



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
NOVEMBER 8, 2017
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 James Tippins, Baptist Medical Center Nassau Senior Chaplain.

4. PROCLAMATIONS

4.1 **PROCLAMATION - NATIONAL AMERICAN INDIAN HERITAGE MONTH** - *Proclaims the month of November, 2017, as "National American Indian Heritage Month". Ms. Nadine D'Ardenne, American Indian Representative, will be present to accept the Proclamation.*

4.2 **PROCLAMATION - TREES FOR AMERICA'S TROOPS, INC.** - *Recognizes Trees for America's Troops, Inc. for providing United States military servicemen and servicewomen on deployment with decorated Christmas trees and essential items to help them overcome the drudgery and hardships of faraway duty. Trees for America's Troops, Inc. President Ms. Judi Mixon-Brown will be present to accept the Proclamation.*

4.3 **PROCLAMATION - PÉTANQUE AMELIA ISLAND OPEN** - *Recognizes the 8th Annual Pétanque Amelia Island Open and names the tournament's founder, Mr. Philippe Boets, the Official Ambassador of the Pétanque Amelia Island Open.*

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

6. CONSENT AGENDA

6.1 **DISPOSAL OF SURPLUS PROPERTY** - RESOLUTION 2017-167 DECLARING CERTAIN TITLED CITY PROPERTY SURPLUS; AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY IN A MANNER CONSISTENT WITH THE CITY'S POLICIES AND PROCEDURES; AND PROVIDING FOR AN EFFECTIVE DATE.
Synopsis: Declares certain property as surplus, and authorizes the disposal of such.

- 6.2 **SEWER, REFUSE, AND STORMWATER EXEMPTIONS FOR FY 2017/2018 - RESOLUTION 2017-168** APPROVING THREE ADDITIONAL APPLICATIONS FOR CITY SEWER, REFUSE, AND STORMWATER EXEMPTION FOR FISCAL YEAR 2017/2018; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves three additional applications for exemption of payment for City Sewer, Refuse, and Stormwater costs for the months of October 1, 2017, through September 30, 2018.*
- 6.3 **AWARD OF RFP #17-03 - WITT O'BRIEN'S, LLC - RESOLUTION 2017-169** AWARDING RFP # 17-03 FOR DISASTER PUBLIC ASSISTANCE SERVICES TO WITT O'BRIEN'S, LLC; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR SAME; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards RFP #17-03 for the City's disaster public assistance services to Witt O'Brien's, LLC.*
- 6.4 **AGREEMENT APPROVAL – FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) - RESOLUTION 2017-170** APPROVING THE UTILITY WORK BY HIGHWAY CONTRACTOR AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION; AUTHORIZING EXECUTION; AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Approves the Utility Work by Highway Contractor Agreement between the City of Fernandina Beach and the Florida Department of Transportation (FDOT). Also authorizes the City Manager to bind the City for deeds, easements, agreements, licenses, permits and other agreements related to any services, facilities or usage of properties and rights-of-way owned by the FDOT costing no more than \$20,000.*
- 6.5 **FINAL PLAT APPROVAL - DUNES OF AMELIA, PHASE TWO - RESOLUTION 2017-171** APPROVING FINAL PLAT, PAB CASE 2017-10 TITLED "DUNES OF AMELIA, PHASE TWO"; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Accepts and approves the plat titled "Dunes of Amelia, Phase Two" as a final plat.*
- 6.6 **PRELIMINARY PLAT APPROVAL - LAKESIDE RESERVE - RESOLUTION 2017-172** APPROVING PRELIMINARY PLAT, PAB CASE 2017-11 TITLED "LAKESIDE RESERVE"; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Accepts and approves the plat titled "Lakeside Reserve" as a preliminary plat.*
- 6.7 **BUDGET AMENDMENTS - VARIOUS DEPARTMENTS - RESOLUTION 2017-173** APPROVING AMENDMENTS TO THE POLICE, FIRE, STREETS, PARKS & RECREATION, GOLF, WASTEWATER, WATER, AND FLEET BUDGETS IN FY 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves transfers within respective Departments/Funds for FY 2016/2017.*

7. RESOLUTIONS

- 7.1 **AGREEMENT APPROVAL - COMCAST ENTERPRISE SERVICES - RESOLUTION 2017-174** APPROVING A MASTER SERVICES AGREEMENT WITH COMCAST ENTERPRISE SERVICES TO PROVIDE A MANAGED METRO-ETHERNET WIDE AREA NETWORK SOLUTION; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Comcast Enterprise Services Master Services Agreement, The First Amendment to the agreement, and the Renewal Service Order.*

- 7.2 **PURCHASE APPROVAL - DELL, INC. - RESOLUTION 2017-175** APPROVING THE PURCHASE OF TWO SERVERS AND A STORAGE DEVICE FROM DELL, INC.; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of two servers and a storage device from Dell, Inc. and the purchasing agreement.*
- 7.3 **BUDGET AMENDMENTS - GOLF COURSE & AIRPORT - RESOLUTION 2017-176** APPROVING AMENDMENTS TO THE GOLF COURSE AND AIRPORT FUNDS IN FISCAL YEAR 2017/2018 FOR TWO PROJECTS CARRIED OVER FROM FISCAL YEAR 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a transfer of \$35,600 to the Golf Repairs/Maintenance Grounds account from the Golf Reserve account and a transfer of \$202,850 to the Airport Repairs/Maintenance Building and Grounds account from the Airport Reserve account.*
- 7.4 **GRANT AGREEMENT - FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) - RESOLUTION 2017-177** AUTHORIZING A GRANT AGREEMENT WITH FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) TO ACCEPT \$500,000 AWARD FOR NORTH FLETCHER DRAINAGE IMPROVEMENTS – NORTH DOWNTOWN DRAINAGE IMPROVEMENTS – AREA 5; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City to enter into Agreement No. LP45011 with FDEP in the amount of \$500,000 for the North Fletcher Drainage Basin Project.*
- 7.5 **GRANT AGREEMENT - ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) - RESOLUTION 2017-178** AUTHORIZING A COST-SHARE AGREEMENT WITH ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) TO ACCEPT \$251,283 TO UPGRADE EXISTING DRAINAGE IN AREA 1 (NORTH 15TH STREET AREA); AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City to enter into a cost-share agreement with SJRWMD to accept an award of \$251,283 for the construction improvements to the Area 1 drainage system.*
- 7.6 **MAINTENANCE EASEMENT - FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) - RESOLUTION 2017-179** REQUESTING AN EASEMENT TO BE GRANTED FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR THE AREA BY FT. CLINCH STATE PARK PROPERTY FOR MAINTENANCE OF EXISTING DRAINAGE DITCH; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City to request a maintenance easement along the existing ditch from the Florida Department of Environmental Protection (FDEP).*
- 7.7 **REIMBURSEMENT – AIRPORT - RESOLUTION 2017-180** DECLARING THE OFFICIAL INTENT OF THE CITY TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT FOR EXPENSES TO BE INCURRED WITH RESPECT TO A CERTAIN PROJECT; AUTHORIZING CERTAIN INCIDENTAL ACTIONS; AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Approves reimbursement to the City from a future debt issue for costs related to the General Aviation Terminal project incurred before the debt is issued.*
- 7.8 **TASK ORDER #2017-02 - OLSEN ASSOCIATES, INC. - RESOLUTION 2017-181** APPROVING TASK ORDER #2017-02 WITH OLSEN ASSOCIATES, INC. FOR THE NASSAU COUNTY SHORE PROTECTION PROJECT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Task Order #2017-02 with Olsen Associates, Inc. for Coastal Engineering Services for Beach Management.*

- 7.9 **TASK ORDER #2017-03 - OLSEN ASSOCIATES, INC. - RESOLUTION 2017-182 APPROVING TASK ORDER #2017-03 WITH OLSEN ASSOCIATES, INC. FOR THE NASSAU COUNTY SHORE PROTECTION ALTERNATE RENOURISHMENT PROJECT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves Task Order #2017-03 with Olsen Associates, Inc. for coastal engineering services for the Alternate Renourishment Project.*
- 7.10 **AWARD OF RFQ #17-03 - BROCKINGTON AND ASSOCIATES, INC. - RESOLUTION 2017-183 ACCEPTING THE RECOMMENDATION OF THE RFQ #17-03 EVALUATION COMMITTEE TO ENTER INTO AN AGREEMENT BETWEEN BROCKINGTON AND ASSOCIATES, INC. AND THE CITY OF FERNANDINA BEACH FOR THE CREATION OF A HISTORIC RESOURCES SURVEY UPDATE FOR THE DOWNTOWN AND OLD TOWN HISTORIC DISTRICTS; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES CONTRACT; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Awards RFQ #17-03 to Brockington and Associates, Inc. for the Historic Resources Survey Update.*
- 7.11 **AGREEMENT APPROVAL - EIGHT FLAGS AVIATION, LLC / CHANGE ORDER APPROVAL - F&G CONSTRUCTION - RESOLUTION 2017-184 APPROVING THE CONSTRUCTION AND FINANCIAL AGREEMENT WITH EIGHT FLAGS AVIATION, LLC FOR FINANCIAL CONTRIBUTION TOWARD DESIGN AND CONSTRUCTION OF THE AIRPORT TERMINAL; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A PUBLIC RAMP APRON MANAGEMENT AGREEMENT; APPROVING CHANGE ORDER 1 WITH F&G CONSTRUCTION; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the Construction and Financial Agreement between Eight Flags Aviation, LLC and the City of Fernandina Beach. Authorizes the City Manager to negotiate and execute a public ramp apron management agreement with Eight Flags Aviation, LLC and authorizes the City Manager to execute Change Order 1 with F&G Construction, not to exceed the original award amount, for the addition of a nose and tail section to the Airport Terminal.*

8. ORDINANCES - FIRST READING

- 8.1 **LAND DEVELOPMENT CODE (LDC) AMENDMENT - VARIANCES - ORDINANCE 2017-24 AMENDING THE LAND DEVELOPMENT CODE (LDC) SECTION 10.02.01 (B) AND (C)(8) LIMITATIONS ON THE GRANTING OF A VARIANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Amends the Land Development Code specific to variances.*
- 8.2 ***Quasi-judicial* - ZONING MAP AMENDMENT - 13TH STREET - ORDINANCE 2017-25 CHANGING THE CITY'S ZONING MAP TO ASSIGN A PLANNED UNIT DEVELOPMENT OVERLAY FOR A PARCEL TOTALING 5.10 ACRES OF LAND LOCATED ON S. 13TH STREET BETWEEN HICKORY STREET AND FIR STREET; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves a Planned Unit Development (PUD) overlay to approximately 5.10 acres located on S. 13th Street between Hickory Street and Fir Street.*

9. CITY MANAGER REPORTS

10. CITY ATTORNEY REPORTS

11. CITY CLERK REPORTS

12. MAYOR/COMMISSIONER COMMENTS

13. 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.
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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).