



## **BOARD OF COUNTY COMMISSIONERS MEETING MINUTES**

September 26, 2023  
Administration Building,  
4th Floor, BCC Meeting Room,  
477 Houston Street,  
Green Cove Springs, FL 32043  
4:00 PM

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### **INVOCATION**

Commissioner Kristen Burke, District 5, gave the Invocation.

### **PLEDGE**

United States Marine Corps Corporal Catrechia J. Lewis led the Pledge of Allegiance.

Chairman Betsy Condon said Corporal Catrechia Lewis served our country for six years in the United States Marine Corps. She earned her MBA in Human Resources Management and is currently working as a Human Resource Specialist with the US Department of Justice and has served in that position for 22 years. Corporal Lewis is the spouse of retired US Marine Corps Sergeant Major Ansil Lewis and is a Middleburg resident who enjoys volunteering with the Zeta Phi Beta Sorority Inc. and the Clay County Supervisor of Elections. Corporal Lewis is dedicated to serving her community and making a positive impact.

### **CALL TO ORDER**

Chairman Betsy Condon called the meeting to order at 4:07 pm.

### **ROLL CALL**

**Present:** Commissioner District 4 Betsy Condon, Chairman  
Commissioner District 3 James Renninger, Vice-Chairman  
Commissioner District 1 Mike Cella  
Commissioner District 2 Alexandra Compere  
Commissioner District 5 Dr. Kristen T. Burke

**Absent:** None

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

## **PET ADOPTIONS**

Judy Reeves, Executive Assistant, presented a PowerPoint presentation of pets available for adoption - Riggs (dog) - Pumpkin (dog) - Vanessa (cat) - Chani, Harah, and Jamis (kittens). If you are interested in adopting a pet, contact [clayadoptions@claycountygov.com](mailto:clayadoptions@claycountygov.com) or call (904) 269-6342. Ms. Reeves stated that Clay County Animal Services also offers community rabies and microchip clinic every month from 3:00 pm to 5:00 pm on the first Thursday of every month. The "Kitten Crew" is always looking for fosters. If you are interested, please contact [clayfosters@claycountygov.com](mailto:clayfosters@claycountygov.com). 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. See Attachment A.

## **PROCLAMATIONS/RESOLUTIONS**

### 1. National Recovery Month

*National Recovery Month Proclamation presentation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 8:57 and ending at 14:25. Below is a summary of the discussion and the vote.*

Chairman Betsy Condon said September is recovery month. It is a time to celebrate the millions of Americans who have taken brave steps toward gaining control of their lives and overcoming their addiction to substances. In honor of recovery month, we would like to recognize members of our community Paramedicine Program for their outstanding work in our community. Program representatives just returned from the EMS World Expo in New Orleans, receiving the prestigious Nicholas Rosecrans award for their innovative approach and incredible success in reducing overdose-related deaths in our communities.

Present to accept the Proclamation: Paramedicine Team:

- CCFR Captain Stephen Teal - Leads the Community Paramedicine Program
  - Lieutenant Aaron Outman
  - Lieutenant Christopher Hammock
  - Lieutenant Joseph Hutchins - (Not in attendance due to Training)
  - Terra Browning - Recovery Peer Support Specialist
  - Lisa Rogers - Naloxone Coordinator
  - Morgan Pinchin - Administrative Assistant
  
- Irene Toto - Executive Director of Clay Behavioral Health Center
  - Debra Troupe - Substance Abuse Disorder Manager
  - Glenn East - Opioid Response Coordinator
  - Valerie Henry - Peer Support Specialist
  - Courtney Brackett - Peer Support Specialist
  - Rochanda Jones - Peer Support Specialist

- Thomas Deem - Peer Support Specialist

Commissioner Kristen Burke read the Proclamation for National Recovery Month.

Chairman Betsy Condon made a motion for approval of the Proclamation, seconded by Vice-Chairman James Renninger, which carried 5-0.

Ms. Toto said this is a great example of what you can accomplish when you work together for a common goal and introduced Ms. Troupe and Mr. East. Ms. Toto asked Ms. Troupe to introduce the Peer Support Specialists.

Ms. Troupe said these are the people that do the work, live the experience, and the ones that make all the difference in getting and keeping people in the treatment and introduced the team mentioned above.

Captain Teal introduced his team, as mentioned above, and said it would be hard to keep going without them. They show true dedication to this program and give selfless hours at many events, on weekends and evenings, to keep this program going. Captain Teal said without Clay Behavioral, this all would not be possible. It has been great working with them and helping the citizens of Clay County.

## **DECLARATIONS**

### 2. National 4-H Week (October 1-7, 2023)

Chairman Betsy Condon said that 4-H Week will be celebrated October 1 through 7, 2023, in honor of this outstanding youth development program. Thanks to our partnership with the University of Florida IFAS Extension, more than 10,000 young people in Clay County receive supportive mentoring and participate in special interest projects and activities designed to help them become the confident – independent – resilient - and compassionate leaders of tomorrow.

If you would like to learn more about 4-H - please read the Declaration attached to the online agenda for this meeting.

## **PRESENTATIONS**

### Smart North Florida Findings Report (C. Levins/G.Gunn)

*Smart North Florida Findings presentation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 17:59 and ending at 43:27. Below is a summary of the discussion.*

Clayton Levins, Executive Director of Smart North Florida, presented a PowerPoint presentation regarding the Smart North Florida findings. See Attachment B.

Following the presentation were questions and discussions regarding running red light

data, calibrating with FDOT, and the Blanding Boulevard and Wells Road intersection.

## **CONSTITUTIONAL OFFICERS**

### 3. Tara Green, Clerk of Courts and Comptroller

- Value Adjustment Board update
- Demonstration of document management software

*Value Adjustment Board presentation and Document Management Demonstration can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023), beginning at 43:31 and ending at 53:29. Below is a summary of the discussion.*

Chairman Betsy Condon said on behalf of the Clay County Board of County Commissioners they send their deepest condolences to Clay County Sheriff Michelle Cook and thanked her for being in attendance.

Tara S. Green, Clay County Clerk of Court and Comptroller, presented a PowerPoint presentation regarding the VAB update. See Attachment C. Clerk Green gave an overview of the upcoming meeting and information regarding petitions filed for the 2023 VAB Session.

Tara S. Green, Clay County Clerk of Court and Comptroller, provided information and demonstrated how to search for the county executed documents, i.e., Agreements, Contract, Resolutions, and Ordinances, at <https://dmcc.clayclerk.com>.

## **APPROVAL OF MINUTES**

### 4. Board of County Commissioners Meeting Minutes, September 12, 2023.

Vice-Chairman James Renninger made a motion for approval of the September 12, 2023, BCC Meeting minutes, seconded by Commissioner Mike Cella, which carried 5-0.

## **PUBLIC COMMENTS**

Chairman Betsy Condon opened the floor for public comment at 4:55 pm.

Hearing no comments, Chairman Betsy Condon closed public comment at 4:55 pm.

## **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. RFP No. 22/23-84, Foreclosure Property Registration (K. Smith)  
A.) Approval to accept Staff's ranking and award to the top ranked Firm, Hera Property Registry, LLC for RFP No. 22/23-84, Foreclosure Property Registration. Approval will be effective after the 72 hour protest period has expired.

1. Hera Property Registry, LLC = 91.67
2. PropLogix, LLC d/b/a Orange Data Systems = 84.67
3. MuniReg, LLC = 75

A committee consisting of Code Enforcement Officer, Environmental Services Office Manager, and Assistant County Manager Stewart performed the evaluation and ranking of the responses received. If desired, the Board may request presentations from the Firms.

B) Authorize the County Manager to execute the agreement on behalf of the County.

**Funding Source:**

Revenue

7. Sole Source Purchase Turf Tank Equipment (J. Pierce)  
Approval of Sole Source purchase with Turf Tank.

**Funding:**

General Fund - Regional Sport Complex - Machinery & Equipment - Capitalized

8. First Renewal to Agreement No. 2019/2020-204 with the University of Florida Board of Trustees Re: UF/IFAS Extension Program Assistants (A. Wallau)

Approval of the First Renewal to Agreement No. 2019/2020-204 with the University of Florida Board of Trustees which provides for the salary and benefits for two UF/IFAS Extension Program Assistants in the total amount of \$114,084.41 annually. Term of the Agreement is 10/1/2023 - 9/30/2024.

Funding Source:

## General Fund-Agricultural Agent-Professional Services

9. Funding Agreement between Clay County and Jacksonville Transportation Authority (JTA) for FY 23/24 and FY24/25 (T.Nagle/G. Gunn)

Approval of Funding Agreement with Jacksonville Transportation Authority (JTA) for FY23/24 in the amount of \$1,153,712.00, and FY24/25 in the amount of \$1,188,287.00. Both fiscal years are pending approval based on each respective budget.

Funding Sources:

General Fund - Jacksonville Transp Auth/Motor Veh Svc - Repairs & Maintenance

General Fund - Jacksonville Transp Auth/Motor Veh Svc -Repairs & Maintenance Vehicles

General Fund - Jacksonville Transp Auth/Motor Veh Svc -Other Contractual Services

General Fund - Jacksonville Transp Auth/Motor Veh Svc -Transport

General Fund - Jacksonville Transp Auth/Motor Veh Svc-Transportation TD

General Fund - Jacksonville Transp Auth/Motor Veh Svc - Transportation 5311

General Fund - Transit Authority - Temp Labor Billing Coll & Mgmt

10. Memorandums of Agreement regarding usage of Clay County Gun Range (C. Grimm)

- a) Memorandum of Agreement between Clay County and Town of Orange Park;

- b) Memorandum of Agreement between Clay County and City of Green Cove Springs; and

- c) Memorandum of Agreement between Clay County and Clay County District Schools

11. Clay County Greenway Member's Project State Funded Grant Agreement (M. Mosley/R. Smith)

- A) Approval of State Funded Grant Agreement with Florida Department of Transportation (FDOT) in the amount of \$1,000,000 for the Clay County Greenway Member's project Live Oak to Jennings State Forest.

- B) Approval of accompanying Resolution authorizing entry into the Grant Agreement and delegating authority to the County Manager to execute and submit future agreements, amendments, and documents to the Grant Agreement.

Funding Source (Revenue):

Capital Improvement Plan (CIP) Projects Fund-Non-Capital  
Improvement Element-State Grant - Transportation

12. State Highway Lighting Maintenance and Compensation Agreement No. 2020/2021-219, Work Order No. 2 with the Florida Department of Transportation for FY 23/24 (R. Smith)  
Approval of State Highway Lighting Maintenance and Compensation Agreement with Florida Department of Transportation (FDOT) for FDOT FY 23/24 in the amount of \$224,297.28, to provide compensation to the County for providing state highway street light maintenance within the County.  
Funding Source (Revenue):  
Transportation Trust Fund - St Grant - Other Transportation
  
13. Acceptance for Final Plat for Recording - Thorp Plat (District 5, Comm. Burke)(R. Smith)  
Staff has reviewed and recommends that the Board accept and approve the final Plat for recording.
  
14. Acceptance of the Bradley Creek Unit 2 Subdivision (District 5, Comm. Burke)(R. Smith)  
Acceptance of the Bradley Creek Unit 2 Subdivision by the County for maintenance with the creation of a MSBU
  
15. Public Emergency Medical Transportation Letter of Agreement with the State of Florida, Agency for Health Care Administration for State FY 23/24 (D. Sileo)  
Approval of the Public Emergency Medical Transportation Letter of Agreement with the State of Florida Agency for Health Care Administration, regarding the remittance of Intergovernmental Transfers (IGTs) funds in an amount not to exceed \$535,864.51.  
Funding Source:  
General Fund - Ambulance Billing Department - Public Emergency Medical Transportation - Managed Care Organization - Inter-Governmental Transfer
  
16. Amendment to Agreement No. 2021/2022-129 with Island Outdoor Management, Inc. for Stormwater Pond Mowing (E. Pope)  
Approval of the Amendment to Agreement No. 2021/2022-129 with Island Outdoor Management, Inc. for Stormwater Pond Mowing adding additional locations and beginning October 1, 2023, including the month

of March to the annual schedule. Amendment increases the annual cost from \$53,514.90 to \$79,868.61.

Funding Source:

Transportation Trust Fund-Public Works-Repairs and Maintenance

17. Renewals of Multiple Agreements for Continuing General Engineering Consulting Services for Construction Engineering Inspection (CEI) (R. Smith)

Approval of the First Renewal of the following Agreements for Continuing Services for Construction Engineering Inspection for an additional one-year term commencing October 12, 2023 through October 11, 2024:

A) Construction and Engineering Services Consultants, Inc., Agreement No. 2021/2022-6

B) Eisman & Russo, Inc., Agreement No. 2021/2022-7

C) England, Thims & Miller, Inc., Agreement No. 2021/2022-8

D) VIA Consulting Services, Inc., Agreement No. 2021/2022-9

Funding Source:

Various

18. A Resolution of the Board of County Commissioners of Clay County, Florida, pursuant to Florida Statutes Section 197.332(2), authorizing the County Tax Collector to conduct County business at a branch office located at 518 Kingsley Avenue, Orange Park, Florida (C. Grimm)

19. Florida Job Growth Grant Fund Proposal Letter (M. Mosley)

Approval of Florida Job Growth Grant Fund Proposal Letter for a proposed award of up to \$3,562,500 contingent upon entry into a grant agreement with Florida Department of Commerce.

Funding Source:

N/A

20. Interlocal Agreement between Clay County and Clay County Utility Authority for Road Work and Utility Work for County Road 220 Quadrant Intersection (Phases 1a and 1b) (C. Grimm)

Approval of Interlocal Agreement between Clay County and Clay County Utility Authority for Road Work and Utility Work for County Road 220 Quadrant Intersection (Phases 1a and 1b).

*Consent Agenda discussion can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 54:14 and ending at. Below is a summary of the discussion and vote.*



Chairman Betsy Condon noted that Items 10(c) and Item 13 have been stricken from the agenda and will not be voted on tonight.

Following a brief discussion to clarify the items removed, Commissioner Mike Cella made a motion for approval of the Consent Agenda minus items 10(C) and 13, seconded by Vice-Chairman James Renninger, which carried 5-0.

## **NEW BUSINESS**

### 21. Consideration of 2024 Legislative Priorities

*The 2024 Legislative Priorities discussion can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 55:25 and ending at 1:11:20. Below is a summary of the discussion.*

Charlie Latham, Assistant County Manager, addressed the Board to introduce Mercer Fearington, Southern Group who came to discuss the concerns with the upcoming session and to give an overview of issues that will impact the county.

Mercer Fearington, Lobbyist with the Southern Group addressed the Board to give an overview upcoming legislative session and discuss the appropriation deadlines.

- Form in by November 14, 2023

Charlie Latham, Assistant County Manager, addressed the Board to discuss the 2023 Legislative Session. Mr. Latham noted that Palm Card from last year and said the Board was given a handout for discussing topics. See Attachment D. The items talked about when meeting with Mr. Fearington are broken into two categories:

- Appropriations (Topics)
  - Reginal Park (Phase 2)
  - CR 209
  - Widen Highway 16
  - Veterans Park
  - Public Safety Complex
- Legislation:
  - Modify P.A.C.E. (Improve Consumer Protections)
  - No Expansion of Permissible Uses of Tourist Development Tax
  - Fully Fund Visit Florida
  - Watch Changes in FRS Legislation
  - Modify \$65.00 Judicial Fee

Mr. Latham clarified the \$65.00 fee and said he would like to come back on the 10th of October and have a proposed palm card format with content. Once there is approval, the

information will go to Mr. Fearington to get started since there is an early session this year.

There were questions and discussions regarding CR 209, topics, information, data for the palm card, and P.A.C.E.

Following the discussion, Chairman Betsy Condon noted a missed public comment card submitted for item 11 on the Consent Agenda by Carol Newbern and asked her to address the Board.

Carol Newbern, 563 Nassau Court, Fleming Island, Florida, 32003, addressed the Board in favor of item 11 and thanked the Commission.

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

22. Public Hearing to consider Proposed Assessment Resolution authorizing and adopting a Non-Ad Valorem Special Assessment within the County Limits for the purpose of benefiting Assessed Properties through Enhanced Medicaid Payments for Local Services (Hospitals Only), and approval of Directed Payment Program Letter of Agreement (C. Grimm)

*The Public Hearing for Item 22 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 1:11:24 and ending at 1:20:43. Below is a summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board regarding the public hearing to consider the Proposed Assessment Resolution authorizing and adopting a Non-Ad Valorem Special Assessment within the County Limits for the purpose of benefiting Assessed Properties through Enhanced Medicaid Payments for Local Services (Hospitals Only), and approval of Directed Payment Program Letter of Agreement. Ms. Grimm said there were representatives in attendance to present the item.

Charles Luband, Attorney and Representative for the Hospitals, addressed the Board in favor of the Resolution, thanked the Board, and gave an overview of the requested Resolution.

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

Barbara Bujak, 1719 Grove Park Drive, Orange Park, Florida, addressed the Board in opposition to the request.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:18 pm.

There were questions and discussions to clarify and give an overview of how the program works and its requirements, and risk for patients.

Commissioner Mike Cella made a motion for approval, seconded by Vice-Chairman James Renninger, which carried 5-0.

23. 5:05 p.m. or as soon thereafter as can be heard - Second and Final Public Hearing - Adoption of Changes to Tentative Budget, Final Millage and Budget for FY23/24

*The Public Hearing for Item 23 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 1:20:45 and ending at 1:38:24. Below is a summary of the discussion and vote.*

Chairman Betsy Condon opened the floor for the public hearing to discuss the second and final hearing for adopting the changes to the tentative budget, final millage, and FY23/24 Budget at 5:22 pm.

Howard Wanamaker, County Manager, defined the TRIM process for the public and provided millage rate, Resolution, and budget details. See Attachment E.

Chairman Betsy Condon opened the floor for public comment.

With no public comment, several Board Members commented about the budget, the process, and their commitment to the county.

Chairman Betsy Condon said the Board shall vote separately with a roll call vote:

**Adopt the Resolution to make expenditure changes in the budget:**

Commissioner Mike Cella made a motion for approval to adopt the expenditure changes in the budget, seconded by Vice-Chairman James Renninger.

**Roll Call Vote:**

- Commissioner Kristen Burke - Yes
- Vice-Chairman James Renninger - Yes
- Commissioner Alexandra Compere - Yes
- Commissioner Mike Cella - Yes
- Chairman Betsy Condon - Yes

The motion carried 5-0.

**Adopt the Resolution setting the final millage rate to be levied for the County and the Lake Asbury Municipal Service Benefit District for FY 2023-2024:**

Vice-Chairman James Renninger made a motion for approval to adopt the Resolution as stated, seconded by Commissioner Alexandra Compere.

**Roll Call Vote:**

- Commissioner Kristen Burke - Yes
- Vice-Chairman James Renninger - Yes
- Commissioner Alexandra Compere - Yes

- Commissioner Mike Cella - Yes
- Chairman Betsy Condon - Yes

The motion carried 5-0.

**Adopt the Resolution for adopting the final 2023-2024 budget in the amount of \$730,386,740.00 (inclusive of the Lake Asbury MSBD Budget of \$1,139,140.00):**

Commissioner Kristen Burke made a motion for approval, seconded by Commissioner Mike Cella.

**Roll Call Vote:**

- Commissioner Kristen Burke - Yes
- Vice-Chairman James Renninger - Yes
- Commissioner Alexandra Compere - Yes
- Commissioner Mike Cella - Yes
- Chairman Betsy Condon - Yes

The motion carried 5-0.

Commissioner Mike Cella thanked all constitutional officers for working with staff, county staff, and County Manager Wanamaker for their efforts and hard work to put the budget together.

Vice-Chairman James Renninger amplified those comments and said a lot of hard work goes into a \$730M budget.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:39 pm.

**24. Grant Agreement with Lutheran Services Florida for the Clay County Community Paramedicine Program (M. Mosley)**

A) Approval of the Agreement with Lutheran Services Florida for the Clay County Community Paramedicine Program beginning 10/1/2023 through 6/30/2024 in the amount of \$328,134.00.

B) Approval of Letter Delegating Authority to County Manager to execute future contracts, amendments, modifications, extensions, certifications, administrative documents/forms, accompanying attachments, and any other documents related to the Agreement

C) Approval of Accompanying Budget Resolution

Funding Source:

TBD with FY23/24 Budget

*The Grant Agreement discussion can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 1:38:26 and ending at 1:40:43. Below is a summary of the discussion and vote.*

Megan Mosley, Grants Manager, addressed the Board regarding the grant agreement with Lutheran Services Florida for the Clay County Community Paramedicine Program. Ms. Mosley gave an overview and details for the grant agreement with Lutheran Services of Florida for the Clay County Community Paramedicine Program.

There were questions and discussion to clarify what the agreement covers.

Vice-Chairman James Renninger made a motion for approval of A, B, and C, seconded by Commissioner Mike Cella, which carried 5-0.

25. Grant Agreement for Project HL212 Construction of the Regional Sports Complex with Florida Commerce (M. Mosely) (J. Pierce)
  - A) Approval of the Grant Agreement for Project HL212 for Construction of the Regional Sports Complex with Florida Commerce in the amount of \$1,000,000.00.
  - B) Approval of accompanying budget resolution.
  - C) Approval for the County Manager to negotiate and execute contract amendments with Carlton Construction Inc. related to additional construction at the Regional Park. (J. Pierce)

**Funding Source:**

Capital Improvement Plan (CIP) Projects Fund / All Grants Organization / DEO Grant – NE Sports Complex / Florida Commerce Sports Complex / State Grant – Culture and Recreation

*The Grant Agreement discussion for item 25 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023), beginning at 1:40:47 and ending at 1:42:45. Below is a summary of the discussion and vote.*

Megan Mosley, Grants Manager, addressed the Board regarding the grant agreement for project HL212 Construction of the Regional Sports Complex with Florida Commerce. Ms. Mosley gave an overview of the agreement with HL212 for construction at the Regional Sports Complex with Florida Commerce, including the request for the accompanying budget resolution and approval for the County Manager to negotiate and execute the contract amendments.

Justin Pierce, Director of Parks and Recreation, addressed the Board to provide more details regarding the budget and the project.

Commissioner Alexandra Compere made a motion for approval of all three items listed, seconded by Commissioner Mike Cella, which carried 5-0.

26. Final Public Hearing to consider application ZON-0723-00017. Dist. 4, Commissioner Condon (M.Brown)  
Zoning Map Change of 1.02 acres from Commercial & Professional

Office (BA-2) to Community Business (BB-2).

*The Public Hearing for Item 26 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,2023), beginning 1:42:48 at and ending at 1:46:48. Below is a summary of the discussion and vote.*

Mike Brown, Zoning Chief, presented a PowerPoint presentation regarding the public hearing to consider application ZON-0723-00017. It requests a zoning map change of 1.02 acres from Commercial and Professional Office (BA-2) to Community Business (BB-2). See Attachment F.

Chairman Betsy Condon opened the floor for the public hearing at 5:47 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:47 pm.

Vice-Chairman James Renninger made a motion for approval of ZON-0723-0017, seconded by Commissioner Alexandra Compere, which carried 5-0.

27. Final Public Hearing to consider ZON-0823-00019. (M. Brown)  
Continued from September 12, 2023.

This is a County initiated amendment to Article XII of the Land Development Code to shift the duties of the Board of Adjustment to the Planning Commission.

Please note that there have been four applicants for the vacant Board of Adjustment positions subsequent to the continuance and these are included in the below agenda item.

*The Public Hearing for Item 27 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,2023), beginning at 1:46:49 and ending at 1:50:05. Below is a summary of the discussion and vote.*

Chairman Betsy Condon said ZON-0823-00019 was continued from September 12, 2023, and is a recommended Land Development Code to shift the duties of the Board of Adjustment to the Planning Commission. Chairman Condon said she would open the public hearing for anyone to speak and noted that there are four applicants for item 28 that could change their position on this item.

Chairman Betsy Condon opened the floor for the public hearing at 5:48 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:49 pm.

Commissioner Alexandra Compere made a motion for denial of item 27, seconded by Commissioner Mike Cella. There were discussions regarding the concerns mentioned at the previous meeting. The motion carried 5-0.

28. Discussion of Appointments to the Board of Adjustments

Applications were received from:

- Howard Fryer
- Brandon Ludwig
- Nykki L. Van Hof
- Alan G. Guthrie

*Discussions regarding Board of Adjustment appointments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 1:50:06 and ending at 1:53:36. Below is a summary of the discussion and vote.*

Chairman Betsy Condon opened the floor to discuss the appointments to the Board of Adjustments. There were four applications received from:

- Nykki L. Van Hof
- Brandon Ludwig
- Howard Fryer
- Alan G. Guthrie

Following the discussion regarding the process, the applicants, and their qualifications, Commissioner Mike Cella made a motion for approval to appoint Brandon Ludwig and Nykki L. Van Hof, seconded by Vice-Chairman James Renninger, which carried 5-0.

29. Public Hearing on the adoption of an Ordinance amending Sections 15-3.3 of Article I of Chapter 15 of the Clay County Code by amending subsection (b) to prohibit feeding animals in County-owned parks; amending subsections (f) and (g) to prohibit overnight vehicular parking in County-owned parks; adding a subsection (l) to prohibit smoking, vaping, and the use of tobacco products in County-owned parks; and amending the current subsection (l) to provide for additional penalties for violations and redesignating such Section as subsection (m) (C. Grimm/J. Pierce)

*The Public Hearing for Item 29 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 1:53:38 and ending at 2:06:46. Below is a summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board regarding the public hearing for the adoption of an Ordinance amending Sections 15-3.3 of Article I of Chapter 15 of the Clay County Code by amending subsection (b) to prohibit feeding animals in County-owned parks amending subsections (f) and (g) to prohibit overnight vehicular parking in County-owned parks; adding a subsection (l) to prohibit smoking, vaping, and the use of tobacco products in County-owned parks; and amending the current subsection (l) to provide for additional penalties for violations and redesignating such Section as subsection. County Attorney Grimm provided details regarding the amendments, as mentioned above.

There were questions and discussions regarding county-owned dog parks.

Chairman Betsy Condon opened the floor for the public hearing at 5:57 pm.

Barbara Bujak, 1719 Grove Park Drive, Orange Park, Florida, addressed the Board in opposition to item 29 regarding prohibiting smoking.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:38 pm.

Following public comment, the Board discussed their position on the concerns raised by Ms. Bujak and why changes are being implemented now.

Vice-Chairman James Renninger made a motion for approval of the Ordinance as modified, seconded by Commissioner Kristen Burke, which carried 5-0.

30. Public Hearing for consideration of a Resolution of the Board of County Commissioners of Clay County, Florida, pursuant to Florida Statutes Section 125.379, approving an inventory list of real property to which the County holds fee simple title and which is appropriate for use as affordable housing; providing for posting of the inventory list on the County's website as required by subsection (1) thereof; and providing for use of the inventory list of properties as set forth in subsection (2) thereof (C. Grimm)

*The Public Hearing for Item 30 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,%202023), beginning at 2:06:48 and ending at 2:19:02. Below is a summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board regarding the public hearing to consider a Resolution of the Board of County Commissioners of Clay County, Florida, pursuant to Florida Statutes Section 125.379, approving an inventory list of real property to which the County holds fee simple title and which is appropriate for use as affordable housing; providing for posting of the inventory list on the County's website as required by subsection (1) thereof; and providing for use of the inventory list of properties as set forth in subsection (2). County Attorney Grimm provided details regarding the Live Local Act and requirements for the Florida Statute Section 125.379 amendment regarding the list of real property within our jurisdiction that the Board deems appropriate for use as affordable housing. Ms. Grimm said attached to the Resolution is Exhibit A - Inventory List of Live Local Act Properties provided in the backup.

Chairman Betsy Condon opened the floor for the public hearing at 6:09 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 6:10 pm.

There were questions and discussions regarding the land at Sunset Avenue (Boyd Educational Nature Park, the process once the list is approved, clarification regarding



the Boyd Educational property and restrictions when deeded to the county, access and location of the property, landlocked property, responsibility of the county, other uses for the property at Sunset Avenue and removing the property from the list.

Following the discussion, Commissioner Alexandra Compere made a motion for approval to adopt the inventory list excluding Sunset Avenue property, seconded by Vice-Chairman James Renninger, which carried 5-0.

## **LETTERS FOR ACTION**

### **31. Evaluation and Appraisal Review Letter to the State Department of Commerce**

Pursuant to Rule Chapter 73C-49, Florida Administrative Code, every seven years each county is required to determine whether the need exists to amend their comprehensive plan to reflect changes in state requirements since the last time the comprehensive plan was updated. The attached letter has been drafted in response to this requirement and requires the signature of the Board Chair before being submitted to the Florida Department of Commerce.

*Evaluation and Appraisal Discussion can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023), beginning at 2:19:03 and ending at 2:21:30. Below is a summary of the discussion and vote.*

Mike Brown, Zoning Chief, addressed the Board regarding the Evaluation and Appraisal Review Letter to the State Department of Commerce. Pursuant to Rule Chapter 73C-49, Florida Administrative Code, every seven years, each county is required to determine whether the need exists to amend its comprehensive plan to reflect changes in state requirements since the last time the comprehensive plan was updated. The attached letter has been drafted in response to this requirement and requires the signature of the Board Chair before being submitted to the Florida Department of Commerce. Mr. Brown gave an overview of the requirements and details regarding the process.

Vice-Chairman James Renninger made a motion for approval to have the Chairman sign the letter, seconded by Commissioner Mike Cella, which carried 5-0.

### **32. Letter of Support for Mercy Services**

*Letter of Support - Mercy Services discussion can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26, 2023), beginning at 2:21:32 and ending at 2:40:27. Below is a summary of the discussion and vote.*

Chairman Betsy Condon opened the floor to discuss the Letter of Support for Mercy Services.

There were comments and discussions regarding correspondence received and clarification of support in the resolution Mercy Services is requesting.

Dr. Robert Cowie, Director Emeritus Chairman of Capital Campaign Mercy Support Services, addressed the Board to provide details regarding the requested letter of support.

There were more questions and discussions regarding Mercy Services plans to construct Mercy Village for people experiencing homelessness, services provided, funding from the delegation, Mercy Services vision, endorsing the letter and supporting Mercy Services, appropriation request by Mercy and future plans, the lack of help to residents in Keystone Heights, providing help to the area, clarification regarding City of Green Cove Springs as mentioned last week.

Howard Wanamaker, County Manager, asked if this would be a letter of support or a Resolution and the Board's desire to have the document finalized and presented at the next BCC meeting. There were comments by the Board and Mr. Cowie to clarify the request and how to move forward.

Following the discussion, Commissioner Mike Cella made a motion for approval to move the letter of Support for Mercy Services until the October 10, 2023, BCC meeting and direction to staff to come up with the language that would be satisfactory to the Board and Mercy Services to let them do what they need to revolving around this request and some of the language already present, seconded by Commissioner Alexandra Compere, which carried 5-0.

## **LETTERS OF DOCUMENTATION**

### **33. Expenditure Review Results - C-3B010: Drug Reduction and Enforcement Initiative \$48,611**

Chairman Betsy Condon acknowledged and highlighted the Letters of Documentation and said this is a letter that the BCC received from the Drug Reduction and Enforcement Initiative. CCSO received a grant for \$48,611.00. Arbitrarily, you are selected for an audit of how you use that grant, and BCC got back accommodation that CCSO passed their audit with flying colors.

## **PUBLIC COMMENTS**

Chairman Betsy Condon opened the floor for public comment at 6:43 pm.

Barbara Bujak, Barbara Bujak, 1719 Grove Park Drive, Orange Park, Florida, addressed

the Board to clarify her concerns regarding item 29 and requested the Board revisit their vote.

Hearing no other comments, Chairman Betsy Condon closed public comment at 6:45 pm.

## **COMMISSION AUDITOR**

Heather Boucher, Commission Auditor, had no comment.

## **COUNTY ATTORNEY**

Courtney Grimm, County Attorney, had no comment.

## **COUNTY MANAGER**

*County Manager Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26,-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,-2023), beginning at 2:44:43 and ending at 2:55:48. Below is a summary of the discussion.*

Howard Wanamaker, County Manager, said the Regional Park is being completed ahead of schedule and discussed the process and options to consider for the name of the road going into the park. There will be a community vote.

- Championship
- Sportsmanship
- Tournament
- Trophy
- Victory

There were questions, discussions, and suggestions for naming the road leading into the park, honoring Sheriff Jennings Murree, the process for naming roads, restrictions, violations, the context for naming projects, upcoming study, and the road being named Winners Circle.

Howard Wanamaker, County Manager, said the intent is to open up voting tomorrow morning and close on October 9, 2023, and it will come back to the Board on October 10, 2023, for the results.

- <https://www.claycountygov.com/government/communications/newsroom>

County Manager Wanamaker spoke about the Veteran's Day Celebration at Camp Blanding Museum on Saturday, November 11, 2023 - from 11:00 am to 3:00 pm; there will be a ceremony at 11:00, and a lunch at WWII prices—free limited edition T-shirts for the first 100 Veterans. The event is at 5629 State Road 16, Starke, Florida 32091. For any questions, you can call (904) 682-3196. County Manger Wanamaker said there will be a ribbon cutting at the Gun Range on Friday, September 29, 2023, at 3:00 pm and an

Open House on Saturday, September 30, 2023, starting at 10:00 am with the opportunity to purchase passes and get a tour of the range. There will be no shooting during the events; however, the gun range will open for business on October 7, 2023 at 8:00 am.

County Manager Wanamaker thanked staff for putting the budget together; it is really a group effort to get all the numbers in and what we are shooting for in the Fiscal Year, not only with staff but Constitutionals as well, and working with the Board to finalize it. Most importantly, he thanked Reginald Kantor, Debbie Sileo, and Troy Nagle; it would have been extremely difficult without their leadership and efforts. County Manager thanked staff again for a successful budget that is balanced and maintained the same millage rate year over year.

## **COMMISSIONERS' COMMENTS**

*Commissioner Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September 26,-2023](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/September%2026,-2023), beginning at 2:55:49 and ending at 3:10:09. Below is a summary of the discussion.*

Commissioner Alexandra Compere thanked staff and clarified information about the library on the go. It would not just serve the Oakleaf area temporarily but the Clay Hill area that needs those services and would benefit from this. Commissioner Compere said that the County Attorney has been doing great work to acquire the land for a library. Courtney Grimm, County Attorney, said they have been in contact with the counsel for the CDD and are trying to work through the actual arrangement to acquire the additional parcel along with the parking.

Vice-Chairman James Renninger amplified the discussion with Smart North Florida about pedestrians and accident risk. Florida ranks at the very top of the worst states for pedestrian deaths almost annually; it is a problem nationally, in Florida, and on Wells Road. Vice-Chairman Renninger asked for clarification on the gun range event, whether they will be taking applications, etc. County Manager Wanamaker said the event is from 10:00 am to 2:00 pm, including vendors, food trucks, a tour of the range, and the opportunity to buy yearly memberships. The range will be open for shooting on October 7, 2023, from 8:00 am to 4:00 pm. Shooting will not be allowed at the open house and will be cash only.

Vice-Chairman Renninger discussed a continuing issue with Dream Finder Homes with allegations of not meeting their warranty requirements and not being responsive. These problems are contractual between the buyer and developer. Vice-Chairman Renninger said if he has the opportunity to attend a CDD meeting, he would ask the County Attorney to describe what litigation may be possible to help resolve these issues.

Commissioner Mike Cella suggested that the building industry itself do something to monitor what happens with their members; it may be a discussion to have with NEFBA to get involved in. Commissioner Cella said it will be a busy day on October 7, 2023; the St. Michael's Soldiers presents Rock the Box 3 - concert at the Thrasher Home Center to be held at 7:00 pm. They are offering free tickets to active and veteran military

personnel, hospital and- front-line workers - first responders - teachers - and linemen. It benefits St. Michael's Soldier, a non-profit that does a great job ensuring that service members who go overseas are not forgotten. They package up socks, snacks, etc., and send it overseas.

Commissioner Kristen Burke had no comments.

Chairman Betsy Condon said she had a conversation with the County Manager regarding the ROW mowing issue and was told there is a problem with getting the vendor to perform. Chairman Condon spoke about the High Ridge Initiative clean-up she attended on Saturday and recognized Jason Clark, Coordination and Relationships Manager, for all his hard work. She also mentioned a gentleman living in Orange Park who volunteers and drove to Keystone to help. Chairman Condon mentioned the open house at the Keystone Heights Library and recognized Katie Jackson for all she does for the community. Ms. Jackson recognized a need for teen activities, took a small space at the library, and made a "Teen Space." Chairman Condon said Fire Chief Motes shared a letter from a constituent thanking Fire Station 11 for their efforts in saving his life. They are all Rock Stars!

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 7:11 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**

BCC- Board of County Commissioners

CCFR – Clay County Fire Rescue

CR – County Road

FDOT – Florida Department of Transportation

FY – Fiscal Year

IFAS – Institute of Food and Agricultural Science

MSBD – Municipal Service Benefit District

ROW – Right-of-Way

ROW – Right-of-Way

TRIM – Truth in Millage

VAB – Value Adjustment Board