



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
JUNE 5, 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 Stanley Palmer of O'Neal Memorial Baptist Church.

4. PROCLAMATIONS / PRESENTATIONS

4.1 **PROCLAMATION - "NATIONAL FLAG DAY" AND "NATIONAL FLAG WEEK" -** *Proclaims June 14, 2018, as "National Flag Day," and the week of June 10-16, 2018, as "National Flag Week." Second Vice Regent of the Amelia Island Chapter Daughters of the American Revolution Ms. Shelia Carlin will be present to accept the Proclamation.*

4.2 **PROCLAMATION - "CODE ENFORCEMENT APPRECIATION WEEK" -** *Proclaims the week of June 4-8, 2018, as "Code Enforcement Appreciation Week." City Code Enforcement staff will be present to accept the Proclamation.*

4.3 **PRESENTATION - HISTORIC DISTRICT COUNCIL -** *Planner II Salvatore Cumella and Historic District Council Chair Mike Harrison will present an overview of the Historic District Council.*

4.4 **PRESENTATION - AFFORDABLE HOUSING CITIZEN COALITION -** *This item is placed on the agenda at the request of Vice Mayor Kreger.*

4.5 **PRESENTATION - ANNUAL AUDIT REPORT -** *Mr. Ryan Tucker and Ms. Barbara Boyd of Purvis Gray and Company will present the Annual Audit Report for the Fiscal Year ending September 30, 2017.*

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

6. CONSENT AGENDA

6.1 **BUDGET AMENDMENT - AIRPORT - RESOLUTION 2018-73 APPROVING THE TRANSFER OF FUNDS WITHIN THE AIRPORT FUND IN FISCAL YEAR 2017/2018; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the transfer of \$9,850 from the Airport Improvements account to the Airport Health Insurance account.*

- 6.2 **VEHICLE PURCHASE APPROVAL/BUDGET AMENDMENT - POLICE - RESOLUTION 2018-74** APPROVING THE PURCHASE OF TWO VEHICLES FOR TWO FULL-TIME POLICE OFFICER POSITIONS IN FY 2017/2018; APPROVING A BUDGET AMENDMENT OF \$100,000; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of two vehicles for the Police Department. Also approves a budget transfer of \$100,000 from the Police Impact Fee Reserve account to the Police Impact Fee Equipment account.*
- 6.3 **SOLE SOURCE VENDOR APPROVAL - JOHNSTONE SUPPLY - RESOLUTION 2018-75** APPROVING JOHNSTONE SUPPLY AS THE SOLE SOURCE VENDOR FOR PARTS AND RELATED EQUIPMENT FOR HVAC SYSTEMS FOR FY 2017/2018; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Johnstone Supply as a sole source vendor for FY 2017/2018 for HVAC parts and related equipment for the Maintenance Department.*
- 6.4 **AGREEMENT EXTENSION - SYNOVUS BANK - RESOLUTION 2018-76** EXTENDING THE MASTER BANKING SERVICES AGREEMENT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Extends the Master Banking Services Agreement with Synovus, formerly First Coast Community Bank, a division of Synovus, for one year.*

7. RESOLUTIONS

- 7.1 **AWARD OF RFP #18-02 - PURVIS GRAY & COMPANY, LLP - RESOLUTION 2018-77** AWARDING RFP #18-02 TO PURVIS GRAY & COMPANY, LLP FOR INDEPENDENT AUDITOR SERVICES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the award of RFP #18-02 to Purvis Gray & Company, LLP for a period of three years for Fiscal Years ending September 30, 2018, 2019, and 2020 with two additional annual renewals.*
- 7.2 **AMENDMENT APPROVAL - PURCHASING POLICIES AND PROCEDURES MANUAL - RESOLUTION 2018-78** AMENDING RESOLUTION 2010-138, APPROVING AMENDMENTS TO THE PURCHASING POLICIES AND PROCEDURES MANUAL; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves amendments to the City's Purchasing Policies and Procedures Manual.*
- 7.3 **CITY COMMISSION FISCAL YEAR 2018/2019 GOALS - RESOLUTION 2018-30** ADOPTING THE CITY COMMISSION'S FISCAL YEAR 2018/2019 GOALS; PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Adopts the City Commission Goals (and related measurements).*
- 7.4 **CITY MANAGER DIRECTION - MARINA - RESOLUTION 2018-79** DIRECTING THE CITY MANAGER TO PROCEED IMMEDIATELY WITH REPAIRS AT THE CITY MARINA IRRESPECTIVE OF RELATED UNITED STATES ARMY CORPS OF ENGINEER PERMITS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Directs the City Manager to proceed immediately with repairs to the northern attenuator (providing for such services as fueling and pump-out operations) despite the appropriate Sec. 408 exception and related permit lacking from the USACE.*

8. ORDINANCES - FIRST READING

8.1 ***Quasi-Judicial Rehearing ZONING MAP/ PLANNED UNIT DEVELOPMENT (PUD) AMENDMENT - LAKE PARK DRIVE IN AMELIA PARK-*** ORDINANCE 2018-07 AMENDING THE AMELIA PARK PLANNED UNIT DEVELOPMENT OVERLAY DESIGNATING A PARCEL OF LAND TOTALING 4.42 ACRES LOCATED ON LAKE PARK DRIVE UNDER THE T1, T3, T4, AND CONSERVATION TRANSECTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a Planned Unit Development (PUD) amendment to assign transect types within the Amelia Park neighborhood for approximately 4.42 acres located on Lake Park Drive.*

8.2 **BUILDING CODE AMENDMENTS -** ORDINANCE 2018-15 AMENDING CHAPTER 22, ARTICLE II, SECTION 22-26, ADOPTION OF CODES BY REFERENCE; REPEALING SECTION 22-29, AMENDMENTS TO BUILDING CODE; ENACTING A NEW SECTION 22-29 AMENDMENTS TO THE BUILDING CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves various amendments to the Building Code.*

9. BOARD APPOINTMENTS

9.1 **CODE ENFORCEMENT AND APPEALS BOARD** - *one appointment.*

9.2 **ARTS AND CULTURE NASSAU** - *one appointment.*

9.3 **ARTS AND CULTURE NASSAU** - *Board member removal.*

10. CITY MANAGER REPORTS

11. CITY ATTORNEY REPORTS

12. CITY CLERK 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.
 - 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).