



AGENDA  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
NOVEMBER 15, 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 Reverend Christopher Capaldo of St. Peter's Episcopal Church.*

4. PROCLAMATIONS / PRESENTATIONS

4.1. PROCLAMATION - RETIREMENT OF MS. PATTI MACK

**PROCLAMATION – RETIREMENT OF MS. PATTI MACK** - *Recognizes Ms. Patti Mack, upon her retirement after twenty-two years and four months of dedicated service to the City of Fernandina Beach. Ms. Mack retired on October 31, 2016.*

**Documents:**

[Proclamation Patti Mack Retirement.pdf](#)

4.2. PROCLAMATION - PROFESSIONAL FIRE FIGHTERS LOCAL #2836 "FILL THE BOOT DAYS"

**PROCLAMATION - PROFESSIONAL FIRE FIGHTERS LOCAL #2836 "FILL THE BOOT DAYS"** – *Proclaims December 2, 9, and 16, 2016 as Fernandina Beach Fire Fighters Local #2836 Muscular Dystrophy Association "Fill the Boot Days." Ms. Jasmyne Stanley, Fundraising Coordinator with MDA, Mr. James Tucker, Firefighter/ Paramedic, and Mr. Ben Miller, Fernandina Beach Fire Department MDA Coordinator, will be in attendance to accept the Proclamation.*

**Documents:**

- 4.3. **PROCLAMATION – NATIONAL AMERICAN HERITAGE INDIAN MONTH  
PROCLAMATION – NATIONAL AMERICAN HERITAGE  
INDIAN MONTH** – *Proclaims the month of November, 2016, as  
“National American Indian Heritage Month”. Ms. Cara Curtin,  
American Indian Representative, will be present to accept the  
Proclamation.*

**Documents:**

[National American Indian Heritage Month.pdf](#)

- 4.4. **PROCLAMATION –PANCREATIC CANCER AWARENESS MONTH & WORLD  
PANCREATIC CANCER DAY  
PROCLAMATION –PANCREATIC CANCER AWARENESS  
MONTH & WORLD PANCREATIC CANCER DAY** - *Recognizes the  
month of November 2016 as Pancreatic Cancer Awareness Month and  
November 17, 2016, as World Pancreatic Cancer Day. Ms. Rita  
Mulkearns, who lost her husband to pancreatic cancer will be present to  
accept the Proclamation.*

**Documents:**

[Proclamation Pancreatic Cancer Awareness.pdf](#)

- 4.5. **PRESENTATION – ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD)  
PRESENTATION – ST. JOHNS RIVER WATER MANAGEMENT  
DISTRICT (SJRWMD)** - *Mr. Paul Haydt, an Environmental Resource  
Coordinator for St. Johns River Water Management District, will provide  
a general overview and update regarding the Northern Coastal Basins  
Surface Water Improvement and Management (SWIM) Plan.*

**Documents:**

[Presentation STJRWMT.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:**

**4.7. BUDGET SUMMARY**

**BUDGET SUMMARY** - *Controller Patti Clifford will answer any questions regarding the budget summary for October 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. APPROVAL OF MINUTES**

**APPROVAL OF MINUTES** - *Workshop Meeting – August 30, 2016; Special Meeting – September 20, 2016; Regular Meeting – September 20, 2016; and Regular Meeting – October 4, 2016*

**Documents:**

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

**6.2. FACILITIES USE AGREEMENT – PUERTO RICO AIR NATIONAL GUARD – RESOLUTION 2016-139**

**FACILITIES USE AGREEMENT – PUERTO RICO AIR NATIONAL GUARD – RESOLUTION 2016-139** APPROVING A FACILITIES USE AGREEMENT FOR THE PUERTO RICO AIR NATIONAL GUARD TO CONDUCT ANNUAL FIELD TRAINING FROM JULY 5, 2017 THROUGH JULY 23, 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 July 5, 2017, through July 23, 2017.*

**Documents:**

[Resolution 2016-139 Facilities Use Agreement -Puerto Rico Air National Guard.pdf](#)

**6.3. PURCHASE APPROVAL – CATERPILLAR MINI-EXCAVATOR – RESOLUTION 2016-140**

**PURCHASE APPROVAL – CATERPILLAR MINI-EXCAVATOR – RESOLUTION 2016-140** APPROVING THE PURCHASE OF A CATERPILLAR EXCAVATOR FOR THE UTILITIES DEPARTMENT FOR FISCAL YEAR 2016/2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of a Caterpillar excavator for the Utilities Department for Fiscal Year 2016/2017.*

**Documents:**

[Resolution 2016-140 Caterpillar Mini Excavator Purchase.pdf](#)

**6.4. HISTORICAL MARKER INSTALLATION - EGANS CREEK PARK – RESOLUTION 2016-141**

**HISTORICAL MARKER INSTALLATION - EGANS CREEK PARK – RESOLUTION 2016-141 APPROVING THE INSTALLATION OF A HISTORICAL MARKER IN EGANS CREEK PARK; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the request from the Amelia Island Chapter, National Society Daughters of the American Revolution to erect a historical marker in Egans Creek Park.*

**Documents:**

[Resolution 2016-141 Historical Marker Installation-Egans Creek Park.pdf](#)

**6.5. AGREEMENT APPROVAL - GREEN CORRIDOR PROPERTY ASSESSMENT CLEAN ENERGY (PACE) DISTRICT - RESOLUTION 2016-142**

**AGREEMENT APPROVAL - GREEN CORRIDOR PROPERTY ASSESSMENT CLEAN ENERGY (PACE) DISTRICT - RESOLUTION 2016-142 APPROVING A NON-EXCLUSIVE MEMBERSHIP AGREEMENT WITH THE GREEN CORRIDOR PROPERTY ASSESSMENT CLEAN ENERGY (PACE) DISTRICT; AUTHORIZING APPLICATIONS AND LEVY OF ASSESSMENTS; PROVIDING FOR AUTHORIZATION OF CITY OFFICIALS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves a non-exclusive membership agreement with the Green Corridor Property Assessment Clean Energy (Pace) District.*

**Documents:**

[Resolution 2016-143 FDOT.pdf](#)

**7. RESOLUTIONS**

**7.1. SUPPLEMENTAL GRANT AGREEMENT APPROVAL – FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) – RESOLUTION 2016-143**

**SUPPLEMENTAL GRANT AGREEMENT APPROVAL – FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) – RESOLUTION 2016-143 AUTHORIZING SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT #427248-1-94-17 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION OF NEW TERMINAL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT, AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Authorizes Supplemental Joint Participation Agreement*

#427248-1-94-17 with the Florida Department of Transportation for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.

**Documents:**

[Resolution 2016-143.pdf](#)

**8. ORDINANCE – FIRST READING**

**8.1. CODE AMENDMENT – UNATTENDED PERSONAL PROPERTY LEFT ON CITY BEACHES – ORDINANCE 2016-18**

**CODE AMENDMENT – UNATTENDED PERSONAL PROPERTY LEFT ON CITY BEACHES – ORDINANCE 2016-18** PROHIBITING AND REGULATING PERSONAL PROPERTY UNATTENDED ON ATLANTIC OCEAN BEACHES WITHIN THE CITY OF FERNANDINA BEACH; CREATING SECTION 90-49 REGARDING PURPOSE; CREATING SECTION 90-50 REGARDING DEFINITIONS; CREATING SECTION 90-51 DECLARING PUBLIC NUISANCE; CREATING SECTION 90-52 PROHIBITING UNATTENDED PERSONAL PROPERTY ON CITY BEACHES; CREATING SECTION 90-53 PROVIDING FOR EXCEPTIONS; CREATING SECTION 90-54 REGARDING PERMITS; CREATING SECTION 90-55 REGARDING NOTIFICATION OF BEACHGOERS AND PROPERTY OWNERS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to unattended personal property on the beach.*

**Documents:**

[Ordinance 2016-18.pdf](#)

**8.2. PAY & CLASSIFICATION PLAN AMENDMENT – ORDINANCE 2016-39**

**PAY & CLASSIFICATION PLAN AMENDMENT – ORDINANCE 2016-39** ESTABLISHING AN AMENDED 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 an amended Pay and Classification Plan for FY 2016/2017.*

**Documents:**

[Ordinance 2016-39.pdf](#)

**9. ORDINANCES – SECOND READING**

**9.1. LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP – ORDINANCE 2016-34**

**LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP – ORDINANCE 2016-34** AMENDING THE LAND DEVELOPMENT CODE CHAPTER 9 SECTION 9.02.02 PLANNING ADVISORY BOARD MEMBERSHIP

AND TERMS OF OFFICE; REPEALING SECTIONS IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code specific to the Planning Advisory Board membership.*

**Documents:**

[Ordinance 2016-34.pdf](#)

**10. BOARD APPOINTMENTS**

**10.1. HISTORIC DISTRICT COUNCIL**  
**HISTORIC DISTRICT COUNCIL – 1 appointment.**

**Documents:**

[Board Appointment HDC.pdf](#)

**11. DISCUSSION – DIRECTION – ACTION ITEMS**

**11.1. TRANSPORTATION NETWORK COMPANIES (I.E. UBER, LYFT)**

**Documents:**

[Discussion Transportation Network Companies -Uber, Lyft.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).

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Proclamation**  
Retirement of Ms. Patti Mack

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Presentation

SYNOPSIS: The intent of this Proclamation is to recognize Ms. Patti Mack, upon her retirement after twenty-two years and four months of dedicated service to the City of Fernandina Beach. Ms. Mack retired on October 31, 2016.

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 checked="" type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR	Submitted by: Robin Marley, HR Director	Date: 10/27/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/28/16

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

# Proclamation

**WHEREAS**, it is with great honor that we recognize the retirement of Administrative Specialist Ms. Patti Mack for her long and distinguished career with the City of Fernandina Beach; and

**WHEREAS**, Ms. Mack began her exemplary career with the City of Fernandina Beach on June 29, 1994, as a Staff Assistant in the Public Works Department and through the years worked her way up from Staff Assistant to Administrative Specialist in the Facilities Maintenance Department; and

**WHEREAS**, Ms. Mack faithfully and thoroughly fulfilled her numerous roles and responsibilities for the City of Fernandina Beach Facilities Maintenance Department, frequently going above and beyond to ensure the tasks at hand were completed efficiently and with meticulous attention to detail; and

**WHEREAS**, throughout her tenure, Ms. Mack was continuously recognized as a highly capable, competent and well-organized employee. She always had a smile on her face and a perpetual willingness to help her fellow employees; and

**WHEREAS**, Facilities Maintenance Administrative Specialist Ms. Patti Mack retired on October 31, 2016. She survived Kronos, badly-behaved copier machines and the irregular nuances of Mr. Rex Lester and Mr. Jeremiah Glisson. The sincere and conscientious efforts she demonstrated on the job dramatically benefitted the City of Fernandina Beach, but none more so than the members of the Facilities Maintenance family.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Commission of the City of Fernandina Beach, Florida, that genuine gratitude is hereby expressed to Ms. Patti Mack for her outstanding professionalism and dedicated service to the City of Fernandina Beach.

**BE IT FURTHER RESOLVED** that a copy of this Proclamation is presented as a permanent matter of record in the proceedings of the City Commission as a testimonial of our sincerest thanks to

**MS. PATTI MACK**

IN WITNESS WHEREOF, by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, have hereunto set my hand and caused the Official Seal of the City of Fernandina Beach to be affixed this 15<sup>th</sup> day of November, 2016.

CITY OF FERNANDINA BEACH

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Mayor-Commissioner

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Proclamation**  
Fernandina Professional Fire Fighters Local #2836 "Fill the Boot Days" for  
Muscular Dystrophy Association (MDA)

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Presentation

SYNOPSIS: Attached is a Proclamation proclaiming December 2, 9, and 16, 2016, as Fernandina Beach Fire Fighters Local #2836 Muscular Dystrophy Association "Fill the Boot Days." Ms. Jasmyne Stanley, Fundraising Coordinator with MDA and Mr. James Tucker, Firefighter/Paramedic and Mr. Ben Miller, Fernandina Beach Fire Department MDA Coordinator, will be in attendance 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 checked="" 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: 10/28/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/28/16

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

# Proclamation

**WHEREAS**, the International Association of Fire Fighters (IAFF) support for the Muscular Dystrophy Association (MDA) began in 1954 when the organization committed, by Proclamation, to support MDA until a cure is found; and

**WHEREAS**, the International Association of Fire Fighters represents the interests of professional fire fighters across North America. Since 1954, IAFF members have shown an unwavering commitment to defeating muscular dystrophy and related life-threatening diseases; and

**WHEREAS**, donations are raised primarily through MDA's signature Fill the Boot campaign, in which member fire fighters gather on streets across the country collecting money in their boots from neighbors and passersby. For 62 years strong, our nation's heroes have raised more than \$558 million to save and dramatically improve the lives of individuals and families fighting muscle disease; and

**WHEREAS**, the Fernandina Professional Fire Fighters Local #2836 exemplifies dedicated and enthusiastic participation in this long established charitable tradition and during the past fourteen years has raised more than \$72,000 for MDA through the annual Fill the Boot campaign; and

**WHEREAS**, the Fernandina Professional Fire Fighters Local #2836 members are highly trained and dedicated individuals who demonstrate daily an extraordinary caliber of character and community involvement; and

**WHEREAS**, the Fernandina Professional Fire Fighters Local #2836 members selflessly donate their time and energy to supporting the battle against muscular dystrophy by Filling the Boot each year for the Muscular Dystrophy Association; and

**WHEREAS**, the Professional Fire Fighters Local's #2836 endless service to the Muscular Dystrophy Association has given immeasurable hope to families fighting neuromuscular diseases.

**NOW, THEREFORE**, by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, do hereby proclaim December 2, 9, and 16, 2016 as

## **Fernandina Professional Fire Fighters Local #2836 "Fill the Boot Days"**

**IN WITNESS WHEREOF**, I hereunto set my hand and cause the Official Seal of the City

of Fernandina Beach, Florida, to be affixed this 15<sup>th</sup> day of November, 2016.

CITY OF FERNANDINA BEACH

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Mayor – Commissioner

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Proclamation**  
National American Indian Heritage Month

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Presentation

SYNOPSIS: Attached is a Proclamation proclaiming the month of November, 2016, as "National American Indian Heritage Month". Ms. Cara Curtin, American Indian Representative, 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 checked="" 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: 10/26/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/26/16

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

# Proclamation

**WHEREAS**, as the first to live in this great land, Native American Indians have significantly enriched every aspect of our lives and have helped shape the America we know today. Their traditions and values continue to inspire the ideals of self-governance and determination that are the framework of the United States; and

**WHEREAS**, as we reflect on our history, we must acknowledge the deplorable chapters of violence against Native American people. While we cannot undo the pain and tragedy of the past, we can set out together to forge a brighter future of progress and hope across Indian Country and the entire American landscape; and

**WHEREAS**, founded in 1944, the National Congress of American Indians was established to secure and preserve American Indian sovereign rights under treaties and agreements with the United States, to protect American Indian traditional, cultural, and religious rights, to seek appropriate, equitable, and beneficial services and programs for American Indian people and governments, and to promote the common welfare and to enhance the quality of life of American Indians; and

**WHEREAS**, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August, 1990, designating the month of November as “National American Indian Heritage Month”; and

**WHEREAS**, this month, we recognize the contributions American Indians have made to enhance the freedom, prosperity, and greatness of America today. Their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States.

**NOW, THEREFORE**, by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, do hereby proclaim November, 2016, as

## **“NATIONAL AMERICAN INDIAN HERITAGE MONTH”**

in Fernandina Beach, Florida, and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

IN WITNESS WHEREOF, I hereunto set my hand and caused the Official Seal of the City of Fernandina Beach, Florida, to be affixed this 15th day of November, 2016.

CITY OF FERNANDINA BEACH

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Commissioner-Mayor

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Proclamation**  
Pancreatic Cancer Awareness Month and World Pancreatic Cancer Day

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Presentation

SYNOPSIS: Attached is a Proclamation recognizing the month of November 2016 as Pancreatic Cancer Awareness Month and November 17, 2016, as World Pancreatic Cancer Day. Ms. Rita Mulkearns, who lost her husband to pancreatic cancer 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 checked="" 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: 10/26/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/26/16

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

# Proclamation

**WHEREAS**, in 2016, an estimated 53,070 Americans will be diagnosed with pancreatic cancer in the United States and 41,780 will die from the disease; and

**WHEREAS**, pancreatic cancer is currently the third leading cause of cancer death in the United States and is projected to become the second by 2030; and

**WHEREAS**, pancreatic cancer has the highest mortality rate of all major cancers. 93% of pancreatic cancer patients pass away within five years of diagnosis – only 8% survive more than five years, 71% of patients perish within the first year of diagnosis. The average life expectancy after diagnosis is just three to six months; and

**WHEREAS**, the Recalcitrant Cancer Research Act was signed into law in 2013, which calls on the National Cancer Institute to develop a scientific framework, or strategic plans, for pancreatic cancer and other deadly cancers, which will help provide the tactical direction and guidance needed to make true progress against these diseases; and

**WHEREAS**, the Pancreatic Cancer Action Network is the national organization serving the pancreatic cancer community in the City of Fernandina Beach and nationwide through a comprehensive approach that includes public policy, research funding, patient services, and public awareness and education related to developing effective treatments and a cure for pancreatic cancer; and

**WHEREAS**, the Pancreatic Cancer Action Network and its affiliates in the City of Fernandina Beach support those patients battling pancreatic cancer and are committed to nothing less than a cure; and

**WHEREAS**, the good health and well-being of the residents of the City of Fernandina Beach are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments.

**NOW THEREFORE**, by virtue of the authority vested in me as Mayor of the City of Fernandina Beach, Florida, do hereby proclaim the month of November, 2016 as,

**“PANCREATIC CANCER AWARENESS MONTH”**

And further proclaim November 17, 2016 as,

**“WORLD PANCREATIC CANCER DAY”**

**IN WITNESS WHEREOF**, I hereunto set my hand and cause the Official Seal of the City of Fernandina Beach, Florida, to be affixed this 15th day of November, 2016.

CITY OF FERNANDINA BEACH

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Mayor-Commissioner

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Presentation**  
St. Johns River Water Management District

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: N/A

SYNOPSIS: Mr. Paul Haydt, an Environmental Resource Coordinator for St. Johns River Water Management District, will provide a general overview and update regarding the Northern Coastal Basins Surface Water Improvement and Management (SWIM) Plan.

FISCAL IMPACT: N/A

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

<input type="checkbox"/> Beach Safety	<input type="checkbox"/> Aalachua Street
<input type="checkbox"/> Soccer Field Lighting	<input checked="" 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: 10/28/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/28/16

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 checked="" 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: 10/28/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality	Date:
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/28/16

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 – October 2016**

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: None

SYNOPSIS: PRELIMINARY Budget Summary Report for October 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 checked="" 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>PCC</i>	Date: 11/9/16
CONTROLLER	Approved as to Budget Compliance	<i>PCC</i>	Date: 11/9/16
CITY ATTORNEY	Approved as to Form and Legality		Date:
CITY MANAGER	Approved Agenda Item for 11/15/2016	<i>[Signature]</i>	Date: 11/9/16

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

# Monthly Budget Report

## October 2016

**Overall:** This is the first report for fiscal year 2016/2017. October expenses are usually light – we do not accrue expenses during the year, Sanitation Services being the primary exception. Electric Franchise Fee revenue has been accrued for the month of October. We will prepare budget amendments through the year to ensure budgeted amounts are not exceeded on a line by line basis.

**Hurricane Matthew:** We are currently accounting for Hurricane Matthew related costs in the respective Funds/Departments. In the coming months, this report will contain a summary of the costs.

### **General Fund:** (001)

Total General Fund Revenues are at only 4% of the annual budget due to the timing of property tax receipts. \$152,400 has been accrued for October Franchise Fees. Specific lines we are tracking are detailed below.

	16/17 Budget	Oct16 YTD \$	Oct 16 YTD %	Oct 15 YTD \$	Oct 15 YTD %
Local Option Gas Tax	233,537	23,301	10.0%	20,882	9.8%
Small County Surtax (one cent sales tax)	1,592,059	107,996	6.8%	94,772	6.9%
Half Cent Sales Tax	797,676	61,842	7.8%	53,062	7.6%
Franchise Fees	1,450,000	152,400	10.5%	100,000	7.3%
<b>Total FY 16/17 Bud</b>	<b>4,073,372</b>				
Total FY 15/16 Actual	3,999,287				
Total FY 15/16 Bud	3,719,131				

Several General Fund departments are over the 8.3% mark – due to encumbrances, primarily for vehicles. The three exceptions are 1) the Commission for the \$5,000 annual budgeted payment to the Nassau County Economic Development Board; 2) Human Resources for the \$9,350 annual budgeted payment for the City’s Employee Assistance Program; and 3) in the Non Departmental for the payment of the October and November payments, \$11,000 each for animal control.

### **Special Revenue Funds:** (100-190)

Revenues plus Cash Balance Forward exceed Expenditures for all Special Revenue Funds.

### **Debt Service Funds:** (220 –240)

Semi-annual interest was paid in the GO Bond Debt Service Fund – Fund 220. The Marina Debt Service Fund, Fund 240, is no longer required – all Marina debt service will run through the Marina Fund, Fund 480.

### **Capital Improvement Funds:** (300-330)

Revenues plus Cash Balance Forward exceed Expenditures for all Capital Improvement Funds. There is an encumbrance in the Peck Improvements account for the completion of ductwork in the Peck Gym. It was anticipated that this work would be completed in FY 15/16 and so this

item was not included in the FY 16/17 budget. We will be bringing a budget amendment before the Commission soon to accommodate completion of the project.

**Golf Course:** (410)

Revenues exceeded Expenses in the month due to due primarily to annual memberships and transfers from the General Fund. Memberships are virtually the same in October this year compared to last October. Margins on both the Pro Shop Sales and F&B Sales are higher than the budget.

**Airport:** (420)

Revenues exceeded Expenditures for the month.

**Sanitation:** (440)

Revenues exceeded Expenditures for the month.

**Wastewater:** (450)

Revenues exceeded Expenditures for the month. The large encumbrance is for the budgeted sewer cleaning truck.

**Water:** (460)

Revenues exceeded Expenditures for the month. The large encumbrance is for three budgeted vehicles.

**Storm Water Management:** (470)

Revenues exceeded Expenditures for the month. The large encumbrance represents purchase orders for the North Fletcher project.

**Marina:** (480)

Due to the Hurricane Matthew damage sustained by the Marina, the net book value of the Marina (value at 9/30/2016) has been written off as an Impairment Loss, \$3,988,091. Until the Marina can commence operations again, it is anticipated that costs will exceed revenue. We will accrue FEMA grant revenue once the amount is certain and quantifiable.

**Central Garage:** (510)

Revenue exceeded Expenditures for the month – primarily because 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 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  
 11/9/2016

Utility Billing - Current Accounts				Avg Mo'ly Billing		
Number of Customers		Delinquency Days	\$			
8,300	<b>Active Customers</b>			<b>\$ 980,500.00</b>		
260		30	27,452.82			
43		60	1,878.56			
6		90	200.23 *			
-		120	- *			
-		150	- *			
<b>338</b>		<b>Total</b>	<b>\$ 29,531.61</b>	<b>* Payment plan in place</b>		
Utility Billings - Closed accounts (not yet turned over to Collection Agency)						
133	<b>Closed accts.</b>	<b>65 accts. w/delinquent balances</b>	<b>\$ 10,620.50</b>			
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>
2014 (thru Dec)	140	20,272.45	461.39	3,829.22		21.16%
2015 (thru Dec)	126	23,388.52	423.13	3,734.63		17.78%
2016 (thru May)	66	9,538.31	564.79	1,434.69		20.96%
		<b>\$ 53,199.28</b>	<b>\$ 1,449.31</b>	<b>\$ 8,998.54</b>	<b>\$ 10,447.85</b>	<b>19.64%</b>
Recovered to date		<b>\$ (10,447.85)</b>				
<b>Balance currently at CCI</b>		<b>\$ 42,751.43</b>				

Airport				Avg Mo'ly Billing
Number of Customers		Delinquency Days	\$	
87	<b>ALL Customers</b>			<b>\$42,512.60</b>
6		30	7,711.18	
2		60	3,139.24	
0		90	-	
0		120	-	
0		150+	-	
<b>6</b>		<b>Sub Total</b>	<b>\$ 10,850.42</b>	

Marina				Avg Mo'ly Billing
Number of Customers		Delinquency Days	\$	
43	<b>ALL Customers</b>			<b>\$18,430</b>
7		30	2,092.77	
1		60	335.76	
0		90	-	
0		120	-	
0		150+	-	
			<b>2,428.53</b>	
Jack Daniels	639.11	Making payments		30+60
William Supplee	289.80	Will make payment		30
Carol Beth Williams	145.88	Will make payment		30
Benny Hendrix	533.40	Will make payment		30
Brandon Hooper	54.44	Will make payment		30
David Johnson	436.56	Will make payment		30
Bobby Hernandez	329.34	Will make payment		30
<b>Total</b>	<b>2,428.53</b>			

Peck Center & Other City Leases				Avg Mo'ly Billing
Number of Customers		Delinquency Days	\$	
9	<b>ALL Customers</b>			<b>12,521.54</b>
2		30	630.90	
0		60	-	
0		90	-	
0		120+	-	
<b>2</b>		<b>Sub Total</b>	<b>\$ 630.90</b>	

# Budget Summary Report

Fiscal Year to Date Thru October 2016

8.390

Fund 001

## GENERAL FUND

### Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Property Taxes	10,937,700.00	0.00	0.00	10,937,700.00	0.00
Total Local Option Taxes	1,825,596.00	131,296.96	131,296.96	1,694,299.04	7.19
	0.00	0.00	0.00	0.00	0.00
TOTAL LOCAL BUSINESS TAX FEES	183,000.00	84,297.27	84,297.27	98,702.73	46.06
Total Building Permits	614,600.00	53,770.00	53,770.00	560,830.00	8.75
TOTAL ELECTRIC FRANCHISE FEES	1,450,000.00	152,400.00	152,400.00	1,297,600.00	10.51
TOTAL GAS FRANCHISE FEES	13,000.00	0.00	0.00	13,000.00	0.00
Other CDD Permits/Fees	283,950.00	27,129.94	27,129.94	256,820.06	9.55
Total Federal Grants	80,600.00	0.00	0.00	80,600.00	0.00
Total State Grants	0.00	0.00	0.00	0.00	0.00
Total State Shared Revenues	1,039,982.00	78,523.76	78,523.76	961,458.24	7.55
Total Grants from Other Local Units	159,438.00	0.00	0.00	159,438.00	0.00
Total Payments in Lieu of Taxes	0.00	0.00	0.00	0.00	0.00
Total Public Safety Fees/Services	563,600.00	31,726.02	31,726.02	531,873.98	5.63
	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00
Total Recreation Revenues	725,000.00	50,417.97	50,417.97	674,582.03	6.95
Total Fines/Judgments	12,600.00	0.00	0.00	12,600.00	0.00
Total Code Violation Fines	0.00	0.00	0.00	0.00	0.00
Total Other Fines/Forfeits	11,100.00	693.78	693.78	10,406.22	6.25
Total Interest/Other Earnings	169,950.00	16,748.73	16,748.73	153,201.27	9.86
Total Sale of Assets/Insurance Proceeds	0.00	0.00	0.00	0.00	0.00
Other Miscellaneous Revenues	21,850.00	2,672.28	2,672.28	19,177.72	12.23
Total Transfers Other Than Enterprise	1,785,000.00	148,750.00	148,750.00	1,636,250.00	8.33
	0.00	0.00	0.00	0.00	0.00
Total Enterprise Transfers	580,000.00	48,333.33	48,333.33	531,666.67	8.33
Total Other Financing Sources	0.00	0.00	0.00	0.00	0.00
Total Budgeted Surplus	6,276,452.00	0.00	0.00	6,276,452.00	0.00
<i>20,456,916.00</i>	<b>Total Revenues</b>	<b>826,760.04</b>	<b>826,760.04</b>	<b>25,906,657.96</b>	<b>3.09</b>

4,070

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Operating Expenditures							
CITY COMMISSION	304,161.00	28,391.88	28,391.88	0.00	275,769.12	275,769.12	9.33
CITY CLERK	451,758.00	28,924.11	28,924.11	0.00	422,833.89	422,833.89	6.40
CITY MANAGER	446,061.00	27,038.05	27,038.05	0.00	419,022.95	419,022.95	6.06
FINANCE	676,904.00	52,212.12	52,212.12	0.00	624,691.88	624,691.88	7.71
INFORMATION TECHNOLOGY	644,931.00	20,562.05	20,562.05	35,701.43	588,667.52	624,368.95	8.72
HUMAN RESOURCES	298,687.00	28,301.08	28,301.08	0.00	270,385.92	270,385.92	9.48
LEGAL	317,444.00	19,171.29	19,171.29	0.00	298,272.71	298,272.71	6.04
CITY HALL MAINTENANCE ACCOUNT	263,945.00	27,440.60	27,440.60	0.00	236,504.40	236,504.40	10.40
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FACILITIES MAINTENANCE	629,342.00	43,567.12	43,567.12	30,226.00	555,548.88	585,774.88	11.73

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4

# Budget Summary Report

Fiscal Year to Date Thru October 2016

Fund 001

## GENERAL FUND

POLICE	5,076,615.00	390,502.87	390,502.87	91,599.00	4,594,513.13	4,686,112.13	9.50	Σ
FIRE	4,453,097.00	300,319.02	300,319.02	11,783.25	4,140,994.73	4,152,777.98	7.01	
BUILDING	900,695.00	54,834.21	54,834.21	21,814.00	824,046.79	845,860.79	8.51	Σ
PLANNING	482,680.00	30,027.41	30,027.41	0.00	452,652.59	452,652.59	6.22	
CODE ENFORCEMENT	172,279.00	11,751.91	11,751.91	0.00	160,527.09	160,527.09	6.82	
STREET DIVISION	2,031,228.00	112,514.33	112,514.33	109,713.75	1,808,999.92	1,918,713.67	10.94	Σ
DOWNTOWN DISTRICT	54,997.00	144.08	144.08	0.00	54,852.92	54,852.92	0.26	
LIBRARY	10,629.00	302.42	302.42	0.00	10,326.58	10,326.58	2.85	
RECREATION CENTER	979,930.00	52,419.19	52,419.19	0.00	927,510.81	927,510.81	5.35	
PARKS	193,532.00	1,543.28	1,543.28	15,388.00	176,600.72	191,988.72	8.75	Σ
PECK	245,016.00	15,876.37	15,876.37	0.00	229,139.63	229,139.63	6.48	
MLK CENTER	180,815.00	4,366.99	4,366.99	0.00	176,448.01	176,448.01	2.42	
YOUTH PROGRAMS	246,695.00	14,841.27	14,841.27	0.00	231,853.73	231,853.73	6.02	
AQUATICS	356,209.00	14,983.23	14,983.23	7,061.29	334,164.48	341,225.77	6.19	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
OTHER SERVICES	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	0.00	
<b>Operating Expenditures Subtotal</b>	<b>19,467,650.00</b>	<b>1,280,034.88</b>	<b>1,280,034.88</b>	<b>323,286.72</b>	<b>17,864,328.40</b>	<b>18,187,615.12</b>	<b>8.24</b>	
TRANSFERS	2,181,015.00	181,751.26	181,751.26	0.00	1,999,263.74	1,999,263.74	8.33	
<b>Transfers &amp; Operating Subtotals</b>	<b>21,648,665.00</b>	<b>1,461,786.14</b>	<b>1,461,786.14</b>	<b>323,286.72</b>	<b>19,863,592.14</b>	<b>20,186,878.86</b>	<b>8.25</b>	
<b>Total Contingency</b>	<b>120,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>0.00</b>	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>SUBTOTAL</b>	<b>120,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>0.00</b>	
RESERVES	4,964,753.00	0.00	0.00	0.00	4,964,753.00	4,964,753.00	0.00	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>RESERVES</b>	<b>4,964,753.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,964,753.00</b>	<b>4,964,753.00</b>	<b>0.00</b>	
<b>Total Expenditures</b>	<b>26,733,418.00</b>	<b>1,461,786.14</b>	<b>1,461,786.14</b>	<b>323,286.72</b>	<b>24,948,345.14</b>	<b>25,271,631.86</b>	<b>6.68</b>	
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>-635,026.10</b>	<b>-635,026.10</b>	<b>-958,312.82</b>				

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 100

**LAW ENFORCEMENT TRUST FUND****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total LETF Revenues	500.00	0.00	0.00	500.00	0.00
Total Budgeted Surplus	257.00	0.00	0.00	257.00	0.00
<b>Total Revenues</b>	<b>757.00</b>	<b>0.00</b>	<b>0.00</b>	<b>757.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expenses	750.00	0.00	0.00	0.00	750.00	750.00	0.00
Total LETF Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total LETF Reserves	7.00	0.00	0.00	0.00	7.00	7.00	0.00
<b>Total Expenditures</b>	<b>757.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>757.00</b>	<b>757.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 110

**FEDERAL FORFEITURE****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Revenue	50,000.00	0.00	0.00	50,000.00	0.00
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	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Operating Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Capital Expenses	48,600.00	0.00	0.00	0.00	48,600.00	48,600.00	0.00
Total Contingency/Reserves	1,400.00	0.00	0.00	0.00	1,400.00	1,400.00	0.00
<b>Total Expenditures</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 120

**CDBG HOUSING****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Grants	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Budgeted Surplus	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
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
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 130

**CDBG-ECONOMIC DEVELOPMENT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
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	109,680.00	0.00	0.00	109,680.00	0.00
Total Reserve	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>109,680.00</b>	<b>0.00</b>	<b>0.00</b>	<b>109,680.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Capital Expenses	109,680.00	0.00	0.00	0.00	109,680.00	109,680.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>109,680.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>109,680.00</b>	<b>109,680.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 140

**SEWER IMPACT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
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	290,125.00	59,223.75	59,223.75	230,901.25	20.41
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
Total Surplus-Sewer Impact Fund	208,900.00	0.00	0.00	208,900.00	0.00
<b>Total Revenues</b>	<b>499,025.00</b>	<b>59,223.75</b>	<b>59,223.75</b>	<b>439,801.25</b>	<b>11.87</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
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	395,336.00	32,944.67	32,944.67	0.00	362,391.33	362,391.33	8.33
Total Reserves-Sewer Impact Fund	103,689.00	0.00	0.00	0.00	103,689.00	103,689.00	0.00
<b>Total Expenditures</b>	<b>499,025.00</b>	<b>32,944.67</b>	<b>32,944.67</b>	<b>0.00</b>	<b>466,080.33</b>	<b>466,080.33</b>	<b>6.60</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>26,279.08</b>	<b>26,279.08</b>	<b>26,279.08</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 145

**WATER IMPACT FEES****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Interest Earned-Water Impact Fund	0.00	0.00	0.00	0.00	0.00
Total Impact Fees-Water Impact Fund	119,875.00	28,472.60	28,472.60	91,402.40	23.75
Total Surplus-Water Impact Fund	49,600.00	0.00	0.00	49,600.00	0.00
<b>Total Revenues</b>	<b>169,475.00</b>	<b>28,472.60</b>	<b>28,472.60</b>	<b>141,002.40</b>	<b>16.80</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Transfers	165,000.00	13,750.00	13,750.00	0.00	151,250.00	151,250.00	8.33
Total Reserves-Water Impact Fees	4,475.00	0.00	0.00	0.00	4,475.00	4,475.00	0.00
<b>Total Expenditures</b>	<b>169,475.00</b>	<b>13,750.00</b>	<b>13,750.00</b>	<b>0.00</b>	<b>155,725.00</b>	<b>155,725.00</b>	<b>8.11</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>14,722.60</b>	<b>14,722.60</b>	<b>14,722.60</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 150

**UTILITY TAX****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Utility Revenues	1,678,019.00	148,467.74	148,467.74	1,529,551.26	8.85
Total Interest Earned	0.00	0.17	0.17	-0.17	0.00
Total Cash Balance Fwd	133,000.00	0.00	0.00	133,000.00	0.00
<b>Total Revenues</b>	<b>1,811,019.00</b>	<b>148,467.91</b>	<b>148,467.91</b>	<b>1,662,551.09</b>	<b>8.20</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Transfers Out	1,785,000.00	148,750.00	148,750.00	0.00	1,636,250.00	1,636,250.00	8.33
Total Reserves	26,019.00	0.00	0.00	0.00	26,019.00	26,019.00	0.00
<b>Total Expenditures</b>	<b>1,811,019.00</b>	<b>148,750.00</b>	<b>148,750.00</b>	<b>0.00</b>	<b>1,662,269.00</b>	<b>1,662,269.00</b>	<b>8.21</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>-282.09</b>	<b>-282.09</b>	<b>-282.09</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 160

**LOCAL LAW ENF BLOCK GRANT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
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
<b>Total Revenues</b>	<b>571.00</b>	<b>0.00</b>	<b>0.00</b>	<b>571.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
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
<b>Total Expenditures</b>	<b>571.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>571.00</b>	<b>571.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 170

**CEMETERY****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Sales/Fees	104,500.00	11,340.00	11,340.00	93,160.00	10.85
Total Interest Earned	0.00	695.66	695.66	-695.66	0.00
Total Other Revenue	12,000.00	0.00	0.00	12,000.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00
Total Budgeted Cash Balance Fwd	977,400.00	0.00	0.00	977,400.00	0.00
<b>Total Revenues</b>	<b>1,093,900.00</b>	<b>12,035.66</b>	<b>12,035.66</b>	<b>1,081,864.34</b>	<b>1.10</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	69,710.00	5,863.11	5,863.11	0.00	63,846.89	63,846.89	8.41
Total Operating Expenses	24,681.00	1,636.94	1,636.94	0.00	23,044.06	23,044.06	6.63
Total Capital Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	946,400.00	0.00	0.00	0.00	946,400.00	946,400.00	0.00
Total Contingency	53,109.00	0.00	0.00	0.00	53,109.00	53,109.00	0.00
<b>Total Expenditures</b>	<b>1,093,900.00</b>	<b>7,500.05</b>	<b>7,500.05</b>	<b>0.00</b>	<b>1,086,399.95</b>	<b>1,086,399.95</b>	<b>0.69</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>4,535.61</b>	<b>4,535.61</b>	<b>4,535.61</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 180

**COMMUNITY REDEVELOPMENT AREA****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
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 Other Revenue	1,000.00	0.00	0.00	1,000.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	1,000.00	0.00	0.00	1,000.00	0.00
<b>Total Revenues</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.00</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
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	2,000.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00
<b>Total Expenditures</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 190

**LAW ENFORCEMENT RECOVERY****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total LERF Revenue	151,021.00	10,008.16	10,008.16	141,012.84	6.63
Total Cash Balance Forward	27,330.00	0.00	0.00	27,330.00	0.00
<b>Total Revenues</b>	<b>178,351.00</b>	<b>10,008.16</b>	<b>10,008.16</b>	<b>168,342.84</b>	<b>5.61</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Operating Expenses	24,000.00	0.00	0.00	0.00	24,000.00	24,000.00	0.00
Total LERF Capital Expenses	117,100.00	0.00	0.00	32,084.00	85,016.00	117,100.00	27.40
Total LERF Reserves	37,251.00	0.00	0.00	0.00	37,251.00	37,251.00	0.00
<b>Total Expenditures</b>	<b>178,351.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32,084.00</b>	<b>146,267.00</b>	<b>178,351.00</b>	<b>17.99</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>10,008.16</b>	<b>10,008.16</b>	<b>-22,075.84</b>			

## Budget Summary Report

Fiscal Year to Date Thru October 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	426,900.00	35,575.00	35,575.00	391,325.00	8.33
Total Cash Balance Forward	4,300.00	0.00	0.00	4,300.00	0.00
<b>Total Revenues</b>	<b>431,200.00</b>	<b>35,575.00</b>	<b>35,575.00</b>	<b>395,625.00</b>	<b>8.25</b>

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Debt Service	426,776.00	23,387.60	23,387.60	0.00	403,388.40	403,388.40	5.48
TOTAL TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves-GOB Debt Service	4,424.00	0.00	0.00	0.00	4,424.00	4,424.00	0.00
<b>Total Expenditures</b>	<b>431,200.00</b>	<b>23,387.60</b>	<b>23,387.60</b>	<b>0.00</b>	<b>407,812.40</b>	<b>407,812.40</b>	<b>5.42</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>12,187.40</b>	<b>12,187.40</b>	<b>12,187.40</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 230

**UTILITY DEBT SERVICE****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Interest	0.00	0.00	0.00	0.00	0.00
Total Transfers	2,754,020.00	229,501.68	229,501.68	2,524,518.32	8.33
Total Cash Balance Forward	240,985.00	0.00	0.00	240,985.00	0.00
<b>Total Revenues</b>	<b>2,995,005.00</b>	<b>229,501.68</b>	<b>229,501.68</b>	<b>2,765,503.32</b>	<b>7.66</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Debt Service	2,754,510.00	0.00	0.00	0.00	2,754,510.00	2,754,510.00	0.00
Total Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Reserves	240,495.00	0.00	0.00	0.00	240,495.00	240,495.00	0.00
Total Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>2,995,005.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,995,005.00</b>	<b>2,995,005.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>229,501.68</b>	<b>229,501.68</b>	<b>229,501.68</b>			

# Budget Summary Report

Fiscal Year to Date Thru October 2016

Fund 240

## MARINA DEBT SERVICE

### Revenues

	Budgeted	Current Revenue	YTD Revenue	Uncollected Bal	% Collected
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Transfers	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
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			

**Detail Budget Report**

Fiscal Year to Date Thru October 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	29,900.00	0.00	0.00	29,900.00	0.00
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	150,000.00	0.00	0.00	150,000.00	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	179,900.00	0.00	0.00	179,900.00	0.00
300-335.4400	8TH CENT GAS TAX	108,300.00	8,593.76	8,593.76	99,706.24	7.94
	Total Gas Tax	108,300.00	8,593.76	8,593.76	99,706.24	7.94
300-337.7000	COUNTY GRANTS	32,550.00	0.00	0.00	32,550.00	0.00
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	32,550.00	0.00	0.00	32,550.00	0.00
300-360.1000	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
300-361.1000	INTEREST EARNED	0.00	455.57	455.57	-455.57	0.00
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	0.00	455.57	455.57	-455.57	0.00
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 October 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	1,197,600.00	99,800.00	99,800.00	1,097,800.00	8.33
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
300-381.5200 TRANS FROM UB	0.00	0.00	0.00	0.00	0.00
Total Transfers In	1,197,600.00	99,800.00	99,800.00	1,097,800.00	8.33
300-384.0000 LAND ACQUISITION LOAN	0.00	0.00	0.00	0.00	0.00
300-384.0001 OTHER FINANCING SOURCES	0.00	0.00	0.00	0.00	0.00
Total Loans	0.00	0.00	0.00	0.00	0.00
300-389.1000 CASH BALANCE FORWARD	1,854,630.00	0.00	0.00	1,854,630.00	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	1,854,630.00	0.00	0.00	1,854,630.00	0.00
<b>Total Revenues</b>	<b>3,372,980.00</b>	<b>108,849.33</b>	<b>108,849.33</b>	<b>3,264,130.67</b>	<b>3.23</b>







**Detail Budget Report**

Fiscal Year to Date Thru October 2016

Fund 300

**CAPITAL IMPROVEMENT****Expenditures**

	Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
300-3000-572.6515	ARC POOL FEATURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-3000-572.6516	ATLANTIC REC CENTER POOL IMI	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	0.00
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-BC	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
300-3000-580.9520	TRANSFER TO UB	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	381,764.00	0.00	0.00	0.00	381,764.00	381,764.00	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	3,372,980.00	54,833.08	54,833.08	91,051.00	3,227,095.92	3,318,146.92	4.33
	<b>Total Expenditures</b>	<b>3,372,980.00</b>	<b>54,833.08</b>	<b>54,833.08</b>	<b>91,051.00</b>	<b>3,227,095.92</b>	<b>3,318,146.92</b>	<b>4.33</b>

# Budget Summary Report

Fiscal Year to Date Thru October 2016

## 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	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	2,000.00	372.59	372.59	1,627.41	18.63
Police Impact Fees	30,000.00	3,167.70	3,167.70	26,832.30	10.56
Fire Impact Fees	60,000.00	6,357.18	6,357.18	53,642.82	10.60
Sanitation Impact Fees	0.00	0.00	0.00	0.00	0.00
Recreation/Parks Impact Fees	400,000.00	42,599.70	42,599.70	357,400.30	10.65
Administration Impact Fees	85,000.00	8,629.20	8,629.20	76,370.80	10.15
Total Transfers IN	0.00	0.00	0.00	0.00	0.00
Budgeted Cash Fwd-Police	38,500.00	0.00	0.00	38,500.00	0.00
Budgeted Cash Fwd-Fire	253,300.00	0.00	0.00	253,300.00	0.00
Budgeted Cash Fwd-Sanitation	0.00	0.00	0.00	0.00	0.00
Budgeted Cash Fwd-Rec & Parks	1,021,400.00	0.00	0.00	1,021,400.00	0.00
Budgeted Cash Fwd-Admin	444,000.00	0.00	0.00	444,000.00	0.00
<b>Total Revenues</b>	<b>2,334,200.00</b>	<b>61,126.37</b>	<b>61,126.37</b>	<b>2,273,073.63</b>	<b>2.62</b>

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Administration Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	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	959,000.00	0.00	0.00	95,412.85	863,587.15	959,000.00	9.95
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	68,600.00	0.00	0.00	0.00	68,600.00	68,600.00	0.00
Budgeted Reserves-Fire	313,700.00	0.00	0.00	0.00	313,700.00	313,700.00	0.00
Budgeted Reserves-Sanitation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Budgeted Reserves-Recreation/Parks	563,650.00	0.00	0.00	0.00	563,650.00	563,650.00	0.00
Budgeted Reserves-Administration	429,250.00	0.00	0.00	0.00	429,250.00	429,250.00	0.00
<b>Total Expenditures</b>	<b>2,334,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>95,412.85</b>	<b>2,238,787.15</b>	<b>2,334,200.00</b>	<b>4.09</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>61,126.37</b>	<b>61,126.37</b>	<b>-34,286.48</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 330

**WASTEWATER IMPROVEMENT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Interest Earned-Improvement Fund	0.00	599.21	599.21	-599.21	0.00
Total Transfers from WW Fund	500,000.00	41,666.67	41,666.67	458,333.33	8.33
Total Cash Balance Fwd-Improvement Fund	2,487,555.00	0.00	0.00	2,487,555.00	0.00
Total Loan Proceeds-Improvement Fund	0.00	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	<b>2,987,555.00</b>	<b>42,265.88</b>	<b>42,265.88</b>	<b>2,945,289.12</b>	<b>1.41</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
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	2,987,555.00	0.00	0.00	0.00	2,987,555.00	2,987,555.00	0.00
<b>Total Expenditures</b>	<b>2,987,555.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,987,555.00</b>	<b>2,987,555.00</b>	<b>0.00</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>42,265.88</b>	<b>42,265.88</b>	<b>42,265.88</b>			

# Budget Summary Report

Fiscal Year to Date Thru October 2016

Fund 410

## GOLF COURSE

### Revenues

	Budgeted	Current Revenue	LY	YTD Revenue	Uncollected Bal	% Collected
Total Fees	1,002,890.00	152,545.68	171,600	152,545.68	850,344.32	15.21
Total Rentals	469,041.00	30,942.95	37,382	30,942.95	438,098.05	6.60
Total Other Sales	9,600.00	160.00		160.00	9,440.00	1.67
Total Interest Earned	0.00	0.00		0.00	0.00	0.00
Total Other Revenue	50,410.00	8,676.08		8,676.08	41,733.92	17.21
Total Transfers In	228,000.00	19,000.00		19,000.00	209,000.00	8.33
Total Loan Forgiveness	-706,400.00	0.00		0.00	-706,400.00	0.00
Total Budgeted Cash Fwd	0.00	0.00		0.00	0.00	0.00
<b>Total Revenues</b>	<b>1,053,541.00</b>	<b>211,324.71</b>		<b>211,324.71</b>	<b>842,216.29</b>	<b>20.06</b>

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	785.00	65.42	65.42	0.00	719.58	719.58	8.33
Total Operating Expenses	1,480,144.00	132,112.06	132,112.06	0.00	1,348,031.94	1,348,031.94	8.93
Total Capital Expenses	145,000.00	0.00	0.00	0.00	145,000.00	145,000.00	0.00
Total Debt Service	113,332.00	0.00	0.00	0.00	113,332.00	113,332.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	-685,720.00	0.00	0.00	0.00	-685,720.00	-685,720.00	0.00
<b>Total Expenditures</b>	<b>1,053,541.00</b>	<b>132,177.48</b>	<b>132,177.48</b>	<b>0.00</b>	<b>921,363.52</b>	<b>921,363.52</b>	<b>12.55</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>79,147.23</b>	<b>79,147.23</b>	<b>79,147.23</b>			

	BUD	OCT
PRO SHOP SALES	111,273	4,481
C OF GS	72,327	2,753
TR \$	38,946	1,728
% OF COST	53.85%	62.77%
F+B SALES	325,328	26,462
C OF GS	279,230	21,456
TR \$	46,098	5,006
% OF COST	16.51%	23.35%

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 420

**AIRPORT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Grants/Contributions	1,095,000.00	0.00	0.00	1,095,000.00	0.00
Total Leases/Rents	601,920.00	32,305.97	32,305.97	569,614.03	5.37
Total Other Revenue	50,000.00	505.41	505.41	49,494.59	1.01
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Fwd	1,145,000.00	0.00	0.00	1,145,000.00	0.00
<b>Total Revenues</b>	<b>2,891,920.00</b>	<b>32,811.38</b>	<b>32,811.38</b>	<b>2,859,108.62</b>	<b>1.13</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	188,873.00	13,194.64	13,194.64	0.00	175,678.36	175,678.36	6.99
Total Operating Expenses	257,028.00	8,323.75	8,323.75	0.01	248,704.24	248,704.25	3.24
Total Capital Expenses	1,467,550.00	3,993.00	3,993.00	481,795.67	981,761.33	1,463,557.00	33.10
Total Debt Service	77,334.00	0.00	0.00	0.00	77,334.00	77,334.00	0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	901,135.00	0.00	0.00	0.00	901,135.00	901,135.00	0.00
<b>Total Expenditures</b>	<b>2,891,920.00</b>	<b>25,511.39</b>	<b>25,511.39</b>	<b>481,795.68</b>	<b>2,384,612.93</b>	<b>2,866,408.61</b>	<b>17.54</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>7,299.99</b>	<b>7,299.99</b>	<b>-474,495.69</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 440

**SANITATION****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Grant Revenue	0.00	0.00	0.00	0.00	0.00
Total Garbage Fees	2,525,000.00	191,604.12	191,604.12	2,333,395.88	7.59
Total Shrimp Fest Fees	0.00	0.00	0.00	0.00	0.00
Total Interest Earned	0.00	68.74	68.74	-68.74	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	0.00	0.00	0.00	0.00	0.00
Total Transfers In	0.00	0.00	0.00	0.00	0.00
Total Budgeted Cash Balance Fwd	197,800.00	0.00	0.00	197,800.00	0.00
<b>Total Revenues</b>	<b>2,722,800.00</b>	<b>191,672.86</b>	<b>191,672.86</b>	<b>2,531,127.14</b>	<b>7.04</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Operating Expenses	2,508,595.00	184,238.38	184,238.38	0.00	2,324,356.62	2,324,356.62	7.34
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	5,000.00	0.00	55,000.00	55,000.00	8.33
Total Reserves/Contingency	154,205.00	0.00	0.00	0.00	154,205.00	154,205.00	0.00
<b>Total Expenditures</b>	<b>2,722,800.00</b>	<b>189,238.38</b>	<b>189,238.38</b>	<b>0.00</b>	<b>2,533,561.62</b>	<b>2,533,561.62</b>	<b>6.95</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>2,434.48</b>	<b>2,434.48</b>	<b>2,434.48</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 450

**WASTEWATER****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Sewer Fees-WW Fund	5,486,178.00	482,314.41	482,314.41	5,003,863.59	8.79
Total Interest Earned-WW Fund	6,500.00	1,621.92	1,621.92	4,878.08	24.95
Total Other Revenue-WW Fund	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Fwd-WW Fund	3,997,722.00	0.00	0.00	3,997,722.00	0.00
<b>Total Revenues</b>	<b>9,490,400.00</b>	<b>483,936.33</b>	<b>483,936.33</b>	<b>9,006,463.67</b>	<b>5.10</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses-WW Fund	1,094,857.00	92,827.17	92,827.17	0.00	1,002,029.83	1,002,029.83	8.48
Total Operating Expenses-WW Fund	1,364,364.00	55,217.87	55,217.87	28,805.31	1,280,340.82	1,309,146.13	6.16
Total Capital Expenses-WW Fund	1,471,000.00	13,638.26	13,638.26	402,005.93	1,055,355.81	1,457,361.74	28.26
Total Debt Service-WW Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to GF-WW Fund	360,000.00	30,000.00	30,000.00	0.00	330,000.00	330,000.00	8.33
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	483,494.00	40,291.17	40,291.17	0.00	443,202.83	443,202.83	8.33
Transfer to Water-WW Fund	600,000.00	50,000.00	50,000.00	0.00	550,000.00	550,000.00	8.33
Transfer to Sewer Capital-WW Fund	500,000.00	41,666.67	41,666.67	0.00	458,333.33	458,333.33	8.33
Total Contingency-WW Fund	3,616,685.00	0.00	0.00	0.00	3,616,685.00	3,616,685.00	0.00
<b>Total Expenditures</b>	<b>9,490,400.00</b>	<b>323,641.14</b>	<b>323,641.14</b>	<b>430,811.24</b>	<b>8,735,947.62</b>	<b>9,166,758.86</b>	<b>7.95</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>160,295.19</b>	<b>160,295.19</b>	<b>-270,516.05</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 460

**WATER****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Water Fees	3,879,300.00	350,314.93	350,314.93	3,528,985.07	9.03
Total Interest Earned-Water Fund	3,400.00	617.36	617.36	2,782.64	18.16
Total Other Revenue-Water Fund	21,000.00	2,493.17	2,493.17	18,506.83	11.87
Total Transfers In Wastewater	600,000.00	50,000.00	50,000.00	550,000.00	8.33
Total Bond Proceeds	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Fwd-Water Fund	2,872,400.00	0.00	0.00	2,872,400.00	0.00
<b>Total Revenues</b>	<b>7,376,100.00</b>	<b>403,425.46</b>	<b>403,425.46</b>	<b>6,972,674.54</b>	<b>5.47</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses-Water Fund	1,024,267.00	84,978.38	84,978.38	0.00	939,288.62	939,288.62	8.30
Total Operating Expenses-Water Fund	1,332,235.00	40,624.71	40,624.71	28,970.50	1,262,639.79	1,291,610.29	5.22
Total Capital Expenses-Water Fund	383,500.00	0.00	0.00	105,347.00	278,153.00	383,500.00	27.47
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	13,333.33	0.00	146,666.67	146,666.67	8.33
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	1,710,190.00	142,515.84	142,515.84	0.00	1,567,674.16	1,567,674.16	8.33
Total Contingency-Water Fund	2,765,908.00	0.00	0.00	0.00	2,765,908.00	2,765,908.00	0.00
<b>Total Expenditures</b>	<b>7,376,100.00</b>	<b>281,452.26</b>	<b>281,452.26</b>	<b>134,317.50</b>	<b>6,960,330.24</b>	<b>7,094,647.74</b>	<b>5.64</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>121,973.20</b>	<b>121,973.20</b>	<b>-12,344.30</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

**STORM WATER MANAGEMENT****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Grant Revenue	1,475,000.00	0.00	0.00	1,475,000.00	0.00
Total Fee for Services	347,500.00	23,054.09	23,054.09	324,445.91	6.63
Total Interest	0.00	0.00	0.00	0.00	0.00
Total Transfers	21,515.00	1,792.92	1,792.92	19,722.08	8.33
Total Cash Balance Forward	206,685.00	0.00	0.00	206,685.00	0.00
<b>Total Revenues</b>	<b>2,050,700.00</b>	<b>24,847.01</b>	<b>24,847.01</b>	<b>2,025,852.99</b>	<b>1.21</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	192,615.00	3,593.92	3,593.92	0.00	189,021.08	189,021.08	1.87
Total Operating Expenses	250,540.00	5,896.72	5,896.72	0.00	244,643.28	244,643.28	2.35
Total Capital Expenses	1,560,000.00	0.00	0.00	392,618.10	1,167,381.90	1,560,000.00	25.17
Total Debt Service	43,031.00	0.00	0.00	0.00	43,031.00	43,031.00	0.00
Total Contingency	4,514.00	0.00	0.00	0.00	4,514.00	4,514.00	0.00
<b>Total Expenditures</b>	<b>2,050,700.00</b>	<b>9,490.64</b>	<b>9,490.64</b>	<b>392,618.10</b>	<b>1,648,591.26</b>	<b>2,041,209.36</b>	<b>19.61</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>15,356.37</b>	<b>15,356.37</b>	<b>-377,261.73</b>			

# Budget Summary Report

Fiscal Year to Date Thru October 2016

Fund 480

## MARINA

### Revenues

	Budgeted	Current Revenue	LY YTD Revenue	Uncollected Bal	% Collected
Total Grant Revenue	150,000.00	0.00	0.00	150,000.00	0.00
Total Slip Rentals-Permanent	240,000.00	16,930.00	16,930.00	223,070.00	7.05
Total Big P	0.00	0.00	0.00	0.00	0.00
Total Slip Rentals-Transient	490,000.00	2,989.72	2,989.72	487,010.28	0.61
Total Slip Rentals-Non-Taxable	7,500.00	0.00	0.00	7,500.00	0.00
Total Business Rentals	56,000.00	4,488.03	4,488.03	51,511.97	8.01
Total Moorings	32,000.00	610.00	610.00	31,390.00	1.91
Total Merchandise for Resale	0.00	-14.83	-14.83	14.83	0.00
Total Services-Nontaxable	500.00	0.00	0.00	500.00	0.00
Total Services-Taxable	4,000.00	73.36	73.36	3,926.64	1.83
Total Gasoline/Fuel	1,348,000.00	22,149.20	22,149.20	1,325,850.80	1.64
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Rents	11,400.00	852.53	852.53	10,547.47	7.48
Total Other Revenue	225.00	331.89	331.89	-106.89	147.51
Total Transfers In	307,000.00	25,583.34	25,583.34	281,416.66	8.33
Total Loan Proceeds	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	71,400.00	0.00	0.00	71,400.00	0.00
<b>Total Revenues</b>	<b>2,718,025.00</b>	<b>73,993.24</b>	<b>73,993.24</b>	<b>2,644,031.76</b>	<b>2.72</b>

LY  
60,771  
19920

### 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	1,796,063.00	58,654.51	58,654.51	11,748.66	1,725,659.83	1,737,408.49	3.92
Total Capital Expenses	450,000.00	0.00	0.00	247,151.98	202,848.02	450,000.00	54.92
Total Debt Service	363,312.00	0.00	0.00	0.00	363,312.00	363,312.00	0.00
Total Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Impairment Loss	0.00	3,988,091.30	3,988,091.30	0.00	-3,988,091.30	-3,988,091.30	0.00
Total Contingency-Marina Fund	108,650.00	0.00	0.00	0.00	108,650.00	108,650.00	0.00
<b>Total Expenditures</b>	<b>2,718,025.00</b>	<b>4,046,745.81</b>	<b>4,046,745.81</b>	<b>258,900.64</b>	<b>-1,587,621.45</b>	<b>-1,328,720.81</b>	<b>158.41</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>-3,972,752.57</b>	<b>-3,972,752.57</b>	<b>-4,231,653.21</b>			

	BUDGET	ACTUAL
FUEL SALES	1,348,000	22,149
FUEL COSTS	1,031,500	14,659
COST/SALES RATIO	76.5%	66.2%

# Budget Summary Report

Fiscal Year to Date Thru October 2016

Fund 510

## CENTRAL GARAGE

### 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	116,500.00	2,579.41	2,579.41	113,920.59	2.21
Total General Fund Fees	410,500.00	38,276.33	38,276.33	372,223.67	9.32
Total Enterprise Fund Fees	124,500.00	6,989.46	6,989.46	117,510.54	5.61
Total Gas/Oil Revenues	309,000.00	23,873.41	23,873.41	285,126.59	7.73
TOTAL TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Fwd	16,400.00	0.00	0.00	16,400.00	0.00
<b>Total Revenues</b>	<b>976,900.00</b>	<b>71,718.61</b>	<b>71,718.61</b>	<b>905,181.39</b>	<b>7.34</b>

### Expenditures

Department	Budgeted	Current Expend	YTD Expend	YTD Encumb	Unencumb Bal	Unexpend Bal	% Exp
Total Personnel Expenses	229,197.00	19,463.11	19,463.11	0.00	209,733.89	209,733.89	8.49
Total Operating Expenses	70,775.00	5,975.78	5,975.78	0.00	64,799.22	64,799.22	8.44
Total Capital Expenses	88,600.00	0.00	0.00	0.00	88,600.00	88,600.00	0.00
Total Cost Goods Sold	577,000.00	6,944.04	6,944.04	0.00	570,055.96	570,055.96	1.20
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	11,328.00	0.00	0.00	0.00	11,328.00	11,328.00	0.00
<b>Total Expenditures</b>	<b>976,900.00</b>	<b>32,382.93</b>	<b>32,382.93</b>	<b>0.00</b>	<b>944,517.07</b>	<b>944,517.07</b>	<b>3.31</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>39,335.68</b>	<b>39,335.68</b>	<b>39,335.68</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 520

**UTILITY BILLING****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Admin Fees	32,000.00	2,617.50	2,617.50	29,382.50	8.18
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	423,600.00	35,300.02	35,300.02	388,299.98	8.33
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 Enterprise Fund Fees	0.00	0.00	0.00	0.00	0.00
Total Cash Balance Forward	154,800.00	0.00	0.00	154,800.00	0.00
<b>Total Revenues</b>	<b>610,400.00</b>	<b>37,917.52</b>	<b>37,917.52</b>	<b>572,482.48</b>	<b>6.21</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	328,366.00	24,348.95	24,348.95	0.00	304,017.05	304,017.05	7.42
Total Operating Expenses	150,274.00	8,727.58	8,727.58	0.00	141,546.42	141,546.42	5.81
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Mach/Equip	110,000.00	0.00	0.00	0.00	110,000.00	110,000.00	0.00
Total Contingency	21,760.00	0.00	0.00	0.00	21,760.00	21,760.00	0.00
<b>Total Expenditures</b>	<b>610,400.00</b>	<b>33,076.53</b>	<b>33,076.53</b>	<b>0.00</b>	<b>577,323.47</b>	<b>577,323.47</b>	<b>5.42</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>4,840.99</b>	<b>4,840.99</b>	<b>4,840.99</b>			

**Budget Summary Report**

Fiscal Year to Date Thru October 2016

Fund 530

**UTILITES ADMINISTRATION****Revenues**

	<b>Budgeted</b>	<b>Current Revenue</b>	<b>YTD Revenue</b>	<b>Uncollected Bal</b>	<b>% Collected</b>
Total Interest Earned	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	313,000.00	26,083.34	26,083.34	286,916.66	8.33
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	94,800.00	0.00	0.00	94,800.00	0.00
<b>Total Revenues</b>	<b>407,800.00</b>	<b>26,083.34</b>	<b>26,083.34</b>	<b>381,716.66</b>	<b>6.40</b>

**Expenditures**

<b>Department</b>	<b>Budgeted</b>	<b>Current Expend</b>	<b>YTD Expend</b>	<b>YTD Encumb</b>	<b>Unencumb Bal</b>	<b>Unexpend Bal</b>	<b>% Exp</b>
Total Personnel Expenses	334,572.00	29,366.64	29,366.64	0.00	305,205.36	305,205.36	8.78
Total Operating Expenses	44,635.00	267.05	267.05	0.00	44,367.95	44,367.95	0.60
Total Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Contingency	28,593.00	0.00	0.00	0.00	28,593.00	28,593.00	0.00
<b>Total Expenditures</b>	<b>407,800.00</b>	<b>29,633.69</b>	<b>29,633.69</b>	<b>0.00</b>	<b>378,166.31</b>	<b>378,166.31</b>	<b>7.27</b>
<b>Revenues vs. Expenditures</b>	<b>0.00</b>	<b>-3,550.35</b>	<b>-3,550.35</b>	<b>-3,550.35</b>			



The City Commission of the City of Fernandina Beach, Florida, met in a Workshop on Tuesday, August 30, 2016 at 4:00 pm in the City Commission Chambers. Present were Mayor John A. Miller presiding, Vice-Mayor Robin Lentz, Commissioners Len Kreger, Tim Poynter, and Roy G. Smith. Also present were City Manager Dale L. Martin, City Attorney Tammi Bach, and City Clerk Caroline Best.

Mayor Miller called the meeting to order and led the Pledge of Allegiance to the Flag.

4. DISCUSSION OF PLANNING ADVISORY BOARD ROLES AND RESPONSIBILITIES: City Attorney Bach explained this meeting was moved to August 30<sup>th</sup> due to Commissioners that requested that it be moved up due to some Commissioners traveling in September. She presented a PowerPoint presentation which contained Florida Statute and Land Development Code (LDC) (Section 9.02.00) that relate to the Planning Advisory Board's (PAB) role as the local planning agency and the board's responsibilities. She recapped the options for discussion and direction to City staff as outlined in the presentation including: imposing deadlines for PAB recommendations, City staff workload created by PAB requests for information, composition of the board, terms of the members, and specific current issues. She pointed out there are two ways to violate the Sunshine Law (1) with intent and there are criminal penalties associated with that and (2) a civil violation and that is without intent or intent can't be proven with a fine of up to \$500.00. She requested the City Commission give staff direction. She reminded the City Commission this was a Workshop so there are no votes, no motions, and no public comment is required.

Commissioner Kreger briefly commented that the PAB subcommittee after 4-5 meetings came out with an excellent compromise for the LDC change. He pointed out the six years he was on the PAB it was an effective organization. He also briefly commented about the current issue related to LignoTech and the pressure to get the PAB to work faster. He stated he didn't see a reason to change anything, and explained almost all of what the PAB does the City staff initiates the work. He expressed his opinion the City didn't need to go to a five member board, because with seven members and two alternates you have a broader base of expertise. He pointed out if there was a Sunshine violation to process that violation. He explained the code needed to be changed and it shouldn't have been about LignoTech who just happened to be the catalyst.

Commissioner Poynter stated he didn't think it was working perfect when people are resigning and previous board members are saying it's dysfunctional. He explained he would like to see the board modeled after the County where each Commissioner picks a representative that would term out when the Commissioner terms out. He briefly commented about having deadlines for completing work. He pointed out the City Commission as a group said that we want to move LignoTech forward, and that doesn't mean for the PAB to try to find every reason why not to allow that. He commented that was the PAB trying to make policy, but the board is supposed to be advising the City Commission to get to the end result. He suggested each Commissioner pick a representative to move forward.

Vice-Mayor Lentz commented she has been upset with some of the PAB members using their position on the board as their own personal platform. She stated it is supposed to be a board to decide what is best for the overall community. She briefly explained her idea to have members of the board to have experience in certain fields like real estate, attorney, planning experience, environmental experience, etc. She explained she also like the way the County appoints their board members. She expressed support of reconfiguring how the PAB is populated.

Commissioner Smith explained he thought the board has become dysfunctional with bickering on the board. He pointed out when we are under timelines to do things then we can't be beating the dead horse. He stated the board serves at the pleasure of the City Commission and agreed with seeing something different. He expressed his opinion a five member board is fine.

Commissioner Poynter reminded the City Commission that the PAB is an advisory board and they give their recommendation to consider or not to consider. He suggested having two at large members and maybe one person could run the meeting, but be a non-voting member. He stated if one of those members is a Commissioner they could report their take of the meeting and discussions to the City Commission. Commissioner Kreger briefly commented about the PAB serving as the Local Planning Agency and having to do what State law tells them to do. He referred to the subcommittee and explained two of the items are what the code of Federal regulations mandate the local community will do as well as what FEMA mandates or recommends. He commented he mentioned the idea of a Commissioner as a liaison like what is done for the Airport and other areas. There was further discussion about the points raised by the City Commission and how to proceed. The City Commission also discussed the amount of staff time for board matters as well as PAB subcommittees. There was some discussion about the County appointments to their boards.

City Attorney Bach reported she would continue to provide Sunshine training. She pointed out although it is technically legal to send a memo or an email to all fellow board members, but that is discouraged because someone could hit reply all easily. She requested specific direction from the City Commission. Mayor Miller noted three Commissioners liked the idea of appointing individuals, and Commissioner Kreger was willing to move forward with the decision. Vice-Mayor Lentz inquired about working out the alternates. Commissioner Poynter suggested having staff come back with research of how others do it. He noted with a seven member board you have a better chance of having a quorum. There was also some discussion about board member requests for information from staff and the idea of having the requests go through the City Manager. The Commission also discussed removal of a PAB member and the idea of having a Commissioner sit on the board as a non-voting member.

Vice-Mayor Lentz inquired about having a school board member on the PAB. City Attorney Bach explained Senior Planner Gibson is in touch with the school board, because Dr. Ruis appointed a new member. She stated they choose not to come to the meetings. She clarified the school board member is a non-voting member and the new appointee is Mr. Mark Duram. She recapped the Workshop that the City Commission wanted staff to provide research on how other cities appoint their board members, etc. She inquired if the City Commission wanted a draft Ordinance with the research as backup. ***The consensus of the City Commission was for staff to come back with a draft Ordinance with the research as backup.***

There was some discussion about having the board be five members with two alternates and a City Commissioner that is non-voting to chair the meetings. It was suggested the two alternates are appointed at large by all the City Commissioners. The draft Ordinance would be brought forward to the City Commission for first reading on September 20<sup>th</sup>.

City Attorney Bach referred to LignoTech and stated they are asking that October 4<sup>th</sup> be the final vote of the City Commission on their items. She explained the Comprehensive Plan amendment will be back, the LDC amendments have not come to first reading yet, and the development agreement was scheduled for September 6<sup>th</sup>. She pointed out if the City Commission agrees that October 4<sup>th</sup> is the final reading of everything then September 20<sup>th</sup> is too late for the City Commission to take first reading of the LDC. She explained the PAB will be considering the subcommittee's recommendation on September 14<sup>th</sup> at their regular meeting. The City Commission discussed the idea of having a Special Meeting after the PAB meeting on September 14<sup>th</sup>. There was some discussion about the advertising deadlines for second reading of the Ordinance, and the timeline of getting these amendments through the process. ***The consensus of the City Commission was to have a Special Meeting on September 14<sup>th</sup> to have the first reading of the Land Development Code amendments after the Planning Advisory Board makes its recommendation from the subcommittee (second reading would be October 4<sup>th</sup>).***

**DRAFT**

**MINUTES**  
**City Commission Workshop**  
**August 30, 2016**  
**Page 3 of 3**

5. ADJOURNMENT: There being no further business to come before the City Commission, the Workshop was adjourned at 5:02 pm.

**ATTEST:**

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**CAROLINE BEST**  
City Clerk

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**JOHN A. MILLER**  
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Special Meeting on Tuesday, September 20, 2016 at 5:05 pm in the Commission Chambers in City Hall. Present were Mayor John A. Miller presiding, Commissioners Len Kreger, Tim Poynter, and Roy G. Smith. Also present were City Manager Dale L. Martin, City Attorney Tammi Bach, and City Clerk Caroline Best. Vice-Mayor Robin Lentz was absent.

Mayor Miller called the meeting to order and led the Pledge of Allegiance to the Flag.

4. PUBLIC HEARING:

4.1. Statement regarding the percentage increase in Millage over the rolled-back rate necessary to fund the budget and the specific purpose for which ad valorem tax revenues are being increased: City Manager Martin referred to the truth in millage statement in the agenda packet and read the statement in full with regard to the millage rate for operating expenditures (6.0682 mils) and the millage rate for voter approved debt (.2362 mils).

5. MILLAGE RATE RESOLUTION – PUBLIC HEARING:

5.1 RESOLUTION 2016-101 ADOPTING THE FINAL LEVY OF AD VALOREM TAXES FOR OPERATING EXPENSES AND THE FINAL LEVY OF AD VALOREM TAXES FOR VOTER APPROVED DEBT FOR THE CITY OF FERNANDINA BEACH, NASSAU COUNTY FOR FISCAL YEAR 2016-2017: **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve Resolution 2016-101.** The public hearing was opened at this time and there being no comments from the floor, the public hearing was closed. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6. ADOPTING FINAL BUDGET FOR FY 2016/2017 – PUBLIC HEARING:

6.1 RESOLUTION 2016-102 ADOPTING THE FINAL BUDGET FOR THE 2016-2017 FISCAL YEAR, INCLUDING THE FIVE YEAR CAPITAL IMPROVEMENT PLAN, PROVIDING FOR SEVERABILITY: Mr. Philip Chapman, 2120 Florida Avenue, commented it was sad so few people care about the City's budget. He encouraged the City Commission to look at the amount of money the City spends on the City Golf Course over the next fiscal year. He expressed his opinion there are far better uses for that tax money, and questioned whether that tax money services the largest number of residents. He explained one of the complaints he often hears is that many of the City parks are not as well maintained as they should be. He briefly commented about getting the best return for taxpayer dollars and using taxpayer dollars wisely for maintenance of parks, stormwater projects, and other City projects like Front Street.

**A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve Resolution 2016-102.** There being no further comments from the floor, the public hearing was closed. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

City Attorney Bach read the titles of Resolution 2016-101 and Resolution 2016-102 into the record.

7. PUBLIC COMMENT: There were no public comments at this time.

8. ADJOURNMENT: There being no further business to come before the Commission, the Special Meeting was adjourned at 5:12 pm.

ATTEST:

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CAROLINE BEST  
City Clerk

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JOHN A. MILLER  
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Regular Meeting on Tuesday, September 20, 2016 at 6:00 pm in the City Commission Chambers. Present were Mayor John A. Miller presiding, Commissioners Len Kreger, Tim Poynter, and Roy G. Smith. Also present were City Manager Dale L. Martin, City Attorney Tammi Bach, and City Clerk Caroline Best. Vice-Mayor Robin Lentz was absent.

Mayor Miller called the meeting to order and led the Pledge of Allegiance to the Flag. The invocation was then given by American Legion Chaplain Bruce Malcolm.

AGENDA CHANGES: The City Commission deviated from the agenda and considered item 8.1 Ordinance 2016-34 before the Consent Agenda (item 6).

4.1 PROCLAMATION – “MENTAL HEALTH FIRST AID MONTH”: Mayor Miller read the Proclamation in full recognizing September, 2016, as “Mental Health First Aid Month” and presented a copy to Ms. Katrina Robinson, community liaison and Mental Health First Aid Instructor, along with Nassau Alcohol Crime Drug Abatement Coalition Executive Director Ms. Susan Woodford. Ms. Robinson thanked the City Commission for recognizing mental health issues and explained this program is miraculous as a conduit for people to receive help.

4.2 PROCLAMATION – “LES DEMERLE AMELIA ISLAND JAZZ FESTIVAL WEEK”: Mayor Miller read the Proclamation in full proclaiming October 2-9, 2016, as “Les DeMerle Amelia Island Jazz Festival Week” and presented a copy to Mr. Les DeMerle and Ms. Bonnie Eisele. Mr. DeMerle expressed his thanks to the City Commission as well as members of the Jazz Festival Board of Directors. He pointed out this year the festival was being brought back downtown October 2<sup>nd</sup> through 9<sup>th</sup>. He explained there is a free concert in the park with the University of North Florida Jazz Ensemble on October 2<sup>nd</sup> and on October 3<sup>rd</sup> the sponsor party would be at Horizons. He provided further details of the upcoming Jazz Festival.

4.3 PROCLAMATION – “CONSTITUTION WEEK”: Mayor Miller read the Proclamation in full proclaiming the week of September 17–23, 2016, as “Constitution Week” in commemoration of America’s most important document and presented a copy to Ms. Lucinda Jo Glenn, Regent of the Daughters of the Amelia Island Chapter of the Daughters of the American Revolution. Ms. Glenn pointed out the American Constitution is the shortest and the oldest constitution in the world. She explained this year they were able to give a presentation to one of the local schools on the Constitution and they would like to do that next year for more schools.

4.4 PRESENTATION – COMMUNITY REDEVELOPMENT AREA (CRA) UPDATE: There was no update at this time.

4.5 PRESENTATION – OCEAN RESCUE BEACH SAFETY: Fire Chief Silcox gave a PowerPoint presentation relating to the results of this year’s Ocean Rescue safety program. Included in the report was that for the 2016 season the City had 49 United States Lifesaving Association (USLA) trained lifeguards, covered 12 miles of coastline with 13 lifeguard towers, a 12.5% increase in beach population, a 30% increase in public relations (education of the public to the dangers while spending time at the beach), increased time on guard/stand, and there were no drownings in this season. Fire Chief Silcox briefly explained the training program for all Ocean Rescue lifeguards (both new and returning guards) as outlined in the presentation. He pointed out on the Fire Department’s website they listed the guarded beaches that included hyperlinks to show the locations. He explained the population numbers listed were estimates gathered by the lifeguards on duty. He

stated beach access 13 at the end of Jasmine and the Amelia Pier are currently unguarded, but they were looked at for what to do going into the 2017 season. He pointed out the Amelia Pier had roughly 25,000 people visit through the season, and the Jasmine access was where one of the drownings occurred last year. He reported this year there were several rescues at the Amelia Pier during the time period there were a lot of rip currents along the beach. He provided a comparison of this year to last year, and explained they were proud of the public relation minutes spent to understand the dangers of the beach. He stated the areas for improvement were to have better communications with local businesses to post the rip current posters and flag warning posters. He explained going forward they want to look at the possibility of using a Kronos time keeping app in the field so guards could clock in when they are on stand, and they would better utilize the staffing program called "CrewSense". He stated next year they want to do a vigorous recruitment program for new and returning guards. He pointed out as school starts students go back to college and the department starts losing a lot of staff, but they want to have others that can continue to provide that coverage. He recapped the 2017 recommendations of adding three additional stands, having more robust flag warning system, improved timekeeping and data entry, update/upgrade equipment, new Polaris, addition of ATVs, propose increase to the City/County contract, and an addition of a fire boat.

Commissioner Kreger requested an update on the drone program. Chief Silcox reported the City signed a contract with a company that is trying to do a pilot program for the use of drones in ocean rescue. He stated they were waiting on the company to let the department know when that program would be available. Mayor Miller pointed out preventable drownings was his number one goal, and the key was education. He extended his thanks to the Fire Chief for the fantastic job the department did on the beach this year. Fire Chief Silcox pointed out he couldn't do it without his staff, and it was a great group of lifeguards this year.

4.6 BUDGET/INVESTMENT SUMMARY: Commissioner Smith questioned the Airport rental that hasn't been paid and inquired what was being done. City Manager Martin replied one of the delinquent payments was scheduled to be paid off at the end of this month, and staff was continuing to work with the other delinquent payment.

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

YARD WASTE: Mr. Philip Chapman, 2120 Florida Avenue, explained he wanted to make sure the City Commission was aware of the problems with yard waste collection. He pointed out he lost a tree at his house due to the storm, and after he placed it in the swale it sat for three weeks. He commented throughout the City he sees piles of yard waste sitting and yet the City pays for that every month. He requested the City to hold the yard waste company accountable.

Mayor Miller questioned when the contract was up for negotiation. City Manager Martin replied summer of 2018, and explained staff has already started discussions about that. He stated he would share Mr. Chapman's comments with representatives of Advance Disposal.

CONCERN ABOUT CHANGES: Ms. Joan Bean, 141 North 15<sup>th</sup> Street, referred to the property at 14<sup>th</sup> and Lime and stated she heard the presentation last week. She commented she heard they were going to try to save that wetland, and expressed her concern that they are either going to do it or just throw it to the wind. She explained the City needs to protect the wetlands, and

expressed her concern about all the changes. She requested the City Commission to be aware of history and take care of what we have.

JOINT CITY AND COUNTY MEETING: Mr. Tony McAdoo, 2048 Natures Lane West, questioned who owns the beaches, who owns the oyster beds in the Amelia River, and who owns public broadcasting. He inquired when the next joint meeting would be between the City and the County. He pointed out the City and County have things in common including public safety, fire rescue, beach maintenance, the Arts Council, Tourist Development Council money, and the Comcast franchise. He expressed his opinion the City and County need to work together on planning, zoning, and transportation joint ventures. He also expressed his concern about the development of the properties at the corner of Lime and 14<sup>th</sup>.

Commissioner Kreger explained the City Commission met with the County in December. He stated the City works together with the County on a lot of different things that doesn't necessarily require a meeting. He commented he asked to have another meeting. It was noted the joint meetings between the City and the County Commissions were open public meetings. Commissioner Kreger pointed out they were waiting until the election was over for the next joint meeting.

8.1 FIRST READING OF ORDINANCE 2016-34 LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP: **A motion was made by Commissioner Smith, seconded by Commissioner Poynter, to postpone Ordinance 2016-34 until the October 4, 2016 Regular Meeting.** Commissioner Kreger explained he was opposed to this Ordinance and would vote against it. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6. CONSENT AGENDA: The following seven items were on the Consent Agenda and were approved by one motion with the exception of item 6.2 Resolution 2016-109, which was removed at the request of the City Manager.

6.1 APPROVAL OF MINUTES: According to the agenda support documents, the Special Meeting of August 16, 2016; and the Regular Meeting of August 16, 2016 were presented for approval. Staff recommended approval of the Minutes as presented. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.2 RESOLUTION 2016-109 AUTHORIZING PAYMENT FOR THE APPROVED SEWER AND REFUSE EXEMPTION LIST FOR FISCAL YEAR 2015/2016: According to the agenda support documents, this Resolution authorizes payment for nineteen accounts in the total amount of \$13,865.15. Staff recommended approval of Resolution 2016-109. City Manager Martin explained during his workday with utility billing it came to his attention that the City budgets approximately \$25,000 a year for this program to assist elderly, low income people with their sewer and refuse collection fees. He commented due to the lack of keeping up with cost of living changes the City continues to reject applicants because of their income. He stated when this program was adopted in 1985 the income limit was \$6,000 a year and as of this year the income limit was \$10,000. He pointed out the last six applicants this year were denied because they were over the income limit by \$2,000 to \$3,000. He explained over the years the number of

applicants helped has gone from 34 people at \$19,000 down to 19 people at \$13,000 of the \$25,000 that was budgeted. He stated he wanted to bring back to the City Commission an updated income guideline so the \$25,000 can be used to help the people that need it. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve Resolution 2016-109.** Commissioner Kreger inquired if it could be done sooner to be able to spend the money this year. City Manager Martin pointed out the new guidelines would be in place for the new fiscal year. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.3 RESOLUTION 2016-110 APPROVING NINE APPLICATIONS FOR CITY SEWER AND REFUSE EXEMPTION FOR FISCAL YEAR 2016/2017: According to the agenda support documents, this Resolution approves nine applications for exemption of payment for City Sewer and Refuse costs for the months of October 1, 2016 through September 30, 2017. Staff recommended approval of Resolution 2016-110. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.4 RESOLUTION 2016-111 AUTHORIZING THE AWARD OF BID #16-08 FOR PAINT, BODY REPAIR, AND TOWING TO FIRST COAST PAINT & BODY FOR FISCAL YEAR 2016/2017: According to the agenda support documents, this Resolution approves the award of Bid #16-08 to First Coast Paint & Body. Staff recommended approval of Resolution 2016-111. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.5 RESOLUTION 2016-112 AUTHORIZING THE AWARD OF BID #16-09 FOR FUEL SUPPLY TO GATE FUEL SERVICE; APPROVING AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2016/2017: According to the agenda support documents, this Resolution approves the award of Bid #16-09 to Gate Fuel Service, Inc. Staff recommended approval of Resolution 2016-112. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.6 RESOLUTION 2016-113 APPROVING THE AMENDMENT TO THE TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT): According to the agenda support documents, this Resolution approves the Amendment to the Traffic Signal Maintenance and Compensation Agreement between the City of Fernandina Beach and FDOT. Staff recommended approval of Resolution 2016-113. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.7 RESOLUTION 2016-114 APPROVING A LOBBYING SERVICES AGREEMENT BETWEEN THE CITY AND JACOBS SCHOLZ & ASSOCIATES, LLC FOR STATE AND FEDERAL LOBBYING SERVICES FOR FY 2016/2017: According to the agenda support documents, this Resolution approves the lobbying services agreement with Jacobs Scholz & Associates, LLC for FY 2016/2017. Staff recommended approval of Resolution 2016-114. **A**

**motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve the recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.1 RESOLUTION 2016-115 APPROVING A PROPOSAL FROM TB LANDMARK CONSTRUCTION, INC. IN AN AMOUNT NOT TO EXCEED \$281,150 FOR THE INSTALLATION OF A STORMWATER FORCE MAIN BY WAY OF A "PIGGYBACK AGREEMENT" TO THE BID AWARDED CONTRACT BETWEEN CLAY COUNTY UTILITY AUTHORITY AND TB LANDMARK CONSTRUCTION INC. According to the agenda support documents, this Resolution approves the proposal from TB Landmark Construction to perform the installation of a stormwater force main in an amount not to exceed \$281,150 as a "piggyback" agreement to Clay County Utility Authority. **A motion was made by Commissioner Kreger, seconded by Commissioner Poynter, to approve Resolution 2016-115.** Commissioner Kreger pointed out this was a significant amount of money to move forward with stormwater improvements. He stated this was part of the \$900,000 State money that was given to the City. Utilities Director John Mandrick explained this phase was to cover the directional drilling, and was a cost effective way to install a 12 inch pipe in the right-of-way along Atlantic Avenue, West 3<sup>rd</sup>, and North Fletcher without disturbing all the surface and roadways. He stated this would be at an average depth of 10 feet. He pointed out this was an experienced company and there shouldn't be any issues. He pointed out this was a key piece to get rid of potential stormwater in the area. He briefly explained there would be other items coming forward as part of this project, and reminded the City Commission the City had a permit with St. Johns River Water Management District to dig swales in that area too. Mayor Miller inquired if the utilities could be run there as well. Utilities Director Mandrick replied no. There was some discussion about this project. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.2 RESOLUTION 2016-116 AUTHORIZING THE CITY ATTORNEY TO ENGAGE QUALIFIED OUTSIDE LEGAL COUNSEL IN AN AMOUNT NOT TO EXCEED \$50,000 IN FISCAL YEAR 2016/2017 FOR CONFLICTS, CODE BOARD AND GENERAL ADVICE ON COMPLEX LEGAL MATTERS. City Attorney Bach explained this was a group of firms that work with her during the year and the total budget for outside counsel was \$50,000. She stated first she recommends Faltemier Rogers and Tomassetti & Prince for board conflicts; and for specialized legal matters Miriam Hill Esquire; Jacob Scholz & Associates; Nelson, Mullins, Riley & Scarborough; and Bryant Miller Olive. **A motion was made by Commissioner Smith, seconded by Commissioner Kreger, to approve Resolution 2016-116.** Mayor Miller commented Mr. Jacobs was a pivotal person in getting the stormwater money for the City. Commissioner Kreger pointed out Senator Bean and Representative Adkins were also very influential. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.3 RESOLUTION 2016-117 APPROVING AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2015/2016: According to the agenda support documents, this Resolution approves the transfer of funds within both the General Employees' Pension Fund and the Police/Fire Pension Fund. City Manager Martin explained this was to make sure certain budget lines in the pension account do not exceed their budget on a line by line basis for 2015/2016. **A motion was made by Commissioner Smith, seconded by Commissioner Kreger, to approve Resolution 2016-117. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.4 RESOLUTION 2016-118 APPROVING TWELVE MONTH RENEWALS FOR VARIOUS INSURANCE POLICIES COVERING CITY PROPERTY, GENERAL LIABILITY, WORKERS' COMPENSATION, LAW ENFORCEMENT LIABILITY, PUBLIC OFFICIALS' LIABILITY, AND AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE; APPROVING OTHER INSURANCE POLICIES COVERING MARINA, FLOOD, AIRPORT, AD&D, YOUTH ACCIDENT, ENVIRONMENTAL AND LIQUOR LIABILITY: According to the agenda support documents, this Resolution accepts the one year renewal offer by PGIT for insurance coverage including but not limited to, City property (buildings and contents), general liability, workers' compensation, law enforcement liability, public officials' liability, automobile liability, and property damage. City Attorney Bach explained this is the City's annual renewal for various lines of insurance, and reported that Mr. Shawn Woleshin of Hardin Associates was available to answer questions. **A motion was made by Commissioner Smith, seconded by Commissioner Poynter, to approve Resolution 2016-118.** Mayor Miller questioned what liquor liability was. City Attorney Bach explained because the City has a Golf Course that serves liquor as well as events the City has. Mayor Miller inquired if there was a discount if the City takes part in the Nassau Alcohol Crime and Drug Abatement Coalition (NACDAC) program. City Attorney Bach requested Mr. Woleshin to look into a discount for the bartender training. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.5 RESOLUTION 2016-119 AUTHORIZING THE ISSUANCE OF A CAPITAL IMPROVEMENT REFUNDING AND REVENUE NOTE, SERIES 2016A OF THE CITY IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$3,400,000 TO FINANCE CERTAIN CAPITAL IMPROVEMENTS, AS DESCRIBED HEREIN, TO CURRENTLY REFUND ALL OF THE CITY'S OUTSTANDING CAPITAL IMPROVEMENT REVENUE NOTE, SERIES 2011, TO CURRENTLY REFUND A PORTION OF THE CITY'S OUTSTANDING CAPITAL IMPROVEMENT REFUNDING REVENUE NOTE, SERIES 2010, AND TO PAY ASSOCIATED TRANSACTIONAL COSTS; PROVIDING THAT THE NOTE SHALL BE A LIMITED OBLIGATION OF THE CITY PAYABLE FROM NON-AD VALOREM REVENUES BUDGETED AND APPROPRIATED IN AN AMOUNT SUFFICIENT TO PAY THE MINIMUM DEBT SERVICE REQUIREMENT, AS PROVIDED HEREIN; PROVIDING FOR THE RIGHTS, SECURITIES, AND REMEDIES FOR THE OWNERS OF THE NOTE; MAKING CERTAIN COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; DESIGNATING THE NOTE A "QUALIFIED TAX-EXEMPT OBLIGATION" FOR PURPOSES OF SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE: According to the agenda support documents, this Resolution approves the execution of various documents pertaining to the Capital Improvement Refunding and Revenue Note. City Manager Martin pointed out copies of the summary were provided by Mr. Ed Stull, City's Financial Advisor. He stated this item and the following were for the revenue notes the City was about to issue. **A motion was made by Commissioner Poynter, seconded by Commissioner Kreger, to approve Resolution 2016-119.** The City Commission requested clarification about the notes. Mr. Ed Stull, Managing Director First Southwest, explained Resolution 2016-119 is for the capital improvement refunding revenue note series 2016A with an amount not to exceed \$3.4 million. He pointed out a Request for Proposal (RFP) was sent out to 28 different financial institutions and there were 7 responses. He stated the goal was to obtain the lowest cost of financing with the most flexible terms, and the purpose was to provide \$1.7 million dollars in new money for the railroad crossing at Alachua and Front Street and to purchase the ERP software. He explained the City was also refunding all or a portion of the series 2010 loan with SunTrust Bank with an interest rate of 2.41% and the 2011 capital improvement notes with SunTrust Bank with an interest rate of 2.43%. He stated the interest rates ranged from 1.32% to 2.13% and the one selected was First Federal Bank with a rate of 1.42% with no prepayment penalty. He pointed out with the

lower interest rate the savings on the existing debt was about \$24,000. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.6 RESOLUTION 2016-120 AUTHORIZING THE ISSUANCE OF A MARINA REFUNDING AND REVENUE NOTE, SERIES 2016B OF THE CITY IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$3,600,000 TO FINANCE CERTAIN MARINA IMPROVEMENTS AS DESCRIBED HEREIN, TO CURRENTLY REFUND ALL OF THE CITY'S OUTSTANDING MARINA REVENUE NOTES, SERIES 2009, TO CURRENTLY REFUND A PORTION OF THE CITY'S OUTSTANDING CAPITAL IMPROVEMENT REFUNDING REVENUE NOTE, SERIES 2010, AND TO PAY ASSOCIATED TRANSACTIONAL COSTS; PROVIDING THAT THE NOTE SHALL BE A LIMITED OBLIGATION OF THE CITY PAYABLE FROM NET REVENUES OF THE MARINA, TAX INCREMENT REVENUES FROM THE WATERFRONT COMMUNITY REDEVELOPMENT AREA, AND, IF NECESSARY, NON-AD VALOREM REVENUES BUDGETED AND APPROPRIATED IN AN AMOUNT SUFFICIENT TO PAY THE MINIMUM DEBT SERVICE REQUIREMENT, ALL AS PROVIDED HEREIN; PROVIDING FOR THE RIGHTS, SECURITIES, AND REMEDIES FOR THE OWNERS OF THE NOTE; MAKING CERTAIN COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; DESIGNATING THE NOTE A "QUALIFIED TAX-EXEMPT OBLIGATION" FOR PURPOSES OF SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE: According to the agenda support documents, this Resolution approves the execution of various documents pertaining to the Marina Refunding and Revenue Note. Mr. Stull explained this was for the Marina refunding and revenue note series 2016B and the RFP was sent to 28 institutions and there were 6 responses. He stated the interest rate was 1.92% for a ten year term. He pointed out the purpose was to provide new money financing to reimburse the City for the purchase of the Vuturo lot and other Marina projects as well as \$2.4 million dollars in refunding existing loans. He explained the City would be saving money as a result of going out for the new financing, and the savings was around \$78,000. He recommended the proposal from First Federal Bank. **A motion was made by Commissioner Poynter, seconded by Commissioner Kreger, to approve Resolution 2016-120. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

8.1 FIRST READING OF ORDINANCE 2016-34 LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP: The City Commission deviated from the agenda and heard this item before the Consent Agenda (item 6), and postponed Ordinance 2016-34 to the October 4, 2016 Regular Meeting.

9.1 SECOND READING OF ORDINANCE 2016-17 UTILITIES FEE SCHEDULE: City Attorney Bach read ordinance 2016-17 by title only, which was as follows: “AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, 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.” The public hearing was opened at this time.

Ms. Marian Phillips, 724 South 6<sup>th</sup> Street, requested the City Commission to not approve the 3% increase. She explained when she bought her house in 2010 her water bill was about \$60 a month and just using water for herself her bill runs \$78 a month. She commented an acquaintance that lives alone her bill was \$90 a month. She stated she thought it was time for the rates to decrease or stay what they are. She briefly commented about her electric bill that was \$300 last month and \$274 this month. She explained it was ridiculous to be paying these kind of rates.

Commissioner Kreger explained the City Commission was committed to the 3% due to loan covenants. He stated the direction was to look at reducing the rate when this was paid off. Utilities Director John Mandrick explained this was part of the bond covenants because there is a pro forma written as part of the bond that says what the City is going to do and how it is going to run its utility. He stated it says the City would raise the rates 3% per year or the greater of the consumer price index (CPI). He commented there are other alternatives, and the City has a franchise fee on the water that could be looked at. He noted Ms. Phillips concerns, and explained he was trying to keep the portion as low as possible. He pointed out garbage and stormwater were bundled into the water bill as well as wastewater. He stated there is a water tax of 5-10%, which is not dictated by the bond and that is the portion the City has control over as part of the budgeting process. It was noted the 3% each year was mandatory until the bond is completely paid off. There was some discussion about this, and Mayor Miller requested information to come back about the water tax.

**A motion was made by Commissioner Kreger, seconded by Commissioner Poynter, to approve Ordinance 2016-17.** Ms. Phillips requested the City to also look at the tax on the electric bill. She provided further comments about this and explained she was a very conservative person. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

Mayor Miller requested the PACE program information be provided to Ms. Phillips, which would be for improvements for her home that could be rolled into her tax bill.

9.2 SECOND READING OF ORDINANCE 2016-23 MASTER FEE SCHEDULE: City Attorney Bach read ordinance 2016-23 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA 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." The public hearing was opened at this time and there being no comments from the floor, the public hearing was closed. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve Ordinance 2016-23. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.3 SECOND READING OF ORDINANCE 2016-24 VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD: Mr. Jon Lasserre, 960185 Gateway Boulevard Suite 203, requested that items 9.3; 9.4; and 9.5 be continued to the next available City Commission meeting on October 4<sup>th</sup>. **A motion was made by Commissioner Kreger, seconded by Commissioner Poynter, to postpone items 9.3; 9.4; and 9.5 until the October 4<sup>th</sup> Regular Meeting. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.4 SECOND READING OF ORDINANCE 2016-25 FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD: This item was postponed until the October 4<sup>th</sup> Regular Meeting per the motion made under item 9.3.

9.5 Quasi-judicial – SECOND READING OF ORDINANCE 2016-26 ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD: This item was postponed until the October 4<sup>th</sup> Regular Meeting per the motion made under item 9.3.

9.6 SECOND READING OF ORDINANCE 2016-27 FUTURE LAND USE MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE: City Attorney Bach read ordinance 2016-27 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The public hearing was opened at this time and there being no comments from the floor, the public hearing was closed. **A motion was made by Commissioner Smith, seconded by Commissioner Kreger, to approve Ordinance 2016-27.** Mr. Jon Lasserre was available to answer questions. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.7 Quasi-judicial – SECOND READING OF ORDINANCE 2016-28 ZONING MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE: City Attorney Bach read ordinance 2016-28 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The quasi-judicial public hearing was opened at this time and there being no comments from the floor, the quasi-judicial public hearing was closed. **A motion was made by Commissioner Kreger, seconded by Commissioner Poynter, to approve Ordinance 2016-28.** **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.8 SECOND READING OF ORDINANCE 2016-29 FUTURE LAND USE MAP AMENDMENT - 1940 S. FLETCHER AVENUE: City Attorney Bach read ordinance 2016-29 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The public hearing was opened at this time. Mr. Jon Lasserre was available to answer questions. **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to approve Ordinance 2016-29.** **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.9 Quasi-judicial – SECOND READING OF ORDINANCE 2016-30 ZONING MAP AMENDMENT - 1940 S. FLETCHER AVENUE: City Attorney Bach read ordinance 2016-30 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The quasi-judicial public hearing was opened at this time and there being no comments from the floor, the quasi-judicial public hearing was closed. **A motion was made by Commissioner Smith, seconded by Commissioner Kreger, to approve Ordinance 2016-30.** **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

10.1 ARTS AND CULTURE NASSAU: According to the agenda support documents, there was one (1) appointment for Arts and Culture Nassau. **A motion was made by Commissioner Poynter, seconded by Commissioner Kreger, to appoint Mr. Richard Smith to Arts and Culture Nassau. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

10.2 AIRPORT ADVISORY COMMISSION: According to the agenda support documents, there was one (1) appointment for the Airport Advisory Commission (AAC). **A motion was made by Commissioner Poynter, seconded by Commissioner Smith, to appoint Mr. Aaron Morgan to the Airport Advisory Commission.** Commissioner Kreger noted the AAC Chair had recommended Mr. Wood, and commented it was interesting to have so many applicants. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

10.3 BOARD OF TRUSTEES OF THE GENERAL EMPLOYEES' PENSION PLAN: According to the agenda support documents, there was one (1) appointment for the Board of Trustees of the General Employees' Pension Plan. **A motion was made by Commissioner Smith, seconded by Commissioner Kreger, to reappoint Mr. Beano Roberts to the Board of Trustees of the General Employees' Pension Plan. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

11.1 DISCUSSION – DIRECTION – ACTION ITEM - BALLOON BAN RESOLUTION: Commissioner Kreger presented a slide showing a program that has been implemented in many cities and counties in South Florida. He stated it is a three prong program and requested the consensus of the City Commission to proceed with exploring this program. He explained that level 1 is education, level 2 is education and signs, and level 3 would potentially be an Ordinance. He pointed out the Loggerhead Marineline Center will provide the educational material and signage. He clarified his suggestion was to look at this for the three main beach areas, because balloons are not only a hazard to sea turtles but shore birds also. Commissioner Smith inquired if there was anything for enforcement of this. Commissioner Kreger explained it would start with education and signs. He commented there is the potential for an Ordinance, but he didn't know that the City needed to do that yet. There was a brief discussion about this, and *the consensus of the City Commission was move forward to explore the balloon ban program through Loggerhead Marineline Center.*

#### CITY MANAGER REPORTS:

THANKS: City Manager Martin thanked Commissioner Kreger and Mr. Jeremiah Glisson for their participation in the recent recycling webinar sponsored by Republic Waste Services. He reported he has additional meetings scheduled with other waste haulers to explore other opportunities with regard to recycling, yard waste, and solid waste collection as the City moves toward the conclusion of the current contract.

FORENSIC INVESTIGATION: City Manager Martin stated the forensic investigation with regard to the Parks and Recreation Department the Request for Proposals was scheduled to be published this week. He explained the responses would be presented to the City Commission in October for review.

WORKDAY: City Manager Martin reported tomorrow he would be spending the day with the Police Department as part of his monthly workday.

DRAFT

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TRIVIA NIGHT: City Manager Martin reminded the community that tomorrow night is Trivia Night at the Golf Course.

EVENTS: City Manager Martin noted there was a Micah's Place Fundraiser Friday, September 23<sup>rd</sup>. He explained the Parks and Recreation Community Yard Sale would be held Saturday, October 1<sup>st</sup> starting at 8 am.

BUDGET: City Manager Martin expressed his thanks for the support on the budget.

CITY ATTORNEY REPORTS:

OCTOBER 4<sup>th</sup> MEETING: City Attorney Bach briefly commented that the October 4<sup>th</sup> City Commission Regular Meeting would be very busy.

CITY CLERK REPORTS: The City Clerk had no reports at this time.

MAYOR/COMMISSIONER COMMENTS:

FLORIDA LEAGUE OF CITIES: Commissioner Kreger reported that next Friday he would be going to the Florida League of Cities Energy/Environmental Resource Committee in Orlando.

THANKS: Mayor Miller thanked the City Manager for the article on recycling this week, and commented the public outreach is excellent.

ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 7:33 pm.

ATTEST:

\_\_\_\_\_  
CAROLINE BEST  
City Clerk

\_\_\_\_\_  
JOHN A. MILLER  
Mayor-Commissioner

The City Commission of the City of Fernandina Beach, Florida, met in a Regular Meeting on Tuesday, October 4, 2016 at 6:00 pm in the City Commission Chambers. Present were Mayor John A. Miller presiding, Vice-Mayor Robin Lentz, Commissioners Len Kreger, Tim Poynter, and Roy G. Smith. Also present were City Manager Dale L. Martin, City Attorney Tammi Bach, and City Clerk Caroline Best.

Mayor Miller called the meeting to order and led the Pledge of Allegiance to the Flag. The invocation was then given by Fernandina Beach Police Department Chaplain Don McFadyen.

**AGENDA CHANGES:** Item 4.2 was heard first on the agenda and Mayor Miller announced that items 9.3 through 9.6 were requested by staff to be postponed. City Clerk Best clarified that these items would be tabled until the next City Commission meeting (October 18, 2016). City Attorney Bach announced that for item 8.1 staff was recommending to move the item to the October 18<sup>th</sup> meeting. **A motion was made by Vice-Mayor Lentz, seconded by Commissioner Poynter, to table item 8.1 to the October 18, 2016 City Commission Regular Meeting. Vote upon passage of the motion was taken by ayes and nays and was as follows:**

<b>Vice-Mayor Lentz:</b>	<b>Aye</b>
<b>Commissioner Poynter:</b>	<b>Aye</b>
<b>Commissioner Kreger:</b>	<b>Nay</b>
<b>Commissioner Smith:</b>	<b>Nay</b>
<b>Mayor Miller:</b>	<b>Aye</b>

**Motion carried.**

4.2 PROCLAMATION – “NATIONAL RED RIBBON WEEK”: Members of the Young Marines of the Marine Corps League briefly explained “National Red Ribbon Week” is the oldest and largest drug prevention program in the nation reaching millions of young people each year and helping citizens across the country come together to keep communities healthy, safe, and drug free. Mayor Miller read the Proclamation in full recognizing “National Red Ribbon Week” a campaign established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts and presented a copy to members of the Young Marines of the Marine Corps League.

4.1 PROCLAMATION – “NATIONAL SENIOR CENTER MONTH”: Mayor Miller read the Proclamation in full recognizing “National Senior Center Month”, which celebrates the important role senior centers play in enriching the lives of senior citizens and presented a copy to Ms. Janice Ancrum for the Nassau County Council on Aging. Ms. Ancrum commented they do a lot for seniors and the centers help many seniors come together. She thanked the City for their partnership with the Island Hopper and the support the City has given the Council on Aging to be able to help seniors in their time of need.

4.2 PROCLAMATION – “NATIONAL RED RIBBON WEEK”: The City Commission deviated from the agenda and heard this item first on the agenda.

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA: There were no public comments regarding items not on the agenda or items on the Consent Agenda.

6. CONSENT AGENDA: The following two items were on the Consent Agenda and were approved by one motion.

6.1 CORRECTED RESOLUTION 2016-107 APPROVING THE CREATION OF A PROPERTY ASSESSED CLEAN ENERGY (PACE) PROGRAM AND ENTERING INTO AN INTERLOCAL AGREEMENT WITH THE TOWN OF LAKE CLARKE SHORES, FLORIDA AND THE FLORIDA DEVELOPMENT FINANCE CORPORATION TO CREATE A PACE DISTRICT UNDER FLORIDA LAW; UPON EXECUTION, AUTHORIZING RENOVATE AMERICA TO OFFER PACE FINANCING IN FERNANDINA BEACH; ENTERING INTO A DONATION AGREEMENT WITH RENOVATE AMERICA; PROVIDING FOR AUTHORIZATION OF CITY OFFICIALS; PROVIDING DIRECTIONS TO CITY CLERK; AND PROVIDING FOR AN EFFECTIVE DATE: According to the agenda support documents, this corrected Resolution approves creation of a Property Assessed Clean Energy Program through Florida Development Finance Corporation and Renovate America. Staff recommended approval of corrected Resolution 2016-107. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve staff's recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

6.2 RESOLUTION 2016-121 APPROVING FINAL PLAT, PAB CASE 2016-21 TITLED "COASTAL COTTAGES": According to the agenda support documents, this Resolution accepts and approves the plat titled "Coastal Cottages" as a final plat. Staff recommended approval of Resolution 2016-121. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve staff's recommendation. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.1 SECOND PUBLIC HEARING - DEVELOPMENT AGREEMENT - RAYONIER PERFORMANCE FIBERS, LLC AND LIGNOTECH, FLORIDA, LLC - RESOLUTION 2016-108 APPROVING A DEVELOPMENT AGREEMENT WITH RAYONIER PERFORMANCE FIBERS, LLC AND LIGNOTECH, FLORIDA, LLC: City Attorney Bach explained this was the second public hearing for the Development Agreement with LignoTech Florida, LLC. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve Resolution 2016-108.**

Ms. Laura DiBella, Nassau County Economic Development Board, extended her thanks for the City's support for this project since day one. She pointed out it speaks a tremendous message to the business community. She commented this is a unique opportunity for us to participate in this competitive situation for this particular project. She expressed her appreciation to the City Commission for their work and service to the community.

Mr. Mike Zaffaroni, 474389 East State Road 200, briefly commented about the unique balance between the coastline, agriculture, hotels, businesses, and industry. He expressed his opinion that jobs are the most critical driver to a healthy local economy and specifically higher wage jobs to give our children opportunities to work and grow at home. He provided further comments in support of manufacturing jobs that support the use of an existing by product that is currently being burned into an innovative cutting edge product that reduces pollution.

Mr. Mike Collazo, attorney with a law firm specializing in environmental regulation and land use law, stated he reviewed the agreement and commented the noticing of this agreement satisfies statutory requirements in every respect. He commented it is a strong agreement that meets all statutory requirements and urged the City Commission to approve it.

Ms. Reha London, 416 South 7<sup>th</sup> Street, commented she was glad to know there would be a resolution to the black soot from the burn off of the by product. She expressed her support of industry in the City and stated her concern was for them to use the 500 year floodplain. She inquired where that was in the agreement. Commissioner Kreger explained when the facility gets built it would be identified under a class from the Florida Building Code and the American Standards of Civil Engineers. He stated if it is a class four then it would be two feet or the 500 year whichever is higher. Ms. London questioned if the citizens were not satisfied with a decision is there a window of time to address that issue. City Attorney Bach explained this was the final hearing on the development agreement and then there are following items with regard to where the City has its minimum requirement. She stated right now it is at the 100 year floodplain level in the development agreement (1 foot above the base flood elevation). There was a brief discussion about this.

Mr. Jonathan Levitt, 1891 South 14<sup>th</sup> Street, on behalf of the Chamber and a local business owner, expressed support of the LignoTech project, because it will help contribute to our vibrant economy on the island. He pointed tourism and industry are not incompatible, and briefly explained how during the off-season local restaurants, hotels, and small businesses are thriving. He commented Rayonier is wrapping up their annual shut down, which brings in nearly 1,000 outside contractors into town. He stated following Rayonier's shut down WestRock was planning to go through the same cycle, which means heads in beds and tables full at restaurants. He provided further comments in support of the development agreement.

Ms. Julie Ferreira, 501 Date Street, commented the question is where LignoTech's storage compartments/tanks are going to be. She reminded the community in August in South Louisiana they had flooding that was above the 1,000 year floodplain. She expressed her hope that the City could be smarter and plan smarter. She stated what is done here not only affects LignoTech, but storage of hazardous materials in the floodplain from now on. She pointed out after Hurricane Katrina there was arsenic and other chemicals in the soil which exceeded the Environmental Protection Agency (EPA) health requirements. She explained she wanted to know that the City was doing everything in its capacity to protect people.

Mr. Frank Santry, 1005 South 19<sup>th</sup> Street, questioned if the City, LignoTech, and Rayonier agree that the letter agreement does not modify the developer's obligation to adhere to all provisions of the current City flood ordinance if they are more demanding than the Land Development Code (LDC). He clarified his question was whether the Fernandina Beach flood code trumps the provisions of this letter. City Attorney Bach clarified the agreement says the agreement complies with all of the LDC regulations and the Comprehensive Plan. She stated the City's floodplain management ordinance is in the municipal code not the LDC. She explained whatever is the strictest applies. It was noted this was also Rayonier's understanding.

Mr. Russell Schweiss, representing Rayonier Advanced Materials, 10 Gum Street, extended his thanks to the City Commission and staff for their efforts on this.

Commissioner Kreger commented this has been a long process and it does not become effective until 31 days after the second reading of the Comprehensive Plan. He pointed out the floodplain ordinance incorporates the Florida Building Code, which incorporates the American Society of Civil Engineers and the Code of Federal Regulations with regard to the floodplain. He explained that will determine what they build. He stated the mills will be required to pull permits with the City, and commented he would like to see paragraph 9 in the development agreement moved to 2 feet above freeboard. Commissioner Smith explained at the last meeting he asked both mills if they would agree to 2 feet of freeboard, and at that meeting they both said yes. There was some discussion about the motion on the floor and relying on the Federal and State regulations for what is required. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

7.2 BUDGET AMENDMENT / AGREEMENT APPROVAL – ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) GRANT – RESOLUTION 2016-122 AUTHORIZING A COST-SHARE AGREEMENT WITH ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) TO ACCEPT \$575,000 TO CONSTRUCT SWALES FOR FLOOD PROTECTION; APPROVE AN AMENDMENT TO INCREASE THE TOTAL CITY BUDGET AND AMEND THE FIVE YEAR CAPITAL PLAN (CIP): According to the agenda support documents, this Resolution authorizes the City to enter into a cost-share agreement with SJRWMD to accept an award of \$575,000 and to provide the sum of \$50,000 for the construction of a storm water swale program. Also authorizes an amendment to the FY 2016/2017 budget and the Five-Year Capital Improvement Plan. **A motion was made by Commissioner Kreger, seconded by Vice-Mayor Lentz, to approve Resolution 2016-122.** Commissioner Kreger commented this is phase II of \$600,000 plus for the stormwater project and part of the \$1.5 million that has been acquired over the last 6 to 8 months to address a 20 year problem. He provided further comments in support of this Resolution. Mayor Miller reported he spoke with the Governor this afternoon regarding storm preparation, and personally thanked him for the funding. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

8.1 FIRST READING OF ORDINANCE 2016-34 LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP: *This item was tabled until the October 18, 2016 Regular City Commission Meeting.*

9.1 SECOND READING OF ORDINANCE 2016-19 COMPREHENSIVE PLAN AMENDMENT – CONSERVATION AND COASTAL MANAGEMENT ELEMENT POLICIES: City Attorney Bach read Ordinance 2016-19 by title only, which was as follows: “AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, 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.” The public hearing was opened at this time.

Mr. Frank Santry, 1005 South 19<sup>th</sup> Street, commented he doesn't like added environmental risk, but the proposed project promises air quality improvements over the status quo and the City officials seem committed to establishing public safety standards for hazardous materials in the community. He expressed his concern that the project would introduce additional hazardous materials in the floodplain, but reluctantly he supports that change based on conferences with City staff. He requested consideration that the LDC must have a higher standard for hazardous materials and waste than those required for other residential and commercial floodplain building requirements. He suggested the

City separately consider freeboard issues including normal tide variation, storm surge, sea level rise, and freeboard above the 100 year base elevation. He provided additional comments with regard to this Ordinance and explained these suggestions were provided to each of the Commissioners.

Mr. Russell Schweiss, 10 Gum Street, pointed out this was not the only thing that governs how these facilities are built. He commented the floodplain management ordinance references the American Society of Civil Engineer standards, which is something they build to for the fact they want to protect their assets. He explained this comprehensive plan amendment adds a provision that isn't otherwise required, and that is flood proofing. He stated most standards require that you elevate or you flood proof, and the City goes above and beyond any standards because of this additional requirement. He expressed support of the proposed amendment.

Ms. Anne Thomas, 402 Date Street, expressed her dismay with the weakening of the conservation and coastal management policies. She agreed with Mr. Santry and questioned why the Commission doesn't listen to the citizens that show up. She pointed out people want to see our floodplain areas protected.

Ms. Julie Ferreira, 501 Date Street, explained after the flood in Louisiana they are starting to realize climate change is causing concern and more frequent flood events are probably headed their way. She pointed out anything that gets stirred up in the floodplain in the industrial corridor will ultimately end up in the downtown neighborhoods. She requested the City Commission do everything possible to mitigate any potential hazards for citizens including maintaining high standards in coastal management protection.

Commissioner Kreger requested staff to explain the change. Community Development Department (CDD) Director Marshall McCrary stated the change proposed in the adoption package was the result from a comment received by the Regional Council, which expressed concerns with consistency with the regional policy plan. He explained the City represented that it didn't necessarily prefer the connection to a zoning district being based in the Comprehensive Plan, but it should be tied to some Comprehensive Plan component. He stated this change rather than tying the limitation of storage of hazardous materials to heavy industrial zoning would be a change to properties that carry the Industrial Future Land Use designation. He pointed out the LDC components apply the technical standards associated with this relief of the strict prohibition on hazardous materials, and that is a companion piece that would be sent forward for consideration. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve Ordinance 2016-19. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.2 SECOND READING OF ORDINANCE 2016-09 LAND DEVELOPMENT CODE AMENDMENT: City Attorney Bach read Ordinance 2016-09 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE CHAPTER 1 SECTION 1.07.00 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." The public hearing was opened at this time and there being no comments from the floor the public hearing was closed. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve Ordinance 2016-09 with the amendment to accept the two staff recommendations.** Commissioner Kreger inquired if there were staff

recommendations with this item. CDD Director McCrary referred to 3.02.06 (B)(1)(b) and pointed out staff had a different opinion than industry. He stated staff felt it was important to prohibit the storage of hazardous materials in the coastal high hazard area, and industry's suggestion was to soften it and say it would be allowed as long as it's built in compliance with the section. He clarified the coastal high hazard area are those lands which are subject to inundation by storm surge for a category 1 storm. He stated the second item was 3.02.06(B)(10) and staff recommended continuing to have that section, because it identifies a specific use in the list of permissible uses by zoning district. He explained staff supports the elimination of bulk storage yards for solids or bulk storage yards for liquids of hazardous materials as a primary stand-alone use. Commissioner Kreger expressed support of staff's two recommendations. City Attorney Bach explained these two changes would come under the list of what would be prohibited primary uses in an area of special flood hazard. She commented the two mills sites are in a special flood high hazard area, and storage of hazardous materials is not a primary use on their property. After a brief discussion about this, Commissioner Poynter amended his motion to accept the two staff recommendations. Vice-Mayor Lentz seconded. City Attorney Bach explained if the motion passes it will be worded that hazardous materials shall not be stored in the coastal high hazard area and the other would be shown as a primary use bulk storage yards of liquid or solid hazardous materials. **Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.3 SECOND READING OF ORDINANCE 2016-13 COMPREHENSIVE PLAN AMENDMENT – 8TH STREET: *This item was tabled until the October 18, 2016 Regular City Commission Meeting.*

9.4 SECOND READING OF ORDINANCE 2016-14 LARGE SCALE FUTURE LAND USE MAP AMENDMENTS – 8TH STREET: *This item was tabled until the October 18, 2016 Regular City Commission Meeting.*

9.5 SECOND READING OF ORDINANCE 2016-15 LAND DEVELOPMENT CODE TEXT AMENDMENT – 8TH STREET: *This item was tabled until the October 18, 2016 Regular City Commission Meeting.*

9.6 Quasi-judicial - SECOND READING OF ORDINANCE 2016-16 ZONING CHANGE – 8TH STREET: *This item was tabled until the October 18, 2016 Regular City Commission Meeting.*

9.7 SECOND READING OF ORDINANCE 2016-24 VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD: City Attorney Bach read Ordinance 2016-24 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, ANNEXING 7.91 ACRES OF LAND LOCATED AT 3017 AND 3021 AMELIA ROAD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE." The public hearing was opened at this time.

Ms. Lauri Hemke, 751 Barrington Drive, representing the Barrington neighborhood, Isle De Mai, and homes along 14<sup>th</sup> and Amelia Parkway, explained they are opposed to the multi-density zoning of the area. She commented homeowners in Barrington met with Mr. Lasserre and the developer and most of the issues raised at the Planning Advisory Board (PAB) meeting were addressed. She noted Aspire plans on building roughly 30 homes in the area, and that is about the same size as Barrington. She expressed her concern that by allowing the multi-density that it was paving the way for something different down the road. She also expressed a concern with the impact to the environment, and noted

in the County they had put stipulations on Aspire's building. She commented if approved Barrington requests that they work with the neighbors.

Mr. Jon Lasserre, 960185 Gateway Boulevard, representing Aspire – developer for the project, expressed his thanks for the Commission's consideration. He pointed out this was three separate items that are bound together, and explained the annexation, the future land use map amendment, and the zoning are just the first step in the process. He commented they have to meet all the requirements of the City including the tree ordinance and other requirements.

The public hearing was closed at this time. **A motion was made by Commissioner Kreger, seconded by Commissioner Smith, to approve Ordinance 2016-24.** Commissioner Poynter explained he did not vote for this the first time because he was not aware of the project to the extent he felt comfortable with approving it. He stated he met with the attorney and realtor on this and they assured him that this project makes sense. Mayor Miller commented he was in the same situation as Commissioner Poynter. Vice-Mayor Lentz pointed out the City Commission does not have the authority to tell the developer they have to work with the neighbors. She encouraged the project's attorney and the realtor to reach out to the neighbors. After a brief discussion about this, **vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.8 SECOND READING OF ORDINANCE 2016-25 FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD: City Attorney Bach read Ordinance 2016-25 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The public hearing was opened at this time and there being no comments from the floor the public hearing was closed. **A motion was made by Commissioner Poynter, seconded by Commissioner Kreger, to approve Ordinance 2016-25. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.9 Quasi-judicial - SECOND READING OF ORDINANCE 2016-26 ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD: City Attorney Bach read Ordinance 2016-26 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, 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." The quasi-judicial public hearing was opened at this time and there being no comments from the floor the quasi-judicial public hearing was closed. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve Ordinance 2016-26. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.10 SECOND READING OF ORDINANCE 2016-32 LAND DEVELOPMENT CODE AMENDMENT: City Attorney Bach read Ordinance 2016-32 by title only, which was as follows: "AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE (LDC) FOR PURPOSES OF REDEFINING THE INDUSTRIAL (I-1) ZONING DISTRICT AS LIGHT INDUSTRIAL (I-1), SHIFTING THE INDUSTRIAL AIRPORT (I-A) ZONING DISTRICT TO ONLY THE

OPERATIONAL AREA OF THE MUNICIPAL AIRPORT, CREATING A NEW ZONING DISTRICT CALLED HEAVY INDUSTRIAL (I-2), AND ADJUSTING PROVISIONS FOR THE INDUSTRIAL ZONING CATEGORIES OF I-1, I-A, AND I-2 FOR SPECIFIC USES, DESIGN REQUIREMENTS, TREE PROTECTION AND LANDSCAPE CRITERIA AS CONTAINED IN LDC CHAPTERS 2 AND 4, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.” The public hearing was opened at this time.

Ms. Judith Lane, 2408 Los Robles Drive, reminded the City Commission of her comments in support of this at first reading. She explained there was a subcommittee that worked on this that included representatives from the mills, the Tree Conservancy, and others. She stated this separates heavy industry like it was back in 2004 and it also gives light industrial the ability to have hotels. She provided further comments about the Ordinance and urged the City Commission to approve the Ordinance.

The public hearing was closed at this time. **A motion was made by Commissioner Poynter, seconded by Vice-Mayor Lentz, to approve Ordinance 2016-32. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9.11 Quasi-judicial - SECOND READING OF ORDINANCE 2016-33 ZONING MAP AMENDMENT: City Attorney Bach read Ordinance 2016-33 by title only, which was as follows: “AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, CHANGING THE ZONING MAP FROM INDUSTRIAL (I-1) ZONING TO INDUSTRIAL AIRPORT (I-A) ZONING FOR THE AIRPORT OPERATIONAL AREA TOTALING APPROXIMATELY 362 ACRES OF LAND AND REQUESTING A CHANGE FROM INDUSTRIAL AIRPORT (I-A) ZONING TO LIGHT INDUSTRIAL (I-1) ZONING FOR PROPERTY SURROUNDING THE AIRPORT TOTALING APPROXIMATELY 301 ACRES OF LAND AND CHANGE OF ZONING FOR THE PROPERTY LOCATED AT 6 GUM STREET FROM INDUSTRIAL (I-1) TO HEAVY INDUSTRIAL (I-2), EXCEPTING LAND CURRENTLY ZONED CONSERVATION (CON) TOTALING APPROXIMATELY 210 ACRES AND CHANGE OF ZONING FOR PROPERTY LOCATED AT 600 N. 8TH STREET AND FRANKLIN STREET FROM INDUSTRIAL (I-1) TO HEAVY INDUSTRIAL (I-2) TOTALING APPROXIMATELY 230 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.” The quasi-judicial public hearing was opened at this time and there being no comments from the floor the quasi-judicial public hearing was closed. **A motion was made by Commissioner Kreger, seconded by Commissioner Smith, to approve Ordinance 2016-33. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

#### CITY MANAGER REPORTS:

STORM PREPARATION: City Manager Martin reported he received the latest report from Fire Chief Silcox as of 5 pm and the last update the storm was further to the west. He stated it remains a Category 4 about 860 miles south southeast of Mayport moving around 10 miles per hour with maximum wind speeds around 145 miles per hour. He explained the City has been in constant contact with State Emergency Management Personnel and the current estimated time of passing our area is Friday afternoon. He pointed out if an evacuation is ordered City personnel and equipment will comply with the order to evacuate. He stated Fire Trucks and Police Cruisers that are 6-8 feet under water will most likely not function. He explained personnel and equipment will return when it is deemed safe by appropriate officials. He stated no garbage collection is scheduled for Friday and collections after that day would be based on after effects of the storm. He urged the community to

prepare their hurricane kits, secure personal items, etc. He pointed out the City would continue to provide additional information to the local media outlets for distribution.

CITY ATTORNEY REPORTS:

STATE OF EMERGENCY: City Attorney Bach explained as of 12:01 am the City would have declared a State of Emergency, and pointed out the documents were signed earlier this evening.

AMENDMENT: City Attorney Bach stated if it was business as usual Thursday morning Commissioner Kreger, City Planner Kelly Gibson, and she would make a presentation on the Comprehensive Plan amendment regarding hazardous material storage at the Northeast Florida Regional Planning Council.

ORDINANCES: City Attorney Bach commented some of the City's Ordinances have not been reviewed in a long time, and reported staff was in the process of reviewing the Ordinances to ensure they are up to date and enforceable and the ones that are not would be brought for review to the City Commission.

CITY CLERK REPORTS: The City Clerk had no reports at this time.

MAYOR/COMMISSIONER COMMENTS:

STORM: Vice-Mayor Lentz encouraged the community to stay tuned to what is happening with the storm to stay safe.

NO THURSDAY MEETING: Commissioner Poynter reported there would be no Thursday meeting this week.

LEGISLATIVE POLICY: Commissioner Kreger reported he attended the League of Cities legislation committee related to energy and natural resources. He explained it would be setting two policies that will go to the State and one deals with septic tanks.

STORM UPDATE: Mayor Miller pointed out the storm update information is available on the Nassau County Emergency Update website, which is easily accessible as well as their Facebook page. He reported the City was briefed today by the County Preparation Unit and it was mentioned during the Governor's briefing that this barrier island is the most problematic evacuation area in the Northeast Florida region. He stressed the importance of not waiting until the last minute to evacuate, and please do what the public safety people are recommending to be done.

ADJOURNMENT: There being no further business to come before the City Commission, the meeting was adjourned at 7:35 pm.

ATTEST:

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CAROLINE BEST  
City Clerk

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JOHN A. MILLER  
Mayor-Commissioner

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Resolution 2016-139**  
Facilities Use Agreement – Puerto Rico Air National Guard

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Resolution 2016-139**

SYNOPSIS: The Puerto Rico Air National Guard wishes to conduct annual field training at the Fernandina Beach Municipal Airport from July 5, 2017, through July 23, 2017.

Training will be a continuous use of facilities with the principal set-up location on closed Runway 18/36 within the area bounded by Runway 13/31, Taxiway D, Taxiway C, and Remote Aircraft Parking Area. The training activity will not affect normal operations of the Airport.

The Airport Advisory Commission reviewed this request at its meeting on October 10, 2016, and offered no objections. The Federal Aviation Administration (FAA) will be notified of this event.

FISCAL IMPACT: The fee for the use of the facility is \$250.00 which will be deposited into the Airport Other Revenue Account # 420-369.9000.

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 that the City Commission adopt proposed Resolution 2016-139. *DLM*

DEPARTMENT DIRECTOR	Submitted by: Stephanie A. Morgan, Airport Manager	Date: 10/25/16
CONTROLLER	Approved as to Budget Compliance <i>PHC</i>	Date: 11/4/16
CITY ATTORNEY	Approved as to Form and Legality <i>TEB</i>	Date: 11/7/16
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DLM</i>	Date: 10/28/16

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

RESOLUTION 2016-139

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING A FACILITIES USE AGREEMENT FOR THE PUERTO RICO AIR NATIONAL GUARD TO CONDUCT ANNUAL FIELD TRAINING FROM JULY 5, 2017 THROUGH JULY 23, 2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Puerto Rico Air National Guard wishes to conduct annual field training at the Fernandina Beach Municipal Airport from July 5, 2017, through July 23, 2017; and

WHEREAS, training will be a continuous use of facilities with the principal set-up location on closed 18/36 Runway within the area bounded by Runway 13/31, Taxiway D, Taxiway C, and Remote Aircraft Parking Area, and the training activity will not affect normal operations of the Airport; and

WHEREAS, the fee for the use of the facility is \$250.00 which will be deposited into the Airport Other Revenue Account # 420-369.9000.

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 Facilities Use Agreement, attached hereto as "Exhibit A", for the Puerto Rico Air National Guard to conduct annual field training at the Fernandina Beach Municipal Airport from July 5, 2017, through July 23, 2017.

SECTION 2. The City Manager and City Clerk are hereby authorized to execute said agreement, upon review and approval by the City Attorney.

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

ADOPTED this 15th day of November, 2016.

CITY OF FERNANDINA BEACH

\_\_\_\_\_  
Commissioner – Mayor

ATTEST:

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

APPROVED AS TO FORM & LEGALITY:

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

## CITY OF FERNANDINA BEACH FACILITIES USE AGREEMENT

This FACILITIES USE AGREEMENT (herein after called the AGREEMENT) is made and entered into this 26<sup>th</sup> day of September, 2016, by and between the CITY OF FERNANDINA BEACH, a Florida municipal corporation, whose address is 204 Ash Street, Fernandina Beach, FL 32034 (herein called "CITY"), and 141<sup>st</sup> Air Control Squadron PUERTO RICO AIR NATIONAL GUARD whose address is P.O. Box 250201, Aguadilla PR, 00604 (herein called "USER").

WHEREAS, CITY owns, controls and operates that certain public facility known as the Fernandina Beach Municipal Airport (herein called "FACILITY"); and

WHEREAS, USER has expressed a desire to use said FACILITY to CONDUCT ANNUAL FIELD TRAINING.

NOW, THEREFORE, the parties agree as follows:

1. USER shall be permitted to use the FACILITY described above for the purpose of conducting its two-week summer camp training during the period 5 – 23 July 2017.
2. USER will set up and use the FACILITY on a continuous basis during this period 1836 Runway Location.
3. USER shall pay CITY the sum of \$250.00 for use of FACILITY during the period designated, payable with returning this signed AGREEMENT.
4. As condition to USER's right to use the facilities herein, USER agrees to and shall comply with the following:
  - a. USER shall not exclude any person from its services because of race, sex, age, religion, disability, national origin or other prohibited discrimination.
  - b. USER shall have competent, responsible, and able supervision on the premises at all times that its service is operational.
  - c. USER shall not interfere with emergency operations of CITY or other authorized users of the FACILITY.

- d. USER shall keep premises in a clean and sanitary condition, and be responsible for cleanup on a daily basis and removal of temporary structures at the site upon completion of the event and returning property to same condition as when received.
  - e. CITY shall have the right, acting through its agents or employees, to enter upon the premise at reasonable hours and times for the purpose of making inspections.
  - f. USER will obtain all required Federal, State, County and City permits including any applicable fees.
  - g. USER shall not undertake any alterations or changes in the construction of the facility premises, without prior written consent of CITY.
  - h. USER agrees to assume liability for and indemnify, hold harmless, and defend the CITY, its commissioners, mayor, officers, employees, agents, and attorneys of, from, and against all liability and expense, including reasonable attorney's fees, in connection with any and all claims, demands, damages, actions, causes of action, and suits in equity of whatever kind or nature, including claims for personal injury, property damage, equitable relief, or loss of use, arising directly or indirectly out of or in connection with any negligent and/or deliberate act or omission of USER, its officers, employees, agents, and representatives. USER's liability hereunder shall include all attorney's fees and costs incurred by the CITY in the enforcement of this indemnification provision. This includes claims made by the employees of USER against the CITY and USER hereby waives its entitlement, if any, to immunity under Section 440.11, Florida Statutes. The obligations contained in this provision shall survive termination of this Agreement and shall not be limited by the amount of any insurance required to be obtained or maintained under this Agreement. Nothing contained in the foregoing indemnification shall be construed to be a waiver of any immunity or limitation of liability the CITY may have under the doctrine of sovereign immunity or Section 768.28, Florida Statutes.
  - i. USER shall not rent, sublet, or assign space in the FACILITY premises without the prior written consent of CITY.
  - j. USER has priority over the portion of the FACILITY as described during the time agreed upon in this AGREEMENT, and can use specified areas during the time of this AGREEMENT.
  - k. CITY reserves the right to cancel this AGREEMENT at any time, without cause, by giving USER 30 days notice of such cancellation.
  - l. USER shall maintain liability insurance, in amounts as deemed necessary and appropriate by the City Attorney, show the CITY as additional insured thereon, and shall provide proof of it to CITY, upon commencement of this AGREEMENT, and thereafter, as required by CITY. USER will provide insurance on all their equipment being used in the FACILITY.
  - m. USER shall, at all times, abide by Federal, State, and local laws, in the operation of its programs or services at the FACILITY. Sale and/or consumption of alcohol not allowed on Airport property unless properly permitted by the City.
5. Term of Agreement: The term of the AGREEMENT is as noted in paragraphs 1 and 2 above, unless terminated sooner.

6. The addresses for giving notices are as follows:

USER: **141Air Control Squadron**  
**P.O. Box 250201**  
**Aguadilla, PR 00604**  
**Attn: Ramon O. Cruz**

CITY: City of Fernandina Beach  
204 Ash Streets  
Fernandina Beach, FL 32034  
Attn: City Manager

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this day and year first above written.

USER: **141<sup>ST</sup> AIR CONTROL SQUADRON**

CITY OF FERNANDINA BEACH

By:   
Ramon O. Cruz  
Its: Squadron Commander

CRUZ.RAMON.OSVALDO  
.1182531452  
2016.09.27 10:55:58  
-04'00'

By: \_\_\_\_\_  
Dale L. Martin  
Its: City Manager

By: \_\_\_\_\_  
Caroline Best  
Its: City Clerk

Approved as to Form and Legality:  
  
\_\_\_\_\_  
Tammi E. Bach  
Its: City Attorney



**PUERTO RICO AIR NATIONAL GUARD  
141<sup>ST</sup> AIR CONTROL SQUADRON  
PUNTA BORINQUEN RADAR SITE  
RD 107, GATE 1, BLDG 1, AGUADILLA, PR 00604-0201**

26 Sep 2016

MEMORANDUM FOR CITY OF FERNANDINA BEACH, FLORIDA

FROM: 141<sup>st</sup> Air Control Squadron  
P.O. Box 250201  
Aguadilla, PR 00604

SUBJECT: Self Insurance Statement

1. During the period of, 5 – 23 July 2017, the 141<sup>st</sup> ACS will perform Annual Field Training at the Fernandina Beach Municipal Airport, FL. The purpose of this letter is to provide you the necessary documentation establishing that the United States Military, including the Air National Guard, is a self-insured entity.

2. If at any time a member of the 141<sup>st</sup> ACS becomes injured or ill for any reason during the course of their military duties at the Fernandina Beach Airport, the United States Air Force and the Puerto Rico Air National Guard will be responsible for all claims. The City of Fernandina Beach will be relieved of financial responsibility resulting in personnel injury or illness and equipment damage. The United States Air Force and the Puerto Rico Air National Guard will bear the responsibility to process and administer any such circumstances.

3. If you have any questions or concerns regarding this correspondence please contact Lt Col. Ramon O. Cruz at (787) 890-8701 or Capt. Jonathan Figueroa at (787) 890-8766.



CRUZ, RAMON.OSVALDO.1  
182531452  
2016.09.27 10:59:16 -04'00'

**RAMON O. CRUZ, Lt Col, PRANG  
Commander, 141<sup>st</sup> Air Control Squadron**

CITY COMMISSION AGENDA ITEM

City of Fernandina Beach



SUBJECT: Resolution 2016-140
FY 2016/2017 Purchase Approval – Caterpillar Mini-Excavator

ITEM TYPE: [ ] Ordinance [X] Resolution [ ] Other
[ ] Proclamation [ ] Presentation

REQUESTED ACTION: Approve Resolution 2016-140

SUMMARY: The Fleet Division is requesting the City Commission’s approval for the purchase of a 2016 Caterpillar 301.7. This excavator was inadvertently excluded from Resolution 2016-127 which detailed all vehicle/equipment purchases for FY 2016/2017.

The excavator will replace unit #1355 (2004 Caterpillar) that is no longer economical to repair. The proposed vehicle purchase complies with the Vehicle Use Policy and was approved during the budget process. Pricing is provided by the Florida Sheriff’s Association Vehicle Bid Award. City Commission approval is required as this purchase exceeds the City Manager’s approval limit.

FISCAL IMPACT: Funds have been allocated in the Utilities Machine/Equipment account #460-3600-533.6400.

2016/2017 CITY COMMISSION GOALS: [ ] Beach Safety [ ] Alachua Street
[ ] Soccer Field Lighting [ ] Stormwater
[ ] Downtown Density [ ] Opportunity
[ ] ADA Improvements [X] Departmental
[ ] Consideration

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2016-140. DLM

DEPARTMENT DIRECTOR Submitted by: Jeremiah Glisson Date: 10/28/16
Fleet & Facilities Director
CONTROLLER Approved as to Budget Compliance PHC Date: 11/4/16
CITY ATTORNEY Approved as to Form and Legality TEB Date: 11/7/16
CITY MANAGER Approved Agenda Item for 11/15/16 DLM Date: 10/28/16

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

RESOLUTION 2016-140

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING THE PURCHASE OF A CATERPILLAR EXCAVATOR FOR THE UTILITIES DEPARTMENT FOR FISCAL YEAR 2016/2017; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fleet Maintenance Division requests the approval to purchase an Caterpillar 301.7 mini-excavator for Fiscal Year 2016/2017; and

WHEREAS, this purchase will replace a 2004 Caterpillar excavator that is no longer economical to repair; and

WHEREAS, pricing is set through the Florida Sheriff's Association Vehicle Bid Award #FSA16VEH 14.0; and

WHEREAS, funds have been allocated in the Utilities Department capital budget account #460-3600-533.6400.

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 a Caterpillar excavator for the Utilities Department for Fiscal Year 2016/2017.

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 15th day of November, 2016.

CITY OF FERNANDINA BEACH

\_\_\_\_\_  
Commissioner - Mayor

ATTEST:

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

APPROVED AS TO FORM AND LEGALITY:

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



**Ring Power Corporation**  
 500 World Commerce Parkway  
 St. Augustine, FL 32092  
 904.494.7464

**(1) NEW CATERPILLAR 301.7 CR MINI HYDRAULIC EXCAVATOR**

**CONTRACT DETAILS**

Florida Sheriff's Association Bid # FSA16VEH 14.0 Specification # 39, Hydraulic Mini Excavator And Options Effective: October 1, 2016 Through September 30, 2017
---

	<b>Caterpillar 303</b>	<b>\$36,126</b>
	<b>Downgrade to 301.7</b>	<b>-7911</b>
452-5719	<b>Subtotal of Base plus Downgrade</b>	<b>\$28,215</b>

**Non-Specified Options**

438-5087	Travel Alarm	NC
439-0955	Stick, Long	NC
436-7794	Seat Belt, 2" Retractable	NC
438-0969	Blade, Dozer, Ext, Long	NC
441-4251	Lines, Aux, 2 Way, Long Stick	NC
441-9844	Controls, Pattern Changer	NC
441-4252	Lines, 2nd Aux, None	NC

<b>Total of Base , Downgrade and Non-Specified Options</b>	<b>\$28,215</b>
--	-----------------

<b>Work Tools</b>		<b>List Price</b>	<b>Less 16%</b>
190-7837	18" Bucket	538	<u><b>\$452</b></u>

<b>Warranty</b>	One year new machine 3 YEAR/ 3000 HOUR POWERTRAIN	included <b>\$450</b>
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Best regards,  
  
 Russ Sessions  
 Ring Power Corporation

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Resolution 2016-141**  
Historical Marker Installation - Egans Creek Park

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Resolution 2016-141**

SYNOPSIS: The Amelia Island Chapter, National Society Daughters of the American Revolution (NSDAR) is seeking approval to erect a cast aluminum double sided historical marker memorializing the impact of the American Revolution on Amelia Island in Egans Creek Park. This marker will provide historical information from the 1763-1783 period of British occupation and the estate of the Earl of Egmont.

On October 19, 2016, the Parks and Recreation Advisory Committee met in a special meeting to review the NSDAR's proposal. The Committee voted unanimously to recommend that the City Commission approve the historical marker to be placed in Egans Creek Park.

FISCAL IMPACT: None

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

CITY ATTORNEY COMMENTS: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission adopt proposed Resolution 2016-141. *DLM*

DEPARTMENT DIRECTOR Submitted by: Nan S. Voit Date: 10/21/16  
Director of Parks and Recreation  
CONTROLLER Approved as to Budget Compliance Date:  
CITY ATTORNEY Approved as to Form and Legality *TEB* Date: *11/7/16*  
CITY MANAGER Approved Agenda Item for 11/15/16 *DLM* Date: 10/28/16

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

RESOLUTION 2016-141

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, APPROVING THE INSTALLATION OF A HISTORICAL MARKER IN EGANS CREEK PARK; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Amelia Island Chapter, National Society Daughters of the American Revolution (NSDAR) is seeking approval to erect a cast aluminum double-sided historical marker memorializing the impact of the American Revolution on Amelia Island; and

WHEREAS, the marker will provide historical information from the 1763-1783 period of the British occupation and the estate of the Earl of Egmont; and

WHEREAS, on October 19, 2016, the Parks and Recreation Advisory Committee met in a special meeting to review the NSDAR's proposal; and

WHEREAS, the Committee voted unanimously to recommend that the City Commission approve the historical marker to be placed in Egans Creek Park.

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

SECTION 1. The City Commission approves the request from the NSDAR to erect a historical marker in Egans Creek Park.

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

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

ADOPTED this 15<sup>th</sup> day of November, 2016.

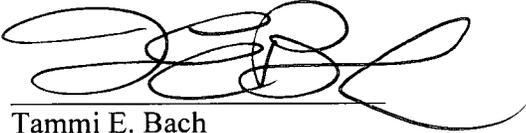
CITY OF FERNANDINA BEACH

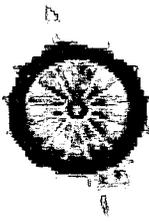
\_\_\_\_\_  
Mayor – Commissioner

ATTEST:

APPROVED AS TO FORM & LEGALITY:

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

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



October 14, 2016

To Whom it May Concern

Subject: Request for City Permit

The Amelia Island Chapter, National Society Daughters of the American Revolution is seeking a permit to erect a cast aluminum double sided historical marker memorializing the impact of the American Revolution on Amelia Island. The marker will be approximately 24" x 36" raised four feet from the ground on a pole.

During most of the 1763-1783 period of British occupation, the northern end of Amelia Island belonged to the estate of the Earl of Egmont. The Earl had plans drawn for a town to be established at the site of Old Town, see attachment 1, though he died before the town could be developed. His estate subsequently sent an agent to the Island to develop an indigo plantation, see attachment 2 depicting the plantation house and stores and the slave huts and indigo fields. The agent was Stephen Egan, for whom Egans Creek and Egans Creek Park were named. The Egmont Plantation was plundered and destroyed by Georgia Militia in August 1776. Egan had to flee with his family and the plantation slaves to the safety of British troops in St. Augustine.

The destruction of Egmont Plantation is a representative example of the impact of the Revolutionary War on the Province of East Florida. The War in this area was typified by such destructive incursions back and forth across the Florida-Georgia border. We believe it is historically significant for that reason and would like to erect a marker at Egans Creek Park to inform and educate the public about Amelia's heritage, see attachment 3.

We would appreciate your issuing a permit and securing whatever City approvals are required so that we can proceed. Time is of the essence. If you have questions, you can reach me at (904) 247-9381. Please call when the permit is ready and we will pick it up. Thank you for any assistance you may offer.

Claudia L. Naugle  
Historian, Amelia Island Chapter, NSDAR

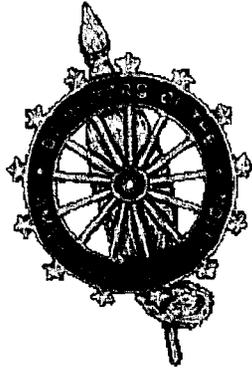
Atchs:

1769 map of Amelia Island with enlargement of northern tip

1775 map of Amelia Island

Marker location site

Marker language



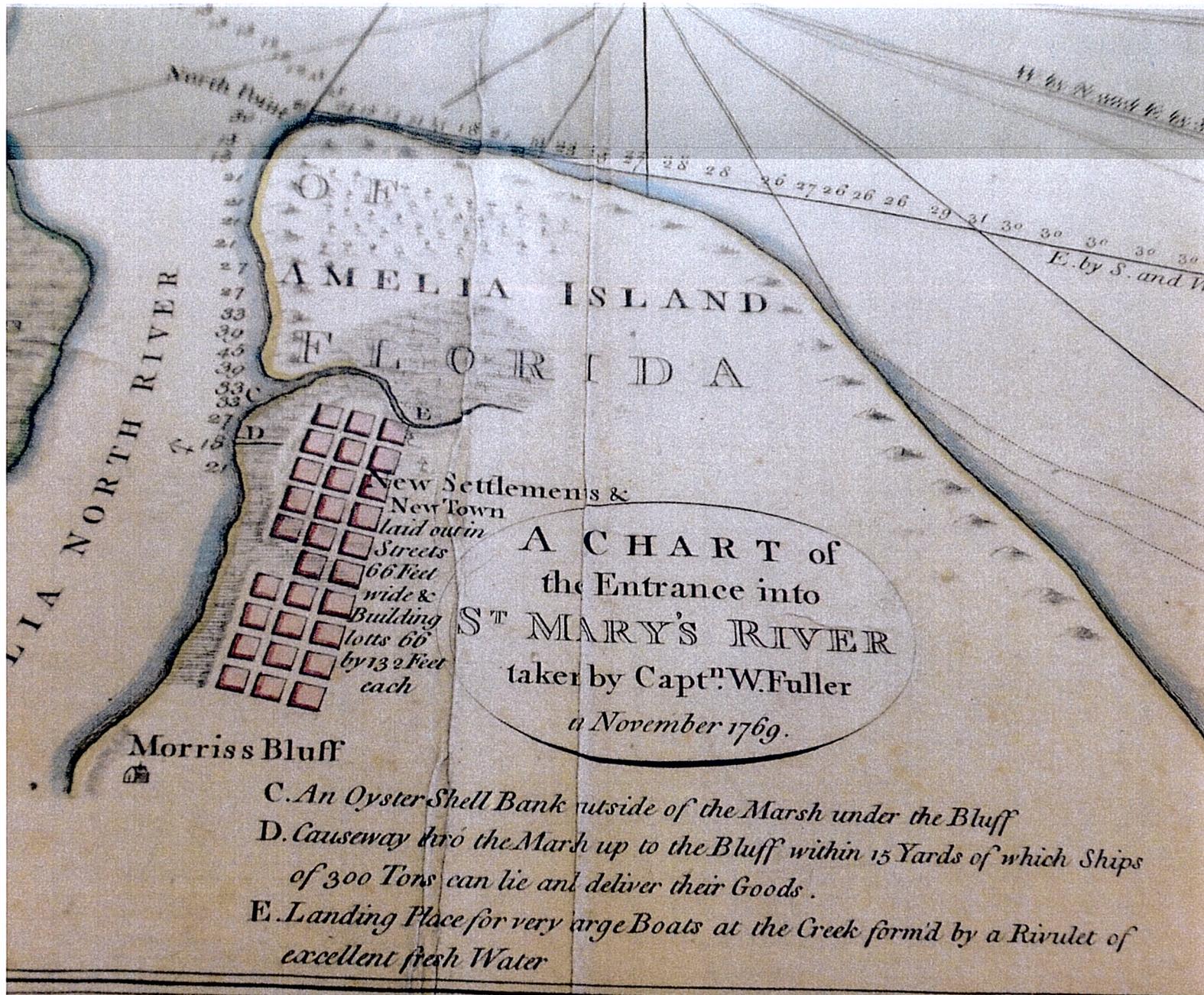
## Egmont Plantation

### A Casualty of the Revolutionary War

During the American Revolution, this site was part of an indigo plantation belonging to the estate of the second Earl of Egmont, John Perceval. Amelia Island at that time was part of the British province of East Florida. After the Earl died in 1770, his executors sent Stephen Egan to manage the Earl's East Florida estate. Under Egan's care, Egmont became a prosperous indigo plantation. It was abandoned in August 1776 when it was plundered and destroyed by Georgia Militia. Egan had to flee and take the Egmont slaves to a plantation on the St. Johns River, nearer the safety of British troops in St. Augustine.

Marker Placed By  
The Amelia Island Chapter, NSDAR  
2017



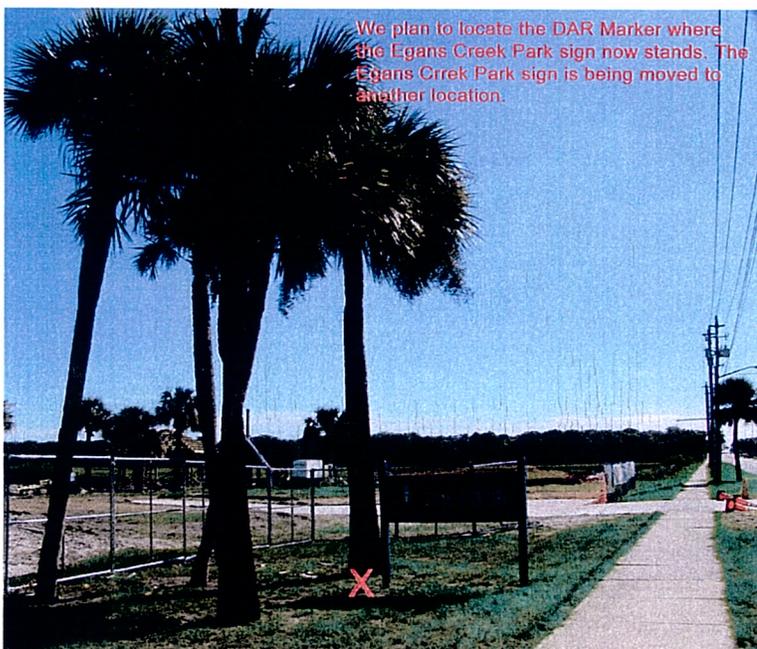


A CHART of  
the Mouth of  
NASSAU RIVER  
with the BAR and  
the Soundings on it  
taken at Low Water by  
Capt. W. Fuller,



## Marker Location

The Amelia Island Chapter, NSDAR plans to locate the DAR Marker at Egans Creek Park on the north side of Atlantic Avenue, one of the main streets in Fernandina Beach. Atlantic Avenue runs from the west side of the City at the downtown waterfront on the Amelia River to the Atlantic Ocean on the east side of the City. The Marker will be placed on the north side of the sidewalk that runs the length of Egans Creek Park. The marker will have the same wording on both sides and will face East and West so that it can be viewed from either direction. Egans Creek Park is currently undergoing renovation. The park redesign includes activities for people of all ages and abilities. A centerpiece of the new space will be a ¼ mile fitness trail that will be accessible to wheel chairs and will include workout stations like bench press and shoulder raise. Other design features will include a bird watching platform, a fishing dock, restrooms, a yoga garden, and a kayak launch. One of the reasons for selecting this site for the Egmont Plantation Marker is because the Park is located on the creek that was named for Stephen Egan, the Egmont estate's on-site agent for Egmont Plantation.



CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Resolution 2016-143**  
Supplemental Grant Agreement Approval – FL Dept. of Transportation (FDOT)

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Approve Resolution 2016-143 authorizing the City to enter into Supplemental Joint Participation Agreement (JPA) #427248-1-94-17 with FDOT to receive additional grant funding in the amount of \$800,000 (80%) for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.

SYNOPSIS: In October 2015, the City Commission (via Resolution 2015-124) accepted a grant from FDOT in the amount of \$550,000 for 80% of the total project cost of \$687,500 for the design and construction of a new terminal (welcome center building) at the airport. The City's cost share was 20% in the amount of \$137,500.

FDOT is awarding an additional or supplemental grant in the amount of \$800,000 (80%) for Fiscal Year 2016/2017 with the City's matching requirement at \$200,000 (20%).

The total project cost will be \$1,687,500 with FDOT paying for 80% at \$1,350,000 and the City matching with 20% of funding at \$337,500.

FISCAL IMPACT: This grant award and matching funds are budgeted in the FY 16/17 Airport Improvements Account # 420-4200-542.6300; FDOT Grant Revenue Account #420-332.3000; and both the project and funding are included in the Five-Year Capital Plan.

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 that the City Commission adopt proposed Resolution 2016-143. *DLM*

DEPARTMENT DIRECTOR	Submitted by: Stephanie A. Morgan Airport Director	Date: 10/28/2016
CONTROLLER	Approved as to Budget Compliance <i>THC</i>	Date: 11/4/16
CITY ATTORNEY	Approved as to Form and Legality <i>TREB</i>	Date: 11/7/16
CITY MANAGER	Approved Agenda Item for 11/15/2016 <i>DLM</i>	Date: 10/28/2016

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

RESOLUTION 2016- 143

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AUTHORIZING SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT #427248-1-94-17 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION OF NEW TERMINAL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT, AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission, via Resolution 2015-124, entered into Joint Participation Agreement (JPA) #427248-1-94-16 with FDOT for the Design and Construction of New Terminal Project, accepted an award of \$550,000 (80%) of the \$687,500 total project cost and, committed a 20% match from the City in the amount of \$137,500; and

WHEREAS, the FDOT has awarded additional or supplemental funding for the Design and Construction of New Terminal Project in the amount of \$800,000 (80%) and requested that the City provide the 20% match in the amount of \$200,000 in order to complete the project with a total two-year cost of \$1,687,500;

WHEREAS, funds have been allocated in the Airport Improvements Account #420-4200-542.6300 in the FY 16/17 budget and the project is included in the Five-Year Capital Plan.

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

SECTION 1. The City Commission hereby authorizes Supplemental Joint Participation Agreement #427248-1-94-17 with the Florida Department of Transportation, attached hereto as Exhibit "A", for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.

SECTION 2. The City Manager and City Clerk are hereby authorized to execute the Joint Participation Agreement upon review and approval of the City Attorney.

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

ADOPTED this 15th day of November 2016.

CITY OF FERNANDINA BEACH

\_\_\_\_\_  
Commissioner - Mayor

ATTEST:

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

APPROVED AS TO FORM & LEGALITY:

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

**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

**Number 1**

Financial Project No.: <u>427248-1-94-17</u> <small>(item-segment-phase-sequence)</small>	Fund: <u>DDR</u>	FLAIR Approp.: <u>088719</u>
Contract No.: <u>G0489</u>	Function: <u>637</u>	FLAIR Obj.: <u>751000</u>
CFDA Number: _____	Federal No.: <u>353565</u>	Org. Code: <u>55022020228</u>
	DUNS No.: <u>80-939-7102</u>	Vendor No.: <u>VF596000317009</u>
	CSFA Number: <u>55.004</u>	

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_  
 by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida,  
 hereinafter referred to as the Department, and City of Fernandina Beach  
700 Airport Road Fernandina Beach, FL 32034  
 hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 1<sup>st</sup> day of October, 2015  
 entered into a Joint Participation Agreement; and  
 WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended  
 hereto; and  
 WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment  
 "A" for a total Department Share of \$ 1,350,000.00  
 NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow  
 from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended  
 and supplemented as follows:

**1.00 Project Description:** The project description is amended  
 Fernandina Beach Airport Design and Construct New Terminal

**2.00 Project Cost:**

Paragraph 3.00 of said Agreement is  increased  decreased by \$ 1,000,000.00  
bringing the revised total cost of the project to \$ 1,687,500.00

Paragraph 4.00 of said Agreement is  increased  decreased by \$ 800,000.00  
bringing the Department's revised total cost of the project to \$ 1,350,000.00

**3.00 Amended Exhibits:**

Exhibit(s) B & D of said Agreement is amended by Attachment "A".

**4.00 Contract Time:**

Paragraph 16.00 of said Agreement 11/29/2019

**5.00 E-Verify:**

Vendors/Contractors:

1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

Financial Project No. 427248-1-94-17

Contract No. G0489

Agreement Date \_\_\_\_\_

Except as hereby modified, amended or changed, all other terms of said Agreement dated 10/1/2015  
and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first  
above written.

AGENCY

City of Fernandina Beach

AGENCY NAME

\_\_\_\_\_  
SIGNATORY (PRINTED OR TYPED)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

FDOT

See attached Encumbrance Form for date of Funding  
Approval by Comptroller

\_\_\_\_\_  
LEGAL REVIEW  
DEPARTMENT OF TRANSPORTATION

James M. Knight, P.E.

\_\_\_\_\_  
DEPARTMENT OF TRANSPORTATION

Urban Planning and Modal Administrator

\_\_\_\_\_  
TITLE

**APPROVED AS TO FORM AND LEGALITY:**

  
\_\_\_\_\_  
**CITY ATTORNEY**

Financial Project No. 427248-1-94-17

Contract No. G0489

Agreement Date \_\_\_\_\_

## ATTACHMENT "A" SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and City of Fernandina Beach  
700 Airport Road Fernandina Beach, FL 32034

dated October 1, 2015

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

Additional FDOT funding for new terminal operations building/welcome center including the design, permitting, administration, resident engineering and construction inspection.

	As Approved	As Amended	Net Change
I.			
Project Cost	\$ 687,500.00	\$ 1,687,500.00	\$ 1,000,000.00
II.			
Fund	DDR	DDR	DDR
Department:	\$ 550,000.00	\$ 1,350,000.00	\$ 800,000.00
Agency:	\$ 137,500.00	\$ 337,500.00	\$ 200,000.00
Federal:	\$ 0.00	\$ 0.00	\$ 0.00
<hr/>			
Total Project Cost	\$ 687,500.00	\$ 1,687,500.00	\$ 1,000,000.00

Comments:

**ATTACHMENT "A"**  
**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

III. MULTI-YEAR OR PREQUALIFIED PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

<b>FY</b>	<b>Amount</b>
2016	\$ 550,000.00
2017	\$ 800,000.00

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Resolution 2016-143**  
Supplemental Grant Agreement Approval – FL Dept. of Transportation (FDOT)

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Approve Resolution 2016-143 authorizing the City to enter into Supplemental Joint Participation Agreement (JPA) #427248-1-94-17 with FDOT to receive additional grant funding in the amount of \$800,000 (80%) for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.

SYNOPSIS: In October 2015, the City Commission (via Resolution 2015-124) accepted a grant from FDOT in the amount of \$550,000 for 80% of the total project cost of \$687,500 for the design and construction of a new terminal (welcome center building) at the airport. The City's cost share was 20% in the amount of \$137,500.

FDOT is awarding an additional or supplemental grant in the amount of \$800,000 (80%) for Fiscal Year 2016/2017 with the City's matching requirement at \$200,000 (20%).

The total project cost will be \$1,687,500 with FDOT paying for 80% at \$1,350,000 and the City matching with 20% of funding at \$337,500.

FISCAL IMPACT: This grant award and matching funds are budgeted in the FY 16/17 Airport Improvements Account # 420-4200-542.6300; FDOT Grant Revenue Account #420-332.3000; and both the project and funding are included in the Five-Year Capital Plan.

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 that the City Commission adopt proposed Resolution 2016-143. *DLM*

DEPARTMENT DIRECTOR	Submitted by: Stephanie A. Morgan Airport Director	Date: 10/28/2016
CONTROLLER	Approved as to Budget Compliance <i>THC</i>	Date: 11/4/16
CITY ATTORNEY	Approved as to Form and Legality <i>TREB</i>	Date: 11/7/16
CITY MANAGER	Approved Agenda Item for 11/15/2016 <i>DLM</i>	Date: 10/28/2016

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

RESOLUTION 2016- 143

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AUTHORIZING SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT #427248-1-94-17 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION OF NEW TERMINAL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT, AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission, via Resolution 2015-124, entered into Joint Participation Agreement (JPA) #427248-1-94-16 with FDOT for the Design and Construction of New Terminal Project, accepted an award of \$550,000 (80%) of the \$687,500 total project cost and, committed a 20% match from the City in the amount of \$137,500; and

WHEREAS, the FDOT has awarded additional or supplemental funding for the Design and Construction of New Terminal Project in the amount of \$800,000 (80%) and requested that the City provide the 20% match in the amount of \$200,000 in order to complete the project with a total two-year cost of \$1,687,500;

WHEREAS, funds have been allocated in the Airport Improvements Account #420-4200-542.6300 in the FY 16/17 budget and the project is included in the Five-Year Capital Plan.

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

SECTION 1. The City Commission hereby authorizes Supplemental Joint Participation Agreement #427248-1-94-17 with the Florida Department of Transportation, attached hereto as Exhibit "A", for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.

SECTION 2. The City Manager and City Clerk are hereby authorized to execute the Joint Participation Agreement upon review and approval of the City Attorney.

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

ADOPTED this 15th day of November 2016.

CITY OF FERNANDINA BEACH

\_\_\_\_\_  
Commissioner - Mayor

ATTEST:

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

APPROVED AS TO FORM & LEGALITY:

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

**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

**Number 1**

Financial Project No.: <u>427248-1-94-17</u> <small>(item-segment-phase-sequence)</small>	Fund: <u>DDR</u>	FLAIR Approp.: <u>088719</u>
Contract No.: <u>G0489</u>	Function: <u>637</u>	FLAIR Obj.: <u>751000</u>
CFDA Number: _____	Federal No.: <u>353565</u>	Org. Code: <u>55022020228</u>
	DUNS No.: <u>80-939-7102</u>	Vendor No.: <u>VF596000317009</u>
	CSFA Number: <u>55.004</u>	

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_  
 by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida,  
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Exhibit(s) B & D of said Agreement is amended by Attachment "A".

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Paragraph 16.00 of said Agreement 11/29/2019

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1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Contractor during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

Financial Project No. 427248-1-94-17

Contract No. G0489

Agreement Date \_\_\_\_\_

Except as hereby modified, amended or changed, all other terms of said Agreement dated 10/1/2015  
and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first  
above written.

AGENCY

City of Fernandina Beach

AGENCY NAME

\_\_\_\_\_  
SIGNATORY (PRINTED OR TYPED)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

FDOT

See attached Encumbrance Form for date of Funding  
Approval by Comptroller

\_\_\_\_\_  
LEGAL REVIEW  
DEPARTMENT OF TRANSPORTATION

James M. Knight, P.E.

\_\_\_\_\_  
DEPARTMENT OF TRANSPORTATION

Urban Planning and Modal Administrator

\_\_\_\_\_  
TITLE

**APPROVED AS TO FORM AND LEGALITY:**

  
\_\_\_\_\_  
**CITY ATTORNEY**

Financial Project No. 427248-1-94-17

Contract No. G0489

Agreement Date \_\_\_\_\_

**ATTACHMENT "A"**  
**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

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700 Airport Road Fernandina Beach, FL 32034

dated October 1, 2015

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Additional FDOT funding for new terminal operations building/welcome center including the design, permitting, administration, resident engineering and construction inspection.

	As Approved	As Amended	Net Change
I.			
Project Cost	\$ 687,500.00	\$ 1,687,500.00	\$ 1,000,000.00
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Agency:	\$ 137,500.00	\$ 337,500.00	\$ 200,000.00
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<hr/>			
Total Project Cost	\$ 687,500.00	\$ 1,687,500.00	\$ 1,000,000.00

Comments:

**ATTACHMENT "A"**  
**SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT**

III. MULTI-YEAR OR PREQUALIFIED PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

<b>FY</b>	<b>Amount</b>
2016	\$ 550,000.00
2017	\$ 800,000.00

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Ordinance 2016-18**  
Code Amendment - Unattended Personal Property Left on City Beaches  
Declared Public Nuisance

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Ordinance 2016-18 at First Reading.**

SYNOPSIS: This Ordinance is similar to the "Leave No Trace" Ordinance adopted by the Nassau County Board of County Commissioners recently.

This Ordinance declares unattended personal property left on City beaches after 8:00 PM as a public nuisance which may be enforced by law enforcement and code enforcement. The unattended personal property can be removed by the City or contractors any time after 8:00 PM.

This Ordinance was removed from the July 19, 2016 agenda, to allow City staff additional time to work with the County in regards to the enforcement of the Ordinance and clean-up of unattended personal property on the beaches.

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: See above.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission approve proposed Ordinance 2016-18 at First Reading. *DM*

DEPARTMENT DIRECTOR	Submitted by: Tammi Bach, City Attorney	Date: 11/07/16
CONTROLLER	Approved as to Budget Compliance	Date:
CITY ATTORNEY	Approved as to Form and Legality <i>TEB</i>	Date: 11/07/16
CITY MANAGER	Approved Agenda Item for 11/15/16 <i>DM</i>	Date: 11/08/16

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

ORDINANCE 2016-18

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, PROHIBITING AND REGULATING PERSONAL PROPERTY UNATTENDED ON ATLANTIC OCEAN BEACHES WITHIN THE CITY OF FERNANDINA BEACH; CREATING SECTION 90-49 REGARDING PURPOSE; CREATING SECTION 90-50 REGARDING DEFINITIONS; CREATING SECTION 90-51 DECLARING PUBLIC NUISANCE; CREATING SECTION 90-52 PROHIBITING UNATTENDED PERSONAL PROPERTY ON CITY BEACHES; CREATING SECTION 90-53 PROVIDING FOR EXCEPTIONS; CREATING SECTION 90-54 REGARDING PERMITS; CREATING SECTION 90-55 REGARDING NOTIFICATION OF BEACHGOERS AND PROPERTY OWNERS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 166.021, Florida Statutes, the City has the authority to adopt rules and regulations which are not expressly prohibited by law; and

WHEREAS, the City Commission of the City of Fernandina Beach, Florida, has been made aware by concerned citizens and organizations of concerns and issues regarding the Atlantic Ocean beaches; and

WHEREAS, the beach issues and concerns include, but are not limited to, safety issues, litter, potential degradation of the beach, health and welfare of beach users, and adverse effects to sea turtles and shore birds; and

WHEREAS, items left on the beach unattended after certain hours are obstacles for maintenance crews and official use vehicles and the general public; and

WHEREAS, the City Commission seeks to insure that regulations address the health, safety and welfare of all the citizens that utilize the beach and protects the physical nature of the beach and turtles and shore birds; and

WHEREAS, the Florida Fish and Wildlife Conservation Commission has published guidelines to reduce impacts to sea turtles from beach furniture; and

WHEREAS, the City Commission has determined that items left unattended on portions of the beach interfere with the public's use and are a safety hazard and adversely affect the physical nature of the beach and the general public's safe use of the beach and adversely affect sea turtles and other protected species and affect the general use of the beach; and

WHEREAS, in order to protect and maintain the beach for all the citizens that use the beach and the protected species, the City Commission finds that unattended items left on certain portions of the Atlantic Ocean beaches are injurious to beach goers, official use vehicles and protected species and are a public nuisance; and

WHEREAS, the City Commission finds that Personal Property left unattended, as described herein, on the Atlantic Ocean beaches in violation of this ordinance is neither "lost property" or "abandoned property" as the terms are used in Section 705.101, Florida Statutes; and

WHEREAS, recently, the Nassau County Board of County Commissioners adopted an ordinance similar to this City Ordinance; and

WHEREAS, Personal Property left unattended as described herein during a time that is prohibited shall be deemed abandoned and is a public nuisance.

NOW, THEREFORE, THE CITY OF FERNANDINA BEACH HEREBY ORDAINS:

SECTION 1. INCORPORATION OF WHEREAS CLAUSES.

The foregoing WHEREAS clauses are hereby adopted as legislative findings of the City Commission, are ratified and confirmed as being true and correct and are hereby fully incorporated herein and made a specific part of this Ordinance upon adoption hereof.

SECTION 2. AUTHORITY.

This Ordinance is enacted pursuant to Chapter 166, Florida Statutes (2016) and under the home rule powers of the City.

SECTION 3. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-49, which section shall read as follows:

**Sec. 90-49. Purpose.**

The purpose of this Ordinance is to promote public safety, protect the beach, protect beach users, preserve the natural resources and protect species that inhabit the sand areas.

SECTION 4. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-50, which section shall read as follows:

**Sec. 90-50. Definitions.**

- (a) 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, usually the effective limit of storm waves.
- (b) Personal Property: includes but is not limited to: tents (including tent frames), cabanas, umbrellas and other shading devises, beach chairs and other furniture, picnic tables, tiki huts, volleyball nets, hammocks, floats, sailboards, surfboards, kites, jet skis, sailboats, water cycles and other watercraft, beach toys, grills, nets, coolers, canoes, kayaks and general items for beach recreation, or similar items.
- (c) Dune means a 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. In the absence of a discernible dune, the seaward boundary of a dune will be deemed to be the line of native vegetation.
- (d) Person means any natural person, firm, partnership, association, corporation and any other legal entity.

SECTION 5. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-51, which section shall read as follows:

**Sec. 90-51. Declaration of public nuisance.** Personal items referenced in Section 90-50(b) that are left unattended in violation of this ordinance are hereby declared to be a public nuisance. No person shall allow the existence of such public nuisance except as set forth herein.

SECTION 6. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-52, which section shall read as follows:

**Sec. 90-52. Personal property prohibited.**

- (a) Personal items left unattended on the beaches located in the City limits from 8:00 p.m. until 6:00 a.m. daily except as otherwise permitted in this article, shall be considered a nuisance and unlawful.
- (b) Any Personal Property left unattended during the hours stated in subsection (a) above shall be deemed to be discarded and the City shall dispose of them except as provided in subsection (c) below.
- (c) From 8:00 p.m. until 6:00 a.m. daily, items of Personal Property that are relocated, with the upland owner's permission, as close to the farthest point landward of the frontal dune or line of permanent vegetation or where there are no dunes or native vegetation, are relocated as close as practicable to an existing permanent structure or the line of buildings will not be considered a nuisance, unlawful and discarded or a violation of this ordinance provided:
  - (1) Such items are not placed on the dune or on native vegetation or under or adjacent to dune walkovers;
  - (2) Such items should be stacked. Stacked furniture shall have the shortest edge facing the ocean; and
  - (3) Such items do not interfere with access to the beach from a public access nor obstruct access to the neither public beach nor impact native vegetation and are not within ten feet from any turtle nest or other protected species.
- (d) Items left in violation of this Ordinance are declared a public nuisance and shall be removed from the beach by City employees or contracted individuals.
- (e) Those who store personal items overnight, as set forth herein, do so at their own risk. The City and the beach maintenance contractor do not assume any liability for items left after 8:00 p.m.
- (f) The City may request written consent from any property owner where there are items placed as set forth in subsection (c) above. Failure of the owner of record to provide written consent shall cause the items to be removed by the City or its authorized contractor(s) or employees.

SECTION 7. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-53, which section shall read as follows:

**Sec. 90-53. Exceptions.**

The prohibitions contained herein do not apply to:

- (a) Trash containers;
- (b) Signs placed by a governmental agency;
- (c) Items placed by persons acting under authority of the City Manager or other governmental agency with prior notice to the City Manager;
- (d) Structures, including without limitation boardwalks, decks, and dune walkovers constructed and permitted by the City or the State of Florida; or
- (e) Items placed on the beach by persons who have authorization or a permit to engage in marine turtle nesting research issued by the United States Fish and Wildlife Service or the State of Florida.

SECTION 8. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-54, which section shall read as follows:

**90-54. Permits.**

- (a) Permits may be issued by the City Manager or their designee for activities otherwise prohibited by this Article for such periods of time and under such conditions as the City Manager or designee deems reasonably appropriate under the circumstances that are found to be necessary for:
  - (1) Reasonable accommodation of persons with disabilities;
  - (2) Adjunct to a lawfully existing activity;
  - (3) For the conduct of a governmental, civic or educational activity;
  - (4) For the conduct of scientific research as authorized by the City and with prior written notice to the City;
  - (5) For special events; or
  - (6) For a City-approved beach amusement, beach business, or beach service.
- (b) The permit application shall be on a form, approved by the City Manager, and shall be submitted in accordance with the following requirements:

- (1) The application shall be submitted at least forty-eight (48) business hours prior to the issuance of the permit; and
- (2) For persons with disabilities, the application shall also include information provided by the State of Florida indicating the issuance to the applicant of an ADA approved permit.
- (c) There shall be no fee for obtaining this permit. Such permit shall include the following:
  - (1) Name and contact information of the owner or person in possession and control of the item;
  - (2) Description of the item;
  - (3) Location of the item;
  - (4) Duration of time the item will remain in such location; and
  - (5) Acknowledgement that owner or person in possession and control of the item will be liable for any impacts to federally protected species.
- (d) This Section is not intended to authorize any violation of F.S. § 379.2431, or any of the provisions of the Endangered Species Act. The City of Fernandina Beach will not be liable for any impacts to federally protected species resulting from persons leaving items of personal property on the beach and such liability will rest with the owner of such item.

SECTION 9. It is hereby proposed that the Code of Ordinances, City of Fernandina Beach, Florida, Chapter 90, Article II, be hereby amended by adding a section to be numbered 90-55, which section shall read as follows:

**90-55. Notification.**

- (a) The City shall provide notice of this ordinance by posting a permanent sign at the entry of every public beach access point in the City limits. Property owners/agents shall be required to post notices of this ordinance on properties and notify renters. The owners/agents shall provide copies of the notifications to the City Manager's Office; and
- (b) Beach vendors that rent Personal Property for beach use shall remove the Personal Property from the area of the beach addressed herein each day no later than 8:00 p.m.

SECTION 10. 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 section, subsection, sentences, clauses, or phrases under application shall not be affected thereby.

SECTION 11. This Ordinance shall become effective immediately upon final adoption.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

CITY OF FERNANDINA BEACH

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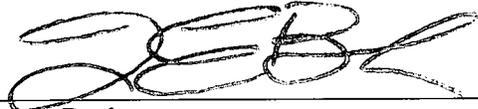
Mayor - Commissioner

ATTEST

APPROVED AS TO FORM AND LEGALITY:

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Caroline Best  
City Clerk



---

Tammi E. Bach  
City Attorney

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Ordinance 2016-39**  
FY 2016/2017 Annual Pay and Classification Plan Amendment

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Ordinance 2016-39 at First Reading.**

SYNOPSIS: This Ordinance is amending the *Pay and Classification Plan* per *Section 62-247* of the City's *Code of Ordinances* which states, "The classification plan shall be that as established by the city commission each year by ordinance and may be amended by the city commission from time to time in its discretion, by Ordinance, as it may deem necessary to ensure that the plan reflects the current job classification of all positions in the city service."

In May of 2016, the regulations under the FLSA were amended, significantly increasing the minimum salary requirement for exempt employees effective December 1, 2016. After conducting an impact analysis of the new regulations under the current budget, it has been determined that the status of four positions should be changed from exempt to non-exempt status. These positions are: *Administrative Coordinator, Purchasing Agent, Recreation Programs Supervisor, and Airport Operations Manager*, which will be retitled *Airport Maintenance Technician* to better reflect the duties of this position.

Several other position titles are being deleted from the classification plan because they are no longer in use, and it is not expected that they will be utilized in the foreseeable future. Finally, the pay grade for the proposed Manager/Engineer position is amended to coincide with other Director-level pay grades.

FISCAL IMPACT: The 2016-2017 budget will be minimally affected by this change- personnel annual salaries are being converted to hourly wages. Some limited overtime, however, as a result of this federally-mandated change, may occur.

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: No additional comments.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission approve proposed Ordinance 2016-39 at First Reading. *DLM*

DEPARTMENT DIRECTOR Submitted by: Robin Marley Date: 10/18/16  
Human Resources Director  
CONTROLLER Approved as to Budget Compliance *PAC* Date: 11/4/16  
CITY ATTORNEY Approved as to Form and Legality *TED* Date: 11/7/16  
CITY MANAGER Approved Agenda Item for 11/15/16 *DLM* Date: 10/28/16

**CITY COMMISSION AGENDA ITEM**  
*City of Fernandina Beach*



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COMMISSION ACTION:

- Approved As Recommended
- Approved With Modification
- Other

- Disapproved
  - Postponed to Time Certain
  - Tabled
-

ORDINANCE 2016-39

AN ORDINANCE OF THE CITY OF FERNANDINA BEACH, FLORIDA, ESTABLISHING AN AMENDED 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.

WHEREAS, Section 120 of the City Charter states, “the city commission shall fix, by ordinance, the salary or compensation of the city attorney, the department heads, the city manager and the city commission. The city manager shall fix the number and compensation of all other officers and employees. The salaries so fixed shall be uniform for like service in each grade of the city service, as the same shall be graded or classified by the city manager, and approved by the city commission.”; and

WHEREAS, Section 62-247 of the City’s Code of Ordinances states, “The classification plan shall be that as established by the city commission each year by ordinance and may be amended by the city commission from time to time in its discretion, by ordinance, as it may deem necessary to ensure that the plan reflects the current job classification of all positions in the city service.”; and

WHEREAS, the City recognizes that the compensation plan is intended to provide all employees with an equitable and competitive pay, relative to pay received by other employees performing similar work in other areas of the City’s organization and also relative to rates received by other employees in the labor market from which City employees are recruited.

WHEREAS, it is in the best interest of the City to amend the Classified Service Titles and Pay Grades to reflect the current organizational needs and responsibilities of the City;

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

SECTION 1. CLASSIFIED SERVICE TITLES AND PAY GRADES. The Classified Service Titles and Pay Grades are shown below.

<b>Exempt Classifications</b>	<b>Pay Grade</b>
Accountant	135
Accountant, Payroll	130
Accounting Supervisor	138
<del>Administrative Coordinator</del> (move from exempt to non-exempt)	<del>131</del>
Administrative Services Manager	137
Airport Manager	137
<del>Airport Operations Manager</del>	<del>134</del>
Aquatics/Greenway Supervisor	131
Assistant to City Manager	133

<b>Exempt Classifications (continued)</b>	<b>Pay Grade</b>
Building Official	141
Community Development Director	143
Controller	145
Deputy Building Official	139
Deputy City Clerk	132
Deputy City Manager	146
Deputy Fire Chief	142
Deputy Police Chief	144
<del>Division Chief</del>	<del>142</del>
Fire Chief	144
Grants Administrator	137
HR Generalist	131
Human Resources Director	143
IT Manager	140
Legal Assistant	132
Maintenance Director	140
Manager/Engineer	<del>146</del> <u>143</u>
Marina Director	137
Network Administrator	139
Paralegal	137
Parks & Recreation Director	141
Parks & Recreation Manager	136
Planner I	134
Planner II	136
Police Captain	143
Police Chief	146
Police Lieutenant	141
<del>Purchasing Agent (move from exempt to non-exempt)</del>	<del>132</del>
<del>Recreation Programs Supervisor (move from exempt to non-exempt)</del>	<del>131</del>
Senior Planner	138
Systems Administrator	136
Utilities Director	146
Utility Billing Supervisor	135
Utility Operations Superintendent	138

<b>Non-Exempt Classifications</b>	<b>Pay Grade</b>
Accounting Clerk	128
<u>Administrative Coordinator (move from exempt to non-exempt)</u>	<u>131</u>
Administrative Specialist	128
<u>Airport Maintenance Technician</u>	<u>131</u>
Airport Operations Specialist	131
Building Inspector	135
Camp Leader	117
Chief Plant Operator, Utilities	133
Code Compliance Officer	131
Code Enforcement Manager	134
Communications Officer Supervisor	129
Customer Service Specialist	126
Deputy Wastewater Superintendent	136
Electrician/HVAC Technician	131
Engineer I	132
Fire Inspector	134
Fire/Rescue Captain	138
Fire/Rescue Engineer	133
Fire/Rescue Lieutenant	136
Firefighter /EMT	131
Firefighter/Paramedic	131
Foreman	131
Heavy Equipment Operator	128
Help Desk Specialist	130
Information Technology Technician	132
Intern I	117
Intern II	125
Irrigation/Maintenance Tech	126
Maintenance Assistant	122
Maintenance Tech	127
Maintenance Worker	123
<del>Marina Assistant Doek Master</del>	<del>124</del>
<del>Marina Doekhand</del>	<del>123</del>
<del>Marina Doek Master</del>	<del>126</del>
Master Mechanic	130
Mechanic	127
Meter Reader	126

<b>Non-Exempt Classifications (continued)</b>	<b>Pay Grade</b>
Ocean-Rescue Lifeguard Trainee	124
Ocean-Rescue Lifeguard	125
Office Assistant	123
Permit Specialist	128
Plans Examiner	136
Plant Operator	130
Police Detective	22
Police Officer	22
Police Reserve Officer	122
Police Sergeant	26
Police Service Aide	125
Pool Lifeguard	117
<u>Purchasing Agent (move from exempt to non-exempt)</u>	<u>132</u>
Records Coordinator	129
Recreation Aide	117
Recreation Leader	124
<u>Recreation Programs Supervisor (move from exempt to non-exempt)</u>	<u>131</u>
Service Tech (Auto)	124
Sign Technician	127
Sr. Electrician/HVAC Technician	133
Sr. Maintenance Worker	125
Sr. Plans Examiner	138
Sr. Police Reserve Officer	130
Sr. Water Safety Instructor/Lifeguard	120
Staff Assistant	126
Street Maintenance Tech	126
Utility Billing Specialist	128
Warehouse Tech	128
Water Collector	124
Water Fitness Instructor	126
Water Locator	123
Water Safety Instructor	119
Water Tech I	126
Water Tech II	128
WW Plant Operator Trainee	126
WW Systems Tech I	126
WW Systems Tech II	128

SECTION 2. CONSOLIDATED PAY PLAN. The Classified Service Pay Schedule for Department Heads and General Employees (Appendix "A") and Fire Employees (Appendix "B") and the Police Officer Pay Schedule (Appendix "C") are hereby adopted for the budget year 2016-2017.

SECTION 3. 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 4. EFFECTIVE DATE. This Ordinance shall be effective on November 20, 2016, after its second reading, public hearing and final adoption.

ADOPTED by the City Commission this 6<sup>th</sup> day of December, 2016.

CITY OF FERNANDINA BEACH

\_\_\_\_\_

Mayor - Commissioner

ATTEST:

APPROVED AS TO FORM AND LEGALITY:



TAMMI E. BACH  
City Attorney

\_\_\_\_\_  
CAROLINE BEST  
City Clerk

Date of First Reading: November 15, 2016  
Date of Second Reading: December 6, 2016  
And Public Hearing:  
Date of Final Passage:

Appendix "A"

Classified Service Pay Scale

General Employees

Effective October 1, 2016

Grade	Minimum	Hourly min	Midpoint	Hourly Mid	Maximum	Hourly Max
117	\$16,962	8.15	\$21,839	10.50	\$26,715	12.84
118	\$17,835	8.57	\$22,962	11.04	\$28,090	13.50
119	\$18,729	9.00	\$24,113	11.59	\$29,498	14.18
120	\$19,644	9.44	\$25,292	12.16	\$30,939	14.87
121	\$20,644	9.93	\$26,579	12.78	\$32,514	15.63
122	\$21,644	10.41	\$27,867	13.40	\$34,090	16.39
123	\$22,251	10.70	\$29,042	13.96	\$35,833	17.23
124	\$23,900	11.49	\$30,771	14.79	\$37,643	18.10
125	\$25,071	12.05	\$32,279	15.52	\$39,486	18.98
126	\$26,384	12.68	\$33,941	16.32	\$41,498	19.95
127	\$27,667	13.30	\$35,622	17.13	\$43,576	20.95
128	\$29,029	13.96	\$37,375	17.97	\$45,721	21.98
129	\$30,498	14.66	\$39,266	18.88	\$48,034	23.09
130	\$31,988	15.38	\$41,185	19.80	\$50,381	24.22
131	\$33,594	16.15	\$43,252	20.79	\$52,911	25.44
132	\$35,271	16.96	\$45,411	21.83	\$55,551	26.71
133	\$37,039	17.81	\$47,687	22.93	\$58,336	28.05
134	\$38,894	18.70	\$50,076	24.08	\$61,258	29.45
135	\$40,840	19.63	\$52,582	25.28	\$64,323	30.92
136	\$42,875	20.61	\$55,202	26.54	\$67,529	32.47
137	\$45,018	21.64	\$57,961	27.87	\$70,903	34.09
138	\$47,266	22.72	\$60,855	29.26	\$74,444	35.79
139	\$49,623	23.86	\$63,890	30.72	\$78,157	37.58
140	\$52,100	25.05	\$67,079	32.25	\$82,058	39.45
141	\$54,715	26.31	\$70,445	33.87	\$86,176	41.43
142	\$57,458	27.62	\$73,977	35.57	\$90,496	43.51
143	\$60,332	29.01	\$77,677	37.34	\$95,023	45.68
144	\$63,360	30.46	\$81,575	39.22	\$99,791	47.98
145	\$66,500	31.97	\$85,750	41.23	\$105,000	50.48
146	\$69,825	33.57	\$89,885	43.21	\$109,946	52.86
147	\$73,316	35.25	\$111,648	53.68	\$149,975	72.10

Appendix "B"

CLASSIFIED SERVICE PAY SCALE

FIRE DEPARTMENT\*

Effective October 1, 2016

Title	Grade	Min Annual	Hourly Min	Midpoint	Hourly Mid	Max Annual	Hourly Max
Firefighter/EMT and FF/Paramedic	131	\$33,594	\$11.54	\$43,253	\$14.85	\$52,911	\$18.17
Fire/Rescue Engineer	133	\$37,039	\$12.72	\$47,688	\$16.38	\$58,336	\$20.03
Fire/Rescue Lieutenant	136	\$42,875	\$14.72	\$55,202	\$18.96	\$67,529	\$23.19
Fire/Rescue Captain	138	\$47,266	\$16.23	\$60,855	\$20.90	\$74,444	\$25.56

\*Firefighters are non-exempt (hourly) employees. Approximation of annual compensation is determined on the basis of normally scheduled hours worked (2912 annually) times the hourly rate.

Appendix "C"

CLASSIFIED SERVICE PAY SCALE

POLICE DEPARTMENT\*

Effective October 1, 2016

Title	Grade	Min Annual	Hourly Min	Midpoint	Hourly Mid	Max Annual	Hourly Max
Police Officers and Police Detectives	22	\$38,504	\$17.63	\$46,705	\$21.39	\$54,906	\$25.14
Police Sergeants	26	\$51,804	\$23.72	\$61,938	\$28.36	\$72,072	\$33.00

\*Police Officers are non-exempt (hourly) employees. Approximation of annual compensation is determined on the basis of normally scheduled hours worked (2184 annually) times the hourly rate.

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Ordinance 2016-34**  
Land Development Code Amendment – Planning Advisory Board Membership

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: **Approve Ordinance 2016-34 at Second Reading.**

SYNOPSIS: On August 30, 2016, the City Commission met in a workshop to discuss the Planning Advisory Board (PAB) membership. The City Commission directed the City Attorney to research options for member appointments, terms of office and number of board members from cities in NE Florida and Nassau County. After reviewing options for PAB membership and terms, the City Commission voted 4-1 to reduce the membership to 5 regular PAB voting members and 2 alternate members. Each City Commissioner nominates one regular PAB member which must be confirmed by majority vote of the entire City Commission. Alternate members are appointed at large by application to the City Clerk's office and appointment by majority vote of the City Commission. Regular and alternate PAB members may only be removed from the PAB by majority vote of the City Commission. Regular PAB voting members shall serve terms concurrent with their nominating Commissioner's term. So, for example, Vice Mayor Lentz's term ends in November 2017. Vice Mayor Lentz' nominee will serve a 1-year term to run concurrently with Vice Mayor Lentz' seat if a majority of the City Commission confirms the appointment.

The current PAB is made up of 7 regular members and 2 alternate members. The City Commission wishes to reduce the number of regular members to 5 and have 2 alternates. Therefore, the City Commission has three action items for consideration related to this Ordinance 2016-34:

- 1) I Move to approve/disapprove Ordinance 2016-34 on second and final reading; AND
- 2) I Move to reconstitute the PAB by removing all current regular voting PAB members and current alternates in order to appoint a new PAB made up of 5 regular voting members tonight and 2 alternates to be appointed at large after receipt of applications by the City Clerk in the immediate future; AND
- 3) I Move to appoint/not appoint the following Commissioner's nominees for the reconstituted Planning Advisory Board to consist of 5 regular voting members:
  - a) Commissioner John A. Miller – nominates ? OR Commissioner Eric Childers nominates ?
  - b) Commissioner Robin C. Lentz – nominates Benjamin Morrison
  - c) Commissioner Len Kreger – nominates Mark Bennett
  - d) Commissioner Roy G. Smith – nominates David Beal
  - e) Commissioner Tim Poynter – nominates Judith Lane

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 checked="" type="checkbox"/> Departmental
<input type="checkbox"/> Consideration	

CITY ATTORNEY COMMENTS: See above.

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission approve proposed Ordinance 2016-34 at Second Reading. *DEM*

DEPARTMENT DIRECTOR

Submitted by: Tammi E. Bach,

Date: 10/31/16

**CITY COMMISSION AGENDA ITEM**  
*City of Fernandina Beach*



City Attorney

CONTROLLER  
CITY ATTORNEY  
CITY MANAGER

Approved as to Budget Compliance

Approved as to Form and Legality

Approved Agenda Item for 11/15/16

TEB

DM

Date:

Date: 11/7/16

Date: 11/7/16

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COMMISSION ACTION:

- Approved As Recommended
- Approved With Modification
- Other

- Disapproved
  - Postponed to Time Certain
  - Tabled
-

ORDINANCE 2016-34

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE CHAPTER 9 SECTION 9.02.02 PLANNING ADVISORY BOARD MEMBERSHIP AND TERMS OF OFFICE; REPEALING SECTIONS IN CONFLICT HERewith; 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 City Commission met in a workshop on August 30, 2016 to discuss the Planning Advisory Board membership and roles and responsibilities; and

WHEREAS, the City Commission directed the City Attorney to draft an ordinance for first reading on September 20, 2016 with options for changing the membership and terms of office for the Planning Advisory Board; and

WHEREAS, the City Commission approved first reading of this Ordinance regarding the membership and terms of office for the Planning Advisory Board on October 18, 2016 and scheduled second reading for November 15, 2016.

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

SECTION 1. It is hereby proposed that Section 9.02.02 of the Land Development Code of the City of Fernandina Beach, Florida be amended to read as follows:

- ~~A. There shall be seven (7) regular members and two (2) alternate members.~~
- ~~B. Terms shall be staggered such that no more than three (3) terms expire simultaneously.
  - ~~1. All appointments shall be for the full term of three (3) years.~~
  - ~~2. When an alternative member is appointed to fill a vacancy created by the departure of a regular member, the term shall be the remaining unexpired term of the alternate member.~~~~
- ~~C. Any interested and eligible citizen as provided for in this section may be appointed to the board, but those with experience or interest in the field of planning and zoning or historic preservation shall receive special consideration.~~
- ~~D. In addition to the above members, one (1) nonvoting member shall be appointed from the Nassau County School Board. This member shall be the person appointed by the School Board to attend those meetings at which the Planning Advisory Board considers rezoning of land or an~~

~~amendment to the comprehensive plan that, if approved, will increase the residential density on property that is the subject of an application.~~

#### **9.02.02 Membership and Terms of Office**

- A. There shall be five (5) regular members and two (2) alternate members.
- B. Terms shall be staggered such that no more than three (3) terms expire simultaneously.
- C. Regular members shall be nominated for appointment by a City Commissioner and confirmed by majority vote of the City Commission. City Commissioners shall only nominate one regular member at a time.
- D. Alternate members shall be appointed for a 3-year term at large by majority vote of the City Commission after receipt by the City Clerk of board member application for alternate member seat.
- E. All appointments of regular members shall be for a term to run concurrently with that of their nominating City Commissioner.
- F. When an alternative member is appointed by the City Commission to fill a vacancy created by the departure of a regular member, the term shall be the remaining unexpired term of the regular member.
- G. Alternate members shall be appointed for a 3-year term at large by majority vote of the City Commission after receipt of a board member application for alternate member seat.
- H. Preference should be given to appointment of alternate members to fill vacancies created by departure of regular members; the term shall be the remaining unexpired term of the regular member.
- I. Regular and alternate members may be removed without cause by majority vote of the City Commission.
- J. The City Commission prefers to appoint regular members with experience in the fields of planning and zoning, engineering, architecture, real estate, law or historic preservation.
- K. In addition to the above members, one (1) nonvoting member shall be appointed from the Nassau County School Board. This member shall be the person appointed by the School Board to attend those meetings at which the Planning Advisory Board

considers rezoning of land or an amendment to the comprehensive plan that, if approved, will increase the residential density on property that is the subject of an application.

SECTION 2. All ordinances, resolutions, sections, parts and/or subsections of the Code of Ordinances or Land Development Code of the City of Fernandina Beach, Florida in conflict herewith are hereby repealed to extent of the conflict.

SECTION 3. 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 4. This Ordinance shall become effective immediately upon final adoption.

ADOPTED this 15<sup>th</sup> day of November, 2016.

CITY OF FERNANDINA BEACH

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Mayor - Commissioner

ATTEST:

APPROVED AS TO FORM AND LEGALITY:



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CAROLINE BEST  
City Clerk

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TAMMI E. BACH  
City Attorney



CITY COMMISSION AGENDA ITEM
City of Fernandina Beach

SUBJECT: Board Appointment
Historic District Council

ITEM TYPE: [ ] Ordinance [ ] Resolution [X] Other
[ ] Proclamation [ ] Presentation

REQUESTED ACTION: Approve the reappointment of Mr. Robert Erickson to the Historic District Council for a three year term ending September, 2019.

SYNOPSIS: In accordance with Land Development Code Chapter 9, Section 9.01.0(a); all members and alternate members of the Historic District Council (HDC) shall be appointed by the City Commission.

HDC Board Member Mr. Robert Erickson's term expired September, 2016. Mr. Erickson submitted a request for reappointment at the August 18, 2016, HDC meeting and was unanimously endorsed by HDC Board members to serve for one additional three year term. This HDC endorsement is presented for the Honorable City Commissions' consideration and approval.

Mr. Erickson is a City resident as required by City Charter, Section 69 and Land Development Code Chapter 9, Section 9.01.0(c).

FISCAL IMPACT: N/A

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

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S): I recommend that the City Commission reappoint Mr. Robert Erickson to a three-year term to the Historic District Council. DLM

DEPARTMENT DIRECTOR Submitted by: Caroline Best CBest Date: 10/21/16
City Clerk

CONTROLLER Approved as to Budget Compliance Date:

CITY ATTORNEY Approved as to Form and Legality Date:

CITY MANAGER Approved Agenda Item for 11/15/16 DLM Date: 10/28/16

COMMISSION ACTION: [ ] Approved As Recommended [ ] Disapproved
[ ] Approved With Modification [ ] Postponed to Time Certain
[ ] Other [ ] 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 Date</b>	<b>NAME</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>	<b>TERM</b>
<b>09/11</b>	<b>**George Sheffield</b> <a href="mailto:coachshef@att.net">coachshef@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> <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> <a href="mailto:kingcone@bellsouth.net">kingcone@bellsouth.net</a>	116 S. 4 <sup>th</sup> Street	261-8909 (H) 753-1436 (C)	3 yrs-01/2017
<b>10/13</b>	<b>*Michael R. Harrison</b> <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> <a href="mailto:m.b.rawls@comcast.net">m.b.rawls@comcast.net</a>	216 Citrona Drive	753-3441 (C) 415-2700 (H)	3 yrs-09/2018
<b>05/16</b>	<b>Alternate #1</b> <b>Angela Jones Conway</b> <a href="mailto:Angela.arnett510@gmail.com">Angela.arnett510@gmail.com</a>	510 Beech Street	(202) 422-2531	3 yrs- 03/2019
<b>05/16</b>	<b>Alternate #2</b> <b>William Tilson</b> <a href="mailto:wtropic@ufl.edu">wtropic@ufl.edu</a>	2328 Sadler Road, 8F	(352) 514-5722	3 yrs- 05/2019
<b>*Chair **Vice Chair</b>				
<b>Staff Coordinator: Marshall McCrary, CDD Director</b> <b>FINANCIAL DISCLOSURE REQUIRED</b>				

The public hearing was opened at this time and there being no comments from the floor the public hearing was closed. After a brief discussion about this case, **a motion was made by Member Tilson, seconded by Member Rawls, to approve HDC 2016-21; and that the HDC make the following the findings of fact and conclusions of law part of the record that HDC 2016-21 as presented is substantially compliant with the Land Development Code, the Downtown Historic District Guidelines, and the Secretary of Interior Standards to warrant approval at this time. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

#### 6. Staff-Approved Certificates of Approval

6.1. **MARIO + ROSE ANN MANGANARO C/O DOMESTIC DESIGNS ROOFING, 302 CENTRE STREET (HDC SA 2016-55)** Re-roof with 30 year architecture shingles, Pristine Green.

6.2. **KIM DAVIS, 505 CEDAR STREET (HDC SA 2016-56)** Install new footers and piers to existing home.

6.3. **WRIGHT RUNWAY LLC C/O DOUGHERTY COMPANY, 311 CENTRE STREET (HDC SA 2016-57)** Replace existing 1st story windows and doors at rear of building with Andersen series to match existing material and color.

6.4. **BRUCE MEGER, 213 N. 6TH STREET (HDC SA 2013-58)** Install 6FT wood picket fence on north side of property; will be stained natural color.

6.5. **CITY OF FERNANDINA BEACH C/O CREATIVE SERVICES & FENCE, 101 N. FRONT STREET (HDC SA 2016-59)** Install 190FT of 6FT chain link fencing on frontage and south side of property.

6.6. **DAVID FILLET, TRUSTEE C/O MARK MARKARIAN, 13 N. 3RD STREET (HDC SA 2016-60)** Install two (2) awnings with aluminum mill finish frame and pink fabric. Paint window and door trim with Oatlands Springkiss.

6.7. **KALAMALKA PROJECT LLC C/O BOB TIDBALL, 614 ASH STREET (HDC SA 2016-61)** Replace existing wood steps with brick.

6.8. **NANCY ROSSITER, 214 S. 7TH STREET (HDC SA 2016-62)** Replace and repair 10' x 20' area of roof shingles, same as existing.

There were no questions or concerns regarding the staff approved Certificates of Approval.

7. **Public Comment - Items Not on the Agenda** – There were no public comments on items not on the agenda.

#### 8. Board Business

8.1. **REAPPOINTMENT - ROBERT ERICKSON** – It was noted that Mr. Erickson was seeking reappointment. **A motion was made by Member Cascone, seconded by Member Tilson, to approve the reappointment of Mr. Erickson. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

9. **Staff Report** – There were no items to report under Staff Report.

Member Tilson referred to the variance before the HDC and questioned if the language could be revisited about lodging accommodation with relation to size of kitchen and what goes in that. Mr. Cumella stated his understanding of the intent behind that was more for commercial lodging accommodations such as the big hotels on the beach so they couldn't be converted to a condominium. There was some discussion about having staff look at this because there may be more requests like the variance this evening to have more short term residential opportunities downtown.

Member Cascone pointed out the variance did not address parking, which has been an issue for people downtown. Mr. Cumella noted that was a citywide issue that needed to be looked at on a larger scale than any one particular

CITY COMMISSION AGENDA ITEM  
City of Fernandina Beach



SUBJECT: **Discussion**  
Transportation Network Companies (i.e. Uber, Lyft)

ITEM TYPE:  Ordinance  Resolution  Other  
 Proclamation  Presentation

REQUESTED ACTION: Provide direction to City Attorney whether the City’s vehicle-for-hire Ordinance (Secs. 86-90 through 86-143 Code of Ordinances) should be amended to provide for specific regulations for transportation network companies such as Uber and Lyft to operate in the City limits.

SYNOPSIS: In order for an individual or company to receive a City vehicle-for-hire permit (medallion) and pick up and drop off customers in the City, the Code of Ordinances currently requires valid commercial auto liability insurance, current vehicle inspections for mechanical and safety features, a Florida criminal background check and a business tax receipt if the business is located in the City.

Drivers who work for transportation network companies such as Uber and Lyft do not generally carry their own commercial auto liability insurance because the transportation network companies carry the insurance. For example, when an Uber driver turns on the “app” and indicates they are available to pick up a customer, Uber’s multi-million dollar commercial auto liability policies cover that driver and their passenger(s).

Uber representatives have explained to the City’s legal department and Mayor Miller that Uber drivers must pass rigorous national criminal background checks, have vehicles that are newer than 10 years old and pay 20% of the fare back to Uber to pay for the cost of insurance and administration of the website and internet applications.

The City Attorney seeks direction from the City Commission as to whether it wishes to have the City’s vehicle-for-hire Ordinance amended to allow for transportation network companies to have drivers operating in the City. There are cities in Florida that have been successful in courts keeping transportation network companies from operating in their cities because these companies and their drivers cannot satisfy the local regulations. However, there have been and will be bills pending again in the Florida legislature to preempt cities and counties from regulating transportation network companies.

FISCAL IMPACT: N/A

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

CITY ATTORNEY COMMENTS: See above

CITY MANAGER RECOMMENDATION(S): N/A

DEPARTMENT DIRECTOR Submitted by: Tammi E. Bach, City Attorney Date: 11/08/16

CONTROLLER Approved as to Budget Compliance Date:  
CITY ATTORNEY Approved as to Form and Legality *TEB* Date: 11/08/16

CITY MANAGER Approved Agenda Item for 11/15/16 *DLM* Date: 11/08/16

COMMISSION ACTION:  Approved As Recommended  Disapproved

**CITY COMMISSION AGENDA ITEM**  
*City of Fernandina Beach*



Approved With Modification  
 Other

Postponed to Time Certain  
 Tabled

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# DRAFT

## TRANSPORTATION NETWORK COMPANIES FERNANDINA BEACH, FLORIDA MODEL ORDINANCE

The purpose of this Chapter is to ensure the safety, reliability and cost-effectiveness of rides provided by Transportation Network Company Drivers within the City of Fernandina Beach, Florida (the "City") and to preserve and enhance access to these important transportation options for residents and visitors to the City.

### **SECTION 1. DEFINITIONS.** As used in this Chapter:

*"Digital Network"* means any online-enabled technology application service, website or system offered or utilized by a Transportation Network Company that enables the prearrangement of rides with Transportation Network Company Drivers.

*"Transportation Network Company"* or *"TNC"* means a corporation, partnership, sole proprietorship, or other entity that is licensed pursuant to this Chapter and operating in the City that uses a Digital Network to connect Transportation Network Company Riders to Transportation Network Company Drivers who provide Prearranged Rides. A Transportation Network Company shall not be deemed to control, direct or manage the Personal Vehicles or Transportation Network Company Drivers that connect to its Digital Network, except where agreed to by written contract.

*"Transportation Network Company Driver"* or *"TNC Driver"* means an individual who:

- (a) Receives connections to potential passengers and related services from a Transportation Network Company in exchange for payment of a fee to the Transportation Network Company; and
- (b) Uses a Personal Vehicle to offer or provide a Prearranged Ride to riders upon connection through a Digital Network controlled by a Transportation Network Company in return for compensation.

*"Transportation Network Company Rider"* or *"rider"* means an individual or persons who use a Transportation Network Company's Digital Network to connect with a Transportation Network Company Driver who provides Prearranged Rides to the rider in the TNC Driver's Personal Vehicle.

*"Personal Vehicle"* means a vehicle that is used by a Transportation Network Company Driver to provide a Prearranged Ride and is:

- (a) Owned, leased or otherwise authorized for use by the Transportation Network Company Driver; and
- (b) Not a taxicab, limousine, or vehicle for hire within the meaning of Chapter 86, Article III of the Code of Ordinances of the City of Fernandina Beach.

*"Prearranged Ride"* means the provision of transportation by a TNC Driver to a rider, beginning when a TNC Driver accepts a ride requested by a rider through a Digital Network controlled by a Transportation Network Company, continuing while the TNC Driver transports a requesting

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rider, and ending when the last requesting rider departs from the Personal Vehicle. A Prearranged Ride does not include transportation provided through any of the following:

- (a) transportation provided by a taxicab, limousine, or vehicle for hire pursuant to Chapter 86, Article III of the Code of Ordinances of the City of Fernandina Beach;
- (b) a shared expense carpool or vanpool arrangement or service or any other type of arrangement or service in which the driver receives a fee that does not exceed the driver's costs associated with providing the ride; or
- (c) a regional transportation provider.

**SECTION 2. NOT OTHER CARRIERS.** TNCs or TNC Drivers are not common carriers, contract carriers, motor vehicle carriers, nor do they provide taxicab, limousine, or vehicle for hire services within the meaning of Chapter 86, Article III of the Code of Ordinances of the City of Fernandina Beach. In addition, a TNC Driver shall not be required to register the vehicle such TNC Driver uses to provide Prearranged Rides as a commercial or for-hire vehicle.

**SECTION 3. TNC PERMIT REQUIRED.** (a) A person shall not operate a TNC in the City without first having obtained a permit pursuant to this Chapter; provided that, any TNC operating in the City before the effective date of this Chapter may continue operating until the City creates a permit process and sets a registration deadline.

(b) The City, or an agency thereof, shall issue a permit to each applicant that meets the requirements for a TNC set forth in this Chapter, and pays an annual permit fee of \$1,000.

**SECTION 4. AGENT.** The TNC must maintain an agent for service of process in the State of Florida.

**SECTION 5. FARE COLLECTED FOR SERVICES.** On behalf of a TNC Driver, a TNC may charge a fare for the services provided to riders; provided that, if a fare is collected from a rider, the TNC shall disclose to the rider the fare or fare calculation method on its website or within the Digital Network. The TNC shall also provide riders with the applicable rates being charged and the option to receive an estimated fare before the rider enters the TNC Driver's vehicle.

**SECTION 6. IDENTIFICATION OF TNC VEHICLES AND DRIVERS.** The TNC's Digital Network shall display a picture of the TNC Driver, and the license plate number of the motor vehicle utilized for providing the Prearranged Ride before the rider enters the TNC Driver's vehicle.

**SECTION 7. ELECTRONIC RECEIPT.** Within a reasonable period of time following the completion of a trip, a TNC shall transmit an electronic receipt to the rider on behalf of the TNC Driver that lists:

- (a) The origin and destination of the trip;
- (b) The total time and distance of the trip; and
- (c) An itemization of the total fare paid, if any.

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### SECTION 8. FINANCIAL RESPONSIBILITY OF TRANSPORTATION NETWORK COMPANIES.

(a) The following automobile insurance requirements shall apply while a participating Transportation Network Company Driver is logged on to the Transportation Network Company's Digital Network and is available to receive transportation requests but is not engaged in a Prearranged Ride:

(1) Automobile liability insurance that provides at least the minimum coverage amounts required pursuant to Florida law.

(2) Automobile liability insurance in the amounts required in paragraph (1) of subsection (a) shall be maintained by a Transportation Network Company and provide coverage in the event of participating Transportation Network Company Driver's own automobile liability policy excludes coverage according to its policy terms or does not provide coverage of at least the limits required in paragraph (1) of subsection (a).

(b) The following automobile insurance requirements shall apply while a Transportation Network Company Driver is engaged in a Prearranged Ride:

(1) Primary automobile liability insurance that provides at least \$1,000,000 for death, bodily injury and property damage;

(2) The coverage requirements of this subsection (b) may be satisfied by any of the following:

(A) Automobile insurance maintained by the Transportation Network Company Driver; or

(B) Automobile insurance maintained by the Transportation Network Company; or

(C) Any combination of subparagraphs (A) and (B).

(c) If insurance maintained by a TNC Driver in subsections (a) or (b) has lapsed or does not provide the required coverage, insurance maintained by a Transportation Network Company shall provide the coverage required by Section 8 beginning with the first dollar of a claim and the Transportation Network Company's insurer shall have the duty to defend such claim.

(d) Coverage under an automobile insurance policy maintained by the Transportation Network Company shall not be dependent on a personal automobile insurer first denying a claim nor shall a personal automobile insurance policy be required to first deny a claim.

(e) Insurance required by this Section 8 may be placed with an insurer authorized to do business in this State or with a surplus lines insurer eligible under Chapter 626, Part VIII of the Florida Statutes.

(g) A Transportation Network Company Driver shall carry physical or electronic proof of coverage satisfying Sections 8(a) and 8(b) with him or her at all times during his or her use of a vehicle in connection with a Transportation Network Company's Digital Network. In the event of an accident, a Transportation Network Company Driver shall provide this insurance coverage

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information to the directly interested parties, automobile insurers and investigating police officers. Upon such request, a Transportation Network Company Driver shall also disclose to directly interested parties, automobile insurers, and investigating police officers, whether he or she was logged on to the Transportation Network Company's Digital Network or on a Prearranged Ride at the time of an accident.

(h) In a claims coverage investigation, Transportation Network Companies shall immediately provide upon request by directly involved parties or any insurer of the Transportation Network Company Driver if applicable, the precise times that a Transportation Network Company Driver logged on and off of the Transportation Network Company's Digital Network in the twelve hour period immediately preceding and in the twelve hour period immediately following the accident. Insurers potentially providing coverage as set forth in Section 8 shall disclose upon request by any other insurer involved in the particular claim, the applicable coverages, exclusions and limits provided under any automobile insurance maintained under Section 8.

**SECTION 9. DISCLOSURES.** The Transportation Network Company shall disclose in writing to Transportation Network Company Drivers the following before they are allowed to accept a request for a Prearranged Ride on the Transportation Network Company's Digital Network:

(a) The insurance coverage, including the types of coverage and the limits for each coverage, that the Transportation Network Company provides while the Transportation Network Company Driver uses a Personal Vehicle in connection with a Transportation Network Company's Digital Network; and

(b) That the Transportation Network Company Driver's own automobile insurance policy might not provide any coverage while the Transportation Network Company Driver is logged on to the Transportation Network Company's Digital Network and is available to receive transportation requests or is engaged in a Prearranged Ride, depending on its terms.

**SECTION 10. ZERO TOLERANCE FOR DRUG OR ALCOHOL USE.** (a) The TNC shall implement a zero tolerance policy regarding a TNC Driver's activities while accessing the TNC's Digital Network. The zero tolerance policy shall address the use of drugs or alcohol while a TNC Driver is providing Prearranged Rides or is logged into the TNC's Digital Network but is not providing Prearranged Rides, and the TNC shall provide notice of this policy on its website, as well as procedures to report a complaint about a TNC Driver with whom a rider was matched and whom the rider reasonably suspects was under the influence of drugs or alcohol during the course of the trip.

(b) Upon receipt of such rider complaint alleging a violation of the zero tolerance policy, the TNC shall suspend such TNC Driver's ability to accept trip requests through the TNC's Digital Network as soon as possible, and shall conduct an investigation into the reported incident. The suspension shall last the duration of the investigation.

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(c) The TNC shall maintain records relevant to the enforcement of this requirement for a period of at least two (2) years from the date that a rider complaint is received by the TNC.

**SECTION 11. TNC DRIVER REQUIREMENTS.** (a) Before allowing an individual to accept trip requests through a TNC's Digital Network:

- (1) The individual shall submit an application to the TNC, which includes information regarding his or her address, age, driver's license, motor vehicle registration, automobile liability insurance, and other information required by the TNC;
- (2) The TNC shall conduct, or have a third party conduct, a local and national criminal background check for each applicant that shall include review of:
  - (A) multi-state/multi-jurisdiction criminal records locator or other similar commercial nationwide database with validation (primary source search); and
  - (B) U.S. Department of Justice National Sex Offender Public Website;
- (3) The TNC shall obtain and review, or have a third party obtain and review, a driving history research report for such individual.

(b) The TNC shall not permit an individual to act as a TNC Driver on its digital platform who:

- (1) Has had more than three moving violations in the prior three-year period, or one of the following major violation in the prior three-year period:
  - (A) Attempting to evade the police,
  - (B) Reckless driving, or
  - (C) Driving on a suspended or revoked license;
- (2) Has been convicted, within the past seven years, of
  - (A) Any felony;
  - (B) Misdemeanor driving under the influence, reckless driving, hit and run, or any other driving-related offense or any misdemeanor violent offense or sexual offense;
- (3) Is a match in the U.S. Department of Justice National Sex Offender Public Website;
- (4) Does not possess a valid driver's license;
- (5) Does not possess proof of registration for the motor vehicle(s) used to provide Prearranged Rides;
- (6) Does not possess proof of automobile liability insurance for the motor vehicle(s) used to provide Prearranged Rides; or
- (7) Is not at least 19 years of age.

**SECTION 12. NO STREET HAILS.** A TNC Driver shall not solicit or accept street hails.

**SECTION 13. NO CASH TRIPS.** The TNC shall adopt a policy prohibiting solicitation or acceptance of cash payments for the fares charged to riders for Prearranged Rides and notify TNC Drivers of such policy. TNC Drivers shall not solicit or accept cash payments from riders.

**SECTION 14. NO DISCRIMINATION; ACCESSIBILITY.** (a) The TNC shall adopt a policy of non-discrimination respect to riders and potential riders and notify TNC Drivers of such policy.

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(b) TNC Drivers shall comply with all applicable laws regarding non-discrimination against riders or potential riders.

(c) TNC Drivers shall comply with all applicable laws relating to accommodation of service animals.

(d) A TNC shall not impose additional charges for providing services to persons with physical disabilities because of those disabilities.

**SECTION 15. RECORDS.** A TNC shall maintain the following records:

(a) individual trip records of rider customers for at least one (1) year from the date each trip was provided; and

(b) individual records of TNC Drivers at least until the one year anniversary of the date on which a TNC Driver's relationship with the TNC has ended.

**SECTION 16. AUDIT PROCEDURES; CONFIDENTIALITY OF RECORDS.**

(a) In response to a specific complaint against any TNC Driver or TNC, the City or an agency thereof is authorized to inspect records held by the TNC that are necessary to investigate and resolve the complaint. The TNC and agency shall endeavor to have the inspection take place at a mutually agreed location in the City. Any record furnished to the City may exclude information that would tend to identify specific drivers or riders, unless the identity of a driver or rider is relevant to the complaint.

(b) Any records inspected by the City or an agency thereof under this Chapter are designated confidential and are not subject to disclosure to a third party by the City without prior written consent of the TNC. If the City receives a request for records in accordance with the Florida Public Records Law, Chapter 119 of the Florida Statutes, the City shall promptly notify the TNC that it has received a request for records and advise the TNC whether it will disclose any records. If the City determines that it is required to disclose records, the City shall defer disclosure of the records for a reasonable amount of time to permit Operator to seek a court order or other relief preventing the City from releasing the records.

**SECTION 17. CONTROLLING AUTHORITY.** Notwithstanding any other provision of law, TNCs and TNC Drivers are governed exclusively by this Chapter.