



\*AMENDED AGENDA  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
AUGUST 16, 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 Pastor Jeanette Richo of Greater Fernandina Church of God.*

**4. PROCLAMATIONS / PRESENTATIONS**

**4.1. PROCLAMATION – INTERNATIONAL HOMELESS ANIMALS’ DAY & HOMELESS ANIMALS’ MONTH**

**PROCLAMATION – INTERNATIONAL HOMELESS ANIMALS’ DAY & HOMELESS ANIMALS’ MONTH** – *Recognizes August 20, 2016, as International Homeless Animals’ Day and the month of August as “Homeless Animals’ Month” to highlight the plight of millions of homeless animals all over the world. Ms. Beth Hackney, Cat’s Angels, Inc., will be present to accept the Proclamation.*

**Documents:**

[Proclamation International Homeless Animals Day and Homeless Animals Month.pdf](#)

**4.2. PROCLAMATION – LAW ENFORCEMENT OFFICER APPRECIATION**

**PROCLAMATION – LAW ENFORCEMENT OFFICER APPRECIATION** – *Recognizes the men and women who serve the City of Fernandina Beach Police Department and the Nassau County Sheriff’s Office. Involved members of the community will be present to accept the Proclamation. This item is placed on the agenda at the request of Honorable Commissioner Len A. Kreger.*

**Documents:**

[Proclamation Law Enforcement Officer Appreciation.pdf](#)

**4.3. 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:**

[Presentation CRA Update.pdf](#)

**4.4. 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 report.pdf](#)

**4.5. BUDGET SUMMARY**

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

**Documents:**

[Budget Summary July 2016.pdf](#)

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

**6. CONSENT AGENDA**

**6.1. APPROVAL OF MINUTES**

**APPROVAL OF MINUTES** – *Work Session Meeting – September 10, 2010; and Regular Meeting – July 19, 2016.*

**Documents:**

[Approval of Minutes.pdf](#)

**6.2. VOLUNTARY ANNEXATION AGREEMENT – 1987 SOUTH 8TH STREET**

**VOLUNTARY ANNEXATION AGREEMENT – 1987 SOUTH 8<sup>TH</sup> STREET** – RESOLUTION 2016-93 APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.24 ACRES LOCATED AT 1987 SOUTH 8<sup>TH</sup> STREET; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water services to the property owner identified, whose property is located outside the corporate limits of the City at 1987 South 8<sup>th</sup> Street and noted as parcel 00-00-30-0120-0004-0000, and approves the Voluntary Annexation Petition.*

**Documents:**

[Resolution 2016-93.pdf](#)

**6.3. WORK ORDER 16-74 - PASSERO ASSOCIATES, LLC**

**WORK ORDER 16-74 - PASSERO ASSOCIATES, LLC –**  
RESOLUTION 2016-94 APPROVING PASSERO ASSOCIATES, LLC'S  
WORK ORDER 16-74 FOR THE FLORIDA DEPARTMENT OF  
TRANSPORTATION (FDOT) FUNDED DESIGN AND CONSTRUCT  
NEW TERMINAL PROJECT AT THE FERNANDINA BEACH  
MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND  
PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Passero  
Associates, LLC's Work Order 16-74, to prepare the FAA's required  
Environmental Assessment for the FDOT Design and Construct New  
Terminal project at the Fernandina Beach Municipal Airport.*

**Documents:**

[Resolution 2016-94.pdf](#)

**6.4. WORK ORDER 16-75 - PASSERO ASSOCIATES, LLC**

**WORK ORDER 16-75 - PASSERO ASSOCIATES, LLC –**  
RESOLUTION 2016-95 APPROVING PASSERO ASSOCIATES, LLC'S  
WORK ORDER 16-75 FOR THE FLORIDA DEPARTMENT OF  
TRANSPORTATION (FDOT) FUNDED DESIGN AND CONSTRUCT  
NEW TERMINAL PROJECT AT THE FERNANDINA BEACH  
MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND  
PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Passero  
Associates, LLC's Work Order 16-75, to provide architectural and  
engineering design, permitting, and bidding process administration for  
the FDOT Design and Construct New Terminal project at the  
Fernandina Beach Municipal Airport.*

**Documents:**

[Resolution 2016-95.pdf](#)

**6.5. AGREEMENT CONTINUANCE - GABRIEL, ROEDER, SMITH & COMPANY**

**AGREEMENT CONTINUANCE - GABRIEL, ROEDER, SMITH &  
COMPANY –** RESOLUTION 2016-99 APPROVING CONTINUING  
THE AGREEMENT WITH GABRIEL, ROEDER, SMITH & COMPANY  
FOR ACTUARIAL CONSULTING SERVICES FOR EVALUATION OF  
PENSION PLANS AS NEEDED AND PAYING OUTSTANDING  
INVOICE; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis:  
Continues the City's relationship with GRS for actuarial consulting  
services on an as-needed basis and pay all outstanding invoices through  
August, 2016.*

**Documents:**

[Resolution 2016-99.pdf](#)

**6.6. SETTLEMENT AGREEMENT – KATHLEEN HEDGES**

**SETTLEMENT AGREEMENT – KATHLEEN HEDGES -**  
RESOLUTION 2016-100 APPROVING THE SETTLEMENT  
AGREEMENT IN THE CASE OF KATHLEEN HEDGES V. CITY OF  
FERNANDINA BEACH; AUTHORIZING EXECUTION; AND  
PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the*

**Documents:**

[Resolution 2016-100.pdf](#)

**7. RESOLUTIONS**

**7.1. BUDGET AMENDMENT & AWARD OF BID #16-11 – ARCTIC AIR OF NORTHERN FLORIDA, LLC**

**BUDGET AMENDMENT & AWARD OF BID #16-11 – ARCTIC AIR OF NORTHERN FLORIDA, LLC – RESOLUTION 2016-96** AWARDING BID #16-11 FOR THE PECK GYMNASIUM DUCTWORK; APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2015/2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the award of Bid #16-11 to Arctic Air of Northern Florida, LLC in the amount of \$98,000 and approves budget transfers within the Capital Improvement Fund totaling \$74,500.*

**Documents:**

[Resolution 2016-96.pdf](#)

**7.2. AGREEMENT APPROVAL – THE ARCO GROUP, INC.**

**AGREEMENT APPROVAL – THE ARCO GROUP, INC. – RESOLUTION 2016-97** APPROVING THE AGREEMENT WITH THE ARCO GROUP, INC. TO PROVIDE OFF-SITE SERVER RACK SPACE AND INTERNET ACCESS FOR CITY USE AT THE COLOCSX DATA CENTER IN JACKSONVILLE, FLORIDA; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the agreement with The ARCO Group, Inc. for \$1,446.50 per month (allowing annual increases as outlined in the agreement) to provide managed rack space and internet access as outlined in the agreement.*

**Documents:**

[Resolution 2016-97.pdf](#)

**7.3. BUDGET AMENDMENTS – VARIOUS DEPARTMENTS**

**BUDGET AMENDMENTS – VARIOUS DEPARTMENTS – RESOLUTION 2016-98** APPROVING AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2015-2016; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves various budget transfers between specified accounts to ensure that expenditures do not exceed the budget on a line by line basis for Fiscal Year 2015/2016.*

**Documents:**

[Resolution 2016-98.pdf](#)

**8. ORDINANCES – FIRST READING**

**8.1. UTILITIES FEE SCHEDULE - ORDINANCE 2016-17**

**UTILITIES FEE SCHEDULE - ORDINANCE 2016-17** – REQUESTING A 3% INCREASE TO WATER AND SEWER RATES FOR THE OPERATION OF THE CITY’S WATER AND SEWER SYSTEM; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a 3% increase to water and wastewater rates from the 2015 rates.*

**Documents:**

[Ordinance 2016-17.pdf](#)

**8.2. MASTER FEE SCHEDULE**

**MASTER FEE SCHEDULE** – ORDINANCE 2016-23 ESTABLISHING AND AMENDING FEES FOR THE CITY CLERK’S OFFICE, GOLF COURSE, MARINA, AIRPORT, COMMUNITY DEVELOPMENT, PARKS AND RECREATION, CEMETERY, FIRE DEPARTMENT, SANITATION, POLICE DEPARTMENT, AND IMPACT FEES, EXCLUDING WATER AND SEWER IMPACT FEES FOR FY 2016/2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the amended Master Fee Schedule consisting of the City Clerk’s Office, Fernandina Beach Golf Club, Marina, Airport, Community Development, Cemetery, Fire Department, Sanitation, Police, and Impact Fees, excluding Water and Sewer Impact Fees for Fiscal Year 2016/2017.*

**Documents:**

[Ordinance 2016-23.pdf](#)

**8.3. VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD**

**VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD** – ORDINANCE 2016-24 ANNEXING 7.91 ACRES OF LAND LOCATED AT 3017 AND 3021 AMELIA ROAD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Annexes property totaling 7.91 acres of land located at 3017 and 3021 Amelia Road.*

**Documents:**

[Ordinance 2016-24.pdf](#)

**8.4. FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD**

**FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD** – ORDINANCE 2016-25 CHANGING THE CITY’S FUTURE LAND USE MAP TO MEDIUM DENSITY RESIDENTIAL (MDR) FOR PROPERTY LOCATED AT 3017 AND 3021 AMELIA ROAD, TOTALING APPROXIMATELY 7.91 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Future Land Use Map designation of Medium Density Residential (MDR) to 7.91 acres of land located at 3017 and 3021 Amelia Road.*

**Documents:**

[Ordinance 2016-25.pdf](#)

**8.5. ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD**

**ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD –** ORDINANCE 2016-26 CHANGING THE CITY’S ZONING MAP TO RESIDENTIAL LOW MEDIUM (RLM) FOR PROPERTY LOCATED AT 3017 AND 3021 AMELIA ROAD, TOTALING APPROXIMATELY 7.91 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Zoning Category of Residential Low Medium (RLM) to 7.91 acres of land located at 3017 and 3021 Amelia Road.*

**Documents:**

[Ordinance 2016-26.pdf](#)

**8.6. FUTURE LAND USE MAP AMENDMENT - JOHN ROBAS STREET  
FUTURE LAND USE MAP AMENDMENT - JOHN ROBAS  
STREET**

**AND FIRST AVENUE –** ORDINANCE 2016-27 CHANGING THE CITY’S FUTURE LAND USE MAP FROM GENERAL COMMERCIAL (GC) TO HIGH DENSITY RESIDENTIAL (HDR) FOR PROPERTY LOCATED AT THE CORNER OF FIRST AVENUE AND JOHN ROBAS STREET, TOTALING APPROXIMATELY 0.38 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Future Land Use Map designation of High Density Residential (HDR) for property located at the corner of First Avenue and John Robas Street totaling approximately 0.38 acres of land.*

**Documents:**

[Ordinance 2016-27.pdf](#)

**8.7. ZONING MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE**

**ZONING MAP AMENDMENT - JOHN ROBAS STREET AND FIRST  
AVENUE –** ORDINANCE 2016-28 CHANGING THE CITY’S ZONING MAP FROM COMMUNITY COMMERCIAL (C-1) TO HIGH DENSITY RESIDENTIAL (R-3) FOR PROPERTY LOCATED AT THE CORNER OF FIRST AVENUE AND JOHN ROBAS STREET, TOTALING APPROXIMATELY 0.38 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Zoning Category of High Density Residential (R-3) for property located at the corner of First Avenue and John Robas Street totaling approximately 0.38 acres of land.*

**Documents:**

[Ordinance 2016-28.pdf](#)

**8.8. FUTURE LAND USE MAP AMENDMENT - 1940 S. FLETCHER AVENUE**

**FUTURE LAND USE MAP AMENDMENT - 1940 S. FLETCHER AVENUE** –ORDINANCE 2016-29 CHANGING THE CITY’S FUTURE LAND USE MAP FROM GENERAL COMMERCIAL (GC) TO HIGH DENSITY RESIDENTIAL (HDR) FOR PROPERTY LOCATED AT 1940 S. FLETCHER AVENUE, TOTALING APPROXIMATELY 0.41 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Future Land Use Map designation of High Density Residential (HDR) for property located at 1940 S. Fletcher Avenue, totaling approximately 0.41 acres of land.*

**Documents:**

[Ordinance 2016-29.pdf](#)

- 8.9. ZONING MAP AMENDMENT - 1940 S. FLETCHER AVENUE**  
**ZONING MAP AMENDMENT - 1940 S. FLETCHER AVENUE** – ORDINANCE 2016-30 CHANGING THE CITY’S ZONING MAP FROM COMMUNITY COMMERCIAL (C-1) TO HIGH DENSITY RESIDENTIAL (R-3) FOR PROPERTY LOCATED AT 1940 S. FLETCHER AVENUE, TOTALING APPROXIMATELY 0.41 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Zoning Category of High Density Residential (R-3) for property located at 1940 S. Fletcher Avenue, totaling approximately 0.41 acres of land.*

**Documents:**

[Ordinance 2016-30.pdf](#)

- 8.10. \*AMENDING ORDINANCE 2006-14 / LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD**  
**AMENDING ORDINANCE 2006-14 / LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD** - ORDINANCE 2016-31 AMENDING ORDINANCE 2006-14 BY AMENDING THE LAND DEVELOPMENT CODE; AMENDING SECTION 9.02.00, PLANNING ADVISORY BOARD; AMENDING SECTION 9.02.01, ESTABLISHMENT; AMENDING SECTION 9.02.03, ROLES AND RESPONSIBILITIES; AMENDING ALL OTHER RELEVANT SECTIONS OF THE LAND DEVELOPMENT CODE BY REPLACING THE TERM “PLANNING ADVISORY BOARD” WITH “LOCAL PLANNING AGENCY” FOR THE PURPOSE OF DESIGNATING THE CITY COMMISSION AS THE LOCAL PLANNING AGENCY PURSUANT TO FLORIDA LAW; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends Ordinance 2006-14 and various sections of the Land Development Code pertaining to the Planning Advisory Board.*

**Documents:**

[Ordinance 2016-31.PDF](#)

**9. ORDINANCE – SECOND READING**

- 9.1. COMPREHENSIVE PLAN & LAND DEVELOPMENT CODE AMENDMENTS – NET DENSITY**  
**COMPREHENSIVE PLAN & LAND DEVELOPMENT CODE AMENDMENTS – NET DENSITY** – ORDINANCE 2016-12 AMENDING THE COMPREHENSIVE PLAN DEFINITION OF NET DENSITY AND THE LAND DEVELOPMENT CODE, CHAPTER 1

SECTION 1.07.00 REGARDING THE DEFINITION FOR NET DENSITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Comprehensive Plan and Land Development Code specific to net density.*

**Documents:**

[Ordinance 2016-12.pdf](#)

**10. BOARD APPOINTMENT**

**10.1. BOARD APPOINTMENT AIRPORT ADVISORY COMMISSION  
AIRPORT ADVISORY COMMISSION – 1 appointment.**

**Documents:**

[Board Appointment Airport Advisory Commission.pdf](#)

**11. DISCUSSION – DIRECTION – ACTION ITEM**

**11.1. PROPERTY ASSESSED CLEAN ENERGY (PACE)  
PROPERTY ASSESSED CLEAN ENERGY (PACE)**

**Documents:**

[Discussion PACE.pdf](#)

**12. CITY MANAGER REPORTS**

**13. CITY ATTORNEY REPORTS**

**14. CITY CLERK REPORTS**

**15. MAYOR/COMMISSIONER COMMENTS**

**16. 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).