



**ACTION TAKEN
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
SEPTEMBER 20, 2016**

1. CALL TO ORDER

2. ROLL CALL – Vice-Mayor Lentz was absent.

3. PLEDGE OF ALLEGIANCE / INVOCATION
Invocation by American Legion Chaplain Bruce Malcolm.

4. PROCLAMATIONS / PRESENTATIONS

4.1 PROCLAMATION – “MENTAL HEALTH FIRST AID MONTH” – *Recognizing September, 2016, as “Mental Health First Aid Month”. Ms. Katrina Robinson, community liaison and Mental Health First Aid Instructor, along with Nassau Alcohol Crime Drug Abatement Coalition Executive Director Ms. Susan Woodford accepted the Proclamation.*

4.2 PROCLAMATION – “LES DEMERLE AMELIA ISLAND JAZZ FESTIVAL WEEK” – *Proclaims October 2-9, 2016, as “Les DeMerle Amelia Island Jazz Festival Week”. Mr. Les DeMerle and Ms. Bonnie Eisele.*

4.3 PROCLAMATION – “CONSTITUTION WEEK” - *Proclaims the week of September 17–23, 2016, as “Constitution Week” in commemoration of America’s most important document. Ms. Lucinda Jo Glenn, Regent of the Daughters of the Amelia Island Chapter of the Daughters of the American Revolution, accepted the Proclamation.*

4.4 PRESENTATION – COMMUNITY REDEVELOPMENT AREA (CRA) UPDATE – *There was not an update provided at this time.*

4.5 PRESENTATION – OCEAN RESCUE BEACH SAFETY - *Fire Chief Silcox provided the Ocean Rescue Beach Safety Report/Presentation.*

4.6 BUDGET/INVESTMENT SUMMARY - *Controller Patti Clifford answered questions regarding the budget summary for August 2016.*

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA - *The following individuals spoke to this item: Mr. Philip Chapman, Ms. Joan Bean, and Mr. Tony McAdoo.*

6. CONSENT AGENDA

- 6.1 **APPROVAL OF MINUTES** - *Special Meeting – August 16, 2016; and Regular Meeting – August 16, 2016.*
ACTION TAKEN: 4-0 Approved
- 6.2 **SEWER AND REFUSE FY 2015/2016 YEAR-END PAYMENT – RESOLUTION 2016-109.** *Synopsis: Authorizes payment for nineteen accounts in the total amount of \$13,865.15.*
ACTION TAKEN: 4-0 Approved
- 6.3 **SEWER AND REFUSE EXEMPTIONS FOR FY 2016/2017 – RESOLUTION 2016-110.** *Synopsis: Approves nine applications for exemption of payment for City Sewer and Refuse costs for the months of October 1, 2016 through September 30, 2017.*
ACTION TAKEN: 4-0 Approved
- 6.4 **AWARD OF BID #16-08 – FIRST COAST PAINT & BODY – RESOLUTION 2016-111.** *Synopsis: Approves the award of Bid #16-08 to First Coast Paint & Body.*
ACTION TAKEN: 4-0 Approved
- 6.5 **AWARD OF BID #16-09 – GATE FUEL SERVICE, INC. - RESOLUTION 2016-112.** *Synopsis: Approves the award of Bid #16-09 to Gate Fuel Service, Inc.*
ACTION TAKEN: 4-0 Approved
- 6.6 **AGREEMENT AMENDMENT – FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) – RESOLUTION 2016-113.** *Synopsis: Approves the Amendment to the Traffic Signal Maintenance and Compensation Agreement between the City of Fernandina Beach and FDOT.*
ACTION TAKEN: 4-0 Approved
- 6.7 **LOBBYING SERVICES AGREEMENT – JACOBS SCHOLZ & ASSOCIATES, LLC – RESOLUTION 2016-114.** *Synopsis: Approves the lobbying services agreement with Jacobs Scholz & Associates, LLC for FY 2016/2017.*
ACTION TAKEN: 4-0 Approved

7. RESOLUTIONS

- 7.1 **PROPOSAL APPROVAL – TB LANDMARK CONSTRUCTION, INC. – RESOLUTION 2016-115.** *Synopsis: Approves the proposal from TB Landmark Construction to perform the installation of a stormwater force main in an amount not to exceed \$281,150 as a “piggyback” agreement to Clay County Utility Authority.*
ACTION TAKEN: 4-0 Approved
- 7.2 **APPROVAL OF OUTSIDE LEGAL COUNSEL - RESOLUTION 2016-116.** *Synopsis: Authorizes the City Attorney to engage outside legal counsel in an amount not to exceed \$50,000 in FY 2016/2017.*
ACTION TAKEN: 4-0 Approved
- 7.3 **BUDGET AMENDMENTS – PENSION FUNDS – RESOLUTION 2016-117.** *Synopsis: Approves the transfer of funds within both the General Employees’ Pension Fund and the Police/Fire Pension Fund.*
ACTION TAKEN: 4-0 Approved

7.4 **INSURANCE RENEWAL - PREFERRED GOVERNMENTAL INSURANCE TRUST (PGIT) - RESOLUTION 2016-118.** *Synopsis: Accepts the one year renewal offer by PGIT for insurance coverage including but not limited to, City property (buildings and contents), general liability, workers' compensation, law enforcement liability, public officials' liability, automobile liability, and property damage.*
ACTION TAKEN: 4-0 Approved

7.5 **CAPITAL IMPROVEMENT REFUNDING AND REVENUE NOTE, SERIES 2016A – RESOLUTION 2016-119 AUTHORIZING THE ISSUANCE OF A CAPITAL IMPROVEMENT.** *Synopsis: Approves the execution of various documents pertaining to the Capital Improvement Refunding and Revenue Note.*
ACTION TAKEN: 4-0 Approved

7.6 **MARINA REFUNDING AND REVENUE NOTE, SERIES 2016B – RESOLUTION 2016-120.** *Synopsis: Approves the execution of various documents pertaining to the Marina Refunding and Revenue Note.*
ACTION TAKEN: 4-0 Approved

8. ORDINANCE – FIRST READING

8.1 **LAND DEVELOPMENT CODE AMENDMENT – PLANNING ADVISORY BOARD MEMBERSHIP – ORDINANCE 2016-34 AMENDING THE LAND DEVELOPMENT CODE CHAPTER 9 SECTION 9.02.02 PLANNING ADVISORY BOARD MEMBERSHIP AND TERMS OF OFFICE; REPEALING SECTIONS IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Amends the Land Development Code specific to the Planning Advisory Board membership.*
ACTION TAKEN: 4-0 to postpone until October 4, 2016 Regular Meeting

9. ORDINANCES – SECOND READING

9.1 **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: 4-0 Approved

9.2 **MASTER FEE SCHEDULE – ORDINANCE 2016-23 ESTABLISHING AND AMENDING FEES FOR THE CITY CLERK'S OFFICE, GOLF COURSE, MARINA, AIRPORT, COMMUNITY DEVELOPMENT, PARKS AND RECREATION, CEMETERY, FIRE DEPARTMENT, SANITATION, POLICE DEPARTMENT, AND IMPACT FEES, EXCLUDING WATER AND SEWER IMPACT FEES FOR FY 2016/2017; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *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: 4-0 Approved

- 9.3 **VOLUNTARY ANNEXATION - 3017 AND 3021 AMELIA ROAD** – ORDINANCE 2016-24 ANNEXING 7.91 ACRES OF LAND LOCATED AT 3017 AND 3021 AMELIA ROAD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Annexes property totaling 7.91 acres of land located at 3017 and 3021 Amelia Road.*
ACTION TAKEN: 4-0 to postpone until October 4, 2016 Regular Meeting
- 9.4 **FUTURE LAND USE MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD** – ORDINANCE 2016-25 CHANGING THE CITY’S FUTURE LAND USE MAP TO MEDIUM DENSITY RESIDENTIAL (MDR) FOR PROPERTY LOCATED AT 3017 AND 3021 AMELIA ROAD, TOTALING APPROXIMATELY 7.91 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *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: 4-0 to postpone until October 4, 2016 Regular Meeting
- 9.5 ***Quasi-judicial* - ZONING MAP AMENDMENT - 3017 AND 3021 AMELIA ROAD** – ORDINANCE 2016-26 CHANGING THE CITY’S ZONING MAP TO RESIDENTIAL LOW MEDIUM (RLM) FOR PROPERTY LOCATED AT 3017 AND 3021 AMELIA ROAD, TOTALING APPROXIMATELY 7.91 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *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: 4-0 to postpone until October 4, 2016 Regular Meeting
- 9.6 **FUTURE LAND USE MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE** – ORDINANCE 2016-27 CHANGING THE CITY’S FUTURE LAND USE MAP FROM GENERAL COMMERCIAL (GC) TO HIGH DENSITY RESIDENTIAL (HDR) FOR PROPERTY LOCATED AT THE CORNER OF FIRST AVENUE AND JOHN ROBAS STREET, TOTALING APPROXIMATELY 0.38 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *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: 4-0 Approved
- 9.7 ***Quasi-judicial* - ZONING MAP AMENDMENT - JOHN ROBAS STREET AND FIRST AVENUE** – ORDINANCE 2016-28 CHANGING THE CITY’S ZONING MAP FROM COMMUNITY COMMERCIAL (C-1) TO 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; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *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: 4-0 Approved
- 9.8 **FUTURE LAND USE MAP AMENDMENT - 1940 S. FLETCHER AVENUE** – ORDINANCE 2016-29 CHANGING THE CITY’S FUTURE LAND USE MAP FROM GENERAL COMMERCIAL (GC) TO HIGH DENSITY RESIDENTIAL (HDR) FOR PROPERTY LOCATED AT 1940 S. FLETCHER AVENUE, TOTALING APPROXIMATELY 0.41 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *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: 4-0 Approved

- 9.9 ***Quasi-judicial*** - **ZONING MAP AMENDMENT - 1940 S. FLETCHER AVENUE – ORDINANCE 2016-30 CHANGING THE CITY’S ZONING MAP FROM COMMUNITY COMMERCIAL (C-1) TO HIGH DENSITY RESIDENTIAL (R-3) FOR PROPERTY LOCATED AT 1940 S. FLETCHER AVENUE, TOTALING APPROXIMATELY 0.41 ACRES OF LAND; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *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: 4-0 Approved

10. BOARD APPOINTMENTS

- 10.1 **ARTS AND CULTURE NASSAU – 1 appointment.**

ACTION TAKEN: 4-0 Approved the appointment of Mr. Richard Smith

- 10.2 **AIRPORT ADVISORY COMMISSION – 1 appointment.**

ACTION TAKEN: 4-0 Approved the appointment of Mr. Aaron Morgan

- 10.3 **BOARD OF TRUSTEES OF THE GENERAL EMPLOYEES’ PENSION PLAN – 1 appointment.**

ACTION TAKEN: 4-0 Approved the reappointment of Mr. Beano Roberts

11. DISCUSSION – DIRECTION – ACTION ITEM

- 11.1 **BALLOON BAN RESOLUTION – *This item is placed on the agenda at the request of Commissioner Kreger.***

ACTION TAKEN: The consensus of the City Commission was move forward to explore the balloon ban program through Loggerhead Marinelife Center.

12. CITY MANAGER REPORTS

THANKS: City Manager Martin thanked Commissioner Kreger and Mr. Jeremiah Glisson for their participation in the recent recycling webinar sponsored by Republic Waste Services. He reported he has additional meetings scheduled with other waste haulers to explore other opportunities with regard to recycling, yard waste, and solid waste collection as the City moves toward the conclusion of the current contract.

FORENSIC INVESTIGATION: City Manager Martin stated the forensic investigation with regard to the Parks and Recreation Department the Request for Proposals was scheduled to be published this week. He explained the responses would be presented to the City Commission in October for review.

WORKDAY: City Manager Martin reported tomorrow he would be spending the day with the Police Department as part of his monthly workday.

TRIVIA NIGHT: City Manager Martin reminded the community that tomorrow night is Trivia Night at the Golf Course.

EVENTS: City Manager Martin noted there was a Micah’s Place Fundraiser Friday, September 23rd. He explained the Parks and Recreation Community Yard Sale would be held Saturday, October 1st starting at 8 am.

BUDGET: City Manager Martin expressed his thanks for the support on the budget.

13. CITY ATTORNEY REPORTS

OCTOBER 4th MEETING: City Attorney Bach briefly commented that the October 4th City Commission Regular Meeting would be very busy.

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

15. MAYOR/COMMISSIONER COMMENTS

FLORIDA LEAGUE OF CITIES: Commissioner Kreger reported that next Friday he would be going to the Florida League of Cities Energy/Environmental Resource Committee in Orlando.

THANKS: Mayor Miller thanked the City Manager for the article on recycling this week, and commented the public outreach is excellent.

16. ADJOURNMENT 7:33PM