



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
DECEMBER 17, 2024
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 Noel Roberts of North 14th Street Baptist Church.

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

5. CONSENT AGENDA

5.1 SCRIVENER'S CORRECTION - GRANT AGREEMENT APPROVAL AND GRANT AGREEMENT AMENDMENT - FLORIDA DEPARTMENT OF TRANSPORTATION - RESOLUTION 2024-220 AUTHORIZING APPROVAL AND EXECUTION OF PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA #427545-4) AND AMENDMENT 1 (PTGA #427545-2) WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE REHABILITATION OF TAXIWAY A AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes Approval and Execution of FDOT Public Transportation Grant Agreement (PTGA #427545-4) and Amendment 1 to PTGA (PTGA #427545-2) to provide funding support in the amount of \$343,092 for a project to rehabilitate Taxiway A at the Fernandina Beach Municipal Airport. Correcting/revising resolution at the request of FDOT to provide more specificity and individual approval actions for each grant agreement within the resolution.*

5.2 SCRIVENER'S CORRECTION - ATLANTIC PIPE SERVICES - RESOLUTION 2024-231 APPROVING A PROPOSAL FROM ATLANTIC PIPE SERVICES FOR STORMWATER PIPE CLEANING AND LINING SERVICES AT THE FERNANDINA BEACH MUNICIPAL AIRPORT IN AN AMOUNT NOT TO EXCEED \$134,785.60 BY WAY OF A PIGGYBACK PURCHASE TO A CITY OF SOUTH DAYTONA SERVICES CONTRACT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the proposal from Atlantic Pipe Services as a piggyback purchase to a City of South Daytona Services Agreement, in an amount not to exceed \$134,785.60. Correcting fund source account number: 420 536300.*

6. RESOLUTIONS

6.1 MEMORANDUM OF UNDERSTANDING - NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS - RESOLUTION 2024-244 APPROVING A MEMORANDUM OF UNDERSTANDING WITH NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS TO

APPLY FOR A GRANT TO PURCHASE, AND SHARE, A FIRE MOBILE AIR TRAILER; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a Memorandum of Understanding with the Nassau County Board of County Commissioners to jointly apply for a grant to share a regional asset: one mobile air compressor/Self-Contained Breathing Apparatus (SCBA) refill unit for filling Self-Contained Breathing Apparatus (SCBA).*

- 6.2 **PURCHASE APPROVAL - ZABATT, INC. - RESOLUTION 2024-245 APPROVING THE PURCHASE AND INSTALLATION OF A GENERATOR FOR THE AIRPORT TERMINAL FACILITY AND THE PURCHASE OF A MOBILE GENERATOR FOR THE AIRPORT FUEL FARM FROM ZABATT, INC. TO BE UTILIZED AT THE FERNANDINA BEACH MUNICIPAL AIRPORT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the purchase and installation a generator for the Airport terminal facility and the purchase of a mobile generator for the Airport fuel farm from Zabatt, Inc. in the total amount of \$101,459.90 (FDOT grant funded acquisitions).*
- 6.3 **AWARD OF RFQ 24-03 - HALFF ASSOCIATES, INC. - RESOLUTION 2024-246 AWARDDING RFQ 24-03 TO HALFF ASSOCIATES, INC. TO COMPLETE AN ADAPTATION PLAN; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Awarding RFQ 24-03 to Halff Associates Inc. to complete a City's Adaptation Plan, in the amount of \$95,500.00.*
- 6.4 **(Quasi-Judicial) VARIANCE REQUESTS - ROADWAY STANDARDS - RESOLUTION 2024-247 APPROVING/DENYING VARIANCE REQUESTS TO DEVIATE FROM ROADWAY STANDARDS REFERENCED IN LAND DEVELOPMENT CODE SECTION 7.01.02(B)(2) FOR PORTIONS OF DATE STREET LOCATED EAST OF CITRONA DRIVE; MAKING FINDINGS OF FACT AND CONCLUSIONS OF LAW; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approving/denying variance requests to deviate from roadway standards referenced in Land Development Code Section 7.01.02(B)(2) to reduce tree canopy loss.*
- 6.5 **POLICY AMENDMENT - CEREMONIAL DOCUMENTS POLICY, GUIDELINES, AND APPLICATION - RESOLUTION 2024-248 AMENDING RESOLUTION 2021-200 CEREMONIAL DOCUMENTS POLICY, GUIDELINES, AND APPLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Amending the Ceremonial Documents Policy, Guidelines, and Application by removing Ceremonial Document presentations, including Proclamations, from City Commission Regular Meeting agendas and proceedings.*
- 6.6 **LITIGATION DIRECTION - RESOLUTION 2024-249 DIRECTING THE CITY ATTORNEY TO WITHDRAW THE NOTICE OF JOINDER TO THE APPEAL IN THE MATTER OF MERRY COALSON, DAVID COALSON & TAINA CHRISTNER V. CITY OF FERNANDINA BEACH AND WORTHY INVESTMENT LLC; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Directs the City Attorney to work with the City's insurer and outside legal counsel to withdraw from the appeal in the case of Merry Coalson, David Coalson, Taina Christner v. City of Fernandina Beach, and Worthy Investment LLC, Case 2023-CA-404, in the Fourth Judicial Circuit Court in and for Nassau County, Florida.*

7. BOARD APPOINTMENTS

- 7.1 **BOARD OF ADJUSTMENT - Three appointments; three applicants: Mr. Steven Papke, Ms. Anne Thomas and Ms. Kim Wolford.**

8. PROJECT UPDATES

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.
 - 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.
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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).