



**ACTION TAKEN
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
JUNE 7, 2016**

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

4.1 PROCLAMATION - ROTARY DAY - *Recognizes May 26, 2016, as "Rotary Day" acknowledging 90 years of outstanding community service in Fernandina Beach and Nassau County provided by the Rotary Club of Fernandina Beach. Rotary Club President Mr. John Boylan, President Elect Ms. Pamela Crouser and Assistant Governor Shannon Brown accepted the Proclamation.*

4.2 PROCLAMATION – RETIREMENT OF CAROL CIBEL - *Recognizes Carol Cibel, upon her retirement after thirty-one (31) years and four (4) months of dedicated service to the City of Fernandina Beach. Carol Cibel retired on May 31, 2016. Mr. Steven Henderson, FBFD Firefighter/Engineer presented Ms. Cibel with a plaque from the Fire Union.*

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA - *The following individual spoke to this item: Ms. Virginia Mengus.*

6. CONSENT AGENDA

6.1 APPROVAL OF MINUTES - *Regular Meeting – April 19, 2016; and Regular Meeting – May 3, 2016.*

ACTION TAKEN: 5-0 Approved

6.2 LEASE AGREEMENT - NASSAU ALCOHOL CRIME AND DRUG ABATEMENT COALITION – RESOLUTION 2016-65. *Synopsis: Approves the lease agreement with Nassau Alcohol Crime and Drug Abatement Coalition.*

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 Approved

- 7.2 **AWARD OF BID #16-02 – DUNMAR GROUP, INC. – RESOLUTION 2016-62.**
Synopsis: Awards Bid # 16-02 to Dunmar Group, Inc. in an amount not to exceed \$149,114.12 for the installation of a pier and kayak launch at Egans Creek Park.
ACTION TAKEN: 5-0 Approved (to go with Adam Wilson, Southeastern Docks and Decks, Inc.)
- 7.3 **AWARD OF BID # 16-04 - CREATIVE SERVICES & FENCE CO., INC. – RESOLUTION 2016-66.**
Synopsis: Awards Bid #16-04 to Creative Services and Fence Co., Inc. in the amount of \$188,291 for work at the Fernandina Beach Municipal Airport as outlined in the FDOT East Area Security and Access Control project.
ACTION TAKEN: 5-0 Approved
- 7.4 **WORK ORDER # 16-65R - PASSERO ASSOCIATES, LLC – RESOLUTION 2016-67.**
Synopsis: Approves Passero Associates, LLC's Work Order 16-65R to perform construction administration and engineering and inspection services for the East Area Security and Access Control project at the Fernandina Beach Municipal Airport.
ACTION TAKEN: 5-0 Approved
- 7.5 **DEVELOPMENT AGREEMENT – RAYONIER PERFORMANCE FIBERS, LLC AND LIGNOTECH, FLORIDA, LLC – RESOLUTION 2016-68.**
Synopsis: Approves the Development Agreement with Rayonier Performance Fibers, LLC and LignoTech Florida, LLC.
ACTION TAKEN: The applicant, LignoTech Florida requested this item be removed from the agenda. City Attorney Bach read a letter into the record from LignoTech regarding the same.

8. ORDINANCE – FIRST READING

- 8.1 **CHARTER AMENDMENTS & REFERENDUM BY THE ELECTORS – ORDINANCE 2016-11** SUBMITTING TO THE CITY ELECTORS PROPOSED AMENDMENTS TO THE CHARTER WHICH AMEND SECTIONS 1, 6, 10A-10B, 12, 17, 21, 45, 58-62, 64, 71, 78-79, 81, AND 144 TO CHANGE FINANCE DIRECTOR TITLE FROM CONTROLLER TO COMPTROLLER, CLARIFY CERTAIN PROVISIONS WITHOUT CHANGING THEIR MEANING, AND REVISING CERTAIN PROVISIONS TO BE CONSISTENT WITH STATE LAW; REPEALING SECTIONS 19, 26-28, 70, 77, 80 AND 123 BECAUSE THEY ARE PREEMPTED BY STATE LAW; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves submitting various City Charter amendments and referendum to the City electors.*
ACTION TAKEN: 5-0 Approved

9. DISCUSSION – DIRECTION – ACTION ITEM

- 9.1 **CITY MANAGER SIX MONTH EVALUATION – (CONTRACTUAL)**
ACTION TAKEN: The City Commission briefly commented about the City Manager's evaluation.

10. CITY MANAGER REPORTS

APPRECIATION: City Manager Martin extended his appreciation as a veteran for the Memorial Day Ceremony. He commented all the veteran organizations as well as the Fernandina Beach community were well represented.

STORM RESPONSE: City Manager Martin referred to the reports and response to Tropical Storm Colin and stated that Fire Chief Silcox and all the emergency responders were prepared and kept him well informed during his travels back to the community from Michigan.

BUDGET: City Manager Martin reported that budget preparations are continuing, and staff was scheduled to meet with four Commissioners tomorrow and one on Thursday.

AIRPORT: City Manager Martin explained that City Attorney Bach, Mr. Kozakoff, Mr. Holesko, and he had a productive meeting with the Federal Aviation Administration (FAA) Orlando officials regarding future development. He stated a response was filed with the FAA Atlanta officials and staff was waiting to hear from them regarding the complaints. He reported that staff has screened Airport Manager candidates and has scheduled interviews.

STORMWATER: City Manager Martin stated staff was reviewing five applications from the stormwater consultants this Friday with a review panel.

AUDIT: City Manager Martin referred to Parks and Recreation and proposed being able to proceed with an audit of departmental operations, events, and procedures over the past three years. He stated those funds would be expended from the City Manager's contractual appropriation. He estimated that the audit would not exceed \$5,000. There were no objections raised from the City Commission.

NATIONAL MARINA DAY: City Manager Martin pointed out National Marina Day Boat Show would be held Saturday, June 11th from 10am to 3pm at the Marina.

DEPOT DEDICATION: City Manager Martin announced that the Train Depot Dedication is Sunday at 2:00 pm and explained the City received a Florida Preservation Award for restoration /rehabilitation from Florida Trust for Historic Preservation.

WORKDAY: City Manager Martin stated that next Wednesday was his workday with the Finance Department.

MEETING: City Manager Martin reminded the City Commission of the Special Events Workshop on Tuesday, June 28th.

CONFERENCE: City Manager Martin pointed out it was included in the budget for the City Commissioners to attend the Florida League of Cities Conference August 18th through the 20th.

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

12. CITY CLERK REPORTS - The Deputy City Clerk had no reports at this time.

13. MAYOR/COMMISSIONER COMMENTS

COMPREHENSIVE PLAN AMENDMENT: Vice-Mayor Lentz commented she talked with the City Attorney about a Comprehensive Plan Amendment and noted the City has the LignoTech letter. She stated she has been reading a lot about storing hazardous materials in the floodplain and she has concerns that the City's Comprehensive Plan has this element in it that could be determined as very definitive. She explained it worries her if there is a storm and the City's own water lift station couldn't be built according to plan and the City couldn't provide water service to citizens. She requested to have a deeper discussion about that at a future time.

MEETING: Commissioner Poynter reminded the community of his Thursday meeting at Karibo at 6 pm to speak with him. He explained his meetings are the first Thursday after the first City Commission meeting.

WESTROCK: Commissioner Smith reported he took a tour of WestRock and it was very informative.

COMPREHENSIVE PLAN AMENDMENT: Commissioner Smith requested that the Planning Advisory Board (PAB) have a Special Meeting to review the Comprehensive Plan to help speed things along. There was a brief discussion about this request to have a Special Meeting before the July 13th PAB meeting. The City Attorney would discuss this with the PAB at their regular meeting of June 8th.

TURTLES: Commissioner Kreger reported as of this morning there were 69 turtle nests on Amelia Island.

FILM FESTIVAL: Mayor Miller reported he attended the Film Festival this past weekend and it was really good.

MEMORIAL DAY: Mayor Miller stated there was a great turnout for the Memorial Day Ceremony and extended his thanks to those that put the event together.

STORM: Mayor Miller referred to Tropical Storm Colin and explained that Fire Chief Silcox kept the Commission updated on what was going on and extended his thanks for being kept updated. He suggested doing a “drill” to assess how well we are prepared. City Manager Martin explained Chief Silcox has been tasked to prepare a tabletop exercise for staff.

SURF CONDITIONS ON MEMORIAL DAY: Mayor Miller briefly commented about the dangerous surf conditions over the Memorial Day weekend and reported the Fire Chief had quad runners that would go between lifeguard stands to warn people of the conditions. He reported the lifeguards pulled nine people out of the water and when it went red flag they strictly enforced “knee deep is too deep”. He extended his thanks to the Fire Department for handling that so well.

DEPOT: Mayor Miller reminded everyone of the Depot Dedication on Sunday from 2pm to 3pm.

14. ADJOURNMENT 6:54pm