



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
NOVEMBER 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 Rabbi Levi Katz, Chabad of Amelia Island and Nassau County.
4. **PRESENTATION**
 - 4.1 **PRESENTATION - NASSAU HUMANE SOCIETY** - *Nassau Humane Society Executive Director Chantel Scherer will present the "City Commission Dog of the Month."*
5. **PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA OR THE CONSENT AGENDA**
6. **CONSENT AGENDA**
 - 6.1 **APPROVAL OF MINUTES** — *City Commission Workshop - July 15, 2025; City Commission Regular Meeting - July 15, 2025; City Commission Special Meeting - July 29, 2025; City Commission Workshop - August 5, 2025; City Commission Regular Meeting - August 5, 2025; City Commission Regular Meeting - August 19, 2025; City Commission Regular Meeting - September 2, 2025; City Commission Special Meeting/Public Hearing - September 3, 2025; City Commission Special Meeting/Public Hearing - September 16, 2025; and the City Commission Regular Meeting - September 16, 2025.*
 - 6.2 **LEASE AGREEMENTS - NASSAU COUNTY SUPERVISOR OF ELECTIONS - RESOLUTION 2025-197 APPROVING LEASE AGREEMENTS WITH THE NASSAU COUNTY SUPERVISOR OF ELECTIONS FOR FREE RENTAL OF THE ATLANTIC AVENUE RECREATION CENTER JOAN BEAN AUDITORIUM, DR. MARTIN LUTHER KING JR. RECREATION CENTER PATRICIA A. THOMPSON AUDITORIUM AND THE PECK CENTER AUDITORIUM TO CONDUCT 2026 PRIMARY ELECTION AND GENERAL ELECTION ACTIVITIES; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Approves lease agreements for use of the Atlantic Recreation Center auditorium, MLK auditorium, and Peck Center auditorium to conduct 2026 Primary Election and General Election activities.*
 - 6.3 **INTERLOCAL AGREEMENT - NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS - RESOLUTION 2025-198 ADOPTING THE MULTI-JURISDICTIONAL PROGRAM FOR PUBLIC INFORMATION (PPI) PLAN IN CONJUNCTION WITH THE NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS; APPROVING AN INTERLOCAL AGREEMENT WITH THE NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS FOR THEIR PARTICIPATION IN THE COMMUNITY RATING SYSTEM (CRS) PROGRAM;**

AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: The City and County work jointly on the CRS Program for Public Information (PPI). Nassau County and the City of Fernandina Beach desire to enter into the associated Interlocal Agreement to provide for a financial aid contribution from the County to the City for PPI contracted vendor expenses and associated outreach materials.*

- 6.4 **AMENDING COST ALLOCATION OF CITY VIEW RESOLUTIONS - RESOLUTION 2025-199** AMENDING RESOLUTIONS 2023-93, 2024-175, AND 2024-176 TO ACCOUNT FOR DISTRIBUTION OF COSTS AMONG CITY DEPARTMENTAL BUDGETS; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Amends the resolutions associated with the Cityview software implementation and annual maintenance to redistribute the costs among user departments.*
- 6.5 **VOLUNTARY ANNEXATION AGREEMENT - 766, 774, LOT 13 ADAMS ROAD -** RESOLUTION 2025-200 APPROVING THE EXTENSION OF WATER AND WASTEWATER SERVICES OUTSIDE THE CORPORATE LIMITS; ACCEPTING THE VOLUNTARY ANNEXATION PETITION FOR THREE (3) PARCELS CONTAINING A TOTAL OF APPROXIMATELY 1.02 ACRES OF LAND LOCATED AT 766 ADAMS ROAD (0.34 ACRES), 774 ADAMS (0.34 ACRES), AND LOT 13 ADAMS ROAD (0.34 ACRES); AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the extension of water and wastewater services to three (3) properties located at 766 Adams Road, 774 Adams Road, and Lot 13 Adams Road, Parcel Number: 00-00-30-0150-0011-0000, 00-00-30-0150-0012-0000, and 00-00-30-0150-0012-0000, and approves the Voluntary Annexation Petition.*
- 6.6 **PURCHASE APPROVAL - EQUIPMENT, ACCESSORIES, AND RELATED SERVICES – UTILITIES DEPARTMENT - RESOLUTION 2025-201** APPROVING UTILITIES DEPARTMENT PURCHASE OF EQUIPMENT, ACCESSORIES, AND RELATED SERVICES IN FISCAL YEAR 2025/2026 FOR BUDGETED PROJECTS; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the purchase of equipment, accessories, and related services for Utilities Department Water and Wastewater projects in Fiscal Year 2025/2026.*
- 6.7 **CHANGE ORDER APPROVAL - BUDGET TRANSFER - AMELIA RIVER WATERFRONT PARK EXPANSION - RESOLUTION 2025-202** APPROVING THOMAS & HUTTON ENGINEERING CO. CHANGE ORDER NO. 1 FOR AMELIA RIVER WATERFRONT PARK EXPANSION AND THE CORRESPONDING BUDGET TRANSFER; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Thomas & Hutton Change Order No. 1 to design and engineer the waterfront park expansion (area formerly occupied by the Atlantic Seafood building), in the amount of \$44,735.*
- 6.8 **SETTLEMENT APPROVAL - GARTH REHBERG - RESOLUTION 2025-203** APPROVING APPROVING A SETTLEMENT IN THE CASE OF GARTH REHBERG V. CITY OF FERNANDINA BEACH IN THE AMOUNT OF \$65,000; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the City's insurer PGCS paying \$65,000 to settle the matter of Garth Rehberg v. City of Fernandina Beach, Case 24-CA-390.*
- 6.9 **SETTLEMENT APPROVAL - ASHLEY SINGLETARY - RESOLUTION 2025-204** APPROVING A SETTLEMENT IN THE CASE OF ASHLEY SINGLETARY V. CITY OF FERNANDINA BEACH IN THE AMOUNT OF \$55,000; AUTHORIZING ADMINISTRATIVE CORRECTION OF

SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the City's insurer PGCS paying \$55,000 to settle the matter of Ashley Singletary v. City of Fernandina Beach, Case 23-CA-236.*

7. RESOLUTIONS

- 7.1 **LEGAL DIRECTION - RAYONIER PERFORMANCE FIBERS, LLC'S CLAIM PURSUANT TO THE BERT J. HARRIS, JR. PRIVATE PROPERTY RIGHTS ACT - RESOLUTION 2025-183** AUTHORIZING THE CITY ATTORNEY TO TAKE ACTION AS REQUIRED BY STATUTE IN THE MATTER OF RAYONIER PERFORMANCE FIBERS, LLC'S NOTICE UNDER THE BERT J. HARRIS JR. PRIVATE PROPERTY RIGHTS PROTECTION ACT; AUTHORIZING THE CITY COMMISSION'S RESPONSE TO THE CLAIM; AUTHORIZING ADMINISTRATIVE CORRECTIONS OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Provides direction to the City Attorney in the above-mentioned matter. This item was first considered at the October 7, 2025, regular meeting and continued. This item was considered again at the October 21, 2025, regular meeting and continued to November 4, 2025.*
- 7.2 **AGREEMENT APPROVAL - ONE PARKING, INC. - RESOLUTION 2025-205** APPROVING AN AGREEMENT WITH ONE PARKING INC. TO PROVIDE PAID PARKING MANAGEMENT SERVICES; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves One Parking, Inc. contract terms and conditions to provide paid parking management services.*
- 7.3 **CITY SEAL USE APPROVAL – ONE PARKING, INC. – RESOLUTION 2025-206** APPROVING USE OF THE CITY SEAL FOR ONE PARKING, INC.; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves One Parking, Inc., use of the City seal for parking management related materials.*
- 7.4 **2026 ELECTION BALLOT REFERENDA - PAID PARKING COMMITTEE - RESOLUTION 2025-207** AUTHORIZING SUBMISSION OF THE PAID PARKING COMMITTEE BALLOT REFERENDA TO THE NASSAU COUNTY SUPERVISOR OF ELECTIONS FOR THE AUGUST 18, 2025, ELECTION; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Authorizes the City Clerk to submit the Paid Parking Committee ballot referenda to the Nassau County Supervisor of Elections Office for placement on the August 18, 2026, election.*
- 7.5 **LINE OF CREDIT NOTE, SERIES 2025 - RESOLUTION 2025-208** AUTHORIZING ISSUANCE OF THE CITY'S CAPITAL IMPROVEMENT REVENUE NOTE, SERIES 2025 IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$7,000,000 TO FINANCE AND/OR REIMBURSE THE COST OF CERTAIN CAPITAL IMPROVEMENTS AS DESCRIBED HEREIN, AND TO PAY ASSOCIATED TRANSACTIONAL COSTS; AUTHORIZING THE SALE OF THE NOTE TO PINNACLE BANK, AS LENDER, PURSUANT TO A NON-REVOLVING CREDIT AGREEMENT BETWEEN THE CITY AND THE LENDER; AUTHORIZING THE EXECUTION AND DELIVERY OF THE NON-REVOLVING CREDIT AGREEMENT; PROVIDING THAT THE NOTE SHALL BE A LIMITED OBLIGATION OF THE CITY PAYABLE FROM NON-AD VALOREM REVENUES BUDGETED, APPROPRIATED AND DEPOSITED AS PROVIDED IN THE NON-REVOLVING CREDIT AGREEMENT; AUTHORIZING THE MAYOR AND OTHER CITY OFFICIALS TO EXECUTE SUCH DOCUMENTS AND TAKE SUCH ACTIONS AS MAY BE NECESSARY OR DESIRABLE IN CONNECTION WITH ISSUANCE OF THE NOTE; DESIGNATING THE NOTE A "QUALIFIED TAX-EXEMPT OBLIGATION" FOR PURPOSES OF SECTION 265(b)(3) OF THE INTERNAL REVENUE CODE; PROVIDING FOR CERTAIN OTHER MATTERS IN CONNECTION WITH THE ISSUANCE OF THE NOTE; AND PROVIDING AN EFFECTIVE DATE.. *Synopsis: Authorizes financing in an amount not to exceed \$7,000,000 for the demolition and redevelopment of the Brett's*

restaurant area.

8. ORDINANCE - FIRST READING

8.1 **CODE AMENDMENT - CHAPTER 78 - PAID PARKING - ORDINANCE 2025-13 AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 78, TRAFFIC AND VEHICLES, ARTICLE III, STOPPING, STANDING AND PARKING BY AMENDING SECTION 78-90(B) SCHEDULE OF ADMINISTRATIVE FEES (FINES) FOR PARKING; BY AMENDING SECTION 78-91 ISSUANCE AND DISPOSITION OF CITATION; BY CREATING DIVISION 2 TO BE TITLED PAID PARKING; BY CREATING SECTION 78-100 PURPOSE; BY CREATING SECTION 78-101 DEFINITIONS; BY CREATING SECTION 78-102 CREATING A PARKING FUND; BY CREATING SECTION 78-103 IMPOSITION OF TIME LIMIT ON PARKING; CREATING SECTION 78-104 PAID PARKING AREA ESTABLISHED, AUTHORITY TO ESTABLISH PAID PARKING ZONES; CREATING SECTION 78-105 PAID PARKING FEES, PERMITS, HOURS AND EXEMPTIONS ESTABLISHED; CREATING SECTION 78-106 ENFORCEMENT AND AUTHORITY TO ENFORCE; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Amends Chapter 78 of the City's municipal code to establish a paid parking program.*

8.2 **MASTER FEE SCHEDULE AMENDMENT - ORDINANCE 2025-14 AMENDING THE MASTER FEE SCHEDULE ESTABLISHED BY ORDINANCE 2025-09 BY AMENDING THE CITY MANAGER'S OFFICE FEE SCHEDULE TO PROVIDE FOR PAID PARKING FEES WITHIN THE PAID PARKING AREA IN FY 2025/2026; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Amends the Master Fee Schedule established by Ordinance 2025-09 to provide for paid parking fees.*

9. CITY MANAGER REPORTS

10. CITY CLERK REPORTS

11. CITY ATTORNEY 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).