



**AGENDA
MARINA ADVISORY BOARD
REGULAR MEETING
JANUARY 28, 2019
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
- 4. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
 - 6.1 Incorporating flexibility in future marina construction projects
 - 6.2 Marina Live a Boards
 - 6.3 Rates
 - 6.4 B & B
- 7. MARINA MANAGER REPORT**
- 8. BOARD MEMBER REPORTS/COMMENTS**
- 9. NEXT MEETING DATE**
- 10. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115

or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Marina Manager.

RESOLUTION 2018-128

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, ESTABLISHING THE MARINA ADVISORY BOARD; PROVIDING FOR GOALS, MISSION, ORGANIZATION, CONDUCT OF BUSINESS AND STAFF SUPPORT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Marina is of vital importance to the City of Fernandina Beach as a landmark; and

WHEREAS, the City of Fernandina Beach is responsible for management of Marina operations;
and

WHEREAS, the City Commission has established advisory boards for other enterprise funds, such as the Fernandina Beach Municipal Airport and Fernandina Beach Golf Course; and

WHEREAS, in June 2018, the City Commission decided to consider a Marina Advisory Board as a way to generate feedback from community members; and

WHEREAS, the City Commission wishes to establish the Marina Advisory Board and set forth its roles and responsibilities as an ad hoc advisory board to the City Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FERNANDINA BEACH, FLORIDA, THAT:

SECTION 1. The City Commission hereby creates the Marina Advisory Board ("MAB"), which is officially designated as an ad hoc advisory board to the City Commission, and is responsible for adhering to the following:

- a) The MAB will consist of seven members and one non-voting member appointed by the City Commission; no more than four of the voting members ~~must~~ can be permanent slip holders/renters in the Fernandina Harbor Marina.
- b) All voting members must reside within the City limits, but the non-voting member does not have to reside within City limits; and a voting member who moves outside of the City must be removed immediately.
- c) Each member of the MAB serves at the pleasure of the City Commission.
- d) The term of office for inaugural board members will be staggered: two voting members will be appointed for one-year terms (expiring September 30, 2019); two voting and the one non-voting member will be appointed to two-year terms (expiring September 30, 2020) and three voting members will be appointed to three-year terms (expiring September 30, 2021).
- e) Thereafter, all terms will be for three years, with expiring terms concluding on September 30 and new terms beginning on October 1.
- f) Members will attend all regular and additional meetings. Regular meetings will be conducted monthly. Additional meetings may be called with the consent of four voting members. All meetings will convene at City Hall.
- g) Any member who has been absent for three regular meetings in one fiscal year (October-September) is subject to removal by the City Commission.
- h) The MAB will have the following officers: a Chairperson and a Vice-Chairperson to conduct each meeting and a Recording Secretary to record the proceedings of each

meeting in accordance with applicable State statutes and City policies. The non-voting member may not serve as a MAB officer.

- i) The Chairperson and Vice-Chairperson will serve one-year terms (commencing October 1) and are appointed annually by the voting members of the MAB.
- j) For the purpose of transacting business at any meeting, a majority of voting MAB members will constitute a quorum.
- k) The MAB meetings are open to the public and MAB members (including the non-voting member) are subject to the Florida Sunshine Law and Public Records Act.
- l) All meetings will be conducted in accordance with parliamentary procedures as set forth and explained in the latest revised edition of Robert's Rules of Order, which will serve as a guide for the rules of procedure of the meetings.
- m) Minutes of its proceedings, indicating the attendance of each member and decision of each member, shall be kept, signed by the Chairperson and filed with the City Clerk.
- n) Members shall serve without compensation.
- o) A majority of MAB members may request information from the Marina Manager at a public meeting, which is necessary in order to carry out specific roles and responsibilities.
- p) The MAB shall provide advice and make recommendations to the City Commission as follows:
 - 1. Make recommendations regarding a comprehensive plan for the physical development and betterment of the Marina.
 - 2. Make recommendations on the operation of the Marina and for the improvement of the operations.
 - 3. Make recommendations regarding policies, such as Marina Rules and Regulations and the Marina Code of Conduct.
 - 4. Perform additional functions as requested by the City Commission to advise and assist in the continued operation and betterment of the Marina.
- q) The City Commission and City Manager shall provide requested information to the MAB within a reasonable amount of time.

SECTION 2. This Resolution shall become effective immediately upon its final passage.

ADOPTED this 4th day of September, 2018.

ATTEST:

CITY OF FERNANDINA BEACH

Caroline Best
City Clerk

John A. Miller
Mayor – Commissioner

APPROVED AS TO FORM & LEGALITY:



Tammi E. Bach
City Attorney