



## BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

May 23, 2023  
Administration Building,  
4th Floor, BCC Meeting Room,  
477 Houston Street,  
Green Cove Springs, FL 32043  
4:00 PM

### **INVOCATION**

Commissioner Kristen Burke, District 5, gave the Invocation.

### **PLEDGE**

U.S. Navy Petty Officer Jason Clark led the Pledge of Allegiance.

Chairman Betsy Condon said Petty Officer Clark served our country for ten years in the United States Navy. He served as a Ship's Serviceman on active duty for eight of those years, and for two years, he served on Reserve Duty. Throughout his time in the Navy, Petty Officer Clark received several awards, including the Navy Achievement Medal - Joint Meritorious Unit Award - and Iraqi Campaign Medal. Additionally, he was recognized twice as the Command Junior Sailor of the Quarter. Today Petty Officer Clark resides in Orange Park and works as the Volunteer Coordinator for the Clay County Board of County Commissioners.

Petty Officer Clark said it has been a pleasure to join the Clay County Community Services Team and thanked the Board for the opportunity.

### **CALL TO ORDER**

Chairman Betsy Condon called the meeting to order at 4:03 pm.

### **ROLL CALL**

**Present:** Commissioner District 4 Betsy Condon, Chairman  
Commissioner District 1 Mike Cella  
Commissioner District 2 Alexandra Compere  
Commissioner District 5 Dr. Kristen T. Burke

**Absent:** Commissioner District 3 James Renninger, Vice-Chairman

**Staff Present:** County Manager Howard Wanamaker  
County Attorney Courtney K. Grimm  
Commission Auditor Heather Boucher

## **PET ADOPTIONS**

Teresa Capo, Executive Assistant, presented a PowerPoint presentation of pets available for adoption - Twizzler (dog) - Maisey (dog) - Opal (cat) - O'Mally (cat). See Attachment A. If you are interested in adopting a pet, contact [clayadoptions@claycountygov.com](mailto:clayadoptions@claycountygov.com) or call (904) 269-6342. Ms. Capo stated that Clay County Animal Services also offers community rabies and microchip clinic on the first Thursday every month from 3:00 pm to 5:00 pm. The "Kitten Crew" is always looking for fosters. If you are interested, please contact [clayfosters@claycountygov.com](mailto:clayfosters@claycountygov.com). Ms. Capo said if you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list. (Amazon.com) We always need items for our foster kittens and shelter animals.

## **SPECIAL STAFF RECOGNITION**

### Building and Zoning Staff

*The Special Staff Recognition for the Building and Zoning Department can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCCAgenda/May 23,-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCCAgenda/May%23,-2023), beginning at 6:03 and ending at 9:05. Below is a summary of the discussion.*

Chairman Betsy Condon said that our Chief Building Official, Steve Schoeff, is here to help us recognize ten staff members for providing outstanding customer service during the rollout of the new Tyler permitting system.

Steve Schoeff, Chief Building Inspector, introduced the staff members and recognized them for their outstanding customer service and hard work.

### **Staff Recognized:**

- Robin Stroich - Building Division Program Manager
- Mary Glisson - Lead Permit Tech
- Pansy Hudson - Permit Tech
- Lisa Mitchell - Permit Tech
- Robbin Fuller - Permit Tech
- Nicky Wilson - Permit Tech
- Theresa Jude - Cashier
- Ruth Lewis - Zoning Tech
- Christie Johnson - Zoning Tech
- Laura Hanson - Zoning Tech

## **PROCLAMATIONS/RESOLUTIONS**

### 1. National Safe Boating Week (May 20-26, 2023)

*The presentation for the National Safe Boating Week Proclamation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023), beginning at 9:28 and ending at 14:25. Below is a summary of the discussion and the vote.*

Chairman Betsy Condon said National Safe Boating Week is May 20-26, 2023, marking the beginning of the summer boating season. It is the perfect time to remind boaters that safe boating takes preparation. Chuck Whipple introduced the below individuals and explained their duties.

Present to accept the Proclamation:

- Chuck Whipple - US Coast Guard Auxiliary
- Nancy Brown - Flotilla Commander
- Dan Hess - Vessel Examiner

Commissioner Mike Cella read the Proclamation for National Safe Boating Week (May 20 through 26, 2023).

Chairman Betsy Condon made a motion for approval of the Proclamation, seconded by Commissioner Kristen Burke, which carried 4-0.

Mr. Hess gave an overview of the day to day duties of the US Coast Guard Auxiliary.

### 2. Military Service Day/Memorial Day (May 29, 2023)

*The presentation of the Military Service Day/Memorial Day Proclamation (May 29, 2023) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23-2023), beginning at 14:27 and ending at 20:37. Below is a summary of the discussion and the vote.*

Chairman Betsy Condon said May 29, 2023, is Memorial Day and Military Service Day in Clay County and the 35th annual Green Cove Springs RiverFest. It is held every year on Memorial Day to pay tribute to our courageous men and women of the United States Armed Forces, past and present.

Present to accept the Proclamation:

- **Petty Officer 2nd Class John D. Ruark** - Vice President of the Veteran's Council of Clay County and has 40 years of combined service with the US Navy and Government.
- **Command Master Chief Mack Ellis** - Served his Country for more than 30 years

in the US Navy at NAS JAX as a Southeast Region Master Chief and NAS Mayport as a Fourth Fleet Master Chief.

- **Green Cove Springs Mayor Connie Butler**
- **Various Military Service Members**

Commissioner Alexandra Compere read the Proclamation for Military Service Day/Memorial Day.

Chairman Betsy Condon made a motion for approval of the Proclamation, seconded by Commissioner Mike Cella, which carried 4-0.

Mayor Connie Butler thanked the Board for the Proclamation. She also thanked the men and women that serve in our military. Mayor Butler said all are invited to the RiverFest on Monday, May 29, 2023, at 10:00 am and gave information for events and vendors.

Master Chief Mack Ellis thanked the Board for always supporting our military and said getting support has to come from the top, and no matter what happens, everything runs smoother.

### 3. FHSAA Boys Weightlifting State Championship

*The presentation of the FHSAA Boys Weightlifting State Championship Proclamation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23-2023), beginning at 21:25 and ending at 33:25. Below is a summary of the discussion and the vote.*

Chairman Betsy Condon said we would like to recognize and congratulate the Fleming Island and Keystone Heights Boys Weightlifting Teams for their recent wins at the FHSAA Boys Weightlifting State Championships. Chairman Condon said they would recognize each team separately.

#### **Fleming Island:**

- Travis Cunningham - Fleming Island Golden Eagles Head Coach
- Austin Smenda - Assistant Coach
- Jordan Herff - Assistant Coach
  - Nicholas Cruz
  - Austin Allred
  - Isaiah Ramos
  - Mason Donahue
  - Shekaeb Wallizada
  - Joshua Pereira
  - Dylan Peterson
  - Zach Davis
  - Conner Russell
  - Ben Hollinger
  - Tyler Beverly
  - Tyler Williams

- Murphy Ballard
- Tabari Tucker
- Pierre Solorzano
- Aidan Rucker
- Jered Rhodes
- Haeddon Compton
- Ladarius Jackson
- Josh Langston
- Ethan Wilger
- Gage Isbell
- Keven Reyes
- Braden Cunningham

Commissioner Kristen Burke read the FHSAA Boys Weightlifting State Championship Proclamation for Fleming Island Boys Weightlifting Team.

Commissioner Alexandra Compere made a motion for approval of the Proclamation, seconded by Commissioner Chairman Betsy Condon, which carried 4-0.

Chairman Betsy Condon recognized School Superintendent David Broskie and Clay County District Athletic Director John Sgromolo.

**Keystone Heights:**

- Lantz Lowery - Keystone Heights Indians Head Coach
  - Brian Overton
  - Larry Jeffries III
  - Colton Hollingsworth
  - Jed Tisdale
  - Declan Shine
  - Reid Begue
  - Wyatt VanZant
  - Sam Ulsch
  - Davin Adams
  - Landon Hovsepian
  - Bryar Schenck
  - Dakota Roper
  - Bryson Wester
  - Jaydon Goodman
  - Tyeler Rozier
  - Jackson Herman
  - Brayden Wester
  - Tyler Duncan

Coach Lowery acknowledged the team's accomplishment of winning a "Three-Peat."

Mr. Sgromolo said that since starting back athletics in the Summer of 2020, Clay County had been the standard in weightlifting in the state of Florida. He also recognized Coach Lowery for being Coach of the Year. The support that the Community has for the student-athletes as a whole is truly like no other in the state. Mr. Sgromolo thanked the

Community and the Commission for always supporting the athletes.

Chairman Betsy Condon recognized Principal Laurie Burke, Athletic Director Chuck Dickinson, and Football Coach Steve Reynolds.

Commissioner Kristen Burke read the FHSAA Boys Weightlifting State Championship Proclamation for Keystone Heights Boys Weightlifting Team.

Commissioner Mike Cella made a motion for approval of the Proclamation, seconded by Commissioner Chairman Betsy Condon, which carried 4-0.

Keystone Heights Principal Laurie Burke said these guys are great athletes but are even better young men led by an amazing coach. Thank you all for your hard work and representing the school so well, and thank you to the Commission for the recognition.

## **DECLARATIONS**

### **4. Lupus Awareness Month (May 2023)**

Chairman Betsy Condon said Lupus is a chronic disease that affects the immune system and can be difficult to diagnose. Lupus Awareness Month occurs each May to help raise awareness about the disease, its symptoms, and treatments. We are declaring May 2023 as Lupus Awareness Month in Clay County. If you would like to read the Declaration, it is on this meeting's online agenda.

### **5. Mental Health Awareness Month (May 2023)**

Chairman Betsy Condon said we also declare May as Mental Health Awareness Month. Many people of all ages live with mental health illnesses in the United States. There are many resources available to help. If you know someone struggling with mental health issues, please help connect them with life-saving organizations like Clay Behavioral Health or the 9-8-8 Suicide and Crisis Lifeline. We have declared May as Mental Health Awareness Month in Clay County. If you would like to read the Declaration, it is on this meeting's online agenda.

## **CONSTITUTIONAL OFFICERS**

There were no comments by Constitutional Officers.

## **APPROVAL OF MINUTES**

### **6. Board of County Commissioners Meeting, May 9, 2023.**

Commissioner Mike Cella made a motion for approval of the May 9, 2023, BCC Meeting minutes, seconded by Commissioner Kristen Burke, which carried 4-0.

## **PUBLIC COMMENTS**

Chairman Betsy Condon opened the floor for public comment at 4:37 pm.

James Otto, Blanding Boulevard, Middleburg, Florida, asked for the votes to be called out and has concerns regarding having an attorney, red light cameras, and police report written during an accident he was involved in.

Hearing no other comments, Chairman Betsy Condon closed public comment at 4:40 pm.

## **CONSENT AGENDA**

### 7. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

### 8. SHIP Down Payment Assistance Funding Agreement between the County and Housing Finance Authority (T. Sumner)

Approval of the SHIP Down Payment Assistance Funding Agreement between the County and Housing Finance Authority of Clay County.

#### **Funding Source:**

SHIP Program Fund - SHIP Program Activities - Program Services

### 9. First Amendment to Agreement No. 2021/2022-182 with Mercy Support Services, Inc. for Homeless Stabilization Program Strategy (T. Sumner)

A) Approval of the First Amendment to Agreement No. 2021/2022-182 with Mercy Support Services, Inc. as the Sponsor/Developer for the Homeless Stabilization Program Strategy for the County's SHIP Program, increasing the grant funding for years two and three of the Agreement from \$100,000.00 per year to \$300,000.00 per year.

B) Additional approval of advanced payment is requested.

#### **Funding Source:**

SHIP Program Fund - SHIP Program Activities - Program Services

### 10. Satisfaction of Mortgage for Duncan, Bryant and Hayward (T.

Sumner/C. Stewart)

11. Second Renewal of RFP No. 18/19-2, Various Equipment and Amenities for Parks and Playgrounds (K. Smith)

Approval of second renewal of RFP No. 18/19-2, Various Equipment and Amenities for Parks and Playgrounds for one year. This is an annual RFP for purchase and installation of playground equipment, repair parts and ballfield lighting as needed at parks county wide. The RFP is awarded to multiple Distributors and provides a percentage discount off MSRP pricing as well as an installation discount.

**Funding Source:**

General Fund - Parks and Recreation Administration - Machinery and Equipment - Capitalized

Various

12. Bid No. 22/23-45, Junk and Debris Removal (K. Smith)

Approval to reject bid received from J Dog Junk Removal for Bid No. 22/23-45, Junk and Debris Removal. Services are funded through the Community Development Block Grant (CDBG) Entitlement Program. Staff is re-evaluating alternate methods to procure services based upon the needs of individual applications. This effort should result in better pricing for the removal and disposal fees.

13. Interlocal Agreement with Clay County Utility Authority regarding Road Work and Utility Work for the Improvements of County Road 315 related to the Bonded Transportation Program Construction Management At Risk Group #2 (E. Dendor)

Approval of Interlocal Agreement with Clay County Utility Authority regarding Road Work and Utility Work for the Improvements of County Road 315 related to the Bonded Transportation Program Construction Management At Risk Group #2 (E. Dendor)

14. Tenth Amendment to Agreement No. 2020/2021-213 with Jacobs Engineering Group, Inc. for Professional Engineering Design Consultant Services for the Bonded Transportation Program Construction Management At Risk Group #2 regarding Project 6A (E. Dendor)

Approval of the Tenth Amendment to Agreement No. 2020/2021-213 with Jacobs Engineering Group, Inc. for Professional Engineering Design Consultant Services for the Bonded Transportation Program Construction Management At Risk Group #2 to include design and post-design Services necessary to construct the Utility Work in relation to Project 6A in accordance with the Interlocal Agreement between the



County and Clay County Utility Authority (CCUA) Re: Road Work and Utility Work for the Improvement of CR 315 in the amount of \$265,390.34.

Funding Source:

2020 Bond Construction Fund - First Coast Connector from US17 to CR315 - Infrastructure

15. Acceptance for Final Plat for Recording - Kindlewood Townhomes (District 2, Comm. Compere)(R. Smith)
16. Acceptance for Final Plat for Recording - Cathedral Oak Parkway Phase 3 (District 5, Comm. Burke)(R. Smith)  
Staff has reviewed and recommends that the Board accept and approve the final plat of Cathedral Oak Parkway Phase 3 for recording.
17. Acceptance of Assignment and Assumption of Agreement for Permanent Easement for Drainage between the Shadowlawn Community Development District and Clay County (C. Grimm)
18. Approval of Amendment to Roadway Construction Impact Fee Credit Agreement between Clay County and Shadowlawn Community Development District, Agreement No. 2017/2018-70, related to the construction and dedication of CR 218 Extension (now known as a portion of Cathedral Oak Parkway)
19. First Amendment to Agreement No. 2020/2021-216 with Replay Systems, Inc. for the Purchase and Installation of the E911 Logging Recorder Replacement System (D. Hane)  
Approval of the First Amendment to Agreement No. 2020/2021-216 with Replay Systems, Inc. for the Purchase and Installation of the E911 Logging Recorder Replacement Systems in the amount of \$124,710.60.  
  
Funding Source:  
911 Wireless Fund - All Grants Organization - Computer Software - E911 Logging Recorder Replacement Project  
911 Wireless Fund - All Grants Organization - Machinery and Equipment - Capitalized - E911 Logging Recorder Replacement Project  
911 Wireless Fund - 911 Wireless - Machinery and Equipment - Capitalized  
911 Wireless Fund - 911 Wireless - Professional Services
20. Request to use alternative procedure to notice public hearings for the consideration of potential purchase and sales agreements for the

## County's purchase of real properties in connection with Public Safety projects (A. Chapman)

Courtney Grimm, County Attorney, said items do not need to be pulled but need the record to reflect item number 8; the agreement will be revised to reflect that this is a continuing program and moving forward. Additionally, item 16 has some revisions to the plat to tie easement bearings and distances to the easement plat line.

Commissioner Mike Cella made a motion for approval of the Consent Agenda as presented, seconded by Commissioner Kristen Burke, which carried 4-0.

### **DISCUSSION/UPDATES**

#### 21. Northeast Florida Regional Council Board's upcoming leadership

*The discussion for the Northeast Florida Regional Council Board can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-41:23-and-ending-at-45:54](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-41:23-and-ending-at-45:54). Below is a summary of the discussion.*

Eric Anderson, Deputy CEO, and Emergency Manager, addressed the Board regarding the leadership for NEFRC. Mr. Anderson gave an overview of the makeup for leadership for NEFRC. Mr. Anderson said 2019; the Board approved a restructuring and a rotation of counties into leadership positions. They returned to the rotation when Clay County re-entered the Regional Council in 2021/2022. They are slated in Clay County due to having a person nominated in the first Vice-President position for the next year, and then the person would be the board chair the next year. Commissioner James Renninger has been discussed as a potential nominee. He understands that Commissioner Renninger wanted a discussion with the Board to develop some consensus on who the nominee would be for the county.

There were questions and discussions regarding the timeline and leadership change.

Commissioner Mike Cella expressed his concern with Commissioner Renninger's absence and making a decision regarding the position.

Following the discussion, the Board gave consensus with the recommendation for Commissioner Renninger, and when he returns, he can give his thoughts, and they would move forward after the discussion. Chairman Betsy Condon agreed and said Commissioner Renninger would serve the Council well.

### **NEW BUSINESS**

#### 22. Bid No. 22/23-50, Sidewalk Replacement for the Community Disaster Block Grant Entitlement Program (K. Smith)

Approval to Post Notice to Intent to award Bid No. 22/23-50, Sidewalk Replacement for the Community Disaster Block Grant Entitlement

Program to CGC, Inc. in the amount of \$306,850.00 (At the following locations: Parkwood Drive, Glendening Road, Gwinnett Road, Dunwoodie Road, Tocca Road, Edson Drive, and Sonora Drive). Approval will be effective after the 72 hour protest period has expired.

**Funding Source:**

Community Development Block Grant Fund - All Grants Organization -  
Community Development Block Grant FY21-27 - Infrastructure

*The discussion for BID Number 22/23-50 - Sidewalk Replacement can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-45:59-and-ending-at-47:03](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-45:59-and-ending-at-47:03). Below is a summary of the discussion and the vote.*

Karen Smith, Director of Administrative and Contractual Services, addressed the Board regarding BID number 22/23-50, sidewalk replacement for the Community Disaster Block Grant Entitlement Program. The request is for approval to post a Notice of Intent to award CGC, Inc. for the following locations: Parkwood Drive, Glendening Road, Gwinnett Road, Dunwoodie Road, Tocca Road, Edson Drive, and Sonora Drive

Commissioner Kristen Burke made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 4-0.

23. RFP No. 22/23-52, Design-Build of Signal Light at County Road 315 and Spring Park Elementary (K. Smith)

A.) Approval to accept staff's evaluation for RFP No. 22/23-52, Design-Build of Signal Light on County Road 315 at Spring Park Elementary and award to Traffic Control Devices, LLC. Approval will be effective after the 72 hour period for protest has expired.

1. Traffic Control Devices, LLC - 91.00

One proposal was received from Traffic Control Devices, LLC. The County's Design Criteria Professional (T. Abernathy) evaluated this proposal along with additional County staff.

B.) Request approval for the County Manager to execute the Agreement.

**Funding Source:**

Impact Fee District 2 Fund - Capital Improvement Element - CR315  
Road Widening Willow Spring - Infrastructure

*The discussion for RFP Number 22/23-52 - Design-Build of Signal Light can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-)*

*2023, beginning at 47:04 and ending at 49:00. Below is a summary of the discussion and the vote.*

Karen Smith, Director of Administrative and Contractual Services, addressed the Board regarding RFP Number 22/23-52, Design-Build of Signal Light at County Road 315 and Spring Park Elementary. The request is to award Traffic Control Devices, LLC. and approval for the County Manager to execute the agreement.

There were questions and discussions regarding the budget and the funding source.

Commissioner Mike Cella made a motion for approval, seconded by Commissioner Kristen Burke, which carried 4-0.

**TIME CERTAIN - 5:00 p.m. or as soon thereafter as can be heard.**

24. Public Hearing on Ordinance and Resolution to Amend the Capital Improvement Plan (R. Kantor)

A) Public Hearing to consider approval of Ordinance amending the Capital Improvement Element (CIE) portion of the Clay County Capital Improvement Plan.

B) Approval of Resolution amending the Non-CIE portion of the Clay County Capital Improvement Plan.

C) Approval of Resolution amending the FY22/23 budget, to include establishment of the Impact Fee Funds.

Funding Sources: Various

*The public hearing on an Ordinance and Resolution to amend the Capital Improvement Plan can be seen at [www.claycountygov.com/clay-county-tv-and-videoarchive/BCC-Agenda-May-23,-2023,-beginning at 59:01 and ending at 1:02:39](http://www.claycountygov.com/clay-county-tv-and-videoarchive/BCC-Agenda-May-23,-2023,-beginning-at-59:01-and-ending-at-1:02:39). Below is a summary of the discussion and the vote.*

Reginald Kantor, Budget Manager, addressed the Board regarding the public hearing for the Ordinance and Resolution to amend the CIP.

**A.** Public Hearing to consider approval of Ordinance amending the Capital Improvement element (CIE) portion of Clay County CIP - Request a transfer from CIP Reserves for the CIE project - SR23 frontage at Trailridge aka Oakleaf Plantation Parkway for a study by the Florida Turnpike Enterprise (Interchange Modification Report)

There were questions and discussions regarding funding for the study.

Chairman Betsy Condon opened the floor for the public hearing at 5:01 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:01 pm.

Commissioner Alexandra Compere made a motion for approval of A, seconded by Commissioner Mike Cella, which carried 4-0.

**B.** Approval of Resolution amending the Non-CIE portion of Clay County CIP - The Non-CIE project is the Regional Sports Complex - They want to move ahead with a turn lane project which will be reimbursed by the state come the new FY for the state.

Commissioner Alexandra Compere made a motion for approval of B, seconded by Commissioner Kristen Burke, which carried 4-0.

**C** .Approval of Resolution amending the FY 22/23 Budget to include establishment of the Impact Fee Funds.

Commissioner Kristen Burke made a motion for approval of C, seconded by Commissioner Mike Cella, which carried 4-0.

25. Public Hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as Tax Parcel No. 39-05-26-015164-001-01 and authorization for County Manager to execute all documents necessary to close the acquisition (E. Dendor)

*The public hearing to consider entering into a Purchase and Sale Agreement can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023-beginning at 1:02:47 and ending at 1:04:19](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023-beginning%20at%201:02:47%20and%20ending%20at%201:04:19). Below is a summary of the discussion and vote.*

Ed Dendor, Bonded Transportation Program Manager, addressed the Board regarding the public hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as Tax Parcel Number: 39-05-26-015164-001-01 and authorization for County Manager to execute all documents necessary to close the acquisition.

Chairman Betsy Condon opened the floor for the public hearing at 5:04 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:04 pm.

Commissioner Mike Cella made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 4-0.

26. Public Hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as a portion of Tax Parcel No. 46-05-26-010226-000-00 and authorization for County Manager to execute all documents necessary to close the acquisition (E. Dendor)

*The public hearing to consider entering into a Purchase and Sale Agreement can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023-beginning at 1:04:21 and ending at 1:07:00](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/May-23,-2023-beginning-at-1:04:21-and-ending-at-1:07:00). Below is a summary of the discussion and vote.*

Ed Dendor, Bonded Transportation Program Manager, addressed the Board regarding the public hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as Tax Parcel Number 46-05-26-010226-000-00 - Project number 3 - along CR 209 and authorization for County Manager to execute all documents necessary to close the acquisition.

Chairman Betsy Condon opened the floor for the public hearing at 5:06 pm.

Dan Rutovic, 2612 Ridgecrest Avenue, Orange Park, Florida, had concerns regarding the cost for the purchase.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:07 pm.

Commissioner Kristen Burke made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 4-0.

27. Public Hearing to consider ZON-0123-00002. (District 1, Comm. Cella) (M. Brown) Continued from April 25, 2023.

A rezoning of 9.56 acres from Agricultural Residential (AR) to Private Services (PS-3).

*The public hearing to consider ZON-0123-00002 can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning at 1:07:03 and ending at 1:11:05](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-1:07:03-and-ending-at-1:11:05). Below is a summary of the discussion and the vote.*

Mike Brown, Zoning Chief, said this item was continued from the April 25, 2023, BCC meeting. There has been a staff presentation already, if it pleases the Board he would turn it over to the agent for the applicant.

Mark Scruby, 1 Independent Drive, addressed the Board to request a continuance and gave an overview of the request.

Chairman Betsy Condon opened the floor for the public hearing at 5:10 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, requested the Board not to continue this item.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:11 pm.

Commissioner Mike Cella made a motion for approval of a continuance to the August 22, 2023, BCC meeting as requested, seconded by Commissioner Alexandra Compere, which carried 4-0.

28. Public Hearing to consider ZON-0223-00008. (District 5, Comm. Burke)  
(M. Brown)

Application to rezone 0.64 acres from BB-2 (Community Business) to BB-3 (Specialty Business).

*The public hearing to consider ZON-0223-00008 can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-1:11:07-and-ending-at-1:15:02](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-1:11:07-and-ending-at-1:15:02). Below is a summary of the discussion and the vote.*

Mike Brown, Zoning Chief, presented a PowerPoint presentation to the Board for the public hearing to consider ZON-0223-00008, rezoning of 0.64 acres from BB-2 (Community Business) to BB-3 (Specialty Business). See Attachment B.

Troy Carter, 2600 Cypress Ridge, Wesley Chapel, Florida, was available for questions as the engineer of record for the project.

Commissioner Kristen Burke asked for clarification on the type or name of business. Mr. Carter stated that it would be Take 5 Oil Change.

Commissioner Mike Cella said he is a customer at the Take 5 location on Blanding Boulevard and if the operation in Green Cove is run as smoothly and as well as the one in Orange Park it will boom to the residents in the area.

Chairman Betsy Condon opened the floor for the public hearing at 5:15 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:15 pm.

Commissioner Kristen Burke made a motion for approval seconded by Commissioner Alexandra Compere, which carried 4-0.

29. Final Public Hearing to consider adoption of COMP0323-00002 and PUD- 0323-00003. (District 5, Comm. Burke) (M. Brown)

A.) COMP0323-00002

This application is a Small-Scale Comprehensive Plan Amendment to the 2040 Future Land Use Map (FLUM). The application would change the Future Land Use (FLU) designation of two (2) parcels of land from Rural Residential to Commercial.

B.) PUD- 0323-00003

This application is a Rezoning of two (2) parcels from AR (Agricultural/Residential District) to PCD (Planned Commercial Development District).

*The public hearing to consider COMP-0323-0002 and PUD-0323-00003 can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023), beginning at 1:15:04 and ending at 1:37:21. Below is a summary of the discussion and the vote.*

Mike Brown, Zoning Chief, presented a PowerPoint presentation to the Board for the public hearing to consider adoption of COMP-0323-00002 and PUD-0323-00003. See Attachment C.

- COMP-0323-00002 - Small-Scale Comprehensive Plan Amendment to the 2040 Future Land Use Map (FLUM). The application would change the Future Land Use (FLU) designation of two (2) parcels from Rural Residential to Commercial.
- PUD-0323-00003 - Rezoning of two (2) parcels from AR (Agricultural/Residential District) to PCD (Planned Commercial Development District).

**All those that wish to speak were sworn in.**

Chairman Betsy Condon opened the floor for the public hearing at 5:25 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board with concerns regarding location of the development and keeping trees.

Frank Miller, 1 Independent Drive, Jacksonville, Florida, addressed the Board to give an overview of the requested changes.

There were questions and discussions regarding the signage and concerns presented by the Planning Commission.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:37 pm.

Commissioner Kristen Burke made a motion for approval of COMP-0323-00002, seconded by Commissioner Mike Cella, which carried 4-0.

Commissioner Kristen Burke made a motion for approval of PUD-0323-00003, with the caveat for signage as discussed, seconded by Commissioner Mike Cella, which carried 4-0.



## **LETTERS OF DOCUMENTATION**

### 30. Bid Opening Tabulations (K. Smith)

Bid Opening Tabulations for May 12, 2023:

A. RFQ No. 22/23-53, Construction Manager at Risk (CMAR) for the Clay County Building / Economic Development Services Facility

B. RFP No. 22/23-52, Design-Build of Signal Light at County Road 315 and Spring Park Elementary

Chairman Betsy Condon acknowledged the Letters of Documentation.

## **PUBLIC COMMENTS**

Chairman Betsy Condon opened the floor for public comment at 5:38 pm.

Thomas Riddle, 3536 Westover Road, addressed the Board regarding the tree damage, trash on the road, and ditches. He also has concerns regarding sewer and water lines.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board with concerns about impact fees, body cameras for CCSO, and semi-truck parking on the road.

Dan Rutovic, Ridgecrest Avenue, Orange Park, addressed the Board regarding a code enforcement complaint he filed previously about parking in a residential area and having a business in a residential home.

Hearing no other comments, Chairman Betsy Condon closed public comment at 5:48 pm.

## **COMMISSION AUDITOR**

Heather Boucher, Commission Auditor, had no comment.

## **COUNTY ATTORNEY**

*The discussion of PACE Program can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-49:19-and-ending-at-58:36](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning-at-49:19-and-ending-at-58:36). Below is a summary of the discussion.*

Courtney Grimm, County Attorney, addressed the Board to discuss the agreement entered into during the Summer of 2019 called Florida PACE Funding Agency. County Attorney Grimm gave an overview of the agreement and what the program provides. She also gave an update on current proceedings regarding the program and actions

regarding non-renewal letters. County Attorney Grimm said they would follow those cases and report to the Board. Staff is currently preparing a response to the non-renewal letter.

Commissioner Mike Cella said the PACE designation is not the same as PACE School for Girls; in this case, it is Property Assessed Clean Energy. There are several problems with the PACE Program recognized in 2020, which is why the residential component was dropped, and they went with commercial only. Commissioner Cella gave more details about the issues with the program. He has spoken with the Tax Collector, Diane Hutchings, and she indicated that she would not accept those liens in Clay County until there is a resolution.

*County Attorney Comment can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning at 1:54:55 and ending at 1:55:20](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning%20at%201:54:55%20and%20ending%20at%201:55:20). Below is a summary of the discussion.*

County Attorney Grimm reminded the Board that on June 6, 2023, there is a workshop at 10:00 am for the Land Development Code.

## **COUNTY MANAGER**

*County Manager Comments can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning at 1:55:22 and ending at 1:57:05](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning%20at%201:55:22%20and%20ending%20at%201:57:05). Below is a summary of the discussion.*

Howard Wanamaker, County Manager, addressed the comment about grants. Staff will research with the grants team with regards to septic to sewer. Ms. Stewart is watching, and her team is also addressing Westover and the code enforcement issue.

County Manager Wanamaker said there had been two meetings regarding the strategic plan and community engagements. There has been great participation from the community and capturing where they would like to see Clay County 20 years from now. The next meeting is at the Middleburg-Clay Hill Library tomorrow, Wednesday, May 24, 2023, at 6:00 pm.

County Manager Wanamaker said the First Coast Expressway Summit is at Thrasher-Horne from 9:00 am to 11:00 am this Thursday, May 25, 2023.

## **COMMISSIONERS' COMMENTS**

*Commissioners Comments can be seen at [www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning at 1:57:08 and ending at 2:11:47](http://www.claycountygov.com/clay-county-tv-and-video-archive/BCC-Agenda-May-23,-2023,-beginning%20at%201:57:08%20and%20ending%20at%202:11:47). Below is a summary of the discussion.*

Commissioner Alexandra Compere spoke about touring the county and wrapping up visits to the fire stations that will be replaced. Our firefighters' attitudes are amazing

despite how few resources they have to work with as it relates to certain things. They are the most gracious people you will ever meet. They have been very open with sharing their ideas with the county, and she appreciates that staff has been incorporating their ideas and moving forward with plans that would accommodate them. Commissioner Compere said she especially enjoyed her visit to Fleming Island Library. She was impressed with the space where multi-faceted agenda could be accomplished. Commissioner Compere gave an overview of her visit and how the spaces are used. Her favorite space was the business section rented out to develop yourself professionally and the resources provided. Commissioner Compere thanked the staff for the experience.

Commissioner Kristen Burke said she was honored to attend the Lake Lot Owners Association of Lake Asbury. She received a ton of questions regarding traffic lights and the development at 218 and Henley and wanted to direct those concerns to Mr. Smith and meet with him to get a resolution. Commissioner Burke said there had been a lot of angry citizens regarding the exit being cut off at the old liquor store at 209 at 17. There have been discussions with DOT, and they are interested in finding a solution for the unsafe intersection. Commissioner Burke said she is excited about RiverFest and invited everyone to come out at 10:00 am on Monday, May 29, 2023. Commissioner Burke mentioned attending the AMIKids Luncheon. It is an outstanding organization that helps young boys expelled from school. They go through a program that has a 97% success graduation rate.

Commissioner Mike Cella mentioned how involved the issue with the PACE Financing got and gave kudos to the County Attorney, and thanked the Board for their continued support. The program was started with high hopes that it would be able to fund these improvements for people; unfortunately, the ones getting hurt the worst are the poorest of our homeowners. It could have been a good program, but it has fallen prey to unscrupulous operators that prey on the very people they are here to protect. Commissioner Cella mentioned attending the very nice AMIKids Luncheon, and it was a great function helping them with their fundraising. Commissioner Cella thanked Mayor Connie Butler for attending the meeting. He mentioned one of the more moving events at the RiveFest is when they call up all the veterans present and hand them a small American Flag, and they can introduce themselves and tell about their service. It is a great way to start Memorial Day and remember those who gave their lives for us in battle or in some way in the service. Commissioner Cella said our various strategic planning meetings would hopefully continue to go well. Residents seem very pleased to give us their input on shaping the county. We had an opportunity to address some of their questions afterward. If you have an opportunity and have not had a chance to go to one of these sessions, please do so.

Chairman Betsy Condon mentioned attending the TPO meeting. They have monies to add to projects to ensure they continue. They have added money for the project at US17 at Water Oak that continues down to just North of Eagle Harbor Parkway. A book on her desk lists the amounts they added so that project can continue, which is an important project in the Fleming Island area. Chairman Condon commended the Public Works team for their hard work fixing the Black Creek Drive sinkhole to ensure the community's safety. Chairman Condon discussed the issue with the dirt roads in all the districts due to the weather. The complaints are being addressed as quickly as possible. Use the Clay Connected app or email your commissioner to report issues. They are also watching the

water levels in Black Creek. Chairman Condon said she and Commissioner Compere were contacted by the County Attorney and the Supervisor of Elections regarding the function of the job for the BCC. One is to be the Canvassing Board for the county in the county elections and gave details of the requirements. In 2024, by virtue of the fact that she nor Commissioner Compere are not eligible to be on the ballot because they were elected last year, they are, by default, the Canvassing Board for the upcoming elections. They have been counseled by the county attorney on the rules and laws they have to follow. They can not attend a political event, have political signs in their yard, they can not endorse any candidate on the ballot, they can give a donation.

Chairman Betsy Condon said, please have a safe Memorial Day and remember why we celebrate. We do not really celebrate; we actually memorialize those that gave the ultimate sacrifice. She invited everyone to attend the RiverFest event. She thanked Mayor Butler for her attendance and congratulated her again.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 6:13 pm.

Attest:

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Tara S. Green  
Clay County Clerk of Court and Comptroller  
Ex Officio Clerk of the Board

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Chairman or Vice-Chairman

## Acronym Definitions

AR – Agricultural/Residential  
BB-2 – Community Business  
BB-3 – Specialty Business  
BCC – Board of County Commissioners  
BTP – Bonded Transportation Program  
CCSO – Clay County Sheriff’s Office  
CIE – Capital Improvement Element  
CIP – Capital Improvement Plan  
COMP – Comprehensive Plan Amendment  
CR – County Road  
DOT – Department of Transportation  
FLUM – Future Land Use Map  
FY – Fiscal Year  
LDC – Land Development Code  
NEFRC – Northeast Florida Regional Council  
PACE – Property Assessed Clean Energy  
PCD – Planned Commercial Development  
PUD – Planned Unit Development  
RFP – Request for Proposal  
TPO – Transportation Planning Organization

**Attachment**  
**“A”**  
**Pet Adoptions**



# Twizzler

**ANIMAL ID:** CLAY-A-5137

**SEX:** Spayed Female

**BREED:** Mix Breed, 6 Years Old, 23lbs

**LOCATION:** CCACC Main Shelter in Green Cove Springs

**ABOUT:** This pint sized girl is perfect for a calm family. She likes to be where you are and she would be just fine snuggling on the couch with you. Twizzler seems dog friendly but she would rather have a calm friend or just someone that doesn't expect too much activity from her. Who knows, maybe she will surprise us all and become a playful pup. Twizzler is up to date on her vaccines, microchipped and heartworm negative.



[claycountygov.com/adopt](http://claycountygov.com/adopt)



# Maisey

**ANIMAL ID:** CLAY-A-5196

**SEX:** Spayed Female

**BREED:** Husky Mix, 6 Years Old, 73 lbs

**LOCATION:** CCACC Main Shelter in Green Cove Springs

**ABOUT:** Where are our foofy dog lovers!? Maisey is the sweetest girl that loves everyone she meets, including other dogs. If you are looking to add this beautiful girl to your home please come down to the shelter so we can introduce you. Maisey is up to date on her vaccines, microchipped and heartworm negative.



[claycountygov.com/adopt](http://claycountygov.com/adopt)





# Opal

**ANIMAL ID:** CLAY-A-4545

**SEX:** Spayed Female

**BREED:** Domestic Short Hair, 1 Years Old

**LOCATION:** CCACC Main Shelter in Green Cove Springs

**ABOUT:** Opal is a lovely lady that just wants a calm, quiet home to rest her head. Now that her kittens found their forever homes, it is her turn. She loves lounging around, but she also enjoys some snuggle time with her human. Opal is up to date on her vaccines and microchipped.



[claycountygov.com/adopt](http://claycountygov.com/adopt)



# O'Mally

**ANIMAL ID:** CLAY-A-5225

**SEX:** Neutered Male

**BREED:** Domestic short Hair, 6 Years Old

**LOCATION:** CCACC Main Shelter in Green Cove Springs

**ABOUT:** O'Mally is the sweetest boy and he is ready to make your acquaintance. He struts around like the distinguished gentlemen that he is, and he is ready to check out his new home. O'Mally meets no strangers and is ready to nose boop anyone willing. O'Mally is up to date on his vaccines and microchipped.



[claycountygov.com/adopt](http://claycountygov.com/adopt)



**KITTEN SEASON HAS OFFICIALLY STARTED (EARLY)**

Join our “Kitten Crew”

We need fosters, if interested please contact

**[clayfosters@claycountygov.com](mailto:clayfosters@claycountygov.com)**

**[claycountygov.com/adopt](http://claycountygov.com/adopt)**



If you are interested in helping our furry friends but can't bring one home, please take a look at our Amazon wish list. We are always in need of items for our foster kittens and our shelter animals.

[Amazon.com](https://www.amazon.com)

[claycountygov.com/adopt](https://claycountygov.com/adopt)

**Attachment**  
**“B”**  
**ZON-0223-00008**



# BOARD OF COUNTY COMMISSIONERS

ZON 0223-00008

Public Hearing

May 23, 2023

# APPLICATION INFORMATION

Applicant: Your Cream Properties

Agent: Troy Carter

Request: Zoning change of 0.64 acres from (BB-2) Community Business to (BB-3) Specialty Business

Location: 1747 Verdad Street

Planning Dist. Green Cove Spring

Comm. Dist. 1 Commissioner Burke

PC Hearing May 2, 2023. Vote 4-0 to recommend approval

# BACKGROUND

The parcel is designated Commercial on the FLUM

Located within the Green Cove North commercial development area.

The properties immediately north, east and south of the property are zoned BB-2 (w/in Green Cove Springs North commercial area.

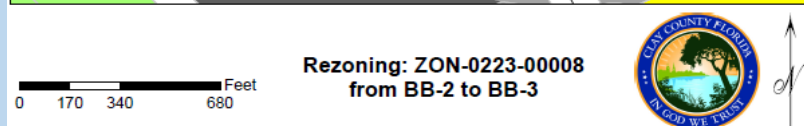
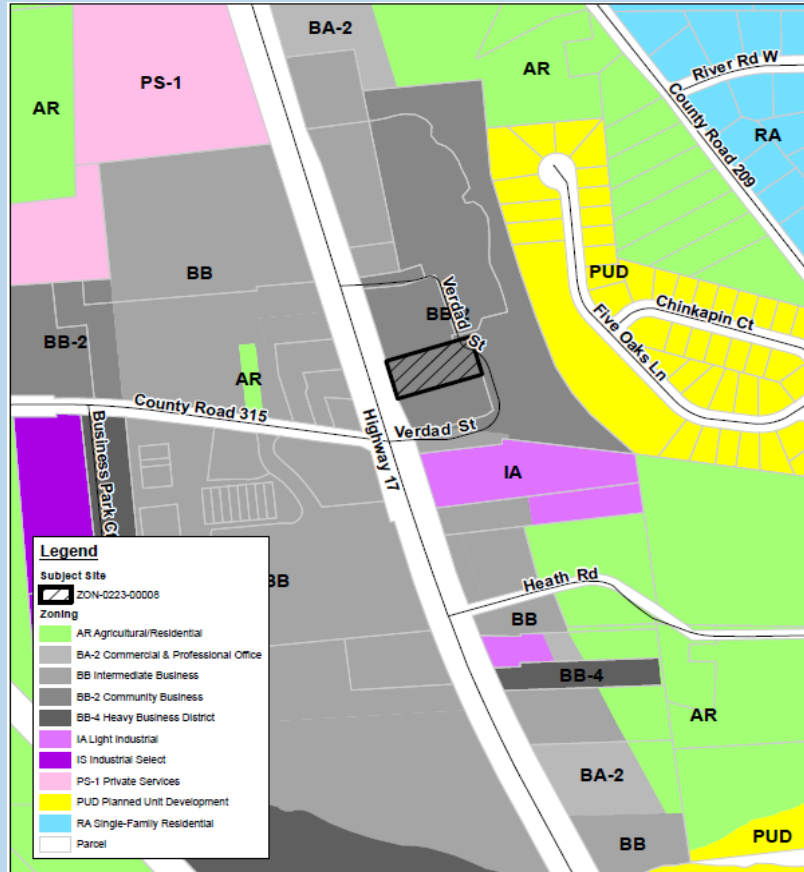
West across US. Hwy. 17 are commercially zoned properties

Utilities for Green Cove Springs.

Facilitate the development of a quick lube service station which the existing BB-2 zoning will not allow



# ZONING & AERIAL



# FINDINGS and RECOMMENDATION

The applicant is requesting a change in zoning from BB-2 to BB-3 for 0.64 acres.

Staff has reviewed the application and determined that the request is compatible with the surrounding area.

The requested BB-3 zoning is allowed in Commercial future land use designation.

Staff recommends approval of application ZON 0223-00008.

# QUESTIONS

# **Attachment**

**“C”**

**COMP-0323-00002**

**PUD/PCN-0323-00003**



# BOARD OF COUNTY COMMISSIONERS

COMP 0323-00002

PCN 0323-00003

Public Hearing

May 23, 2023

# APPLICATION INFORMATION

Applicants: Charles R. Taylor  
BFMS, LLC.

Agent: Frank Miller & Rick Wood

Request: Small-scale land use amendment from (RR) Rural Residential to (COM) Commercial  
Zoning map amendment from (AR) Agricultural/Residential to (PCD) Planned Commercial Development

Planning Dist. Green Cove Springs  
Comm. Dist. 5 Commissioner Burke

PC Hearing May 2, 2023. Voted 4-0 recommend approval of COMP0323-00002 & Voted 2-2 on PCD0323-00003

# BACKGROUND

Two adjacent parcels totaling 7.5(+/-) acres.

Parcels have approx. 450 frontage on C.R. 315

C.R. 315 is process of being widened under the bonded transportation program renamed Cathedral Oaks Parkway

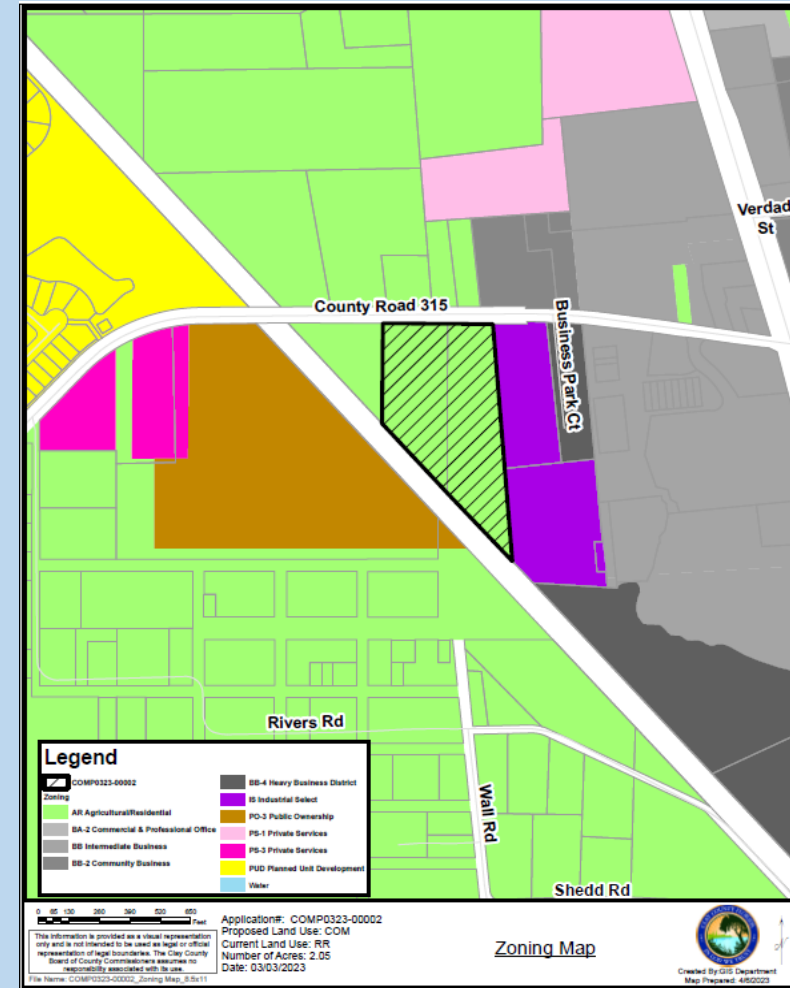
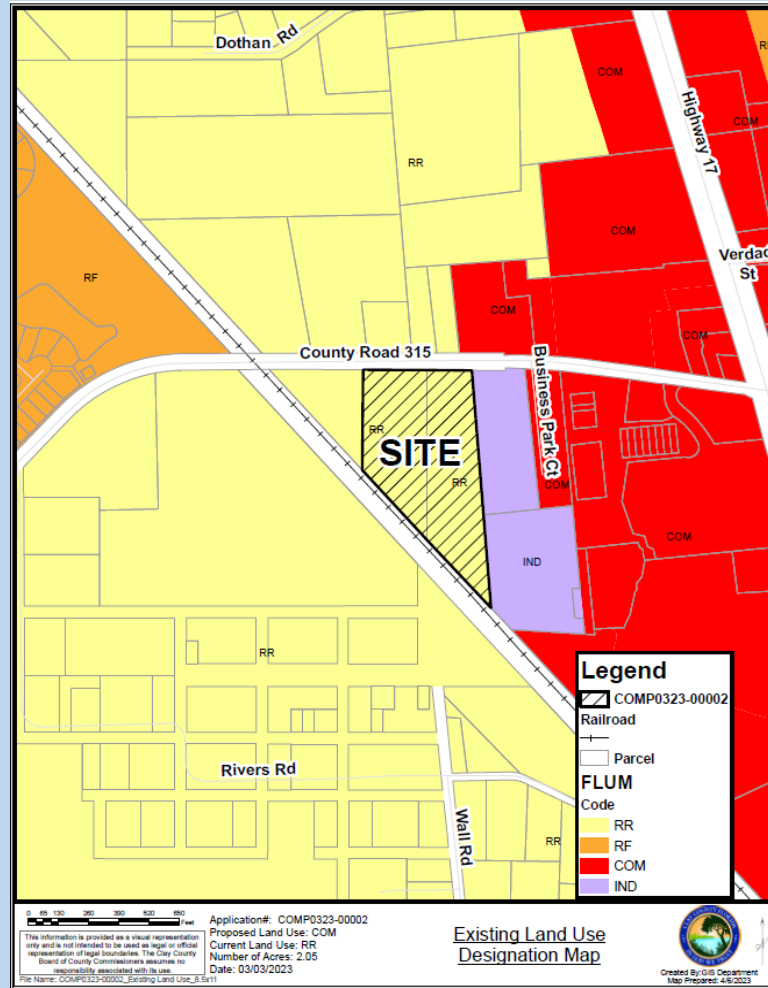
East of parcels is property zoned for industrial uses.

The parcels are bordered by CSX rail line to the west and south.

West of the parcels, fronting CR 315 there will remain an parcel zoned AR which has an existing residential dwelling.

The stated intent of the proposed land use amendment and companion zoning change is to facilitate development of commercial/flex-space warehouse project.

# LAND USE & ZONING





# Analysis

Max. intensity of 40% FAR = 130,680 sf. commercial & flex warehouse space

Trip generation: Ind. Park (ITE 130) = 111 PM Peak Hour trips

Central water & sewer from Green Cove Springs has available capacity.

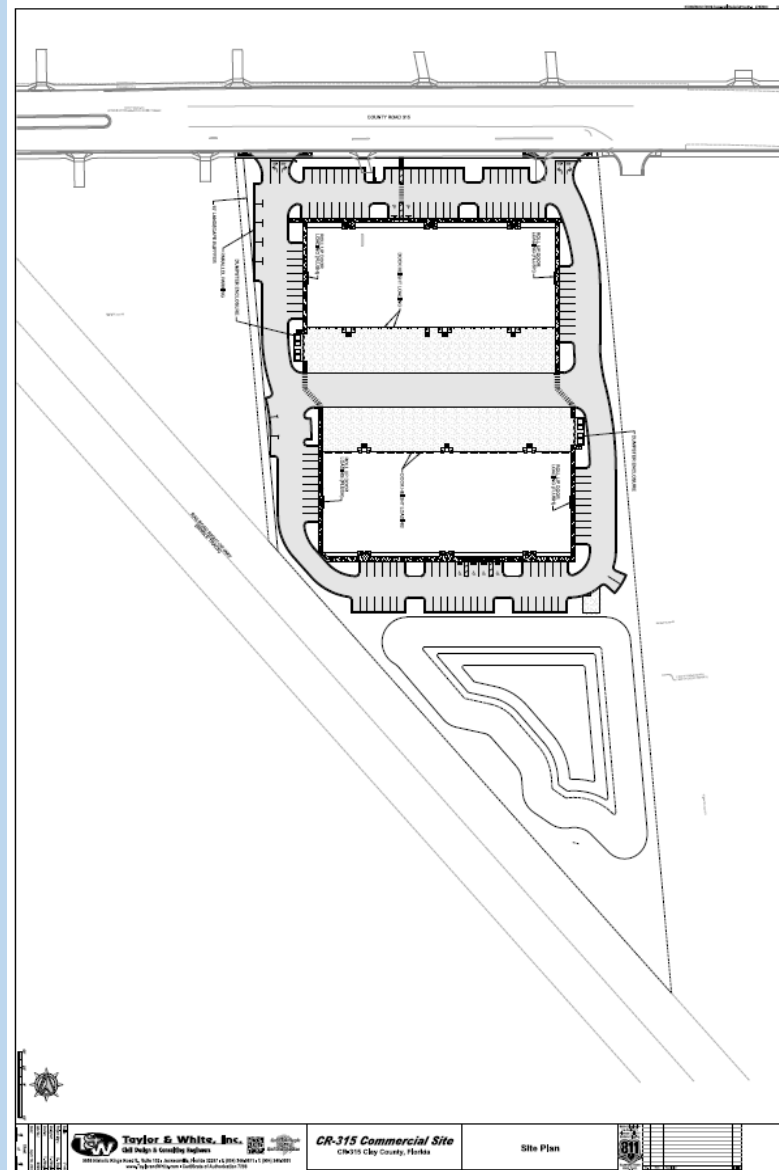
Solid waste from Clay County has available capacity

Schools no impact

No impact to regional significant habitats

Parcels are not located in the Noise Land Use Impact Area associated with Camp Blanding

# Conceptual Site Plan



# Written Statement Amendment

Changes based on comments at PC hearing

In section 9 e) the max. height of the building was reduced from 40 feet to 35 feet;

In section 9 m) the max. height of the sign from 40 feet to 30 feet;

In the introductory paragraph of section 9, add the statement that; **The number of buildings shown on the Site Plan is descriptive and may be modified by the Applicant subject to the terms of this PCD**

In section 9 n) we added that the lighting plan would include down lighting. Applicant shall submit a lighting plan prior to commencement of development indicating the location, intensity, **down lighting** and method of shielding lighting from adjacent properties and CR 315.

# FINDINGS and RECOMMENDATION

The applicant is requesting a change in land use from RR to COM and a change in zoning from AR to PCD for 7.5(+/-) acres.

Adequate utilities provided by Green Cove Springs

Direct access to C.R. 315 which is being widened by the County.

Logical extension of the existing industrial and commercial development to the east and bordered on the west and south by CSX rail line.

Staff has reviewed the application and determined that the request is compatible with the surrounding area.

The requested PCD zoning is allowed in the proposed COM future land use designation.

Staff recommend approval of COMP 0323-00002 to amend FLUM of 7.5 acres from RR to COM

Staff recommends approval of ZON-0323-00003 to amend zoning map of 7.5 acres from AR to PCD contingent on approval of the land use change COMP 0323-00002 and with the adoption of the amendments to the PCD Written Statement (number of building and down lighting) as described previously.

# QUESTIONS