



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

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION

Invocation by Reverend Noel Roberts of North 14th Street Baptist Church.

4. PROCLAMATIONS / PRESENTATIONS

4.1 PROCLAMATION – NATIONAL LIBRARY WEEK - Proclaims April 10-16, 2016, as “National Library Week.” Library Director Dawn S. Bostwick, Assistant Library Director Janet W. Loveless, and Mr. Bill Flynn accepted the Proclamation.

4.2 PROCLAMATION - WATER CONSERVATION MONTH – Proclaims April, 2016, as “Water Conservation Month.” The City Clerk’s Office will mail the executed Proclamation to Mr. Geoffrey Sample, Intergovernmental Coordinator Office of Communications and Intergovernmental Affairs, St. Johns River Water Management District, Jacksonville Service Center.

4.3 PRESENTATION – SPORTSCAR VINTAGE RACING ASSOCIATION (SVRA) – Mr. Tony Parella and Mr. Ralph Thomas of SVRA gave a brief review of the recent event at the Fernandina Beach Municipal Airport. Mr. Gil Langley of Amelia Island Tourist Development Council provided a review of the economic impact relating to the recent March events.

4.4 PRESENTATION – ANNUAL AUDIT REPORT – Mr. Ryan Tucker of Purvis Gray and Company presented the Annual Audit Report for the Fiscal Year ending September 30, 2015.
ACTION TAKEN: 5-0 Accepted

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA - The following individuals spoke to this item: Mr. Chip Ross, Ms. Jennifer Harrison, Ms. Patricia Taylor, and Mr. Eric Bartelt.

6. CONSENT AGENDA

6.1 APPROVAL OF MINUTES - Regular Meeting – February 16, 2016; Joint Workshop Meeting – February 23, 2016; Workshop Meeting – February 24, 2016; Workshop Meeting – March 1, 2016; Regular Meeting – March 1, 2016; and Workshop Meeting – March 8, 2016.
ACTION TAKEN: 5-0 Approved

- 6.2 **PROPOSAL APPROVAL – ADVANCED DISPOSAL SERVICES – RESOLUTION 2016-41.** *Synopsis: Approves the proposal in the amount of \$34,803 from Advanced Disposal Services to provide solid waste removal and clean-up services for the 2016 Shrimp Festival.*
ACTION TAKEN: 5-0 Approved
- 6.3 **QUALIFYING DATES FOR THE 2016 CITY GENERAL ELECTION – RESOLUTION 2016-42.** *Synopsis: Sets the Qualifying Dates for the November 8, 2016 City General Election to begin on August 1, 2016 and end on August 5, 2016.*
ACTION TAKEN: 5-0 Approved
- 6.4 **HISTORICAL RESOURCES SMALL MATCHING GRANT APPLICATION – RESOLUTION 2016-43.** *Synopsis: Authorizes the submittal of one Small Matching Grant application to the Division of Historical Resources, Florida Department of State, for the purpose of completing a new property survey of the City’s Old Town and Downtown Historic Districts.*
ACTION TAKEN: 5-0 Approved

7. RESOLUTIONS

- 7.1 **FACILITIES USE AGREEMENT - NASSAU ALCOHOL CRIME DRUG AND ABATEMENT COALITION - RESOLUTION 2016-44.** *Synopsis: Approves a Facilities Use Agreement with the Nassau Alcohol Crime Drug and Abatement Coalition for the 5th Annual 5K Ben Byrns Rally on October 22, 2016.*
ACTION TAKEN: 5-0 Tabled until FAA approval can be obtained
- 7.2 **SOLE SOURCE VENDOR APPROVAL – US ECOLOGY - RESOLUTION 2016-45.** *Synopsis: Approves US Ecology as a sole source vendor for the handling of hazardous waste for the 2016 Hazardous Waste Cleanup & Recycle Event.*
ACTION TAKEN: 5-0 Approved amount up to \$35,000
- 7.3 **AWARD OF RFP # 15-104 – TYLER TECHNOLOGIES, INC. - RESOLUTION 2016-46.** *Synopsis: Approves the award of RFP #15-104 to Tyler Technologies, Inc.*
ACTION TAKEN: 5-0 Approved
- 7.4 **REIMBURSEMENT – VARIOUS FUNDS - RESOLUTION 2016-47.** *Synopsis: Approves a reimbursement from the proceeds of debt for incurred expenses in a principal amount not to exceed \$700,000.*
ACTION TAKEN: 5-0 Approved
- 7.5 **BUDGET AMENDMENT – POLICE DEPARTMENT – RESOLUTION 2016-48.** *Synopsis: Approves the transfer of funds in the amount of \$26,200 from the Police Federal Forfeiture Fund to the Police Law Enforcement Recovery Fund.*
ACTION TAKEN: 5-0 Approved
- 7.6 **VOLUNTARY ANNEXATION PETITION & WATER SERVICES AGREEMENT – SOUTH 8TH STREET - RESOLUTION 2016-49.** *Synopsis: Authorizes the extension of water services to the property that is located outside the corporate limits of the City off of 8th Street and noted as parcel 00-31-1800-0194-0000, and approves the Voluntary Annexation Petition.*
ACTION TAKEN: 5-0 Approved

- 7.7 **CITY PUBLIC FACILITY NAMING POLICY - RESOLUTION 2016-50.** *Synopsis: Adopts the City Public Facility Naming Policy.*
ACTION TAKEN: 2-3 Failed (Nay: Commissioner Smith, Commissioner Poynter, and Mayor Miller)
- 7.8 **CITY COMMISSION FISCAL YEAR 2016/2017 GOALS – RESOLUTION 2016-51.** *Synopsis: Adopts the Goals (and related measurements), Opportunities, and Considerations.*
ACTION TAKEN: 5-0 Approved
- 7.9 **INTERLOCAL AGREEMENT – NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS – RESOLUTION 2016-52.** *Synopsis: Approves the Interlocal Agreement with Nassau County for the City to collect Transportation Mobility Fees for projects within the City limits.*
ACTION TAKEN: 5-0 Approved

8. ORDINANCE – FIRST READING

- 8.1 **CODE AMENDMENT - CITATIONS – ORDINANCE 2016-07 AMENDING THE CODE OF ORDINANCES SECTION 1-12 REGARDING PENALTIES FOR CODE VIOLATIONS, BY PROVIDING FOR CITATIONS TO BE ISSUED TO VIOLATORS OF ANY CITY ORDINANCE; AMENDING SECTION 2-396, TITLED JURISDICTION, BY PROVIDING FOR CITATION APPEALS TO SPECIAL MAGISTRATE; AMENDING SECTION 2-399 BY PROVIDING FOR APPEALS TO SPECIAL MAGISTRATE FOR CITATIONS ISSUED FOR VIOLATIONS OF THE CITY LAND DEVELOPMENT CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.** *Synopsis: Amends various sections of the City Code pertaining to citations.*
ACTION TAKEN: 5-0 Approved

9. BOARD APPOINTMENTS

- 9.1 **GREENS AND OVERSIGHT COMMITTEE – 2 appointments.**
ACTION TAKEN: 5-0 Approved (appointment of Mr. Carl Galphin and Ms. Vicki Galphin)
- 9.2 **ARTS AND CULTURE NASSAU – 1 appointment.**
ACTION TAKEN: 5-0 Approved (appointment of Ms. Sandra Dawson)

10. DISCUSSION – DIRECTION – ACTION ITEM

- 10.1 **SIDEWALK CONSTRUCTION AND MAINTENANCE BY ABUTTING PROPERTY OWNERS**
ACTION TAKEN: There was discussion about this idea, but there was no support to move forward at this time.

11. CITY MANAGER REPORTS

APPRECIATION LETTERS: City Manager Martin pointed out staff shared some appreciation letters from Billy Casper Golf and the Concours. He stated he had a meeting with Friends of Fernandina Airport and based on their parking efforts they presented the City a check of approximately \$4,100. He commented this was less than last year, but the weather had a significant impact on Sunday.

AUTO EVENTS: City Manager Martin reported he would be meeting with several representatives of the automobile events tomorrow along with the City Attorney.

ALACHUA STREET: City Manager Martin referred to Alachua Street and explained the Florida Department of Transportation (FDOT) is continuing their outreach efforts to First Coast Railroad, CSX, etc.

AIRPORT: City Manager Martin stated he met with FDOT regarding the potential Airport complaints.

PORT CHARTER: City Manager Martin pointed out the review of the Port Charter was continuing, and stated they typically meet on the 4th Monday of each month.

LUNCHEON: City Manager Martin reported he attended the Chamber of Commerce quarterly luncheon and they heard from the Visit Florida President/CEO about Florida's tourism economy.

SHRIMP FESTIVAL: City Manager Martin commented there have been several meetings with Shrimp Festival organizers in preparation of the April 28th parade and the weekend events.

INTERN: City Manager Martin stated an intern is scheduled to work with the Community Development Department this year. He pointed out he was approached by two masters candidates from Valdosta State that have expressed an interest in working with the City.

CITY SEAL: City Manager Martin noted several months ago the City Commission approved the use of the City Seal for an author, and the author provided the City a complimentary copy of the book "Brilliant Beacons: A History of the American Lighthouse" by Mr. Eric Jay Dolin.

STORMWATER: City Manager Martin commented Commissioner Kreger, Mr. Jacobs, and he are scheduled to discuss the stormwater funding that the State has provided.

TRAINING: City Manager Martin explained he would be out of town for Presbyterian Disaster Assistance Training from April 7th to the 12th. He reminded the City Commission they had to appoint someone to serve as City Manager during his absence, and suggested Mr. Marshall McCrary. **A motion was made by Vice-Mayor Lentz, seconded by Commissioner Poynter, to appoint Mr. Marshall McCrary as City Manager during Mr. Martin's absence. Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.**

WORKSHOP: City Manager Martin reminded the City Commission of the waterfront Workshop on April 12th.

BUDGET: City Manager Martin stated the budget kickoff meeting would be April 13th.

MARITIME ISSUES: City Manager Martin reported the City Attorney, a representative of ATM, Mr. Jacobs, and he would meet to discuss maritime issues on April 14th.

RECYCLING EVENT: City Manager Martin reminded the community of the recycling event on Saturday, April 16th and that this year would also be a food drive for Barnabus.

12. CITY ATTORNEY REPORTS - The City Attorney had no reports at this time.

13. CITY CLERK REPORTS

ELM STREET LITTLE LEAGUE OPENING DAY: City Clerk Best reported she attended Elm Street Little League Opening Day and there was a good turnout. She wished them a successful season.

ETHICS AND SUNSHINE LAW: City Clerk Best reminded the City Commission of the April 12th Ethics and Sunshine Law training in the City Commission Chambers at 8:00 am.

14. MAYOR/COMMISSIONER COMMENTS

ELM STREET LITTLE LEAGUE OPENING DAY: Vice-Mayor Lentz concurred with the City Clerk and commented she was excited to have girls' softball in the City. She wished good luck to the teams.

BOOK SALE: Vice-Mayor Lentz reminded the community of the upcoming Friends of the Library Book Sale on April 8th and 9th.

GOLF CLUBHOUSE: Vice-Mayor Lentz pointed out the Women's Golf Association painted the clubhouse. She expressed her thanks to them for all their hard work.

FIRE TRUCK: Vice-Mayor Lentz commented the new fire truck is really nice.

SIDEWALK: Vice-Mayor Lentz noted that a portion of sidewalk was replaced at Hickory and Citrona. She thanked the County for replacing the asphalt.

MOBI-MATS: Vice-Mayor Lentz commented she has heard great things about the new mobi-mats that were used during the "Slide Into Spring" event.

NASSAU HUMANE SOCIETY: Vice-Mayor Lentz pointed out at the reorganizational meeting she ended up with four board assignments, and explained the Nassau Humane Society meets on the same Wednesday as the Tourist Development Council. She inquired if any Commissioner would take over as liaison for the Nassau Humane Society. After a brief discussion about this, Mayor Miller offered to be the liaison for the Nassau Humane Society.

APPRECIATION: Commissioner Poynter expressed his appreciation for the conversations at the meetings in efforts to get things done. He commented things cost money and this Commission is dedicated to come up with different ideas on how to tackle some of these problems.

MEETING: Commissioner Poynter reminded the community that his meeting was Thursday night at Café Karibo.

APPRECIATION: Commissioner Smith concurred with Commissioner Poynter, and stated the City Commission is actually getting things done. He noted there are times where we disagree, but there isn't the bitterness that was prevalent before.

STATE GRANT: Commissioner Smith questioned if the money from the State was specifically for North Fletcher. Commissioner Kreger replied it was identified for C-1, C-7, and a portion of C-13. City Attorney Bach stated part of the \$900,000 may have to stay where it is for some time. Commissioner Kreger pointed out they were meeting about this money tomorrow.

ELM STREET LITTLE LEAGUE OPENING DAY: Commissioner Kreger briefly commented about the various City and County representatives at the Elm Street Little League Opening Day.

TRANSPORTATION STRATEGIC WORKING GROUP: Commissioner Kreger noted on March 28th the County Commission approved the Transportation Strategic Working Group. He pointed out this involves the transportation planning authority, Council on Aging, etc. He explained that Rayonier would have their quarterly meeting at the end of April.

BUILDING NAMING POLICY: Vice-Mayor Lentz referred to voting down the building naming policy and explained the whole reason to bring the policy forward was because the City has nothing in place. She suggested the Commissioners against the proposed policy meet with the City Attorney to make changes, and then it could be brought back. There was a brief discussion about this and that Mr. Charles Albert shows up at the field that has been named after him.

BUILDING FACADES: Mayor Miller questioned if the City inspect building facades on downtown buildings. City Manager Martin reported the City does not typically inspect the facades of privately owned buildings. Mayor Miller reported a customer complained about a large white metal ball that had fallen off a building. City Attorney Bach explained for the building we know it came from the City will send a letter to the property owner from the City Manager to put that property owner on notice that this happened. Vice-Mayor Lentz stated she spoke with this property owner to let him know. There was a brief discussion about this, and Commissioner Poynter noted there was a building on 4th Street across from the Post Office that had an issue with brick coming off the building. He stated the City Inspector came by to look at it, and then worked with the building owner. He commented they had to take the brick off and then put it back on, which was clearly the owner's responsibility. Mayor Miller requested all owners to check their buildings.

CONDOLENCES: Mayor Miller pointed out Ms. Angela Daughtry, a reporter for the News Leader for several years, attended every single City Commission Meeting recently left the News Leader, and shortly thereafter her husband passed away. He expressed his condolences to Ms. Daughtry.

BUILDING FACADES: There was some further discussion about getting property owners to inspect their buildings in a safe manner, and the idea of the Fire Department conducting inspections at the request of property owners.

15. ADJOURNMENT – 8:17 PM