



AGENDA  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
AUGUST 2, 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**

*Reverend John Wright of Fernandina Beach Church of Christ.*

**4. PRESENTATION**

**4.1. PRESENTATION – NASSAU COUNTY ECONOMIC DEVELOPMENT BOARD (NCEDB)**

*Representatives of the Nassau County Economic Development Board will provide a review of the progress from the City's FY 2015/2016 investment to NCEDB and request continued investment funding for FY 2016/2017.*

**Documents:**

[Nassau County Economic Development Board.pdf](#)

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

**6. CONSENT AGENDA**

**6.1. APPROVAL OF MINUTES**

*Regular Meeting – June 7, 2016; Regular Meeting – June 21, 2016; Workshop Meeting – June 28, 2016; and Regular Meeting – July 5, 2016.*

**Documents:**

[Minutes Summary.pdf](#)  
[CC RM June 7-2016.pdf](#)  
[CC RM June 21-2016.pdf](#)  
[CC WS June 28-2016.pdf](#)  
[CC RM July 5-2016.pdf](#)

**6.2. FACILITIES USE AGREEMENT – 117ACS GEORGIA AIR NATIONAL GUARD**

RESOLUTION 2016-85 APPROVING A FACILITIES USE AGREEMENT FOR THE 117ACS GEORGIA AIR NATIONAL GUARD TO CONDUCT ANNUAL FIELD TRAINING FROM FEBRUARY 20, 2017 THROUGH MARCH 3, 2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Facilities Use Agreement for the 117ACS Georgia Air National Guard to conduct annual field training at the Fernandina Beach Municipal Airport from February 20, 2017 through March 3, 2017.*

**Documents:**

[Resolution 2016-85.pdf](#)

**6.3. FACILITIES USE AGREEMENT – PUERTO RICO AIR NATIONAL GUARD**

RESOLUTION 2016-86 APPROVING A FACILITIES USE AGREEMENT FOR THE PUERTO RICO AIR NATIONAL GUARD TO CONDUCT ANNUAL FIELD TRAINING FROM APRIL 26, 2017 THROUGH MAY 14, 2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Facilities Use Agreement for the Puerto Rico Air National Guard to conduct annual field training at the Fernandina Beach Municipal Airport from April 26, 2017 through May 14, 2017.*

**Documents:**

[Resolution 2016-86.pdf](#)

**6.4. DISPOSAL OF SURPLUS PROPERTY**

RESOLUTION 2016-87 DECLARING CERTAIN TITLED CITY PROPERTY SURPLUS; AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY IN A MANNER CONSISTENT WITH THE CITY'S POLICIES AND PROCEDURES; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Declares certain property as surplus, and authorizes the disposal of such.*

**Documents:**

[Resolution 2016-87.pdf](#)

**6.5. AGREEMENT AUTHORIZATION – FEDERAL AVIATION ADMINISTRATION (FAA)**

RESOLUTION 2016-88 AUTHORIZING AIRPORT IMPROVEMENT PROGRAM (AIP) GRANT AGREEMENT #3-12-0022-024-2016 WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE REHAB RUNWAY 4/22 GUIDANCE SIGNS AND RUNWAY 4 REIL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes FAA grant agreement # 3-12-0022-024-2016 for the Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*

**Documents:**

[Resolution 2016-88.pdf](#)

**6.6. AWARD OF BID # 16-05 – T.C.A. ELECTRICAL CONTRACTORS, INC.**

RESOLUTION 2016-89 AWARDED BID # 16-05 AND THE CONTRACT AGREEMENT TO T.C.A. ELECTRICAL CONTRACTORS, INC. FOR THE FEDERAL AVIATION ADMINISTRATION (FAA) AND FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) REHAB RUNWAY 4/22 GUIDANCE SIGNS AND RUNWAY 4 REIL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards ITB #16-05 contract agreement to T.C.A. Electrical Contractors, Inc. in the amount of \$70,050 for the FAA and FDOT Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*

**Documents:**

[Resolution 2016-89.pdf](#)

**6.7. WORK ORDER # 16-70 – PASSERO ASSOCIATES, LLC**

RESOLUTION 2016-90 AUTHORIZING PASSERO ASSOCIATES, LLC'S WORK ORDER 16-70 FOR ENGINEERING SERVICES FOR AIRPORT IMPROVEMENT

PROGRAM (AIP) GRANT AGREEMENT #3-12-0022-024-2016 WITH THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE REHAB RUNWAY 4/22 GUIDANCE SIGNS AND RUNWAY 4 REIL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes Passero Associates, LLC's Work Order 16-70 to provide engineering services for the FAA Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*

**Documents:**

[Resolution 2016-90.pdf](#)

**6.8. WORK ORDER # 16-72 – PASSERO ASSOCIATES, LLC**

RESOLUTION 2016-91 AUTHORIZING PASSERO ASSOCIATES, LLC'S WORK ORDER 16-72 FOR UPDATING THE DISADVANTAGED BUSINESS ENTERPRISE PLAN (DBE) FOR THE FERNANDINA BEACH MUNICIPAL AIRPORT AS REQUIRED UNDER THE FEDERAL AVIATION ADMINISTRATION (FAA)'S AIRPORT IMPROVEMENT PROGRAM (AIP) GRANT AGREEMENT #3-12-0022-024-2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes Passero Associates, LLC's Work Order 16-72 to update and report on the City's DBE Plan as part of the FAA Rehab Runway 4/22 Guidance Signs and Runway 4 Runway End Identifier Light (REIL) project.*

**Documents:**

[Resolution 2016-91.pdf](#)

**7. RESOLUTIONS**

**7.1. BUDGET AMENDMENT – MARINA DEPARTMENT**

RESOLUTION 2016-77 APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2015-2016; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a budget transfer totaling \$19,000 within the Marina budget for FY 2015/2016.*

**Documents:**

[Resolution 2016-77.pdf](#)

**7.2. BUDGET AMENDMENT & AGREEMENT APPROVAL - GAI CONSULTANTS, INC.**

RESOLUTION 2016-92 AUTHORIZING AN AGREEMENT WITH GAI CONSULTANTS, INC. TO UPDATE THE CITY'S STORMWATER MASTER PLAN; APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2015/2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Professional Services Agreement with GAI Consultants, Inc. and a budget transfer within the Storm Water budget totaling \$130,000 for FY 2015/2016.*

**Documents:**

[Resolution 2016-92.pdf](#)

**8. ORDINANCES – FIRST READING**

**8.1. ANNUAL PAY & CLASSIFICATION PLAN**

ORDINANCE 2016-20 ESTABLISHING AN UPDATED CLASSIFICATION PLAN FOR FISCAL YEAR 2016-2017, PURSUANT TO SECTION 120 OF THE CITY CHARTER AND SECTION 62-247 OF THE CODE OF ORDINANCES OF THE CITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Establishes the Pay and Classification Plan for FY 2016/2017.*

**Documents:**

**8.2. CODE AMENDMENT – GENERAL EMPLOYEES’ PENSION PLAN**

ORDINANCE 2016-21 AMENDING CHAPTER 62, PERSONNEL, ARTICLE III, GENERAL EMPLOYEES’ PENSION PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF FERNANDINA BEACH; AMENDING SECTION 62-71, DEFINITIONS; AMENDING SECTION 62-72, MEMBERSHIP; AMENDING SECTION 62-74, FINANCES AND FUND MANAGEMENT; AMENDING SECTION 62-76, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 62-77, PRE-RETIREMENT DEATH; AMENDING SECTION 62-78, DISABILITY; AMENDING SECTION 62-80, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 62-84, MAXIMUM PENSION; AMENDING SECTION 62-87, REPEAL OR TERMINATION OF SYSTEM; AMENDING SECTION 62-96, DEFERRED RETIREMENT OPTION PLAN; AMENDING SECTION 62-97, PRIOR GOVERNMENT SERVICE; AMENDING SECTION 62-99, REEMPLOYMENT AFTER RETIREMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to the General Employees’ Pension Plan.*

**Documents:**

**8.3. CODE AMENDMENT – FIREFIGHTERS’ AND POLICE OFFICERS’ PENSION PLAN**

ORDINANCE 2016-22 AMENDING CHAPTER 62, PERSONNEL, ARTICLE IV, FIREFIGHTERS’ AND POLICE OFFICERS’ PENSION PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF FERNANDINA BEACH; AMENDING SECTION 62-111, DEFINITIONS; AMENDING SECTION 62-114, FINANCES AND FUND MANAGEMENT; AMENDING SECTION 62-116, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 62-117, PRE-RETIREMENT DEATH; AMENDING SECTION 62-118, DISABILITY; AMENDING SECTION 62-120, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 62-125, MAXIMUM PENSION; AMENDING SECTION 62-137, PRIOR POLICE OR FIRE SERVICE; AMENDING SECTION 62-138, DEFERRED RETIREMENT OPTION PLAN; ADDING SECTION 62-140, SUPPLEMENTAL BENEFIT COMPONENT FOR SPECIAL BENEFITS; CHAPTER 175 AND 185 SHARE ACCOUNTS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to the Firefighters’ and Police Officers’ Pension Plan.*

**Documents:**

**8.4. COMPREHENSIVE PLAN AMENDMENT – CONSERVATION AND COASTAL MANAGEMENT ELEMENT POLICIES**

ORDINANCE 2016-19 AMENDING THE COMPREHENSIVE PLAN CONSERVATION AND COASTAL MANAGEMENT ELEMENT POLICIES 5.03.13 AND 5.14.09; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves amendments to the Comprehensive Plan pertaining to the conservation and coastal management element policies.*

**Documents:**

## **9. BOARD APPOINTMENT**

### **9.1. ARTS AND CULTURE NASSAU**

*1 appointment.*

#### **Documents:**

[Arts and Culture Nassau.pdf](#)

## **10. DISCUSSION – DIRECTION – ACTION ITEM**

### **10.1. FERNANDINA BEACH LAND BANK AND REAL ESTATE TRANSACTION FEE**

#### **Documents:**

[Fernandina Beach Conservation Land Bank.pdf](#)

## **11. CITY MANAGER REPORTS**

## **12. CITY ATTORNEY REPORTS**

## **13. CITY CLERK REPORTS**

## **14. MAYOR/COMMISSIONER COMMENTS**

## **15. ADJOURNMENT**

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- A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ALL SPEAKERS (EXCEPT IN A QUASI-JUDICIAL HEARING). A “REQUEST TO SPEAK” FORM IS AVAILABLE ON THE COUNTER AT THE ENTRANCE TO THE COMMISSION CHAMBERS. THE FORM SHOULD BE GIVEN TO THE CITY CLERK UPON COMPLETION.
  - IN ACCORDANCE WITH STATE LAW, ITEMS NOT ON THE AGENDA MAY BE BROUGHT UP FOR DISCUSSION BUT NO ACTION MAY BE TAKEN BY THE CITY COMMISSION. IF APPROPRIATE THE ITEM MAY BE SCHEDULED ON A FUTURE AGENDA.
  - THE MAYOR WILL DETERMINE THE ORDER OF THE SPEAKERS AND MAY IMPOSE MORE RESTRICTIVE TIME LIMITS.
  - ONE PERSON WILL SPEAK AT A TIME AND ADDRESS COMMENTS TO THE MAYOR, NOT INDIVIDUAL CITY COMMISSION MEMBERS.
  - THE CITY COMMISSION MAY ASK QUESTIONS OF SPEAKERS WHO WILL HAVE ONE MINUTE TO RESPOND. ADDITIONAL TIME MAY BE GRANTED AT THE DISCRETION OF THE MAYOR OR BY A MOTION BY THE CITY COMMISSION.
  - SPEAKERS MAY FILE COPIES OF THEIR REMARKS WITH THE CITY CLERK WHO WILL MAKE THEM AVAILABLE TO THE COMMISSION.
  - FERNANDINA BEACH CITIZENS WILL SPEAK BEFORE NONRESIDENTS AND SPEAKERS WILL LIMIT REMARKS TO THE SPECIFIC SUBJECT MATTER.
  - DISCUSSION – DIRECTION - ACTION ITEMS MAY BE ACTED UPON BY THE CITY COMMISSION BY EITHER MOTION AND VOTE IN ACCORDANCE WITH ROBERTS RULES OF ORDER, OR BY A CONSENSUS OF THE CITY COMMISSION.
  - PURSUANT TO RESOLUTION 95-32, IF AN ITEM IS NOT ON THE AGENDA IT REQUIRES A FOUR-FIFTHS VOTE OF THE CITY COMMISSION DECLARING THE ITEM AN EMERGENCY BEFORE ACTION CAN BE TAKEN.

- QUASI-JUDICIAL - DENOTES THAT THE ITEM MUST BE CONDUCTED AS A QUASI-JUDICIAL HEARING IN ACCORDANCE WITH CITY COMMISSION ESTABLISHED PROCEDURE AND FLORIDA STATUTES. ANY PERSON WISHING TO APPEAL ANY QUASI-JUDICIAL DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDINGS, AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS MADE.

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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).