



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
MARCH 18, 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 John Kasper of Blackrock Baptist Church.

4. PRESENTATIONS

4.1 **ANNUAL AUDIT REPORT** - *Mauldin & Jenkins CPA & Advisors representatives will present the Annual Audit Report for the Fiscal Year ending September 30, 2024.*

4.2 **BUDGET SUMMARY** - *Comptroller Susan Carless will review the February 2025 budget summary and be available to answer any questions.*

4.3 **PROJECT UPDATES** - *Deputy City Manager Jeremiah Glisson will provide an update on current and/or pending projects.*

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

6. CONSENT AGENDA

6.1 **BUDGET AMENDMENT - PARKS AND RECREATION - RESOLUTION 2025-43 APPROVES A BUDGET AMENDMENT FOR THE PARKS AND RECREATION DEPARTMENT IN FISCAL YEAR 2024/2025 FOR THE DONATION OF \$8,000.00 FOR THE BEAUTIFICATION OF EGANS CREEK PARK; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves a budget amendment to the Donations Revenue account, 001 36993 and the Parks R/M building and grounds account, 0017210 54610 for the beautification of Egans Creek Park, in the amount an \$8,000 donation.*

6.2 **AWARD OF INVITATION TO BID 25-14 - BUDGET TRANSFER - CWA DEVELOPMENT INC - RESOLUTION 2025-44 AWARDDING ITB 25-14, RON SAPP EGANS CREEK GREENWAY BEECH STREET BRIDGE TRAIL DECKING AND TOERAIL REPAIR TO CWA DEVELOPMENT INC. IN AN AMOUNT NOT TO EXCEED \$182,000 UTILIZING MATCHING FUNDS AND A FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TRAIL-GO GRANT; APPROVING THE CORRESPONDING BUDGET AMENDMENTS IN FISCAL YEAR 2024/2025; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves the award of ITB 25-14 to CWA Development Inc in an amount of \$182,000 for the Egan's Creek Greenway Beech Street bridge repairs, a Planning and Conservation Department budget transfer in the amount of \$50,000, and increases the City budget by \$150,000 due to receipt of the FDEP TRAIL-GO grant award.*

- 6.3 **AWARD OF INVITATION TO BID 25-11 - KBT CONTRACTING CORP - RESOLUTION 2025-45** AAWARDING INVITATION TO BID 25-11 TO KBT CONTRACTING CORP FOR THE REMOVAL AND REPLACEMENT OF FIFTY CITY HALL WINDOWS; AUTHORIZING A 10% CONTINGENCY FOR A TOTAL PROJECT COST OF \$104,000; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards Invitation to Bid (ITB) 25-11 to KBT Contracting Corp for the removal and replacement of fifty City Hall windows, in an amount not to exceed \$104,000.*

7. RESOLUTIONS

- 7.1 **RECONSIDERATION - 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: The City Commission, at their February 4, 2025, regular meeting, approved Resolution 2025-20 (nay: Vice Mayor Ayscue, Commissioner Minshew) to renew the First Federal Bank agreement, Option 2, providing for an additional three-year term. The City Commission, at their February 18, 2025, regular meeting, reached consensus to reconsider Resolution 2025-20 and directed staff to place the reconsideration on their March 18, 2025, regular meeting agenda.*
- 7.2 **LIVE LOCAL ACT PROPERTY TAX EXEMPTION - RESOLUTION 2025-46** PURSUANT TO SECTION 196.1978(3)(o), FLORIDA STATUTES, ELECTING TO NOT EXEMPT PROPERTY UNDER SECTION 196.1978(3)(d)1.a., FLORIDA STATUTES, COMMONLY KNOWN AS THE "LIVE LOCAL ACT PROPERTY TAX EXEMPTION"; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Elects not to exempt City property taxes for "Live Local" projects in calendar year 2026.*
- 7.3 **GRANT APPLICATIONS - FLORIDA DEPARTMENT OF STATE DIVISION OF HISTORICAL RESOURCES AND FLORIDA LIGHTHOUSE ASSOCIATION - RESOLUTION 2025-47** AUTHORIZING THE SUBMITTAL OF A FY 2025/2026 FLORIDA DEPARTMENT OF STATE DIVISION OF HISTORICAL RESOURCES, SPECIAL CATEGORY GRANT APPLICATION FOR \$500,000; AUTHORIZING THE SUBMITTAL OF A FLORIDA LIGHTHOUSE ASSOCIATION GRANT APPLICATION FOR \$125,000 CITY MATCH TOWARD THE COST OF REPAIRING THE AMELIA ISLAND LIGHTHOUSE, A BUILDING ON THE NATIONAL REGISTER OF HISTORIC PLACES; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the submittal of a Historic Preservation Special Category Grant application in the amount of \$500,000 and the submittal of a Florida Lighthouse Association Grant application in the amount of \$125,000, to help fund necessary repairs to the Amelia Island Lighthouse, a historically-significant building.*
- 7.4 **AUTHORIZATION TO DEFEND - RAYONIER PERFORMANCE FIBERS, LLC. - RESOLUTION 2025-48** AUTHORIZING THE CITY ATTORNEY PRO TEM TO DEFEND THE CITY IN THE MATTER OF RAYONIER PERFORMANCE FIBERS, LLC. V. CITY OF FERNANDINA BEACH; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Attorney Pro Tem to work with insurance and outside counsel to defend the City in the matter of Rayonier Performance Fibers, Inc. v. City of Fernandina Beach, Case 25-CA-60, in the Fourth Judicial Circuit in and for Nassau County, Florida.*
- 7.5 **SETTLEMENT AGREEMENT - HARRY C. VAN METRE JR. - RESOLUTION 2025-49** APPROVING THE SETTLEMENT AGREEMENT IN THE CASE OF HARRY C. VAN METRE JR V. CITY OF FERNANDINA BEACH ET AL IN THE AMOUNT OF \$20,000; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes a Settlement Agreement in the matter of Harry C. Van Metre Jr., Case No: 22-CA-410, in the amount of \$20,000.*

7.6 **CITY COMMISSION FISCAL YEAR 2025/2026 GOALS - RESOLUTION 2025-50 ADOPTING THE CITY COMMISSION'S FISCAL YEAR 2025/2026 GOALS; PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Adopts the City Commission goals and staff areas of focus in 2025/2026.*

7.7 **GRANT APPLICATION - BUDGET TRANSFERS - MARINA - RESOLUTION 2025-51 AUTHORIZING APPLICATION TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FLORIDA CLEAN MARINA PROGRAM, CLEAN VESSEL ACT GRANT FUNDING AND AUTHORIZING MARINA BUDGET TRANSFERS IN FISCAL YEAR 2024/2025; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Authorizing submittal of a Florida Clean Marina Program Clean Vessel Act grant and authorizing various Marina budget transfers in Fiscal Year 2024/2025, in the amount of \$98,550.*

8. BOARD APPOINTMENTS

8.1 **AMELIA RIVER WATERFRONT COMMUNITY REDEVELOPMENT AGENCY ADVISORY BOARD - Two vacancies; one applicant (Ms. Ariel Marinel).**

8.2 **HISTORIC DISTRICT COUNCIL - One appointment: two applicants (Mr. John Adams and Ms. Heather Sherstad-Schaller).**

9. CITY MANAGER REPORTS

10. CITY ATTORNEY PRO TEM 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.

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).