGE DEVICE FOR \$44,468 FOR THE IT DEPARTMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of one (1) Dell EqualLogic storage unit for \$44,468 from Dell.*

Documents: [Resolution 2016-61.pdf](#)

6.3. *UPDATED DUE TO SCRIVENER'S ERROR - QUALIFYING DATES FOR THE 2016 CITY GENERAL ELECTION

***UPDATED DUE TO SCRIVENER'S ERROR - QUALIFYING DATES FOR THE 2016 CITY GENERAL ELECTION – RESOLUTION 2016-42** APPROVING AND SETTING THE QUALIFYING DATES FOR THE NOVEMBER 8, 2016 CITY GENERAL ELECTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Sets the Qualifying Dates for the November 8, 2016 City General Election to begin on August 1, 2016 and end on August 5, 2016.*

Documents: [Resolution 2016-42.pdf](#)

7. RESOLUTIONS

7.1. AWARD OF BID #16-02 – DUNMAR GROUP, INC

AWARD OF BID #16-02 – DUNMAR GROUP, INC. – RESOLUTION 2016-62 AWARDING BID #16-02 TO DUNMAR GROUP, INC. FOR THE INSTALLATION OF THE PIER AND KAYAK LAUNCH AT EGANS CREEK PARK; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards Bid # 16-02 to Dunmar Group, Inc. in an amount not to exceed \$149,114.12 for the installation of a pier and kayak launch at Egans Creek Park.*

Documents: [Resolution 2016-62.pdf](#)

7.2. BUDGET AMENDMENT – POLICE DEPARTMENT

BUDGET AMENDMENT – POLICE DEPARTMENT – RESOLUTION 2016-63 APPROVING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR 2015/2016; APPROVING THE PURCHASE OF EQUIPMENT, SOFTWARE AND HARDWARE FOR BODY CAMERAS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the transfer of funds in the amount of \$73,000 and authorizes the purchase of eight body cameras and related hardware and software using Police impact fees in an amount not to exceed \$73,000.*

Documents: [Resolution 2016-63.pdf](#)

7.3. **AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT (MSTU) RECOMMENDED MILLAGE TO BE SET BY COUNTY**

AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT (MSTU) RECOMMENDED MILLAGE TO BE SET BY COUNTY - RESOLUTION 2016-64 RECOMMENDING A 2016 LEVY RELATED TO THE AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT AS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Recommends that the Board of Commissioners of Nassau County levy a millage of 0.1265 mills on the Nassau County 2016 ad valorem tax roll for the purpose of generating approximately \$327,000 to support the Amelia Island Beach Renourishment MSTU.*

Documents: [Resolution 2016-64.pdf](#)

8. **ORDINANCE – FIRST READING**

8.1. **LAND DEVELOPMENT CODE AMENDMENT – CONSERVATION & COASTAL MANAGEMENT ELEMENT**

LAND DEVELOPMENT CODE AMENDMENT – CONSERVATION & COASTAL MANAGEMENT ELEMENT - ORDINANCE 2016-09 AMENDING THE LAND DEVELOPMENT CODE CHAPTER 1 SECTION 1.00.07 ACRONYMS AND DEFINITIONS, CHAPTER 2 SECTION 2.03.02 TABLE OF LAND USES, CHAPTER 3 ALL SECTIONS, CHAPTER 6 SECTION 6.02.19, CHAPTER 7, SECTION 7.03.00, CHAPTER 11, SECTION 11.01.04, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code specific to the Conservation and Coastal Management Element.*

Documents: [Ordinance 2016-09.pdf](#)

8.2. **CORPORATE CITY SEAL AMENDMENT**

CORPORATE CITY SEAL AMENDMENT - ORDINANCE 2016-10 AMENDING ORDINANCE 2011-06 BY OFFICIALLY AMENDING THE CORPORATE CITY SEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the replacement of the Spanish Castile-Leon flag on the Corporate City Seal with the historically correct Burgundy Saltire flag.*

Documents: [Ordinance 2016-10.pdf](#)

9. **BOARD APPOINTMENTS**

9.1. **HISTORIC DISTRICT COUNCIL**

HISTORIC DISTRICT COUNCIL – 2 appointments.

Documents: [Historic District Council.pdf](#)

9.2. BOARD OF ADJUSTMENT

BOARD OF ADJUSTMENT – 1 *appointment.*

Documents: [Board of Adjustment.pdf](#)

9.3. PARKS AND RECREATION ADVISORY COMMITTEE

PARKS AND RECREATION ADVISORY COMMITTEE – 1 *appointment.*

Documents: [Parks and Recreation Advisory Committee.pdf](#)

10. CITY MANAGER REPORTS

11. CITY ATTORNEY REPORTS

12. CITY CLERK REPORTS

13. MAYOR/COMMISSIONER COMMENTS

14. ADJOURNMENT

-
- 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).

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Proclamation**
National Correct Posture Month

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Presentation**

SYNOPSIS: Attached is a Proclamation recognizing May 2016, as "National Correct Posture Month." Dr. Mark A. Brown, Chiropractor will be present to accept the Proclamation.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Caroline Best, <i>CBest</i> City Clerk	Date: 4/08/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/2016 <i>DM</i>	Date: 4/08/2016

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

Proclamation

WHEREAS, the American Chiropractic Association has proclaimed the month of May, 2016 as Correct Posture Month. Correct Posture Month encourages people to think about how posture can affect their overall health because, optimal spinal health assures a more efficient and productive population; and

WHEREAS, according to the latest news, the average American sits for 56 hours a week. This inactivity often leads to poor posture. The Science of Chiropractic and Doctors of Chiropractic have contributed greatly, to the better health of citizens by providing quality posture health care. While it is very difficult to achieve perfect posture all the time, Doctors of Chiropractic can reveal spinal problems brought on by poor posture and educate patients on how to prevent pain and injury; and

WHEREAS, back problems are an obvious result of poor posture which can affect our health in many ways. Poor posture and slouching places strain on our muscles and joints, can lead to arthritis, affects breathing, and impairs both the circulatory and digestive systems; and

WHEREAS, correct posture and optimal spinal health make it possible for all the organs of the body to function efficiently. Some of the many advantages of good posture include; extra height, improved appearance, fatigue prevention, less strain, fewer back aches, fewer muscular pains as well as less wear on the joints and ligaments.

NOW, THEREFORE, I, John A. Miller by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, do hereby proclaim the month of May, 2016, as

“NATIONAL CORRECT POSTURE MONTH”

IN WITNESS WHEREOF, I hereunto set my hand and caused the Official Seal of the City of Fernandina Beach, Florida, to be affixed this 17th day of May, 2016.

CITY OF FERNANDINA BEACH

JOHN A. MILLER
Commissioner-Mayor

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Proclamation**
Nassau Community Band

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Presentation**

SYNOPSIS: Attached is a Proclamation recognizing the "Nassau Community Band" for their outstanding community service in providing free, family-friendly concerts to music lovers of all ages in Fernandina Beach. Nassau Community Band President Mr. Charles F. Belinski will be present to accept the Proclamation.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Caroline Best, <i>C Best</i> City Clerk	Date: 4/19/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/16 <i>DLM</i>	Date: 4/19/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

Proclamation

WHEREAS, a group of musically inclined adults connected with the Amelia Arts Academy more than 10 years ago and began rehearsing at the Peck Community Center. The group quickly became known for offering free concerts and a relaxed rehearsal experience for persons reuniting with their instruments; and

WHEREAS, the closing of the Amelia Arts Academy resulted in a restructuring of the group and the “Nassau Community Band” was born in 2012. Today, the membership roster is comprised of 40+ full-time residents with varying degrees of musical backgrounds including: educators, college students, and folks who just plain love playing their horns. Now a multi-generational ensemble, the group is recognized for a repertoire of classic, pop, marches, movie medleys and, the unexpected; and

WHEREAS, the Nassau Community Band promotes life-long musical participation as well as personal growth and encourages musicians of all ages and skill levels to be a part of band performance. Members are passionately driven to bring enjoyment and enrichment of others’ lives through music. Since the band’s inception, hundreds of professional and novice musicians have come together to foster an appreciation of music by providing hours of memorable performances throughout the area; and

NOW, THEREFORE, I, John A. Miller by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, extend sincere and heartfelt appreciation to the:

NASSAU COMMUNITY BAND

and hereby commend and congratulate this organization for their dedication to providing free, family-friendly concerts open to music lovers of all ages.

IN WITNESS WHEREOF, I hereunto set my hand and caused the Official Seal of the City of Fernandina Beach, Florida, to be affixed this 17th day of May, 2016.

CITY OF FERNANDINA BEACH

JOHN A. MILLER
Commissioner-Mayor

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Proclamation**
Memorial Day

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Presentation**

SYNOPSIS: Attached is a Proclamation recognizing May 30, 2016 as Memorial Day. Mr. John Scherer, President of the Vietnam Veterans Association, Chapter 1088, Nassau County will be present to accept the Proclamation.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Caroline Best, <i>C Best</i> City Clerk	Date: 4/20/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/16 <i>DLM</i>	Date: 4/20/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

Proclamation

WHEREAS, since 1868, on the last Monday of May, Americans across these United States have come together to honor the American military personnel who made the ultimate sacrifice in service to our Nation in all of our wars; and

WHEREAS, on Memorial Day it is right and proper to honor those who, over the course of our Nation's history have laid down their lives in defense of our Constitution and our way of life. Their service was selfless and their accomplishments were extraordinary; and

WHEREAS, these brave men and women are part of an unbroken chain who have served our country with honor and distinction for more than 200 years. On Memorial Day, we show them our deepest thanks. Their sacrifices have helped secure more than two centuries of American progress and their legacy affirms that no matter what confronts us or what trials we face, there is no challenge we cannot overcome; and

WHEREAS, our men and women in uniform have taught us about strength, duty, devotion, and resolve; which are the very cornerstones of a commitment to protect and defend that which has kept our country safe since the American Revolutionary War.

NOW, THEREFORE, I, John A. Miller, by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, do hereby proclaim May 30, 2016 as

“MEMORIAL DAY”

in Fernandina Beach, Florida, and in observance thereof, call upon my fellow citizens to participate in the scheduled Military Veterans Memorial Day Observance presented by the Vietnam Veterans of America Chapter 1088, Nassau County, here in Fernandina Beach and, especially, to pause for a personal moment of silence in honor of those who have died in service to our great Nation.

IN WITNESS WHEREOF, I hereunto set my hand and cause the Official Seal of the City of Fernandina Beach, Florida, to be affixed this 17th day of May, 2016.

CITY OF FERNANDINA BEACH

JOHN A. MILLER
Mayor-Commissioner

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Presentation**
North Florida Transportation Planning Organization (TPO)

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: N/A

SYNOPSIS: The North Florida TPO is developing the Transportation Improvement Program (TIP) for FY 2016/2017 through FY 2020/2021. The TIP identifies all publicly funded highway, transit and aviation projects within the North Florida TPO area which includes Clay, Duval, Nassau and St. Johns Counties.

The TPO wishes to increase public involvement in developing the TIP and to inform the City Commission as to the projects planned and programmed for the area. Ms. Wanda Forrest will be present to give a brief presentation and answer questions.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Dale L. Martin, City Manager	Date: 4/29/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/2016 <i>DLM</i>	Date: 5/3/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled



March 14, 2016

The Honorable John Miller, Mayor
Fernandina Beach City Commission
204 Ash Street
Fernandina Beach, FL 32034

Dear Mayor Miller:

The North Florida TPO is developing the ***Transportation Improvement Program (TIP) for Fiscal Years 2016/2017 through 2020/2021***. The TIP identifies all publicly funded highway, transit and aviation projects within the North Florida TPO area which includes Clay, Duval, Nassau and St. Johns Counties.

To increase public involvement in developing the TIP and to inform the Fernandina Beach City Commission as to the projects planned and programmed for the area, I would like to make a brief presentation at your May 17th Commission meeting. The presentation should take no more than 10 minutes and I will gladly answer any questions.

Please notify Ginny Montgomery regarding available dates. Her telephone is (904) 306-7500 or email at gkmontgomery@northfloridatpo.com

We look forward to meeting with you.

Sincerely,

A handwritten signature in black ink that reads "Wanda Forrest".

Wanda Forrest
Transportation Planning Manager

PLAN • FUND • MOBILIZE

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Presentation**
CRA Update

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **None**

SYNOPSIS: CRA Advisory Board Chair Arlene Filkoff will provide a Monthly Progress Update.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Marshall McCrary, CDD Director 	Date: 4/29/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/2016 	Date: 5/3/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Presentation**
Fernandina Beach Main Street Program - Quarterly Update

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: N/A

SYNOPSIS: Mr. Jeff Kurtz of Fernandina Beach Main Street will provide a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Restructuring, Organization, and Promotion).

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Dale L. Martin, City Manager	Date: 4/29/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 05/17/2016 <i>DLM</i>	Date: 5/3/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Presentation:**
Historic Preservation Awards Program 2016

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: N/A

SYNOPSIS: The Historic District Council, Amelia Island-Fernandina Beach Restoration Foundation, and Amelia Island Museum of History have continued the historic preservation awards program designed to share the City's appreciation for the efforts of those involved in preserving our unique built heritage. This year, Fernandina Beach Main Street joined in hosting the awards program. This year marks the fourth presentation of awards with prior awards issued in 2010, 2012 and 2014.

The Museum and the City wish to announce and present these awards during May 2016, which is National Preservation Month. 2016 is also the 50th Anniversary of the National Historic Preservation Act. Sixteen nominations were received for this award cycle, and the winners were selected by a panel of judges on April 18th. Judges are: Jeff Kurtz, Director of the Fernandina Beach Main Street program; Bill Tilson, architecture professor at the University of Florida; and Eric Lawrence, local architect with offices at N. 4th Street. Museum Director Phyllis Davis and Jeff Kurtz will be at the meeting to announce the winners and present awards. The grand prize winner will be announced during a reception at the Amelia Island Museum of History of Friday, May 27th.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS: Beach Safety Alachua Street
(As approved by Resolution 2016-51) Soccer Field Lighting Stormwater
 Downtown Density Opportunity
 ADA Improvements Departmental
 Consideration

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR Submitted by: Adrienne Burke Date: 3/31/16
Community Development Director
CONTROLLER Approved as to Budget Compliance Date:
CITY ATTORNEY Approved as to Form and Legality Date:
CITY MANAGER Approved Agenda Item for 5/17/16 *DLM* Date: 4/19/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Budget Summary – April 2016**

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: None

SYNOPSIS: Budget Summary Report for April 2016, and Accounts Receivable Summary.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No Comments

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Patti Clifford, Controller	<i>PAC</i>	Date: 5/10/16
CONTROLLER	Approved as to Budget Compliance	<i>PAC</i>	Date: 5/10/16
CITY ATTORNEY	Approved as to Form and Legality		Date:
CITY MANAGER	Approved Agenda Item for 05/17/2016	<i>DM</i>	Date: 5/11/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

Monthly Budget Report

April 2016

Overall: Seven months, 58.3% into fiscal year 2015/2016. Electric Franchise Fee revenue has been accrued for April. Some expenses may be light due to a processing lag - we generally do not accrue items during the year with Sanitation costs and Marina Fuel being the exceptions. We will prepare budget amendments through the year to ensure budgeted amounts are not exceeded on a line by line basis.

General Fund: (001)

Total General Fund Revenues at 79.0% of the annual budgeted amount is high due to the timing of property tax receipts, almost \$10 million received to date. \$121,000 has been accrued year to date for Franchise Fees. Specific lines we are tracking are detailed below.

	15/16 Budget	Apr 16 YTD \$	Apr 16 YTD %	Apr 15 YTD \$	Apr 15 YTD %
Local Option Gas Tax	222,462	132,343	59.5%	126,508	59.6%
Small County Surtax (one cent sales tax)	1,445,224	763,545	52.8%	714,858	52.0%
Half Cent Sales Tax	726,445	408,557	56.2%	381,241	54.3%
Franchise Fees	1,325,000	830,631	62.7%	744,689	54.4%
Total FY 15/16 Bud	3,719,131				
Total FY 14/15 Actual	3,692,753				
Total FY 14/15 Bud	3,659,183				

The HR department is above the 58% mark due to payment for annual kronos maintenance fees. City Hall / Non Departmental is over due to encumbrances.

Special Revenue Funds: (100-190)

Revenues plus Cash Balance Forward exceed Expenditures for all Special Revenue Funds. The negative grant revenue and loss to date are adjustments to finalize and close out the CDBG Grant. Because the 2015 Taxable Value for the CRA remains lower than the base year, it did not attract any incremental taxes from the City or the County this fiscal year.

Debt Service Funds: (220 –240)

All debt service has been recorded in the GO Bond Debt Service Fund, Fund 220, the negative year to date amount will reduce as future transfers are posted to this fund from the General Fund. Semiannual interest payments were recorded in March in the Utility Debt Service Fund, Fund 230. All debt service has been recorded in the Marina Debt Service Fund, Fund 240.

Capital Improvement Funds: (300-330)

Loan Proceeds for the capital lease for the fire truck and the new fire truck asset for \$440,363 were recorded in April. County beach grant revenue related to prior years was recorded in March in the Capital Improvement Fund. Revenues plus Cash Balance Forward exceed Expenditures for all Capital Improvement Funds.

Golf Course: (410)

Revenues exceeded expenditures year to date due to recording annual memberships in October. Memberships were down \$15,290 or 12.8% April year to date this year compared to last April. Margins on Pro Shop Sales are exceeding budget at 74% of costs compared to the budgeted 67%. F&B Sales are higher than F&B costs including labor year to date by \$29,638. The margin on F&B Sales is below budget.

Airport: (420)

Revenues exceeded Expenditures for the year to date.

Sanitation: (440)

Revenues plus Cash Balance Forward exceeded Expenditures for the year to date.

Wastewater: (450)

Revenues exceeded Expenditures for the month and year to date. Revenue from Wastewater Fees was \$110,367 or 3.7% higher than last April year to date.

Water: (460)

Revenues exceeded Expenditures for the year to date. Revenue from Water Fees was \$100,766 or 5.0% higher than last April year to date. Revenue is tracking lower than budget.

Storm Water Management: (470)

Revenues exceeded Expenditures for the month and year to date.

Marina: (480)

Due to the Vuturo lot purchase in March, Expenditures exceeded Revenue for the year to date. Slip rental revenue was \$51,146 or 12.9% higher than last April year to date. The margin on Fuel Sales is higher than the budgeted ratio.

Central Garage: (510)

Revenue exceeded Expenditures for the month and year to date. The Cost of Goods Sold is light. This Fund is meant to be self-supporting.

Utility Billing and Utility Administration: (520 – 530)

Revenues exceeded Expenditures for the month and year to date in Utility Billing. As was anticipated in the budget, Revenues plus Cash Balance Forward exceed Expenditures in Utility Admin.

City of Fernandina Beach
 Accounts Receivable Analysis
 5/10/2016

Utility Billing - Current Accounts				Avg Mo'ly Billing		
Number of Customers		Delinquency Days	\$			
8,300	Active Customers			\$ 980,500.00		
224		30	18,706.17			
56		60	3,054.82			
6		90	313.56 *			
-		120	- *			
-		150	- *			
265		Total	\$ 22,074.55	* Payment plan in place		
Utility Billings - Closed accounts (not yet turned over to Collection Agency)						
100	Closed accts.	<u>52 accts. w/delinquent balances</u>	\$	6,492.21		
Utility Billings in Collections						
<u>Year based on final billing date</u>	<u># of Accounts Transferred</u>	<u>Amt of \$ Transferred</u>	<u>Amt of \$ Recovered by CCI</u>	<u>Amt of \$ Recovered by UB</u>	<u>Total \$ Recovered</u>	<u>% recovered</u>
2012	176	29,067.50	2,077.65	7,957.49		34.52%
2013 (thru Dec)	163	28,466.08	936.65	5,522.03		22.69%
2014 (thru Dec)	140	20,272.45	461.39	3,295.57		18.53%
2015 (thru Dec)	126	23,388.52	150.00	2,633.12		0.00%
		\$ 101,194.55	\$ 3,625.69	\$ 19,408.21	\$ 23,033.90	22.76%
Recovered to date		\$ (23,033.90)				
Balance currently at CCI		\$	78,160.65			

Airport				Avg Mo'ly Billing	
Number of Customers		Delinquency Days	\$		
87	ALL Customers			\$42,512.60	
7		30	9,401.06		
2		60	6,861.36		
2		90	534.00		
0		120	-		
0		150+	-		
7		Sub Total	\$ 16,796.42		

Marina				Avg Mo'ly Billing	
Number of Customers		Delinquency Days	\$		
44	ALL Customers			\$22,181	
4		30	1,183.86		
1		60	306.22		
0		90	-		
0		120	-		
0		150+	-		
			1,490.08		
David Johnson	436.56	Called will pay		30	
William Supplee	293.93	Called will pay		30	
Brandon Hooper	150.02	Called will pay		30	
Jack Daniels	609.57	Called +emailed will pay		30+60	
	1,490.08				

Peck Center & Other City Leases				Avg Mo'ly Billing	
Number of Customers		Delinquency Days	\$		
9	ALL Customers			12,521.54	
1		30	370.72		
0		60	-		
0		90	-		
0		120+	-		
1		Sub Total	\$ 370.72		

Budget Summary Report

Fiscal Year to Date Thru April 2016

58,390

Fund 001

GENERAL FUND**Revenues**

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Property Taxes	10,332,000.00	551,053.03	9,990,977.90	341,022.10	96.70
Total Local Option Taxes	1,667,686.00	121,464.90	895,887.87	771,798.13	53.72
	0.00	0.00	0.00	0.00	0.00
TOTAL LOCAL BUSINESS TAX FEES	171,000.00	2,422.10	155,348.64	15,651.36	90.85
Total Building Permits	563,200.00	62,288.50	382,859.40	180,340.60	67.98
TOTAL ELECTRIC FRANCHISE FEES	1,325,000.00	121,357.00	830,631.59	494,368.41	62.69
TOTAL GAS FRANCHISE FEES	15,000.00	1,533.73	7,527.30	7,472.70	50.18
Other CDD Permits/Fees	234,700.00	31,152.03	194,459.62	40,240.38	82.85
Total Federal Grants	40,000.00	0.00	0.00	40,000.00	0.00
Total State Grants	0.00	0.00	0.00	0.00	0.00
Total State Shared Revenues	965,382.00	86,466.66	560,387.75	404,994.25	58.05
Total Grants from Other Local Units	154,046.00	14,162.77	67,941.24	86,104.76	44.10
Total Payments in Lieu of Taxes	50,000.00	0.00	0.00	50,000.00	0.00
Total Public Safety Fees/Services	558,000.00	22,353.26	243,853.05	314,146.95	43.70
Admin Fee-Water	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
Total Recreation Revenues	699,000.00	71,966.80	371,819.63	327,180.37	53.19
Total Fines/Judgments	11,500.00	1,471.65	7,695.83	3,804.17	66.92
Total Code Violation Fines	0.00	0.00	0.00	0.00	0.00
Total Other Fines/Forfeits	13,200.00	1,347.90	5,300.75	7,899.25	40.16
Total Interest/Other Earnings	162,735.00	19,038.19	97,492.95	65,242.05	59.91
Total Sale of Assets/Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Other Miscellaneous Revenues	72,300.00	3,481.45	111,696.34	-39,396.34	154.49
Total Transfers Other Than Enterprise	1,740,000.00	145,000.00	1,015,000.00	725,000.00	58.33
Total Transfers Other Than Enterprise	0.00	0.00	0.00	0.00	0.00
Total Enterprise Transfers	480,000.00	39,999.99	279,999.93	200,000.07	58.33
Total Budgeted Surplus	5,255,836.00	0.00	0.00	5,255,836.00	0.00
Total Revenues	24,510,585.00	1,296,559.96	15,218,879.79	9,291,705.21	62.09

19,253,749

19,010,620

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Operating Expenditures							
CITY COMMISSION	280,500.00	26,613.19	152,254.82	0.00	128,245.18	128,245.18	54.28
CITY CLERK	448,713.00	26,195.77	246,199.54	0.00	202,513.46	202,513.46	54.87
CITY MANAGER	571,682.00	27,780.02	274,321.40	0.00	297,360.60	297,360.60	47.98
FINANCE	611,862.00	39,178.37	350,820.98	0.00	261,041.02	261,041.02	57.34
INFORMATION TECHNOLOGY	638,578.00	33,219.05	283,558.61	0.00	355,019.39	355,019.39	44.40
HUMAN RESOURCES	442,323.00	19,575.87	262,718.66	0.00	179,604.34	179,604.34	59.40
LEGAL	299,439.00	17,354.55	146,807.27	0.00	152,631.73	152,631.73	49.03
CITY HALL MAINTENANCE ACCOUNT	269,758.00	17,792.07	124,146.00	34,803.00	110,809.00	145,612.00	58.92
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FACILITIES MAINTENANCE	490,920.00	31,887.77	265,050.98	0.00	225,869.02	225,869.02	53.99
POLICE	4,591,886.00	326,368.47	2,435,100.17	6,800.00	2,149,985.83	2,156,785.83	53.18

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 001

GENERAL FUND

FIRE	4,333,321.00	279,042.83	2,169,668.81	2,081.00	2,161,571.19	2,163,652.19	50.12
BUILDING	649,155.00	42,808.31	331,396.56	29,332.50	288,425.94	317,758.44	55.57
PLANNING	402,296.00	22,798.10	173,312.68	0.00	228,983.32	228,983.32	43.08
CODE ENFORCEMENT	151,028.00	9,661.68	86,820.81	0.00	64,207.19	64,207.19	57.49
STREET DIVISION	1,776,277.00	115,118.30	891,948.29	34,987.00	849,341.71	884,328.71	52.18
DOWNTOWN DISTRICT	55,041.00	5,475.22	22,508.89	0.00	32,532.11	32,532.11	40.89
LIBRARY	10,222.00	445.91	4,192.35	0.00	6,029.65	6,029.65	41.01
RECREATION CENTER	940,423.00	67,099.60	500,177.80	8,380.14	431,865.06	440,245.20	54.08
PARKS	172,814.00	21,517.06	88,739.04	5,975.00	78,099.96	84,074.96	54.81
PECK	405,506.00	25,112.35	182,050.77	4,693.00	218,762.23	223,455.23	46.05
MLK CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YOUTH PROGRAMS	233,951.00	15,427.14	108,501.67	0.00	125,449.33	125,449.33	46.38
AQUATICS	305,222.00	18,008.76	137,293.53	6,538.25	161,390.22	167,928.47	47.12
CEMETERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OTHER SERVICES	44,750.00	2,875.00	11,685.88	0.00	33,064.12	33,064.12	26.11
Operating Expenditures Subtotal	18,125,667.00	1,191,355.39	9,249,275.51	133,589.89	8,742,801.60	8,876,391.49	51.77
TRANSFERS	2,098,065.00	174,501.27	1,225,558.98	0.00	872,506.02	872,506.02	58.41
Transfers & Operating Subtotals	20,223,732.00	1,365,856.66	10,474,834.49	133,589.89	9,615,307.62	9,748,897.51	52.46
Total Contingency	0.00	0.00	0.00	0.00	0.00	0.00	0.00

RESERVES	4,286,853.00	0.00	0.00	0.00	4,286,853.00	4,286,853.00	0.00
Total Expenditures	24,510,585.00	1,365,856.66	10,474,834.49	133,589.89	13,902,160.62	14,035,750.51	43.28
Revenues vs. Expenditures	0.00	-69,296.70	4,744,045.30	4,610,455.41			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 100

LAW ENFORCEMENT TRUST FUND

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total LETF Revenues	2,000.00	300.00	720.00	1,280.00	36.00
Total Budgeted Surplus	23,400.00	0.00	0.00	23,400.00	0.00
Total Revenues	25,400.00	300.00	720.00	24,680.00	2.83

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expenses	1,000.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00
Total LETF Capital Expenses	22,000.00	0.00	19,782.51	0.00	2,217.49	2,217.49	89.92
Total LETF Reserves	2,400.00	0.00	0.00	0.00	2,400.00	2,400.00	0.00
Total Expenditures	25,400.00	0.00	19,782.51	0.00	5,617.49	5,617.49	77.88
Revenues vs. Expenditures	0.00	300.00	-19,062.51	-19,062.51			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 110

FEDERAL FORFEITURE

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Revenue	80,000.00	42,474.70	44,530.62	35,469.38	55.66
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
Total Budgeted Surplus	80,260.00	0.00	0.00	80,260.00	0.00
Total Revenues	160,260.00	42,474.70	44,530.62	115,729.38	27.79

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	28,000.00	6,155.70	21,541.65	0.00	6,458.35	6,458.35	76.93
Total Capital Expenses	100,800.00	0.00	18,595.76	52,544.00	29,660.24	82,204.24	70.58
Total Contingency/Reserves	31,460.00	0.00	0.00	0.00	31,460.00	31,460.00	0.00
Total Expenditures	160,260.00	6,155.70	40,137.41	52,544.00	67,578.59	120,122.59	57.83
Revenues vs. Expenditures	0.00	36,319.00	4,393.21	-48,150.79			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 120

CDBG HOUSING

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Grants	0.00	0.00	-4,958.15	4,958.15	0.00
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Transfers In	0.00	0.00	4,050.09	-4,050.09	0.00
Total Budgeted Surplus	0.00	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	-908.06	908.06	0.00

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenues vs. Expenditures	0.00	0.00	-908.06	-908.06			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 130

CDBG-ECONOMIC DEVELOPMENT**Revenues**

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Impact Fees	0.00	0.00	0.00	0.00	0.00
FDOT Grant	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Loan Repayment	0.00	0.00	0.00	0.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00
Total Budgeted Surplus	112,700.00	0.00	0.00	112,700.00	0.00
Total Reserve	0.00	0.00	0.00	0.00	0.00
Total Revenues	112,700.00	0.00	0.00	112,700.00	0.00

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Capital Expenses	112,700.00	0.00	0.00	0.00	112,700.00	112,700.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	112,700.00	0.00	0.00	0.00	112,700.00	112,700.00	0.00
Revenues vs. Expenditures	0.00	0.00	0.00	0.00			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 140

SEWER IMPACT

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Impact Fees-Sewer Impact Fund	0.00	0.00	0.00	0.00	0.00
Total Interest Earned-Sewer Impact Fund	0.00	0.00	0.00	0.00	0.00
Total Impact Fees	232,100.00	31,913.75	185,587.16	46,512.84	79.96
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
Total Surplus-Sewer Impact Fund	40,000.00	0.00	0.00	40,000.00	0.00
Total Revenues	272,100.00	31,913.75	185,587.16	86,512.84	68.21

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers to Debt-Sewer Impact Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers	228,000.00	19,000.00	133,000.00	0.00	95,000.00	95,000.00	58.33
Total Reserves-Sewer Impact Fund	44,100.00	0.00	0.00	0.00	44,100.00	44,100.00	0.00
Total Expenditures	272,100.00	19,000.00	133,000.00	0.00	139,100.00	139,100.00	48.88
Revenues vs. Expenditures	0.00	12,913.75	52,587.16	52,587.16			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 145

WATER IMPACT FEES

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest Earned-Water Impact Fund	0.00	0.00	0.00	0.00	0.00
Total Impact Fees-Water Impact Fund	96,000.00	13,623.88	82,916.81	13,083.19	86.37
Total Surplus-Water Impact Fund	0.00	0.00	0.00	0.00	0.00
Total Revenues	96,000.00	13,623.88	82,916.81	13,083.19	86.37

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Transfers	96,000.00	8,000.00	56,000.00	0.00	40,000.00	40,000.00	58.33
Total Reserves-Water Impact Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	96,000.00	8,000.00	56,000.00	0.00	40,000.00	40,000.00	58.33
Revenues vs. Expenditures	0.00	5,623.88	26,916.81	26,916.81			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 150

UTILITY TAX

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Utility Revenues	1,666,000.00	136,680.33	974,067.13	691,932.87	58.47
Total Interest Earned	0.00	0.11	0.56	-0.56	0.00
Total Cash Balance Fwd	125,400.00	0.00	0.00	125,400.00	0.00
Total Revenues	1,791,400.00	136,680.44	974,067.69	817,332.31	54.37

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Transfers Out	1,740,000.00	145,000.00	1,015,000.00	0.00	725,000.00	725,000.00	58.33
Total Reserves	51,400.00	0.00	0.00	0.00	51,400.00	51,400.00	0.00
Total Expenditures	1,791,400.00	145,000.00	1,015,000.00	0.00	776,400.00	776,400.00	56.66
Revenues vs. Expenditures	0.00	-8,319.56	-40,932.31	-40,932.31			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 160

LOCAL LAW ENF BLOCK GRANT

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total State Grant	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Interest Earned-LBG	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	571.00	0.00	0.00	571.00	0.00
Total City Match	0.00	0.00	0.00	0.00	0.00
Total Revenues	571.00	0.00	0.00	571.00	0.00

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Refund-Prior Year Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Refund-Prior Year Grant	571.00	0.00	0.00	0.00	571.00	571.00	0.00
Total Expenditures	571.00	0.00	0.00	0.00	571.00	571.00	0.00
Revenues vs. Expenditures	0.00	0.00	0.00	0.00			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 170

CEMETERY

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Sales/Fees	104,100.00	14,220.00	82,265.71	21,834.29	79.03
Total Interest Earned	0.00	474.91	13,650.89	-13,650.89	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00
Total Budgeted Cash Balance Fwd	895,700.00	0.00	0.00	895,700.00	0.00
Total Revenues	999,800.00	14,694.91	95,916.60	903,883.40	9.59

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	66,136.00	4,858.94	37,441.46	0.00	28,694.54	28,694.54	56.61
Total Operating Expenses	24,144.00	868.84	9,104.47	0.00	15,039.53	15,039.53	37.71
Total Capital Expenses	1,950.00	0.00	1,898.88	0.00	51.12	51.12	97.38
Total Reserves	893,000.00	0.00	0.00	0.00	893,000.00	893,000.00	0.00
Total Contingency	14,570.00	0.00	0.00	0.00	14,570.00	14,570.00	0.00
Total Expenditures	999,800.00	5,727.78	48,444.81	0.00	951,355.19	951,355.19	4.85
Revenues vs. Expenditures	0.00	8,967.13	47,471.79	47,471.79			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 180

COMMUNITY REDEVELOPMENT AREA

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Taxes	0.00	0.00	0.00	0.00	0.00
Total Interest	0.00	0.00	0.00	0.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	0.00	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	0.00	0.00	0.00

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenues vs. Expenditures	0.00	0.00	0.00	0.00			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 190

LAW ENFORCEMENT RECOVERY

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total LERF Revenue	149,000.00	10,008.16	55,125.56	93,874.44	37.00
Total Cash Balance Forward	85,300.00	0.00	0.00	85,300.00	0.00
Total Revenues	234,300.00	10,008.16	55,125.56	179,174.44	23.53

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	70,000.00	2,125.75	34,643.55	0.00	35,356.45	35,356.45	49.49
Total LERF Capital Expenses	127,700.00	58,363.98	91,220.48	32,246.69	4,232.83	36,479.52	96.69
Total LERF Reserves	36,600.00	0.00	0.00	0.00	36,600.00	36,600.00	0.00
Total Expenditures	234,300.00	60,489.73	125,864.03	32,246.69	76,189.28	108,435.97	67.48
Revenues vs. Expenditures	0.00	-50,481.57	-70,738.47	-102,985.16			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 220

BOND DEBT SERVICE

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest Earned-GOB Fund	0.00	0.00	0.00	0.00	0.00
Total Transfers from General Fund	345,000.00	28,750.00	201,250.00	143,750.00	58.33
Total Cash Balance Forward	83,800.00	0.00	0.00	83,800.00	0.00
Total Revenues	428,800.00	28,750.00	201,250.00	227,550.00	46.93

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Debt Service	424,484.00	396,741.80	424,483.60	0.00	0.40	0.40	100.00
TOTAL TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves-GOB Debt Service	4,316.00	0.00	0.00	0.00	4,316.00	4,316.00	0.00
Total Expenditures	428,800.00	396,741.80	424,483.60	0.00	4,316.40	4,316.40	98.99
Revenues vs. Expenditures	0.00	-367,991.80	-223,233.60	-223,233.60			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 230

UTILITY DEBT SERVICE

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest	0.00	0.00	0.00	0.00	0.00
Total Transfers	2,754,098.00	229,508.17	1,606,557.19	1,147,540.81	58.33
Total Cash Balance Forward	189,402.00	0.00	0.00	189,402.00	0.00
Total Revenues	2,943,500.00	229,508.17	1,606,557.19	1,336,942.81	54.58

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Debt Service	2,754,998.00	0.00	706,395.75	0.00	2,048,602.25	2,048,602.25	25.64
Total Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	188,502.00	0.00	0.00	0.00	188,502.00	188,502.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	2,943,500.00	0.00	706,395.75	0.00	2,237,104.25	2,237,104.25	24.00
Revenues vs. Expenditures	0.00	229,508.17	900,161.44	900,161.44			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 240

MARINA DEBT SERVICE

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Transfers In	117,938.00	9,828.17	68,797.19	49,140.81	58.33
Total Cash Balance Forward	25,836.00	0.00	0.00	25,836.00	0.00
Total Revenues	143,774.00	9,828.17	68,797.19	74,976.81	47.85

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Debt Service	117,938.00	100,360.00	119,720.01	0.00	-1,782.01	-1,782.01	101.51
Total Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	25,836.00	0.00	0.00	0.00	25,836.00	25,836.00	0.00
Total Expenditures	143,774.00	100,360.00	119,720.01	0.00	24,053.99	24,053.99	83.27
Revenues vs. Expenditures	0.00	-90,531.83	-50,922.82	-50,922.82			

Detail Budget Report

Fiscal Year to Date Thru April 2016

Fund 300

CAPITAL IMPROVEMENT

Revenues

		Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
300-312.4000	LOCAL OPTION GAS TAX	0.00	0.00	0.00	0.00	0.00
300-312.6000	SMALL COUNTY SURTAX	0.00	0.00	0.00	0.00	0.00
	Total Local Option Taxes	0.00	0.00	0.00	0.00	0.00
300-331.1000	FED GRANT DOWNTOWN COMFORT STATION	0.00	0.00	0.00	0.00	0.00
300-331.2000	FED GRANT FIRE PREVENTION TRAILER	0.00	0.00	0.00	0.00	0.00
300-331.3000	FEDERAL GRANT FIRE TRUCK	0.00	0.00	0.00	0.00	0.00
300-331.3010	FBIP-BOAT RAMP	0.00	0.00	0.00	0.00	0.00
300-331.4000	FEDERAL HOMELAND SECURITY FEMA	0.00	0.00	0.00	0.00	0.00
300-331.4010	FEDERAL USDA	0.00	0.00	0.00	0.00	0.00
300-331.7000	BEACH STABILIZATION FEDERAL	0.00	0.00	0.00	0.00	0.00
300-334.3600	STATE GRANT	6,900.00	0.00	5,020.25	1,879.75	72.76
300-334.3800	STATE GRANT FRDAP	0.00	0.00	0.00	0.00	0.00
300-334.3810	FRDAP	0.00	0.00	0.00	0.00	0.00
300-334.3820	FRDAP GRANT-SEASIDE PARK	0.00	0.00	0.00	0.00	0.00
300-334.3830	FRDAP SKATE PARK	0.00	0.00	0.00	0.00	0.00
300-334.3840	FRDAP MLK POOL	0.00	0.00	0.00	0.00	0.00
300-334.3850	FRDAP MAIN BEACH PARK	0.00	0.00	0.00	0.00	0.00
300-334.3860	FRDAP LIGHTHOUSE	0.00	0.00	0.00	0.00	0.00
300-334.3870	FIND	0.00	0.00	0.00	0.00	0.00
300-334.3880	FIND BOAT RAMP	0.00	0.00	0.00	0.00	0.00
300-334.4100	STATE GRANT-BEACH PRESERVATION	0.00	0.00	0.00	0.00	0.00
300-334.4110	STATE GRANT-EMERGENCY DUNE ENHANCEMENT	0.00	0.00	0.00	0.00	0.00
300-334.4200	LAND WATER CONSERVATION GRANT	0.00	0.00	0.00	0.00	0.00
300-334.4220	STATE GRANT FIRE RESCUE UNIT	0.00	0.00	0.00	0.00	0.00
300-334.7000	STATE GRANTS RECREATION MASTER PLAN	0.00	0.00	0.00	0.00	0.00
300-334.7001	COUNTY GRANT FIRE DEPT SHUTTERS	0.00	0.00	0.00	0.00	0.00
	Total State Grants	6,900.00	0.00	5,020.25	1,879.75	72.76
300-335.4400	8TH CENT GAS TAX	100,000.00	8,090.05	56,771.58	43,228.42	56.77
	Total Gas Tax	100,000.00	8,090.05	56,771.58	43,228.42	56.77
300-337.7000	COUNTY GRANTS	4,050.00	0.00	150,144.28	-146,094.28	707.27
300-337.7100	TDC GRANT	0.00	0.00	0.00	0.00	0.00
300-337.7110	CPI LIGHTHOUSE GRANT	0.00	0.00	0.00	0.00	0.00
300-337.7120	CPI DUNE REVEG GRANT	0.00	0.00	0.00	0.00	0.00
300-337.7130	CPI NORTH BEACH PARK GRANT	0.00	0.00	0.00	0.00	0.00
300-337.7140	HICKORY STREET/COUNTY PORTION	0.00	0.00	0.00	0.00	0.00
300-337.7150	ST JOHNS RIVER MGMT-STORMWATER 1ST AVE	0.00	0.00	0.00	0.00	0.00
300-337.7160	GRANT REVENUE-SKATE PARK	0.00	0.00	0.00	0.00	0.00
300-337.7165	GRANT REVENUE-SOCCER	0.00	0.00	0.00	0.00	0.00
300-337.7166	GRANT REV-TDC RESTORATION FOUNDATION	0.00	0.00	0.00	0.00	0.00
300-337.7200	FOL CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
	Total Other Grants	4,050.00	0.00	150,144.28	-146,094.28	707.27
300-360.1000	LOAN PROCEEDS	0.00	440,363.00	440,363.00	-440,363.00	0.00
300-361.1000	INTEREST EARNED	1,000.00	303.96	1,590.48	-590.48	159.05
300-361.2000	UNREALIZED GAIN-SBA	0.00	0.00	0.00	0.00	0.00
300-361.4000	INTEREST ON PAVING ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
	Total Interest Earned	1,000.00	440,666.96	441,953.48	-440,953.48	195.35
300-363.2000	PAYMENT ON PAVING ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
300-369.9000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00

Detail Budget Report

Fiscal Year to Date Thru April 2016

Fund 300

CAPITAL IMPROVEMENT

Revenues

		Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
	Total Other Revenues	0.00	0.00	0.00	0.00	0.00
300-381.1000	TRANSFER IN/GENERAL	1,133,500.00	94,458.34	661,208.38	472,291.62	58.33
300-381.1010	TRANSFER IN PECK/GENERAL	0.00	0.00	0.00	0.00	0.00
300-381.2200	GOB DEBT SERVICE FUND	0.00	0.00	0.00	0.00	0.00
300-381.3100	TRANSFER IN/CAPITAL EXPANSION	0.00	0.00	0.00	0.00	0.00
	Total Transfers In	1,133,500.00	94,458.34	661,208.38	472,291.62	58.33
300-384.0000	LAND ACQUISITION LOAN	0.00	0.00	0.00	0.00	0.00
300-384.0001	OTHER FINANCING SOURCES	1,743,500.00	0.00	0.00	1,743,500.00	0.00
	Total Loans	1,743,500.00	0.00	0.00	1,743,500.00	0.00
300-389.1000	CASH BALANCE FORWARD	578,550.00	0.00	0.00	578,550.00	0.00
300-389.1005	CASH BALANCE FORWARD F2	0.00	0.00	0.00	0.00	0.00
300-389.1010	CASH BALANCE FORWARD-BOND	0.00	0.00	0.00	0.00	0.00
	Total Cash Balance FWD	578,550.00	0.00	0.00	578,550.00	0.00
	Total Revenues	3,567,500.00	543,215.35	1,315,097.97	2,252,402.03	36.86

Detail Budget Report

Fiscal Year to Date Thru April 2016

Fund 300

CAPITAL IMPROVEMENT

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
300-3000-541.6512		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6513		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6514		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6515		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6516		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6517		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6518		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6519		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6520		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6521		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6522		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6523		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6524		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6525		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6530	32,750.00	996.00	996.00	0.00	31,754.00	31,754.00	3.04
300-3000-541.6540	300,000.00	1,693.20	22,368.60	0.00	277,631.40	277,631.40	7.46
300-3000-541.6550		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6551		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6552		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6553		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6554		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6555		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6556		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6570		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6580		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6610		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-541.6700	800,000.00	0.00	0.00	0.00	800,000.00	800,000.00	0.00
300-3000-571.6200		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.3100		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.3200		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.3340		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.4900		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6200		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6205		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6210		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6215		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6216		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6217		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6218		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6220		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6225		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6230		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6235		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6236		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6237		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6238	55,000.00	0.00	45,499.01	0.00	9,500.99	9,500.99	82.73
300-3000-572.6240		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6241		0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6242		0.00	0.00	0.00	0.00	0.00	0.00

Detail Budget Report

Fiscal Year to Date Thru April 2016

Fund 300

CAPITAL IMPROVEMENT

Expenditures

	Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
300-3000-572.6516	ARC BABY POOL IMPROVEMENTS	45,000.00	7,152.50	28,461.72	6,000.00	10,538.28	16,538.28	76.58
300-3000-572.6517	SOLAR PANELS FOR ARC POOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6518	ANIMAL RESCUE CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6520	LAND ACQUISITION-SELL PROPER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6530	LAND ACQUISITION-BABY BURNS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6540	LAND ACQUISITION-BURNS PROP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6560	HICKORY STREET PROJECT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6570	LAND ACQUISITION BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6580	LAND ACQUISITION RAYONIER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.7100	PRINCIPAL FOR POWELL PROP-B	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.7200	INTEREST POWELL PROP-BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-581.9500	LAND AQUISITION RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-581.9505	RESERVE F2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-581.9510	EGANS CREEK GREENWAY/BOND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-581.9520	RESERVE	449,130.00	0.00	0.00	0.00	449,130.00	449,130.00	0.00
300-3000-581.9530	OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-581.9900	CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total - Dept 3000	CAPITAL IMPROVEMENT	3,567,500.00	452,360.45	810,538.78	34,660.00	2,722,301.22	2,756,961.22	23.69
	Total Expenditures	3,567,500.00	452,360.45	810,538.78	34,660.00	2,722,301.22	2,756,961.22	23.69

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 310

CAPITAL EXPANSION

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Grants	0.00	0.00	0.00	0.00	0.00
Total Grants	35,000.00	0.00	0.00	35,000.00	0.00
Total Interest Earned	1,000.00	248.60	1,300.80	-300.80	130.08
Police Impact Fees	25,000.00	3,547.32	20,451.13	4,548.87	81.80
Fire Impact Fees	50,000.00	7,119.05	41,042.99	8,957.01	82.09
Sanitation Impact Fees	0.00	0.00	0.00	0.00	0.00
Recreation/Parks Impact Fees	300,000.00	47,704.80	247,997.10	52,002.90	82.67
Administration Impact Fees	70,000.00	9,663.32	55,711.38	14,288.62	79.59
Total Transfers IN	0.00	0.00	0.00	0.00	0.00
Budgeted Cash Fwd-Police	50,750.00	0.00	0.00	50,750.00	0.00
Budgeted Cash Fwd-Fire	218,980.00	0.00	0.00	218,980.00	0.00
Budgeted Cash Fwd-Sanitation	0.00	0.00	0.00	0.00	0.00
Budgeted Cash Fwd-Rec & Parks	995,970.00	0.00	0.00	995,970.00	0.00
Budgeted Cash Fwd-Admin	283,000.00	0.00	0.00	283,000.00	0.00
Total Revenues	2,029,700.00	68,283.09	366,503.40	1,663,196.60	18.06

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Administration Expenditures	210,000.00	0.00	0.00	0.00	210,000.00	210,000.00	0.00
Total Police Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Fire Equipment Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Equipment Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Sanitation Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Recreation/Parks Expenditures	780,600.00	16,821.09	132,452.61	18,548.65	629,598.74	648,147.39	19.34
Admin-Transfer out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Administration Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Budgeted Reserves-Police	75,850.00	0.00	0.00	0.00	75,850.00	75,850.00	0.00
Budgeted Reserves-Fire	269,280.00	0.00	0.00	0.00	269,280.00	269,280.00	0.00
Budgeted Reserves-Sanitation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Budgeted Reserves-Recreation/Parks	651,170.00	0.00	0.00	0.00	651,170.00	651,170.00	0.00
Budgeted Reserves-Administration	42,800.00	0.00	0.00	0.00	42,800.00	42,800.00	0.00
Total Expenditures	2,029,700.00	16,821.09	132,452.61	18,548.65	1,878,698.74	1,897,247.39	7.44
Revenues vs. Expenditures	0.00	51,462.00	234,050.79	215,502.14			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 330

WASTEWATER IMPROVEMENT

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest Earned-Improvement Fund	0.00	-275.08	149.37	-149.37	0.00
Total Transfers from WW Fund	250,000.00	20,833.33	145,833.31	104,166.69	58.33
Total Cash Balance Fwd-Improvement Fund	2,237,555.00	0.00	0.00	2,237,555.00	0.00
Total Loan Proceeds-Improvement Fund	0.00	0.00	0.00	0.00	0.00
Total Revenues	2,487,555.00	20,558.25	145,982.68	2,341,572.32	5.87

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenses-Improvement Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Debt Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves-Improvement Fund	2,487,555.00	0.00	0.00	0.00	2,487,555.00	2,487,555.00	0.00
Total Expenditures	2,487,555.00	0.00	0.00	0.00	2,487,555.00	2,487,555.00	0.00
Revenues vs. Expenditures	0.00	20,558.25	145,982.68	145,982.68			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 410

GOLF COURSE

Revenues

	Budgeted	Current Revenue	LY	YTD Revenue	Uncollected Bal	% Collected
Total Fees	971,623.00	83,997.40	572,162	585,216.36	386,406.64	60.23
Total Rentals	493,225.00	32,930.03	274,828	251,258.44	241,966.56	50.94
Total Other Sales	10,920.00	660.00		3,764.73	7,155.27	34.48
Total Interest Earned	0.00	0.00		0.00	0.00	0.00
Total Other Revenue	1,367.00	7,382.28		52,573.48	-51,206.48	845.90
Total Transfers In	237,000.00	19,750.00		138,250.00	98,750.00	58.33
Total Loan Forgiveness	0.00	0.00		0.00	0.00	0.00
Total Budgeted Cash Fwd	-620,500.00	0.00		0.00	-620,500.00	0.00
Total Revenues	1,093,635.00	144,719.71		1,031,063.01	62,571.99	94.28

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	727.00	39.24	619.45	0.00	107.55	107.55	85.21
Total Operating Expenses	1,495,958.00	124,419.71	797,995.15	0.00	697,962.85	697,962.85	53.34
Total Capital Expenses	80,000.00	0.00	39,205.19	0.00	40,794.81	40,794.81	49.01
Total Debt Service	140,451.00	2,022.31	2,470.47	0.00	137,980.53	137,980.53	1.76
Total Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	-623,501.00	0.00	0.00	0.00	-623,501.00	-623,501.00	0.00
Total Expenditures	1,093,635.00	126,481.26	840,290.26	0.00	253,344.74	253,344.74	76.83
Revenues vs. Expenditures	0.00	18,238.45	190,772.75	190,772.75			

BUDGET APRIL YTD

PRO SHOP SALES

140,155

55,283

COFGS

83,961

31,737

TR \$

56,194

23,546

(% OF COST)

66.92%

74.19%

F+B SALES

319,945

195,975

COFGS

267,386

166,337

TR \$

52,559

29,638

(% OF COST)

19.66%

17.82%

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 420

AIRPORT

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Grants/Contributions	388,000.00	11,057.85	46,365.58	341,634.42	11.95
Total Leases/Rents	593,497.00	51,796.80	333,914.15	259,582.85	56.26
Total Other Revenue	25,000.00	5,900.06	46,552.63	-21,552.63	186.21
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Fwd	780,941.00	0.00	0.00	780,941.00	0.00
Total Revenues	1,787,438.00	68,754.71	426,832.36	1,360,605.64	23.88

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	93,929.00	4,731.68	42,943.57	0.00	50,985.43	50,985.43	45.72
Total Operating Expenses	251,645.00	4,010.90	101,762.57	100.01	149,782.42	149,882.43	40.48
Total Capital Expenses	441,500.00	36,444.85	76,051.19	26,453.20	338,995.61	365,448.81	23.22
Total Debt Service	70,976.00	0.00	52,387.48	0.00	18,588.52	18,588.52	73.81
Total Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	929,388.00	0.00	0.00	0.00	929,388.00	929,388.00	0.00
Total Expenditures	1,787,438.00	45,187.43	273,144.81	26,553.21	1,487,739.98	1,514,293.19	16.77
Revenues vs. Expenditures	0.00	23,567.28	153,687.55	127,134.34			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 440

SANITATION**Revenues**

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Grant Revenue	0.00	0.00	0.00	0.00	0.00
Total Garbage Fees	2,225,000.00	191,043.85	1,329,312.40	895,687.60	59.74
Total Shrimp Fest Fees	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	0.00	45.87	239.99	-239.99	0.00
Total Sale of Assets	0.00	0.00	0.00	0.00	0.00
Total Recycling Program	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	25,000.00	1,794.13	8,753.28	16,246.72	35.01
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Budgeted Cash Balance Fwd	196,900.00	0.00	0.00	196,900.00	0.00
Total Revenues	2,446,900.00	192,883.85	1,338,305.67	1,108,594.33	54.69

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expenses	2,229,300.00	202,655.22	1,303,246.50	0.00	926,053.50	926,053.50	58.46
Total Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers to GF	60,000.00	5,000.00	35,000.00	0.00	25,000.00	25,000.00	58.33
Total Reserves/Contingency	157,600.00	0.00	0.00	0.00	157,600.00	157,600.00	0.00
Total Expenditures	2,446,900.00	207,655.22	1,338,246.50	0.00	1,108,653.50	1,108,653.50	54.69
Revenues vs. Expenditures	0.00	-14,771.37	59.17	59.17			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 450

WASTEWATER**Revenues**

	Budgeted	Current Revenue	LY 3,018,003	YTD Revenue	Uncollected Bal	% Collected
Total Sewer Fees-WW Fund	5,330,100.00	461,624.04		3,128,369.82	2,201,730.18	58.69
Total Interest Earned-WW Fund	7,031.00	407.29		3,719.87	3,311.13	52.91
Total Other Revenue-WW Fund	40,000.00	0.00		0.00	40,000.00	0.00
Total Cash Balance Fwd-WW Fund	3,453,869.00	0.00		0.00	3,453,869.00	0.00
Total Revenues	8,831,000.00	462,031.33		3,132,089.69	5,698,910.31	35.47

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses-WW Fund	1,064,871.00	60,770.78	518,353.54	0.00	546,517.46	546,517.46	48.68
Total Operating Expenses-WW Fund	1,347,309.00	95,128.07	596,995.25	7,882.43	742,431.32	750,313.75	44.90
Total Capital Expenses-WW Fund	1,131,600.00	99,412.48	407,775.11	364,526.40	359,298.49	723,824.89	68.25
Total Debt Service-WW Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to GF-WW Fund	260,000.00	21,666.66	151,666.62	0.00	108,333.38	108,333.38	58.33
Transfer to Utility Admin-WW Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to Debt Fund-WW Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to Utility Acquisition Debt Fund	651,989.00	54,332.42	380,326.94	0.00	271,662.06	271,662.06	58.33
Transfer to Water-WW Fund	600,000.00	50,000.00	350,000.00	0.00	250,000.00	250,000.00	58.33
Transfer to Sewer Capital-WW Fund	250,000.00	20,833.33	145,833.31	0.00	104,166.69	104,166.69	58.33
Total Contingency-WW Fund	3,525,231.00	0.00	0.00	0.00	3,525,231.00	3,525,231.00	0.00
Total Expenditures	8,831,000.00	402,143.74	2,550,950.77	372,408.83	5,907,640.40	6,280,049.23	33.10
Revenues vs. Expenditures	0.00	59,887.59	581,138.92	208,730.09			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 460

WATER

Revenues

	Budgeted	Current Revenue	LY 2,023,178	YTD Revenue	Uncollected Bal	% Collected
Total Water Fees	3,753,023.00	317,643.81		2,123,944.11	1,629,078.89	56.59
Total Interest Earned-Water Fund	2,300.00	-283.36		1,316.50	983.50	57.24
Total Other Revenue-Water Fund	21,000.00	4,443.18		17,589.82	3,410.18	83.76
Total Transfers In Wastewater	600,000.00	50,000.00		350,000.00	250,000.00	58.33
Total Bond Proceeds	0.00	0.00		0.00	0.00	0.00
Total Cash Balance Fwd-Water Fund	2,411,677.00	0.00		0.00	2,411,677.00	0.00
Total Revenues	6,788,000.00	371,803.63		2,492,850.43	4,295,149.57	36.72

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses-Water Fund	928,562.00	56,813.96	476,666.65	0.00	451,895.35	451,895.35	51.33
Total Operating Expenses-Water Fund	1,356,388.00	69,863.73	489,102.30	27,782.54	839,503.16	867,285.70	38.11
Total Capital Expenses-Water Fund	308,500.00	41,843.13	158,960.96	126,051.00	23,488.04	149,539.04	92.39
Total Debt Service-Water Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfers from Water to GF	160,000.00	13,333.33	93,333.31	0.00	66,666.69	66,666.69	58.33
Transfers from Water to GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to Utility Acquisition Debt Service	1,778,109.00	148,175.75	1,037,230.25	0.00	740,878.75	740,878.75	58.33
Total Contingency-Water Fund	2,256,441.00	0.00	0.00	0.00	2,256,441.00	2,256,441.00	0.00
Total Expenditures	6,788,000.00	330,029.90	2,255,293.47	153,833.54	4,378,872.99	4,532,706.53	35.49
Revenues vs. Expenditures	0.00	41,773.73	237,556.96	83,723.42			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 470

STORM WATER MANAGEMENT**Revenues**

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Grant Revenue	0.00	0.00	0.00	0.00	0.00
Total Grant Revenue	0.00	0.00	0.00	0.00	0.00
Total Fee for Services	270,908.00	22,964.56	167,053.40	103,854.60	61.66
Total Interest	0.00	0.00	0.00	0.00	0.00
Total Transfers	21,515.00	1,792.92	12,550.44	8,964.56	58.33
Total Cash Balance Forward	296,877.00	0.00	0.00	296,877.00	0.00
Total Revenues	589,300.00	24,757.48	179,603.84	409,696.16	30.48

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	59,083.00	-7,183.50	0.00	0.00	59,083.00	59,083.00	0.00
Total Operating Expenses	312,290.00	9,890.72	63,542.66	0.00	248,747.34	248,747.34	20.35
Total Capital Expenses	160,000.00	748.67	37,718.96	7,500.00	114,781.04	122,281.04	28.26
Total Debt Service	43,030.00	0.00	43,030.18	0.00	-0.18	-0.18	100.00
Total Contingency	14,897.00	0.00	0.00	0.00	14,897.00	14,897.00	0.00
Total Expenditures	589,300.00	3,455.89	144,291.80	7,500.00	437,508.20	445,008.20	25.76
Revenues vs. Expenditures	0.00	21,301.59	35,312.04	27,812.04			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 480

MARINA

Revenues

	Budgeted	Current Revenue	LY YTD Revenue	Uncollected Bal	% Collected
Total Grant Revenue	355,200.00	0.00	0.00	355,200.00	0.00
Total Slip Rentals-Permanent	250,000.00	17,697.15	128,446.08	121,553.92	51.38
Total Big P	0.00	0.00	0.00	0.00	0.00
Total Slip Rentals-Transient	480,000.00	74,317.22	315,841.12	164,158.88	65.80
Total Slip Rentals-Non-Taxable	7,000.00	124.00	3,579.54	3,420.46	51.14
Total Business Rentals	54,500.00	4,477.75	31,326.61	23,173.39	57.48
Total Moorings	38,000.00	4,445.00	21,384.00	16,616.00	56.27
Total Merchandise for Resale	0.00	-3,204.61	3,032.39	-3,032.39	0.00
Total Services-Nontaxable	1,600.00	34.00	1,278.24	321.76	79.89
Total Services-Taxable	0.00	502.57	1,715.73	-1,715.73	0.00
Total Gasoline/Fuel	1,325,200.00	106,595.02	670,047.76	655,152.24	50.56
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Rents	10,700.00	902.16	7,896.12	2,803.88	73.80
Total Other Revenue	250.00	29.70	140.01	109.99	56.00
Total Transfers In	307,000.00	25,583.34	179,083.38	127,916.62	58.33
Total Loan Proceeds	840,300.00	0.00	0.00	840,300.00	0.00
Total Cash Balance Forward	-389,340.00	0.00	0.00	-389,340.00	0.00
Total Revenues	3,280,410.00	231,503.30	1,363,770.98	1,916,639.02	41.57

LY
396,721
447,867

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expenses	1,794,209.00	115,818.86	829,370.09	14,710.00	950,128.91	964,838.91	47.04
Total Capital Expenses	1,245,200.00	0.00	695,134.62	10,335.00	539,730.38	550,065.38	56.66
Total Debt Service	463,681.00	4,497.00	4,497.00	14,903.00	444,281.00	459,184.00	4.18
Total Transfers Out	117,938.00	9,828.17	68,797.19	0.00	49,140.81	49,140.81	58.33
Total Contingency-Marina Fund	-340,618.00	0.00	0.00	0.00	-340,618.00	-340,618.00	0.00
Total Expenditures	3,280,410.00	130,144.03	1,597,798.90	39,948.00	1,642,663.10	1,682,611.10	49.93
Revenues vs. Expenditures	0.00	101,359.27	-234,027.92	-273,975.92			

BUDGET YTD % OF BUD

FUEL SALES 1,325,200 670,048 50.56%

FUEL COSTS 1,053,000 428,501 40.69%

COST / SALES RATIO 79.46% 63.95%

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 510

CENTRAL GARAGE

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest Earned	130,000.00	0.00	0.00	130,000.00	0.00
Total Other Revenue	87,500.00	1,926.12	39,601.86	47,898.14	45.26
Total General Fund Fees	385,500.00	29,356.66	226,000.82	159,499.18	58.63
Total Enterprise Fund Fees	97,250.00	13,355.79	70,761.76	26,488.24	72.76
Total Gas/Oil Revenues	370,750.00	17,630.83	122,156.55	248,593.45	32.95
TOTAL TRANSFERS IN	50,000.00	4,166.67	29,166.69	20,833.31	58.33
Total Cash Balance Fwd	-71,000.00	0.00	0.00	-71,000.00	0.00
Total Revenues	1,050,000.00	66,436.07	487,687.68	562,312.32	46.45

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	229,998.00	16,179.34	129,967.43	0.00	100,030.57	100,030.57	56.51
Total Operating Expenses	68,812.00	4,730.47	33,959.97	0.00	34,852.03	34,852.03	49.35
Total Capital Expenses	137,500.00	0.00	0.00	0.00	137,500.00	137,500.00	0.00
Total Cost Goods Sold	615,200.00	36,244.10	245,925.00	8,208.04	361,066.96	369,275.00	41.31
Totals Transfers to GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals Transfers to GF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	-1,510.00	0.00	0.00	0.00	-1,510.00	-1,510.00	0.00
Total Expenditures	1,050,000.00	57,153.91	409,852.40	8,208.04	631,939.56	640,147.60	39.82
Revenues vs. Expenditures	0.00	9,282.16	77,835.28	69,627.24			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 520

UTILITY BILLING

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Admin Fees	32,000.00	2,551.20	18,216.71	13,783.29	56.93
Total Interest Earned	75,000.00	0.00	0.00	75,000.00	0.00
Total Other Revenue	476,200.00	39,683.36	278,071.34	198,128.66	58.39
Total General Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Enterprise Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Enterprise Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	31,300.00	0.00	0.00	31,300.00	0.00
Total Revenues	614,500.00	42,234.56	296,288.05	318,211.95	48.22

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	304,280.00	21,530.07	175,353.25	0.00	128,926.75	128,926.75	57.63
Total Operating Expenses	124,892.00	9,940.26	68,944.34	0.00	55,947.66	55,947.66	55.20
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Mach/Equip	150,000.00	0.00	0.00	0.00	150,000.00	150,000.00	0.00
Total Contingency	35,328.00	0.00	0.00	0.00	35,328.00	35,328.00	0.00
Total Expenditures	614,500.00	31,470.33	244,297.59	0.00	370,202.41	370,202.41	39.76
Revenues vs. Expenditures	0.00	10,764.23	51,990.46	51,990.46			

Budget Summary Report

Fiscal Year to Date Thru April 2016

Fund 530

UTILITES ADMINISTRATION

Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	313,000.00	26,083.32	182,583.24	130,416.76	58.33
Total General Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Enterprise Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	122,200.00	0.00	0.00	122,200.00	0.00
Total Revenues	435,200.00	26,083.32	182,583.24	252,616.76	41.95

Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	316,681.00	22,431.04	179,245.13	0.00	137,435.87	137,435.87	56.60
Total Operating Expenses	42,723.00	1,357.66	13,098.80	0.00	29,624.20	29,624.20	30.66
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	75,796.00	0.00	0.00	0.00	75,796.00	75,796.00	0.00
Total Expenditures	435,200.00	23,788.70	192,343.93	0.00	242,856.07	242,856.07	44.20
Revenues vs. Expenditures	0.00	2,294.62	-9,760.69	-9,760.69			

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Resolution 2016-60**
First Amendment to Memorandum of Understanding (MOU)
Historic Train Depot

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve Resolution 2016-60**

SYNOPSIS: Amelia Island Convention and Visitors Bureau (TDC) leases the Train Depot from the City for activities and functions related to the business purpose of the TDC in conducting activities serving the tourist market. The City, TDC and Restoration Foundation each contributed to the cost of renovations and rehabilitation of the Train Depot in 2012. The City, TDC and Restoration Foundation have completed the majority of renovations and rehabilitation of the Train Depot and now desire to add a 60' by 20' platform to the Train Depot in order to restore the historical character of the Train Depot ("Project"). The City, TDC and Restoration Foundation each contributed to the cost of design and construction of the platform at the Train Depot. The City's portion was originally \$25,000 and TDC's portion was \$25,000. The Restoration Foundation contributed \$50,000 toward the Project and will have a plaque installed recognizing the Foundation's contribution to the Project. Buchanan Builders is the contractor working on the construction of the platform that recently submitted a change order adding to the contract amount for the project totaling \$6,440.00. The Restoration Foundation and TDC each agree to pay \$720 (total \$1,440). The City's responsibility for the change order is \$5,000 making the City's total contribution toward the project \$30,000.

FISCAL IMPACT: Funds for this unbudgeted project are available in the Capital Expansion's Admin Building Account, account number 310-3010-512.6200. These funds were previously allocated for the Post Office Exterior Stabilization Project.

2016/2017 CITY COMMISSION GOALS: (As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: See Synopsis.

CITY MANAGER RECOMMENDATION(S): I recommend the City Commission adopt Resolution 2016-60. *DM*

DEPARTMENT DIRECTOR	Submitted by: Tammi Bach, <i>TEB</i> City Attorney	Date: 5/3/2016
CONTROLLER	Approved as to Budget Compliance <i>PHC</i>	Date: 4/27/2016
CITY ATTORNEY	Approved as to Form and Legality	Date: <i>5/3/16</i>
CITY MANAGER	Approved Agenda Item for 05/17/2016 <i>DM</i>	Date: 5/3/2016

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

RESOLUTION 2016-60

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING THE FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING (MOU) WITH AMELIA ISLAND CONVENTION AND VISITORS BUREAU AND THE AMELIA ISLAND FERNANDINA RESTORATION FOUNDATION FOR THE CITY TO CONTRIBUTE AN ADDITIONAL \$5,000 TOWARD THE CONSTRUCTION OF A PLATFORM AT THE TRAIN DEPOT IN FISCAL YEAR 2015/2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Amelia Island Convention and Visitors Bureau ("TDC") currently occupies City property known as the historic railroad train depot on Centre Street built in 1899; and

WHEREAS, TDC leases the Train Depot from the City for activities and functions related to the business purpose of the TDC in conducting activities serving the tourist market; and

WHEREAS, the City, TDC and Restoration Foundation each contributed to the cost of renovations and rehabilitation of the Train Depot; and

WHEREAS, the City, TDC and Restoration Foundation have completed the majority of renovations and rehabilitation of the Train Depot and now desire to add a 60' by 20' platform to the Train Depot in order to restore the historical character of the Train Depot ("Project"); and

WHEREAS, the City, TDC and Restoration Foundation have each agreed to contribute to the cost of a construction change order in the total amount of \$6,440, with the City paying \$5,000, TDC paying \$720 and the Restoration Foundation paying \$720; and

WHEREAS, the funds are available in the Capital Expansion's Admin Building Account, account number 310-3010-512-6200.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, THAT:

SECTION 1. The City Commission hereby approves the First Amendment to the Memorandum of Understanding with the TDC and Restoration Foundation with a total City financial contribution increasing to \$30,000 in FY 2015/2016, and the First Amendment to the Memorandum of Understanding is attached hereto as Exhibit "A".

SECTION 2. The City Manager and City Clerk are hereby authorized to execute the attached Memorandum of Understanding upon review and approval of the City Attorney.

SECTION 3. This Resolution shall take effect immediately upon adoption.

ADOPTED this 17th day of May, 2016.

ATTEST:

Caroline Best
City Clerk

CITY OF FERNANDINA BEACH

John A. Miller
Mayor – Commissioner

APPROVED AS TO FORM & LEGALITY:



Tammi E. Bach
City Attorney

**FIRST AMENDMENT TO
MEMORANDUM OF UNDERSTANDING FOR
CONSTRUCTION OF THE DOWNTOWN FERNANDINA BEACH
HISTORIC TRAIN DEPOT PLATFORM**

This First Amendment to the Memorandum of Understanding ("First Amendment") is entered into this _____ day of May, 2016 between the City of Fernandina Beach, a Florida municipal corporation, 204 Ash Street, Fernandina Beach, FL 32034 ("City"), Amelia Island Convention and Visitors Bureau, a Florida not for profit corporation, 2398 Sadler Road, Fernandina Beach, FL 32034 ("TDC") and Amelia Island Fernandina Restoration Foundation Incorporated, a Florida not for profit corporation, 402 South 7th Street, Fernandina Beach, FL 32034 ("Restoration Foundation").

WITNESSETH:

WHEREAS, on or about January 19, 2016, the City, TDC and the Restoration Foundation entered into a Memorandum of Understanding ("MOU") for construction of a 60' by 20' train depot platform at the Historic Train Depot in downtown Fernandina Beach; and

WHEREAS, all parties now desire to amend Section 4 of the MOU to provide for payment of a change order to the construction contractor in the total amount of \$6,440.00 with the City paying Five Thousand Dollars (\$5,000), TDC paying Seven Hundred Twenty Dollars (\$720) and the Restoration Foundation paying Seven Hundred Twenty (\$720).

NOW THEREFORE, the above recitals are binding and fully incorporated into the MOU and based on mutual consideration, the sufficiency of which is agreed to between the parties, the parties hereby agree to amend the MOU as follows:

The following section number is copied, amended and restated from the MOU in this First Amendment:

4. The plans attached hereto as Exhibit "A" have been authorized and approved by the parties to this ~~agreement~~ MOU. It is understood that any modifications or changes to the design and construction of the Platform at the Centre Street Depot as initially approved by the parties shall not be made without out the written consent of the Restoration Foundation, the City and the TDC. The Foundation shall have project management rights but shall also consult with the City and TDC regarding design and construction. In the event there are change orders increasing the total construction contract costs, the parties shall mutually agree in writing to the allocation of payment between the parties. Change order costs borne by the respective parties may be paid directly to the contractor or Escrow Agent at the sole discretion of each party making the payment.

All other terms and provisions of the MOU and any Exhibits not amended by this First

Amendment shall remain in full force and effect.

WITNESS WHEREOF, the parties have executed this First Amendment on the _____ day of _____, 2016.

City of Fernandina Beach:

Amelia Island Convention and Visitors Bureau:

Name: Dale L. Martin
Title: City Manager

Name: Gil Langley
Title: Vice President

Amelia Island Fernandina Restoration Foundation:

Name: Adam Kaufman
Title: President

APPROVED AS TO FORM AND LEGALITY:



Tammi E. Bach, City Attorney

ATTEST:

Caroline Best, City Clerk

CHANGE ORDER

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

AIA DOCUMENT C707

PROJECT: **Rail Road Depot Platform**
(name, address) **102 Centre Street, Fnda Bch, FL 32034**

CHANGE ORDER NUMBER: One (1)

TO (Contractor)

[
Clayton Buchanan Builders, Inc.
914 Atlantic Avenue, Fernandina Bch, FL 32034

] ARCHITECT'S PROJECT NO:
CONTRACT FOR: **DEPOT COVERED PLATFORM**

[] CONTRACT DATE: **January 15, 2016**

You are directed to make the following changes in this Contract:

**INSTALL FRENCH DRAIN SYSTEM UNDER DECK AS PER DRAWING PROVIDED BY
COTNER & ASSOCIATES**

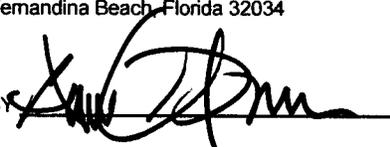
TOTAL CHANGE ORDER \$ 6,440.00

The Original Contract Sum was \$ 98,900.00
Net change by previous Change Orders..... \$
The Contract Sum prior to this Change Order was \$ 98,900.00
The Contract Sum will be (**increased**) (~~decreased~~) (~~unchanged~~) by this Change Order. . . \$ 6,440.00
The new Contract Sum including this Change Order will be \$ 105,340.00
The Contract Time will be (**increased**) (~~decreased~~) (~~unchanged~~) by () Days,
The Date of Completion as of the date of this Change Order therefore is

ARCHITECT Cotner & Associates
Address 9 South 3rd Street
Fernandina Beach, Florida 32034

CONTRACTOR Buchanan Builders, Inc.
Address 914 Atlantic Avenue, Ste 1D
Fernandina Beach, Florida 32034

OWNER COFB, Train Depot
Address 102 Centre Street
Fernandina Beach, Florida 32034

BY 
DATE **4.26.2016**

BY 
Clayton W. Buchanan III
DATE *April 12, 2016*

BY _____
DATE _____

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Resolution 2016-61**
IT Equipment Purchase - Dell

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve Resolution 2016-61**

SYNOPSIS: The City's purchasing policy requires Commission approval for purchases exceeding \$20,000. An additional storage device is required for our ERP implementation. City IT staff obtained two quotes for a Dell storage device with all of the required features. The pricing using a Florida State contract is \$83,376. Staff was able to find a special discounted price directly from Dell for the identical unit in the amount of \$44,468. This special pricing expires May 26, 2016. Staff is seeking Commission approval to purchase the unit directly from Dell for the special pricing before the quote expires.

FISCAL IMPACT: The storage device purchase is related to the new ERP system and is included in the FY 2015/2016 Capital Expansion budget in the Admin Equipment account, 310-3010-512.6400. This is an appropriate use of Admin Impact Fees.

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input checked="" type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend the City Commission adopt Resolution 2016-61. *DM*

DEPARTMENT DIRECTOR Submitted by: Patti Clifford, Date: 4/27/2016
Controller

CONTROLLER Approved as to Budget Compliance *PHC* Date: 4/27/2016

CITY ATTORNEY Approved as to Form and Legality *TEB* Date: 5/3/2016

CITY MANAGER Approved Agenda Item for 05/17/2016 *DM* Date: 5/3/2016

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

RESOLUTION 2016-61

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING THE PURCHASE OF ONE (1) DELL STORAGE DEVICE FOR \$44,468 FOR THE IT DEPARTMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City IT staff requests the approval to purchase one (1) Dell EqualLogic storage unit for \$44,468 directly from Dell (see quote in Exhibit "A"); and

WHEREAS, the above pricing compares to \$83,376 through the Florida Participation Addendum to the Dell WSCA/NASPO Contract #MNWNC-108 (see bid award and quote in Exhibit "B"); and

WHEREAS, this special discounted pricing offer expires May 26, 2016; and

WHEREAS, the storage unit is required for the ERP project implementation; and

WHEREAS, this item is included in the FY 2015/2016 budget, in the Capital Expansion Admin Equipment account number 310-3010-512.6400.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby approves the purchase of one (1) Dell EqualLogic storage unit for \$44,468 from Dell taking advantage of special discounted pricing.

SECTION 2. The City Manager and City Clerk are hereby authorized to execute all documentation pertaining to this purchase, upon the review and approval of the City Attorney.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 17th day of May, 2016.

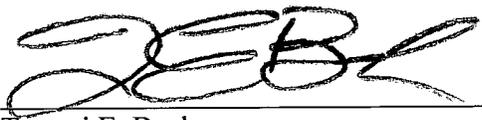
CITY OF FERNANDINA BEACH

John A. Miller
Commissioner - Mayor

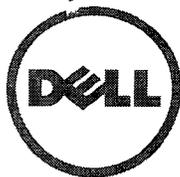
ATTEST:

Caroline Best
City Clerk

APPROVED AS TO FORM AND LEGALITY:



Tammi E. Bach
City Attorney



QUOTATION

Quote #: 727976276
Customer #: 11051584
Contract #:
Customer Agreement #:
Quote Date: 04/26/2016
Customer Name: CITY OF FERNANDINA BEACH

Date: 4/26/2016

Thanks for choosing Dell! Your quote is detailed below; please review the quote for product and informational accuracy. If you find errors or desire certain changes please contact your sales professional as soon as possible.

Sales Professional Information

SALES REP: BILL MURRAY **PHONE:** 1800 - 4563355
Email Address: Angela_Curry@Dell.com **Phone Ext:** 80000

GROUP: 1 QUANTITY: 1 SYSTEM PRICE: \$44,467.30 GROUP TOTAL: \$44,467.30

Description	Quantity
Dell EqualLogic PS6100S, Ultra High Performance, Solid State Drives (225-1189)	1
9.6TB capacity, SSD, 24x 400GB (342-2837)	1
Dual Controllers, HA with failover (331-2545)	1
EqualLogic array may not be returned (468-8817)	1
Synchronous and Point-in-Time Replication (468-7110)	1
Snaps/Clones with integration for MS SQL, Exchange, Hyper V and VMware (468-7155)	1
SAN HQ multi group monitoring software (468-7156)	1
ReadyRails II Static Rails for 4-post Racks (770-BBCL)	1
EqualLogic Advanced Software Warranty and Service, 7x24 Access, 5 Year (936-8378)	1
Thank you for choosing Dell ProSupport Plus. For tech support, visit http://www.dell.com/contactdell (951-2015)	1
ProSupport Plus: Next Business Day Onsite Service After Problem Diagnosis, 4 Year Extended (951-6328)	1
ProSupport Plus: Next Business Day Onsite Service After Problem Diagnosis, Initial Year (951-6331)	1
ProSupport Plus: 7x24 HW/SW Tech Support and Assistance, 5 Year (951-6337)	1
Dell Hardware Limited Warranty Initial Year (968-2911)	1
Dell Hardware Limited Warranty Extended Year (968-2912)	1
AC Power Supply for 2U arrays, Redundant, 700W (332-1532)	1
Power Cord, C13 to C14, PDU Style, 12 Amps, 2 foot, Qty 1 (330-3150)	1
Power Cord, C13 to C14, PDU Style, 12 Amps, 2 foot, Qty 1 (330-3150)	1
Remote Implementation of a Dell EqualLogic Array (961-3859)	1
Declined Remote Consulting Service (973-2426)	1

SOFTWARE & ACCESSORIES

GROUP TOTAL: \$0.00

Product	Quantity	Unit Price	Total
DES-No Training Requested (994-3849)	1	\$0.00	\$0.00

*Total Purchase Price:	\$44,467.30
Product Subtotal:	\$44,467.30
Tax:	\$0.00
Shipping & Handling:	\$0.00
State Environmental Fee:	\$0.00
Shipping Method:	LTL 5 DAY OR LESS
	(* Amount denoted in \$)

Order this quote easily online through your [Premier page](#), or if you do not have Premier, using [Quote to Order](#)

Statement of Conditions

The information in this document is believed to be accurate. However, Dell assumes no responsibility for inaccuracies, errors, or omissions, and shall not be liable for direct, indirect, special, incidental, or consequential damages resulting from any such error or omission. Dell is not responsible for pricing or other errors, and reserves the right to cancel orders arising from such errors.

Dell may make changes to this proposal including changes or updates to the products and services described, including pricing, without notice or obligation.

Terms of Sale

This quote is valid for 30 days unless otherwise stated. Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request:

If this purchase is for your internal use only: Dell's Commercial Terms of Sale (www.dell.com/CTS), which incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (www.dell.com/warrantyterms).

If this purchase is intended for resale: Dell's Reseller Terms of Sale (www.dell.com/resellerterms).

If this purchase includes services: in addition to the foregoing applicable terms, Dell's Service Terms (www.dell.com/servicecontracts/global).

If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Additional Terms for Public Customers

If you are a department, agency, division, or office of any district, state, county or municipal government within the United States ("Public Customer"), the following terms ("Public Customer Terms") apply in addition to the foregoing terms: A. If any portion of the foregoing terms and conditions (or any terms referenced therein) is prohibited by law, such portion shall not apply to you. Notwithstanding anything to the contrary, the End User License Agreements shall take precedence in all conflicts relevant to your use of any software. B. By placing your order, you confirm that (1) you are a contracting officer or other authorized representative of Public Customer with authority to bind the Public Customer to these terms and conditions, and (2) you have read and agree to be bound by these terms and conditions.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Sales tax on products shipped is based on your "Ship To" address, and for software downloads is based on your "Bill To" address. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: Dell Marketing L.P. Note: All tax quoted above is an estimate; final taxes will be

listed on the invoice. If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

All information supplied to CITY OF FERNANDINA BEACH for the purpose of this proposal is to be considered confidential information belonging to Dell.

About Dell

Dell Inc. listens to customers and delivers innovative technology and services they trust and value.

Uniquely enabled by its direct business model, Dell is a leading global systems and services company and No. 34 on the Fortune 500. For more information, visit www.dell.com.

Privacy Policy

Dell respects your privacy. Across our business, around the world, Dell will collect, store, and use customer information only to support and enhance our relationship with your organization, for example, to process your purchase, provide service and support, and share product, service, and company news and offerings with you. Dell does not sell your personal information. For a complete statement of our Global Privacy Policy, please visit dell.com/privacy.

Dana Whicker

From: Dell (please do not reply) <automated_email@dell.com> on behalf of Dell Inc. <dell_automated_email@dell.com>
Sent: Thursday, February 25, 2016 1:48 PM
Cc: Dana Whicker
Subject: Dell Computer - Saved Quote Information - 1020134804522



You have saved an eQuote 1020134804522

An eQuote is now saved in your Dell Online Store.
This will be held for 60 days and will expire on 04/25/2016

Your eQuote has been sent to:

Emailed to:
dwhicker@fbfl.org

To retrieve this eQuote

Login to [Premier](#)
Sign in to Florida State Store NASPO ValuePoint 43211500-WSCA-15-ACS / WN08AGW
Click on "Quotes" in the top menu bar and search for eQuote number 1020134804522

eQuote Name ps6100 ssd
Saved By dwhicker@fbfl.org
eQuote Description
Authorized Buyer
Notes/Comments
Account Name Florida State Store NASPO ValuePoint 43211500-WSCA-15-ACS / WN08AGW
Contract Code WN08AGW
Florida Contract Number 250-WSCA-10-ACS
Sales Rep ID

eQuote Summary

Description	Quantity	Unit Discounted Price	Subtotal Discounted Price
EqualLogic PS6100 2.5"	1	\$83,375.17	\$83,375.17
No Training Selected	1	\$0.00	\$0.00

eQuote Subtotal	\$83,375.17
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$0.00
Environmental Disposal Fee*	\$0.00

eQuote Total* \$83,375.17

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

eQuote Details

Description	Quantity	Price
EqualLogic PS6100 2.5"	1	\$85,513.00
Premier Discount		-\$2,137.83
		\$83,375.17

Module	Description	Product Code	Sku	ID
EqualLogic PS6100 2.5"	Dell EqualLogic PS6100S, Ultra High Performance, Solid State Drives	61SSD	[225-1189]	1
Capacity	PS6100S, 9.6TB capacity, SSD, 24x 400GB	S96TF	[342-2837]	2
Snapshots and Clones	Snaps/Clones with integration for MS SQL, Exchange, Hyper V and VMware	AITI	[468-7155]	26
System Monitoring tools	SAN HQ multi group monitoring software	SMTI	[468-7156]	27
Replication	Asynchronous Replication	PSGMASI	[468-7110]	25
Return policy	EqualLogic array may not be returned	ITEMSNR	[468-8817]	21
Controller Configuration	Dual Controllers, HA with failover	DUALCTL	[331-2545]	9
Rails	ReadyRails II™ Static Rails for 4-post Racks	RRAIL2	[770-BBCL]	28
Power Supply	AC Power Supply for 2U arrays, Redundant, 700W	ACPSU2	[332-1532]	36

Power Cords	2x C13 to C14, PDU Style, 12 AMP, 2 Ft., Power Cords for Redundant PSUs	212A2F	[330-3150] [330-3150]	38
Hardware Support Services	ProSupport Plus: 5 Year Next Business Day Onsite Service	PSP5YNB	[936-8378] [951-2015] [951-6328] [951-6331] [951-6337] [968-2911] [968-2912]	29
Deployment Services	Remote Implementation of a Dell Equallogic Array	RMIMSWT	[961-3859]	714
Remote Consulting Services	Declined Remote Consulting Service	NORCS	[973-2426]	735

No Training Selected

1

\$0.00

eQuote Subtotal	\$83,375.17
Shipping*	\$0.00
Shipping Discount*	\$0.00
Tax*	\$0.00
Environmental Disposal Fee*	\$0.00

eQuote Total* \$83,375.17

*The eQuote total, including applicable taxes and additional fees, may be viewable online.

Let's connect.



Legal Disclaimer: Please note that Dell cannot be responsible for pricing or other errors and reserves the right to cancel any orders arising from such errors. The amount of tax and shipping added to your order depends on where you have asked for the product to be shipped as well as on which products and/or services you've chosen to purchase. Your order is subject to Dell's Terms and Conditions of Sale which include a binding arbitration provision.

Privacy Policy | Terms and Conditions | Dell.com
 © Dell Inc. U.S. only. Dell Inc. is located at One Dell Way, Mail Stop 8129, Round Rock, TX 78682

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Resolution 2016-42**
Update due to scrivener's error

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve updated Resolution 2016-42**

SYNOPSIS: The City of Fernandina Beach General Election will be on Tuesday, November 8, 2016, and if necessary, the Runoff Election will be on Tuesday, December 13, 2016.

Pursuant to Section 34-2(a) of the Code of Ordinances which states in relevant part: the City Commission shall set the General Election qualifying dates each year by Resolution by June 1st preceding the November City General Election.

The proposed qualifying dates for the November 8, 2016 City General Election would begin August 1, 2016 and end August 5, 2016. The qualifying period is the window of time for candidates to file qualifying paperwork with the City Clerk.

The Nassau County Supervisor of Elections has advised that names of qualified City Commission candidates and ballot language will need to be received by the City Clerk no later than ~~June 24, 2016~~, August 26, 2016 for the purpose of programming the ballot for the General Election and mailing ballots to overseas and military voters.

FISCAL IMPACT: In accordance with City Code Section 34-1(c), the expense of holding the City General Election and the Runoff Election, if necessary, shall be paid for by the city. Funding will be allocated in the FY 16/17 budget in the City Clerk's Other Current Account, 001-1200-512.4900.

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt updated Resolution 2016-42. *DM*

DEPARTMENT DIRECTOR Submitted by: Caroline Best, *C Best* Date: 5/12/16
City Clerk

CONTROLLER Approved as to Budget Compliance *PHC* Date: 5/12/16
CITY ATTORNEY Approved as to Form and Legality *TEB* Date: 5/12/16
CITY MANAGER Approved Agenda Item for 5/17/16 *DM* Date: 5/12/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



Other

Tabled

UPDATED DUE TO SCRIVENER'S ERROR
RESOLUTION 2016-42

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING AND SETTING THE QUALIFYING DATES FOR THE NOVEMBER 8, 2016 CITY GENERAL ELECTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City Code Section 34-2(a) provides that the City Commission shall set qualifying dates each year, by resolution, by June 1st preceding the November City General Election. Every candidate for election as a member of the City Commission shall file a notice of candidacy with the City Clerk during the qualifying period as set by resolution each year by the City Commission; and

WHEREAS, the Nassau County Supervisor of Elections has advised that names of qualified City Commission candidates and ballot language will need to be received by the City Clerk no later than ~~June 24, 2016~~ August 26, 2016, for the purpose of programming the ballot for the General Election and mailing ballots to overseas and military voters; and

WHEREAS, based upon the deadline for ballot language set by the Nassau County Supervisor of Elections, the City Clerk has recommended that the qualifying dates for City Commission candidates for the November 8, 2016 City General Election be August 1, 2016 through August 5, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, that:

SECTION 1. The City Commission hereby sets the Qualifying Dates for the November 8, 2016 City General Election to begin on August 1, 2016 and end on August 5, 2016.

SECTION 2. This Resolution shall become effective immediately upon adoption.

ADOPTED this 17th day of May, 2016.

CITY OF FERNANDINA BEACH

JOHN A. MILLER
Commissioner – Mayor

ATTEST:

CAROLINE BEST
City Clerk

APPROVED AS TO FORM AND LEGALITY:



TAMMI E. BACH
City Attorney

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Resolution 2016-62**
Award of Bid # 16-02 – Dunmar Group, Inc.

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve Resolution 2016-62**

SYNOPSIS: On April 14, 2016, three (3) bids were received and opened for the Egans Creek pier and kayak launch installation project – Bid # 16-02. The lowest qualifying bid received was from Dunmar Group, Inc. in the amount of \$149,114.12. Staff recommends City Commission approval of this budgeted project.

FISCAL IMPACT: Parks and Recreation impact fees, in the amount of \$155,000, are budgeted for this project in account #310-3010-571.6300.

2016/2017 CITY COMMISSION GOALS:
(As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input checked="" type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend the City Commission adopt Resolution 2016-62. *RM*

DEPARTMENT DIRECTOR	Submitted by: Nan S. Voit <i>NV</i> Director of Parks and Recreation	Date: 4/25/16
CONTROLLER	Approved as to Budget Compliance <i>PK</i>	Date: 5/5/16
CITY ATTORNEY	Approved as to Form and Legality <i>TRB</i>	Date: 5/4/16
CITY MANAGER	Approved Agenda Item for 5/17/16 <i>RM</i>	Date: 5/3/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

RESOLUTION 2016-62

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AWARDING BID #16-02 TO DUNMAR GROUP, INC. FOR THE INSTALLATION OF THE PIER AND KAYAK LAUNCH AT EGANS CREEK PARK; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City's competitive bid process was utilized to secure bids for the installation of a pier and kayak launch at Egans Creek Park; and

WHEREAS, bid #16-02 was opened on April 14, 2016; and

WHEREAS, three qualified bids were received with Dunmar Group, Inc. submitting the lowest bid of \$149,114.12; and

WHEREAS, staff recommends awarding the project to Dunmar Group, Inc. and funding is available in the Recreation and Parks Improvements account # 310-3010-571.6300; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby awards Bid # 16-02 to Dunmar Group, Inc. in an amount not to exceed \$149,114.12 for the installation of a pier and kayak launch at Egans Creek Park.

SECTION 2. The City Commission authorizes the City Manager and City Clerk to execute all documentation pertaining to the bid award, upon review and approval of the City Attorney.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 17th day of May, 2016.

CITY OF FERNANDINA BEACH

John A. Miller
Mayor – Commissioner

ATTEST:

APPROVED AS TO FORM & LEGALITY:

Caroline Best
City Clerk



Tammi E. Bach
City Attorney

CITY OF FERNANDINA BEACH BID OPENING
ITB #16-02 EGANS CREEK FISHING PIER & KAYAK LAUNCH
4/14/2016 at 2pm

OPENED BY: MARSHALL MCCRARY and NAN VOIT

DATE/ TIME	COMPANY	LOCATION	EXBT A-D	ADD1	ADD2	BID TOTAL	LAUNCH	GANGWAY
4/14/16 1:40PM	DUNMAR GROUP, INC.	YULEE, FL	YES	YES	YES	\$149,114.12	\$19,466.08	\$13,456.12
4/14/16 1:03PM	HARBOR MARINE DOCK CO., INC.	PONTE VEDRA BCH, FL	YES	YES	YES	\$263,277.06	\$19,466.08	\$13,456.12
4/14/16 1:38PM	SOUTHEASTERN DECKS & DOCKS	JACKSONVILLE, FL	YES	YES	YES	\$134,850.17	\$26,685.00	\$9,184.50

SIGN IN SHEET

Pre-Bid Meeting – ITB 16-02

(EGANS CREEK FISHING PIER AND KAYAK LAUNCH)

MARCH 29, 2016, 11:00 AM

PRINTED NAME	ADDRESS/EMAIL
WESTON MERKEL HARBOR MARINE	<u>MERKELWESTON@YAHOO.COM</u> 130 CORRIDOR RD, UNIT 3379, PONTE VEDRA BEACH, FL 32004
ADAM WILSON SOUTHEASTERN DOCKS	<u>SEDOCKS@GMAIL.COM</u> 9560-11 LEM TURNER ROAD, JACKSONVILLE, FL 904.838.4847
CHRISTINE CONNERY DUNMAR GROUP, INC.	<u>INFO@DUNMARGROUP.COM</u> 85101 COMMERCIAL PARK DRIVE, YULEE, FL 32097 904.849.7346

EXHIBIT "A"

BID FORM

**CITY OF FERNANDINA BEACH ITB # 16-02
EGANS CREEK FISHING PIER AND KAYAK LAUNCH**

I hereby submit the following bid for Dunmar Group, Inc.. Price is in accordance with the Specifications and the General Conditions of the ITB as provided.

Bid Amount: \$ 149,114.12
\$ 19,466.08 **Kayak Launch**
\$ 13,756.12 **Gangway**

Name: Dunmar Group, Inc.

Federal Taxpayer ID: 26-4834062

Mailing Address: 85101 Commercial Park Drive

City, State, & Zip Code: Yulee, FL 32034

Telephone: 904-849-7346 Fax: 904-849-7571

Submitted By: Lori Beth Dunman

Title: President

Remarks: _____

Vendor Accepts Credit Cards*: Yes No

Accounting Contact:
Name: Christine Connery Title: Office Manager

Email Address: cconnery@dunmargroup.com Phone: 904-849-7346

IF NOT SUBMITTING A BID, IN ORDER TO REMAIN ACTIVE IN OUR BID VENDOR RECORDS, PLEASE COMPLETE THIS FORM MARKED "NO SUBMITTAL" WITH THE REASON, AND FAX TO (904) 310-3457.

*See preferred method of payment under "Payment" section of the General Conditions

EXHIBIT "B"
TO GENERAL CONDITIONS TO ITB # 16-02

**CITY OF FERNANDINA BEACH, FLORIDA SWORN STATEMENT UNDER F.S.
SECTION 287.133(3)(A), ON PUBLIC ENTITY CRIMES**

**THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR
OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.**

1. This sworn statement is submitted with Bid, Proposal or Contract for Dunmar Group, Inc.
2. This sworn statement is submitted by (entity) Dunmar Group, Inc. whose business address is 85101 Commercial Park Drive Yulee, FL and (if applicable) Federal Employer Identification Number (FEIN) is 26-4834062 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: NA.)
3. My name is Lori Beth Dunman and my relationship to the entity named above is President.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(a)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in paragraph 287.133(a)(b), Florida Statutes, means finding of guilt or a conviction of a public entity crime with or without an adjudication of guilt, in any federal or state trial court of records relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime; or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The City of Fernandina Beach, Florida ownership by one of shares constituting a controlling income among persons when not for fair interest in another person, or a pooling of equipment or income among persons when not for fair market value under a length agreement, shall be a prima facie case that one person controls another person. A person who was knowingly convicted of a public entity crime, in Florida during the preceding 36 months shall be considered an affiliate.

EXHIBIT "C"
TO GENERAL CONDITIONS TO ITB # 16-02
CITY OF FERNANDINA BEACH

DRUG-FREE WORKPLACE CERTIFICATION

The below-signed Proposer certifies that it has implemented a drug-free workplace program. In order to have a drug-free workplace prepare, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or services a copy of the statement specified in paragraph 1.
4. In the statement in paragraph 1., notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of nolo contendere to, any violation occurring in the workplace no later than five (5) working days after such conviction.
5. Impose a sanction on, or require fine satisfactory participation in drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I Certify that this firm complies fully with the above drug-free workplace requirements.

COMPANY: Dunmar Group, Inc.
CITY: Yulee STATE: FL ZIP CODE: 32097
TELEPHONE NUMBER(S): 904-849-7346
SIGNATURE: LouBeth Dunman
NAME (TYPED OR PRINTED): LouBeth Dunman TITLE: President

EXHIBIT "D"
ITB 16-02
CITY OF FERNANDINA BEACH



E-VERIFY STATEMENT

Bid/Proposal Number: ITB-16-02

Product or Project Description: City of Fernandina Beach, Egans Creek
Fishing Pier and Kayak Launch

Vendor/Consultant acknowledges and agrees to the following:

Vendor/Consultant shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. All persons employed by the Vendor/Consultant during the term of the Contract to perform employment duties within Florida; and
2. All persons, including subcontractors, assigned by the Vendor/Consultant to perform work pursuant to the contract with the Department.

Company/Firm: Dunmar Group, Inc.

Authorized Signature: Loubeth Dunman

Title: President

Date: 04-14-2016

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM ONE
FOR
INVITATION TO BID
ITB #16-02
EGANS CREEK FISHING PIER AND KAYAK LAUNCH

Prepared By:
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM DATE: MARCH 29, 2016

INTRODUCTION

The City of Fernandina Beach is accepting competitive sealed bids for **EGANS CREEK FISHING PIER AND KAYAK LAUNCH**.

The City of Fernandina Beach requests sealed bids by **2:00 pm, April 14, 2016** from qualifying contractors to furnish all labor, materials, equipment, and other items, facilities, and services for the proper execution and completion of the above-referenced project in accordance with the specifications published March 18, 2016 as Invitation to Bid 16-02.

Any submittal received after the above stated time and date will not be considered. It shall be the sole responsibility of the bidder to have its proposal delivered to the City of Fernandina Beach, by U.S. Mail, hand delivery or any other method available to him/her; however, facsimile or electronic submittals will not be accepted. Delay in delivery shall be the sole responsibility of the bidder. Submittals received after the deadline will not be considered.

THIS ADDENDUM

The following changes are applicable to the original ITB documents and specifications of ITB 16-02. This Addendum now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or company submitting a proposal, to Exhibit "A" – Bid Form. Failure to do so may disqualify the Proposal.

NAME: Dunmar Group, Inc TITLE President

ADDRESS: 85101 Commercial Park Drive

CITY: Yulee STATE: FL

AUTHORIZED SIGNATURE: Loubeth Dunman DATE: 4-14-16

**CITY OF FERNANDINA BEACH, FLORIDA
BID ADDENDUM FOR
INVITATION TO BID # 16-02**

**Egans Creek Park Redevelopment Project
Egans Creek Park
Fernandina Beach, Florida**

3/25/2016

All aspects of the Egans Creek Park are to be built for ADA access. This includes the fishing pier and floating kayak dock. All transitions on land and over the water are to be free from trip hazards and be easily negotiated by wheelchairs.

Positioning of the fishing pier is to be as close to Atlantic Avenue as possible. The setback distance of the easternmost end of the fishing pier from the Atlantic Avenue tidal gates to be verified by DEP.

The following pages contain aspects not included in the original bid 16-02. The aspects not in the original bid are all ADA related and add cost to the project.

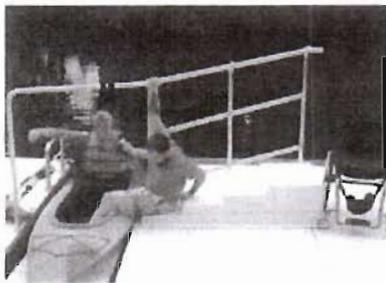
Design Specifications For The Egans Creek Park Floating Kayak Dock Updated 3/25/2016

- AccuDock Floating Dock Package as designed for Fernandina Beach
- ADA Floating dock with 1ea ADA slip and 1ea standard slip
- Freeboard is 8"
- Additional flotation section with additional buoyancy is to be used under the end of the gangway to support the gangway weight.
- Four cleats for kayakers to secure kayaks.

Floating Dock ADA Package by AccuDock

PKG-TRF3:

16' x 26' Adaptive Kayak/Canoe Double Slip Dock with 3' x 12' & 4' x 12' Slips

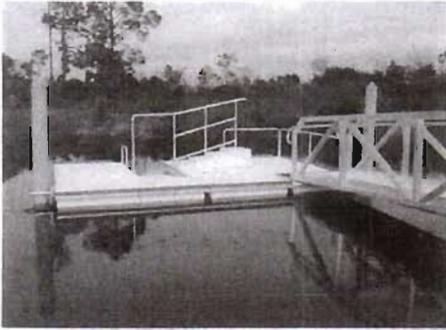


ACCUDOCK ADA TRANSFER PLATFORM:

- The transfer platform provides access from wheelchair height level- down to the dock level and returning to the wheel chair is in compliance with 1008.3 TRANSFER SYSTEMS:* As per the 2010 ADA Standards for Accessible Design.
- Specifically- The TRANSFER PLATFORM is ADA Compliant as follows:
- Transfer Platform provided- per 1008.3.1(transfer platforms shall be provided where transfer is intended from wheelchairs or other mobility aids)
- Loading surface level and step size is in compliance with (1008.3.1.1 size & 1008.3.1.2 height)
- Transfer space is provided per 1008.3.1.3 Transfer Space.
- Two transfer support methods are provided-an overhead assist bar and overhead continuous grab bar per 1008.3.1.4 and 1008.3.2.3 Transfer Supports Turning space per(1008.4.1 Turning Space)
- Clear floor space per(1008.4.2 Clear Floor or Ground Space)

ACC-EDGE 2-1/2" Edge/ Roll Off Guard on the half of gangway where the transfer station is located, at the bottom of the gangway. No Roll Off Guard on the other half, past the ADA slip, to allow access for kayakers to enter and exit kayaks from the floating dock without the use of either slip. Facilitates ease of use by larger kayaking groups. Painted onto the deck, or signage, at the end of the Edge/Roll Off Guard at the closed end of the ADA slip stating that 'No wheelchairs past this point'.

Photo below is to show the Roll Off Guard only, not for design of the dock.



Part of the package includes the ACC-C08 8" Cleat with stainless steel hardware, four cleats to tie off kayaks while entering and exiting. And to facilitate larger group tours in securing kayaks for novices.



ACCUDOCK HAS COMPLETE PRICING FOR THIS PROJECT PACKAGE.

AccuDock®

1790 SW 13th Court

Pompano, FL 33069

Toll Free: 1-800-910-8535

Tel: 954-785-7557

Fax: 954-784-9144

www.AccuDock.com

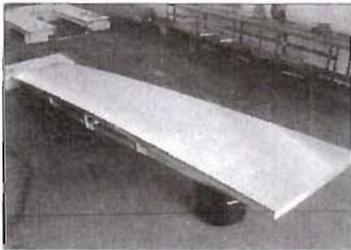
sales@AccuDock.com

Minimum Design Specifications For The Egans Creek Park Gangway

4' X 40' Aluminum Gangway from fishing pier down to the floating kayak dock. Listed below are the minimum design specifications for the gangway. Contractor is to design additional structure on the fishing pier as needed to meet stress and weight load requirements for the attachment of the gangway to the fishing pier. The precise location of that attachment on the north side of the fishing pier is to be determined prior to start of construction.

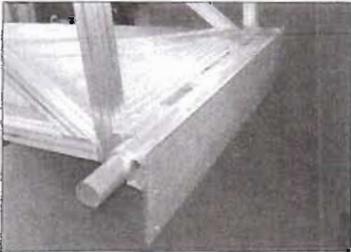
GANGWAY

constructed of USA 6000 Series Aluminum
Pre-stressed Arch Design with undercarriage truss system
2" x 2" X .125 box aluminum:
Ribbed Square Tube (Radius Corners)
6005-T5 Mill Finish



HINGE PLATE:

Hinge: 6061-T6 Mill Finish - accepts 1 ½" Schedule 40 pipe
Flat Plate: 8" 6061-T-6 flat aluminum plate



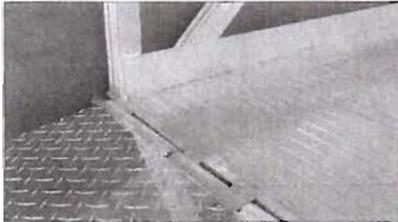
GANGWAY/RAMP ROLLERS:

American made, long lasting polyurethane rollers - 12" X 2 ½"
Roller shaft 5/8" - stainless steel



TRANSITION PLATE:

6061 T6 Diamond Tread Plate, 3/8"



ADDITIONAL AMERICAN DISABILITIES ACT (ADA) GANGWAY REQUIREMENTS:

KICK PLATE:

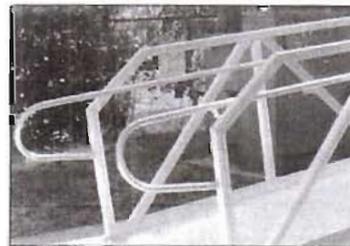
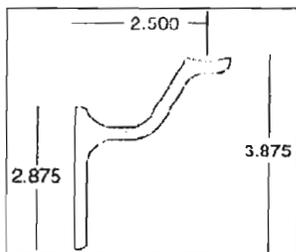
on gangway extends up 3"
6061-T6 3" x 1/8" Flat Plate



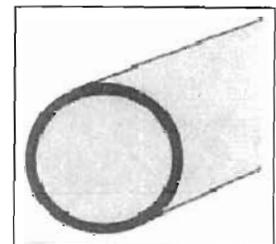
ADA handrail:

1 1/4" 6063-T52 aluminum pipe
height - between 34"-38"
2-1/2" x 3-7/8" Centerline Projected handrail bracket

ADA handrail: 1 1/4" 6063-T52 aluminum pipe
height - between 34"-38"
2-1/2" x 3-7/8" Centerline Projected handrail bracket



ADA handrail bracket - handrail extends 12" past the end of the gangway



1 1/4" pipe

Gangway is available from the floating dock manufacturer:

AccuDock®
1790 SW 13th Court
Pompano, FL 33069
954-785-7557

CITY OF FERNANDINA BEACH, FLORIDA
ADDENDUM TWO
FOR
INVITATION TO BID
ITB #16-02
EGANS CREEK FISHING PIER AND KAYAK LAUNCH

Prepared By:
City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

ADDENDUM DATE: APRIL 6, 2016

INTRODUCTION

The City of Fernandina Beach is accepting competitive sealed bids for **EGANS CREEK FISHING PIER AND KAYAK LAUNCH**.

The City of Fernandina Beach requests sealed bids by **2:00 pm, April 14, 2016** from qualifying contractors to furnish all labor, materials, equipment, and other items, facilities, and services for the proper execution and completion of the above-referenced project in accordance with the specifications published March 18, 2016 as Invitation to Bid 16-02.

Any submittal received after the above stated time and date will not be considered. It shall be the sole responsibility of the bidder to have its proposal delivered to the City of Fernandina Beach, by U.S. Mail, hand delivery or any other method available to him/her; however, facsimile or electronic submittals will not be accepted. Delay in delivery shall be the sole responsibility of the bidder. Submittals received after the deadline will not be considered.

THIS ADDENDUM

The following changes are applicable to the original ITB documents and specifications of ITB 16-02. This Addendum now becomes part of the original Invitation to Bid and shall be acknowledged by attaching a copy of this Addendum, signed by an authorized representative of the person or company submitting a proposal, to Exhibit "A" – Bid Form. Failure to do so may disqualify the Proposal.

NAME: Dunmar Group, Inc. **TITLE** President
ADDRESS: 85101 Commercial Park Drive
CITY: Yulee **STATE:** FL
AUTHORIZED SIGNATURE: Louise Dunman **DATE:** 4-14-16

ADDENDUM TWO

INVITATION TO BID ITB #16-02 EGANS CREEK FISHING PIER AND KAYAK LAUNCH

- I. Changes to Request for Proposal: None
- II. Questions: See Below – *responses in italics*
- III. Attachments: None

II. Questions:

1. Will there be an addendum to the bid form with a place for the 10% contingency?
No. The Invitation to Bid requires bidders to include a 10% contingency in the bid amount.
2. What is the time limit for the construction of this project? Are there liquidated damages?
The project is to be completed within 120 days of issuance of the Notice to Proceed. Liquidated damages are addressed after the award and are a negotiable element of the contract with the City.
3. Will engineering be required for the design of the fishing pier to allow for the specified 100 psf load rating?
Permitting is required for this project and the Building Department will require engineering specifications as a part of the permit application.
4. The only way for us to not pass on sales tax to the Owner is for the Owner to directly purchase materials from the vendors. Please advise.
Sales tax should be included in the bid. Owner will not purchase materials.
5. Please clarify the pier dimensions, as the DEP permit conflicts with the Scope of work.
Use the dimensions from the Scope of Work, not the DEP Permit. We got permission to make the dock access component wider than we really wanted just to be safe, but ended up deciding to go with 8'-0" rather than 10'-0" as listed on permit. DEP does not care if it is smaller.
6. It has come to our attention that Trex Accents has been discontinued by the manufacturer. Please advise an alternative product.
Alternate product is "Trex Enhance Series Decking in Clam Shell Color".
7. Please clarify the bid form as it is open to interpretation. Should the bid price line be our TOTAL bid price, including kayak launch and gangway? or will the three lines be added together for our TOTAL bid price? The additional lines for kayak launch and gangway are making for confusion.
The first line is the TOTAL bid, including kayak launch and gangway. We ask that you provide the costs for the kayak launch and gangway on the 2nd and 3rd lines.

*** END OF ADDENDUM TWO ***

AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Dunmar Group, Inc
85101 Commercial Park Drive
Yulee, FL 32097

OWNER:

(Name, legal status and address)

City of Fernandina Beach
204 Ash Street
Fernandina Beach, FL 32034

BOND AMOUNT:

Five Percent of Bid Amount (5% of Bid Amount)

PROJECT:

(Name, location or address, and Project number, if any)

Design and Construction of a Fishing Pier and Kayak Launch at Egans Creek Park

Project Number, if any: 16-02

SURETY:

(Name, legal status and principal place of business)

FCCI Insurance Company
6300 University Parkway
Sarasota, FL 34240-8424

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

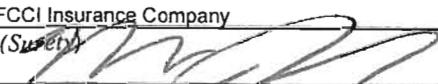
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 14th day of April 2016


(Witness)


(Witness)

Dunmar Group, Inc
(Principal)  (Seal)

FCCI Insurance Company
(Surety)  (Seal)

(Title)  Mark D. Pichowski, Attorney-in-Fact

GENERAL POWER OF ATTORNEY

Know all men by these presents: That the FCCI Insurance Company, a Corporation organized and existing under the laws of the State of Florida (the "Corporation") does make, constitute and appoint:
 Mark D. Pichowski

Each, its true and lawful Attorney-In-Fact, to make, execute, seal and deliver, for and on its behalf as surety, and as its act and deed in all bonds and undertakings provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the sum of (not to exceed \$5,000,000): \$5,000,000.00

This Power of Attorney is made and executed by authority of a Resolution adopted by the Board of Directors. That resolution also authorized any further action by the officers of the Company necessary to effect such transaction.

The signatures below and the seal of the Corporation may be affixed by facsimile, and any such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached.

In witness whereof, the FCCI Insurance Company has caused these presents to be signed by its duly authorized officers and its corporate Seal to be hereunto affixed, this 22ND day of September, 2011.

Attest: Craig Johnson
 Craig Johnson, President
 FCCI Insurance Company



Thomas A. Koval
 Thomas A. Koval Esq., SVP, General Counsel,
 Government Affairs and Corporate Secretary
 FCCI Insurance Company

State of Florida
 County of Sarasota

Before me this day personally appeared Craig Johnson, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 9/25/2016 **ARLENE CUEMAN**
 Notary Public, State of Florida
 My Comm. Expires Sept. 25, 2016
 No. EE 213092 Arlene Cueman
 Notary Public

State of Florida
 County of Sarasota

Before me this day personally appeared Thomas A. Koval, Esq., who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 9/25/2016 **ARLENE CUEMAN**
 Notary Public, State of Florida
 My Comm. Expires Sept. 25, 2016
 No. EE 213092 Arlene Cueman
 Notary Public

CERTIFICATE

I, the undersigned Secretary of FCCI Insurance Company, a Florida Corporation, DO HEREBY CERTIFY that the foregoing Power of Attorney remains in full force and has not been revoked; and furthermore that the February 24, 2011 Resolution of the Board of Directors, referenced in said Power of Attorney, is now in force.

Dated this 14th day of April, 2016
Thomas A. Koval
 Thomas A. Koval, Esq., SVP, General Counsel,
 Government Affairs and Corporate Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/05/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

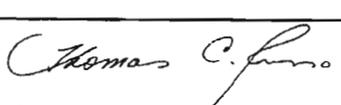
PRODUCER 904-277-3495 T C Russo Associates Inc 608 S. 8th St. Fernandina Beach, FL 32034	CONTACT NAME: T C Russo Associates Inc PHONE (A/C, No, Ext): 904-277-3495 E-MAIL ADDRESS: tcrinsurance@comcast.net	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Dunmar Group Inc. 97002 Po Folk Way Yulee, FL 32097	INSURER A : United Specialty Insurance Co.	
	INSURER B : Nautilus Insurance Co.	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>		DCG00985-00	01/31/2016	01/31/2017	EACH OCCURRENCE \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED RETENTION \$	<input checked="" type="checkbox"/>		0914458	01/21/2016	01/21/2017	EACH OCCURRENCE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				AGGREGATE \$ 2,000,000 WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 licensed contractor

CERTIFICATE HOLDER City of Fernandina Beach 204 Ash Street Fernandina Beach, FL 32034	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Marine Services

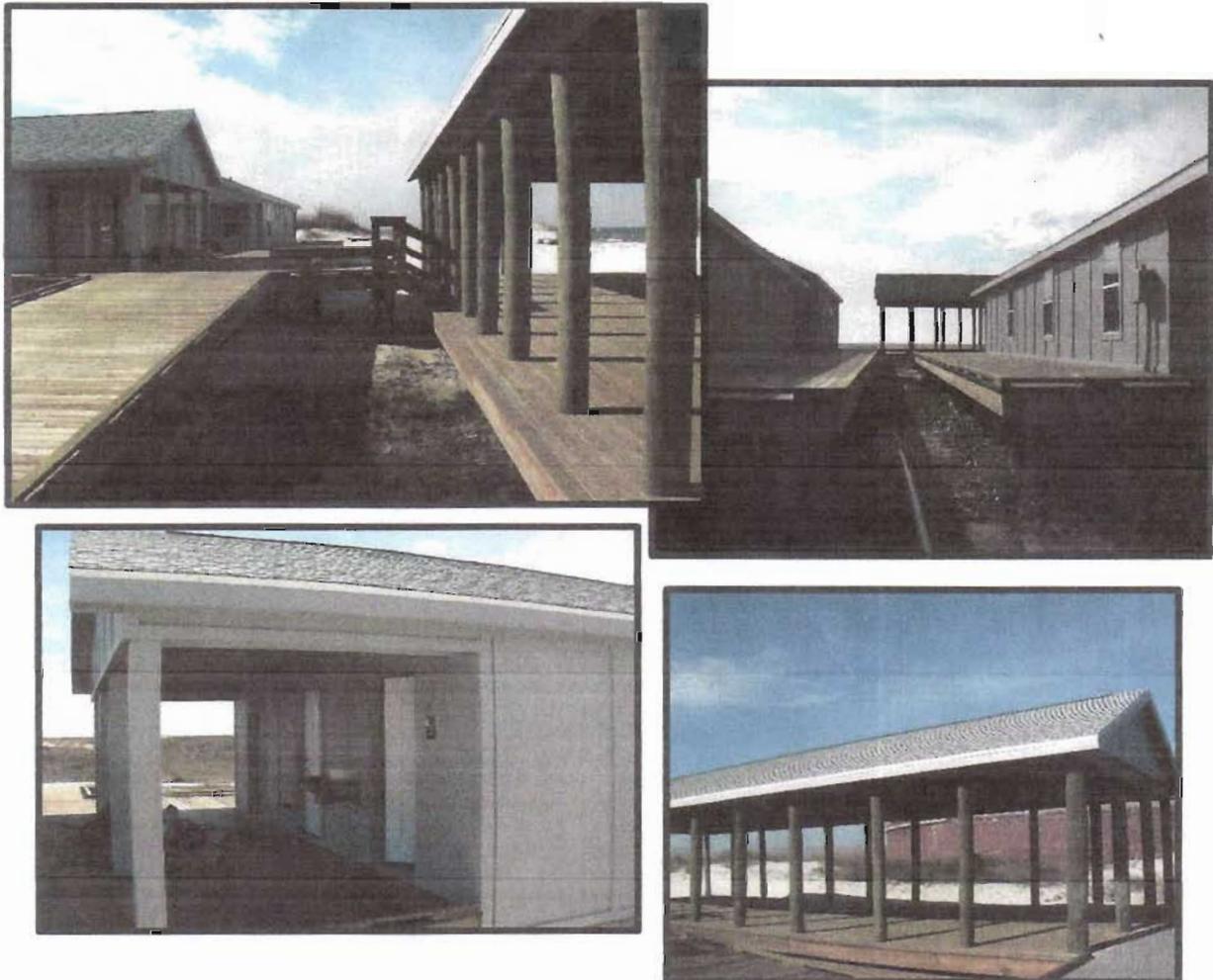


DUNMAR GROUP, INC.

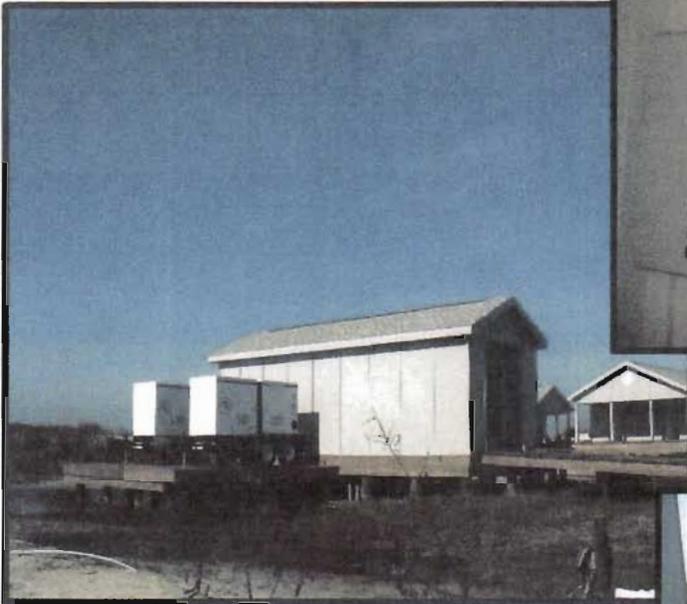
Construction Services

Project Name: Ship and Horn Island Rebuild, Gulf Shores
Client: Dept. of Interiors/National Park Service
Project Status: Complete
Value: \$6,450,000.00

Project Description: Due to damage caused from Hurricane Katrina to the National Park Service (NPS) facilities located on Ship Island, which is located 12 miles of Biloxi MS. and Horn Island which is due east of Ship Island, the structures were in need of a total rebuild. Dunmar along with a team of contractors and subcontractors constructed a total of seven structures to include Ranger Bunk Housing, Private Ranger Residents, Concession Facility, cover pavilions, public restrooms and a generator station. The project included the total infrastructure design and rebuild from the water supply and treatment, sewage disposal and disbursement, generating power to structures through diesel generation and distribution, fire suppressant systems and testing, install of solar system interface powering facility's on Horn Island along with thousands of square foot of decking and vertical rebuild.



Project Name: Ship and Horn Island Rebuild, Gulf Shores



Generator Building



Fire Suppressant



Fuel Systems



Interior Finishes

DUNMAR GROUP, INC.

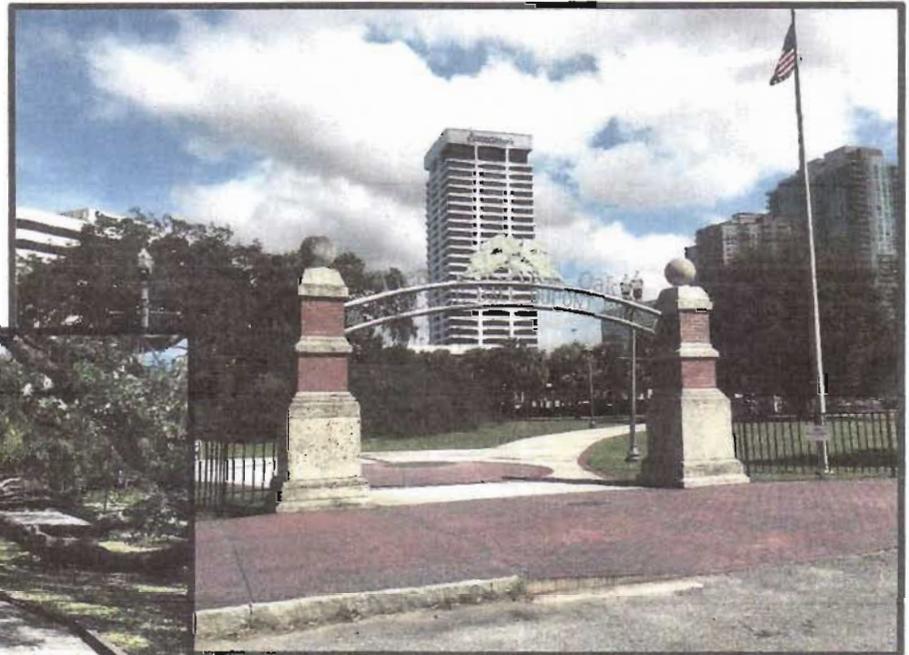
Construction Services

Project Name: Renovation of Treaty Oak Park, Jacksonville, Florida

Client: City Of Jacksonville

Project Status: Complete

Value: \$180,00.00



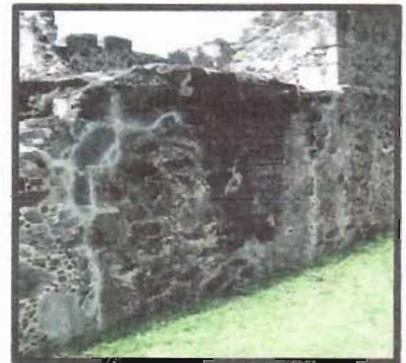
Project Name: Repainting and Stabilization work for three historic ruins sites, Catherineberg, Cinnamon and Annaberg:

Client: Dept. of Interiors/National Park Service

Project Status: Complete

Value: \$1,250,000.00

Project description: This project included the repair and rebuild of Historical Ruins at three separate locations on the island of ST John, USVI. Historical documents were referenced and industry standard historical preservation techniques were used for accuracy.



Project Name: Installation of 4 Life Guard Towers on Trunk Beach, USVI
Client: Dept. of Interiors/National Park Service
Project Status: Complete
Value: \$655,000.00

Project Description: This project was the removal of old lifeguard structures, the procurement and install of four Lifeguard Towers located on Trunk Beach, USVI.



DUNMAR GROUP, INC.

Construction Services

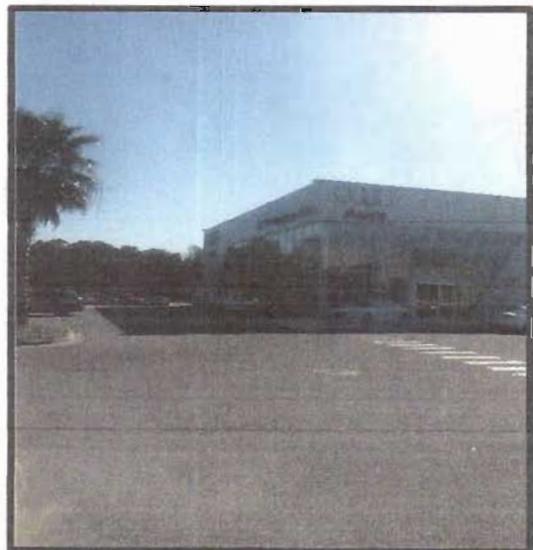
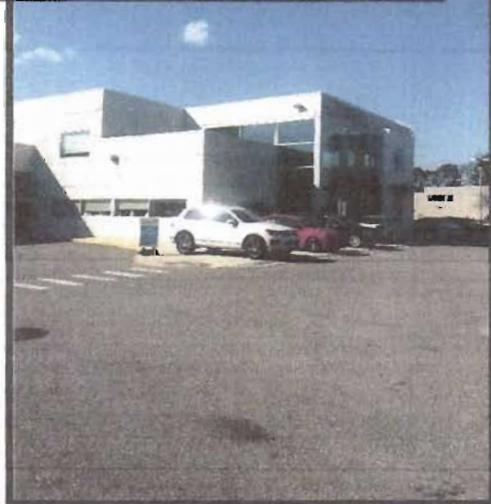
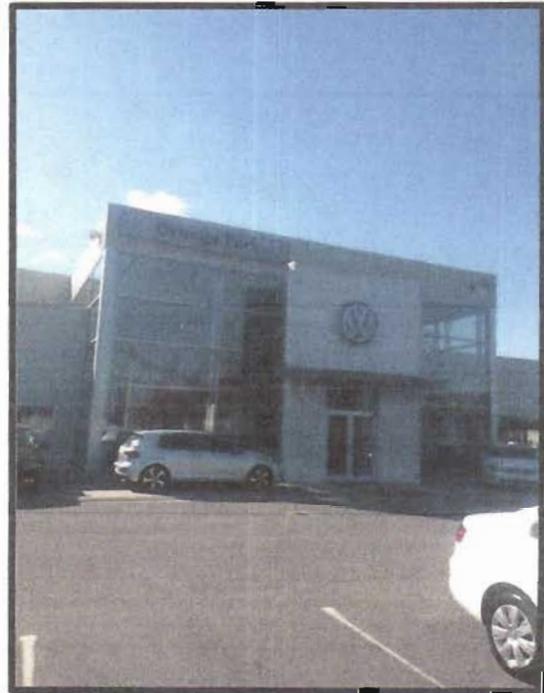
Project Name: Hanania Automotive Group

Client: Jack Hanania / Audi/Volkswagen

Project Status: Complete

Value: \$10,000,000.00

Project Description: This project was a total turnkey from the ground up of two dealerships that were built simultaneously. From Parking lot and curbs, to interior build out of finishes, electrical and IT systems. Duration to include both facilities was twelve months.



CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Resolution 2016-63**
Budget Amendment and Equipment Purchase – Police Department

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve Resolution 2016-63**

SYNOPSIS: According to Code Sec 2-412 and Charter section 74, the Commission must approve any budget transfers over \$7,500. The Police Chief has made a pledge to equip City police officers with body cameras by the end of the current fiscal year. The purchase of the cameras and required hardware/software was not included in the FY 2015/2016 budget. Staff is seeking Commission approval for the budget transfer and authorization to purchase the equipment, hardware and software.

FISCAL IMPACT: The proposed budget amendment transfers \$73,000 from the Capital Expansion Fund's Reserve account, 310-3010-521.2600, to the Non Capital Equipment – Police account, 310-3010-521.6401 (\$19,000) and to the Equipment – Police account, 310-3010-521.6400 (\$54,000) for the purchase of eight body cameras, related hardware and software. There are sufficient funds in the Police Reserve account for this transfer. This is an appropriate use of Police impact fees.

2016/2017 CITY COMMISSION GOALS: (As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input checked="" type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend the City Commission adopt Resolution 2016-63. *v.m.*

DEPARTMENT DIRECTOR	Submitted by: James Hurley <i>JAH</i> Police Chief	Date: 4/29/2016
CONTROLLER	Approved as to Budget Compliance <i>PHC</i>	Date: 4/29/2016
CITY ATTORNEY	Approved as to Form and Legality <i>TEB</i>	Date: 5/4/16
CITY MANAGER	Approved Agenda Item for 5/17/16 <i>v.m.</i>	Date: 5/3/2016

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

RESOLUTION 2016-63

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA APPROVING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR 2015/2016; APPROVING THE PURCHASE OF EQUIPMENT, SOFTWARE AND HARDWARE FOR BODY CAMERAS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Police Chief has made a pledge to equip officers with body cameras by the end of the current fiscal year; and

WHEREAS, the purchase of the cameras and related hardware and software was not included in the current fiscal year budget; and

WHEREAS, the City adopts and operates under a budget for the fiscal year and the City Charter requires that the City Commission approve any budget amendment over \$7,500; and

WHEREAS, the Controller agrees that the addition of body cameras is an appropriate use of Police impact fees and recommends an amendment to the fiscal year 2015/2016 Capital Expansion budget transferring \$73,000 from the Capital Expansion Fund's Reserve Police account, 310-3010-521.2600 to the Non Capital – Police account, 310-3010-521.6401 (\$19,000) and the Equipment – Police account, 310-3010-521.6400 (\$54,000); and

WHEREAS, staff requests approval from the Commission to purchase the equipment (see Quotes) in an amount not to exceed \$73,000, the majority of which is through the governmental contract with U.S. Communities IT Products & Services (#4400101195 (RQ09-997736-42B)), a national government purchasing cooperative.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby approves the following budget amendment: a \$73,000 transfer from the Capital Expansion Fund's Reserve Police account, 310-3010-521.2600 to the Non Capital – Police account, 310-3010-521.6401 (\$19,000) and the Equipment – Police account, 310-3010-521.6400 (\$54,000).

SECTION 2. The City Commission hereby authorizes the purchase of eight body cameras and related hardware and software using Police impact fees in an amount not to exceed \$73,000.

SECTION 3. This Resolution shall be effective immediately upon passage.

ADOPTED this 17th day of May, 2016.

ATTEST:

CITY OF FERNANDINA BEACH

Caroline Best
City Clerk

John A Miller
Commissioner-Mayor

APPROVED AS TO FORM AND LEGALITY:



Tammi E. Bach
City Attorney

**CITY OF FERNANDINA BEACH
REQUEST FOR BUDGET AMENDMENT**

BUDGET AMENDMENT NUMBER:

DATE: 4/29/2016

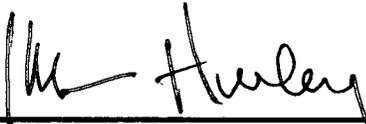
DEPARTMENT: Capital Expansion Fund - Police

REQUEST THAT THE ADOPTED BUDGET FOR THE FOLLOWING ACCOUNTS BE AMENDED:

FROM	TO	AMOUNT
310-3010-590.2600 Reserve Police	310-3010-521.6401 Non Capital Equipment - Police	19,000
310-3010-590.2600 Reserve Police	310-3010-521.6400 Equipment - Police	54,000

REASON FOR TRANSFER:

To transfer funds for unbudgeted purchase of eight body cameras and related software and hardware.



DEPARTMENT HEAD SIGNATURE

RECOMMENDATIONS/COMMENTS: _____

 4/29/16

CONTROLLER DATE

 5/4/16

CITY MANAGER DATE

RESOLUTION 2016-64

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, RECOMMENDING A 2016 LEVY RELATED TO THE AMELIA ISLAND BEACH RENOURISHMENT MUNICIPAL SERVICE TAXING UNIT AS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF NASSAU COUNTY, FLORIDA; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 125.01 (l)(q) and (r), Florida Statutes, the Florida Legislature has empowered counties to establish Municipal Service Taxing Units (MSTU), whereby a County may levy a tax within the County to cover the cost of providing for certain municipal services, including the provision of beach renourishment, restoration, erosion control, and storm protection; and

WHEREAS, pursuant to Section 125.01(l)(q), Florida Statutes, the Florida Legislature has provided that any municipality or portion thereof may be included in a municipal services taxing unit provided the municipality consents to same; and

WHEREAS, a municipality's consent to the inclusion of its municipal boundaries within a MSTU must be authorized by the enactment of an ordinance of the governing body of the municipality; and

WHEREAS, the Board of County Commissioners of Nassau County, with the consent of the City Commission of Fernandina Beach, established the Amelia Island Beach Renourishment MSTU for the entire unincorporated area of Nassau County lying on Amelia Island and all incorporated areas of the City of Fernandina Beach lying on Amelia Island, but not including those properties within the South Amelia Island Shore Stabilization Municipal Service Benefit Unit, to provide beach renourishment, restoration, erosion control, and storm protection.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH AS FOLLOWS:

SECTION 1. That the City Commission of Fernandina Beach recommends that the Board of Commissioners of Nassau County levy a millage of 0.1265 mills on said County's 2016 ad valorem tax roll for the purpose of generating approximately \$327,000 to support the Amelia Island Beach Renourishment MSTU.

SECTION 2. That the City Commission recognizes that said levy may be amended following the certification of the 2016 Nassau County tax roll by the Nassau County Property Appraiser, but further recommends that the revenue generated by said levy be not less than \$327,000.

SECTION 3. This Resolution shall become effective immediately upon passage.

ADOPTED this 17th day of May, 2016.

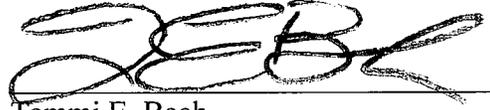
ATTEST:

CITY OF FERNANDINA BEACH

Caroline Best
City Clerk

John A. Miller
Commissioner – Mayor

APPROVED AS TO FORM & LEGALITY:

A handwritten signature in black ink, appearing to read 'TEB', written over a horizontal line.

Tammi E. Bach
City Attorney



Government Services Group, Inc.
www.WeServeGovernments.com



August 20, 2015

Via Electronic Transmission

Shanea Jones, OMB Director/Assistant County Manager
Nassau County Board of County commissioners
96135 Nassau Place, Suite 2
Yulee, Florida 32097

Re: Island-Wide Beach Renourishment MSTU Project Memorandum

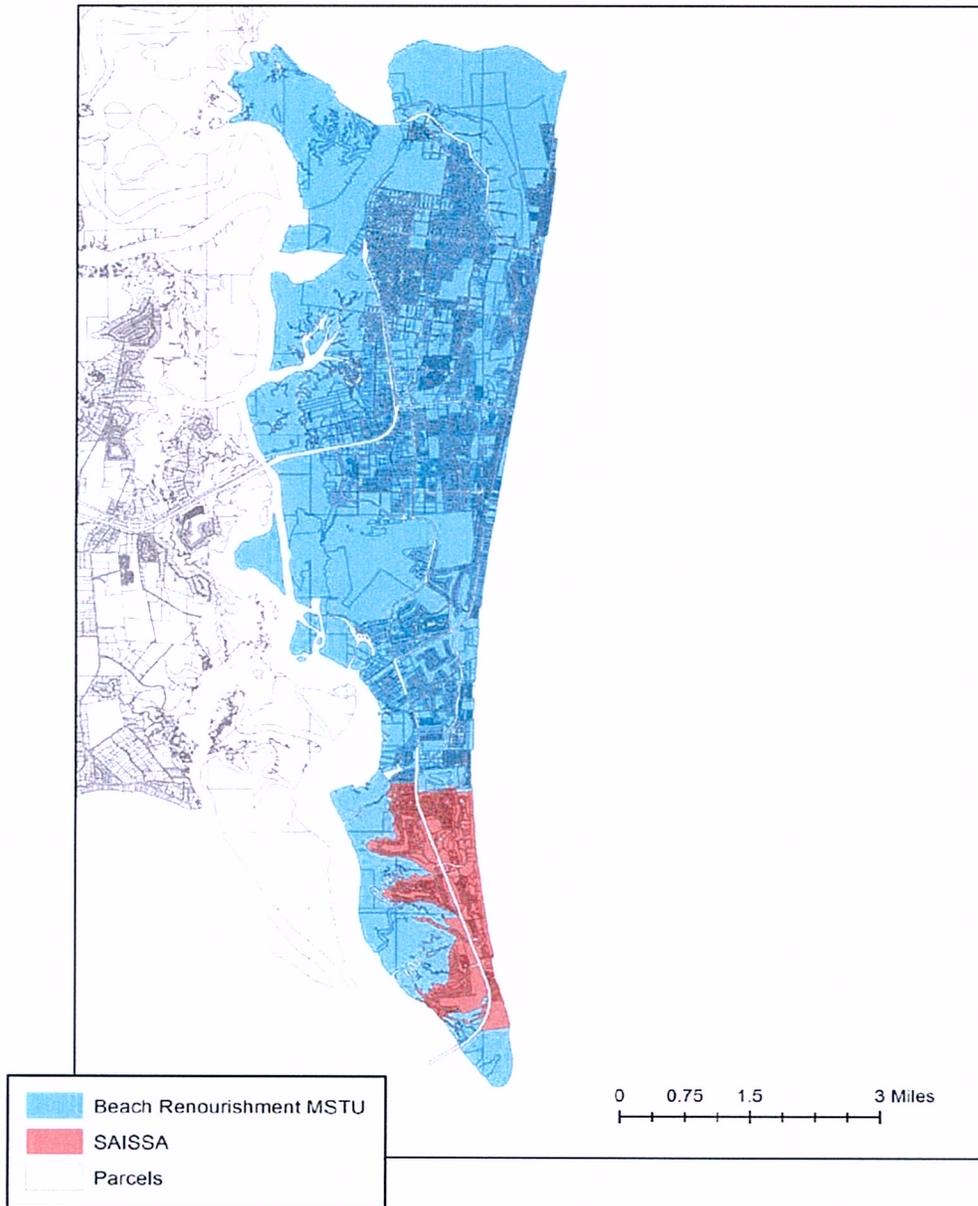
Dear Shanea,

Nassau County (County) has requested the assistance of Government Services Group, Inc. (GSG) to determine the feasibility of creating a Municipal Service Taxing Unit (MSTU) to fund ongoing beach renourishment services (Beach Renourishment MSTU) for the Amelia Island (Island) geographic area. This memorandum provides a summary of GSG's analysis.

Because the County created the South Amelia Island Shore Stabilization Municipal Service Benefit Unit (SAISS MSBU) pursuant to Ordinance No. 93-14 adopted on May 24, 1993 to impose and collect special assessments to fund the beach renourishment project within the SAISS MSBU geographic area, the proposed Beach Renourishment MSTU will not include the existing SAISS MSBU area. The proposed Beach Renourishment MSTU will include the remaining unincorporated areas within the Island as well as the properties located within the City of Fernandina Beach (City), with the consent of the City. The boundaries of the proposed Beach Renourishment MSTU and the existing SAISS MSBU are illustrated in Figure 1.

The purpose of the Beach Renourishment MSTU is to fund the services pertaining to beach nourishment, restoration, erosion control and maintenance within the boundaries of the Beach Renourishment MSTU on a pay-as-you-go basis.

Figure 1
Map of Beach Renourishment MSTU



MUNICIPAL SERVICE TAXING UNITS (MSTUs)

Article VII, section 9(b) of the Florida Constitution (1968) permits cities, counties and special districts to levy ad valorem taxes at the following rates:

- Ten mills for county purposes ("County Millage").
- To the extent authorized by law, a county furnishing municipal services may levy additional taxes within the limits fixed for municipal purposes ("MSTU Millage").

Subject to the restrictions described below, the County may establish one or more municipal service taxing units that would encompass the beach renourishment area and impose ad valorem taxes to fund the restoration benefits derived by privately-owned property.

Section 125.01(1)(q) includes as an enumerated county power, the power to

[e]stablish, and subsequently merge or abolish those created hereunder, municipal service taxing or benefit units for any part or all of the unincorporated area of the county, within which may be provided fire protection; law enforcement; beach erosion control; recreation service and facilities; water; . . . streets; sidewalks; street lighting; garbage and trash collection and disposal; waste and sewage collection and disposal; drainage; transportation; indigent health care services; mental health care services; and other essential facilities and municipal services from funds derived from service charges, special assessments, or taxes within such unit only. Subject to the consent by ordinance of the governing body of the affected municipality given either annually or for a term of years, the boundaries of a municipal service taxing or benefit unit may include all or part of the boundaries of a municipality. If ad valorem taxes are levied to provide essential facilities and municipal services within the unit, the millage levied on any parcel of property for municipal purposes by all municipal service taxing units and the municipality may not exceed 10 mills. This paragraph authorizes all counties to levy additional taxes, within the limits fixed for municipal purposes, within such municipal service taxing units under the authority of the second sentence of s. 9(b), Art. VII of the State Constitution.

Id. (emphasis added).

Section 125.01(1)(r) further grants counties the power to

[l]evy and collect taxes, both for county purposes and for the providing of municipal services within any municipal service taxing unit, and special assessments; borrow and expend money; and issue bonds, revenue certificates, and other obligations of indebtedness, which power shall be exercised in such manner, and subject to such limitations, as may be provided by general law. There shall be no referendum required for the levy by a county of ad valorem taxes, both for county purposes and for the providing of municipal services within any municipal service taxing unit.

Id. (emphasis added).

The Supreme Court of Florida upheld the constitutionality of a county levy of ad valorem taxes within a municipal service taxing unit without referendum within the 10 mill constitutional limit for municipal purposes in Gallant v. Stephens, 358 So. 2d 536 (Fla. 1978). However, Article VII, Section 12 of the Florida Constitution requires referendum approval if ad valorem taxes are pledged to secure the payment of bonds.

A municipal service taxing unit is neither constitutionally nor functionally a special district. It is purely a mechanism by which a county can fund a particular service from a levy of ad valorem taxes, not countywide, but within all or a portion of the county. Thus, a municipal service taxing unit is a tax equity tool available to a board of county commissioners to place the burden of ad valorem taxes upon a geographic area less than countywide to fund a particular service. In terms of function and accountability, it is no different than any other revenue source appropriated and budgeted by a county. In the county budget, the municipal service taxing unit is used to segregate the ad valorem taxes levied within the taxing unit to ensure that funds derived from such levy are used to provide the contemplated services within the boundaries of the taxing unit as required by section 125.01(1)(q), Florida Statutes.

The distinction between a municipal service taxing unit and municipal service benefit unit is that "benefit unit" is the correct term when the mechanism used to fund the county service is a service charge or a special assessment rather than a tax. Again, both units are similar in that a municipal service benefit unit is a mechanism available to a board of county commissioners to identify a precise geographic area in the county area in which to impose such service charges and special assessments but is not a special district in function or status. The municipal service benefit unit is used within the county budget to account for such special assessments and service charges to ensure that such funds are used to provide the county services for which they were imposed.

An MSTU may also include an area within a municipality or an entire municipality, but may do so only with the consent of the municipality obtained by ordinance. Subject to certain specific exceptions, various deadlines in section 200.066, Florida Statutes, exist for adopting the ordinance depending upon the geographic area to be included. If the MSTU is to include all of the unincorporated area, all of the County, all of the geographic area currently within a special district or a municipality, the County must adopt the ordinance by July 1. If the MSTU is to include only a portion of the unincorporated area, the ordinance must be adopted prior to January 1 of the year in which the ad valorem tax levy is to be imposed.

AD VALOREM REVENUE CAPS

Section 200.185(5), Florida Statutes, enacted in 2007, capped ad valorem tax revenues for the 2008-09 fiscal year and section 200.065(5), Florida Statutes, extends the ad valorem tax revenue cap for the 2009-10 fiscal year and the subsequent fiscal years. The section provides:

(5)(a) The maximum millage rate that a county, municipality, special district dependent to a county or municipality, municipal service taxing unit or independent special district may levy is a rolled-back rate based on the amount of taxes that would have been levied in the prior year if the maximum millage rate had been applied, adjusted for growth in per capita Florida personal income, unless a higher rate is adopted, in which case the maximum is the adopted rate. A higher rate may be adopted by a two-thirds, three-fourths or unanimous vote of the governing board of the county, municipality or independent district under certain conditions.

The ad valorem tax caps apply to the aggregate ad valorem revenues of the local government including dependent special districts and municipal service taxing units. This aggregation provision allows a local government to adjust district or MSTU millages to accommodate the revenue needs of the general fund. But

this also means that the creation of a new MSTU depresses the millage available for the general fund and for dependent special districts unless the millage cap is exceeded by a supermajority vote of the governing body.

MSTU PROPERTY COMPOSITION

The County provided GSG with information from the ad valorem tax roll from the Nassau County Property Appraiser's office to analyze the property composition and taxable values for the proposed MSTU. The proposed MSTU includes 13,487 parcels, with 8,081 parcels assigned a single family residential property use. Table 1 provides a summary of the property composition by property use categories.

Table 1
Property Composition

Property Category	Number of Parcels
Single Family Residential	8,081
Condominiums	2,178
Multi-Family Residential	374
Commercial	423
Hotels	19
Industrial/Warehouse	56
Institutional/Government	180
Vacant Land	2,113
Miscellaneous	63
Total	13,487

Source: 2015 Preliminary Ad Valorem Tax Roll

PRELIMINARY MILLAGE RATES

Because the MSTU revenues will be collected annually on the ad valorem tax bill sent each November, there are certain additional costs associated with the tax bill collection method. Based on the annual costs for the beach renourishment services, the collection costs and the taxable value of the properties (based on the 2015 preliminary ad valorem tax roll) located within the proposed MSTU of approximately \$2,584,089,139, Table 2 provides the proposed millage rates for several revenue scenarios.

Table 2
Proposed Millage Rates for MSTU

	Millage Rate 0.1265	Millage Rate 0.1476	Millage Rate 0.1687	Millage Rate 0.1898	Millage Rate 0.2042
Annual Funding Required	\$300,000	\$350,000	\$400,000	\$450,000	\$484,000
Tax Collector Costs	\$6,000	\$7,000	\$8,000	\$9,000	\$9,680
Property Appraiser Costs	\$6,000	\$7,000	\$8,000	\$9,000	\$9,680
Statutory Discount	\$15,000	\$17,500	\$20,000	\$22,500	\$24,200
Grand Total	\$327,000	\$381,500	\$436,000	\$490,500	\$527,560

Source: 2015 Preliminary Ad Valorem Tax Roll

IMPLEMENTATION STEPS

Table 3 provides the basic steps and chronological order of the key dates and activities that must occur for the first year implementation of the Beach Renourishment MSTU.

Table 3
Implementation Steps

Action	Date
County Tentative Decision on Using MSTU	July - September 2015
City Tentative Decision to Participate in MSTU	July - September 2015
County Attorney drafts MSTU Ordinance and City Consent Ordinance	August - October 2015
County Advertises County's MSTU Ordinance	September - October 2015
County Holds Public Hearing on MSTU Ordinance	September - October 2015
First Reading of City Consent Ordinance	October - November 2015
City Advertises City's Consent Ordinance	October - December 2015
City Holds Public Hearing on Consent Ordinance	By January 1, 2016
County sets Tentative Millage Rate for MSTU	June - July 2016
Property Appraiser sends TRIM Notices with MSTU Millage Rates	August 2016
County Budget Hearings to Set Final MSTU Millage Rates	August - September 2016
Tax Bills Mailed	November 2016

CONCLUSION

Based on the analysis conducted by GSG, the County can create the Beach Renourishment MSTU to include the City of Fernandina Beach based on the following conditions:

1. The County adopts an ordinance creating the Beach Renourishment MSTU before January 1, 2016.
2. The City adopts an ordinance that consents to inclusion within the Beach Renourishment MSTU before January 1, 2016.
3. Both the County and City should not exceed the ad valorem tax caps prescribed by Chapter 200, Florida Statutes.

We appreciate the opportunity to work with Nassau County on this project. If you have any questions or need further information, please do not hesitate to call me.

Sincerely,



Camille P. Tharpe
Senior Vice President

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT: **Ordinance 2016-09**
LDC Text Amendments - Conservation & Coastal Management Element

ITEM TYPE: Ordinance Resolution Other
 Proclamation Presentation

REQUESTED ACTION: **Approve Ordinance 2016-09 at First Reading.**

SYNOPSIS: City Planning staff set a 2016 goal of implementing the policy direction from the Conservation and Coastal Management Element of the Comprehensive Plan and to remove the floodplain management sections contained within Chapter 3 of the Land Development Code (LDC). The City has maintained floodplain management standards in the Municipal Code since 2010 through Sections 55-122 through 55-161. This package of amendments impacts multiple chapters of the LDC and reorganizes Chapter 3. Notable changes within this series of LDC amendments include updated definitions, adding requirements for soil erosion and sedimentation control, updated outdoor lighting standards for sea turtles, removing marinas from C-3 zoning, modifying marina standards, relocating stormwater management standards from Chapter 7 to Chapter 3 and adding specific requirements to address drainage for infill development, specifically addressing waterfront planning initiatives, and adding definitions and requirements for Environmentally Sensitive Lands (ESL).

The Planning Advisory Board reviewed the changes at its regular meeting on April 13, 2016 and issued a recommendation of approval.

FISCAL IMPACT: None

2016/2017 CITY COMMISSION GOALS: (As approved by Resolution 2016-51)

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Alachua Street
<input type="checkbox"/> Soccer Field Lighting	<input type="checkbox"/> Stormwater
<input type="checkbox"/> Downtown Density	<input type="checkbox"/> Opportunity
<input type="checkbox"/> ADA Improvements	<input type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission approve the First Reading of Ordinance 2016-09. *de r*

DEPARTMENT DIRECTOR Submitted by: Marshall McCrary *MM* Date: 4/29/16
CDD Director

CONTROLLER Approved as to Budget Compliance Date:
CITY ATTORNEY Approved as to Form and Legality *TEB* Date: *5/4/16*

CITY MANAGER Approved Agenda Item for 5/17/16 *de r* Date: 5/3/16

COMMISSION ACTION: Approved As Recommended Disapproved
 Approved With Modification Postponed to Time Certain
 Other Tabled

ORDINANCE 2016-09

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE CHAPTER 1 SECTION 1.00.07 ACRONYMS AND DEFINITIONS, CHAPTER 2 SECTION 2.03.02 TABLE OF LAND USES, CHAPTER 3 ALL SECTIONS, CHAPTER 6 SECTION 6.02.19, CHAPTER 7, SECTION 7.03.00, CHAPTER 11, SECTION 11.01.04, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission adopted a unified Land Development Code on September 5, 2006 which became effective on October 1, 2006; and

WHEREAS, the City's adopted 2030 Comprehensive Plan directs changes to the Land Development Code for consistency with State Laws and current planning methods for growth and economic development; and

WHEREAS, the Planning Department set a 2016 goal of implementing policies found in the Conservation and Coastal Management Element of the Comprehensive Plan; and

WHEREAS, since 2010, Floodplain Management has been incorporated into Municipal Code Sections 22-151 through 22-166 and its requirements are enforced by the City's Floodplain Manager/ Building Official; and

WHEREAS, the Planning Advisory Board has reviewed the suggested amendments in an advertised public meeting held on April 13, 2016 and has issued a recommendation of approval; and

WHEREAS, notice of public hearing on such amendments was published in the News Leader, a newspaper of general circulation in Fernandina Beach, Nassau County, Florida, on March 30, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH AS FOLLOWS:

SECTION 1. The City Commission hereby approves and adopts modifications to the Land Development Code of the City of Fernandina Beach, attached hereto as Exhibit "A".

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

SECTION 3. This Ordinance shall become effective immediately upon adoption.

ADOPTED this 21st day of June, 2016.

CITY OF FERNANDINA BEACH

JOHN A. MILLER
Mayor - Commissioner

ATTEST:

APPROVED AS TO FORM AND LEGALITY:



CAROLINE BEST
City Clerk

TAMMI E. BACH
City Attorney

**ORDINANCE 2016-09
EXHIBIT "A"**

LDC SECTION 1.07.00 – ACRONYMS AND DEFINITIONS

Replace water-dependent and water-related are currently defined in LDC and add water-enhanced uses:

Water-dependent Uses – Activities which must be carried out in or adjacent to water areas because the use requires access to the water body for: waterborne transportation, recreation-access, electrical generating facilities, or water supply. These include, but are not limited to, commercial marinas, boat ramps/docks, electrical generation plants, and fishing piers.

Water-enhanced Uses – Activities that benefit economically from being located on or near the water, but that are neither dependent on direct access to water nor provides goods or services directly related to water-dependent uses. Water-enhanced uses are specifically excluded from definitions of both water-dependent and water-related uses.

Water-related Uses – Activities which are not directly dependent upon access to a water body, but which provide goods and services that are directly associated with water-dependent or waterway uses. These include, but are not limited to, commercial resorts, campgrounds, fish camps, seafood processing operations, dive shops, and bait and tackle stores.

Replace existing definition of ESL with:

Environmentally Sensitive Lands Any land area and/or water resources that may be determined to contain naturally occurring and relatively unaltered flora, fauna, or geologic conditions. Environmentally sensitive lands may include historical and archaeological resources, wetlands, wetland transition areas, estuarine shoreline areas; 100 year floodplains, open space, dune systems, wildlife habitat and aquifer recharge areas.

Add related to 3.01.04 Soil Erosion and Sedimentation Control:

Soil erosion shall mean any removal and/or loss of soil by the action of water, gravity, or wind. Erosion includes both the detachment and transport of soil particles.

Sedimentation shall mean the settling out of the soil particles which are transported by water or wind. Sedimentation occurs when the velocity of water or wind in which soil particles are suspended is slowed to a sufficient degree and for a sufficient period of time to allow the particles to settle out of suspension or when the degree of slope is lessened to achieve the same result.

Erodible slope shall mean all slopes with inclines in excess of four percent unless modified by the administrative official based on consideration of specific soil conditions.

Large flat surface area (unpaved) shall mean an area which is flat or whose slope is less than four percent and which consists of more than 1,000 square feet of exposed soil.

Add related to 3.06.01 Outdoor Lighting- Sea Turtles:

Artificial Light means the light emanating from any human-made device.

Beach means the zone of unconsolidated material that extends landward from the mean low water line to the place where there is marked change in material or physiographic form, or to the line of permanent vegetation.

Cumulatively means illumination by numerous artificial light sources that as a group illuminate any portion of the beach.

Directly means illumination as the result of an artificial light source and visible to an observer located beyond the most seaward dune.

Directly visible means the point source of an artificial light (e.g. bulb, lamp, or glowing element) are visible to an observer standing on the beach.

Dune means any mound, bluff or ridge of loose sediment, usually sand-sized sediment, lying upland of the beach and deposited by any natural or artificial mechanism, which may be bare or covered with vegetation and is subject to fluctuations in configuration and location.

Egress Lighting means emergency lighting used in commercial buildings as a safety precaution to power outages that allows individuals to safely navigate their way out of the building.

Fully Shielded means that a light fixture is constructed in such a manner that the point source of light of the fixture is not directly visible from the beach.

Full cut-off means a lighting fixture constructed in such a manner that all light emitted by the fixture, either directly from the point source, or indirectly by reflection or refraction from any part of the point source, is projected below the horizontal plane as determined by photometric test or certified by the manufacturer.

Glare means unwanted source luminance or brightness visible to the eye of an observer located on the beach, regardless of the observer's distance from the light source or whether the light source measurably illuminates any area of the beach.

Illuminance means the amount of light projected from a source that reaches a surface from any distance, lighting fixture array, or direction.

Illuminate means that more than zero footcandles of artificial light can be measured.

Indirectly means illumination as a result of an artificial light source when the artificial light source is not visible by an observer located beyond the most seaward dune, but the lumen output is reaching the beach.

Indirectly visible means visible as a result of the reflection of the point source of an artificial light (e.g. bulb, lamp, or glowing element) on structures, buildings, or landscaping visible to an observer standing on the beach.

Light Trespass means light spilling out of the area purposefully illuminated.

Long Wavelength means a luminaire emitting light wavelength of 580 nanometers or greater.

Luminance means the physical measure of the stimulus, which produces the sensation of brightness.

Point Source means the bulb, lamp, or glowing elements of a fixture from which light is emitted.

Sea Turtle means any turtle, including all life stages from egg to adult, of these species: Green (*Chelonia mydas*), Leatherback (*Dermochelys coriacea*), Loggerhead (*Caretta caretta*), Hawksbill (*Eretmochelys imbricata*), and Kemp's Ridley (*Lepidochelys kemp*).

Nesting Season means the period from May 1 through October 31 of each year for all areas within the City of Fernandina Beach.

Nighttime means the locally effective time period between sunset and sunrise.

Outdoor Area means any portion of a property that could have an artificial light source not attached to a permanent structure, and is not primarily lighting a parking area or roadway.

Tinted Glass means any glass treated to achieve an industry-approved, inside-to-outside light transmittance value. Such transmittance is limited to the visible spectrum (400-700 nanometers) and is measured as the percentage of light that is transmitted through the glass.

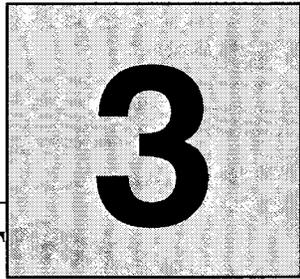
2.03.02 Table of Land Uses

Table 2.03.02. Table of Land Uses

(Striking C-3 to from allowing Marinas – there are no C-3 properties on the water.)

	Zoning Districts								
	C-2	C-3	I-1	I-A	I-W	W-1	PI-1	CON	REC
P – Permissible									
S – Permissible Subject to Supplemental Standards									
Blank-Prohibited									
Land Uses:									
Marina		S			S	S	S		

CHAPTER 3



ENVIRONMENTAL + RESOURCE PROTECTION

3.00.00	GENERALLY	
3.00.01	Purpose and Intent	
3.00.02	Applicability	
3.01.00	FLOODPLAIN MANAGEMENT Incorporated into Municipal Code	
3.01.01	Generally	
3.01.02	Basis for Establishing the Areas of Special Flood Hazard	
3.01.03	Requirements for All Areas of Special Flood Hazard	
3.01.04	Requirements for Areas Where 100 Year Flood Elevation Levels Have Been Determined	
3.01.05	Requirements for Streams and Other Flood Prone Areas	
3.0201.00	COASTAL RESOURCE ENVIRONMENTAL LANDS PROTECTION	
3.0201.01	Requirements Regarding Aquatic Preserve Protection	
3.0201.02	Requirements Regarding Coastal Areas and Shorelines	
3.02.03	Requirements Regarding Habitat Protection Moved to 3.06.00	
3.01.03	Waterfront Planning	
3.01.04	Soil Erosion and Sedimentation Control	
3.02.00	ENVIRONMENTALLY SENSITIVE LANDS	
3.02.01	Purpose	
3.02.02	General Provisions	
3.02.03	Identification of Environmentally Sensitive Lands	
3.02.04	Special Requirements for Environmentally Sensitive Lands	
3.02.05	Land Uses within Environmentally Sensitive Lands	
3.03.00	WETLAND PROTECTION	
3.03.01	Applicability	
3.03.02	Agency Coordination Required	
3.03.03	Development Within Wetlands	
3.03.04	Design Requirements	
3.04.00	WATER QUALITY + WELLFIELD PROTECTION	
3.04.01	Purpose and Intent	
3.04.02	Wellfield Protection Area	
3.05.00	7.03.00 REQUIREMENTS REGARDING DRAINAGE AND STORMWATER MANAGEMENT	
3.05.01	Generally	Moved from Chapter 7
3.05.02	Applicability and Exemptions	
3.05.03	Standards for Stormwater Management	
3.0506.00	OUTDOOR LIGHTING WILDLIFE PLANNING	
3.0506.01	Outdoor Lighting	
3.0506.02	3.02.03 Habitat Protection of Federally or State Listed Species	

3.00.00 GENERALLY

3.00.01 Purpose and Intent

The purpose of this chapter is to safeguard the public health, safety, and welfare by ensuring the long-term protection and preservation of ~~environmentally sensitive~~ natural resource systems. Application of the provisions of this chapter shall result in development that reduces the potential for adverse impacts on the hydrologic functions of wetlands, natural systems, habitats, water quality, shorelines, marine life, and coastal resources.

3.00.02 Applicability

All new development and redevelopment shall be designed to ensure protection of areas ~~designated such~~ as dunes, floodplains, environmentally sensitive lands or habitat, wetlands, ~~or~~ and wellfields. No permit for development shall be issued by the City that is not in full compliance with the provisions of this chapter ~~and the technical manuals listed in 1.06.00 (c).~~

~~3.01.00 FLOODPLAIN MANAGEMENT~~ *Incorporated into Municipal Code* *Section 22-151 thru 22-166*

~~3.01.01~~ — **Generally**

~~The purpose of this section is to provide for adequate minimum standards and procedures for the construction of new residential and nonresidential structures, and for structures that are substantially improved, so that those structures can be eligible for insurance under the federal flood insurance program and so that the construction of those structures will be in conformity with recognized construction techniques designed to offer flood protection.~~

~~The degree of flood protection required in this chapter is considered reasonable for regulatory purposes and is based on scientific studies. Larger floods may occur. This chapter shall not be deemed to imply that areas inside or outside designated flood hazard districts will be entirely free from flooding or flood damages, and shall not create liability on the part of the City, or any officer or employee thereof, for any flood damages that result from good faith reliance on this chapter or any administrative decision lawfully made thereunder.~~

~~All references to property value or appraised property value shall mean only the appraised value established by the Nassau County Property Appraiser.~~

~~3.01.02~~ **Basis for Establishing the Areas of Special Flood Hazard**

~~The Flood Insurance Rate Map (FIRM) for the City, as may be amended, Community Panel Number 120172-0001 through 120172-0009; having the effective date of May 18, 1992, is incorporated into and made part of this LDC by reference.~~

~~3.01.03~~ — **Requirements for All Areas of Special Flood Hazard**

~~In all areas of special flood hazard, the following provisions are required:~~

~~New construction or substantial improvements shall be securely anchored to prevent flotation, collapse, or lateral movement of the structure;~~

~~Manufactured homes shall be securely anchored to prevent flotation, collapse, or lateral movement in accordance with specifications of the National Flood Insurance Program regulations;~~

~~New construction or substantial improvements shall be constructed with materials and utility equipment resistant to flood damage;~~

~~New construction and substantial improvements shall be constructed by methods and practices that minimize flood damage;~~

~~Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and located so as to prevent water from entering or accumulating within the components during conditions of flooding;~~

~~New and replacement water supply systems shall be designed to eliminate infiltration of floodwaters into the systems;~~

~~New and replacement sanitary sewage systems shall be designed to eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters;~~

~~On-site waste disposal systems shall be located and constructed to avoid impairment to, or contamination from, them during flooding in accordance with rules or conditions established by the Florida DEP; and~~

~~Any alteration, repair, reconstruction, or improvement to a structure shall meet the requirements of new construction as contained in this section.~~

~~All buildings and structures shall be located landward of the mean high water line.~~

3.01.04 Requirements for Areas Where 100-Year Flood Elevation Levels Have Been Determined

~~4 In all areas of special flood hazard, where the flood elevation levels have been determined, the following provisions are required:~~

~~A. Within areas designated as Zone A1-A30:~~

~~New construction of residential structures or substantial improvements (greater than thirty (30) percent of property value) of existing residential structures shall have the lowest floor of that structure, including basement, elevated to no lower than one (1) foot above the base flood elevation in areas where the base flood elevation has been determined and is numbered on the flood insurance rate map, or no lower than one (1) foot above the base flood elevation as determined by a Florida registered professional engineer in areas where the base flood elevation is undetermined or unnumbered on said maps. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided.~~

~~New construction of nonresidential structures or substantial improvements (greater than thirty percent (30%) of the appraised value of the property) made to existing nonresidential structures shall have the lowest floor, including basement, elevated, no lower than one (1) foot above the base flood elevation in areas where the base flood elevation has been determined and is numbered on the flood hazard boundary map, or no lower than one (1) foot above the base flood elevation as determined by a Florida registered professional engineer in areas where the base flood elevation is undetermined or unnumbered on said maps. Should solid foundation perimeter walls be used to elevate a structure, openings sufficient to facilitate the unimpeded movements of floodwaters shall be provided, or, together with attendant utility and sanitary facilities, shall be designed by a Florida registered professional engineer so that the area below the base flood level the~~

~~structure is watertight, with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.~~

~~Where floodproofing is utilized for a particular structure, a Florida registered professional engineer shall certify that the floodproofing methods are reasonably adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with a 100 year flood.~~

~~All appliance and utility installations shall be located above the minimum flood elevation and are prohibited below the first floor.~~

~~Within areas designated as Zone AO:~~

~~1. New construction and substantial improvements of residential structures shall have the lowest floor, including the basement, elevated above the highest adjacent grade or above the depth number specified on the City's FIRM, or at least two (2) feet if no depth number is specified.~~

~~2. New construction and substantial improvements of nonresidential structures shall:~~

- ~~a. Have the lowest floor, including the basement, elevated above the highest finished grade on each adjacent lot or above the depth number specified on the FIRM (at least two (2) feet if no depth number is specified); or~~
- ~~b. Together with attendant utility and sanitary facilities, be completely floodproofed to or above the level specified in (2)(a) above, so that any space below that level is watertight, with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.~~

~~New construction or substantial improvements of elevated buildings that include fully enclosed areas formed by foundation and other exterior walls below the base flood elevation shall be designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls.~~

~~1. Designs for complying with this requirement shall be certified by a Florida registered professional engineer and shall meet the following minimum criteria:~~

- ~~a. A minimum of two (2) openings shall be provided having a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area subject to flooding;~~
- ~~b. The bottom of all openings shall be no higher than one (1) foot above grade; and~~
- ~~c. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided they permit the automatic flow of floodwaters in both directions.~~

~~2. All proposed encroachments into the 100 year floodplain shall be permitted only through the City plans review process. Any permitted encroachment shall be offset with 1:1 ration of compensating storage volume to ensure that flood stages do not increase. Commercial or industrial developments may provide adequate floodproofing in lieu of elevating the finished floor pending that the flood proofing design alternatives meet all state and city codes and specifications;~~

~~adhere to best professional practices, and are certified by an engineer and/or architect (as appropriate) registered in the State of Florida. Compensating storage for all floodwater displaced by development is to be accomplished between the normal high water of surface waterbodies (or seasonal high water table in groundwater applications) of the special flood hazard area and the 100 year flood elevation.~~

- ~~3. Electrical, plumbing, and other utility connections are prohibited below the base flood elevation.~~
- ~~4. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (i.e., garage doors) or limited storage of maintenance equipment used in connection with the premises (i.e., standard exterior doors) or entry to the living area (i.e., stairways or elevators).~~
- ~~5. The interior portion of such enclosed area shall not be partitioned or finished into separate rooms.~~

~~3.01.05 Requirements for Streams and other Floodprone Areas~~

~~Within areas of special flood hazard, where small streams exist but where no base flood data or floodways have been provided, or landlocked areas susceptible to flooding, the following provisions apply:~~

- ~~A. No encroachments, including fill material or structures, shall be located within the floodprone area unless a Florida registered professional engineer certifies that such encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.~~
- ~~B. The base flood elevation shall be determined for the project area by means of an appropriate hydrologic/hydraulic analysis by a Florida registered professional engineer as part of the certification process.~~
- ~~C. The City may require the landowner to submit a letter of map revision (LOMR) to FEMA if the stream information is determined to be inadequate for construction permitting purposes.~~

3.0201.00 COASTAL RESOURCE ENVIRONMENTAL LANDS PROTECTION

3.0201.01 Requirements Regarding Aquatic Preserve Protection

- A. All new development and redevelopment within the boundaries of the Fort Clinch State Park Aquatic Preserve or abutting the boundaries of the Fort Clinch State Park shall be required to conform to the provisions of the Nassau River-St. Johns River Marshes and Fort Clinch State Park Aquatic Preserves Management Plan.
- B. All new development, redevelopment, construction, dredging, or filling requires all applicable permits from State, federal, and regional agencies with jurisdiction over the Fort Clinch State Park Aquatic Preserve.

3.201.02 ~~3.01.02~~ Requirements Regarding Coastal Areas and Shorelines

A. There is hereby established a Coastal Upland Protection Zone (CUPZ) which is an area extending 1,000 feet landward from the Coastal Construction Control Line (CCCL).

~~B. Except as expressly provided in this chapter, no development activity shall be undertaken in a coastal upland protection zone.~~

~~1. Permitted activities within coastal upland protection zone are as follows:~~

~~a. Single family or two family structures on a platted lot of record;~~

~~b. 1. All uses permitted by the underlying zoning classification and which have obtained all necessary and valid permits from State, federal, and local government agencies having permitting jurisdiction within the CUPZ are allowable within the CUPZ;~~

The following are struck as redundant. If allowed uses are permitted, that is sufficient for what is allowed.

~~e. Conservation of soil, water, vegetation, fish, shellfish, and wildlife;~~

~~d. Outdoor recreational activities, including bird watching, hiking, boating, fishing, trapping, horseback riding, and swimming;~~

~~e. Commercial shell fishing and trapping;~~

~~f. Educational and scientific research;~~

~~g. Wilderness areas and wildlife preservation and refuges;~~

~~h. Minor maintenance or emergency repair to existing structures or improved areas; and~~

~~i. Properly designed and permitted walkovers.~~

The following is covered under (1) above which addresses permitted activities.

~~2. Prohibited activities within the CUPZ are as follows:~~

~~a. Any activities involving structures, grading, filling, dredging, vegetation removal, and flora and fauna which have not obtained all necessary and valid permits from State, federal, and local government agencies having permitting jurisdiction within the CUPZ;~~

3. Development shall not adversely affect contours and topography within the CUPZ. Adversely affect is herein defined as any activity which:

a. Causes a measurable interference with the natural functioning of the dune structure;

b. Results in removal or destruction of native vegetation which will either destabilize a significant dune or cause a significant deleterious impact to the dune system due to increased erosion by wind or water;

c. Results in removal or disturbance of existing sandy soils of the dune system to such a degree that a significant deleterious impact to the dune system would result from either reducing the existing ability of the system to resist erosion during a storm or lowering existing levels of storm protection to upland properties and structures;

d. Disturbs topography or vegetation such that the system becomes unstable, or suffers catastrophic failure; or

e. Causes a significant impact to endangered species, species of special concern, or threatened species, or their habitats.

All development activity seaward of the coastal construction control line (CCCL) shall comply with all requirements of Section 3.02.02 (B) above and only where a Florida DEP permit has been issued for the specific activity.

3.02.03 — Requirements Regarding Habitat Protection moved to 3.06.00

- A. ~~A professionally prepared biological survey to document the presence of endangered, threatened, or species of special concern shall be submitted with applications for development when the development is:~~
- ~~1. In excess of five (5) acres on previously undisturbed properties; or~~
 - ~~2. Located on environmentally sensitive lands.~~

~~Environmentally sensitive lands for which a survey is required include:~~

- ~~3. All land identified as “Conservation” on the FLUM and on the adopted zoning map; and~~
- ~~4. All undisturbed properties within 150 feet of Fort Clinch State Park Aquatic Preserve and all navigable tributaries.~~

~~Biological surveys shall:~~

- ~~5. Follow the standards and criteria adopted by the Florida Fish and Wildlife Conservation Commission; or~~
- ~~6. Include a preliminary report consisting of pedestrian surveys of 200 foot transects through a minimum of twenty five percent (25%) of each habitat on site. Within twenty one (21) days of the preliminary report, the City Manager shall (1) render a finding of whether a second, more intensive survey is needed, based on the information provided by the Florida Fish and Wildlife Conservation Commission, and (2) shall describe the parameters it will follow for such an intensive survey, if required.~~

~~If the field biological inventory indicates the presence of endangered, threatened, or species of special concern:~~

- ~~7. The survey shall be forwarded to the Florida Fish and Wildlife Conservation Commission; and~~
- ~~8. The applicant shall follow the recommendations of the Florida Fish and Wildlife Conservation Commission for mitigating loss of habitat; or~~
- ~~9. A habitat plan shall be prepared by a qualified ecologist, biologist, or other related professional and shall include, at a minimum, the following:~~
 - ~~i. An analysis of the likelihood of the species surviving on the proposed development site as a viable population, assuming that the proposed development would not occur and taking into account the quality and quantity of habitat needed to maintain members of the species;~~
 - ~~ii. An analysis of existing viable habitat on adjacent property for the species;~~
 - ~~iii. The land needs of the species that may be met on the development site; and~~
 - ~~iv. Measures that shall be taken to protect the habitat of the species on the property, if the species would likely remain a viable population, in the absence of the proposed project.~~

~~Prohibited activities:~~

- ~~10. No threatened species of wildlife or freshwater fish or their nests, eggs, young, homes, or dens, shall be taken, transported, stored, served, bought, sold, or possessed in any manner or quantity at any time, except as specifically permitted by the provisions of State law.~~
- ~~11. No person shall kill, wound, pursue, molest, harm, harass, capture, or possess any threatened species or parts thereof or their nests, eggs, young, homes, or dens, except as authorized by specific permit, issued by the Florida DEP, the Florida~~

~~Fish and Wildlife Conservation Commission, and any other applicable State or federal agency.~~

~~Development proposed adjacent to Outstanding Florida Waters, aquatic preserves, wildlife sanctuaries, wildlife refuges, state preserves, forests, parks, gardens, and wildlife management areas shall be environmentally compatible in order to conserve wildlife populations and habitat.~~

3.01.03 Waterfront Planning

- A. Purpose and Intent: Protection of shorelines and waterfront lands ensures adequate and appropriate locations for water-dependent, water-related and water-enhanced uses.

- B. The following priority list shall be used in reviewing applications for shoreline uses, so as to provide increased priority for water-dependent uses. Uses listed first shall generally be given the highest priority of all uses that may be proposed along the shoreline, with other, uses listed in the order of declining priority. Uses listed under (6) shall be given the least preference for location along the shoreline.
 - 1. Water-dependent uses such as fish, and shellfish production;
 - 2. Water-dependent recreation and commercial uses such as ports, marina-type uses, and navigation, particularly those that provide public access;
 - 3. Water-related uses such as certain utilities and commercial;
 - 4. Water-enhanced uses such as certain recreational and commercial uses;
 - 5. Non-water dependent or related activities such as residential uses; and
 - 6. Non-water dependent and non-water enhanced uses which result in an irretrievable commitment of coastal resources, or in a proposed alteration to the FLUM series that would prohibit or remove the permitted use of water-dependent, water-related or water-enhanced uses.

- C. The City shall guide and direct the location of all future water-dependent and water-related uses according to the following criteria:
 - 1. Directing marinas to preferred locations, such as those adjacent to existing channels and passes, and in areas where little dredging and maintenance would be required;
 - 2. Directing the development of dry dock facilities to locations that are upland of marina sites;
 - 3. Requiring sewage pump-out facilities at all marinas and adequate fuel spill containment facilities measures at those facilities which sell petroleum products;
 - 4. Protecting shoreline and waterfront areas in order to provide locations for marine/estuarine related uses, such as commercial and recreational fishing, boating, and other water-dependent uses and activities;
 - 5. Prohibiting the construction of causeways within estuaries and requiring bridges with pilings instead, and
 - 6. Ensuring minimal environmental resource impacts or disruption

- D. Marina development standards are found in Chapter 6: Supplemental Standards.
- E. Special water dependent activities.
 - 1. Examples. Special water-dependent activities include, but are not limited to, the following uses:

- a. Construction of docks or marinas.
- b. Installation of new riprap or similar structures that protect the shoreline from erosion (not including seawalls, bulkheads, or the like).
- c. Installation of buoys, aids to navigation, and signs.
- d. Installation of subaqueous transmission and distribution lines for water, wastewater, electricity, communication cables, oil or gas.
- e. Restoration or repair of foot bridges and vehicular bridges.

2. Minimization of impacts. The water dependent activity shall be designed, constructed, maintained and undertaken in a way that minimizes the adverse impacts on the beneficial functions of the adjacent areas.

3. Design standards.

a. The development shall be designed to:

- 1. Allow the movement of aquatic life requiring shallow water;
- 2. Maintain existing flood channel capacity;
- 3. Ensure stable shoreline embankments; and
- 4. Avoid impact to wildlife habitat.

b. Residential, multifamily and commercial development.

- 1. Construction of docks shall be compliant with the standards of all permitting authorities. Docks shall be constructed within the limits of the principal structure side yard setback lines, the terminal platform shall not exceed 50 percent of the shoreline and comply with the standards required by the appropriate permitting authority.
- 2. Installation of new riprap or similar structures that protect the shoreline from erosion (not including seawalls, bulkheads, or the like) along the shoreline and to stabilize vegetation shall be compliant with the standards of all permitting authorities. The structures shall comply with standards regarding wetlands found in Section 3.02.00 and shall be placed in a manner which will preserve existing trees and shrubs.
- 3. Multifamily developments or condominiums shall be limited to one dock, unless approved and developed as a marina under supplemental standards found in Chapter 6.
- 4. Outdoor lighting shall comply with standards for piers in 3.06.01.

4. Development standards for special water dependent uses on environmentally sensitive lands. In addition to the standards listed in Section 3.01.03(F) and 3.05.04, the following standards apply to special uses allowed in the protected environmentally sensitive lands:

- a. Where permissible, access roads, parking lots, and similar structures shall be located on upland sites.
- b. Any permitted impacts to the site shall be restored consistent with permitting agency approvals

3.01.04 Soil Erosion and Sedimentation Control

A. Applicability.

1. In order to prevent both soil erosion and sedimentation, a soil erosion and sedimentation control plan shall be required as a part of an application for site plan review whenever a development will involve any clearing, grading, or other form of land disturbance by the movement of earth.
2. Soil erosion and sediment control strategies must be utilized during residential, multifamily and commercial new construction projects and substantial renovation/rehabilitation/addition projects.

B. Erosion control measures. All measures necessary to minimize soil erosion and to control sedimentation in the disturbed land area shall be implemented, following Florida DEP Best Management Practices for Erosion and Sediment Control. The following protection shall be provided for all disturbed areas: minimize velocities of water runoff, maximize protection of disturbed areas from stormwater runoff, and retain sedimentation within the development site as early as possible following disturbances. A list of major problem areas for erosion and sedimentation control follows. For each one, the purpose(s) of requiring control is described. Soil erosion and sedimentation control measures for all such areas shall be provided with a view toward achieving the specific purpose listed below for which a control plan is required.

1. Erodible slopes. Prevent detachment and transportation of soil particles from slope.
2. Streams, stream beds, stream banks, bodies of water, lake shorelines. Prevent detachment and transportation of soil particles.
3. Drainageways. Prevent detachment and transportation of soil particles (which would otherwise deposit in streams, bodies of water, or wetlands); promote deposit or sediment loads (traversing these areas) before these reach bodies of water.
4. Land adjacent to streams, ponds, lakes, and wetlands. Prevent detachment and transportation of soil particles. The applicant shall not adversely impact aquatic vegetation within the sensitive transition zone separating wetlands and uplands.
5. Enclosed drainage structure. Prevent sedimentation in structure, erosion at outfall of system, and deposit of sediment loads within system or beyond it.
6. Large flat surface areas (unpaved). Prevent detachment of soil particles and their off-site transportation.
7. Impervious surfaces. Prevent the detachment and transportation of soil (in response to an increase in the rate and/or volume of runoff of the site or its concentration caused by impervious surfaces).
8. Borrow and stockpile areas. Divert runoff from face of slopes which are exposed in the excavation process; convey runoff in stabilized channels to stable disposal points; leave borrow areas and stockpiles in stable condition and plant native groundcover to assist such stabilization.
9. Adjacent properties. Prevent their erosion and/or being deposited with sediment.

C. Landscape, Buffer and Tree Requirements as outlined in Chapter 4 shall be applicable to all clearing and grading activities and shall include specifications for management principles guiding the removal or placement of vegetation and landscaping design. All development activities must be implemented in conjunction with precautionary measures, where necessary, to avert destruction or damage to native vegetation.

3.02.00 ENVIRONMENTALLY SENSITIVE LANDS

3.02.01 Purpose

The purpose of this section is to protect land and water areas of the City that contain naturally occurring and relatively unaltered flora, fauna, or geologic conditions. Beneficial functions of these lands include:

- a. Maintaining water and storage capacity of watersheds.
- b. Maintaining recharge capacity of groundwater aquifers.
- c. Preserving fish and wildlife habitat, unique vegetation, and sites needed for education, scientific research and recreation.
- d. Protecting aesthetic and property values.
- e. Preventing and minimizing erosion.
- f. Minimizing flood and storm losses.
- g. Protecting shorelines.
- h. Preventing pollution.

3.02.02 General Provisions

- A. In addition to meeting the requirements for environmentally sensitive lands included within this section, development plans shall comply with applicable federal, state and water management district regulations relating to environmentally sensitive lands.
- B. The Conservation and Coastal Management Element of the City's Comprehensive Plan as amended from time to time shall be used as a reference source to guide decisions regarding future development.

3.02.03 Identification of Environmentally Sensitive Lands

- A. Environmentally sensitive lands are:
 1. Lands included within Conservation Zoning and Future Land Use categories as designated on the most recent City zoning and land use maps.
 2. Properties within wetlands protection zones or wetlands transition areas.
 3. Habitat of federally or state-listed species.
 4. All undisturbed properties within 150 feet of Fort Clinch State Park Aquatic Preserve, Fort Clinch State Park, and all navigable tributaries.
 5. As identified during development review process through wetland delineation requirements, biological surveys, etc.

3.02.04 Special Requirements for Environmentally Sensitive Lands

- A. Lands within the wetlands protection zones and habitat of federally or state-listed species shall also follow requirements as outlined in Sections 3.03.00 and 3.06.00 of this chapter.

- B. “Net buildable land area” for purposes of calculating density does not include environmentally sensitive areas including wetlands, transitional wetlands, floodplains and waters of the state.
- C. Development proposals shall support the conservation and protection of environmentally sensitive lands and minimize the impacts on terrestrial, wetland and marine ecological communities and associated wildlife habitat.
- D. Applications for development approval shall use innovative approaches to protect sensitive resources, such as clustering, conservation easements, and maximization of open space to protect identified environmentally sensitive lands.
- E. Protective measures to prevent adverse effects on environmentally sensitive lands shall be required. Protective measures include:
 - 1. Maintaining natural drainage patterns.
 - 2. Limiting removal of vegetation to minimum necessary to carry out development activity.
 - 3. Replanting areas denuded by human activity.
 - 4. Siltation, soil erosion and sedimentation control during construction through methods and techniques such as storage of removal of materials, equipment and debris; erosion control measures; measures to ensure revegetation and/or stabilization of disturbed areas; measures to protect existing natural vegetation and habitat and methods to prevent pollution of wetlands and groundwater. Specific requirements for siltation, soil erosion and sedimentation control are found in Section 3.01.04 of this chapter.
 - 5. Minimizing the amount of fill used in the development activity.
 - 6. Disposing of dredged spoil at specific locations that cause minimal environmental damage.
 - 7. Prohibiting construction of channels or ditches.
 - 8. Prohibiting dredging and filling of wetlands consistent with Section 3.03.00 of this chapter.
 - 9. Retaining habitat connections with adjacent parcels in order to serve as wildlife corridors.
 - 10. Using deed restrictions, easements, and/or other legal mechanisms to protect environmentally sensitive lands and maintain the development in compliance with the protective measures.
- F. Dedicating conservation easements for natural pedestrian or bicycle pathways between new developments and surrounding development, especially where there is a connection between commercial and activity centers, recreation centers and schools.
- G. Archaeological and historic sites on environmentally sensitive lands are protected. Removal, alteration or destruction of archaeological or historic sites shall be addressed under state and local regulations. Any person discovering an archaeological or historic site shall immediately notify the Community Development Department.

3.02.05 Land Uses within Environmentally Sensitive Lands

A. Exempted Uses within Environmentally Sensitive Lands

1. The following uses and activities are presumed to have no adverse effect on environmentally sensitive lands and are permitted consistent with existing regulations regarding wetlands, habitat protection of federally or state listed species or floodplain management:
 - a. Land uses as allowed in Chapter 2 of the City's Land Development Code for applicable zoning.
 - b. Scenic, historic, wildlife, or scientific preserves.
 - c. Minor maintenance or emergency repair to existing structures or improved areas.
 - d. Timber catwalks, docks and trail bridges that are less than or equal to four feet wide, provided that no filling, flooding, dredging, draining, ditching, tilling or excavating is necessary for installation of pilings.
 - e. Recreational fishing, picnicking, and hiking.
 - f. Constructing fences where no fill activity is required and where navigational access will not be impaired, nor will access to water, vegetation, or corridors be impaired for wildlife by construction of the fence.
 - g. Wetlands stormwater discharge facility or treatment in accordance with state permits and all other applicable state and federal regulations.
 - h. Maintaining existing channels in existence at the time of adoption of this chapter at the minimum depth and width necessary to achieve their intended purposes, and designing them to prevent slumping and erosion and all revegetation of banks.

B. Prohibited Uses within Environmentally Sensitive Lands

1. Activities that require the storage, use, or transportation of restricted substances, agricultural chemicals, hazardous toxic waste, medical waste, and petroleum products;
2. Commercial animal facilities, including veterinarian clinics;
3. Mines;
4. Industrial land uses;
5. Wastewater treatment plants;
6. Commercial activities that involve the use of hazardous chemicals such as, but not limited to, dry cleaning operations, auto repair and servicing, pool supply, gas stations, junkyards, and machine shops;
7. Injection wells, irrigation wells, and domestic and commercial wells more than six (6) inches in diameter;
8. Stormwater facilities, including the use of drainage wells or sinkholes for stormwater disposal; and
9. Human or animal cemeteries.

3.03.00 WETLAND PROTECTION

3.03.01 Applicability

The requirements of this section shall apply to all of the areas under the jurisdiction of the Florida DEP, the USACOE, and the SJRWMD, as well as those lands identified as "Conservation" on the FLUM and on the adopted zoning map.

3.03.02 Agency Coordination Required

All new development and redevelopment adjacent to jurisdictional wetlands shall be required to include coordination with the agencies with regulatory jurisdiction over wetlands, including the County, representatives of the Florida DEP, the USACOE, and the SJRWMD, for assistance and verification in identifying and delineating wetlands.

3.03.03 Development Within Wetlands

5 Except as expressly provided in this section, no development activity shall be permitted in a wetlands area, as ~~described~~ defined in Section 3.03.01.

- A. Wetlands shall be preserved in their natural state. No fill shall be placed in a wetland, and the wetland shall not be altered.
- B. Buffering requirements for development adjacent to wetlands or natural water bodies:
 1. All new development and redevelopment adjacent to jurisdictional wetlands or surface water bodies shall be required to provide a buffer zone of native vegetation at least twenty-five (25) feet wide around wetlands and fifty (50) feet from natural water bodies to prevent erosion, retard runoff, and provide areas for habitat. All new construction that is a water-dependent or water-related use within the CRA and I-W zoning is exempt from ~~Section 3.01.03(J)~~ as well as the required buffers established by this section; and
 2. This setback shall be required for any development, except docks or piers which have received a permit from the Florida DEP, SJRWMD, or the USACOE and are compliant with standards found in Section 3.01.03.

Permitted activities within areas designated by the City, FDEP, SJRWMD, or the USACOE as wetlands protection zones or wetlands transition areas:

3. Potentially allowable uses adjacent to wetlands protection zones or wetlands transition areas are those principal and accessory uses included in the Conservation land use category on the FLUM provided that installation does not involve grading, fill, dredging, or draining, and provided that such structures are constructed on pilings so as to permit the unobstructed flow of water and light and preserve the natural contour of the wetlands. All pilings shall be driven into place; no jetting of pilings shall be allowed.; **Moved from (5) below.**
4. ~~Development is limited to buildings that are supportive of and accessory to the Conservation land use category, such as interpretative centers, rest rooms, or covered picnic pavilions; This is redundant as (1) above states that any use allowable in Conservation land use is permitted.~~
5. Developing an area that no longer conforms to the determination of the SJRWMD as wetlands, except former wetlands that have been filled or altered in violation of any rule, regulation, statute, or this LDC. The developer shall demonstrate that the water regime has been permanently altered, either legally or naturally, in a manner so as to preclude the area from maintaining surface water or

hydroperiodicity necessary to sustain wetlands structure and function. Adequate proof shall include statements from federal or State agencies having jurisdiction as well as technical evidence from registered hydraulics engineers or other certified experts;

6. Development of a wetlands stormwater discharge facility or treatment wetlands in accordance with State permits received under currently relevant sections of the F.A.C.; and
7. ~~Boardwalks, piers, boathouses, boat shelters, fences, duck blinds, wildlife management shelters, footbridges, observation decks and shelters, and other similar water related structures, provided that installation does not involve grading, fill, dredging, or draining, and provided that such structures are constructed on pilings so as to permit the unobstructed flow of water and light and preserve the natural contour of the wetlands. All pilings shall be driven into place; no jetting of pilings shall be allowed. This is redundant as (1) above states what is allowable under Conservation land use. The remainder of this section was moved into (1).~~

3.03.04 Design Requirements

- A. All new development and redevelopment adjacent to jurisdictional wetlands, wetland protection zones and wetland transition areas shall be designed, constructed, maintained, and undertaken in a way that minimizes the adverse impacts on the functions of the affected environmentally sensitive zone.
- B. In addition to any standards required by federal, state, or local agencies and any other section within this LDC, the following standards shall apply to uses found to be permissible in or adjacent to wetlands:
 1. The use shall allow the movement of aquatic life requiring shallow water;
 2. Existing flood channel capacity shall be maintained;
 3. Stable shoreline embankments shall be ensured on unstable shorelines where water depths are inadequate, to eliminate the need for offshore or foreshore channel construction dredging, maintenance dredging, spoil disposal, filling, beach feeding, and other river, lake, and channel maintenance activities;
 4. Uses in areas where there is inadequate water mixing and flushing shall be eliminated or stringently limited as provided in Section 3.03.00;
 5. Uses shall be prevented in areas which have been identified as hazardous due to high winds or flooding;
 6. Access roads, parking lots, and similar structures shall be limited to locations on properly zoned uplands;
 7. Any wetlands shown on the site plan to remain undisturbed that become damaged during construction shall be completely restored. Complete restoration means that the restored area shall function equivalently to the wetland prior to damage;
 8. Accessory uses shall be limited to those which are water-dependent; and
 9. Fill shall not be placed in waters or wetlands to create usable land space.

3.04.00 WATER QUALITY + WELLFIELD PROTECTION

3.04.01 Purpose and Intent

The purpose and intent of this section is to safeguard the public health, safety, and welfare by ensuring the protection of the principal source of water from potential contamination and to control development in and adjacent to designated wellheads and surrounding wellfield areas to protect water supplies from potential contamination.

3.04.02 Wellfield Protection Area

- C. A wellfield protection area is hereby established to include all land within a 500-foot radius from a public potable water wellhead.
- D. The following uses shall be prohibited within the wellfield protection area:
 - 1. All regulated industries by the Florida DEP as defined in Rule 62-521, *F.A.C.*;
 - 2. Activities that require the storage, use, or transportation of restricted substances, agricultural chemicals, hazardous toxic waste, medical waste, and petroleum products;
 - 3. Commercial animal facilities, including veterinarian clinics;
 - 4. Mines;
 - 5. Industrial land uses;
 - 6. Wastewater treatment plants;
 - 7. Commercial activities that involve the use of hazardous chemicals such as, but not limited to, dry cleaning operations, auto repair and servicing, pool supply, gas stations, junkyards, and machine shops;
 - 8. Injection wells, irrigation wells, and domestic and commercial wells less than six (6) inches in diameter;
 - 9. Stormwater facilities, including the use of drainage wells or sinkholes for stormwater disposal; and
 - 10. Human or animal cemeteries.

**3.05.00 ~~7.03.00~~ REQUIREMENTS REGARDING DRAINAGE AND
STORMWATER MANAGEMENT (moved from chapter 7)**

7.03.01 3.05.01 Generally

- A. The purpose of the stormwater management requirements set forth in this section is to minimize the detrimental effects of stormwater runoff and to provide for mitigation of stormwater impacts from new development and redevelopment.
- B. The regulations in this section are intended to:
 - 1. Provide maximum water quality and habitat benefits;
 - 2. Provide retention/detention of stormwater runoff to maintain surface water quality, ensure percolation, and reduce contamination to drainage canals, surface water, and groundwater;
 - 3. Prevent any development activity that would endanger lives and harm property, water quality, or environmental systems;
 - 4. Preserve natural lakes, creeks, other water courses, and natural drainage features;
 - 5. Encourage the use of stormwater management systems for urban landscape irrigation; and
 - 6. Prevent creation of flood hazards due to new development.

The requirements of this LDC do not supersede those of other State, federal, or regional agencies. ~~All applications for development shall include proof of a permit or exemption from SJRWMD.~~ **Per state legislation, we can no longer require this.**

7.03.02 3.05.02 Applicability and Exemptions

- A. All proposed development, except as specifically described in this section, shall comply with the standards and criteria set forth in Section ~~7.03.00~~ 3.05.00.
- B. No drainage system, whether natural or manmade, shall be altered, designed, constructed, abandoned, restricted, or removed without prior written approval of the City and all appropriate State and federal agencies.
- C. The following activities may alter or disrupt existing stormwater runoff patterns, and unless specifically exempted under Section ~~7.03.02(D)~~ 3.05.02(D) below, shall be authorized only through issuance of a stormwater management permit prior to initiation of development:
 - 7. Clearing and/or drainage of land prior to construction of a project;
 - 8. Altering the shoreline or bank or any surface water body; or
 - 9. Altering any ditches, dikes, terraces, berms, swales, or other water management facilities.
- D. The following development activities are exempt from the requirements of this section:
 - 1. Single-family dwellings and associated accessory structures, provided they are within a subdivision having a valid stormwater management permit and properly operating stormwater management systems designed and sealed by an engineer;
 - 2. ~~Maintenance, alteration, or improvement of an existing structure where it has been determined by the City that such maintenance, alteration, or improvement will not change the peak discharge rate, volume, or pollution load of stormwater runoff from the site on which that structure is located;~~ Additions, accessory structures, and single family homes under 625 square feet; and
 - 3. ~~Activities that are not considered development; and~~ **(Struck for vagueness)**

4. 3. Emergencies requiring immediate action to prevent material harm or danger to persons, when obtaining a permit is impractical and would cause undue hardship in protection of property from fire, violent storms, hurricanes, or other hazards. A report of the emergency shall be made to the City Manager as soon as practicable.

7.03.03 3.05.03 Standards for Stormwater Management

- A. All development shall comply with the specifications, standards of design, and detailed technical requirements provided in the manuals adopted by reference in Chapter 1.
- B. No subdivision shall be platted, nor shall construction commence for any single-family, multi-family, commercial, industrial, or institutional project, until the drainage design for such project has been approved by the City, and proof of permit from the SJRWMD, the USACOE, if applicable, and the Amelia Island Mosquito Control District, has been provided to the City.
- C. The drainage design plans for the project shall be prepared, signed, and sealed by a Florida registered professional engineer.
- D. All drainage facilities and easements shall be documented to ensure the City that capacity and right-of-way are adequate from the source, through the development, to the receiving body of water, without adversely affecting upstream or downstream properties. Any improvements or increase in capacity of those facilities required to keep the project in compliance with all applicable regulations shall be made at the expense of the applicant.
- E. All subdivisions and multi-family, commercial, industrial, and institutional projects shall provide for retention of stormwater within the boundaries of the project.

Striking the following because these requirements are regulated by SJRWMD, not the City:

~~1. Design basis~~

- ~~a. For projects within areas designated for zero discharge, storage shall accommodate a ten (10) year, twenty four (24) hour storm event.~~
 - ~~b. For all other areas, retention shall accommodate the greater of the first one-half (1/2) inch of stormwater within the boundaries of the project, or the first one (1) inch of storm flow from all roofs, sidewalks, paved surfaces, and parking areas (at 100 percent runoff), whether paved or not.~~
 - ~~c. The project shall also provide detention for all stormwater flows.~~
 - ~~d. Detention shall prevent peak flows after development from exceeding the peak flow prior to development.~~
 - ~~e. Retention or detention areas for multi family, commercial, industrial, and institutional projects shall not be located in public road rights of way or within single family zoning districts.~~
- ~~2. All floor slab elevations shall be constructed at least one (1) foot higher than the 100-year flood level.~~
- ~~a. Unless the drainage master plan dictates higher levels, in areas where the floodplain has been established under the requirements of the FEMA or the National Flood Insurance Program, the level shall comply with such requirements.~~
 - ~~b. In all other areas, floor slab levels shall be constructed to the elevations specified in the engineer of record's approved drainage plan.~~
 - ~~c. If no drainage plan exists, or if the plan predates this chapter, the floor level shall be at least eighteen (18) inches above the roadway unless otherwise approved by the City.~~

- ~~3. Where a development includes a retention basin in the drainage system, the basin shall be located in such a manner as to minimize damage when the design storm is exceeded.~~
- ~~a. A minimum of twenty (20) feet of drainage right of way shall be set aside to allow for ingress and egress, and a continuous maintenance berm shall be provided around the perimeter of the retention basin.~~
- F. ~~Rainfall and runoff criteria for all subdivisions and multi family, commercial, industrial, and institutional projects:~~
 - ~~1. The system or project shall be designed for design floods resulting from rainstorms of the following expected frequencies or greater:
 - ~~a. Ten (10) year, twenty four (24) hour intervals for all drainage except floodways, street inlets, and cross drains.~~
 - ~~b. Floodway and receiving body of water flood conditions as shown for 100 years' duration storm in the FEMA flood insurance study, latest edition.~~
 - ~~c. Five (5) year, twenty (20) minute intervals for street inlets and cross drains.~~~~
 - ~~2. Ultimate land usage shall be assumed for selection of proper runoff coefficients within the basins involved. Weighted runoff coefficients shall be applied where different coefficients apply within the areas comprising the basin.~~
- G. ~~F. Drainage map for all subdivisions and multi-family, commercial, industrial, and institutional projects:~~
 1. The project engineer shall include in the construction plans a master drainage map showing all existing and proposed features. The map shall be prepared on a scale not to exceed one (1) inch equals 200 feet. As a minimum, it shall include:
 - a. The limits of the drainage basin or sub-basin;
 - b. Topography of the project;
 - c. Topography between the project and the receiving body of water, or the receiving City-, County- or State-owned drainage facility;
 - a. Topography of adjacent property;
 - b. Existing points of entry of water from adjacent property;
 - c. Points of discharge of water from the project;
 - d. Limits of fill required to construct facilities and to prevent minimum flooding of future dwelling units, except that no filling for construction will be permitted in the 100-year floodplain;
 - e. Finished floor slab elevations and minimum elevation of the bottom of floor framing for each structure to accommodate the 100-year flood elevation;
 - f. Location of National Flood Insurance Program rate map flood zones; and
 - g. Soil profiles, using the USDA soil classification method, to be performed on sufficient areas throughout the project to provide adequate information on the overall suitability of the proposed drainage plan.
 2. With respect to Sections ~~7.03.03~~ 3.05.03(~~GF~~)(1)(a),(c), and (d), if a project fronts on an approved public or private road and the applicant can demonstrate to the satisfaction of the City that no drainage will be discharged from the project onto any adjacent property, these items may be waived. No waiver of any kind will relieve the applicant of responsibility or liability from damage caused by increased runoff from his project.
- H. All single-family home projects that are not part of a subdivision with a designed stormwater system shall provide for retention of stormwater within the boundaries of the project.

1. Projects that are located outside of a subdivision, but in an area with an available engineered stormwater system shall ensure that stormwater is properly routed to the stormwater structures.
 2. Design options for single-family home new construction and additions over 625 square feet:
 - a. Provide engineered solution as completed by an engineer, and/or
 - b. Utilize low impact development (LID) techniques such as rainwater harvesting, roof downspout disconnection, rain gardens, green roofs, trenches and chambers, bioretention, vegetated filter strips, permeable pavement, enhanced grass swales, dry swales, and perforated pipe systems.
- I. Drainage during construction
1. All off-site drainage entering the property prior to the commencement of construction shall be maintained through the construction period.
 2. Approved silt barriers in compliance with Section 3.01.05 shall be placed to prevent silt, erosion, or other pollutants from leaving the site. If off-site siltation occurs, it shall be halted immediately, or all work shall cease until the silting is stopped.
- J. Maintenance of drainage facilities after construction
1. All private drainage facilities within an approved subdivision, multi-family, commercial, industrial, or institutional project shall be continuously and properly maintained by a required homeowners' association, the developer, or another entity approved by the City in an enforceable development order and designated in the construction permit application.
 2. Drainage facilities for private single-family residential properties shall be continuously and properly maintained by the property owner. Such maintenance shall continue for the life of the property as developed under this section even upon transfer of ownership.
- K. Where feasible, stormwater management systems shall be designed to provide landscape irrigation for the development.

3.06.0. OUTDOOR LIGHTING – WILDLIFE PLANNING

3.05.02 3.06.01 Outdoor Lighting in Beach Areas Striking current language and replacing with language based on a model ordinance created by the University of Florida:

A. Generally

- ~~1. It is the policy of the City to minimize the use of artificial light to illuminate the beaches. No artificial public or private light source shall directly illuminate areas seaward of the primary dune (called “beach areas”) where it may deter adult female sea turtles from nesting or disorient hatchlings.~~
- ~~2. The following activities involving direct illumination of portions of the beach shall be prohibited on the beach at nighttime during the nesting season (May 1 to October 31 of each year) for the protection of nesting females, nests, and hatchling marine turtles:
 - ~~i. The operation of all motorized vehicles, except emergency and law enforcement vehicles or those permitted on the beach for marine turtle conservation or research; and~~
 - ~~ii. The building of campfires or bonfires.~~~~

B. A. The following standards shall be applicable to all new construction, reconstruction, or development activities:

1. Controlled use, design, and positioning of lights:

- ~~i. The use of lighting for decorative and accent purposes, such as that emanating from spotlights or floodlights, is prohibited.~~
- ~~ii. The use of lights for safety and security purposes shall be limited to the minimum number required to achieve their functional role. The use of motion detector switches that keep lights off except when approached and that switch lights on for the minimum duration possible is required.~~
- ~~iii. Fixture lights shall be designed and positioned so that they do not cause direct or indirect illumination of areas seaward of the primary dune.~~
- ~~iv. Wall mounted fixtures, landscape lighting, and other sources of lighting shall be designed and positioned so that such light does not directly illuminate areas seaward of the primary dune, nor is directly visible from the beach.~~
- ~~v. All lights on balconies shall be shielded from the beach.~~
- ~~vi. Lighting in parking lots within line of sight of the beach shall be positioned and shielded so that only deflected light may be visible from the ground level of the beach.~~
- ~~vii. The use of red, yellow, or orange lights is permitted where security or safety is a concern, shielding is impracticable, or visibility from the beach cannot be prevented.~~
- ~~viii. Exterior artificial light fixtures within direct line of sight of the beach shall include completely shielded downlight only fixtures or recessed fixtures having low wattage (i.e. fifty (50) watts or less) “bug” type bulbs and nonreflective interior surfaces. Other fixtures that have appropriate shields;~~

~~louvers, or cut off features may also be used if they are in compliance with Section 3.05.02(A)(1)(a), (b), and (c) above;~~

~~ix. Exterior artificial light fixtures within direct line of sight of the beach shall be mounted as low in elevation as possible through use of low mounted wall fixtures, low bollards, and ground level fixtures.~~

~~x. Only low intensity lighting shall be used in parking areas within line of sight of the beach. Such lighting shall be set on a base which raises the source of light no higher than forty eight (48) inches off the ground and shall be positioned or shielded so that the light is cast downward, the source of light or any reflective surface of the light fixture is not visible from the beach, and the light does not directly or indirectly illuminate the beach.~~

~~xi. Parking areas and roadways, including any paved or unpaved areas upon which motorized vehicles will park or operate, shall be designed and located to prevent vehicular headlights from directly or indirectly illuminating the beach.~~

~~xii. Vehicular lighting, parking area lighting, and roadway lighting shall be shielded from the beach through the use of ground level barriers. Ground level barriers shall not interfere with marine turtle nesting or hatchling emergence, or cause short or long term damage to the beach/dune system.~~

~~xiii. Tinted glass or film shall be installed on all windows and glass doors of single or multi story structures within line of sight of the beach. Use of appropriately shielded low pressure sodium vapor lamps and fixtures shall be preferred for high intensity lighting applications, such as lighting parking areas and roadways, providing security, and similar applications.~~

~~n. Temporary lighting of construction sites during the marine turtle nesting season shall be restricted to the minimal amount necessary and shall incorporate all of the standards of this section.~~

~~3~~ 2. ~~Lighting for pedestrian traffic~~

~~4~~ a. ~~Beach access points, dune crossovers, beach walkways, piers or any other structure on or seaward of the primary dune designed for pedestrian traffic shall use the minimum amount of light necessary to ensure safety.~~

~~b. Pedestrian lighting shall be of low wattage and recessed or shielded so that only deflected light may be directly visible from the beach.~~

~~5~~ 3. ~~Prior to the issuance of a certificate of occupancy, compliance with the beachfront lighting standards as set out in this section shall be demonstrated as follows:~~

~~a. Upon completion of the construction activities, a registered Florida architect or Florida registered professional engineer shall conduct a site inspection, which includes a night survey with all the beachfront lighting turned on.~~

~~b. The inspector shall provide a written report of the inspection findings, identifying the date and time of the initial inspection, the extent of compliance with this section, all areas of potential and~~

~~—observed noncompliance with this section, any action taken to
—remedy observed noncompliance, if applicable, and the dates and
—times of remedial inspections, if applicable.~~

~~e. The inspector shall sign and seal the inspection report, which shall
—include a certification that the beachfront lighting has been
—constructed in substantial accordance with the terms of this section,
—the beachfront lighting does not illuminate areas seaward of the
—primary dune at the time of night inspection, and the beachfront
—light sources are positioned so that only deflected light may be
—visible from the beach at the time of the night inspection.~~

~~3. All public or private buildings and other improvements existing prior to July 18, 2000
shall comply with the following standards:~~

~~1. Existing artificial light sources that are essential for safety or security shall be
repositioned, modified, or replaced with modern alternatives so that only
deflected light may be visible at ground level from the beach, and light does not
directly illuminate areas seaward of the primary dune.~~

~~Existing artificial light fixtures shall be repositioned, modified, or removed so that:~~

~~xiv. The point source of light or any reflective surface of the light fixture is not
directly visible from the beach;~~

~~xv. Areas seaward of the frontal dune are not directly or indirectly illuminated; and~~

~~xvi. Areas seaward of the frontal dune are not cumulatively illuminated.~~

~~The following measures shall be taken to reduce or eliminate the negative effects of
existing exterior artificial lighting:~~

~~a. Reposition fixtures so that the point source of light or any reflective surface of
the light fixture is no longer visible from the beach;~~

~~b. Replace fixtures having an exposed light source with fixtures containing
recessed light sources or shields;~~

~~c. Replace traditional light bulbs with yellow “bug” type bulbs not exceeding
fifty (50) watts;~~

~~d. Replace nondirectional fixtures with directional fixtures that point down and
away from the beach;~~

~~e. Replace fixtures having transparent or translucent coverings with fixtures
having opaque shields covering an arc of at least 180 degrees and extending
an appropriate distance below the bottom edge of the fixture on the seaward
side so that the light source or any reflective surface of the light fixture is not
visible from the beach;~~

~~f. Replace pole lamps with low profile, low level luminaries so that the light
source or any reflective surface of the light fixture is not visible from the
beach;~~

~~g. Replace incandescent, fluorescent, and high intensity lighting with the lowest
wattage low pressure sodium vapor lighting possible for the specific
application;~~

~~h. Plant or improve vegetation buffers between the light source and the beach to screen light from the beach; and~~

~~i. Construct a ground level barrier to shield light sources from the beach. Ground level barriers shall not interfere with marine turtle nesting or hatchling emergence, or cause short or long term damage to the beach/dune system.~~

~~The following measures shall be taken to reduce or eliminate the negative effects of interior light emanating from doors and windows within line of sight of the beach:~~

~~j. Apply window tint or film that meets the standards for tinted glass;~~

~~k. Rearrange lamps and other moveable fixtures away from windows;~~

~~l. Use window treatments (e.g., blinds, curtains) to shield interior lights from the beach; or~~

~~m. Turn off unnecessary lights.~~

~~Light sources within line of sight of the beach that cannot be repositioned, modified, or replaced, for whatever reason, shall be turned off from sunset each night until sunrise each morning during the nesting season.~~

3.06.00 (NEW) WILDLIFE PLANNING

A. The purpose of this Section is to protect nesting sea turtles on the beaches in the City of Fernandina Beach by ensuring that their nesting habitat is not degraded by artificial light. The objective of the ordinance is to ensure artificial light does not interfere with sea turtle nesting and hatching events through the design and implementation of "sea turtle friendly" lighting systems that properly exclude the beach from their range. In order to further the objective of full implementation, this Section also includes provisions designed to educate residents and beach users in the City of Fernandina Beach on the benefits of sea turtle friendly lighting and provides for inspections to ensure compliance with the acceptable lighting standards.

B. SEA TURTLE LIGHTING ZONE

The Sea Turtle Friendly Zone is hereby established within the City of Fernandina Beach. The Sea Turtle Friendly Zone shall include all properties within City of Fernandina Beach that may directly, indirectly, or cumulatively illuminate the beach with artificial light at any time, and regardless of whether those properties are immediately located on the beachfront or not immediately located on the beachfront.

C. LIGHTING PROVISIONS

1. Standards Applicable to All Lighting in the Sea Turtle Friendly Zone

All lighting in the Sea Turtle Friendly Zone shall be designed so that the point source of light or any reflective surface of the light fixture shall not directly, indirectly, or cumulatively illuminate the beach.

2. Exterior Lighting Affixed to Structures

- a. All lighting affixed to the exterior of permanent structures shall be long wavelength and fully shielded.
- b. All non-egress lighting affixed to the exterior of permanent structures shall not directly, indirectly, or cumulatively illuminate the beach.
- c. Lighting at egress points shall be limited to the minimum number of fixtures and footcandles necessary to meet federal, state, and local safety requirements.
- d. Lighting affixed to the exterior of permanent structures shall consist of either:
 1. Wall or ceiling down-light fixtures, equipped with a well-recessed light source and interior dark-colored, non-reflective baffles or louvers, mounted at a maximum height, measured from the bottom of fixture, of eight feet above the adjacent floor or deck, or
 2. Louvered wall fixtures, equipped with downward-directed louvers that completely hide the light source, with the bottom of fixture mounted 12 inches or less above the adjacent floor or deck, or
 3. Bollard-type fixtures, which do not extend more than 42 inches above the adjacent floor or deck, measured from the bottom of fixture, equipped with downward-directed louvers that completely hide the light source, and externally shielded on the side facing the beach.
- e. Balcony lights on the seaward and shore-perpendicular sides of permanent structures shall be turned off at all times during nighttime in sea turtle nesting season.
- f. Interior locations including but not limited to stairwells, elevators, parking garages, or courtyards that allow light to escape through windows or other openings shall not directly, indirectly, or cumulatively illuminate the beach.
- g. All windows and glass doors on the seaward and shore-perpendicular sides of any structures shall be designed for a light transmittance value of 15% or less through the use of tinted glass, window film, or screens.

- h. Emergency lights shall be on a separate circuit and activated only during power outtages or other situations where emergency lighting is necessary for public safety.

3. Outdoor Areas

- a. All lighting of outdoor areas shall be long wavelength and fully shielded.
- b. Outdoor lighting that projects light upward shall be prohibited.
- c. Lighting of outdoor areas shall consist of either:
 - 1. Ground-level downward-directed fixtures, equipped with interior dark-colored, non-reflective baffles or louvers, mounted either with a wall mount on walls or piles facing away from the beach, or
 - 2. Bollard-type fixtures, which do not extend more than 42 inches above the adjacent floor or deck, measured from the bottom of fixture, equipped with downward-directed louvers that completely hide the light source, and externally shielded on the side facing the beach.
- d. Lighted signs shall not be located on the seaward and shore-perpendicular sides of any structures, and shall not directly, indirectly, or cumulatively illuminate the beach.
- e. Pond lights and fountain lights shall not be located on the seaward and shore-perpendicular sides of any structures, and shall not directly, indirectly, or cumulatively illuminate the beach.
- f. Fire pits shall be located landward of the most seaward dune and shielded with an opaque structure or partition, and shall not directly, indirectly, or cumulatively illuminate the beach.

4. Parking Areas And Roadways

- a. All lighting of parking areas and roadways shall be long wavelength, fully shielded, and full cut-off.
- b. Parking area and roadway lighting shall be shielded from the beach via vegetation, natural features, or artificial structure rising from the ground which prevent artificial light sources, including but not limited to vehicular headlights, from directly, indirectly, or cumulatively illuminating the beach.
- c. Lighting of roadways shall produce no more than 1.0 footcandles (on average) of light in any location.
- d. Lighting of parking areas and roadways shall consist of either:
 - 1. Ground-level downward-directed fixtures, equipped with interior dark-colored, non-reflective baffles or louvers, mounted either with a wall mount on walls or piles facing away from the beach, or
 - 2. Bollard-type fixtures, which do not extend more than 42 inches above the adjacent floor or deck, measured from the bottom of fixture, equipped with downward-directed louvers that completely hide the light source, and externally shielded on the side facing the beach, or
 - 3. Embedded roadway lighting systems, or
- e. Pole-mounted lights, if required, shall adhere to the following restrictions and shall only be used in parking areas and roadways when mounting the lights at lower elevations cannot practicably comply with minimum light levels set forth in applicable federal and state laws designed to protect public safety. If required, pole-mounted lights shall be:
 - 1. Located on the landward sides of buildings in locations that will not directly, indirectly, or cumulatively illuminate the beach,
 - 2. Mounted no higher than 12 feet above the ground on arterial roadways or 20 feet above the ground if required on Department of Transportation right-of-ways, and
 - 3. Full cut-off, downward-directed onto non-reflective surfaces.

- f. Equipment yards, storage yards, and temporary security lights shall also adhere to the lighting restrictions contained in this Section.

5. Pool Areas

- a. Lighting of pool decks, pool facilities, swimming pools, and spas shall be long wavelength and fully shielded.
- b. Above-water lighting of pool decks, pool facilities, swimming pools, and spas shall be turned off at nighttime during sea turtle nesting season when closed. The use of an automatic timer is acceptable.
- c. Above-water lighting of pool decks, pool facilities, swimming pools, and spas shall otherwise adhere to the applicable requirements for acceptable light fixtures contained in Section 3.06.01(C)(1-2).
- d. Underwater lighting of pools or spa light shall:
 1. Be downward-directed,
 2. Not directly, indirectly, or cumulatively illuminate the beach, and
 3. Produce no more than 0.5 footcandles of light above the water surface.

6. Pier Structures

- a. Lighting of pier structures projecting over the beach or over water shall be:
 1. Long wavelength and fully shielded, and
 2. Mounted as low to the deck as possible to prevent light pollution or spillage beyond the walking surface, and
 3. Shall consist of either:
 - a) Recessed railing down-light fixtures, equipped with downward-directed louvers and interior dark-colored, non-reflective baffles, or
 - b) Bollard-type fixtures, which do not extend more than 42 inches above the adjacent floor or deck, measured from the bottom of fixture, equipped with downward-directed louvers that completely hide the point source of light, and externally shielded on the side facing the beach, or
 - c) Embedded lighting systems.

7. Dune Crossovers And Beach Access Points

Lighting of dune crossovers and beach access points shall be prohibited.

8. Temporary Lighting

- a. Temporary lighting includes but is not limited to special events, construction and motor vehicles.
- b. The operation of all motorized vehicles, except emergency, law enforcement or government vehicles or those permitted on the beach for sea turtle conservation or other research and conservation, shall be prohibited on the beach at nighttime during sea turtle nesting season. All authorized motor vehicles shall follow best practices for driving on the beach as outlined by the Florida FWC.
- c. All temporary lighting shall be:
 1. Long wavelength and fully shielded,
 2. Turned off during nighttime in sea turtle nesting season, or if temporary lighting is deemed necessary during sea turtle nesting season it shall be allowed from 6:00am to 11:00pm, must be restricted to the minimal amount necessary, and shall incorporate all the standards of this Section,
 3. Mounted less than eight feet above the adjacent floor or deck, measured from the bottom of fixture, and

4. Restricted to the minimal number of footcandles necessary to conform to the applicable construction safety regulations.

D. Compliance and enforcement procedures

1. Notice of Violation

- a. Upon finding any violation of this Article, City Code Enforcement shall deliver a written notice of the violation of this Ordinance to the property owner and direct said owner to promptly remove or cure such lighting arrangement not in compliance with this Section.
- b. The time allowed for making the repairs shall be stated in the notice and should the responsible party neglect or refuse to remove or cure the unacceptable lighting arrangement within the specified time stated in the notice, the party so offending shall commit a violation of this Article and be punished as provided in Section 3.06.01(D)(2).

2. Penalties

- a. Any person who takes any action or omission in violation of any provision of this Section and fails to cure such violation after proper notice is provided, shall be subject to a fine of up to \$250 per day per violation for initial violations, and \$500 per day per violation for repeat violations. All penalties incurred as a result of violation of this Section shall continue to accrue until such violations are cured.
- b. The City of Fernandina Beach shall have the right to encumber such property in violation of this Section with a lien for an amount equal to the total amount of fines owed at the time of compliance.

3. Sea Turtle Friendly Fund

- a. A *Sea Turtle Friendly Fund* is hereby established within the City of Fernandina Beach.
- b. All funds collected as a result of the issuance of fines under Section 3.06.01(D)(2) shall be deposited in the *Sea Turtle Friendly Fund*. The funds in this account shall be used for:
 1. Grants to property owners for the installation of light systems that comply with this Ordinance and reduce the amount of artificial beach lighting.
 2. Educational materials to inform the general public on the threats of artificial lighting to sea turtles, including but not limited to signs, door knockers, pamphlets, stickers, public service announcements, and other awareness campaigns, and
 3. Other reasonable efforts to protect the sea turtle population within the City of Fernandina Beach including but not limited to research and conservation projects.
- c. The City of Fernandina Beach may contribute funding from other sources into the *Sea Turtle Friendly Fund* for uses consistent with the purposes set forth above.

3.06.02 ~~Requirements Regarding Habitat Protection of Federally or State Listed Species~~ Changes to this section recommended by FWC in recognition that terminology regarding threatened species has changed to “federally or state listed species” and that US Fish and Wildlife should be included. They did not have any further comments.

- A. A professionally prepared biological survey to document the presence of endangered, threatened, or species of special concern shall be submitted with applications for development when the development is:
 - 1. In excess of ~~five (5)~~ two (2) acres on previously undisturbed properties; or
 Located on environmentally sensitive lands.
- B. Environmentally sensitive lands for which a survey is required regardless of acreage are those found in 3.02.03(A):
 - 2. ~~All land identified as “Conservation” on the FLUM and on the adopted zoning map; and~~
 - 3. ~~All undisturbed properties within 150 feet of Fort Clinch State Park Aquatic Preserve and all navigable tributaries.~~
- C. Biological surveys shall:
 - 1. Follow the standards and criteria adopted by the Florida Fish and Wildlife Conservation Commission and U.S. Fish and Wildlife Service; or
 - 2. Include a preliminary report consisting of pedestrian surveys of 200-foot transects through a minimum of twenty-five percent (25%) of each habitat on site. Within twenty-one (21) days of the preliminary report, the City Manager shall (1) render a finding of whether a second, more intensive survey is needed, based on the information provided by the Florida Fish and Wildlife Conservation Commission and U.S. Fish and Wildlife Service , and (2) shall describe the parameters it will follow for such an intensive survey, if required.

If the field biological inventory indicates the presence of federally or state listed species endangered, threatened, or species of special concern:

- A. The survey shall be forwarded to the Florida Fish and Wildlife Conservation Commission and U.S. Fish and Wildlife Service; and
- B. The applicant shall follow the recommendations of the Florida Fish and Wildlife Conservation Commission and U.S. Fish and Wildlife Service for mitigating loss of habitat; or
- C. A habitat plan shall be prepared by a qualified ecologist, biologist, or other related professional and shall include, at a minimum, the following:
 - 1. An analysis of the likelihood of the species surviving on the proposed development site as a viable population, assuming that the proposed development would not occur and taking into account the quality and quantity of habitat needed to maintain members of the species;
 - 2. An analysis of existing viable habitat on adjacent property for the species;
 - 3. The land needs of the species that may be met on the development site; and
 - 4. Measures that shall be taken to protect the habitat of the species on the property, if the species would likely remain a viable population, in the absence of the proposed project.

Prohibited activities:

- A. No protected ~~threatened~~ species of wildlife or freshwater fish or their nests, eggs, young, homes, or dens, shall be taken, transported, stored, served,

bought, sold, or possessed in any manner or quantity at any time, except as specifically permitted by the provisions of State law.

- B. No person shall kill, wound, pursue, molest, harm, harass, capture, or possess any protected ~~threatened~~ species or parts thereof or their nests, eggs, young, homes, or dens, except as authorized by specific permit, issued by the Florida DEP, the Florida Fish and Wildlife Conservation Commission, and any other applicable State or Federal agency.
- C. Development proposed adjacent to Outstanding Florida Waters, aquatic preserves, wildlife sanctuaries, wildlife refuges, state preserves, forests, parks, gardens, and wildlife management areas shall be environmentally compatible in order to conserve wildlife populations and habitat.

6.02.19 Marinas

- A. Marinas are allowable in the C-3, PI-1, W-1 and I-W zoning districts, subject to the standards of the zoning district and the supplemental standards set forth in this section.
- ~~B. Marinas shall be located adjacent to existing channels and passes, where no maintenance dredging will be required.~~
- C. A marina shall provide parking for boat trailers and/or vehicle-trailer combinations. Fifty (50) percent of the required off-street parking vehicles may be replaced with parking for vehicle-trailer combinations. In addition to the required parking set forth in Section 7.01.04, parking may be provided for boat trailers.
- D. Stacked dry storage shall only be permissible within an enclosed building.
- E. Facilities for engine repair shall be within an enclosed building.
- F. All proposed activities adjacent to or within the Nassau River/St. Johns River Marshes and Fort Clinch State Park Aquatic Preserves shall obtain and comply with all required permits and approvals as required of the Nassau River/St. Johns River Marshes and Fort Clinch State Park Aquatic Preserves Management Plan.
- G. Marinas shall not be located in or adjacent to any FDEP designated manatee sanctuaries, known areas of essential manatee habitat, or manatee foraging areas.
- H. Marinas shall be required to provide sewage pump-out facilities approved by the FDEP, and shall be required to connect to any approved central wastewater treatment facility available within 2,640 feet of the marina property.
- I. Marinas shall be required to utilize FDEP approved fuel spill containment facilities where petroleum products are sold, stored, or utilized.
- J. Placement of pilings, docks, ramps, and other structures shall avoid wetlands and grass beds.
- K. Construction materials and processes shall minimize environmental impacts and shall be the best technology available.
- L. All marinas are encouraged to utilize dry storage, instead of wet docking, to the fullest extent possible, in order to limit impacts to water circulation patterns within estuaries and other waterways.
- M. All drainage, wastewater, and wash-down facilities shall be designed and maintained in strict conformance with this LDC and any additional requirements of the FDEP, the SJRWMD, the USACOE, or other State or federal agency with jurisdictional powers over marinas.
- ~~N. No dock, pier, or other structure shall be allowed to obstruct or alter natural water flow or restrict navigation.~~
- O. Seawalls and other shoreline modifications shall be set at or landward of the mean high water line, except as otherwise provided by law.
- P. Activities involving dredging and filling shall be required to obtain any applicable permits from federal and State agencies with jurisdiction, including the FDEP, the USACOE, and the SJRWMD, as well as any permits required by the City or County.
- Q. Parking, dry storage and non-water-dependent facilities must be built on existing uplands.
- R. Marinas must prepare disaster preparedness plans and provide copies to the City Manager, Fire Department and Planning Department.
- S. Marina siting or expansion shall not have an impact on ongoing commercial shrimping or fishing activities.
- T. Marinas shall seek Clean Marina designation from FDEP.

11.01.04 Requirements for All Site Plans

In addition to the information required in Section 11.01.03, all applications for site plan approval shall contain the following information:

1. The names, address, telephone number, facsimile number, and email address of the person preparing the plan.
2. The date of preparation and date(s) of any modifications, a north arrow, and a written and graphic scale.
3. The legal description of the property, consistent with the required survey.
4. A vicinity map showing the location of the property.
5. The location of streams, bodies of water, natural features, roads, rights-of-way, street intersections, and paved areas within the boundaries of the property.
6. The location of streams, bodies of water, dunes and dune systems, and other natural features within 250 feet of the boundaries of the property.
7. The location of the mean high water line, if such line is within the boundaries of the property.
8. A topographic survey, soils report, grading plan, and an erosion control plan.
9. A general floodplain map indicating areas subject to inundation and high groundwater levels up to a 100-year flood classification.
10. A statement indicating the distances to schools and public safety facilities intended to serve the proposed development.
11. The name, plat book, and page number of any recorded subdivision comprising all or part of the site.
12. The location and use of any existing and proposed principal or accessory buildings and structures, showing proposed setbacks, building heights, and other dimensional requirements of the zoning district in which the property is located.
13. Elevations of all proposed structures.
14. The access points, driveway design, on-site parking, including required parking lot landscaping, internal circulation, sidewalks, and bicycle facilities.
15. The location of existing and proposed utilities, utility services, and easements.
16. A tree survey showing protected trees, proposed replacement trees, if required, and landscaping and buffering. (See Section 4.05.00.)
17. A soil erosion and sediment control plan compliant with Section 3.01.04.
18. For a PUD site plan, a detailed, written list and explanation of how the proposed PUD differs from any provision of this LDC applicable to the underlying zoning district.
19. For site plans and PUD site plans where development is proposed in phases, the plans shall include phase lines and the following supporting information:
 - a. Timeline for the development; and
 - b. Benchmarks for monitoring the progress of construction of each phase regarding land clearing, soil stabilization and erosion control, installation of infrastructure, and installation of landscaping.
20. A summary block containing:
 - a. Land use category from the Future Land Use Map in the comprehensive plan;
 - b. Zoning district;
 - c. Total acreage;
 - d. Total square footage for non-residential uses;

- e. Total density and number of units, proposed and permissible, for residential uses;
- f. Impervious surface ratio calculation, proposed and permissible;
- g. Floor area ratio calculation, proposed and permissible;
- h. Total number of parking spaces, required and provided; and
- i. Number of trees required to be protected, number of trees remaining on the site, and number of trees to be planted.

Additional plans, documents, or reports that are necessary to support the application shall be submitted. Such plans, documents, or reports may include, but are not limited to, concurrency analysis, traffic analysis reports, parking studies, stormwater management plans, or environmental impact studies

1. **Call to Order** - The meeting was called to order at 5:05 pm.

2. **Roll Call/Determination of Quorum**

Board Members Present

Judith Lane, Chair

Jon Lasserre

Chip Ross

David Beal

Jamie Morrill (alternate)

Mark Bennett, Vice-Chair

Charles Rogers

Chris Occhuizzo

Eric Lawrence (alternate)

Others Present

Kelly Gibson, City Planner

Tammi Bach, City Attorney

Sylvie McCann, Recording Secretary

2.1 **Review and Approve March 9, 2016 Regular Meeting Minutes – A motion was made by Member Bennett, seconded by Member Ross, to approve the Minutes. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

3. **New Business**

3.1. **PAB 2016-10, 2016-11, 2016-12: Vacation of Right-Of-Way, Land Use and Zoning Change Request - NASSAU TERMINALS, LLC (PAB CASE 2016-10 AND 2016-11)**, requesting Future Land Use Map and Zoning Map changes from Industrial Waterfront/ I-W to Office and Residential Mixed Use/ MU-1 for properties located on Escambia street and N. 3rd Street, totaling 0.58 acres of land

This item was withdrawn permanently including the zoning request at the request of the applicant.

3.2. **PAB 2016-09: LDC Changes to Implement Conservation and Coastal Management Element** - Requesting a Land Development Code (LDC) Text Amendment to update Chapters 1-3, 6, and 11 based on comprehensive plan direction in the conservation and coastal management element.

Ms. Gibson commented the board received this document about three weeks ago following the board's last meeting. She explained these changes take into account the direction of the Conservation and Coastal Management Element of the Comprehensive Plan. She stated it strikes flood plain management, which has been adopted as part of the City's municipal code. She pointed out this includes statements about water quality as well as specific requirements for storm water management and drainage. She explained there were changes to Chapter 2 to strike Marina from C-3, because it was not possible for a C-3 property to exist on the water. She recapped other changes included adding definitions; changes to Chapter 6 supplemental standards; and changes to Chapter 11.

Member Bennett referred to page 1 Environmentally Sensitive Lands and questioned if the City may have some Environmentally Sensitive Lands that may have already been altered and may not be naturally occurring. He commented Egans Creek is a prime example. Chair Lane suggested adding a sentence to clarify naturally occurring and referred to the example of Egans Creek Greenway. There was some discussion about this section and that naturally occurring means without manmade forces. It was noted that wetlands has a separate definition.

Member Ross inquired if water related use has to be on the same property as a water dependent use or can they be miles apart. Ms. Gibson noted the question was whether you are able to receive an exemption from buffering requirements for wetlands (Section 3.03.03). She stated the water related use exists where you are looking to impact a wetland area then yes it has to be on the same property by the nature of that impact.

Chair Lane inquired if dive ship was accurate or was it supposed to be dive shop. Ms. Gibson commented it could say both, and noted it should probably say dive shop.

Member Ross questioned the City’s definition of campground. Ms. Gibson replied a place for RVs and tents. Member Ross inquired what a fish camp is. Ms. Gibson stated a place where you spend time fishing during the day, and you have a place to come back to sleep at night. City Attorney Bach mentioned that not every single term is defined in the code, and at times staff has to make an interpretation. There was some discussion about this and it was suggest that staff take note of terms that might be uncommon. The board then reviewed page 2 related to outdoor lighting. There was a review of Chapter 3 and it was noted that the floodplain management was incorporated into the municipal code.

The board had questions related to 3.201.02, and Ms. Gibson explained the Coastal Upland Protection Zone (CUPZ) was defined as an area extending 1,000 feet landward from the Coastal Construction Control Line (CCCL). She stated the CCCL is defined by DEP and that is the area where they take additional jurisdiction and have permitting requirements for all those properties building seaward of the CCCL. She pointed out in addition to the CCCL the City was extending protection for an area 1,000 feet landward of the CCCL and placing additional requirements as shown in subsection 2. She explained the intent was to have development consistent with the zoning requirements and those that don’t adversely affect the contours and topography of the CUPZ. There was some discussion to clarify this further, and the board had some discussion about the wording “significantly deleterious”. It was explained there was minimal grade and fill activity for any properties located within a 1,000 of the CCCL.

Members of the board suggested striking the word “significantly”. Ms. Gibson commented she believed it was in there as a way for City staff to measure impact. She stated in this area the vast majority are single-family homes. City Attorney Bach pointed out deleterious means harm or damage, and taking out the word significant is not going to change how staff looks at applications. There was an extensive discussion about this language, and it was suggested to remove the word “deleterious”. *A motion was made by Member Ross, seconded by Member Occhuizzo, to remove the word “deleterious”. Vote upon passage of the motion was taken by ayes and nays and was as follows:*

- Member Occhuizzo: Aye*
- Member Rogers: Nay*
- Member Beal: Nay*
- Member Lasserre: Nay*
- Member Ross: Aye*
- Member Bennett: Nay*
- Chair Lane: Aye*

Motion failed.

There was a review of the two waterfront planning pages. Ms. Gibson clarified the intent was to ensure adequate and appropriate locations for water dependent, water related, and water enhanced uses. She explained when reviewing any application for shoreline uses there is increased priority for water

dependent uses. She explained this was implementing the policy that says provide a priority list for reviewing applications of shoreline uses. She commented it was almost like a preference instead of a priority. She stated the State was saying to provide for water dependent uses first. After a brief discussion about this, Member Bennett referred to the design standards item 3(B)(1) and read "construction of docks shall be compliant with the standards of all permitting authorities....." He questioned if it was 50% of the lot. Ms. Gibson stated you cannot take your entire property and put dock along the entire thing. It was noted this was more related to Front Street rather than Egans Creek, and it was so that a person could not build in front of the neighbor's lot. There was some discussion about whether this regulation would be preempted by the State's regulations. It was suggested to clarify 3(B)(1) with the terminal platform shall not exceed 50% of the shoreline.

Member Bennett related an example of a house that almost took the entire width of the property with a dock, and commented this was not just for saltwater. City Attorney Bach inquired if the City regulates on a retention pond or a lake if someone covered the shoreline with their terminal platform. Ms. Gibson stated the building of the dock would have to come through the City. It was noted the City didn't have anything that it had to be a certain size. Ms. Gibson questioned if the board was comfortable with the language "the terminal platform shall not exceed 50% of the shoreline." She stated it also has to be constructed within the principal structure's side yard setbacks. After a brief discussion, Member Ross questioned the difference between a seawall, riprap, or similar structures that protect the shoreline from erosion. It was noted this was to prevent someone from dumping things on their shoreline, because it was a violation of the code. Ms. Gibson explained in terms of erosion management you want to encourage living shoreline strategies instead of bulkheads and seawalls, which was how the Comprehensive Plan reads. There was some discussion about these things being excluded because they are prohibited. It was noted there are bulkheads along Front Street as well as along Egans Creek.

Ms. Gibson read from Comprehensive Plan Policy 502.11 and it was noted the intent was to encourage the removal of existing seawalls where the opportunities arise and restoration would be accomplished by replacing existing deteriorating seawalls with sloped shorelines, vegetative riprap or other living shoreline techniques. There was a brief discussion about this.

Member Bennett referred to multi-family developments or condominiums shall be limited to one dock, and commented he has seen many projects that have numerous docks such as a townhouse project. He stated he didn't understand why just one dock. Ms. Gibson explained it could be a single dock with multiple slips. City Attorney Bach pointed out this would not apply to single-family or to duplex. Member Bennett inquired about a townhouse development with five or ten units then why couldn't they put in five docks. City Attorney Bach explained people in the community do not want these continuous walls, because they want to look at the water. There was some discussion about this and it was noted when four townhouses are connected it becomes multi-family. There was further review of the document related to access roads, parking lots, and similar structures being located on upland sites.

Member Ross inquired what Chapter 4 was. Ms. Gibson replied site design requirements, which contains the landscape and tree ordinance. She pointed out this was the first time the City had any erosion control within the code. Member Lasserre referred to 3.02.03 and commented 3 and 4 could be very broadly interpreted. He explained the concern was there are Environmentally Sensitive Lands, which are considered more special than wetlands so they have a higher level of protection. He expressed his concern with 3 habitat of federally or state-listed species and whether it meant the entire lot. Ms. Gibson stated it would identify it as a sensitive land that needs to be mitigated where you have the species existing, and comply with the requirements tied to that property. There was some discussion about the

section on Environmentally Sensitive Lands, and it was suggested that 3.02.03(A)(3) should say protected species.

Chair Lane pointed out wildlife have trails that they take in between areas, and inquired if that was taken into account. Ms. Gibson replied they only document and survey what exists on the site. Another question was raised about 3.02.03(A)(3) and it was noted there is protected, endangered, threatened, etc. City Attorney Bach read that protected species are considered either threatened or endangered. Ms. Gibson explained Ms. Adrienne Burke had worked on this, and she thought Ms. Burke would have put protected, threatened, or endangered if she intended it to be that. She stated she would like to move through this to see what also applies to understand why Ms. Burke wouldn't have put one of those other terms. Chair Lane noted there is an ecological balance that Fort Clinch has to maintain as a State park and if wildlife wanders out and back in that has to be accounted for (3.02.04(E)(9)). Member Lasserre referred to 3.02.05 land uses within Environmentally Sensitive Lands and noted under this someone has to follow the remainder of the code and the mitigation procedures. There was some discussion about creating a map layer to aide in delineating Environmentally Sensitive Lands as specified in 3.02.03.

Member Beal questioned the prohibited use of veterinarian clinics. Chair Lane noted there is a possibility of contamination of native species by various diseases carried by domesticated animals. It was noted Environmentally Sensitive Lands should be capitalized in most instances in the document. There was further discussion about Environmentally Sensitive Lands, and it was suggested that 3.02.05(B)(7) should read more than six inches rather than less than. The board reviewed the section on wetland protection, and it was noted the wetland transition area was a definition already in the Land Development Code.

Ms. Gibson explained that wetland transition areas are commonly protected through the use of buffer requirements. She read the definition into the record. It was noted a wetland like we have downtown with a 25 foot setback the City is not going to be able to improve the road even though it was nothing but weeds, grass, and mud. Ms. Gibson replied correct without the benefit of a variance.

The board reviewed 3.05.03(H) and it was noted this was to capture the effects the City was having from infill development of properties and the negative impacts on adjoining sites. There was a review of 3.06.01 Outdoor Lighting and an inquiry was made whether you can have a fire on the beach at night. Ms. Gibson replied you have to get a permit, because you cannot have a fire on the beach unless you have a permit. City Attorney Bach pointed out you can't have a fire in your backyard unless it is in a barbeque grill. She stated if you have a fire pit at your home you have to have it permitted. For a permit for a fire on the beach you contact the Fire Marshal. There was a review and some discussion about the language in the Outdoor Lighting section. It was pointed out this section of the code is one of the most proactively enforced with surveys done weekly during turtle season and others that actively cite violations. There was some discussion about the education efforts related to outdoor lighting, and then the board reviewed section 3.06.02 Habitat Protection of Federally or State Listed Species. **A motion was made by Member Ross, seconded by Member Occhuizzo, to move this forward to the City Commission. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

4. Board Business

4.1. Update on PAB Subcommittees Progress – Ms. Gibson reported for 8th Street they received back the comments and feedback from FDOT on the requested amendments. She stated they did all the transportation and analysis that they would require of the City. She commented if she submits that as part of the small area plan and amends the small area plan to reflect that information the City can move

forward with the 8th Street amendments. She explained hopefully she could bring this to the board in May to move it to the City Commission in June.

Member Ross inquired if the Port thing was removed from the May meeting. Ms. Gibson commented it was likely there would be a May meeting with the two boards together before the PAB actually formally considers it.

Chair Lane reported that hopefully there was only one more tree/landscape subcommittee on April 19th. She stated they finished with the Airport part (I-A). She explained they were narrowing down the buffer area at WestRock and how to handle that in the language without naming them.

5. Staff Report – There were no additional staff comments at this time.

6. Comments by the public – There were no comments from the public at this time.

Member Bennett reminded everyone that Shrimp Festival was in two weeks.

7. Adjournment - There being no further business to come before the Planning Advisory Board, the meeting was adjourned 7:22 pm.

Secretary

Judith Lane, Chair



City of Fernandina Beach

BUILDING DEPARTMENT

MEMORANDUM

TO: All Permit Applicants

FROM: Tony Perez-Guerra, FBO, FPM

DATE: September 27, 2015

SUBJECT: GRADING AND SLAB ELEVATION FOR IN-FILL LOTS

We are having drainage concerns with small in-fill lots where fill is brought in and the distance from the structure (any part) to the property lines is less than twenty five (25 feet).

Therefore, effective for all permits submitted on or after October 1, 2015, the following requirements will be mandatory for permitting new homes on any in-fill lots, where the distance from any part of the proposed structure to the property line is less than twenty five (25) feet.

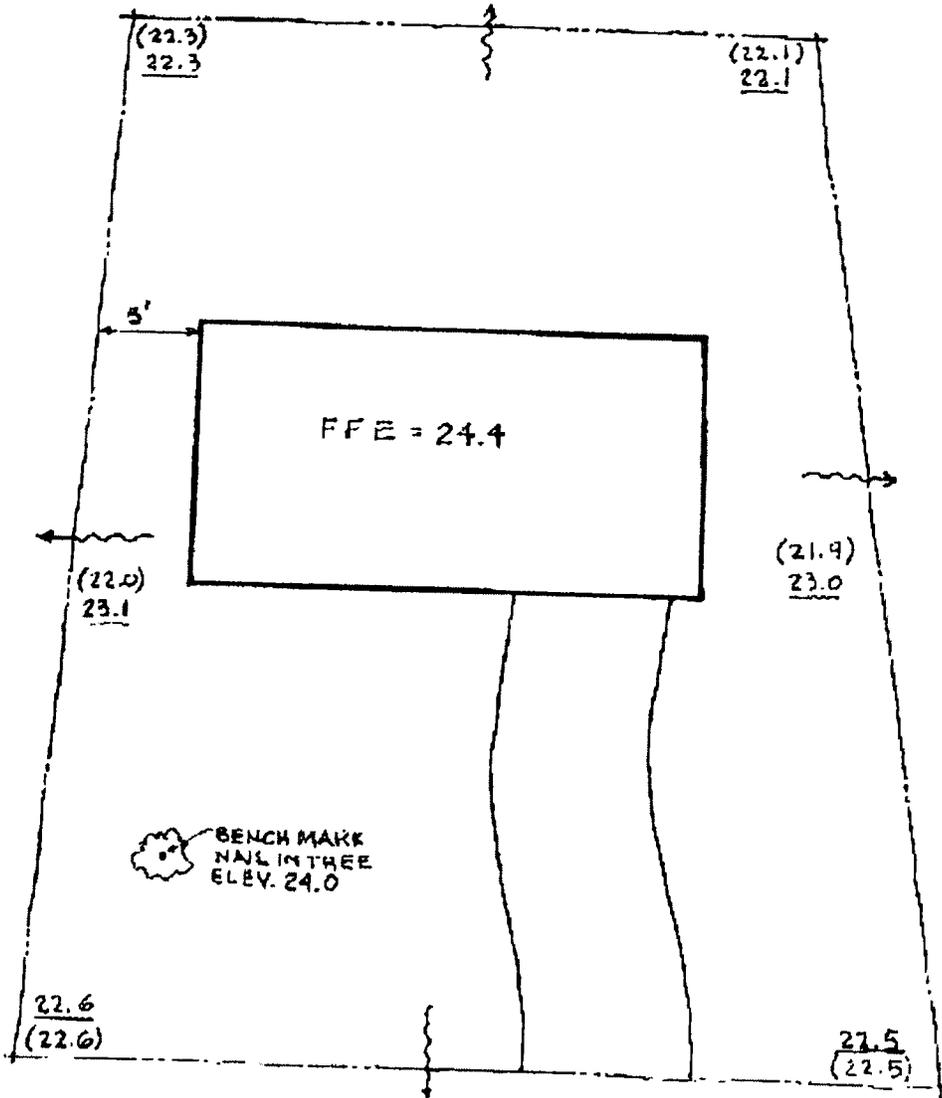
1. The site plan must show the pre/post development drainage conditions. This shall include the existing and final elevations (by registered surveyor) at all corners of the lot and midpoints, proposed slab elevation, and benchmark. A drainage arrow shall be shown on all sides of the lot which indicates the existing direction of surface flow, either toward the neighboring street or toward the lot of construction (see attached example).
2. If the distance from any part of one side of the foundation of the home to property line is less than twenty (25) feet or the proposed finish floor elevation is more than two (2) feet above existing natural grade:
 - a. A stem wall foundation must be used (no fill on exterior of walls) or
 - b. An engineered drainage plan provided showing all surface water being contained on the lot and approved by the Planning Department.
3. If finish floor elevation is less than two feet above existing natural grade, a site drainage plan per lot conditions shall be submitted with application package showing proposed water flow on lot.
4. A Form Board Certification form (see attached) must be available for the inspector at the slab inspection. Compaction results for fill in place or compaction log for multiple lifts may also be required.

Remember, if the lot is located in a Special Flood Hazard area a complete FEMA Flood Elevation Certificate must be provided by a registered surveyor.

Please keep in mind no matter how close the building is to the property line, water coming to your property must be handled by your property. You cannot add fill and push the water to the neighboring property.

The Building Department is available for questions Monday through Friday, from 8:00am-5:00pm, at 904-310-3135.

(21.9) EXISTING ELEVATION
23.0 PROPOSED ELEVATION
~~~~~> EXISTING DIRECTION OF FLOW



**SAMPLE OF EXISTING  
CONDITIONS**

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Ordinance 2016-10**  
Amending Ordinance 2011-06 – Official Corporate City Seal

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Ordinance 2016-10 at First Reading.**

SYNOPSIS: Florida Statute 165.043 grants the governing body of a municipality the authority to designate an official municipal seal.

The City Commission, at their April 5, 2011 Regular Meeting adopted Ordinance 2011-06 (attached hereto as Exhibit “B”) which approved the flag artwork for the Official Corporate City Seal.

At the March 15, 2016 Regular Meeting, Mr. Tom Raymond, owner of Raymond Historical Publications (RHP), spoke to the City Commission during “Public Comment Regarding Items Not on the Agenda”. Mr. Raymond brought to the Honorable City Commission’s attention that the Spanish Castile-Leon flag on the City’s Official Corporate Seal is incorrect and should be replaced with the historically accurate Burgundy Saltire flag. Mr. Tom Raymond’s credentials and research are attached hereto as Exhibit “C”.

The purpose of this Ordinance is to amend Ordinance 2011-06 by removing the historically incorrect Spanish Castile-Leon flag on the Official Corporate City Seal and replace it with the historically accurate Burgundy Saltire flag – see below.



Remove the Spanish Castile-Leon flag



Replace with the Burgundy the Saltire flag

The newly revised City seal incorporating the historically accurate Spanish flag is attached hereto as Exhibit “A.”

FISCAL IMPACT: Initial costs are not anticipated to exceed \$500 for corporate seal graphic redesign work and the hiring of an artist to render changes to the large City logo behind the dais in the City Hall Commission Chambers. Funding is available in the Non-Departmental Operating Supplies account # 001-1910-519.5200. Changes to street signs, building signs, vehicle decals, business cards, envelopes, uniforms, etc. will be completed by attrition.

2016/2017 CITY COMMISSION GOALS:  
(As approved by Resolution 2016-51)

|                                                |                                         |
|------------------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Beach Safety          | <input type="checkbox"/> Alachua Street |
| <input type="checkbox"/> Soccer Field Lighting | <input type="checkbox"/> Stormwater     |
| <input type="checkbox"/> Downtown Density      | <input type="checkbox"/> Opportunity    |
| <input type="checkbox"/> ADA Improvements      | <input type="checkbox"/> Departmental   |
| <input type="checkbox"/> Consideration         |                                         |

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission approve Ordinance 2016-10 at First Reading. *DLM*

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



DEPARTMENT DIRECTOR

Submitted by: Caroline Best  
City Clerk

*C Best*

Date: 4/21/16

CONTROLLER  
CITY ATTORNEY

Approved as to Budget Compliance  
Approved as to Form and Legality

*PAC*

*TEB*

Date: 5/11/16

Date: 5/4/16

CITY MANAGER

Approved Agenda Item for 5/17/16

*DLM*

Date: 4/21/16

---

COMMISSION ACTION:

- Approved As Recommended
- Approved With Modification
- Other

- Disapproved
  - Postponed to Time Certain
  - Tabled
-

ORDINANCE 2016-10

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING ORDINANCE 2011-06 BY OFFICIALLY AMENDING THE CORPORATE CITY SEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 165.043, Florida Statutes, grants the governing body of a municipality the authority to designate an official municipal seal; and

WHEREAS, the City of Fernandina Beach desires to replace the historically incorrect Spanish Castile-Leon flag presently located on the Corporate City Seal with the historically accurate Burgundy Saltire flag.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby approves the replacement of the Spanish Castile-Leon flag on the Corporate City Seal with the historically correct Burgundy Saltire flag. The newly revised City seal is attached hereto as Exhibit "A".

SECTION 2. EFFECTIVE DATE. This Ordinance shall become effective immediately upon final adoption.

ADOPTED this 17<sup>th</sup> day of May, 2016.

CITY OF FERNANDINA BEACH

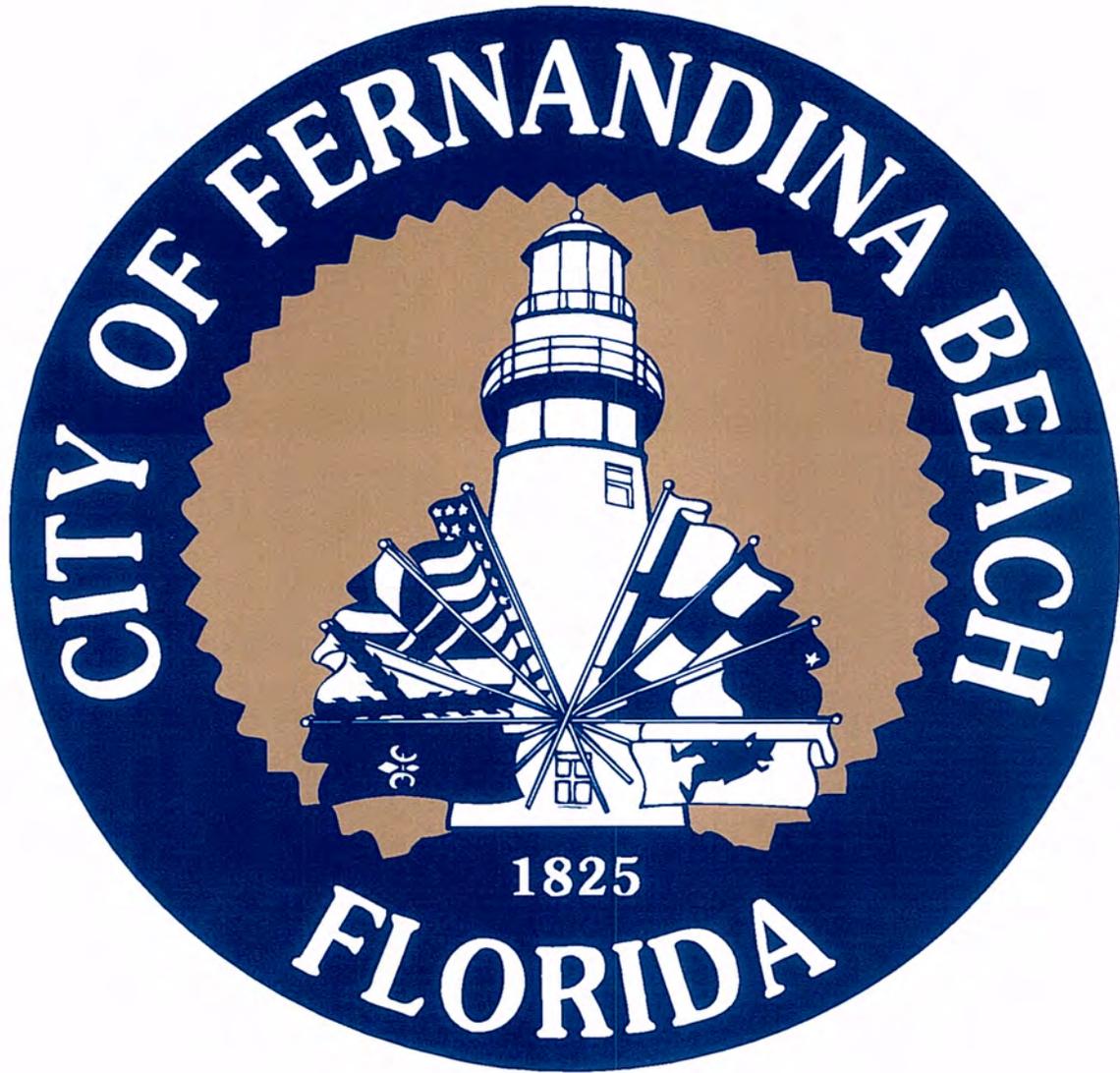
\_\_\_\_\_  
John A. Miller  
Commissioner – Mayor

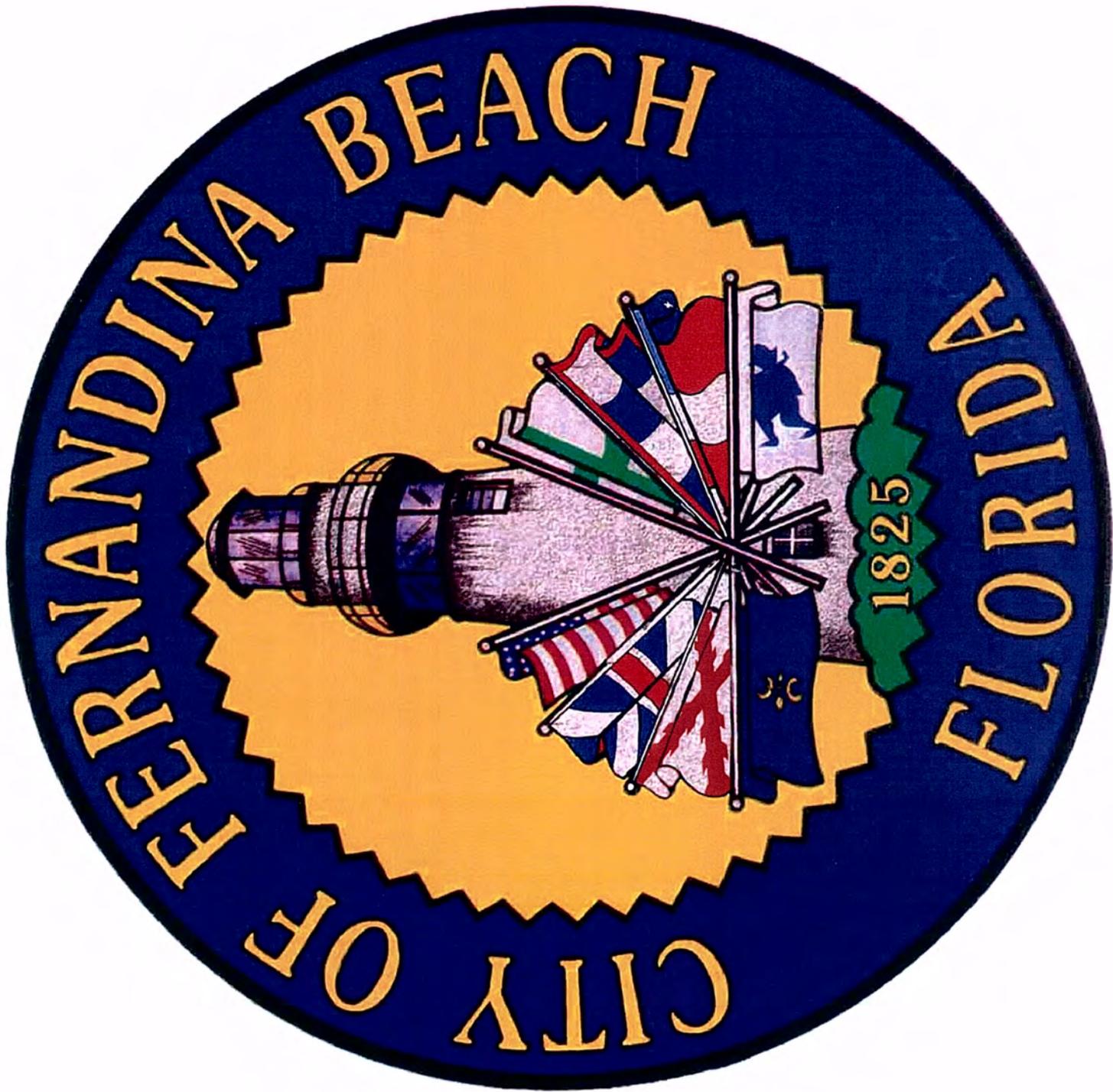
ATTEST:

\_\_\_\_\_  
Caroline Best  
City Clerk

APPROVED AS TO FORM & LEGALITY:

  
\_\_\_\_\_  
Tammi E. Bach  
City Attorney





ORDINANCE 2011-06

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA AMENDING CHAPTER 2, ARTICLE 1 OF THE CODE OF ORDINANCES BY CREATING SECTION 2-1 TITLED CITY SEAL, GENERAL RESTRICTIONS; BY OFFICIALLY ADOPTING THE CORPORATE CITY SEAL AND ESTABLISHING GENERAL RESTRICTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 165.043, Florida Statutes, grants the governing body of a municipality the authority to designate an official municipal seal and the discretion to allow the use of such a seal for other than official purposes upon the written permission of the City Commission; and

WHEREAS, the City of Fernandina Beach desires to officially adopt the Corporate City Seal and establish general restrictions for its use.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. It is hereby proposed that Section 2-1 of the City of Fernandina Beach Code of Ordinances be created to read as follows:

Sec. 2-1. City seal; general restrictions.

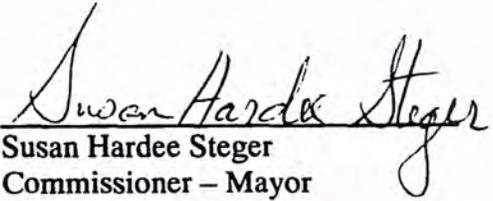
- (a) There is hereby adopted the official corporate seal of the City of Fernandina Beach, copy of which is appended to the ordinance from which this section derives and as filed with the City Clerk.
- (b) It shall be unlawful for any person to manufacture, use, display, or otherwise employ in any manner or for any purpose whatsoever the seal of the City or any facsimile or reproduction thereof, except:
  - (1) The officers and employees of the city in connection with the performance of their official duties; or
  - (2) Such persons or entities that shall have first obtained the written permission of the City Commission.

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause, phrase of this Ordinance, or the particular application thereof, shall be held invalid by any court, administrative agency or other body with appropriate jurisdiction, the remaining sections, subsections, sentences, clauses and phrases under application shall not be affected thereby.

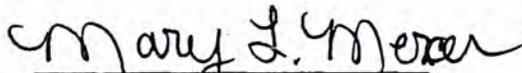
SECTION 3. This Ordinance shall become effective immediately upon final adoption.

ADOPTED this 5<sup>th</sup> day of April, 2011.

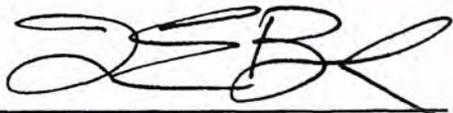
CITY OF FERNANDIA BEACH

  
Susan Hardee Steger  
Commissioner – Mayor

ATTEST:

  
Mary D. Merder  
City Clerk

APPROVED AS TO FORM:

  
Tammi E. Bach  
City Attorney

|                                                |                |
|------------------------------------------------|----------------|
| Date for First Reading:                        | March 1, 2011  |
| Date of Legal Ad:                              | March 23, 2011 |
| Date of Second Reading:<br>And Public Hearing: | April 5, 2011  |



**Thomas M. (Tom) Raymond**

662 King George Lane  
Fernandina Beach, FL 32034  
Home: 904-432-8944

tomraymond55@gmail.com  
Cell: 503-705-5534

*Employed as an electrical engineer (integrated circuits) for 40 years, mostly in Silicon Valley, CA  
Born into a U.S. military family with a high regard for American history, thus my current pursuits  
Author of articles and books on American history; docent at Amelia Island Museum of History*

**Objectives**

- Freelance writing, presentations, museum docent activities
  - Researching local, state, and national literature and resources for historical presentations, and subsequent archiving in museum libraries
  - Writing articles and essays of historical and social, scientific and technical interest

**Experience: 2008-present**

- Review of all history articles in Amelia Now Magazine, 40+ years (1975-2016) archived in Amelia Island Museum of History, to thoroughly index computer search words; in process, ECD mid-2016
- Survey of the Historical Markers of Nassau County on behalf of the Florida Department of State; 40+ markers inspected and reported on to determine refurbishment needs, February 2016
- Presentations at Amelia Island Museum of History (2012-2015): "Third on Third Street," "Brown Bag Lunch," "Roads Scholar" series. Also at West Nassau Historical Society, Callahan, and Sons of the American Revolution, Jacksonville Chapter. Selected examples:
  - *General Horatio G. Wright*, November 2012, January 2014
  - *General Samuel Elbert*, April 2013, January 2014
  - *The Eight Flags of Amelia Island—Not the Eight You Think*, September 2014
  - *The History of Nassau County*, April 2015, June 2015
- Author of local history articles in periodicals;
  - *The Eagle Newspaper*, Cambridge, NY (2011-2012)
  - *Fernandina Beach News Leader*, Florida (2012-2014)
  - *St. Marys Magazine*, St. Marys, GA (2015-2016)
- Author and publisher of distinctive American histories and biographies (2008-2012)
  - *A History of the Cambridge Area* (Cambridge, New York); Ft. Orange Press, Albany, NY
  - *The Cambridge Patent, 1761* (co-author); A&M Press, Cambridge, NY

**1970-2008 (38 years)**

- Semiconductor industry, retired as Staff Engineer (2008)
- Employed by AT&T, Motorola, Medtronic, AMD, others
- Member of professional associations; invited speaker to numerous technical symposia
- Author of numerous articles in national trade journals

**US Military 1965-1969**

- US Navy, avionics technician: AQF2 (E5)
- Vietnam veteran, served aboard aircraft carrier USS Bon Homme Richard, CVA-31 (1968-69)

**Education**

- Center for Lifelong Learning-FSCJ Yulee: Classes and seminars of local history
- San Jose State University, San Jose, CA; Masters of Industrial Arts—QA Engineering
- Arizona State University, Tempe, AZ; BS Electrical Engineering Technology
- Hudson Valley Community College, Troy, NY; AS Electrical Technology

**Personal Business**

- Raymond Historical Publications, established 2010



**References and Personal:** Upon request

Resume April 2016

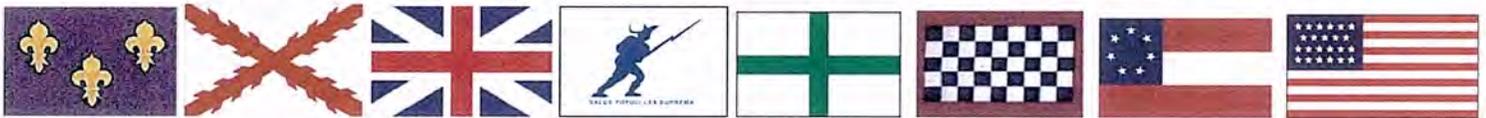
DRAFT ORDINANCE: For the attention of the Mayor and Commissioners, City of Fernandina Beach, Florida

TITLE: Modification of Historic Flag Display and City Seal (Logo) in the City Commission Chambers

ACTION: Replace the incorrect Spanish *Castile-Leon* flag (pairs of castles and lions) with the historically correct Burgundy Saltire (red diagonal raguly cross), including: 1) the cloth display flag in the Chambers; 2) on the artwork in the Chambers; 3) on the large City logo in the Chambers; 4) on the multitude of City logos seen throughout the area, as fiscally practical.



BACKGROUND: Amelia Island, Florida, is said to be the only location in the United States to have served under eight flags. Vexillologists (flag experts) take exception to this for several reasons, the issue of sovereignty among them. Yet in the past five decades the phrases “The Eight Flags of Amelia Island” and “The Isle of Eight Flags” have become island icons. More significantly, the State of Florida recognizes the words and images of eight specific historic flags as valuable, legitimate marketing tools. Therefore, all public agencies and private enterprises who promote the concept are encouraged to align to the identical suite of the same eight historic flags.



From research of the literature in the public domain in the past two decades, including the archives and displays of the Amelia Island Museum of History, and by the accepted scholarship of the publishers of Amelia Now magazine (as seen on two full pages toward the front of this quarterly), the Eight Flags of Amelia Island are, in chronological order:

- 1) French Fleur de lis (illegal intrusion 1562-65)
- 2) Burgundy Saltire of the Spanish Overseas Territories (sovereign 1565-1763)
- 3) English King's Colors (sovereign 1763-1783)
- 4) American Patriots' flag (illegal intrusion 1812)
- 5) MacGregor's Green Cross flag (illegal intrusion 1817)
- 6) Mexican Rebellion “checkerboard” flag (illegal intrusion 1817)
- 7) Stars and Stripes of the United States of America:
  - (a) illegal intrusion 1812 and 1817, 15 stars/15 stripes
  - (b) sovereign 1821, 23 star flag, U.S. Territory of Florida
- 8) First National Standard of the Confederate States of America, i.e. Stars and Bars (illegal secession, 1861-62.)

Although the flag of the CSA was the last of the eight to appear historically on Amelia Island, American flag etiquette requires the Stars and Stripes to be presented at the end of a series.

To summarize, the *Castile-Leon* was the flag of the Spanish Viceroy at St. Augustine from 1565-1763, and the Burgundy Saltire (Cross of St. Andrew) flew at the outlying Spanish military posts and Franciscan missions beginning in the late 1500s. This saltire flew through 1702 when the missions were abandoned to the invading English, including the two on Amelia Island destroyed by fire then and rediscovered through excavation in mid-island in the 1980s. While the distinction of the use of these two flags is subtle, the historical, technical difference is legitimate.

---

SUBMITTED BY:  
Tom Raymond, independent historical consultant  
662 King George Lane  
Fernandina Beach, FL 32034  
Cell: 503-705-5534

DATE: April 18, 2016

ADDITIONAL REFERENCE:  
*FLAGS Through the Ages and Across the World*  
Dr. Whitney Smith  
Flag Research Center, Winchester, Massachusetts  
McGraw-Hill Book Co. 1975

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Board Appointment**  
Historic District Council

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Historic District Council (HDC) Alternate #1 and Alternate #2 Board Member Appointments.**

SYNOPSIS: Presently, the Historic District Council has two (2) board member vacancies; Alternate Member #1 and Alternate Member #2. Both vacancies are for one (1) three (3) year term.

Ms. Angela Jones Conway, Mr. James T. Parker, and Mr. William L. Tilson submitted Advisory Board Member applications and résumés to the Historic District Council for board appointment consideration.

On April 21, 2016 the HDC met for their Regular Meeting and reviewed the applications and résumés of Ms. Conway, Mr. Parker and Mr. Tilson. HDC Board Members found Ms. Conway and Mr. Parker to be well-qualified applicants and endorsed their appointment(s) for the Honorable City Commission's consideration.

In accordance with Ordinance 526, Section 2; when a board vacancy occurs, a successor shall be appointed by the City Commission to fill the vacancy; and

Land Development Code (LDC) Section 8.02.01(B)(3) states "Where possible, members shall include, to the extent such individuals are available in the community and willing to serve, one (1) registered architect, and professionals from the disciplines of architecture, construction, design, history, architectural history, archaeology, or other historic-related fields such as urban planning, American studies, cultural geography or cultural anthropology. Persons who have demonstrated special interest, experience or knowledge in history, architecture or related disciplines such as law, real estate, land development, or construction shall make up the remainder of the HDC membership. Current resumes of HDC members shall be kept by the City as a public record."

The applicants are City residents as required by City Charter, Section 69.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:  Beach Safety  Alachua Street  
(As approved by Resolution 2016-51)  Soccer Field Lighting  Stormwater  
 Downtown Density  Opportunity  
 ADA Improvements  Departmental  
 Consideration

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission appoint Ms. Conway and Mr. Parker as alternate members for three year terms to the Historic District Council.

*DLF*

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



DEPARTMENT DIRECTOR

Submitted by: Caroline Best  
City Clerk

*C Best*

Date: 4/25/16

CONTROLLER

Approved as to Budget Compliance

Date:

CITY ATTORNEY

Approved as to Form and Legality

Date:

CITY MANAGER

Approved Agenda Item for 05/17/16

*DLM*

Date: 4/25/16

---

COMMISSION ACTION:

- Approved As Recommended
- Approved With Modification
- Other

- Disapproved
  - Postponed to Time Certain
  - Tabled
-

# HISTORIC DISTRICT COUNCIL

| <b>HISTORIC DISTRICT COUNCIL</b>                                                               |                                                                                                    |                                 |                              |                |
|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|---------------------------------|------------------------------|----------------|
| <b>Meeting:</b> Third Thursday of every month, 5:00 p.m., City Commission Chambers             |                                                                                                    |                                 |                              |                |
| <b>Appointment<br/>Date</b>                                                                    | <b>NAME</b>                                                                                        | <b>ADDRESS</b>                  | <b>TELEPHONE</b>             | <b>TERM</b>    |
| <b>09/11</b>                                                                                   | <b>**George Sheffield</b><br><a href="mailto:coachshf@att.net">coachshf@att.net</a>                | 28 S. 7 <sup>th</sup> Street    | 261-2306 (H)                 | 3 yrs-09/2018  |
| <b>03/16</b>                                                                                   | <b>Robert Erickson</b><br><a href="mailto:rettaerickson@aol.com">rettaerickson@aol.com</a>         | 30 South 3 <sup>rd</sup> Street | (479) 270-0315               | 3 yrs-09/2016  |
| <b>07/94</b>                                                                                   | <b>Jennifer King-Cascone</b><br><a href="mailto:kingcone@bellsouth.net">kingcone@bellsouth.net</a> | 116 S. 4 <sup>th</sup> Street   | 261-8909 (H)<br>753-1436 (C) | 3 yrs-01/2017  |
| <b>10/13</b>                                                                                   | <b>*Michael R. Harrison</b><br><a href="mailto:mharrison@iee.org">mharrison@iee.org</a>            | 820 Someruelos Street           | 491-1259                     | 3 yrs 11/2018  |
| <b>11/14</b>                                                                                   | <b>Ms. Shelly Rawls</b><br><a href="mailto:m.b.rawls@comcast.net">m.b.rawls@comcast.net</a>        | 216 Citrona Drive               | 753-3441 (C)<br>415-2700 (H) | 3 yrs-09/2018  |
|                                                                                                | <b>Alternate #1</b><br><b>VACANT</b>                                                               |                                 |                              | 3 yrs- 03/2019 |
|                                                                                                | <b>Alternate #2</b><br><b>VACANT</b>                                                               |                                 |                              | 3 yrs-         |
| <b>*Chair **Vice Chair</b>                                                                     |                                                                                                    |                                 |                              |                |
| <b>Staff Coordinator: Adrienne Burke, CDD Director</b><br><b>FINANCIAL DISCLOSURE REQUIRED</b> |                                                                                                    |                                 |                              |                |

## Kim Briley

---

**From:** Sylvie McCann  
**Sent:** Friday, April 22, 2016 4:16 PM  
**To:** CC Office  
**Cc:** Marshall, D. McCrary; Jacob Platt  
**Subject:** NEW HDC BOARD MEMBER APPOINTMENTS  
**Attachments:** Re: HDC Board application - April 21, 2016 meeting

Good Afternoon,

The Historic District Council met yesterday for its regular meeting of April 21, 2016 and reviewed two of the three applications presented on the agenda, namely the ones for Mrs. Angela Jones Conway and Mr. James T. Parker, both parties being present. The third application from Mr. William Tilson was not reviewed since he could not be present. An email confirming his absence is attached.

The Committee unanimously motioned that both Mrs. Jones-Conway and Mr. Parker be recommended to the City Commission to fill our two vacant seats.

Please let me know if you have any questions.

Thanks.



*April is Scottish American Heritage Month!*



Sylvie McCann  
Administrative Coordinator  
City of Fernandina Beach  
Community Development Department  
204 Ash Street  
Fernandina Beach, FL 32034  
Phone: 904.310.3144  
Fax: 904.310.3460  
[smccann@fbfl.org](mailto:smccann@fbfl.org)  
[www.fbfl.us/cdd](http://www.fbfl.us/cdd)

***CDD: Working Together for a Safer Community***  
***Tell us how we're doing: CDD Customer Feedback***

**Like the City on Facebook!**



Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your email addresses released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

## Kim Briley

---

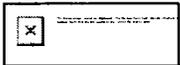
**From:** Tilson, William L <wtropic@ufl.edu>  
**Sent:** Thursday, April 21, 2016 5:20 PM  
**To:** Sylvie McCann  
**Subject:** Re: HDC Board application - April 21, 2016 meeting

Dear Ms. McCann:

Please pass on my regrets at not being able to attend the meeting due to previous commitments with international visitors to our college that were scheduled months ago. I do hope that the Commission views my application favorably.

Sincerely,

William L. Tilson, Professor Emeritus  
School of Architecture  
College of Design, Construction and Planning  
ARCH331  
University of Florida  
Gainesville, FL 32611  
[wtropic@ufl.edu](mailto:wtropic@ufl.edu)



On Apr 19, 2016, at 08:44, Sylvie McCann <[smccann@fbfl.org](mailto:smccann@fbfl.org)> wrote:

Good Morning Mr. Tilson,  
The Historic District Council is planning to discuss your application at the next scheduled meeting on Thursday April 21<sup>st</sup>, 2016. We invite you to attend in order to meet with the Board members and be available for any questions they may have.

Please confirm that you can be present.

We look forward to meeting you.

Thanks. ☺

<image006.jpg>

*April is Scottish American Heritage Month!*

<image007.png>

Sylvie McCann  
Administrative Coordinator  
City of Fernandina Beach  
Community Development Department  
204 Ash Street

Fernandina Beach, FL 32034

Phone: 904.310.3144

Fax: 904.310.3460

[smccann@fbfl.org](mailto:smccann@fbfl.org)

[www.fbfl.us/cdd](http://www.fbfl.us/cdd)

***CDD: Working Together for a Safer Community***

***Tell us how we're doing: CDD Customer Feedback***

***Like the City on Facebook!***

<image005.png>

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your email addresses released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Quoted to CB  
1/19/16



### City of Fernandina Beach Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach  
204 Ash Street  
Fernandina Beach, FL 32034  
(904) 310-3115 or cbest@fbfl.org

**Nominee Information:** (Please type or print) Name ANGELA JONES CONWAY  
Home Mailing Street Address 510 Beech Street  
City FERNANDINA Zip 32034  
Primary Phone 202-422-2531 Secondary Phone N/A

**Please note that board materials are distributed electronically.**

Email to receive board materials angela.arnett510@gmail.com  
Employer N/A - Retired Position Title \_\_\_\_\_  
Business Street Address \_\_\_\_\_  
City \_\_\_\_\_ Zip \_\_\_\_\_

Select the board(s) you are applying for:

|                                                              |                                                               |
|--------------------------------------------------------------|---------------------------------------------------------------|
| Airport Advisory Commission                                  | Arts and Culture Nassau                                       |
| Board of Adjustment                                          | Code Enforcement and Appeals Board                            |
| Community Development Block Grant Citizen Advisory Taskforce | General Employee Pension Board                                |
| Greens and Oversight Committee                               | Historic District Council <input checked="" type="checkbox"/> |
| Housing Authority                                            | Parks and Recreation Advisory                                 |
| Peck Center Committee                                        | CRA Advisory Board                                            |
| Planning Advisory Board                                      | Police/Fire Pension Board                                     |
| Waterfront Florida Partnership                               |                                                               |

~~Other~~ I am a 6th generation FERNANDIAN. My great grandparents  
Why are you interested in serving on this Board? Please explain. house is on the corner of  
Ash + 6th AND is owned by my cousin. I live a block away  
on the corner of Beech and 6th. I am deeply interested

Revised 05/06/14

G:\City Clerk\A Master Board List\Board Application

In the preservation of the historic district because of my family ties, I would like to see the integrity of the historic district maintained for future generations

**Eligibility**

Are you a resident of the City?  Yes  No Length of time: \_\_\_\_\_

Do you hold a public office?  Yes  No Office name: \_\_\_\_\_

Are you employed by the City?  Yes  No Position: \_\_\_\_\_

Are you currently serving on a Board?  Yes  No Board Name: \_\_\_\_\_

**Potential Conflict of Interest:**

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?  Yes  No

If yes, please provide details: \_\_\_\_\_

**Major Affiliations:**

List community, professional, or other applicable policy-making Boards on which you have served. Note the length of service and office held (if any): \_\_\_\_\_

**Qualifications:**

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended: please see the attached bio.

Organization or Commissioner sponsoring nomination (if applicable): \_\_\_\_\_

**Educational Background:** (Check all that apply)

High School  AA  BS/A  MS/A  Ph.D.  J.D.

Other \_\_\_\_\_

Major areas of study: \_\_\_\_\_

Other experience or skills that may be valuable to the Board: \_\_\_\_\_

**Florida's Public Records Law, Chapter 119, Florida Statutes, states:**

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

No

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Applicant's Signature Angela Jones Conway Date 2/19/2016

Angela Jones Conway

When I held the positions described in my bio, my last name was Arnett. I retired here toward the end of 2013 and married my high school sweetheart. We both love retirement here!



11/15/2015 10:10 AM  
11/15/2015 10:10 AM  
11/15/2015 10:10 AM

### **Angela Jones Arnett**

Angela Arnett was appointed as an Administrative Appellate Judge in the Office of Disability Adjudication and Review by the Commissioner of Social Security in 2012. Prior to that appointment, she served as the Assistant Deputy Commissioner for Legislative and Congressional Affairs, Social Security Administration. She joined the SSA, Office of Retirement Policy in 2004. Prior to joining the Social Security Administration, she served for 12 years as chief retirement security lobbyist for the American Council of Life Insurers. In the fall of 2004, she was detailed to the White House Conference on Aging where she served as Director of Economic Security Issues for this decennial event. In April of 2007, she was detailed to the Senate HELP Committee to work on retirement security issues for Senator Mike Enzi, Ranking Member of the Committee. At the close of that detail in December 2007, she returned to SSA as Associate Commissioner for Congressional Relations. She has been in her present position since December of 2008.

Before joining ACLI, Angie was an Assistant General Counsel at the Pension Benefit Guaranty Corporation. She rendered legal advice to the corporation on a variety of issues and supervised a number of PBGC attorneys.

She received her J.D. from the Columbus School of Law, Catholic University of America and her Bachelor of Arts from the University of Maryland in Government and Politic

Enclosed to CP. 2/29/16

**Kim Briley**

---

**From:** noreply@civicplus.com  
**Sent:** Monday, February 29, 2016 12:02 PM  
**To:** Caroline Best; Kim Briley  
**Subject:** Online Form Submittal: Advisory Board/Committee Application

Advisory Board/Committee Application

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach  
City Clerk's Office  
204 Ash Street  
Fernandina Beach, FL 32034  
(904) 310-3115

**Name** James T. Parker  
**Home Mailing Street Address** 627 Ferdinand Ct  
**City** Fernandina Beach  
**Zip Code** 32034  
**Primary Phone** 904 729 7045  
**Secondary Phone** 904 432 7262

Please note that board materials are distributed electronically.

**Email to receive board materials** jamtparker@live.com  
**Employer** self-employed  
**Position Title** consultant  
**Business Address** 627 Ferdinand Ct  
**City** Fernandina Beach  
**Zip** 32034  
**1** Historic District Council

Select the board you are applying for:

2) Additional board that you are applying for:

Code Enforcement & Appeals Board

Why are you interested in serving on this Board? Please explain.

After 30 years in corporate hi-tech, I am consulting and have more time now. I would like to give back and engage with my community. I am particularly interested in the history of Fernandina Beach and in maintaining the heritage of old Florida. However, I am happy to help in other capacities.

**Eligibility**

Are you a resident of the City? Yes

Length of time: 3.5 years

Do you hold a public office? No

Office name: *Field not completed.*

Are you employed by the City? No

Position: *Field not completed.*

Are you currently serving on a Board? No

Board Name: *Field not completed.*

**Potential Conflict of Interest:**

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach? No

*Field not completed.*

If yes, please provide details:

Major Affiliations:

List community, professional, or other applicable policy-making Boards on which you have served.  
Note the length of service and office held (if any):

I was a member of the Finance Committee and Deacon at United Parish in Lunenburg, Mass. I never had much time to volunteer on community boards due to my career responsibilities.

Qualifications:

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended:

I am a professional technical information developer and manager with 30+ years in a Fortune 50 high technology corporation. I am extremely good at both written and verbal communication. I listen to both sides and attempt to formulate decisions based on all of the factors.

Organization or Commissioner sponsoring nomination (if applicable):

*Field not completed.*

Educational Background: (Check all that apply)

BS/A

Other:

Post-graduate work in technical communication

Major areas of study:

Geography, Cartography, History, Technical Communication

Florida's Public Records Law, Chapter 119, Florida Statutes, states:

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for? Yes

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Date 2/29/2016

Applicant's Signature James T. Parker

Email not displaying correctly? [View it in your browser.](#)

Elaine Best JK 4/7/16

## Kim Briley

---

**From:** Caroline Best  
**Sent:** Thursday, April 07, 2016 4:43 PM  
**To:** Kim Briley  
**Subject:** FW: HDC application  
**Attachments:** HDC-Board Application-Tilson\_William\_2016.pdf

Caroline Best  
City Clerk  
204 Ash Street  
Fernandina Beach, Florida 32034  
Office (904) 310-3115

If this email is related to the Board, Committee or Commission that you serve on, please **DO NOT REPLY TO ALL.**

*P Go Green: Please don't print this unless its really necessary*

Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

---

**From:** Tilson, William L [<mailto:wtropic@ufl.edu>]  
**Sent:** Wednesday, April 06, 2016 10:03 AM  
**To:** Caroline Best  
**Subject:** HDC application

Dear Ms. Best:

Please find attached my application for the FB Historic District Council. Please let me know if you have any questions.

Sincerely,

William L. Tilson, Emeritus Professor  
School of Architecture  
College of Design, Construction and Planning  
ARCH331  
University of Florida  
Gainesville, FL 32611  
[wtropic@ufl.edu](mailto:wtropic@ufl.edu)





**City of Fernandina Beach  
Advisory Board/Committee Application**

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

*City of Fernandina Beach  
204 Ash Street  
Fernandina Beach, FL 32034  
(904) 310-3115 or cbest@fbfl.org*

**Nominee Information:** (Please type or print) Name William L. Tilson

Home Mailing Street Address Amelia Landings 8F 2328 Sadler RD

City Fernandina Zip 32034

Primary Phone 352-514-5722 Secondary Phone 352-371-0123

**Please note that board materials are distributed electronically.**

Email to receive board materials wtropic@ufl.edu

Employer retired University of Florida Position Title Professor Emeritus

Business Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

**Select the board(s) you are applying for:**

|                                                              |                                                               |
|--------------------------------------------------------------|---------------------------------------------------------------|
| Airport Advisory Commission                                  | Arts and Culture Nassau                                       |
| Board of Adjustment                                          | Code Enforcement and Appeals Board                            |
| Community Development Block Grant Citizen Advisory Taskforce | General Employee Pension Board                                |
| Greens and Oversight Committee                               | Historic District Council <input checked="" type="checkbox"/> |
| Housing Authority                                            | Parks and Recreation Advisory                                 |
| Peck Center Committee                                        | CRA Advisory Board                                            |
| Planning Advisory Board                                      | Police/Fire Pension Board                                     |
| Waterfront Florida Partnership                               |                                                               |

Other \_\_\_\_\_

Why are you interested in serving on this Board? Please explain. Lend my knowledge in historic

preservation to assist the community in maintaining its vital heritage

---

**Eligibility**

Are you a resident of the City?  Yes  No Length of time: 10 years

Do you hold a public office?  Yes  No Office name: \_\_\_\_\_

Are you employed by the City?  Yes  No Position: \_\_\_\_\_

Are you currently serving on a Board?  Yes  No Board Name: AIHM Trustees

**Potential Conflict of Interest:**

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?  Yes  No

If yes, please provide details: \_\_\_\_\_

---

**Major Affiliations:**

List community, professional, or other applicable policy-making Boards on which you have served.  
Note the length of service and office held (if any): Board of Directors, Amelia Island Restoration Foundation, 2009-2011  
Member-US/ICOMOS subcommittee-Historic Landscapes. Committee developed guidelines for designation for Historic Urban Landscapes adopted by UNESCO General Conference 10 November 2011

---

**Qualifications:**

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended: See Attachment A

---

Organization or Commissioner sponsoring nomination (if applicable): \_\_\_\_\_

**Educational Background:** (Check all that apply)

High School  AA  BS/A  MS/A  Ph.D.  J.D.

Other \_\_\_\_\_

Major areas of study: Architecture, Historic Preservation

Other experience or skills that may be valuable to the Board: See Attached Sheet

---

**Florida's Public Records Law, Chapter 119, Florida Statutes, states:**

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

No

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Applicant's Signature



Date 04/01/2016

**ATTACHMENT A      Experience Relative to HDC Application**

**WILLIAM L. TILSON**

Emeritus Professor

Former and Assistant Dean, International Studies and Service Learning

Director, Preservation Institute: Caribbean

College of Design Construction and Planning

University of Florida

Gainesville, FL 32611

352-514-5722 tel

[wtropic@ufl.edu](mailto:wtropic@ufl.edu)

- Specialization**      The impact of new architecture on public space in rural and small seacoast communities, particularly the role design guidelines play in managing community identity, 19<sup>th</sup> and early twentieth century urbanism in the Americas, the influence of mass media on place making, sustainable design education
- Education**            *Master of Architecture*, Virginia Polytechnic Institute and State University, 1975  
*Bachelor of Architecture*, VPI&SU, 1973
- Teaching**            *Professor*, School of Architecture University of Florida, 1998-present  
*Visiting Professor*, University of Indonesia, Depok, West Java, Indonesia, March 2013  
Associate Professor, Department Architecture, University of Florida, 1985-1998  
Assistant Professor, Department Architecture, University of Florida, 1980-1985
- Administrative**      *Assistant Dean*, International Studies and Service Learning, 2007-2015  
  
*Co-Director* (W/Dean Christopher Silver) Masters in Sustainable Design-International Distance Learning. Program Launched January, 2011  
  
*Director*, Preservation Institute: Caribbean, 1992 –2015  
  
*Co-director*, Research and Education Center for Architectural Preservation, 1996-2007  
  
*Co-director*, Center for Tropical and Subtropical Architecture, Planning and Construction, 2002-2005
- Publications**        New Architecture Magazine 06/2015 No. 163, "Diversity and Integration: The Modern Construction of Latin American Architecture", Li Xiaofeng, Editor-in-Chief, Martha Kohen and William Tilson, Guest Editors. Wuhan, China  
  
Porter, M., William, T. L., and Nawari, N. O. (2015) "Disaster Relief Structural Framework: Transitional to Permanent". The International Journal of Civil Engineering Science (JCES), World Academic Publishing. Mar. 2015, Vol. 4 Is. 1, pp. 27-44.

*Architectural Features of Stilted Buildings of the Tujia People: A case study of Ancient Buildings in the Peng-Family Village in Western Hubei Province, China.*

Zhao Kui, William L. Tilson, Dan Zhu. *Journal of Building Construction and Planning Research*, January 2014.

*MIAMI- MIAUTRE: Mapping the Virtual City--A Preview*, in *Journal of Visual Culture*, 1:3 (2002). Co-authored with Greg Ulmer, B.J.Revelle, C. Freeman, Will Pappenheimer.

## Grants

*Co-principle Investigator* (M. Kuenstle, PI, M. Gold, G. Petersen, R. Ron, Co.PIs)  
Urban Planning and Design Research Project Interstate 4 Bridge District Opportunity Assessment and Place making Initiative-Downtown Orlando, Florida, August, 2009

*Co-principle Investigator* (M. Kuenstle, PI, M.Gold, G. Petersen, P. Rumple)  
Imaging St. Augustine: Advancing Heritage Tourism, Preservation and the Physical Integrity of the Oldest US City. August-December, University of Florida 2008.

*Principle Investigator*  
Design Guidelines for the Waterfront Community Redevelopment Area, Fernandina, Florida. In collaboration with the Florida Community Design Center, Gainesville, Florida. 2007-2008.

*Co-Investigator* (Ruth Dusseault, PI, Artist in residence, Georgia Tech).  
Fading Florida: Documenting Historic Tourist Attractions  
National Endowment for the Arts. 2005-2006

*Co-principle Investigator (w/ L. Linscott, et al)*  
Design Guidelines for Historic Landscapes, Structures and New Construction for the Marjorie Harris Carr Cross Florida Greenway- Part of the Multidisciplinary management plan for transforming the 110-mile de-commissioned Cross Florida Barge into a public greenway. Tilson was responsible for developing the guidelines in an illustrated report. 2001-2003

*Principle Investigator*  
Design Guidelines, Sponsored by the State of Florida and the Town of Fernandina Beach Draft Revision of the preservation guidelines for the 19th waterfront community of Fernandina, 2000-2001

*Principle Investigator* (P. Prugh co-PI and Consulting Archeologist B. Piatek)  
Integrated Cultural Resource Management Plan, Florida Army National Guard (FLARNG). This research and resultant action plan brings the 75,000 acres of FLARNG property into compliance with all relevant international, federal and state statues concerning the preservation of ecological, archeological and cultural resources. 1999-2000

*Principle Investigator*

Design Guidelines for Old Town, Florida. Phase Two. Illustrated preservation and new construction guide for the last town platted by the Spanish in the western hemisphere (Adopted as official statutes fall 2003). Sponsored by the State of Florida and the Town of Fernandina Beach. 1999-2000

*Principle Investigator* (H. Shepard, FAIA consultant)

Documentation drawings and construction analysis of Bush Hill, the only structure inhabited by George Washington outside of the United States. Funded by the Government of Barbados, The National Trust of Barbados and private funds. 1998-1999

*Co-Principle Investigator*

Imaging Florida (w/ G. Bleach, C. Freeman, B.J. Revelle-G. Ulmer (PI), University of Florida Graduate Research Opportunity Fund. Summer 1998

**Consulting**

*Design Consultant*

Schematic design of a multiuse development of 2 acres of Old Town Florida, the last town platted by the Spanish in the western hemisphere-the first project of size to be designed under the Old Town Historic District Architectural Guidelines (Tilson, 2000) which emphasizes sustainable development practices. 2002-2007. Concept for Plan and two residences approved by FBHDC 2007.

Building Forensics of early 19<sup>th</sup> century braced frame house (thought to have dated from Second Spanish Period) Old Town, Fernandina, Florida. 2010  
*Pro bono*

**Invited Lectures**

“Aspects of the University of Florida Sustainable Campus Plan”, University of Indonesia, Depok, West Java, Indonesia, March 2015

“The Continuing Relevance of the Spanish Law of the Indies to Urban Planning” University of Indonesia, Depok, West Java, Indonesia, March 2014.

The Evolution of the preservation Movement in Charleston, SC, University of Indonesia, Depok, West Java, Indonesia, March 2013

“Emerging Trends in Urban Agriculture” University of Indonesia, Depok, West Java, Indonesia, March 2013.

“Best Practices in Sustainable Design”, American Institute for Indonesian Studies, Jakarta, Indonesia May, 2012.

“Preservation and the Sustainability Movement”, Tongji University, Shanghai, China, May, 2012.

“Preservation and the Sustainability Movement”, Chongqing University, Chongqing, China, May, 2012.

“World Class Housing Design on an Affordable Budget”, Housing Development Authority, Singapore, Singapore, February 2010.

“Sustainable Education Philosophy at the College of Design, Construction and Planning, University of Technology Malaysia, February 2010.

## Service

### *University*

*Member*, Internationalization Task Force/UFIC SACS Quality Enhancement Plan development January 2011-present

*Member*, Education and Outreach Internet Technology Advisory Committee, 2010-2013

*Member*, Masters in Sustainable Development Practice (MDP) Program Steering Committee

*Member*, Steering Committee, Center for Latin American Conference: Looking Forward, Looking Back: Celebrating 80 Years of Latin American Studies at the University of Florida

*Vice-Chair*, UF Historic Campus Preservation Review Board 2006-2015

### *Affiliate Faculty*

Masters in Sustainable Development Practice

### *Affiliate Faculty*

Center for Latin American Studies 1998-2015

### *Civic*

*Board of Directors*, Amelia Island Restoration Foundation, 2009-2012

*Trustee*, Amelia island Museum of History, 2007-present (with leave from 2010-2015)

### *Research Associate*

St. Augustine Foundation Center for Historic Research, 2000-2003

### *Professional*

#### *Member*

US/ICOMOS subcommittee-Historic Towns 2002-2009

#### *Member*

US/ICOMOS subcommittee-Historic Landscapes. 2004-2010

## Awards

International Educator of the Year Nominee, University of Florida Center for International Studies, 2012, 2014

US/ICOMOS National Service Award, 2009

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Board Appointment**  
Board of Adjustment

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve the Regular Member reappointment of Ms. Tisha Dadd to the Board of Adjustment for one additional three (3) year term ending May, 2019.**

SYNOPSIS: Board of Adjustment Board Member Ms. Tisha Dadd's term will expire May, 2016. Ms. Dadd submitted her request for reappointment to the Board of Adjustment, who then recommended approval at its Regular Meeting on April 20, 2016.

Pursuant to City Charter Section 69, Ms. Dadd resides within jurisdictional boundaries of the incorporated City limits.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS:  
(As approved by Resolution 2016-51)

|                                                |                                         |
|------------------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Beach Safety          | <input type="checkbox"/> Alachua Street |
| <input type="checkbox"/> Soccer Field Lighting | <input type="checkbox"/> Stormwater     |
| <input type="checkbox"/> Downtown Density      | <input type="checkbox"/> Opportunity    |
| <input type="checkbox"/> ADA Improvements      | <input type="checkbox"/> Departmental   |
| <input type="checkbox"/> Consideration         |                                         |

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission reappoint Ms. Dadd to a term expiring May 2019 to the Board of Adjustment. *DLM*

|                     |                                                         |               |
|---------------------|---------------------------------------------------------|---------------|
| DEPARTMENT DIRECTOR | Submitted by: Caroline Best <i>C Best</i><br>City Clerk | Date: 4/29/16 |
| CONTROLLER          | Approved as to Budget Compliance                        | Date:         |
| CITY ATTORNEY       | Approved as to Form and Legality                        | Date:         |
| CITY MANAGER        | Approved Agenda Item for 05/17/16 <i>DLM</i>            | Date: 4/29/16 |

COMMISSION ACTION:  Approved As Recommended  Disapproved  
 Approved With Modification  Postponed to Time Certain  
 Other  Tabled

# BOARD OF ADJUSTMENT

| Meeting: Third Wednesday of every month, 5:30 p.m., City Commission Chambers         |                                                                                                           |                           |                    |                |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|---------------------------|--------------------|----------------|
| Appointment<br>Date                                                                  | NAME                                                                                                      | ADDRESS                   | TELEPHONE          | TERM           |
| <b>02/13</b>                                                                         | Marcy Mock<br><a href="mailto:marcy@mareymock.com">marcy@mareymock.com</a>                                | 2008 Highland Drive       | 753-6500 (W)       | 3 yrs-11/2018  |
| <b>09/06</b>                                                                         | Charles Burns<br><a href="mailto:obaku@comcast.net">obaku@comcast.net</a>                                 | 2100 S. Fletcher Avenue   | 415-3055           | 3 yrs-09/2018  |
| <b>10/10</b>                                                                         | Lynn Williams<br><a href="mailto:Lynwil3@aol.com">Lynwil3@aol.com</a>                                     | 1899 S. Fletcher Avenue   | 491-0059 (H)       | 3 yrs-06/2018  |
| <b>05/15</b>                                                                         | **Michael Spino<br><a href="mailto:mikespino@bellsouth.net">mikespino@bellsouth.net</a>                   | 1328 N. Fletcher Avenue   | (904) 222-8988 (W) | 3 yrs-09/2018  |
| <b>02/13</b>                                                                         | *Tisha Dadd<br><a href="mailto:tishadadd@live.com">tishadadd@live.com</a>                                 | 1328 N. Fletcher Avenue   | (904) 222-8988 (W) | 3 yrs-05/2016  |
| <b>05/15</b>                                                                         | Alternate #1<br>Matt Miller<br><a href="mailto:islandplumber@hotmail.com">islandplumber@hotmail.com</a>   | 416 Fir Street            | (912) 270-5826     | 3 yrs- 05/2018 |
| <b>02/16</b>                                                                         | Alternate # 2<br>Barry Hertslet<br><a href="mailto:Barry.hertslet@gmail.com">Barry.hertslet@gmail.com</a> | 2705 Robert Oliver Avenue | (904) 491-0720     | 3 yrs- 02/2019 |
| <b>*Chair **Vice Chair</b>                                                           |                                                                                                           |                           |                    |                |
| Staff Coordinator: Jacob Platt, City Planner<br><b>FINANCIAL DISCLOSURE REQUIRED</b> |                                                                                                           |                           |                    |                |

## Kim Briley

---

**From:** Sylvie McCann  
**Sent:** Monday, April 25, 2016 8:26 AM  
**To:** Kim Briley  
**Subject:** RE: NEW HDC BOARD MEMBER APPOINTMENTS

Good Morning Kim,  
The BOA committee has unanimously approved the re-appointment of Tisha Dadd as a committee member during our last regular meeting of April 20, 2016.

Thanks. ☺



*April is Scottish American Heritage Month!*



Sylvie McCann  
Administrative Coordinator  
City of Fernandina Beach  
Community Development Department  
204 Ash Street  
Fernandina Beach, FL 32034  
Phone: 904.310.3144  
Fax: 904.310.3460  
[smccann@fbfl.org](mailto:smccann@fbfl.org)  
[www.fbfl.us/cdd](http://www.fbfl.us/cdd)

***CDD: Working Together for a Safer Community***  
***Tell us how we're doing: CDD Customer Feedback***  
***Like the City on Facebook!***



Disclaimer: According to Florida Public Records Law, email correspondence to and from the City of Fernandina Beach, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your email addresses released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

---

**From:** Kim Briley  
**Sent:** Monday, April 25, 2016 8:24 AM

## Kim Briley

---

**From:** Jacob Platt  
**Sent:** Tuesday, April 26, 2016 9:00 PM  
**To:** Kim Briley  
**Subject:** Fwd: Board of Adjustment

Sent from my iPhone

Begin forwarded message:

**From:** Tisha Dadd <[tishadadd@live.com](mailto:tishadadd@live.com)>  
**Date:** April 26, 2016 at 8:51:32 PM EDT  
**To:** "[jplatt@fbfl.org](mailto:jplatt@fbfl.org)" <[jplatt@fbfl.org](mailto:jplatt@fbfl.org)>  
**Subject: Board of Adjustment**

Dear Jacob,

I would like to formally request to be nominated to extend my membership on the City of Fernandina Board of Adjustment for a three (3) year term.

Thank you for your consideration,

Tisha Dadd, GRI  
Broker/Owner  
Island Real Estate of Amelia  
904 206-0188 Cell/Text

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Board Appointment**  
Parks and Recreation Advisory Committee

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve one (1) unexpired Parks and Recreation Advisory Committee board member appointment, term ending January, 2017.**

SYNOPSIS: Presently, the Parks and Recreation Advisory Committee has one (1) regular member board vacancy for one unexpired, two (2) year term ending January, 2017. The City Clerk's Office is in receipt of two (2) Advisory Board Member applications for the Parks and Recreation Advisory Committee for the Honorable City Commission's consideration: Ms. Barbara O'Conner and Mr. Guy Robertson.

In accordance with City Charter Section 69, which states in relevant part; the city commission may at any time appoint a fact-finding or advisory board or boards, composed of men and women who are residents of the City of Fernandina Beach qualified to act in an advisory capacity to the city commission. Members of any such board shall serve without compensation for the time fixed in their appointment or at the pleasure of the commission.

Ms. O'Conner and Mr. Robertson both reside within the jurisdictional boundaries of the incorporated City limits.

FISCAL IMPACT: N/A

2016/2017 CITY COMMISSION GOALS: (As approved by Resolution 2016-51)

|                                                |                                         |
|------------------------------------------------|-----------------------------------------|
| <input type="checkbox"/> Beach Safety          | <input type="checkbox"/> Alachua Street |
| <input type="checkbox"/> Soccer Field Lighting | <input type="checkbox"/> Stormwater     |
| <input type="checkbox"/> Downtown Density      | <input type="checkbox"/> Opportunity    |
| <input type="checkbox"/> ADA Improvements      | <input type="checkbox"/> Departmental   |
| <input type="checkbox"/> Consideration         |                                         |

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission appoint Guy Robertson to an unexpired term to the Parks and Recreation Advisory Committee. *DLM*

|                     |                                                        |               |
|---------------------|--------------------------------------------------------|---------------|
| DEPARTMENT DIRECTOR | Submitted by: Caroline Best <i>CBest</i><br>City Clerk | Date: 4/26/16 |
| CONTROLLER          | Approved as to Budget Compliance                       | Date:         |
| CITY ATTORNEY       | Approved as to Form and Legality                       | Date:         |
| CITY MANAGER        | Approved Agenda Item for 05/17/2016 <i>DLM</i>         | Date: 4/26/16 |

COMMISSION ACTION:  Approved As Recommended  Disapproved  
 Approved With Modification  Postponed to Time Certain  
 Other  Tabled

# AD HOC COMMITTEES

## PARKS AND RECREATION ADVISORY COMMITTEE

| <b>PARKS AND RECREATION ADVISORY COMMITTEE</b>                                                                                               |                                                                                            |                                                |                  |               |
|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|------------------------------------------------|------------------|---------------|
| Meeting: Second Wednesday of every month, 4:00 pm, Peck Reception Room.                                                                      |                                                                                            |                                                |                  |               |
| <b>Appointment Date</b>                                                                                                                      | <b>NAME</b>                                                                                | <b>ADDRESS</b>                                 | <b>TELEPHONE</b> | <b>TERM</b>   |
|                                                                                                                                              | <i>VACANT</i>                                                                              |                                                |                  | 2 yrs-01/2017 |
| <i>09/06</i>                                                                                                                                 | John M. Cotner<br><a href="mailto:john@cotnerassociates.com">john@cotnerassociates.com</a> | 9 S. Third Street (B)<br>1627 Atlantic Ave (H) | 277-4593         | 3 yrs-01/2018 |
| <i>12/14</i>                                                                                                                                 | Paul Martinez<br><a href="mailto:paul@boteboard.com">paul@boteboard.com</a>                | 2505 Via Del Rey Road                          | (323) 610-1080   | 2 yrs-12/2016 |
| <i>12/15</i>                                                                                                                                 | Joy Behan<br><a href="mailto:JoyBehan@gmail.com">JoyBehan@gmail.com</a>                    | 1548 Persimmon Circle South                    | (386) 334-3359   | 1 yr-12/2016  |
| <i>12/10</i>                                                                                                                                 | Pranab Das<br><a href="mailto:pranabdas@aol.com">pranabdas@aol.com</a>                     | 534 Santa Maria Drive                          | 261-3721         | 1 yr-09/2016  |
| <i>02/13</i>                                                                                                                                 | Eric Bartelt<br><a href="mailto:ericbartelt@gmail.com">ericbartelt@gmail.com</a>           | 3820 S. Fletcher Avenue                        | 261-7808         | 3 yrs-02/2018 |
| <i>02/15</i>                                                                                                                                 | Trudie Richards<br><a href="mailto:trudie@sweeley.com">trudie@sweeley.com</a>              | 409 Georgia Avenue                             | 432-7789         | 1 yr-02/2017  |
| *Chair **Vice Chair                                                                                                                          |                                                                                            |                                                |                  |               |
| Staff Coordinator: Nan Voit, Parks & Recreation Director<br>City Commission Liaison: Mayor Miller<br><b>NO FINANCIAL DISCLOSURE REQUIRED</b> |                                                                                            |                                                |                  |               |



**City of Fernandina Beach  
Advisory Board/Committee Application**



This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

*City of Fernandina Beach  
204 Ash Street  
Fernandina Beach, FL 32034  
(904) 310-3115 or cbest@fbfl.org*

**Nominee Information:** (Please type or print) Name Barbara O'Conner  
 Home Mailing Street Address 2520 1st Ave  
 City Fernandina Zip 32034  
 Primary Phone 904-261-7264 Secondary Phone 904-415-1317

**Please note that board materials are distributed electronically.**

Email to receive board materials boconner@bellsouth.net  
 Employer Retired Position Title \_\_\_\_\_  
 Business Street Address \_\_\_\_\_  
 City \_\_\_\_\_ Zip \_\_\_\_\_

**Select the board(s) you are applying for:**

|                                                              |                                                                   |
|--------------------------------------------------------------|-------------------------------------------------------------------|
| Airport Advisory Commission                                  | Arts and Culture Nassau                                           |
| Board of Adjustment                                          | Code Enforcement and Appeals Board                                |
| Community Development Block Grant Citizen Advisory Taskforce | General Employee Pension Board                                    |
| Greens and Oversight Committee                               | Historic District Council                                         |
| Housing Authority                                            | Parks and Recreation Advisory <input checked="" type="checkbox"/> |
| Peck Center Committee                                        | CRA Advisory Board                                                |
| Planning Advisory Board                                      | Police/Fire Pension Board                                         |
| Waterfront Florida Partnership                               |                                                                   |

Other \_\_\_\_\_

Why are you interested in serving on this Board? Please explain. Interested in the progress of the Parks & Rec.  
 G:\City Clerk\Master Board List\Board Application

**Eligibility**

Are you a resident of the City?  Yes  No Length of time: 39 years

Do you hold a public office?  Yes  No Office name: \_\_\_\_\_

Are you employed by the City?  Yes  No Position: \_\_\_\_\_

Are you currently serving on a Board?  Yes  No Board Name: \_\_\_\_\_

**Potential Conflict of Interest:**

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?  Yes  No

If yes, please provide details: \_\_\_\_\_

**Major Affiliations:**

List community, professional, or other applicable policy-making Boards on which you have served.

Note the length of service and office held (if any): Airport Advisory Comm. for 20 years. Started AIM program at FBHS, Parks & Rec. 1 term.

**Qualifications:**

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended: On the parks & recreation board, attends monthly meeting, teacher for 40 years.

Organization or Commissioner sponsoring nomination (if applicable): \_\_\_\_\_

**Educational Background:** (Check all that apply)

High School  AA  BS/A  MS/A  Ph.D.  J.D.

Other \_\_\_\_\_

Major areas of study: MATH & Science

Other experience or skills that may be valuable to the Board: Working with students

**Florida's Public Records Law, Chapter 119, Florida Statutes, states:**

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form 1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

No

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Applicant's Signature Barbara Conner

Date 10/30/15

\* Clerk's Office Confirmed  
City Resident - 1/13



2015 JAN 22 AM 11:19

**City of Fernandina Beach  
Advisory Board/Committee Application**

This application is intended to provide information that will enable the City Commission to select the most qualified Board/Committee members. Please complete all applicable sections and return the form along with your current résumé to the City Clerk's Office.

City of Fernandina Beach  
204 Ash Street  
Fernandina Beach, FL 32034  
(904) 310-3115 or cbest@fbfl.org

**Nominee Information:** (Please type or print) Name Guy Robertson

Home Mailing Street Address 5 ILAN CIRCLE

City FERNANDINA BEACH Zip 32034

Primary Phone 904-277-7635 Secondary Phone 904-753-1198

**Please note that board materials are distributed electronically.**

Email to receive board materials ROBNATGAT@YAHOO.COM

Employer RETIRED Position Title \_\_\_\_\_

Business Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

**Select the board(s) you are applying for:**

|                                                              |                                        |
|--------------------------------------------------------------|----------------------------------------|
| Airport Advisory Commission                                  | Arts and Culture Nassau                |
| Board of Adjustment                                          | Code Enforcement and Appeals Board     |
| Community Development Block Grant Citizen Advisory Taskforce | General Employee Pension Board         |
| Greens and Oversight Committee                               | Historic District Council              |
| Housing Authority                                            | Parks and Recreation Advisory <b>X</b> |
| Peck Center Committee                                        | CRA Advisory Board                     |
| Planning Advisory Board                                      | Police/Fire Pension Board              |
| Waterfront Florida Partnership                               |                                        |

Other \_\_\_\_\_

Why are you interested in serving on this Board? Please explain. DESIRE TO GET INVOLVED IN MY RETIREMENT

**Eligibility**

Are you a resident of the City?  Yes  No Length of time: \_\_\_\_\_

Do you hold a public office?  Yes  No Office name: \_\_\_\_\_

Are you employed by the City?  Yes  No Position: \_\_\_\_\_

Are you currently serving on a Board?  Yes  No Board Name: \_\_\_\_\_

**Potential Conflict of Interest:**

Have you ever been engaged in the management/ownership of any business enterprise that has a financial interest with the City of Fernandina Beach?  Yes  No

If yes, please provide details: \_\_\_\_\_

**Major Affiliations:**

List community, professional, or other applicable policy-making Boards on which you have served.

Note the length of service and office held (if any): BOARD OF DIRECTORS - SOMERSWORTH/

BERWICK LITTLE LEAGUE, SOMERSWORTH, NH - 21 YEARS

**Qualifications:**

Please list any specific qualifications, education or experience that would directly relate to the Board for which you are being recommended: INVOLVED IN YOUTH SPORTS FOR 28 YEARS IN

MANY CAPACITIES, INCLUDING COACH AND LEAGUE PRESIDENT.

Organization or Commissioner sponsoring nomination (if applicable): \_\_\_\_\_

**Educational Background:** (Check all that apply)

High School  AA  BS/A  MS/A  Ph.D.  J.D.

Other DEPT. OF NAVY APPRENTICESHIP

Major areas of study: NAVAL SUBMARINE MAINTENANCE & REPAIR

Other experience or skills that may be valuable to the Board: ORGANIZATIONAL SKILLS AND MANAGEMENT ABILITY. ENGINEERING BACKGROUND -

**Florida's Public Records Law, Chapter 119, Florida Statutes, states:**

"It is the policy of this state that all state, county, and municipal records shall at all times be open for a personal inspection by any person." Your application when filed will become a public record and subject to the above statute. In addition, any appointed member of a board of any political subdivision (except members of solely advisory bodies) and all members of bodies exercising planning or zoning, are required to file a financial disclosure form (Form1) within 30 days after appointment and annually thereafter, for the duration of the appointment as required by Chapter 112, Florida Statutes

I understand that if I am appointed to one of the City's boards, I will be required to file a financial disclosure form - Form 1, as described above, and I am willing to comply with this requirement.

I understand that any false, incomplete or misleading information given by me on the application is sufficient cause for rejection of this application. I understand and agree that any such false, incomplete or misleading information discovered on this application at any time after appointment to a Board may result in my removal.

I also understand that all board appointments are for voluntary, uncompensated services. Additionally, if appointed, I am able to attend meetings and otherwise fulfill the duties of the office.

Applications are submitted to the City Commission when vacancies occur and are effective for two years from date of completion.

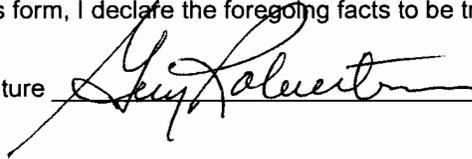
Do you understand the duties and responsibilities of the Board/Committee that you are applying for?

Yes

No

By submitting this form, I declare the foregoing facts to be true, correct, and complete.

Applicant's Signature



Date

1/22/15

# GUY ROBERTSON

5 Ilan Circle, Fernandina Beach    robnatgat@yahoo.com    904-277-7635

**Requesting appointment to the Fernandina Beach Parks and Recreation Advisory Board**

**EXPERIENCE    ENGINEERING TECHNICIAN (SUBJECT MATTER EXPERT) - TRIDENT REFIT FACILITY KINGS BAY**

8/2009 TO 10/2014

I was the Mechanical Engineering Technician whose function was to provide engineering analysis, design, installation, testing and evaluation of submarine machinery, systems, and equipment. These systems include control surfaces, trim and drain, and operability systems. I have a broad knowledge of engineering principles, practices and theories. I also have extensive knowledge in submarine rudder operations, stern plane operations, fairwater plane operations, hovering, missile compensation, snorkeling/ventilation, main/auxiliary seawater and trim and drain operations, ships operability, construction, maintenance, overhaul, and repair.

Additionally, I had other duties that include certain aspects of the naval architecture, mechanical, electrical, and electronic fields as they relate to submarine operability.

I was required to communicate directly with ships officers to control corrective actions to be taken. I provided comprehensive technical reports and formal correspondence that identified the root cause and all other significant aspects of the problem and the corrections applied. I was responsible for reviewing repair procedures for technical accuracy, repair effectiveness, efficiency, and quality.

I provided extensive on-the-job training to junior personnel in system troubleshooting, repair, and preventive maintenance. I evaluated the progress of apprentices and junior mechanics and made final recommendations for technical accuracy.

I represented TRIREFFAC at both formal and informal conferences and discussions pertaining to my submarine system specialties and

maintained liaisons with Trident HM&E shops, off-site engineering commands, and fleet/shore support personnel.

**MARINE MACHINERY MECHANIC SUPERVISOR - TRIDENT REFIT FACILITY KINGS BAY**

6/2009 TO 8/2014

In this position my duties were two fold.

One, I supervised up to 20 employees including military personnel that perform troubleshooting, repair, and incremental overhaul maintenance aboard Trident Class Submarines as well as surface ships. Typical workdays included verifying and submitting time and attendance data, evaluating work requirements, prioritizing work, making job assignments according to employee qualifications, assigning work with regards to job hazard analysis, conducting pre-job briefings, and ensuring all personnel were notified of personal protective equipment needed for their assignment. I also was required to plan work for the long and short term, initiate and close out work authorization forms, conduct opening and closeout review of controlled work packages, monitor work sites for occupational and environmental hazards, audit quality assurance forms for accuracy and completeness ensuring technical specifications are met at all times.

Routinely, I approved/disapproved leave requests, administered disciplinary action when necessary, follow up on labor/management grievances, conducted reviews for the annual performance appraisal system, identified policy procedural and planning modifications, verified the effectiveness and efficiency of shop work areas, equipment layout and design to ensure proper flow of work. I also updated and maintained the production status report and payroll records.

Two, I was also the Training Supervisor in charge of handling all in-shop training as well as trade theory training for all apprentices and career ladder employees. I tracked and scheduled all employees for Command training to ensure that all employees' qualifications were kept current. I developed lesson plans and administered weekly shop training in accordance with both the Commands Long and Short Range Training Plan. I was responsible for manufacturing of mock-ups to be used in hands-on training that allows employees to demonstrate their abilities. I prepared and distributed for approval the Long and Short Range Training Plan for the shop, incorporating Safety training as well as the requirements set forth by the Joint Fleet Maintenance Manual. I set the goals the shop wished to meet and reported on the accomplishments of those goals.