



**ACTION TAKEN  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
AUGUST 16, 2016  
FERNANDINA BEACH, FL 32034**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE / INVOCATION**

*Invocation by Pastor Jeanette Richo of Greater Fernandina Church of God.*

**4. PROCLAMATIONS / PRESENTATIONS**

**4.1 PROCLAMATION – INTERNATIONAL HOMELESS ANIMALS’ DAY & HOMELESS ANIMALS’ MONTH** – *Recognizes August 20, 2016, as International Homeless Animals’ Day and the month of August as “Homeless Animals’ Month” to highlight the plight of millions of homeless animals all over the world. Ms. Beth Hackney, Cat’s Angels, Inc., accepted the Proclamation.*

**4.2 PROCLAMATION – LAW ENFORCEMENT OFFICER APPRECIATION** – *Recognizes the men and women who serve the City of Fernandina Beach Police Department and the Nassau County Sheriff’s Office. Involved members of the community accepted the Proclamation.*

**4.3 PRESENTATION – COMMUNITY REDEVELOPMENT AREA (CRA) UPDATE** – *CRA Advisory Board Chair Arlene Filkoff provided a Monthly Progress Update.*

**4.4 PRESENTATION – FERNANDINA BEACH MAIN STREET PROGRAM** - *Mr. Jeff Kurtz of Fernandina Beach Main Street provided a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Restructuring, Organization, and Promotion).*

**4.5 BUDGET SUMMARY** - *Controller Patti Clifford was available to answer questions regarding the budget summary for July 2016.*

**5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA** - The following individual spoke to this item: Mr. Clinch Kavanaugh.

**6. CONSENT AGENDA**

**6.1 APPROVAL OF MINUTES** – *Work Session Meeting – September 10, 2010; and Regular Meeting – July 19, 2016.*

**ACTION TAKEN: 5-0 Approved**

- 6.2 **VOLUNTARY ANNEXATION AGREEMENT – 1987 SOUTH 8<sup>TH</sup> STREET – RESOLUTION 2016-93.** *Synopsis: Authorizes the extension of water services to the property owner identified, whose property is located outside the corporate limits of the City at 1987 South 8<sup>th</sup> Street and noted as parcel 00-00-30-0120-0004-0000, and approves the Voluntary Annexation Petition.*  
**ACTION TAKEN: 5-0 Approved**
- 6.3 **WORK ORDER 16-74 - PASSERO ASSOCIATES, LLC – RESOLUTION 2016-94.** *Synopsis: Approves Passero Associates, LLC's Work Order 16-74, to prepare the FAA's required Environmental Assessment for the FDOT Design and Construct New Terminal project at the Fernandina Beach Municipal Airport.*  
**ACTION TAKEN: 5-0 Approved**
- 6.4 **WORK ORDER 16-75 - PASSERO ASSOCIATES, LLC – RESOLUTION 2016-95.** *Synopsis: Approves Passero Associates, LLC's Work Order 16-75, to provide architectural and engineering design, permitting, and bidding process administration for the FDOT Design and Construct New Terminal project at the Fernandina Beach Municipal Airport.*  
**ACTION TAKEN: 5-0 Approved**
- 6.5 **AGREEMENT CONTINUANCE - GABRIEL, ROEDER, SMITH & COMPANY – RESOLUTION 2016-99.** *Synopsis: Continues the City's relationship with GRS for actuarial consulting services on an as-needed basis and pay all outstanding invoices through August, 2016.*  
**ACTION TAKEN: 5-0 Approved**
- 6.6 **SETTLEMENT AGREEMENT – KATHLEEN HEDGES - RESOLUTION 2016-100.** *Synopsis: Approves the Settlement Agreement in the case of Kathleen Hedges v. City of Fernandina Beach, Fourth Judicial Circuit Case No: 2014-CA-541.*  
**ACTION TAKEN: 5-0 Approved**

## 7. RESOLUTIONS

- 7.1 **BUDGET AMENDMENT & AWARD OF BID #16-11 – ARCTIC AIR OF NORTHERN FLORIDA, LLC – RESOLUTION 2016-96.** *Synopsis: Approves the award of Bid #16-11 to Arctic Air of Northern Florida, LLC in the amount of \$98,000 and approves budget transfers within the Capital Improvement Fund totaling \$74,500.*  
**ACTION TAKEN: 5-0 Approved**
- 7.2 **AGREEMENT APPROVAL – THE ARCO GROUP, INC. – RESOLUTION 2016-97.** *Synopsis: Approves the agreement with The ARCO Group, Inc. for \$1,446.50 per month (allowing annual increases as outlined in the agreement) to provide managed rack space and internet access as outlined in the agreement.*  
**ACTION TAKEN: 5-0 Approved**
- 7.3 **BUDGET AMENDMENTS – VARIOUS DEPARTMENTS – RESOLUTION 2016-98.** *Synopsis: Approves various budget transfers between specified accounts to ensure that expenditures do not exceed the budget on a line by line basis for Fiscal Year 2015/2016.*  
**ACTION TAKEN: 5-0 Approved**

## 8. ORDINANCES – FIRST READING

- 8.1 **UTILITIES FEE SCHEDULE - ORDINANCE 2016-17 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.** *Synopsis: Approves a 3% increase to water and wastewater rates from the 2015 rates.*  
**ACTION TAKEN: 5-0 Approved**
- 8.2 **MASTER FEE SCHEDULE – ORDINANCE 2016-23.** *Synopsis: Approves the amended Master Fee Schedule consisting of the City Clerk's Office, Fernandina Beach Golf Club, Marina, Airport, Community Development, Cemetery, Fire Department, Sanitation, Police, and Impact Fees, excluding Water and Sewer Impact Fees for Fiscal Year 2016/2017.*  
**ACTION TAKEN: 5-0 Approved**
- 8.3 **VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD – ORDINANCE 2016-24.** *Synopsis: Annexes property totaling 7.91 acres of land located at 3017 and 3021 Amelia Road.*  
**ACTION TAKEN: 3-2 Approved (Nay - Commissioner Poynter and Mayor Miller)**
- 8.4 **FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD – ORDINANCE 2016-25.** *Synopsis: Assigns a Future Land Use Map designation of Medium Density Residential (MDR) to 7.91 acres of land located at 3017 and 3021 Amelia Road.*  
**ACTION TAKEN: 3-2 Approved (Nay - Commissioner Poynter and Mayor Miller)**
- 8.5 **ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD – ORDINANCE 2016-26.** *Synopsis: Assigns a Zoning Category of Residential Low Medium (RLM) to 7.91 acres of land located at 3017 and 3021 Amelia Road.*  
**ACTION TAKEN: 3-2 Approved (Nay - Commissioner Poynter and Mayor Miller)**
- 8.6 **FUTURE LAND USE MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE – ORDINANCE 2016-27.** *Synopsis: Assigns a Future Land Use Map designation of High Density Residential (HDR) for property located at the corner of First Avenue and John Robas Street totaling approximately 0.38 acres of land.*  
**ACTION TAKEN: 5-0 Approved**
- 8.7 **ZONING MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE – ORDINANCE 2016-28.** *Synopsis: Assigns a Zoning Category of 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.*  
**ACTION TAKEN: 5-0 Approved**
- 8.8 **FUTURE LAND USE MAP AMENDMENT - 1940 S. FLETCHER AVENUE – ORDINANCE 2016-29.** *Synopsis: Assigns a Future Land Use Map designation of High Density Residential (HDR) for property located at 1940 S. Fletcher Avenue, totaling approximately 0.41 acres of land.*  
**ACTION TAKEN: 5-0 Approved**
- 8.9 **ZONING MAP AMENDMENT - 1940 S. FLETCHER AVENUE – ORDINANCE 2016-30.** *Synopsis: Assigns a Zoning Category of High Density Residential (R-3) for property located at 1940 S. Fletcher Avenue, totaling approximately 0.41 acres of land.*  
**ACTION TAKEN: 5-0 Approved**

- \*8.10 **AMENDING ORDINANCE 2006-14 / LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD - ORDINANCE 2016-31.** *Synopsis: Amends Ordinance 2006-14 and various sections of the Land Development Code pertaining to the Planning Advisory Board.*  
**ACTION TAKEN: 5-0 Tabled**

**9. ORDINANCE – SECOND READING**

- 9.1 **COMPREHENSIVE PLAN & LAND DEVELOPMENT CODE AMENDMENTS – NET DENSITY – ORDINANCE 2016-12.** *Synopsis: Amends the Comprehensive Plan and Land Development Code specific to net density.*  
**ACTION TAKEN: 4-1 Approved with an amendment that explains this Ordinance applies to multi-jurisdictional properties only. (Nay – Mayor Miller)**

**10. BOARD APPOINTMENT**

- 10.1 **AIRPORT ADVISORY COMMISSION – 1 appointment.**  
**ACTION TAKEN: 5-0 Approved (Appointment Paul Behan)**

**11. DISCUSSION – DIRECTION – ACTION ITEM**

- 11.1 **PROPERTY ASSESSED CLEAN ENERGY (PACE)**  
**ACTION TAKEN: 5-0 Approved to direct the City Attorney to bring this matter back on September 6<sup>th</sup> to move forward as a Founding City for PACE.**

**12. CITY MANAGER REPORTS**

WELCOME: City Manager Martin welcomed Airport Manager Stephanie Morgan who started yesterday.

AIRPORT: City Manager Martin reported staff presented the March auto events safety plans (Bonhams, Concours, and Sportscar Vintage Racing Association) to the Airport Advisory Commission (AAC) and there were no comments. He stated those plans would be submitted to the Federal Aviation Administration (FAA) for review.

OUT OF OFFICE: City Manager Martin explained he would be out of office attending the Florida League of Cities, and Utilities Director John Mandrick would have signing authority in his absence.

PARKS AND RECREATION: City Manager Martin commented his workday was with Parks and Recreation included an introduction to the cemetery, the front office operation, Egans Creek Greenway, a tour of recreational facilities, a history of special events, and a water aerobic workout. He reported the audit was distributed and he would begin his preliminary review of the audit with the Parks and Recreation Director tomorrow.

GRIEVANCE: City Manager Martin pointed out he responded the Fire Department grievance and his response was provided to the grievant today.

**13. CITY ATTORNEY REPORTS – The City Attorney had no reports at this time.**

**14. CITY CLERK REPORTS**

CONDOLENCES: City Clerk Best expressed her sincere condolences to the families of Mr. Charlie Coleman and Mrs. Mary Agnes White. She commented both of these individuals shaped our community in many ways.

BOARD VACANCY: City Clerk Best reported the Airport Advisory Commission (AAC) has one additional board member opening, and requested interested applicants to apply on the City's website or stop by the City Clerk's Office.

EARLY VOTING: City Clerk Best announced early voting begins Friday, August 19<sup>th</sup>.

## **15. MAYOR/COMMISSIONER COMMENTS**

PLANNING ADVISORY BOARD: Vice-Mayor Lentz commented she looked forward to a Workshop to talk about the direction of the Planning Advisory Board (PAB).

CONDOLENCES: Vice-Mayor Lentz expressed her condolences to the Coleman and White families. Commissioner Poynter also expressed his condolences and commented Ms. Mary Agnes White was quite a lady who was instrumental in getting Centre Street revitalized. Mayor Miller expressed his condolences to the family of Ms. Mary Agnes White and pointed out she was there at the dedication of the Train Depot. He also expressed his condolences to Mr. Colman's family. He questioned the City Commission about having a portrait in chambers of Ms. White and having a ceremony where Mr. Buddy Jacobs describes who she was. There were no objections to this suggestion.

THANKS: Mayor Miller thanked the Water Department and Mr. Lester for responding quickly to a complaint of a water leak on 2<sup>nd</sup> Street.

RECYCLING CENTER: Mayor Miller mentioned the new recycling site was up and running, but it has already been contaminated with people throwing garbage into the recycling containers. It was noted a camera would be installed at that location.

## **16. ADJOURNMENT 9:16 PM**