



**ACTION TAKEN  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
JANUARY 5, 2016**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE / INVOCATION**

*Invocation by Reverend Anthony Daniels of Macedonia A.M.E. Church.*

**4. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA - *The following individuals spoke to this item: Mr. Philip Chapman and Ms. Joan Bean.***

**5. CONSENT AGENDA**

**5.1 APPROVAL OF MINUTES** – *Special Meeting – May 13, 2014; Regular Meeting – August 19, 2014; and Regular Meeting – November 17, 2015.*

**ACTION TAKEN: 5-0 Approved**

**5.2 SEWER AND REFUSE EXEMPTION FOR FY 2015/2016 - RESOLUTION 2016-01.**  
*Synopsis: Approves one (1) application for exemption of payment for City Sewer and Refuse costs for the months of January 1, 2016 through September 30, 2016.*

**ACTION TAKEN: 5-0 Approved**

**6. RESOLUTIONS**

**6.1 POCKET PARK CONCEPTUAL PLAN APPROVAL & RECOGNITION - SETON PARK - RESOLUTION 2015-145 APPROVING THE CONCEPTUAL PLAN FOR A POCKET PARK AT THE SOUTH END OF ESTRADA STREET IN OLD TOWN; RECOGNIZING THE PARK AS “SETON PARK”; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the conceptual plan for a pocket park at the south end of Estrada Street and authorizes the recognition of the park as “Seton Park”.*

**ACTION TAKEN: 5-0 Reject Resolution 2015-145 recommending the matter be vetted before the Parks and Recreation Advisory Board and WestRock Administration to identify a mutually beneficial concept for Seton Park.**

**6.2 BUDGET AMENDMENT / CAPITAL IMPROVEMENT PLAN REVISION / CHANGE ORDER APPROVAL – ARKEST, LLC - RESOLUTION 2016-02.** *Synopsis: Approves a budget transfer of \$15,000 from the Capital Expansion Fund’s Reserve Recreation account to the Parks & Rec Improvement account and a revision to the City’s Five Year Capital Improvement Plan to increase the amount for this project from \$70,000 to \$85,000 in*

*FY 2015/2016. Also approves Change Order #'s 2 and 3 with ARKEST, LLC in the amount of \$3,315.40.*

**ACTION TAKEN: 5-0 Approved**

## **7. CITY MANAGER REPORTS**

SEWER SYSTEM: City Manager Martin reported the Utilities Department would be reviewing the sewer system soon with cameras in the southern part of the City.

SECTION 10 OF CITY CHARTER: City Manager Martin referred to an email from Commissioner Kreger with regard to Section 10 of the City Charter (communications between Commissioners and City staff) and encouraged the City Commission to communicate directly with department directors. He stated directors has been instructed to be open to communicate directly with City Commissioners, and they (directors) are to advise him (City Manager) via email and copy the Commissioner as to the subject of the discussions. He commented in order to provide the City Commission with the best information to make decisions Commissioners must be able to communicate with department directors.

SOLAR: City Manager Martin stated City staff met with Florida Public Utilities (FPU) regarding the solar farm, and explained the discussions will continue.

“BRIDGE THE GAP” MEETING: City Manager Martin commented the “Bridge the Gap” meeting was inspirational, which was hosted by Reverend Daniels and other clergy members. He stated the meeting talked about community relations, but noted that attendance was down from last year. He requested that the efforts continue with the clergy and law enforcement working together.

SHRIMP DROP: City Manager Martin congratulated the Parks and Recreation Department on the Shrimp Drop, and commented he looked forward to this being an annual event.

THANKS: City Manager Martin recognized Senior Electrician Randy Maxwell for his work replacing an electrical cabinet, which typically costs around \$6,000 and by using some existing equipment Mr. Maxwell was able to save the City thousands of dollars. He extended his thanks to Mr. Maxwell for his efforts.

VISIONING WORKSHOP: City Manager Martin reminded the City Commission that the Visioning Workshop would be held January 12<sup>th</sup> at the City Golf Course. He reported that invitations were extended to key community leaders to sit in to understand the direction the City Commission wants to take the City.

MOTOR EVENTS: City Manager Martin reported that staff was continuing to prepare for the March motor events (Concours d’Elegance and Vintage Auto Race).

SUNSHINE TRAINING: City Manager Martin reminded the City Commission that the Sunshine Training was scheduled for January 28<sup>th</sup>.

## **8. CITY ATTORNEY REPORTS**

MEETING: City Attorney Bach reported she would be in Orlando Friday for a steering committee meeting for the Florida Municipal Attorneys Association.

CONDOLENCES: City Attorney Bach extended her condolences to Ms. Vee Sellers on the passing of her friend.

**9. CITY CLERK REPORTS** – The City Clerk had no comments at this time.

**10. MAYOR/COMMISSIONER COMMENTS**

GREAT TIME: Commissioner Kreger commented he was having a great time being a Commissioner. Commissioner Smith concurred with Commissioner Kreger, and stated he was looking forward to this year.

SHRIMP DROP: Commissioner Smith extended his thanks to the people associated with the Shrimp Drop. He commented it was amazing to see how many people showed up for the event, and it was good to see the City do things like this.

HAPPY NEW YEAR: Commissioner Poynter wished everyone a Happy New Year, and commented he was looking forward to the visioning next week. He requested the community to email him or any Commissioner with their thoughts on what they would like to see in the community.

MEETING: Commissioner Poynter reminded the community that Thursday at Café Karibo would have his meeting with the community for questions at 6 pm.

HAPPY NEW YEAR: Vice-Mayor Lentz wished everyone a Happy New Year, and concurred with the previous comments about the Shrimp Drop.

CHARTER OFFICERS UPDATES: Vice-Mayor Lentz commented the City Commission asked the City Manager for weekly reports, and questioned if the City Commission supported receiving updates from the City Attorney and the City Clerk. She explained when she sees this information it prompts her to ask how something has gone. *The consensus of the City Commission was in support of the idea of all the Charter Officers providing a brief weekly update to the City Commission.*

SHRIMP DROP: Mayor Miller concurred with the previous comments about the Shrimp Drop and stated the City received national media attention for this event. He extended his thanks to Light Up Amelia for lighting up downtown.

“BRIDGING THE GAP”: Mayor Miller expressed his regrets that he was unable to attend “Bridging the Gap”. He extended his thanks to Reverend Daniels for being an asset to the community.

CONDOLENCES: Mayor Miller extended his condolences to Ms. Sellers and also to Mr. Brian Grimley on the loss of his father.

VISIONING WORKSHOP: Mayor Miller encouraged everyone to call, text, or email their ideas for the Visioning Workshop.

THANKS: Mayor Miller explained his mother had a scare over the holidays, and the gentlemen at Fire Station #1 on 14<sup>th</sup> Street did an outstanding job and transported his mother to the hospital. He reminded the community that the Fire Stations are accessible to the community, and the firefighters are there to help. He extended his thanks to the Fire Department, and stated this was another example of the great job they do.

## **11. ADJOURNMENT 6:55pm**