



ACTION TAKEN
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
SEPTEMBER 6, 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. PROCLAMATION / PRESENTATION

4.1. PROCLAMATION – ARBOR DAY - *Proclaims Friday, September 16, 2016 as “Arbor Day”. Ms. Reha London with the newly established Bartram Garden Club accepted the Proclamation.*

4.2. PRESENTATION - NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION – *Mr. Chris Fellerhoff of Sprinkle Consulting representing the North Florida Transportation Planning Organization provided an update regarding the Island-wide Bicycle and Pedestrian Focus Area Study.*

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA – *The following individual spoke to this item: Mr. Lynn Williams.*

6. CONSENT AGENDA

6.1. APPROVAL OF MINUTES - *Special Meeting – July 26, 2016; Regular Meeting – August 2, 2016; Workshop Meeting – August 9, 2016.*

ACTION TAKEN: 5-0

6.2. FACILITIES USE AGREEMENT – DRIVING DYNAMICS, INC. - RESOLUTION 2016-103. *Synopsis: Approves a Facilities Use Agreement with Driving Dynamics, Inc. for corporate drivers training from October 31, 2016 through November 1, 2016.*

ACTION TAKEN: 5-0

6.3. CONTRACT RENEWAL – PURVIS GRAY & COMPANY AUDIT SERVICES - RESOLUTION 2016-104. *Synopsis: Approves the option to extend the audit services contract with Purvis Gray & Company for two years through the fiscal year ending September 30, 2017.*

ACTION TAKEN: 5-0

7. RESOLUTIONS

7.1. BUDGET AMENDMENTS – SICK LEAVE PAYOUTS - RESOLUTION 2016-105.
Synopsis: Approves the following budget amendments: a \$38,443 transfer from the Marina Reserve account to the Marina Salaries account (\$35,711) and to the Marina FICA account (\$2,732); a \$6,118 transfer from the Golf Reserves account to the Golf Salaries account (\$5,683) and to the Golf FICA account (\$435).

ACTION TAKEN: 5-0

7.2. AWARD OF BID # 16-10 - GATE FUEL SERVICE, INC. - RESOLUTION 2016-106.
Synopsis: Awards annual bid #16-10 for Marina Gasoline and Diesel Fuel to Gate Fuel Service, Inc. for FY 2016/2017.

ACTION TAKEN: 5-0

7.3. CREATION OF PROPERTY ASSESSED CLEAN ENERGY PROGRAM – RESOLUTION 2016-107. *Synopsis: Approves creation of a Property Assessed Clean Energy Program through Florida Development Finance Corporation and Renovate America.*

ACTION TAKEN: 5-0

7.4. APPROVES DEVELOPMENT AGREEMENT – RESOLUTION 2016-108. *Synopsis: Approves a Development Agreement with LignoTech Florida, LLC.*

ACTION TAKEN: 5-0 (For final hearing to be October 4, 2016)

8. ORDINANCES – SECOND 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

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

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

9. DISCUSSION – DIRECTION – ACTION ITEMS

9.1. CHARTER OFFICERS’ PERFORMANCE EVALUATIONS

ACTION TAKEN: 5-0 (3.5% increase to City Attorney and City Clerk; the City Manager will receive raise after he has been employed for one full year, November 2017)

10. CITY MANAGER REPORTS

THANKS: City Manager Martin expressed his thanks to the City Commission for their support and stated it was wonderful to work for a community that has great consensus.

FLORIDA LEAGUE OF CITIES CONFERENCE: City Manager Martin reported he attended the Florida League of Cities Conference, and encouraged attendance at next year’s conference. He briefly commented about the sessions and the variety of issues affecting cities across the State.

THANKS: City Manager Martin expressed his thanks to community, staff, and the City Commission for their preparation and response to the recent hurricane. He extended his thanks to Fire Chief Silcox for his frequent status reports. He also thanked Senator Nelson for the tour Saturday at the downtown Post Office, and those in attendance were impressed with the building and the efforts to improve that facility.

FIRE DEPARTMENT GRIEVANCE: City Manager Martin explained the Fire Department grievance that was filed has been submitted for arbitration.

PARKS AND RECREATION AUDIT: City Manager Martin referred to the Parks and Recreation Audit and based on the City Attorney’s research and discussions with the Finance Director the cost of the forensic investigation that was recommended in the audit would be in excess of \$20,000. He explained to the Finance Director’s knowledge all the money collected by Mr. Robertson and/or the City has been refunded related to the barbeque event that was cancelled. He stated neither Finance nor his office have received complaints from individuals that have not received their refund. He reminded the City Commission the reason he cancelled the June event was lack of financial controls.

He pointed out based on the cost the City would have to go out for Requests for Proposals (RFP), but he recommended not going forward with the forensic investigation. He reported Parks and Recreation was making changes that were recommended by the auditor. After the City Commission had a brief discussion about this, City Manager Martin explained due to the anticipated cost staff will move forward with the RFP and bring it back to the City Commission for formal approval. He commented the challenging part would be defining the scope of what the forensic audit will entail.

11. CITY ATTORNEY REPORTS

ARBITRATION: City Attorney Bach referred to the arbitration and explained the City was at the step now where an arbitrator is picked and that process has to be completed by September 14th.

FORENSIC AUDIT: City Attorney Bach pointed out the RFP for the forensic audit does not have to be a Request for Qualifications (RFQ). She commented it will be a challenge to explain what the City was looking for in the scope, and staff would report back to the City Commission on that process.

SPECIAL MEETING: City Attorney Bach requested to start the Planning Board Meeting at 5:00 pm on September 14th and then promptly at 6:00 pm the City Commission would meet in a Special Meeting.

NOTICE OF GATHERING: City Attorney Bach commented it has been asked over the years about the Notices of Gathering that are published for meetings and different things in the community of what the notice means, does it have to be done, and how come the public can't go. She explained there was an event today where the public was not invited. She pointed out the notices are not required by law, but our City does them because it tells the community the City Commission has been invited to gather at one place. She reported she would be working with the City Clerk on a disclaimer for the notices.

TRIVIA NIGHT: It was noted that Trivia Night would be held tomorrow at 6 pm at the Golf Course.

12. CITY CLERK REPORTS

THANKS: City Clerk Best expressed her thanks to the City Commission for their support, and expressed her thanks for everything the City Commission does to help staff do a good job for them and the community.

13. MAYOR/COMMISSIONER COMMENTS

POST OFFICE: Vice-Mayor Lentz commented it was an honor to tour the Post Office with Senator Nelson and Mr. Buddy Jacobs. She stated it was amazing and a beautiful building that has a lot to offer.

RAYONIER: Vice-Mayor Lentz stated it was a pleasure to be at the opening at Rayonier. She extended kudos to Florida Public Utilities (FPU) and Rayonier for this project, because the project is cutting edge for energy.

THANKS: Vice-Mayor Lentz thanked the City Manager and Mayor for being in charge for the State of Emergency. She expressed her thanks to Fire Chief Silcox for doing a great job keeping us updated.

SUPPORT: Vice-Mayor Lentz expressed her support to the City Manager and the Fire Chief with going forward with arbitration with the Fire Department. Commissioner Poynter, Commissioner Kreger, and Commissioner Smith also expressed their support.

ALOHA: Vice-Mayor Lentz reported that she would not be available for the next meeting, because she would be running her 50th state marathon in Hawaii.

POST OFFICE: Commissioner Smith commented the post office tour was great and hopefully it comes to fruition as a City Hall.

PLANNING ADVISORY BOARD (PAB): Commissioner Smith referred to the City Commission's meeting regarding the PAB and suggested there be a Special Meeting to go over exactly what was being done. City Attorney Bach reported she was drafting the first reading of the Ordinance and concurred staff needed direction. She commented she had heard from each Commissioner some concerns and feelings about how the members get appointed and removed from the board. There was a brief discussion about this and *the consensus of the City Commission was to have at least a majority vote to remove a member rather than the appointing Commissioner to remove that person.* The City Commission also had a brief discussion about appointing members to the PAB and the idea of having recommendations from what other cities do. *The consensus of the City Commission was for the City Attorney to continue to prepare an Ordinance for first reading and to provide backup information of what other cities do.*

COMMITTEES: Commissioner Kreger reported he was appointed to the League of Cities Energy, Environmental, and Natural Resources Committee. He commented he was also on the Northeast Florida Regional Council Affordable Housing Committee.

THANKS: Mayor Miller expressed his thanks to Senator Nelson and Mr. Buddy Jacobs for their support on the Post Office project.

RAYONIER: Mayor Miller concurred that it was great to be at the opening at Rayonier, and it is cutting edge technology. He pointed out it has the ability to power half the homes on the island in the event of an emergency and its also clean energy. He thanked Senator Aaron Bean for his remarks.

THANKS: Mayor Miller extended his thanks to the Fire Chief, Police Chief, and City Manager for their response to Hurricane Hermine. He commented it could have been a great deal worse, and it showed the City that we could do a few things better.

CONGRATULATIONS: Mayor Miller extended his congratulations to Vice-Mayor Lentz on her 50th marathon.

14. ADJOURNMENT 7:24 PM