



AGENDA
FERNANDINA BEACH CITY COMMISSION
REGULAR MEETING
JANUARY 20, 2026
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 **SPECIAL RECOGNITION - MR. BENTLEY SAPP** - *In special recognition of Bentley Sapp for exemplary citizenship, crisis response, and bravery. Chief of Police Jeffrey Tambasco will present a plaque.*
 - 4.2 **INVESTMENT SUMMARY** - *Comptroller Susan Carless will review the Fiscal Year 2025/2026 first quarter Investment Summary and be available to answer any questions.*
 - 4.3 **BUDGET SUMMARY** — *Comptroller Susan Carless will review the December 2025 budget summary and be available to answer any questions.*
 - 4.4 **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 OR THE CONSENT AGENDA**
6. **CONSENT AGENDA**
 - 6.1 **WORK ORDER APPROVAL - PASSERO ASSOCIATES, LLC. - RESOLUTION 2026-04** APPROVING PASSERO ASSOCIATES, LLC WORK ORDER 25-110 TO PROVIDE STORMWATER/PERMITTING AND SUPPLEMENTAL GEOTECHNICAL SERVICES FOR HANGAR DESIGN WITHIN PASSERO WORK ORDER 24-110A; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves Work Order 25-110 with Passero Associates for stormwater/permitting and supplemental geotechnical services associated with hangar design services previously authorized within Passero Work Order 24-110A for a cost not to exceed \$47,650.*
 - 6.2 **GRANT APPLICATION - FLORIDA INLAND NAVIGATION DISTRICT - RESOLUTION 2026-05** REQUESTING ASSISTANCE UNDER THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM FOR MAINTENANCE DREDGING OF THE FERNANDINA HARBOR MARINA; AUTHORIZING ADMINISTRATIVE CORRECTION OF

SCRIVENER'S ERRORS; 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. RESOLUTIONS

- 7.1 **SPECIAL EVENT CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP — KEEP NASSAU BEAUTIFUL, INC.** - RESOLUTION 2026-06 APPROVING THE KEEP NASSAU BEAUTIFUL, INC. CIVIC ORGANIZATION FEE WAIVER/COSPONSORSHIP FOR THE WILD AMELIA NATURE FESTIVAL ECO-EXPO AND OPENING OF THE BEACHES (MAY 16, 2026) AND THE WILD AMELIA NATURE FESTIVAL - LAST SAND CASTLE (MAY 12 -16, 2026); AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the Keep Nassau Beautiful, INC. civic organization fee waiver/cosponsorship application in support of the Wild Amelia Nature Festival Eco-Expo and Opening of the Beaches (May 16, 2026) and the Wild Amelia Nature Festival – Last Sandcastle (May 12 -16, 2026), in the approximate amount of \$6,065.00.*
- 7.2 **SPECIAL EVENT FEES WAIVER - 61ST ANNUAL ISLE OF EIGHT FLAGS SHRIMP FESTIVAL** - RESOLUTION 2026-07 APPROVING THE WAIVER OF CERTAIN SPECIAL EVENT FEES FOR THE 61ST ANNUAL ISLE OF EIGHT FLAGS SHRIMP FESTIVAL; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves the waiver of certain special event fees for the 61st Annual Isle of Eight Flags Shrimp Boat Festival, in an approximate amount of \$107,799.40.*
- 7.3 **SPECIAL EVENT ROAD CLOSURE - AMELIA ISLAND SKATE, SURF AND FILM FESTIVAL** - RESOLUTION 2026-08 APPROVING THE AMELIA ISLAND SKATE, SURF AND FILM FESTIVAL ROAD CLOSURE OF NORTH 2ND STREET, BETWEEN CENTRE STREET AND ALACHUA STREET, ON JUNE 20, 2026; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Approves North 2nd Street road closure, between Centre and Alachua, on June 20, 2026, for the Amelia Island Skate, Surf and Film Festival.*
- 7.4 **AWARD OF INVITATION TO BID 26-04 - INSTALLATION AND ESTABLISHMENT OF TREES/PALMS AT THE DOWNTOWN WATERFRONT PARK** - RESOLUTION 2026-09 AWARDED INVITATION TO BID 26-04 FOR THE INSTALLATION AND ESTABLISHMENT OF TREES/PALMS AT THE DOWNTOWN WATERFRONT PARK TO FERNANDINA MULCH AND STONE DBA LIBERTY LANDSCAPE SUPPLY; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AUTHORIZING EXECUTION; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Awards ITB 26-04 for the installation and establishment of trees/palms at the Downtown Waterfront Park to Fernandina Mulch and Stone dba Liberty Landscape Supply, in the amount of \$139,001.67.*
- 7.5 **PAID PARKING INTENT TO FILE UNDER 252.422, FLORIDA STATUTES** - RESOLUTION 2026-10 AUTHORIZING THE CITY ATTORNEY TO TAKE ACTION AS REQUIRED BY STATUTE IN THE MATTER OF PAID PARKING'S NOTICE UNDER 252.422, FLORIDA STATUTES; AUTHORIZING EXECUTION; AUTHORIZING ADMINISTRATIVE CORRECTIONS OF SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Directs the City Attorney to respond to "PAID PARKING"'s letter of intent to file vit under Section 252.422(1), Florida Statutes.*

8. ORDINANCE - FIRST READING

- 8.1 *(Legislative)* **FUTURE LAND USE MAP AMENDMENT - INTERSECTION OF BELVEDERE**

AVENUE AND SOUTH WOLFF STREET - ORDINANCE 2026-01 ASSIGNING A FUTURE LAND USE MAP CATEGORY OF CONSERVATION (CON) FOR THREE (3) CITY OWNED PROPERTIES LOCATED EASTWARD OF THE INTERSECTION OF BELVEDERE AVENUE AND SOUTH WOLFF STREET AND CONTIGUOUS TO THE EXISTING CONSERVATION PROPERTY OF EGAN'S CREEK GREENWAY; TOTALING APPROXIMATELY 0.39 ACRES OF LAND; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *Synopsis: Assigns a Future Land Use Map Category of Conservation (CON) for three City-owned properties eastward of the intersection of Belvedere Avenue and South Wolff Street and contiguous to the existing conservation property of Egan's Creek Greenway.*

8.2 **(Quasi-Judicial) ZONING MAP AMENDMENT - INTERSECTION OF BELVEDERE AVENUE AND SOUTH WOLFF STREET - ORDINANCE 2026-02 ASSIGNING A ZONING MAP CATEGORY OF CONSERVATION (CON) FOR THREE (3) CITY OWNED PROPERTIES LOCATED EASTWARD OF THE INTERSECTION OF BELVEDERE AVENUE AND SOUTH WOLFF STREET AND CONTIGUOUS TO THE EXISTING CONSERVATION PROPERTY OF EGAN'S CREEK GREENWAY; TOTALING APPROXIMATELY 0.39 ACRES OF LAND; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Assigns a Conservation (CON) Zoning District for city-owned properties eastward of the intersection of Belvedere Avenue and South Wolff Street and contiguous to the existing conservation property of Egan's Creek Greenway.*

8.3 **CODE AMENDMENT - CODE ENFORCEMENT BOARD AND SPECIAL MAGISTRATE - ORDINANCE 2026-03 AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2, ARTICLE VI, CODE ENFORCEMENT BOARD AND SPECIAL MAGISTRATE BY REPEALING IT IN ITS ENTIRETY; CREATING A NEW ARTICLE IV, TITLED CODE ENFORCEMENT AND APPEALS; ESTABLISHING INTENT AND PROVIDING DEFINITIONS, DISSOLVING THE CODE ENFORCEMENT BOARD; ESTABLISHING A SPECIAL MAGISTRATE AND CODE ENFORCEMENT PROCEDURES; AUTHORIZING ADMINISTRATIVE CORRECTIONS OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Sunsets the Code Enforcement and Appeals Board and institutes a special magistrate process for code enforcement proceedings.*

9. ORDINANCE - SECOND READING

9.1 **(Legislative) VOLUNTARY ANNEXATION - 0 AMELIA ISLAND PARKWAY - ORDINANCE 2025-15 ANNEXING APPROXIMATELY 18.11 ACRES OF LAND LOCATED AT THE INTERSECTION OF AMELIA ISLAND PARKWAY & BAILEY ROAD; CONTIGUOUS TO THE CITY LIMITS; AUTHORIZING ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Request voluntary annexation of properties located at 0 Amelia Island Parkway, corner of Bailey Road, parcels 00-00-30-044B-0040-0000 + 00-00-30-044B-0041-0000, totaling approximately 18.11 deeded acres of land, contiguous to the City limits.*

9.2 **(Legislative) FUTURE LAND USE MAP ASSIGNMENT - 0 AMELIA ISLAND PARKWAY - ORDINANCE 2025-16 ASSIGNING A FUTURE LAND USE MAP CATEGORY OF GENERAL COMMERCIAL (GC) FOR 18.11 ACRES OF LAND LOCATED AT 0 AMELIA ISLAND PARKWAY, CORNER OF BAILEY ROAD, CONTIGUOUS TO THE CITY LIMITS; AUTHORIZING ADMINISTRATIVE CORRECTIONS OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Request for Future Land Use Map category of General Commercial (GC), for the properties located at 0 Amelia Island Parkway, corner of Bailey Road, parcels 00-00-30-044B-0040-0000 + 00-00-30-044B-0041-*

0000, totaling approximately 18.11 acres of land, contiguous to the City limits.

- 9.3 **(Quasi-Judicial) ZONING MAP ASSIGNMENT - 0 AMELIA ISLAND PARKWAY - ORDINANCE 2025-17 ASSIGNING A ZONING MAP CATEGORY OF GENERAL COMMERCIAL (C-2) FOR 18.11 ACRES OF LAND LOCATED AT 0 AMELIA ISLAND PARKWAY, CORNER OF BAILEY ROAD, CONTIGUOUS TO THE CITY LIMITS; AUTHORIZING ADMINISTRATIVE CORRECTIONS OF SCRIVENER'S ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.** *Synopsis: Request assignment of a Zoning Map category of General Commercial (C-2), for the properties located at 0 Amelia Island Parkway, corner of Bailey Road, parcels 00-00-30-044B-0040-0000 + 00-00-30-044B-0041-0000, totaling approximately 18.11 acres of land, contiguous to the City limits.*

10. CITY MANAGER REPORTS

11. CITY CLERK REPORTS

12. CITY ATTORNEY 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.

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).