



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
FEBRUARY 20, 2018
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 Noel Roberts of North 14th Street Baptist Church.

4. PROCLAMATION / PRESENTATIONS

4.1 **PROCLAMATION - "TAKE STOCK IN CHILDREN MONTH"** - *Recognizes the month of March 2018, as "Take Stock in Children Month." Take Stock in Children of Nassau County, Inc. provides unique educational opportunities to low-income students to escape the cycle of poverty. Chairperson Mr. Robert Henderson and Development Chairperson Dr. Dee Torre-Kaufman will be present to accept the Proclamation.*

4.2 **PRESENTATION - NASSAU COUNTY COUNCIL ON AGING, INC.** - *Mr. Michael Hays, Island Hopper Transportation Director, will provide an annual review of the Island Hopper program.*

4.3 **PRESENTATION - FERNANDINA BEACH MAIN STREET PROGRAM** - *Ms. Arlene Filkoff of Fernandina Beach Main Street will provide a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Restructuring, Organization, and Promotion).*

4.4 **BUDGET SUMMARY** - *Comptroller Patti Clifford will answer any questions regarding the budget summary for January 2018.*

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

6. CONSENT AGENDA

6.1 **APPROVAL OF MINUTES** - *Special Meeting - July 25, 2017; and Workshop Meeting - August 10, 2017.*

6.2 **PURCHASE APPROVAL - GAMETIME - *CORRECTED* RESOLUTION 2017-211** APPROVING THE COOPERATIVE PURCHASE AND INSTALLATION OF SHADE STRUCTURES AT EGANS CREEK PARK, MARTIN LUTHER KING PARK, AND MAIN BEACH PARK FROM GAMETIME; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of six shade structures from GameTime in the total amount of \$111,119.82.*

- 6.3 **SOLE SOURCE VENDOR APPROVAL - US ECOLOGY - RESOLUTION 2018-21** APPROVING US ECOLOGY AS A SOLE SOURCE VENDOR IN FISCAL YEAR 2017/2018; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves US Ecology as a sole source vendor for the handling of hazardous waste for the 2018 Hazardous Waste Cleanup & Recycle Event in an amount not to exceed \$40,000.*
- 6.4 **FACILITIES USE AGREEMENT - AMELIA ISLAND CONCOURS D'ELEGANCE FOUNDATION, INC. - RESOLUTION 2018-22** AUTHORIZING THE USE OF AIRPORT PROPERTY BY AMELIA ISLAND CONCOURS D'ELEGANCE FOUNDATION IN CONJUNCTION WITH THE ANNUAL AMELIA ISLAND CONCOURS D'ELEGANCE EVENT IN MARCH, 2018; APPROVING THE FACILITIES USE AGREEMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a Facilities Use Agreement with Amelia Island Concours d'Elegance Foundation for vehicle parking on multiple locations of the Fernandina Beach Municipal Airport in support of events held on March 9, 10 and 11, 2018.*

7. RESOLUTIONS

- 7.1 **BUDGET AMENDMENT / CAPITAL IMPROVEMENT PLAN AMENDMENT - GOLF COURSE- RESOLUTION 2018-23** APPROVING AN AMENDMENT TO THE GOLF BUDGET FOR FISCAL YEAR 2017/2018, AN AMENDMENT TO THE FIVE YEAR CAPITAL IMPROVEMENT PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the budget amendment increasing the Golf Improvements account and reducing the Golf Equipment account by \$50,000. Also approves amending the Five Year Capital Improvement plan by adding the Access Road and reducing the Equipment and Cart amounts for Fiscal Year 2017/2018.*
- 7.2 **MEMORANDUM OF LEASE - MCGILL AVIATION CORPORATION - RESOLUTION 2018-24** APPROVING THE MEMORANDUM OF LEASE BETWEEN THE CITY OF FERNANDINA BEACH AND MCGILL AVIATION CORPORATION; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Memorandum of Lease between the City of Fernandina Beach and McGill Aviation Corporation.*
- 7.3 **PROPOSAL ACCEPTANCE - APPLIED TECHNOLOGY & MANAGEMENT, INC. (ATM) - RESOLUTION 2018-25** ACCEPTING THE PROPOSAL SUBMITTED BY APPLIED TECHNOLOGY & MANAGEMENT, INC. (ATM) IN THE AMOUNT OF \$19,460; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Accepts the proposal submitted by Applied Technology & Management, Inc. in the amount of \$19,460, for Project Bidding, Evaluation, and Negotiations relating to preparing a design criteria package which will be utilized to solicit proposals for a design-build contract for Marina repairs.*

8. ORDINANCES - FIRST READING

- 8.1 **CODE AMENDMENT - OVERNIGHT PARKING - ORDINANCE 2018-03** AMENDING ORDINANCE 2011-15 AND AMENDING THE CITY CODE OF ORDINANCES CHAPTER 78, ARTICLE III, STOPPING, STANDING AND PARKING, DIVISION I GENERALLY, BY AMENDING SECTION 78-84 TO ALLOW OVERNIGHT PARKING OF RECREATIONAL VEHICLES, TRAILERS, AND TENTS WHEN APPROVED BY THE EVENTS COMMITTEE AND WITH A SPECIAL EVENTS PERMIT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends Chapter 78 of the City Code pertaining to overnight parking.*

- 8.2 **FEE SCHEDULE AMENDMENT – CITY MANAGER'S OFFICE - ORDINANCE 2018-04** ESTABLISHING AND AMENDING FEES FOR THE CITY MANAGER'S OFFICE FOR FY 2017/2018; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
Synopsis: Approves the amended City Manager's Office Fee Schedule for Fiscal Year 2017/2018.

9. BOARD APPOINTMENTS

- 9.1 **HISTORIC DISTRICT COUNCIL - 1 appointment.**
- 9.2 **BOARD OF ADJUSTMENT - 1 appointment.**
- 9.3 **PARKS AND RECREATION ADVISORY COMMITTEE - 3 appointments.**

10. CITY COMMISSION DISCUSSION (NO ACTION)

- 10.1 **UTILITY FEE WAIVERS FOR SPORTS LEAGUES -** *This item is placed on the agenda at the request of Vice Mayor Kreger.*
- 10.2 **RAILROAD MEETING -** *This item is placed on the agenda at the request of Commissioner Ross.*

11. CITY MANAGER REPORTS

12. CITY ATTORNEY REPORTS

13. CITY CLERK REPORTS

14. MAYOR/COMMISSIONER COMMENTS

15. 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.
 - 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.

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).