



AGENDA
FERNANDINA BEACH CITY COMMISSION
VIRTUAL REGULAR MEETING
APRIL 7, 2020
6:00 PM

The City Commission Regular Meeting will be held as a VIRTUAL MEETING with elected officials and City staff participating through video conferencing. This virtual meeting will be broadcasted live for members of the public to view on the City of Fernandina Beach website (www.fbfl.us) and Channel 264 (Comcast only).

Submit public comment via email to City Manager Martin at dmartin@fbfl.org on Tuesday, April 7, beginning at 5:00 PM. To be considered, all comments must include the name and address of the sender (as is normally required at City Commission meetings). Public comments to be included in the formal record will be accepted until 6:30 PM. Comments received will be shared with City Commissioners and made part of the formal record (and, under Florida Statutes, become public records).

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE / INVOCATION**
4. **PRESENTATIONS**
 - 4.1 **PRESENTATION - 2020 CENSUS** - *Please review attached presentation material (no actual presentation).*
 - 4.2 **PRESENTATION - ANNUAL AUDIT REPORT** - *Please review attached presentation material (no actual presentation).*
 - 4.3 **BUDGET SUMMARY** - *Please review attached presentation material (no actual presentation).*
5. **PUBLIC COMMENT REGARDING ALL ITEMS ON THE AGENDA – (SEE ABOVE)**
6. **CONSENT AGENDA**
 - 6.1 **APPROVAL OF MINUTES** - *City Commission Regular Meeting - February 4, 2020; City Commission/Historic District Council Joint Workshop - February 18, 2020; City Commission Regular Meeting - February 18, 2020; and City Commission Regular Meeting - March 3, 2020.*
 - 6.2 **BOARD APPOINTMENT - ARTS AND CULTURE NASSAU** - *two appointments.*
 - 6.3 **FACILITIES USE AGREEMENT - DRIVING DYNAMICS, INC.** - **RESOLUTION 2020-39** APPROVING A FACILITIES USE AGREEMENT WITH DRIVING DYNAMICS, INC. FOR THE USE OF AIRPORT PROPERTY TO CONDUCT A SAFE DRIVING PROGRAM; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a Facilities Use Agreement with Driving Dynamics, Inc. to present a Safe Driving Program at the Fernandina Beach Municipal Airport.*

- 6.4 **VOLUNTARY ANNEXATION AGREEMENT - 856 ROBINHOOD DRIVE - RESOLUTION 2020-40** APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.22 ACRES OF LAND LOCATED ON 856 ROBINHOOD DRIVE; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water services to the property located at 856 Robinhood Drive. Also approves the Voluntary Annexation Petition.*
- 6.5 **HERITAGE TREE DESIGNATION - 112 S. 10TH STREET - RESOLUTION 2020-41** DESIGNATING ONE HERITAGE TREE LOCATED AT 112 S. 10TH STREET; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the designation of one live oak tree at 112 S. 10th Street as a "Heritage Tree" under Land Development Code, Section 4.05.15.*
- 6.6 **GRANT APPLICATION - FLORIDA INLAND NAVIGATION DISTRICT (FIND) - RESOLUTION 2020-44** REQUESTING ASSISTANCE UNDER THE FLORIDA INLAND NAVIGATION DISTRICT (FIND) WATERWAYS ASSISTANCE 2020 PROGRAM; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Requests assistance under the Florida Inland Navigation District (FIND) Waterways Assistance Program for the development of the Public Marina Waterfront Boardwalk Improvements Phase II Projects.*
- 6.7 **AGREEMENT APPROVAL - COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION (CFPBA) - RESOLUTION 2020-45** AUTHORIZING EXECUTION OF THE LABOR AGREEMENT BETWEEN THE CITY OF FERNANDINA BEACH AND THE COASTAL FLORIDA POLICE BENEVOLENT ASSOCIATION (CFPBA); AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the three-year labor agreement with the Coastal Florida Police Benevolent Association.*
- 6.8 **GRANT AGREEMENT - FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) - RESOLUTION 2020-49** AUTHORIZING PUBLIC TRANSPORTATION GRANT AGREEMENT #436769-1-94-01 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION PHASES OF A PROJECT TO REHABILITATE A PORTION OF THE TRANSIENT AIRCRAFT PARKING APRON AT THE FERNANDINA BEACH MUNICIPAL AIRPORT. *Synopsis: Authorizes FDOT Public Transportation Grant Agreement #436769-1-94-01 in the total project amount of \$8,000.00, with a 50% matching requirement, for design and construction phases of a project to rehabilitate a portion of the Transient Aircraft Parking Apron at the Fernandina Beach Municipal Airport.*

7. RESOLUTIONS

- 7.1 **DECLARATION OF STATE OF EMERGENCY - AMENDED RESOLUTION 2020-48** A DECLARATION OF A STATE OF EMERGENCY IN RESPONSE TO NOVEL CORONA VIRUS 2019 COVID-19 PANDEMIC
- 7.2 **PROPOSAL APPROVAL - DATASAVERS INFORMATION MANAGEMENT SOLUTIONS / BUDGET AMENDMENT - BUILDING - RESOLUTION 2020-42** APPROVING A PROPOSAL FROM DATASAVERS INFORMATION MANAGEMENT SOLUTIONS FOR DOCUMENT SCANNING IN AN AMOUNT NOT TO EXCEED \$251,400 BY WAY OF A PIGGYBACK PURCHASE TO THE STATE OF FLORIDA DEPARTMENT OF MANAGEMENT SERVICES CONTRACT; APPROVING AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the proposal from Datasavers Information Management Solutions not to exceed \$251,400 as a piggyback purchase to the State of Florida Department of Management Services Contract. Also*

approves a budget transfer of \$101,400 to the Building Professional Services account from the: Building Temporary account (\$93,600); Building FICA account (\$7,200); and Building Workers' Compensation account (\$600).

- 7.3 **AWARD OF RFP #2019-06 - QUEST ECOLOGY, INC. / BUDGET AMENDMENT - CAPITAL IMPROVEMENTS FUND - RESOLUTION 2020-43** AWARDING RFP #2019-06 TO QUEST ECOLOGY, INC. FOR THE PREPARATION OF THE AMELIA ISLAND BEACH HABITAT CONSERVATION PLAN; APPROVING AN AMENDMENT TO THE CAPITAL IMPROVEMENTS FUND IN FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards RFP #2019-06 to Quest Ecology, Inc. in the amount of \$99,500 (50% City and 50% Nassau County) for the preparation of a Beach Habitat Conservation Plan. Approves amending the budget by increasing the Beach Habitat Conservation Plan account and USACE Refund account, both by \$49,750. Also approves increasing the total City Budget from \$174,030,484 to \$174,080,234.*
- 7.4 **EMINENT DOMAIN AUTHORIZATION - NORTH FRONT STREET - RESOLUTION 2020-50** AUTHORIZING THE CITY ATTORNEY AND SPECIAL COUNSEL JACOBS, SCHOLZ & WYLER TO PROCEED WITH EMINENT DOMAIN PROCEEDINGS PURSUANT TO §73.021, FLORIDA STATUTES, TO ACQUIRE THE LAND FOR THE NECESSARY DEVELOPMENT OF A PUBLIC PARK, PLAYGROUND, OR RECREATIONAL FACILITY, RESILIENCY OF THE WATERFRONT OF THE AMELIA RIVER, AND THE JOINT VENTURE BETWEEN THE CITY OF FERNANDINA BEACH AND THE FLORIDA DEPARTMENT OF TRANSPORTATION IN THE IMPROVEMENT OF FRONT STREET AND ALACHUA STREET; AND PROVIDING AN EFFECTIVE DATE. *Synopsis: Authorizes Jacobs, Scholz and Wyler, LLC to prepare and prosecute eminent domain proceedings for certain property located at North Front Street.*
- 7.5 **SOLE SOURCE VENDOR APPROVAL - NORTHEAST FLORIDA REGIONAL COUNCIL - RESOLUTION 2020-51** APPROVING NORTHEAST FLORIDA REGIONAL COUNCIL AS A SOLE SOURCE VENDOR IN FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Northeast Florida Regional Council as a sole source vendor for the drafting of Comprehensive Plan Amendments to fulfill legislative obligations in an amount not to exceed \$25,000.*
- 7.6 **BUDGET AMENDMENTS - BUILDING - RESOLUTION 2020-52** APPROVING AMENDMENTS TO THE BUDGET FOR FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a budget transfer in the amount of \$88,715 from Building Reserve account to the: Building Vehicles - Parts account (\$7,650); Building Gas/Oil account (\$500); Building R/M Vehicles – Labor account (\$1,200); Building Operating Supplies account (\$62,000); and Building R/M Buildings account (\$17,365).*
- 7.7 **AMENDING RESOLUTION 2019-187 - SOLE SOURCE VENDOR APPROVAL - STRATEGIC GOVERNMENT RESOURCES, INC. (SGR) - RESOLUTION 2020-53** AMENDING RESOLUTION 2019-187 INCREASING THE COST OF RECRUITMENT SERVICES FROM SOLE SOURCE VENDOR STRATEGIC GOVERNMENT RESOURCES, INC. (SGR) FROM \$21,250.00 TO \$24,353.22; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves increasing the approved amount for Strategic Government Resources, Inc. from \$21,250.00 to \$24,353.22 for additional advertisements related to recruitment services.*
- 7.8 **PURCHASE APPROVAL - WESCO TURF, INC. - RESOLUTION 2020-54** APPROVING THE COOPERATIVE PURCHASE OF GOLF COURSE EQUIPMENT FROM WESCO TURF, INC. IN AN AMOUNT NOT TO EXCEED \$64,868.39; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the cooperative purchase of a greens mower, aerator, and sand pro spiker from Wesco Turf, Inc. in an amount not to exceed \$64,868.39.*

8. ORDINANCES - FIRST READING

- 8.1 **FEE SCHEDULE AMENDMENT – AIRPORT/PLANNING AND CONSERVATION DEPARTMENTS** - ORDINANCE 2020-10 ESTABLISHING AND AMENDING FEES FOR THE AIRPORT AND PLANNING & CONSERVATION DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the amended Airport and Planning & Conservation Department Fee Schedules for Fiscal Year 2019/2020.*
- 8.2 **LAND DEVELOPMENT CODE AMENDMENT - TREE PROTECTION** - ORDINANCE 2020-11 AMENDING THE LAND DEVELOPMENT CODE (LDC) BY AMENDING SECTIONS 4.05.14 (TREE PROTECTION REQUIREMENTS); SECTION 11.08.04 (SPECIFIC PENALTIES FOR VIOLATION OF TREE PERMIT REQUIREMENTS) AND SECTION 10.03.00 (ADMINISTRATIVE WAIVERS); PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code specific to Tree Protection Enforcement and Penalties.*

9. CITY COMMISSION DISCUSSION

- 9.1 **NON-ESSENTIAL SPENDING AND NON-ESSENTIAL PROJECTS** - *This item is placed on the agenda at the request of Commissioner Lednovich.*

10. CITY MANAGER REPORTS

11. CITY ATTORNEY REPORTS

12. CITY CLERK REPORTS

13. MAYOR/COMMISSIONER COMMENTS

14. ADJOURNMENT

- A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ALL SPEAKERS (EXCEPT IN A QUASI-JUDICIAL HEARING).
- 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.
- AT THE DISCRETION OF THE MAYOR, A RECESS MAY BE SCHEDULED EVERY NINETY MINUTES.