



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
APRIL 18, 2017
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 Jeremiah Robinson, Jr. of New Zion Baptist Church.

4. PROCLAMATION / PRESENTATION

4.1. **PROCLAMATION - RETIREMENT OF MS. SUZANNE BASS** - *Recognizes Ms. Suzanne Bass upon her retirement after thirty years of dedicated service to the City of Fernandina Beach. Ms. Bass retired on March 31, 2017.*

4.2. **BUDGET SUMMARY** - *Comptroller Patti Clifford will answer any questions regarding the budget summary for March 2017.*

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

6. CONSENT AGENDA

6.1. **APPROVAL OF MINUTES** - *Regular Meeting - January 17, 2017.*

6.2. **PECK CENTER WINDOW SOLE SOURCE PURCHASE / INSTALLATION APPROVAL – RPM LUMBER / FLORIDA RESTORATION & CONSTRUCTION, LLC** - RESOLUTION 2017-58 AUTHORIZING THE SOLE SOURCE PURCHASE OF WINDOWS FOR THE PECK CENTER FROM RPM LUMBER IN THE AMOUNT OF \$19,814.73, AND AUTHORIZING THE SOLE SOURCE INSTALLATION OF THESE WINDOWS BY FLORIDA RESTORATION & CONSTRUCTION, LLC IN THE AMOUNT OF \$17,500; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the sole source purchase of replacement windows from RPM Lumber for the Peck Center in the amount of \$19,814.73 and the sole source installation of windows by Florida Restoration & Construction, LLC in the amount of \$17,500.*

6.3. **SEWER, REFUSE AND STORM WATER FEE EXEMPTIONS FOR FY 2016/2017** - RESOLUTION 2017-59 APPROVING FIVE ADDITIONAL APPLICATIONS FOR CITY SEWER, REFUSE AND STORM WATER FEE EXEMPTION FOR FISCAL YEAR 2016/2017; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves five additional applications for fee exemption of City Sewer, Refuse, and Storm Water Services in FY 2016/2017.*

- 6.4. **GRANT APPLICATION - FLORIDA DIVISION OF HISTORICAL RESOURCES -** RESOLUTION 2017-60 AUTHORIZING THE CITY TO SUBMIT A FLORIDA DIVISION OF HISTORICAL RESOURCES SMALL MATCHING GRANT APPLICATION TO FUND A COMMUNITY EDUCATION/WALKING TOUR PROJECT IN THE OLD TOWN HISTORIC DISTRICT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City to submit a Florida Division of Historical Resources Small Matching Grant application in the amount of \$50,000.*

7. RESOLUTIONS

- 7.1. **AWARD OF RFP 17-01 - TRACE SECURITY -** RESOLUTION 2017-61 AWARDED RFP 17-01 TO TRACE SECURITY TO PERFORM AN IT SECURITY AUDIT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Manager to negotiate the Trace Security contract in an amount not to exceed \$27,217.50 for the IT Security Audit.*
- 7.2. **AWARD OF CONTRACT - DARLEY'S PLUMBING -** RESOLUTION 2017-62 APPROVING AWARD OF PLUMBING CONTRACT TO DARLEY'S PLUMBING; AUTHORIZING NEGOTIATION AND EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Manager to execute a construction contract with Darley's Plumbing in an amount not to exceed \$40,000.*
- 7.3. **PROPOSAL APPROVAL – ADVANCED DISPOSAL SERVICES -** RESOLUTION 2017-63 APPROVING THE PROPOSAL FROM ADVANCED DISPOSAL SERVICES TO PROVIDE SOLID WASTE REMOVAL AND CLEAN-UP SERVICES FOR THE 2017 SHRIMP FESTIVAL; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the proposal in the amount of \$36,803 from Advanced Disposal Services to provide solid waste removal and clean-up services for the 2017 Shrimp Festival.*
- 7.4. **RIGHT-OF-WAY USE PERMIT - 2298 SOUTH FLETCHER AVENUE -** RESOLUTION 2017-64 APPROVING A “RIGHT-OF-WAY USE PERMIT” FOR 2298 SOUTH FLETCHER AVENUE; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the “Right-of-Way Use Permit” for 2298 South Fletcher Avenue.*
- 7.5. **AUTHORIZATION TO DEFEND - DENNIS T. HUTTO -** RESOLUTION 2017-65 AUTHORIZING THE CITY ATTORNEY TO DEFEND THE CITY IN CERTAIN LITIGATION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Attorney to work with City claims administrator, PGCS, appear on behalf of if necessary, and defend the City of Fernandina Beach in the matter of Dennis T. Hutto v. City of Fernandina Beach, Case No.: 2017-CA-17 in the Fourth Judicial Circuit Court in and for Nassau County, Florida.*
- 7.6. **CONTRACT APPROVAL - ROLLINS SNELLING, LLC / BUDGET AMENDMENT - PARKS -** RESOLUTION 2017-66 APPROVING A CONTRACT AND BUDGET AMENDMENT FOR BEACH CLEANING SERVICES BASED UPON THE NASSAU COUNTY CONTRACT WITH ROLLINS SNELLING, LLC TO ENFORCE THE CITY’S “LEAVE NO TRACE” ORDINANCE FOR UNATTENDED ITEMS LEFT ON CITY BEACHES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the contract with Rollins Snelling, LLC based upon the Nassau County contract for beach cleaning services to enforce the City’s “Leave No Trace” Ordinance. Also approves a budget amendment in the amount of \$15,200 increasing the total budget from \$115,320,156 to \$115,335,356.*

8. ORDINANCES - FIRST READING

8.1. **CODE AMENDMENT - DISPOSAL OF GARBAGE AND TRASH** - ORDINANCE 2017-09 AMENDING SECTION 66-41, DISPOSAL OF GARBAGE AND TRASH, BY PROHIBITING PLACEMENT OF YARD WASTE, TRASH OR RUBBISH ON PROPERTY OTHER THE PROPERTY WHERE ORIGINATED; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends Section 66-41 of the City Code pertaining to disposal of garbage and trash.*

8.2. **CODE AMENDMENT – BOSQUE BELLO CEMETERY** - ORDINANCE 2017-10 AMENDING CHAPTER 30, CEMETERY, ARTICLES I-IV, OF THE CODE OF ORDINANCES; BY AMENDING SECTION 30-1 PROVIDING FOR DEFINITIONS; AMENDING SECTION 30-39 BULK PURCHASES; AMENDING SECTION 30-43 TRANSFER OF OWNERSHIP; AMENDING SECTION 30-57 PERPETUAL CARE SERVICES AND FEES; AMENDING SECTION 30-109 MEMORIAL AND VAULT INSTALLATIONS; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends various sections of the City Code pertaining to the Bosque Bello Cemetery.*

9. ORDINANCE - SECOND READING

9.1. **COMPREHENSIVE PLAN AMENDMENT – DOWNTOWN DENSITY** - ORDINANCE 2017-02 AMENDING THE COMPREHENSIVE PLAN BY STRIKING POLICY 1.04.05 COMMUNITY REDEVELOPMENT AREA DENSITY BONUS INCENTIVE PROGRAM AND AMENDING POLICY 1.07.09 TO INCREASE THE BASE DENSITY WITHIN THE CENTRAL BUSINESS DISTRICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the Comprehensive Plan specific to downtown density.*

10. BOARD APPOINTMENTS

10.1. **BOARD APPOINTMENT - HISTORIC DISTRICT COUNCIL** - *1 appointment.*

10.2. **BOARD APPOINTMENT - PARKS AND RECREATION ADVISORY COMMITTEE** - *2 appointments.*

10.3. **BOARD APPOINTMENT - ARTS AND CULTURE NASSAU** - *1 appointment.*

11. CITY COMMISSION DISCUSSION (NO ACTION)

11.1. **HORSES ON THE BEACH** - *This item has been placed on the agenda at the request of Vice Mayor Kreger.*

12. CITY MANAGER REPORTS

13. CITY ATTORNEY REPORTS

14. CITY CLERK REPORTS

15. MAYOR/COMMISSIONER COMMENTS

16. 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.
- 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.

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).