



AGENDA  
FERNANDINA BEACH CITY COMMISSION  
REGULAR MEETING  
SEPTEMBER 1, 2015  
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 Stephen Mazingo of St. Peter's Episcopal Church.*

**4. PROCLAMATION/PRESENTATIONS**

**4.1. PROCLAMATION - CHILDHOOD CANCER AWARENESS MONTH**

*Proclaims the month of September 2015, as "Childhood Cancer Awareness Month".  
The proclamation will be mailed to Mr. Steven Firestein, M.A., Volunteer Director of  
the Kids Cancer Connection, Inc. and American Cancer Fund for Children, Inc.*

**Documents:** [Childhood Cancer Awareness Month.pdf](#)

**4.2. PRESENTATION – MAIN STREET PROGRAM UPDATE**

*The City, together with the Chamber of Commerce and Tourist Development Council,  
submitted the Main Street Program application to the State of Florida. Community  
Development Director Adrienne Burke will provide an update regarding the program.*

**Documents:** [Main Street Program Update.pdf](#)

**4.3. PRESENTATION – FERREIRA INSURANCE / HARDEN & ASSOCIATES**

*Mr. Shaun Woleshin of Ferreira Insurance / Harden & Associates will be in attendance  
to make a brief presentation regarding the City's General Liability Insurance renewal  
and answer any questions.*

**Documents:** [Presentation - Liability Insurance Renewal.pdf](#)

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

**6. CONSENT AGENDA**

**6.1. APPROVAL OF MINUTES**

*Workshop Meeting – August 4, 2015; Workshop Meeting – August 4, 2015; Regular  
Meeting – August 4, 2015.*

**Documents:** [Minutes Summary.pdf](#), [Workshop 08-04-2015 Long Term Planning.pdf](#), [Workshop 08-04-2015 Impact Fee Study.pdf](#), [Regular Meeting 08-04-2015.pdf](#)

**6.2. INSURANCE RENEWAL - PREFERRED GOVERNMENTAL INSURANCE TRUST (PGIT)**

RESOLUTION 2015-120 APPROVING A TWELVE (12) MONTH RENEWAL PROGRAM WITH PREFERRED GOVERNMENTAL INSURANCE TRUST COVERING CITY PROPERTY, GENERAL LIABILITY, WORKERS' COMPENSATION, LAW ENFORCEMENT LIABILITY, PUBLIC OFFICIALS' LIABILITY, AND AUTOMOBILE LIABILITY AND PHYSICAL DAMAGE; APPROVING OTHER INSURANCE POLICIES COVERING MARINA, FLOOD, AIRPORT, ACCIDENTAL DEATH AND DISMEMBERMENT (AD&D), YOUTH ACCIDENT, ENVIRONMENTAL AND LIQUOR LIABILITY; APPROVING THE EXERCISING OF THE TWO YEAR RATE GUARANTEE OPTION; PROVIDING FOR EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Accepts the one year renewal offer by PGIT for insurance coverage including but not limited to, City property (buildings and contents), general liability, workers' compensation, law enforcement liability, public officials' liability, automobile liability, and property damage.*

**Documents:** [Resolution 2015-120.pdf](#)

**6.3. MUTUAL AID AGREEMENT - BAKER COUNTY SHERIFF'S DEPARTMENT**

RESOLUTION 2015-121 AUTHORIZING A COMBINED VOLUNTARY COOPERATION AND OPERATIONAL ASSISTANCE MUTUAL AID AGREEMENT WITH BAKER COUNTY SHERIFF'S DEPARTMENT; AUTHORIZING EXECUTION; PROVIDING FOR FILING OF THE AGREEMENT WITH THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Mutual Aid Agreement between the City of Fernandina Beach Police Department and the Baker County Sheriff's Department for a period of five (5) years beginning upon execution of said Agreement.*

**Documents:** [Resolution 2015-121.pdf](#)

**6.4. INTERLOCAL AGREEMENT - NASSAU COUNTY PROPERTY APPRAISER'S OFFICE**

RESOLUTION 2015-122 APPROVING AN INTERLOCAL AGREEMENT WITH THE NASSAU COUNTY PROPERTY APPRAISER'S OFFICE AND THE CITY OF FERNANDINA BEACH FOR EFFECTIVE UTILIZATION OF GEOGRAPHIC INFORMATION SYSTEMS (GIS); AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the interlocal agreement with the Nassau County Property Appraiser's Office for the Geographic Information Systems (GIS).*

**Documents:** [Resolution 2015-122.pdf](#)

**6.5. LETTER AGREEMENT – CROWN CASTLE SOUTH, LLC**

RESOLUTION 2015-123 AUTHORIZING A LETTER AGREEMENT WITH CROWN CASTLE SOUTH, LLC, ON BEHALF OF NEW CINGULAR WIRELESS, AMENDING THE CURRENT LAND LEASE AGREEMENT FOR THE CELL TOWER NEAR THE UTILITIES AND MAINTENANCE COMPLEX; EXTENDING THE TERMS TO MARCH 14, 2067; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the "Letter Agreement" with Crown Castle South, LLC for the cell tower near the Utilities and Maintenance Complex.*

**Documents:** [Resolution 2015-123.pdf](#)

**7. RESOLUTIONS**

**7.1. JOINT PARTICIPATION AGREEMENT (JPA) – FLORIDA DEPARTMENT OF TRANSPORTATION**

RESOLUTION 2015-124 AUTHORIZING JOINT PARTICIPATION AGREEMENT #427248-1-94-16 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE DESIGN AND CONSTRUCTION OF NEW TERMINAL PROJECT AT THE FERNANDINA BEACH MUNICIPAL AIRPORT AUTHORIZING EXECUTION AND

THE FERNANDINA BEACH MUNICIPAL COMMISSION, FOR MOTIONS EXECUTION, AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes Joint Participation Agreement #427248-1-94-16 with the Florida Department of Transportation for the Design and Construction of New Terminal project at the Fernandina Beach Municipal Airport.*

**Documents:** [Resolution 2015-124.pdf](#)

**7.2. LOBBYING SERVICES AGREEMENT – JACOBS SCHOLZ & ASSOCIATES**

RESOLUTION 2015-125 APPROVING A LOBBYING SERVICES AGREEMENT BETWEEN THE CITY AND JACOBS SCHOLZ & ASSOCIATES, LLC FOR STATE AND FEDERAL LOBBYING SERVICES FOR FY 2015/2016; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the lobbying services agreement with Jacobs Scholz & Associates, LLC.*

**Documents:** [Resolution 2015-125.PDF](#)

**7.3. HEALTH INSURANCE BENEFITS / DENTAL INSURANCE COVERAGE – UNITED HEALTH CARE / METLIFE**

RESOLUTION 2015-126 APPROVING HEALTH INSURANCE BENEFITS WITH UNITED HEALTH CARE AND DENTAL INSURANCE COVERAGE WITH METLIFE; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the contract with United Health Care for health care insurance benefits and with MetLife for dental insurance coverage for a period of one (1) year, with one (1) year renewals at the desire of both parties.*

**Documents:** [Resolution 2015-126.pdf](#)

**7.4. SOLAR PANEL PURCHASE – SUNIVA, INC.**

RESOLUTION 2015-127 APPROVING THE PURCHASE OF 374 MONOCRYSTALLINE SILICON PHOTOVOLTAIC MODULES FROM SUNIVA, INC.; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of 374 monocrystalline silicon photovoltaic panels from Suniva, Inc.*

**Documents:** [Resolution 2015-127.pdf](#)

**7.5. FRANCHISE AGREEMENT – PNS ENTERPRISES OF YULEE**

RESOLUTION 2015-128 APPROVING A FRANCHISE AGREEMENT WITH PNS ENTERPRISES OF YULEE D/B/A MS. KONE AND SON, A MOBILE ICE CREAM VENDOR, AND THE CITY OF FERNANDINA BEACH FOR THE SALE OF ICEES, FROZEN TREATS, ICE CREAM, DAIRY PRODUCTS AND PREPACKAGED SNACKS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Grants a franchise agreement for retail sale of icees, frozen treats, ice cream, dairy products and prepackaged snacks to PNS Enterprises of Yulee for a period of one (1) year.*

**Documents:** [Resolution 2015-128.pdf](#)

**8. ORDINANCES – FIRST READING**

**8.1. FUTURE LAND USE MAP AMENDMENT – CITRONA DRIVE**

ORDINANCE 2015-22 CHANGING THE CITY'S FUTURE LAND USE MAP FROM LOW DENSITY RESIDENTIAL (LDR) TO MEDIUM DENSITY RESIDENTIAL (MDR) AND CONSERVATION (CON) FOR A PARCEL TOTALING 7.41 ACRES OF LAND LOCATED ON CITRONA DRIVE BETWEEN UNIMPROVED HICKORY AND INDIGO STREETS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Future Land Use Map Designation of Medium Density Residential (MDR) to 7.41 acres located on Citrona Drive between unimproved Hickory and Indigo Streets.*

**Documents:** [Ordinance 2015-22.pdf](#)

**8.2. ZONING CHANGE – CITRONA DRIVE**

ORDINANCE 2015-23 CHANGING THE CITY'S ZONING MAP TO ASSIGN A ZONING

CATEGORY OF MEDIUM DENSITY RESIDENTIAL (R-2) WITH A PLANNED UNIT DEVELOPMENT OVERLAY FOR A PARCEL TOTALING 7.41 ACRES OF LAND LOCATED ON CITRONA DRIVE BETWEEN UNIMPROVED HICKORY AND INDIGO STREETS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Zoning Category of Medium Density Residential (R-2) to 7.41 acres located on Citrona Drive between unimproved Hickory and Indigo Streets.*

**Documents:** [Ordinance 2015-23.pdf](#)

## **9. ORDINANCE - SECOND READING**

### **9.1. MASTER FEE SCHEDULE**

ORDINANCE 2015-19 ESTABLISHING AND AMENDING FEES FOR THE CITY CLERK'S OFFICE, GOLF COURSE, MARINA, AIRPORT, COMMUNITY DEVELOPMENT, CEMETERY, FIRE DEPARTMENT, SANITATION, POLICE DEPARTMENT, AND IMPACT FEES FOR FY 2015/2016; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the amended Master Fee Schedule consisting of the City Clerk's Office, Fernandina Beach Golf Club, Marina, Airport, Community Development, Cemetery, Fire Department, Sanitation, Police, and Impact Fees for Fiscal Year 2015/2016.*

**Documents:** [Ordinance 2015-19.pdf](#)

## **10. BOARD APPOINTMENTS**

### **10.1. PLANNING ADVISORY BOARD**

*2 appointments.*

**Documents:** [Planning Advisory Board.pdf](#)

### **10.2. FERNANDINA BEACH MAIN STREET BOARD OF DIRECTORS (BOD)**

*1 appointment.*

**Documents:** [Fernandina Beach Main Street Board of Directors.pdf](#)

### **10.3. CODE ENFORCEMENT & APPEALS BOARD**

*2 appointments.*

**Documents:** [Code Enforcement and Appeals Board.pdf](#)

## **11. DISCUSSION – DIRECTION – ACTION ITEM**

### **11.1. CITY MANAGER PRO TEM APPOINTMENT**

**Documents:** [City Manager Pro Tem Appointment.pdf](#)

## **12. CITY MANAGER REPORTS**

## **13. CITY ATTORNEY REPORTS**

## **14. CITY CLERK REPORTS**

## **15. MAYOR/COMMISSIONER COMMENTS**

## **16. 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 DOOR AND SHOULD BE FILLED OUT WITHIN 15 MINUTES AFTER THE START OF THE MEETING AND GIVEN TO THE CITY CLERK.

• IN ACCORDANCE WITH STATE LAW, ITEMS NOT ON THE AGENDA MAY BE BROUGHT UP

FOR DISCUSSION BUT NO ACTION MAY BE TAKEN BY THE CITY COMMISSION. IF APPROPRIATE THE ITEM MAY BE SCHEDULED ON A FUTURE AGENDA.

- 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 - ACTION 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.
- 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.

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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).