



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
DECEMBER 1, 2020
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 Pastor Dr. Mark Charles, Sr. of Memorial United Methodist Church.

4. PROCLAMATIONS / PRESENTATIONS

4.1 **PRESENTATION - NASSAU HUMANE SOCIETY** - *Representatives of the Nassau Humane Society will present the "City Commission Dog of the Month."*

4.2 **PRESENTATION - FERNANDINA BEACH MAIN STREET PROGRAM** - *Fernandina Beach Main Street Directors Ms. Arlene Filkoff and Ms. Lisa Finkelstein will provide a synopsis of projects occurring within each of the four Main Street Councils (Promotions, Economic Vitality, Organization, and Design).*

4.3 **PROCLAMATION - NATIONAL AMERICAN INDIAN HERITAGE MONTH** - *Proclaims the month of November, 2020, as "National American Indian Heritage Month". American Indian Committee Chairwoman Ms. Cara Curtin will be present to accept the Proclamation.*

4.4 **PROCLAMATION - ANCHORS AWEIGH CHARTERS, INC.** - *Recognizes Anchors Aweigh Charters, Inc. for providing boating excursions, to individuals with limitations, an opportunity to experience charter fishing.*

5. CITY COMMISSION DISCUSSION

5.1 **CONSERVATION / ENVIRONMENT** - *This item is placed on the agenda at the request of Commissioner Lednovich.*

5.2 **WATERFRONT DEVELOPMENT** - *This item is placed on the agenda at the request of Commissioner Lednovich.*

5.3 **MARINA** - *This item is placed on the agenda at the request of Commissioner Ross.*

5.4 **OCEAN HIGHWAY AND PORT AUTHORITY (OHPA)** - *This item is placed on the agenda at the request of Commissioner Ross.*

5.5 **COVID-19**

6. **PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR ITEMS ON THE CONSENT AGENDA**

7. **CONSENT AGENDA**

- 7.1 **APPROVAL OF MINUTES** - *City Commission Regular Meeting - October 6, 2020; and City Commission Regular Meeting - October 20, 2020.*
- 7.2 **AMENDED AND EXTENDED - EMERGENCY ORDER – COVID-19 - MANDATORY MASKS** - RESOLUTION 2020-180 AMENDING AND EXTENDING RESOLUTION 2020-168 RELATED TO THE EMERGENCY ORDER REQUIRING MASKS OR FACE COVERINGS IN PUBLIC SPACES, PROVIDING FOR EXCEPTIONS, PROVIDING FOR A NEW EXPIRATION DATE. *Synopsis: Extends the Emergency Order requiring face coverings, Resolution 2020-168, to January 6, 2021.*
- 7.3 **VOLUNTARY ANNEXATION AGREEMENT - 480 PINE TRAIL** - RESOLUTION 2020-181 APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.62 ACRES OF LAND LOCATED AT 480 PINE TRAIL; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water/wastewater services to the property located at 480 Pine Trail. Also approves the Voluntary Annexation Petition.*

8. **RESOLUTIONS**

- 8.1 **INDIGO (BILLY CASPER) GOLF AGREEMENT** - RESOLUTION 2020-175 DECLARING ITS INTENT TO RENEW/NOT RENEW THE CITY'S CONTRACT WITH INDIGO GOLF PARTNERS (FORMERLY BILLY CASPER GOLF, LLC); AUTHORIZING THE CITY MANAGER TO PROCEED WITH THE APPROVED COURSE OF ACTION; AUTHORIZING EXECUTION AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Manager to 1) renew the agreement with Billy Casper Golf, LLC, now doing business as Indigo Golf Partners or 2) authorizes the City Manager to pursue in-house management of the City Golf Course.*
- 8.2 **BUDGET AMENDMENT - DOWNTOWN** - RESOLUTION 2020-182 APPROVING AN AMENDMENT TO THE BUDGET FOR FISCAL YEAR 2020/2021; AUTHORIZING EXECUTION AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a transfer of \$16,161 from the General Fund Contingency account 0018200 59900 to the Downtown Machinery and Equipment account 0015200 56400 for the purchase of an artificial Christmas tree.*
- 8.3 **SOLE SOURCE VENDOR APPROVAL - PRECISION SIDEWALK SAFETY** - RESOLUTION 2020-183 APPROVING PRECISION SIDEWALK SAFETY AS A SOLE SOURCE VENDOR IN FISCAL YEAR 2020/2021; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Precision Sidewalk Safety as a sole source vendor for Fiscal Year 2020/2021 in an amount not to exceed \$50,000.*
- 8.4 **SOLE SOURCE VENDOR APPROVAL - PECK CENTER WINDOW INSTALLATION – FLORIDA RESTORATION AND CONSTRUCTION, LLC** - RESOLUTION 2020-184 AUTHORIZING THE SOLE SOURCE INSTALLATION OF WINDOWS BY FLORIDA RESTORATION AND CONSTRUCTION, LLC IN THE AMOUNT OF \$24,256.29; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the sole source installation of windows by Florida Restoration and Construction, LLC in the amount of \$24,256.29.*

- 8.5 **GOLF COURSE FACILITY TOPTRACER PROJECT - BUDGET INCREASE -** RESOLUTION 2020-185 APPROVING AN INCREASE TO THE GOLF COURSE FACILITY TOPTRACER PROJECT #20036; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the re-appropriation of funds to the Toptracer project #20036 in the amount of \$60,000.*
- 8.6 **CHANGE ORDER APPROVAL - MARINA UTILITIES INC. -** RESOLUTION 2020-186 APPROVING A CHANGE ORDER WITH MARINA UTILITIES, INC. IN THE AMOUNT OF \$10,837 FOR PERMIT COSTS, BOND COSTS, AND BUILDERS RISK INSURANCE COSTS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a change order with Marina Utilities Inc. for permit costs, bond costs, and builders risk insurance costs.*

9. ORDINANCE - SECOND READING

- 9.1 **LAND DEVELOPMENT CODE AMENDMENT - MINOR CHANGES AND DISCREPANCIES -** ORDINANCE 2020-42 AMENDING THE LAND DEVELOPMENT CODE (LDC) TO UPDATE THE FHB AIRPORT ARCHITECTURE AND BUILDING STANDARDS REFERENCE DOCUMENT, ADDING DEFINITION OF RACETRACK IN SECTION 1.00.07 AND MAKING RACETRACKS PROHIBITED AS PRINCIPAL AND ACCESSORY USES IN SECTIONS 2.03.03 AND 2.03.03, MODIFYING STANDARDS FOR STORMWATER MANAGEMENT DESIGN BY STRIKING DESIGN BASIS IN SECTION 7.03.03(E) AND ADDING A REFERENCE TO SECTION 3.05.03, AND AMENDING SECTIONS 3.05.02 AND 3.05.03 TO INCLUDE STORMWATER DESIGN REQUIREMENTS, MODIFYING SECTION 8.01.01 (D) TO INCLUDE REVIEW HDC REVIEW OF PROPOSED REUSE OF STRUCTURES AND TO ADD SUBSECTION 8.01.01 (D) (12) REVIEW OF EXTERIOR MOUNTED MODERN DEVICES, TO ADD SECTION 8.01.01 (G) PROVIDING REVIEW STANDARDS FOR PLACEMENT OF EXTERIOR MOUNTED MODERN DEVICES AND AMENDING SECTION 8.03.03 (B) CERTIFICATE OF APPROVAL MATRIX TO INCLUDE REVIEW OF EXTERIOR MOUNTED MODERN DEVICES AS PROVIDED IN THE SUBSECTION, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.. *Synopsis: Amends the Land Development Code with various changes to address minor inconsistencies and discrepancies.*

10. BOARD APPOINTMENTS

- 10.1 **GOLF COURSE ADVISORY BOARD -** *two appointments.*
- 10.2 **BOARD APPOINTMENT - HISTORIC DISTRICT COUNCIL -** *two appointments.*

11. CITY MANAGER REPORTS

12. CITY ATTORNEY REPORTS

13. CITY CLERK REPORTS

14. MAYOR/COMMISSIONER COMMENTS

15. ADJOURNMENT

- 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.
- MULTI-MEDIA PRESENTATIONS MUST BE SUBMITTED TO THE CITY CLERK NO LATER THAN THE FRIDAY BEFORE THE MEETING.
- 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.
- AT THE DISCRETION OF THE MAYOR, A RECESS MAY BE SCHEDULED EVERY NINETY MINUTES.

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).