



**AGENDA**  
**FERNANDINA BEACH CITY COMMISSION**  
**REGULAR MEETING**  
**FEBRUARY 4, 2025**  
**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 Wardell Avant, Jr. of Kingdom Ministries Church.*

**4. PRESENTATIONS**

4.1 **NASSAU HUMANE SOCIETY** - *Nassau Humane Society Executive Director Chantal Scherer will present the "City Commission Dog of the Month."*

4.2 **AIRPORT - NONAERONAUTICAL PROPERTY USE REQUEST** - *Paddock Club Amelia Island, Inc. representative will provide a luxury garage development presentation.*

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

**6. CONSENT AGENDA**

6.1 **SCRIVENER'S CORRECTION - PROPOSAL APPROVAL - INSITUFORM TECHNOLOGIES, LLC** - RESOLUTION 2025-07 APPROVING A PROPOSAL FROM INSITUFORM TECHNOLOGIES, LLC IN AN AMOUNT NOT TO EXCEED \$244,282.80 FOR THE REHABILITATION OF PORTIONS OF THE CITY'S GRAVITY SEWER SYSTEM AND STORMWATER SYSTEM VIA THE COOPERATIVE PURCHASE CONTRACT WITH OMNIA; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: The City Commission, at their January 7, 2025, Regular Meeting, approved Resolution 2025-07, this scrivener's error is presented to correct the project number and the account number: ~~Stormwater~~ Capital Improvements account, ~~470-56300~~ 3151000 56300 (Project #~~25041~~ 18002).*

6.2 **BUDGET TRANSFER - GOLF CLUB** - RESOLUTION 2025-18 APPROVING A GOLF CLUB BUDGET TRANSFER IN FISCAL YEAR 2024-2025; ALLOCATING FUNDS TO REPLACE THE FERNANDINA BEACH GOLF CLUB DRIVING RANGE NETTING; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves a budget transfer for the Fernandina Beach Golf Club; allocating \$49,780 from the Operating Supplies account, 410 55200 into the Equipment account, 410 56400 to replace the driving range netting damaged by Hurricane Helene.*

**7. RESOLUTIONS**

7.1 **AMELIA RIVER WATERFRONT PARK** - RESOLUTION 2025-19 AMENDING RESOLUTION 2024-126 TO CLARIFY THE AMELIA RIVER WATERFRONT PARK PROJECT ELEMENTS AND

AUTHORIZE CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$2,385,084; APPROVING THE NECESSARY BUDGET AMENDMENTS/TRANSFERS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amending Resolution 2024-126 to clarify the project elements of the Waterfront Park Project and approving a budget transfer from the Capital Expansion Fund, Parks and Recreation Land account, 3107200 56100, Project #24043 into the Capital Expansion Fund, Parks and Recreation Improvements account, 3107200 56300 Project #24050.*

- 7.2 **AGREEMENT RENEWAL - FIRST FEDERAL BANK - RESOLUTION 2025-20** APPROVING THE RENEWAL OF THE BANKING SERVICES AGREEMENT WITH FIRST FEDERAL BANK; SELECTING OPTION 2 WHICH PROVIDES FOR AN ADDITIONAL THREE-YEAR TERM; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Staff recommends renewing the Banking Services Agreement with First Federal Bank, selecting Option 2, which provides for an additional three-year term.*
- 7.3 **(Quasi-Judicial) FINAL PLAT APPROVAL - SEA LA VIE SUBDIVISION - RESOLUTION 2025-21** APPROVING A FINAL PLAT TITLED "SEA LA VIE" FOR NINE (9) TOTAL HOME SITES LOCATED AT SOUTH 13TH STREET ON 1.29 ACRES OF LAND; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: "Sea la Vie" final plat approval of a nine (9) lot subdivision consisting of eight (8) townhome units and one (1) detached single-family dwelling unit on 1.29 acres of land located on South 13th Street.*
- 7.4 **VOLUNTARY ANNEXATION AGREEMENT - 2144 RAYON ROAD - RESOLUTION 2025-22** APPROVING THE EXTENSION OF WATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.17 ACRES OF LAND LOCATED AT 2144 RAYON ROAD; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water services to the property owner identified whose property is located at 2144 Rayon Road, Parcel Number: 00-00-30-0540-0022-0000 and also approves the Voluntary Annexation Petition.*
- 7.5 **VOLUNTARY ANNEXATION AGREEMENT - 1438 CASHEN DRIVE - RESOLUTION 2025-23** APPROVING THE EXTENSION OF WATER AND WASTEWATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR ONE PARCEL CONTAINING APPROXIMATELY 0.34 ACRES OF LAND LOCATED AT 1438 CASHEN DRIVE; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water and wastewater services to the property owner identified whose property is located at 1438 Cashen Drive, Parcel Number: 00-00-30-024B-0035-0000 and also approves the Voluntary Annexation Petition.*
- 7.6 **GRANT APPLICATION - FLORIDA INLAND NAVIGATION DISTRICT (FIND) - RESOLUTION 2025-24** REQUESTING ASSISTANCE UNDER THE FLORIDA INLAND NAVIGATION DISTRICT (FIND) WATERWAYS ASSISTANCE PROGRAM FOR FERNANDINA HARBOR MARINA MAINTENANCE DREDGING; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Requests financial assistance under the Florida Inland Navigation District (FIND) Waterways Assistance Program for Fernandina Harbor Marina dredging.*
- 7.7 **GRANT APPLICATION BUDGET MODIFICATION - BUDGET TRANSFER - FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION CLEAN VESSEL ACT GRANT - RESOLUTION 2025-25** AMENDING RESOLUTION 2024-125 TO INCREASE THE AUTHORIZED BUDGET FOR FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, FLORIDA CLEAN MARINA PROGRAM, CLEAN VESSEL ACT PROGRAM GRANT APPLICATION TO PURCHASE A REPLACEMENT PUMP OUT BOAT FOR THE FERNANDINA HARBOR MARINA; APPROVING A BUDGET TRANSFER; DECLARING CERTAIN TITLED CITY

PROPERTY SURPLUS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes FDEP Clean Vessel Act Grant Program increased funding request in Fiscal Year 2024/2025, in the amount of \$31,656, approving associated budget transfers and declaring certain City titled property surplus.*

- 7.8 **SINGLE SOURCE PURCHASE APPROVAL - THE MORGAN DEVELOPMENT GROUP, LLC - RESOLUTION 2025-26 APPROVING THE MORGAN DEVELOPMENT GROUP, LLC AS A SINGLE SOURCE VENDOR TO REPAIR SIXTY LINEAR FEET OF STORM DRAIN LINE IN THE ISLE DE MAI SUBDIVISION; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves The Morgan Development Group, LLC as a single source vendor to repair sixty linear feet of storm drain line fin the Isle De Mai subdivision, in an amount not to exceed \$65,500.*

## 8. **ORDINANCE - FIRST READING**

- 8.1 **CAPACITY FEES - WATER & WASTEWATER** - ORDINANCE 2025-01 AMENDING THE CODE OF ORDINANCES CHAPTER TWO, ADMINISTRATION, ARTICLE VII, FINANCE, DIVISION 4, BY AMENDING SECTION 2-482 BY ESTABLISHING A SEWER SYSTEM CAPACITY FEE BASED UPON RECENT AND LOCALIZED DATA AND BASED ON EQUIVALENT RESIDENTIAL UNITS; BY CREATING SECTION 2-483, PROVIDING FOR A SANITARY SEWER CAPACITY TRUST FUND, DEPOSIT OF FEES, USE OF FUNDS; AND BY AMENDING DIVISION 7, WATER CAPACITY FEE AND TRUST FUND BY AMENDING SECTION 2-540 PROVIDING FOR LEGISLATIVE FINDINGS; AMENDING SECTION 2-542 BY ESTABLISHING A WATER SYSTEM CAPACITY FEE BASED UPON RECENT AND LOCALIZED DATA AND BASED ON EQUIVALENT RESIDENTIAL UNITS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves an increase for the wastewater capacity fee and a decrease for the water capacity fee in accordance with the study completed by the Florida Rural Water Association.*

## 9. **BOARD APPOINTMENTS**

- 9.1 **AIRPORT ADVISORY COMMISSION** - *One appointment; two applicants: Mr. Frank Miller and Mr. Joe Bittaker.*
- 9.2 **HISTORIC DISTRICT COUNCIL** - *One appointment: Ms. Amanda Peeples.*
- 9.3 **MARINA ADVISORY BOARD** - *One appointment: Mr. John Anderson.*

## 10. **CITY MANAGER REPORTS**

## 11. **CITY ATTORNEY REPORTS**

## 12. **CITY CLERK REPORTS**

## 13. **MAYOR/COMMISSIONER COMMENTS**

## 14. **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).