



AGENDA
FERNANDINA BEACH CITY COMMISSION
VIRTUAL REGULAR MEETING
MAY 19, 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).

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE / INVOCATION

Invocation provided by Reverend Anthony Daniel of Macedonia AME Church.

4. PROCLAMATION / PRESENTATIONS

4.1 PROCLAMATION - "MENTAL HEALTH FIRST AID MONTH" - *Recognizes May, 2020, as "Mental Health First Aid Month." Starting Point Behavioral Healthcare Community Liaison/Mental Health First Aid Instructor Ms. Katrina Robinson-Wheeler will receive the Proclamation by mail.*

4.2 PRESENTATION - NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION (TPO) – *Ms. Wanda Forrest, Transportation Planning Manager of the North Florida TPO, will provide a brief update and answer questions regarding projects planned and programmed for the area.*

4.3 BUDGET SUMMARY - *Please review attached presentation material (no actual presentation).*

5. PUBLIC COMMENT *Due to the continuing effects of the public health emergency, all designated public comments received by the City Manager (dmartin@fbfl.org) following the May 12 publication of the City Commission Regular Meeting Agenda on May 19 will be presented electronically to the City Commissioners at 5:00 PM, May 19, for review and inclusion into the formal record of the City Commission meeting.*

6. CONSENT AGENDA

6.1 APPROVAL OF MINUTES - *Regular Meeting - April 7, 2020; and Regular Meeting - April 21, 2020.*

6.2 VOLUNTARY ANNEXATION AGREEMENT - LOTS 5 AND 6 BONNIEVIEW ROAD - RESOLUTION 2020-70 APPROVING THE EXTENSION OF WATER AND SEWER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR TWO PARCELS CONTAINING APPROXIMATELY 10.42 ACRES OF LAND LOCATED ON LOTS 5 AND 6 BONNIEVIEW ROAD; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water and sewer services to the property located at Lots 5 and 6 Bonnieview Road. Also approves the Voluntary Annexation Petition.*

7. RESOLUTIONS

- 7.1 **WORK ORDER 19-86A - PASSERO ASSOCIATES, LLC / BUDGET AMENDMENT - FIRE BUILDING** - RESOLUTION 2020-71 APPROVING WORK ORDER 19-86A WITH PASSERO ASSOCIATES, LLC TO PROVIDE PROFESSIONAL DESIGN SERVICES FOR THE PROPOSED DUAL-PURPOSE FIRE STATION AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Work Order 19-86A with Passero Associates, LLC in the amount of \$172,500 to provide professional design services for the proposed dual-purpose Fire Station at the Fernandina Beach Municipal Airport. Also approves the transfer of \$145,750 from the Capital Expansion Fund, Fire Reserve account to the Capital Expansion Fund, Fire Building account.*
- 7.2 **GRANT APPLICATION - FLORIDA DEPARTMENT OF STATE, DIVISION OF HISTORICAL RESOURCES** - RESOLUTION 2020-72 AUTHORIZING THE SUBMITTAL OF A FLORIDA DEPARTMENT OF STATE, DIVISION OF HISTORICAL RESOURCES SPECIAL CATEGORY GRANT APPLICATION FOR \$500,000 TOWARD THE COST OF REPAIRS TO THE PECK CENTER, A HISTORICALLY-SIGNIFICANT BUILDING; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the submittal of a Historic Preservation Special Category Grant application for \$500,000 to help fund necessary repairs to Peck High School, a historically-significant building.*
- 7.3 **CONTRIBUTION - NASSAU COUNTY CHAMBER OF COMMERCE / BUDGET AMENDMENT - CITY COMMISSION** - RESOLUTION 2020-73 APPROVING A CONTRIBUTION TO THE NASSAU COUNTY CHAMBER OF COMMERCE; APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2019/2020; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves contributing matching funds of \$20 to City-based businesses that, through the Nassau County Chamber of Commerce, purchase supplies and equipment to provide safe and sanitary conditions for their staff and customers. Also approves a one-time transfer \$5,000 from the General Fund Contingency account to the City Commission Community Services account.*

8. ORDINANCES - FIRST READING

- 8.1 **LAND DEVELOPMENT CODE AMENDMENT - BUILDING HEIGHT ENCROACHMENTS** - ORDINANCE 2020-16 AMENDING THE LAND DEVELOPMENT CODE (LDC) TO MODIFY STANDARDS FOR HEIGHT ENCROACHMENTS BY AMENDING SECTIONS 1.07.00 ADDING OR AMENDING CERTAIN DEFINITIONS, AMENDING SECTION 4.02.03 STANDARDS FOR BUILDINGS AND BUILDING PLACEMENT AND AMENDING LDC SECTION 10.02.01(D) VARIANCES; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code setting limitations on building height encroachments for properties located within the landward and seaward sides of the Coastal Upland Protection Zone (CUPZ) as defined in LDC Section 3.01.02.*
- 8.2 **LAND DEVELOPMENT CODE AMENDMENT - PLANNING ADVISORY BOARD MEMBERSHIP** - ORDINANCE 2020-17 AMENDING THE LAND DEVELOPMENT CODE TO MODIFY SECTION 9.02.02 MEMBERSHIP AND TERMS OF OFFICE FOR THE PLANNING ADVISORY BOARD; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code changing the makeup of the Planning Advisory Board from five to seven members and making appointments to the Board in the same way other City board members are appointed.*
- 8.3 **LAND DEVELOPMENT CODE AMENDMENT - HISTORIC DISTRICT** - ORDINANCE 2020-18 AMENDING THE LAND DEVELOPMENT CODE (LDC) TO CREATE SECTION 8.01.01.01(F) TO ADD A REQUIREMENT FOR ROOFTOP MECHANICAL SCREENING IN THE DOWNTOWN

HISTORIC DISTRICT, CRA, AND OLD TOWN; TO DELETE SECTION 8.01.01.02(H) RELATING TO TOWERS IN OLD TOWN; TO MODIFY SECTION 8.01.01.02(J) TO ALLOW KITCHENETTES IN ACCESSORY DWELLING UNITS WITHIN OLD TOWN; TO DELETE SECTION 8.01.02(E)10 AS IT RELATES TO THE DENSITY BONUS INCENTIVE WHICH WAS ELIMINATED IN 2018; TO DELETE SECTION 8.01.03(E) AS IT RELATES TO THE NOW SUNSETTED “SIDE STREET BUSINESS SIGNAGE” PROGRAM; TO CREATE A NEW SECTION 8.01.03(E) RESERVED FOR “DOWNTOWN WAYFINDING SIGNAGE;” TO MODIFY SECTION 8.03.03(C) TO SET AFTER THE FACT FEES BASED ON THE ANNUALLY ADOPTED MASTER FEE SCHEDULE; TO CREATE SECTION 8.03.03.01(F) TO CREATE A DEMOLITION DELAY PERIOD; TO MODIFY SECTION 8.03.04(B) TO CLARIFY EMERGENCY DEMOLITION PROCEDURES; TO MODIFY SECTION 8.03.03(A)(1) TO ESTABLISH AN OFFICIAL INVENTORY OF RESOURCES LIST THAT DESIGNATES CONTRIBUTING STRUCTURE STATUS; TO MODIFY SECTION 5.01.10 TO ADD STANDARDS FOR FENCING DESIGN/INSTALLATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Land Development Code with various changes to the Historic District.*

- 8.4 **FEE SCHEDULE AMENDMENT – SANITATION** - ORDINANCE 2020-19 ESTABLISHING AND AMENDING FEES FOR SANITATION FOR FY 2019/2020; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the amended Sanitation Fee Schedule for Fiscal Year 2019/2020.*

9. ORDINANCE - SECOND READING

- 9.1 **CODE AMENDMENT - ELECTRICAL CODE** - ORDINANCE 2020-12 AMENDING SECTION 22-30, AMENDMENTS TO THE ELECTRICAL CODE, TO ALLOW FOR THE CITY MANAGER TO DELEGATE WAIVER AUTHORITY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends Section 22 of the Code of Ordinances pertaining to electrical code amendments.*

10. CITY COMMISSION DISCUSSION

- 10.1 **WATERFRONT DEVELOPMENT** - *This item is placed on the agenda at the request of Commissioner Lednovich.*
- 10.2 **BEACHES** - *This item is placed on the agenda at the request of Vice Mayor Kreger.*
- 10.3 **MARINA** - *This item is placed on the agenda at the request of Commissioner Ross.*
- 10.4 **OCEAN HIGHWAY AND PORT AUTHORITY (OHPA)** - *This item is placed on the agenda at the request of Commissioner Ross.*
- 10.5 **PROPERTY FORECLOSURE - 11 S. 7TH STREET** - *This item is placed on the agenda at the request of City Attorney Bach.*

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.
 - 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.
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