



**ACTION TAKEN  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
AUGUST 2, 2016**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE / INVOCATION**  
*Invocation by Utilities Director, John Mandrick.*
- 4. PRESENTATION**
  - 4.1 PRESENTATION – NASSAU COUNTY ECONOMIC DEVELOPMENT BOARD (NCEDB)** - *Ms. Laura DiBella, representative of the Nassau County Economic Development Board, provided a review of the progress from the City's FY 2015/2016 investment to NCEDB and request continued investment funding for FY 2016/2017.*
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA** – *The following individual spoke to this item: Mr. Chris Occhuizzo.*
- 6. CONSENT AGENDA**
  - 6.1 APPROVAL OF MINUTES** – *Regular Meeting – June 7, 2016; Regular Meeting – June 21, 2016; Workshop Meeting – June 28, 2016; and Regular Meeting – July 5, 2016.*  
**ACTION TAKEN: 5-0 Approved**
  - 6.2 FACILITIES USE AGREEMENT – 117ACS GEORGIA AIR NATIONAL GUARD** – RESOLUTION 2016-85. *Synopsis: Approves the Facilities Use Agreement for the 117ACS Georgia Air National Guard to conduct annual field training at the Fernandina Beach Municipal Airport from February 20, 2017 through March 3, 2017.*  
**ACTION TAKEN: 5-0 Approved**
  - 6.3 FACILITIES USE AGREEMENT – PUERTO RICO AIR NATIONAL GUARD** – RESOLUTION 2016-86. *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 April 26, 2017 through May 14, 2017.*  
**ACTION TAKEN: 5-0 Approved**

- 6.4 **DISPOSAL OF SURPLUS PROPERTY – RESOLUTION 2016-87.** *Synopsis: Declares certain property as surplus, and authorizes the disposal of such.*  
**ACTION TAKEN: 5-0 Approved**
- 6.5 **AGREEMENT AUTHORIZATION – FEDERAL AVIATION ADMINISTRATION (FAA) –RESOLUTION 2016-88.** *Synopsis: Authorizes FAA grant agreement # 3-12-0022-024-2016 for the Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*  
**ACTION TAKEN: 5-0 Approved**
- 6.6 **AWARD OF BID # 16-05 – T.C.A. ELECTRICAL CONTRACTORS, INC. – RESOLUTION 2016-89.** *Synopsis: Awards ITB #16-05 contract agreement to T.C.A. Electrical Contractors, Inc. in the amount of \$70,050 for the FAA and FDOT Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*  
**ACTION TAKEN: 5-0 Approved**
- 6.7 **WORK ORDER # 16-70 – PASSERO ASSOCIATES, LLC - RESOLUTION 2016-90.** *Synopsis: Authorizes Passero Associates, LLC’s Work Order 16-70 to provide engineering services for the FAA Rehab Runway 4/22 Guidance Signs and Runway 4 REIL project.*  
**ACTION TAKEN: 5-0 Approved**
- 6.8 **WORK ORDER # 16-72 – PASSERO ASSOCIATES, LLC - RESOLUTION 2016-91.** *Synopsis: Authorizes Passero Associates, LLC’s Work Order 16-72 to update and report on the City’s DBE Plan as part of the FAA Rehab Runway 4/22 Guidance Signs and Runway 4 Runway End Identifier Light (REIL) project.*  
**ACTION TAKEN: 5-0 Approved**

## **7. RESOLUTIONS**

- 7.1 **BUDGET AMENDMENT – MARINA DEPARTMENT – RESOLUTION 2016-77.** *Synopsis: Approves a budget transfer totaling \$19,000 within the Marina budget for FY 2015/2016.*  
**ACTION TAKEN: 5-0 Approved**
- 7.2 **BUDGET AMENDMENT & AGREEMENT APPROVAL - GAI CONSULTANTS, INC. – RESOLUTION 2016-92.** *Synopsis: Approves the Professional Services Agreement with GAI Consultants, Inc. and a budget transfer within the Storm Water budget totaling \$130,000 for FY 2015/2016.*  
**ACTION TAKEN: 5-0 Approved**

## **8. ORDINANCES – FIRST READING**

- 8.1 **ANNUAL PAY & CLASSIFICATION PLAN – ORDINANCE 2016-20** ESTABLISHING AN UPDATED 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 the Pay and Classification Plan for FY 2016/2017.*  
**ACTION TAKEN: 5-0 Approved**

- 8.2 **CODE AMENDMENT – GENERAL EMPLOYEES’ PENSION PLAN -** ORDINANCE 2016-21 AMENDING CHAPTER 62, PERSONNEL, ARTICLE III, GENERAL EMPLOYEES' PENSION PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF FERNANDINA BEACH; AMENDING SECTION 62-71, DEFINITIONS; AMENDING SECTION 62-72, MEMBERSHIP; AMENDING SECTION 62-74, FINANCES AND FUND MANAGEMENT; AMENDING SECTION 62-76, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 62-77, PRE-RETIREMENT DEATH; AMENDING SECTION 62-78, DISABILITY; AMENDING SECTION 62-80, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 62-84, MAXIMUM PENSION; AMENDING SECTION 62-87, REPEAL OR TERMINATION OF SYSTEM; AMENDING SECTION 62-96, DEFERRED RETIREMENT OPTION PLAN; AMENDING SECTION 62-97, PRIOR GOVERNMENT SERVICE; AMENDING SECTION 62-99, REEMPLOYMENT AFTER RETIREMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to the General Employees’ Pension Plan.*  
**ACTION TAKEN: 5-0 Approved**
- 8.3 **CODE AMENDMENT – FIREFIGHTERS’ AND POLICE OFFICERS’ PENSION PLAN –** ORDINANCE 2016-22 AMENDING CHAPTER 62, PERSONNEL, ARTICLE IV, FIREFIGHTERS’ AND POLICE OFFICERS’ PENSION PLAN, OF THE CODE OF ORDINANCES OF THE CITY OF FERNANDINA BEACH; AMENDING SECTION 62-111, DEFINITIONS; AMENDING SECTION 62-114, FINANCES AND FUND MANAGEMENT; AMENDING SECTION 62-116, BENEFIT AMOUNTS AND ELIGIBILITY; AMENDING SECTION 62-117, PRE-RETIREMENT DEATH; AMENDING SECTION 62-118, DISABILITY; AMENDING SECTION 62-120, OPTIONAL FORMS OF BENEFITS; AMENDING SECTION 62-125, MAXIMUM PENSION; AMENDING SECTION 62-137, PRIOR POLICE OR FIRE SERVICE; AMENDING SECTION 62-138, DEFERRED RETIREMENT OPTION PLAN; ADDING SECTION 62-140, SUPPLEMENTAL BENEFIT COMPONENT FOR SPECIAL BENEFITS; CHAPTER 175 AND 185 SHARE ACCOUNTS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to the Firefighters’ and Police Officers’ Pension Plan.*  
**ACTION TAKEN: 5-0 Approved**
- 8.4 **COMPREHENSIVE PLAN AMENDMENT – CONSERVATION AND COASTAL MANAGEMENT ELEMENT POLICIES –** ORDINANCE 2016-19 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. *Synopsis: Approves amendments to the Comprehensive Plan pertaining to the conservation and coastal management element policies.*  
**ACTION TAKEN: 5-0 Approved**

## 9. BOARD APPOINTMENT

9.1 ARTS AND CULTURE NASSAU – 1 appointment.

**ACTION TAKEN: 5-0 Approved (appointment of Ms. Diane Withrow)**

## 10. DISCUSSION – DIRECTION – ACTION ITEM

10.1 FERNANDINA BEACH LAND BANK AND REAL ESTATE TRANSACTION FEE

**ACTION TAKEN: *The consensus of the City Commission was to direct the City Manager to look into a study to evaluate vacant land and potential impact fee revenue numbers.***

## 11. CITY MANAGER REPORTS

COMMUNITY DEVELOPMENT WORK DAY: City Manager Martin reported he had his work day with the Community Development Department and worked with the building and permitting part of the department. He explained planning and code enforcement would be done at another date.

MEETINGS: City Manager Martin reported Commissioner Kreger and he met with Senator Bean last week. He commented it appears the City's interests match with State opportunities specifically related to utilities (water, wastewater, and stormwater) as well as economic development.

City Manager Martin stated he had a teleconference with the Fernandina Beach/St. Mary's water taxi advocates, and those discussions will continue. He pointed out there is a need to secure additional funding for operational support.

City Manager Martin explained he would meet with County officials tomorrow regarding the "beach tax" which was the Municipal Services Taxing Unit (MSTU).

City Manager Martin pointed out he would be meeting with Advance Disposal representatives on Monday.

WORK DAY: City Manager Martin reported his Parks and Recreation work day was scheduled for August 10<sup>th</sup>.

OUT OF OFFICE: City Manager Martin briefly explained he would be out of office to attend the Florida League of Cities August 18<sup>th</sup> through 21<sup>st</sup>, and the following week for vacation.

PROJECTS: City Manager Martin stated the Parks and Recreation audit was nearly complete, and he anticipated giving the City Commission the report this month. He explained the City received word the stormwater permit was approved by St. Johns for the North Fletcher improvements (underground piping of stormwater from North Fletcher down to Atlantic Avenue and into Egans Creek). He reported he requested an update of the projects under the direction of ATM (northern expansion, channel realignment, the southern reconfiguration, and the mooring field design). He stated all these projects were moving forward. He pointed out the Florida Department of Transportation (FDOT) officials will meet with the railroad later this month.

ARK OF NASSAU: City Manager Martin referred to an email regarding the ARK of Nassau seeking celebrity waiters for a luncheon at Ciao's restaurant, and reminded the City Commission that the event would be October 20<sup>th</sup> and 27<sup>th</sup>.

TRIVIA NIGHT: City Manager Martin expressed his thanks to everyone that participated in the inaugural Trivia Night at the Golf Course. He reported the next Trivia Night was scheduled for August 10<sup>th</sup>.

**12. CITY ATTORNEY REPORTS** – The City Attorney had no comments at this time.

**13. CITY CLERK REPORTS**

CONDOLENCES: City Clerk Best extended her condolences to Ms. Marlene Chapman and Mr. Philip Chapman on the loss of Ms. Chapman’s mother.

QUALIFYING: City Clerk Best reminded the community that this week was the 2016 General Election qualifying period and that qualifying would conclude on Friday at 5 pm.

VACANCY: City Clerk Best pointed out the CRA Advisory Board has an opening for one member and encouraged interested parties to fill out an application.

**14. MAYOR/COMMISSIONER COMMENTS**

TRIVIA NIGHT: Vice-Mayor Lentz reported she had fun at Trivia Night. She encouraged the community to come out for the next Trivia Night.

SCHOOL: Vice-Mayor Lentz stated she was back to work full-time at Fernandina Beach Middle School. She reminded the community that next Wednesday was the first day of school in Nassau County.

THANKS: Commissioner Poynter thanked everyone for attending the meeting and speaking their concerns on LignoTech and the waterfront. He pointed out life is full of degrees of risk, and what we have to figure out is a good balance because industry is important, tourism is important, and housing is important.

FLORIDA INLAND NAVIGATION DISTRICT (FIND): Commissioner Smith commented it was nice meeting the FIND representatives, and explained he expressed his thanks to them for giving the City money.

TRIVIA NIGHT: Commissioner Smith commented Trivia Night was fun.

SCHOLARSHIPS: Commissioner Kreger reported he attended Elm Street Sportsman’s Club where they awarded scholarships.

CONDOLENCES: Mayor Miller extended his condolences to the Chapman family on the loss of Ms. Marlene Chapman’s mother.

LETTER: Mayor Miller reported the City received a letter from the Mayor of Orlando, Mr. Buddy Dryer. He read the letter into the record expressing thanks for the letter the City sent.

RESCUED KITTEN: Mayor Miller briefly commented about how the City helped rescue a kitten today that was trapped under a storm drain near a local hotel.

**15. ADJOURNMENT 7:49 PM**