



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
NOVEMBER 18, 2014
6:00 P.M.
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 the North 14th Baptist Church.

4. PROCLAMATION/PRESENTATION

4.1. PROCLAMATION – 8 FLAGS PLAYSAPES, INC.

Recognizes 8 Flags Playscapes, Inc. for their success in fundraising and the installation of the Pirate Playground at Atlantic Park. Mr. Aaron Morgan and Mr. Trey Warren of 8 Flags Playscapes, Inc. will be present to accept the Proclamation.

Documents: [8 Flags Playscapes Inc.pdf](#)

4.2. BUDGET SUMMARY

Controller Patti Clifford will answer any questions regarding the budget summary for October 2014.

Documents: [Budget Summary.pdf](#)

5. CONSENT AGENDA

5.1. ADDITIONAL SEWER AND REFUSE EXEMPTION FOR FY 2014/2015

RESOLUTION 2014-155 APPROVING ONE (1) ADDITIONAL APPLICATION FOR CITY SEWER AND REFUSE EXEMPTION FOR THE FISCAL YEAR 2014/2015; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves one (1) additional application for exemption of payment for City Sewer and Refuse costs for the months of November 1, 2014 through September 30, 2015.

Documents: [Resolution 2014-155.pdf](#)

5.2. LEASE AGREEMENT - AMELIA ISLAND BOOK FESTIVAL

RESOLUTION 2014-156 APPROVING THE LEASE AGREEMENT BETWEEN THE AMELIA ISLAND BOOK FESTIVAL AND THE CITY OF FERNANDINA BEACH FOR RENTAL SPACE AT THE PECK CENTER; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the Lease Agreement between the Amelia Island Book Festival and the City of Fernandina for rental space at the Peck Center.

Documents: [Resolution 2014-156.pdf](#)

6. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

7. RESOLUTIONS

7.1. PECK CENTER WINDOW SOLE SOURCE PURCHASE APPROVAL & INSTALLATION – RPM LUMBER AND FLORIDA RESTORATION & CONSTRUCTION

RESOLUTION 2014-157 APPROVING THE PURCHASE OF REPLACEMENT WINDOWS FOR THE PECK CENTER FROM RPM LUMBER IN THE AMOUNT OF \$30,473.12; APPROVE THE INSTALLATION OF THESE WINDOWS BY FLORIDA RESTORATION & CONSTRUCTION IN THE AMOUNT OF \$25,096.00; AUTHORIZING EXECUTION; 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 \$30,473.12 and the sole source installation of windows by Florida Restoration & Construction in the amount of \$25,096.00.

Documents: [Resolution 2014-157.pdf](#)

7.2. AWARD OF BID # 14-23 – BRANCE DIVERSIFIED INC.

RESOLUTION 2014-158 AUTHORIZING THE AWARD OF BID #14-23 AND A CONSTRUCTION CONTRACT TO BRANCE DIVERSIFIED, INC. FOR THE ENGINEERING AND CONSTRUCTION OF THE MARINA WELCOME CENTER DECK; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the award of Bid #14-23 to Brance Diversified, Inc. and authorizes the City Manager to negotiate the Contract in an amount not to exceed \$47,375.00.

Documents: [Resolution 2014-158.pdf](#)

7.3. RFQ #14-101 - PARKS AND RECREATION MASTER PLAN – DAVID BARTH, LLC

RESOLUTION 2014-159 ACCEPTING THE RECOMMENDATION OF THE QUALIFICATION REVIEW COMMITTEE TO ENTER INTO AN AGREEMENT BETWEEN DAVID BARTH, LLC AND THE CITY OF FERNANDINA BEACH FOR THE CREATION OF A PARKS AND RECREATION MASTER PLAN AS ADVERTISED FOR RFQ #14-101; AUTHORIZING THE CITY MANAGER TO NEGOTIATE A PROFESSIONAL SERVICES CONTRACT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the recommendation of the Qualification Review Committee to engage in an agreement between David Barth, LLC and the City of Fernandina Beach for the creation of a Parks and Recreation Master Plan.

Documents: [Resolution 2014-159.pdf](#)

7.4. BUDGET AMENDMENTS – GOLF COURSE AND POLICE & FIRE PENSION

RESOLUTION 2014-160 APPROVING AMENDMENTS TO THE BUDGET FOR THE FISCAL YEAR 2013-2014; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the transfer of funds within the Golf Course and Police & Fire Pension budgets for FY 2013/2014.

Documents: [Resolution 2014-160.pdf](#)

7.5. BUDGET AMENDMENT - UTILITY SYSTEM REFUNDING BOND

RESOLUTION 2014-161 APPROVING AN AMENDMENT TO THE BUDGET FOR THE FISCAL YEAR 2014-2015; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the transfer of funds relating to the Utility System Refunding Bond, Series 2013A.

Documents: [Resolution 2014-161.pdf](#)

7.6. CONTRACT AMENDMENT APPROVAL - COMCAST

RESOLUTION 2014-162 AMENDING THE COMCAST METRO E SERVICES CONTRACT; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the amendment to the City's Comcast Metro E contract.

Documents: [Resolution 2014-162.pdf](#)

7.7. AWARD OF RFP #14-20 – EPIC ENGINEERING & CONSULTING GROUP, LLC

RESOLUTION 2014-163 AWARDED RFP #14-20 FOR ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM REQUIREMENTS ANALYSIS AND RFP DEVELOPMENT TO EPIC ENGINEERING & CONSULTING GROUP, LLC; AUTHORIZING EXECUTION OF DOCUMENTS; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Awards RFP #14-20 for the Enterprise Resource Planning (ERP) System Requirements Analysis and RFP Development to EPIC Engineering & Consulting Group, LLC in an amount not to exceed \$50,000.

Documents: [Resolution 2014-163.pdf](#)

7.8. STORAGE DEVICE PURCHASE APPROVAL – SYSCOM TECHNOLOGIES

RESOLUTION 2014-164 APPROVING THE PURCHASE OF ONE (1) STORAGE DEVICE THROUGH THE FLORIDA STATE CONTRACT WSCA MASTER AGREEMENT; PROVIDING FOR EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves the purchase of one (1) Dell high capacity storage device in an amount not to exceed \$25,500 from Syscom Technologies.

Documents: [Resolution 2014-164.pdf](#)

8. ORDINANCE - SECOND READING

8.1. LAND DEVELOPMENT CODE AMENDMENT – LOT COMBINATION LIMITATIONS

ORDINANCE 2014-30 AMENDING THE LAND DEVELOPMENT CODE, TO EXEMPT JOB OPPORTUNITY AREAS FROM LOT COMBINATION LIMITATIONS DESCRIBED IN SECTION 4.02.02 WHICH RESTRICTS LOT WIDTHS TO NO GREATER THAN 100 FEET ON NORTH FLETCHER, SOUTH FLETCHER AND OCEAN AVENUES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. Synopsis: Approves and adopts modifications to the Land Development Code of the City of Fernandina Beach specific to Section 4.02.02.

Documents: [Ordinance 2014-30.pdf](#)

9. DISCUSSION – DIRECTION – ACTION ITEM

9.1. CHARTER EMPLOYEES’ PERFORMANCE EVALUATIONS

Documents: [Charter Officers Performance Evaluations.pdf](#)

10. CITY MANAGER REPORTS

11. CITY ATTORNEY REPORTS

12. CITY CLERK REPORTS

13. MAYOR/COMMISSIONER COMMENTS

14. ADJOURNMENT

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- *Quasi-Judicial* - DENOTES THAT THE ITEM MUST BE CONDUCTED AS A QUASI-JUDICIAL HEARING IN ACCORDANCE WITH CITY COMMISSION ESTABLISHED PROCEDURE AND FLORIDA STATUTES.
 - A THREE (3) MINUTE TIME LIMIT MAY BE IMPOSED FOR ITEMS NOT ON THE AGENDA. A “REQUEST TO SPEAK” FORM IS AVAILABLE ON THE COUNTER AT THE DOOR AND SHOULD BE FILLED OUT AND GIVEN TO THE CITY CLERK AT THE BEGINNING OF THE MEETING.
 - DISCUSSION – DIRECTION - ACTIONS ITEMS MAY BE ACTED UPON BY THE CITY COMMISSION BY EITHER 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.
 - ANY PERSON WISHING TO APPEAL ANY 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).