



**BOARD OF COUNTY COMMISSIONERS  
MEETING AGENDA**  
February 13, 2024  
Administration Building,  
4th Floor, BCC Meeting Room, 477 Houston Street,  
Green Cove Springs, FL 32043  
4:00 PM

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**INVOCATION**

[Commissioner Burke](#)

**PLEDGE**

[Scott Woods, Command Master Chief Petty Officer, U.S. Navy, Retired](#)

**CALL TO ORDER**

**ROLL CALL**

**PET ADOPTIONS**

**PROCLAMATIONS/RESOLUTIONS**

1. [Small Business Development Center \(SBDC\) Recognition](#)
2. [Black History Month](#)
3. [NAS Jacksonville Commanding Officer](#)

**CONSTITUTIONAL OFFICERS**

**APPROVAL OF MINUTES**

4. [Board of County Commissioners Meeting Minutes and Attachments, January 23, 2024.](#)

**PUBLIC COMMENTS**

**CONSENT AGENDA**

5. [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.

6. [RFQ 23/24-014, Professional Architectural Continuing Services \(K. Smith\)](#)

Approval to accept staff's ranking and selection of the top seven (7) ranked Firms for RFQ No. 23/24-014, Professional Architectural Continuing Services. Approval of award will be effective after the 72 hour protest period has expired.

1. Bhide & Hall Architects - 99.7
2. Dasher Hurst Architects, P.A. - 99.3
3. Passero Associates - 96.7
4. PQH Group Design, Inc - 91.8
5. Walker Architects - 90.3
6. CPH, LLC - 89.7
7. Pond & Company - 88.8
8. DLZ Florida, LLC - 77.2
9. Harvard Jolly, Inc d/b/a Harvard Jolly | PBK - 72.2

A committee consisting of Deputy Fire Chief LeRoy, Deputy Building Official and Facilities Director performed the evaluation and ranking of the responses received. If desired, the Board may request presentations from the Firms. Agreements will be negotiated and brought back to the Board for approval.

7. [Bid No. 23/24-005 Installation of Irrigation Components and Sod at Neptune Sports Complex \(K. Smith\)](#)

Approval to reject the bid received from GRSC, Inc. for Bid No. 23/24-005, Installation of Irrigation Components and Sod at Neptune Sports Complex. The one bid received is over budget. Staff will immediately re-advertise the bid in an attempt to receive more competitive bid submittals.

8. [Acceptance for Final Plat for Recording - Holstein Crossing Phase 1 \(District 5, Comm. Burke\)\(R. Smith\)](#)

The staff has reviewed and recommends that the Board accept and approve the final plat of Holstein Crossing Phase 1 for recording.

9. [Acceptance for Final Plat for Recording - Holstein Crossing Phase 2 \(District 5, Comm. Burke\)\(R. Smith\)](#)

The staff has reviewed and recommends that the Board accept and approve the final plat of Holstein Crossing Phase 2 for recording.

10. [Request to use alternative procedure to notice public hearings for the consideration of potential purchase and sale agreements for the purchase of real property in connection with a Public Safety project. \(C. Risinger\)](#)

Approval to use alternative procedure to notice public hearings for the consideration of potential purchase and sale agreements for the purchase of real property in connection with a Public Safety project.



Funding Source:

N/A

11. [First Amendment to Grant Agreement No. 2022/2023-190 for Nonprofit American Rescue Act \(ARPA\) Funding with The Way Free Medical Clinic, Inc. \(G. Gunn/T. Nagle\)](#)

A) Approval of the First Amendment to Grant Agreement No. 2022/2023-190 with the Way Free Medical Clinic, Inc. increasing the Grant funding from \$70,000.00 to \$320,000.00 for the renovation of the College Drive Clinic facility (ARPA funding).

B) Approval, at the discretion of County staff, of advanced payment not to exceed \$50,000.00 (20% of additional funding).

Funding Source:

American Rescue Plan Fund - Way Free Clinic - Program Services

12. [Eighth Amendment to Agreement No. 2014/2015-132 for Traffic Signal Maintenance and Compensation with the State of Florida Department of Transportation \(FDOT\) \(R. Smith\)](#)

A) Approval of the Eighth Amendment to Agreement No. 2014/2015-132 for Traffic Signal Maintenance and Compensation Agreement with FDOT regarding services related to maintenance and operation of certain traffic signals and devices identified in Exhibit A. This Amendment is for FDOT's FY 2024 (Contract #ARV48), providing funding to the County in the amount of \$298,420.00 for the time period beginning July 1, 2023 through June 30, 2024.

B) Approval of the Accompanying Authorizing Resolution.

Funding Source: Revenue Transportation Trust Fund-Public Works-State Grant - Other Transportation

Account No:

FD1001-CC1205-SC334490

13. [State Funded Grant Agreement with the State of Florida Department of Transportation \(FDOT\) regarding Construction and Construction Engineering and Inspection \(CEI\) for the widening of CR 220 from CR 209 \(Henley Road to CR 220B \(Knight Boxx Road\) \(R. Smith\)](#)

A) Approval of the State Funded Grant Agreement with FDOT (FPN: 430719-3-68-01) regarding Construction and CEI Services for the widening of CR 220 from CR 209 (Henley Road to CR 220B (Knight Boxx Road), the amount of \$11,593,808.00 beginning on the effective date through December 31, 2027.

B) Approval of the Accompanying Authorizing Resolution.

Funding Source:

Revenue

14. [Sovereignty Submerged Lands Easement between the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida \(Grantor\)](#)



[and Clay County, Florida and the State of Florida Department of Transportation \(Grantees\) \(R. Smith\)](#)

15. [FY2023 Emergency Management Performance Grant \(EMPG\) Agreement \(M. Mosley\)](#)

A) Approval of the FY2023 EMPG Federally Funded Subaward and Grant Agreement (G0465) with the State of Florida, Division of Emergency Management, in the not to exceed amount of \$75,456.00. The agreement term begins October 2, 2023 through March 31, 2025. The County is required to match dollar-for-dollar the total award amount.

B) Approval of the accompanying budget resolution.

Funding Source(Revenue):

General Fund Revenue - State Grants – Public Safety

16. [Budget Resolution to Establish FY23 Edward Byrne Memorial Justice Assistance \(JAG\) Grant - Local Solicitation \(D.Garrett/R.Kantor\)](#)

Approval of Budget Amendment in the amount of \$48,469 to record grant revenue received from the Department of Justice (DOJ), Bureau of Justice Assistance (BJA), FY23 Edward Byrne Memorial Justice Assistance (JAG) Grant - Local Solicitation. The funds are to be used to support the Clay Community Connect Program and expand the operations of the Real Time Crime Center by acquiring fourteen (14) additional PTZ cameras.

Funding Source: Sheriff - Countywide Fund / Justice Administrative Grant Revenue

17. [Credit Reservation and Purchase Agreement for the purchase of Mitigation Credits for the Bonded Transportation Program Project 6A \(E. Dendor\)](#)

Approval of Sundew Mitigation Bank Credit Reservation and Purchase Agreement with TGC Sundew/Nochaway, LLC related to Bonded Transportation Program Project 6A (First Coast Connector from Maryland Ave. to US 17, Cathedral Oak Parkway) in the amount of \$697,000 for forested and herbaceous ratio credits.

Funding Source:

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

18. [Approval of Clay County, Florida, Eminent Domain Parcel Resolution / Bonded Transportation Project No. 6A \(C. Grimm/E. Dendor\)](#)



## **DISCUSSION/UPDATES**

19. [Progress Report on the Bonded Transportation Program \(E. Dendor\)](#)

## **OLD BUSINESS**

20. [Agreement for Residential Curbside Collection Services with FCC Environmental Services Florida, LLC \(M. Towns\)](#)

A) Approval of the Agreement for Residential Curbside Collection Services within Clay County with FCC Environmental Services Florida, LLC commencing October 1, 2024 and continuing through September 30, 2034 for the collection of Garbage, Yard Trash, Bulk Waste and White Goods as well as Special Services at the rates set forth in Attachment 5 to the Agreement.

B) Approval of a Resolution of the Board of County Commissioners relating to the Collection of Solid Waste and approving the future establishment of the assessment rate for the 2024-2025 Fiscal Year for the Solid Waste Collection Assessments against certain Residential Property located within the Clay County Solid Waste Collection Municipal Service Benefit Unit which serves the unincorporated area of Clay County, Florida, and substantially all of the incorporated area of the City of Keystone Heights, Florida.

Funding Source:

Universal Collection Fund - Universal Collection - Temporary Labor-Billing, Collection, and Management

## **NEW BUSINESS**

21. [CDBG Housing & Neighborhood Programs Policy \(G. Gunn\)](#)

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

22. [Intergovernmental Support Agreement with Naval Air Station Jacksonville \(NAS\) \(K. Smith\)](#)

Approval of the Intergovernmental Support Agreement (IGSA) for Road Maintenance and Repair Services with NAS Jacksonville. The IGSA outlines the roles and responsibilities of each Party and is an opportunity to further grow and strengthen the relationship and provide support between the Parties. Term of the Agreement is 10 years.

Funding Source:

TBD with each task order

23. [Final Public Hearing to consider ZON 24-0002. \(B. Carson\)](#)

This is a Land Development Code change to Sec. 8-20, Fire Protection

24. [First Public Hearing to consider Transmittal of COMP-24-0003 \(Transportation Element\) \(D. Selig\)](#)

This application is a proposed text amendment to the Clay County Comprehensive Plan, to amend certain language related to airports under Goal 5 of the Transportation Element.

This application has been continued by the Planning Commission to the May 7, 2024 meeting.



25. [Public Hearing on an Ordinance amending Article X of Chapter 12 of the Clay County Code, Event Permit, to amend Sec. 12-181. Definitions to Add a Definition of Ready-to-Drink Beverage; to amend Sec. 12-195\(2\)\(c\). Events Involving Consumption of Alcoholic Beverages on County-owned Property to include Ready-to-Drink Beverages in certain circumstances; providing for severability; and providing an effective date \(C. Grimm\)](#)
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. 32-05-26-020981-001-01, and authorization for County Manager to execute all documents necessary to close the acquisition \(C. Grimm/E. Dendor\)](#)
27. [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. 32-05-26-021233-000-00, and authorization for County Manager to execute all documents necessary to close the acquisition \(C. Grimm/E. Dendor\)](#)
28. [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 future Public Safety facilities, more particularly described as Tax Parcel No. 16-06-25-021733-001-03, and authorization for County Manager to execute all documents necessary to close the acquisition \(C. Risinger/C. Grimm\)](#)

Request is made to continue item to the Board's meeting of February 27, 2024.

### **LETTERS FOR ACTION**

29. [Discussion of Reappointment to the Historic Preservation Board](#)  
Melissa Clearman submitted her application for reappointment to her seat as an At-Large District 1 member of the Historic Preservation Board.

Additionally Karla Logston, District 3 Member whose seat expired in September of 2023, has decided not to seek reappointment.

30. [Discussion of Appointments to the Lake Asbury/Penney Farms Citizens Advisory Committee](#)

The following individuals have submitted applications for reappointment:

- John Bentley
- Colin Groff
- James Ryan
- Janet Wantage



Applications were received from the following individuals for consideration of appointment.

- Robin Shettler
- Helana Cormier

Howard Fryer whos' term expired on January 11, 2024 informed staff that he did not wish to re-apply for his seat.

Out of the 11 members there are now three remaining seats that are vacant and are open for appointment.

31. [Clay County Agricultural Fair Association Request \(JPierce\)](#)

In accordance with Contract 2018/2019-79, the Clay County Fair Association is seeking approval of a capital improvement project in lieu of paying rental fees for their event for 2024.

32. [Request for technical assistance from the Trust for Public Land in connection with County's Proposed Conservation Program](#)

### **LETTERS OF DOCUMENTATION**

33. [Bid Opening Tabulations \(K. Smith\)](#)

Bid Opening Tabulations for January 19, 2024:

A. RFB No. 23/24-028, Components 1, 3, 5 & 6 of County Road 220 Roadway Improvements

### **PUBLIC COMMENTS**

### **COMMISSION AUDITOR**

### **COUNTY ATTORNEY**

### **COUNTY MANAGER**

### **COMMISSIONERS' COMMENTS**

***In accordance with the Americans with Disabilities Act, any person needing a special accommodation to participate in this matter should contact the Clay County ADA Coordinator by mail at Post Office Box 1366, Green Cove Springs, FL 32043, or by telephone at number (904) 269-6347 no later than three (3) days prior to the hearing or proceeding for which this notice has been given. Hearing impaired persons can access the foregoing telephone number by contacting the Florida Relay Service at 1-800-955-8770 (Voice), or 1-800-955-8771 (TDD).***

