



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
APRIL 21, 2026
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION

Invocation by Reverend Ken Jones of Amelia Plantation Chapel.

4. PRESENTATIONS

4.1 **FERNANDINA BEACH MAIN STREET** - *Fernandina Beach Main Street Executive Director Ms. Lulu Huppmann will provide a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Vitality, Organization, and Design).*

4.2 **COLUMBARIUM** — *City staff and Marquis Latimer & Halback, Inc. representatives will present the Bosque Bello Cemetery columbarium design update.*

4.3 **INVESTMENT SUMMARY** — *Comptroller Susan Carless will review the Fiscal Year 2025/2026 second quarter Investment Summary and be available to answer any questions.*

4.4 **BUDGET SUMMARY** - *Comptroller Susan Carless will review the March 2026 budget summary and be available to answer any questions.*

4.5 **PROJECT/OPERATION UPDATES** — *Deputy City Manager Jeremiah Glisson and Halff & Associates representatives will provide an update on the Beach Parks Harmonization Plan.*

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR THE CONSENT AGENDA

6. CONSENT AGENDA

6.1 **AUTHORIZATION TO PROSECUTE - ETHAN LITTLE** - RESOLUTION 2026-57 AUTHORIZING THE CITY ATTORNEY TO REPRESENT THE CITY TO PROSECUTE IN THE MATTER OF THE CITY OF FERNANDINA BEACH V. ETHAN LITTLE FOR UNSANITARY CONDITIONS AND ANIMAL NEGLECT; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE. *Synopsis: authorizes the City Attorney to file legal action necessary to prosecute for negligent and unsanitary animal care.*

6.2 **BUDGET TRANSFER — DOWNTOWN CIRCULATION AND TRAFFIC STUDY** - RESOLUTION 2026-58 AUTHORIZING A BUDGET TRANSFER FOR THE COMPLETION OF THE DOWNTOWN CIRCULATION AND TRAFFIC STUDY, PROJECT #25075; AUTHORIZING ADMINISTRATIVE CORRECTION OF ERRORS; AUTHORIZING EXECUTION; AND

PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: authorizes a budget transfer for the Downtown Circulation and Traffic Study, Project # 25075, in the amount of \$74,709.00.*

- 6.3 **PROTECTED HERITAGE TREE DESIGNATIONS – VARIOUS LOCATIONS - RESOLUTION 2026-59** DESIGNATING TWELVE PROTECTED HERITAGE TREES: FOUR ON PRIVATE PROPERTIES: 409 NORTH 4TH STREET, 645 FERDINAND COURT, 904 CALHOUN STREET, AND 1717 BROOME STREET; FIVE IN PUBLIC RIGHT-OF-WAYS: 2500 ATLANTIC AVENUE, 6 ILAN CIRCLE, 19 NORTH WOLFF STREET, 134 NORTH 13TH STREET, AND 720 SOUTH 7TH STREET; AND THREE AT EGANS CREEK PARK; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER’S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: approves the designation of "Protected Heritage Tree" for four trees located on private property, five trees located on public rights-of-way, and three trees located at Egans Creek Park, in accordance with Land Development Code Section 4.05.15.*

- 6.4 **VOLUNTARY ANNEXATION AGREEMENT - BLOCK J, LOT 4, PALM DRIVE - RESOLUTION 2026-60** APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.23 ACRES OF LAND LOCATED AT BLOCK J, LOT 4, PALM DRIVE; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER’S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: authorizes the extension of water services to one property located at Block J, Lot 4, Palm Drive, Parcel No. 00-00-30-042D-000J-0042 and approves the Voluntary Annexation Petition.*

7. RESOLUTIONS

- 7.1 **MEMORANDUM OF UNDERSTANDING - ORGANIZED FIREFIGHTERS OF FERNANDINA BEACH LOCAL UNION NO. 2836, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS AFL-CIO - RESOLUTION 2026-61** APPROVING A MEMORANDUM OF UNDERSTANDING TO AMEND THE AGREEMENT WITH THE ORGANIZED FIREFIGHTERS OF FERNANDINA BEACH LOCAL UNION NO. 2836, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS AFL-CIO; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER’S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: approves an Amendment to the Labor Agreement between the City of Fernandina Beach and the Organized Firefighters of Fernandina Beach. The fiscal impact for FY 2026 will be minimal due to implementation beginning September 13, 2026. The fiscal impact for FY 2027 is estimated to be \$75,000 in additional overtime costs.*

8. ORDINANCE - SECOND READING

- 8.1 **MASTER FEE SCHEDULE AMENDMENT - ORDINANCE 2026-06** AMENDING THE MASTER FEE SCHEDULE ESTABLISHED BY ORDINANCE 2025-14 BY AMENDING THE CITY MANAGER’S OFFICE, GOLF CLUB, PLANNING AND CONSERVATION, STREETS, PUBLIC WORKS, UTILITIES, WATER, WASTEWATER, AND PARKS AND RECREATION FEE SCHEDULES; EXCLUDING WATER AND WASTEWATER CAPACITY FEES AND IMPACT FEES; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Master Fee Schedule established by Ordinance 2025-14 to provide for amendments to the City Manager's Office, Golf Club, Planning and Conservation, Streets, Public Works, Utilities, Water, Wastewater, and Parks and Recreation fee schedules, in Fiscal year 2025/2026.*

9. DISCUSSION

- 9.1 **2026 REGULAR GENERAL ELECTION - BALLOT QUESTION** — *Synopsis: the City Commission failed to adopt the Paid Parking political committee Ordinance 2025-11. Accordingly, it*

must be presented to City voters at the next regular general election. Staff seeks Commission direction regarding whether a companion ballot question is desired.

10. CITY MANAGER REPORTS

11. CITY CLERK REPORTS

12. CITY ATTORNEY REPORTS

13. MAYOR/COMMISSIONER COMMENTS

14. ADJOURNMENT

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- A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ALL SPEAKERS (EXCEPT IN A QUASI-JUDICIAL HEARING). A "REQUEST TO SPEAK" FORM IS AVAILABLE ON THE COUNTER AT THE ENTRANCE TO THE COMMISSION CHAMBERS. THE FORM SHOULD BE GIVEN TO THE CITY CLERK UPON COMPLETION.
 - THE MAYOR WILL DETERMINE THE ORDER OF THE SPEAKERS AND MAY IMPOSE MORE RESTRICTIVE TIME LIMITS.
 - ONE PERSON WILL SPEAK AT A TIME AND ADDRESS COMMENTS TO THE MAYOR, NOT INDIVIDUAL CITY COMMISSION MEMBERS.
 - THE CITY COMMISSION MAY ASK QUESTIONS OF SPEAKERS WHO WILL HAVE ONE MINUTE TO RESPOND. ADDITIONAL TIME MAY BE GRANTED AT THE DISCRETION OF THE MAYOR OR BY A MOTION BY THE CITY COMMISSION.
 - SPEAKERS MAY FILE COPIES OF THEIR REMARKS WITH THE CITY CLERK WHO WILL MAKE THEM AVAILABLE TO THE COMMISSION.
 - MULTI-MEDIA PRESENTATIONS MUST BE SUBMITTED TO THE CITY CLERK NO LATER THAN THE FRIDAY BEFORE THE MEETING.
 - FERNANDINA BEACH CITIZENS WILL SPEAK BEFORE NONRESIDENTS AND SPEAKERS WILL LIMIT REMARKS TO THE SPECIFIC SUBJECT MATTER.
 - DISCUSSION – DIRECTION - ACTIONS ITEMS MAY BE ACTED UPON BY THE CITY COMMISSION BY EITHER A MOTION AND VOTE IN ACCORDANCE WITH ROBERTS RULES OF ORDER, OR BY A CONSENSUS OF THE CITY COMMISSION.
 - PURSUANT TO RESOLUTION 95-32, IF AN ITEM IS NOT ON THE AGENDA IT REQUIRES A FOUR-FIFTHS VOTE OF THE CITY COMMISSION DECLARING THE ITEM AN EMERGENCY BEFORE ACTION CAN BE TAKEN.
 - *QUASI-JUDICIAL* - DENOTES THAT THE ITEM MUST BE CONDUCTED AS A QUASI-JUDICIAL HEARING IN ACCORDANCE WITH CITY COMMISSION ESTABLISHED PROCEDURE AND FLORIDA STATUTES. ANY PERSON WISHING TO APPEAL ANY QUASI-JUDICIAL DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING WILL NEED A RECORD OF THE PROCEEDINGS, AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS MADE.
 - AT THE DISCRETION OF THE MAYOR, A RECESS MAY BE SCHEDULED EVERY NINETY MINUTES.
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Persons with disabilities requiring accommodations in order to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired).