



## BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

June 11, 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 Kristen Burke, District 5, gave the Invocation.

### **PLEDGE**

US Navy Petty Officer Third Class Robert Roland Powers led the Pledge of Allegiance.

Chairman James Renninger said Petty Officer Robert Powers was born in Clarksville, Tennessee, on June 13, 1924. In two days, he will be celebrating his 100<sup>th</sup> birthday! Pearl Harbor happened the same year Petty Officer Powers graduated high school in 1941. He, his younger brother, and their two friends joined the military together. They all ended up in different branches, but Petty Officer Powers joined the Navy, where he became a member of the Seabees - the United States Naval Construction Battalions. He began his service in July 1943 and was honorably discharged in May 1946. After World War II - he graduated from the Bowling Green College of Commerce and married his wife, Pat. He worked as an accountant until 1990 and loved to sing at weddings and funerals in his free time. When Petty Officer Powers retired, he moved from Tennessee to Jacksonville and sang in choirs at Mandarin Christian Church - Bay Meadows Baptist Church and University Baptist Church. Chairman Renninger wished Petty Officer Powers a Happy Birthday!

The Board presented Petty Officer Powers with a Certificate of Appreciation for his service and for leading the Pledge of Allegiance at today's meeting. In attendance along with Petty Officer Powers: Family Members:

- Alicia Powers
- Roland Powers (Jr)
- Christy Love
- John Benton

Petty Officer Powers thanked the Board for allowing him to lead the Pledge of Allegiance and spoke about his appreciation for life during and after the military.

## **CALL TO ORDER**

Chairman James Renninger called the meeting to order at 4:10 pm.

## **ROLL CALL**

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

**Absent:** None

**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 - Rocky (dog) - Ralphie (dog) - Astrid (cat.) 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 clinics 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. Amateur Radio Week (June 17-23, 2024)

*Amateur Radio Proclamation can be seen at-  
[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC)  
Agenda/June 11, 2024, beginning at 12:25 and ending at 18:05. Below is a summary  
of the discussion and vote.*

Chairman James Renninger said Amateur Radio Operators are celebrating more than a century of broadcast over the airwaves. We honor their dedicated service and valuable partnerships in Florida, especially during hurricane season, when they step up to ensure constant communication with emergency managers and impacted communities.

Present for the Proclamation:

- Scott Roberts - Assistant Emergency Coordinator and Public Information Officer with Clay County's Amateur Radio Emergency Service

Commissioner Kristen Burke read the Proclamation for Amateur Radio Week - June 17 through June 23, 2024.

Chairman James Renninger made a motion for approval of the Proclamation, seconded by Commissioner Alexandra Compere, which carried 5-0.

Mr. Roberts spoke about the upcoming event at Camp Chowenwaw on June 22 and 23, 2024, and talked about the activities that will be held that citizens can participate in.

Tim Devin, Director of Clay County Emergency Management, expressed his appreciation for the partnership with Amateur Radio Emergency Services (ARES), Mr. Roberts, and his team.

## **DECLARATIONS**

### **2. National Mosquito Control Awareness Week (June 20-26, 2024)**

Chairman James Renninger spoke about the Declaration on today's agenda for Mosquito Control Awareness Week. Last fiscal year, the Clay County Mosquito Control Program treated more than 235,000 acres of rural and urban property county-wide, utilizing effective and environmentally safe mosquito control practices. Chairman Renninger encouraged everyone to read the Declaration.

## **CONSTITUTIONAL OFFICERS**

### **3. Tax Deed Sale Process (T. Green)**

Chairman James Renninger recognized Sheriff Michelle Cook and Undersheriff Ron Lendvay and thanked them for their attendance.

*Tax Deed Sale Process can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC_Agenda/June_11,_2024), beginning at 19:20 and ending at 42:30. Below is a summary of the discussion.*

Tara S. Green, Clerk of Court and Comptroller, recognized several team members in attendance -Tracie McRae - Chief Operations Officer; Brian Byrd - General Counsel, and Stephanie Davis - Tax Manager with CCTC, and addressed the Board to provide details and an overview for the Tax Deed Sale Process. See Attachment B. Clerk and Comptroller Green also referenced the Clerk's website to provide more information regarding Tax Deed Sales and the steps to find all the details associated with Tax Deeds and Lands Available—[www.clayclerk.com](http://www.clayclerk.com) – Tax Deeds and Foreclosures.

Questions and discussions were had regarding lien information, title search, bidders' responsibility, bidding process, lien process, available documents, hearings before the Special Magistrate, code enforcement process, fees, and auction process.

Chairman James Renninger recognized Bryan Campbell - US House of Representatives District Director from Representative Aaron Bean's Office, and Sarah Campbell, Town Manager of Orange Park.

## **APPROVAL OF MINUTES**

### 4. Board of County Commissioners Meeting Minutes May 28, 2024.

Commissioner Betsy Condon made a motion for approval of the May 28, 2024, BCC meeting minutes, seconded by Vice-Chairman Mike Cella, which carried 5-0.

## **PUBLIC COMMENTS**

*Public Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/June%2011,%202024), beginning at 43:15 and ending at 46:02. Below is a summary of the discussion.*

Chairman James Renninger opened the floor for public comment at 4:45 pm.

Dennis Metheny, 1825 B Green Springs Circle, Fleming Island, addressed the Board to express his gratitude to CCSO and Sheriff Michelle Cook.

Hearing no other comments, Chairman James Renninger closed public comment at 4:47 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. Bid No. 23/24-056, Cold Mix Asphalt (K. Smith)

Approval to post Notice of Intent to Award Bid 23/24-056, Cold Mix Asphalt to Duval Asphalt Products, Inc. at the per ton cost provided in the bid submittal. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

Transportation Trust Fund - Public Works - Road Materials and Supplies

7. Bid No. 23/24-063, Material and Delivery of Stormwater Drainage Pipe (K. Smith)

Approval to award Bid No. 23/24-063, Material and Delivery of Stormwater Drainage Pipe to both Core & Maine LP and to Gulf Atlantic Co, Inc. at the unit costs provided in the bid submittals. Approval of award will be effective after the 72-hour protest period has expired. Drainage Pipe is purchased as needed.

Funding Source:

Transportation Trust Fund - Public Works - Road Materials and Supplies

8. Second Renewal and First Amendment to Agreement with Command Counseling Center, LLC (D. Motes)

A) Approval of the Second Renewal and First Amendment to Agreement No. 2021/2022-188 with Command Counseling Center, LLC for Clinical Services in the amount of \$96,996.00 annually. Command Counseling Center is a sole source provider of these services.

B) Approval of advanced payment (\$24,249.00 quarterly).

**Funding Source:**

75% Fire Control MSTU Fund - Fire Control MSTU - Medical, Dental and Related

25% - General Fund - Rescue Services - Medical, Dental and Related

9. Thirteenth Amendment to Agreement No. 2020/2021-213 for Professional Engineering Design Consultant Services regarding Project 6A with Jacobs Engineering Group Inc. (E. Dendor)

Approval of the Thirteenth Amendment to Agreement No. 2020/2021-213 for Professional Engineering Design Consultant Services for the Bonded Transportation Program Project 6A with Jacobs Engineering Group Inc. in the total amount of \$25,345.16.

Funding Source:

2020 Bond Construction Fund - FCC-US17 to CR315 - Infrastructure

10. Interlocal Agreement with the Clay County School Board Re: Funding for School Resource Officers (July 1, 2024 - June 30, 2027) (C. Grimm)

A) Approval of the Interlocal Agreement with the Clay County School Board regarding Funding for School Resource Officers (July 1, 2024 - June 30, 2027)

B) Approval of the accompanying budget resolution.

11. Satisfaction of Mortgage for Croston, Downard, Watson and Webb (T. Sumner)
12. Deed of Easement from CSX Transportation, Inc. to Clay County for widening of Russell Road (County Road 209) (C. Grimm)

Commissioner Kristen Burke made a motion for approval of the Consent Agenda, seconded by Commissioner Betsy Condon, which carried 5-0.

## **DISCUSSION/UPDATES**

13. Progress Report on the Bonded Transportation Program (E. Dendor)

*Progress Report - BTP can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/June%2011,%202024), beginning at 46:43 and ending at 56:30. Below is a summary of the discussion.*

Ed Dendor, Program Administrator of the Bonded Transportation Program, spoke about the injured worker who was struck early this morning around Watkins Road and Russell Road and asked for prayers for healing, as well as for his family, friends, and co-workers.

Mr. Dendor then addressed the Board to give a brief overview of the progress report attached to the agenda for the BTP on the following projects:

- **Project #1 – CR 218 from Masters Road to Pine Tree Lane:** Anderson Columbia was issued a construction notice to proceed and the team held a preconstruction meeting on May 22nd. TECO gas continued relocating their gas main within the County's right-of-way. Our team released, for construction revision No. 3, to design around CUA's lack of easements to install their gravity sewer main. Our team is reviewing shop drawings to approve drainage structures and CUA sanitary sewer. The Contractor installed Portable Changeable Message Signs (PCMS) Boards and advance warning signs to notify the public of the upcoming roadway construction.
- **CMAR Group #2 Projects - #2, #5 and #6A:** Appraisals and offers continue for ponds sites and ROW acquisitions. Some ROW acquisitions continued to be pursued through the Eminent Domain proceedings.
  - **Project #2 (CR209):** Superior continued clearing and grubbing work along the right of way on CR209. Utility adjustments continued throughout the corridor. Over the next several weeks Drainage systems will be installation from Pond 2 to US 17. On May 15th the County held a preconstruction kick-off meeting with CSX for their railroad crossing widening and improvements. A request for CSX flagmen was processed with CSX. The CSX schedule is critical to the overall work plan and the team is working with the contractor and CSX to maximize program efficiency during the CSX crossing closure, in an attempt to minimize impacts to the traveling public.

- **Project #5 (CR220):** Very little progress on this project due to the continued Federal injunction caused by the FDEP 404 permit delay. Plans are completed and, on the shelf, awaiting permit approval.
- **Project #6A (CR315):** ROW acquisition efforts continued, some of the properties are being pursued through Eminent Domain proceedings. The team is developing a slimmed down version of the operational and signaling improvements due to the Federal injunction on the FDEP 404 permit. The team is working with Superior for a GMP on this slimmed down version. The slimmed down scope is being divided up into work for Project #6B, transition work near Maryland Avenue and into Project #2 for the intersection work at CR315 & CR315B. The team continues to track a new permit application through the Army Corps of Engineers, this submittal is a duplicated effort for what was originally submitted to FDEP and is due to the FDEP 404 Federal injunction.
- **CMAR Group #1 Projects - #3 and #4:** Bi-Monthly status meeting was held.
  - **Project #3A (CR209 AKA Russell Road):** The contractor, Kirby Development, for the CR209 section from just north of Oak Stream Road to just south of Watkins Road continued with the operational and safety improvements and the sidewalk along the eastern side of CR209. Due largely to the multiple acts of vandalism and damage to the contractor's equipment as well as multiple trespassing infractions into the contractor's workspace and site by the community, Clay County Sheriff Officers were added to safe-up the site. An engineered solution was proposed, reviewed, and agreed to for the cross-culvert connection south of Watkins. The solution was to redirect the outflow. While dewatering and performing this assessment damage was discovered inside the cross-drain pipes so an engineered solution was to add liners to the double 54" cross-drains. This intent is to avoid having a costly and timely replacement of these cross-drains, this project is on schedule, 61% of the project is completed with respect to time and 20% has been paid out.
  - **Project #3B:** (Connecting the east-end of project #4 and runs through the roundabout to CR 209B) Kiewit continued their pre-mobilization activities and held their bi-monthly 4-week look ahead status meetings. The team continued working with property owners to obtain the necessary right-of-way for the balance of the roadway realignment. Clay Electric will begin their underground electrical relocation at the CR 209B intersection & CR 209 on June 10th. The Contractor installed Portable Changeable Message Signs (PCMS) Boards and advance warning signs to notify the public of the upcoming roadway construction.
  - **Project #4 (CR739B AKA Sandridge Road):** Kiewit Infrastructure South Co. continues construction activities along both side and across Sandridge Road. This project is on schedule with 56% paid out and 62% of time has been used.
  - **Project #6B (AKA Cathedral Oak Parkway (COP & CR216), FKA the First Coast Connector):** The County's Team and Superior Construction Company Southeast, LLC (SCC) and their designer RS&H continued to hold bi-monthly status meetings. Cut and fill operations continue throughout the roadway corridor from SR23 at the far west-end of this project to CR 315 and Maryland Ave at the far east end. Pile driving continued on the west bank of Pete's Creek. Pile cap installation continued at the bridge while Superior

continued setting beams on the completed pile caps and continued to place rebar for placing the bridge deck. The first portion of the bridge deck was placed. Stormwater cross drainpipe installations continue to be placed along with sub-base, limestone, sidewalk, and curbing installation continued from west to east.

There were questions and discussions regarding the Corps of Engineers permit process.

Bryan Campbell, the District Director of the US House of Representatives, offered an update regarding the federal injunction, case status, and permit issue.

## **OLD BUSINESS**

14. Issuance of the County's Sales Surtax Revenue Bonds, Series 2024: Approval of Resolution of the Board of County Commissioners of Clay County, Florida, supplementing Resolution No. 2019/2020-45 of the County; making certain covenants and agreements in connection with the issuance of the County's Sales Surtax Revenue Bonds, Series 2024, including approval of execution for the Bond Closing of the Bond Purchase Contract; Official Statement relating to Clay County, Florida, Sales Surtax Revenue Bonds, Series 2024; and Disclosure Dissemination Agent Agreement; and approving authorization for the Chairman of the Board of County Commissioners and/or County Manager to execute any other documents necessary to close the transaction (C. Grimm/T. Nagle)

*Bonds discussion can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June-11,-2024), beginning at 56:35 and ending at 1:02:12. Below is a summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board to provide details and information for the Issuance of the County's Sales Surtax Revenue Bonds, Series 2024: Approval of Resolution of the Board of County Commissioners of Clay County, Florida, supplementing Resolution Number 2019/2020-45 of the County.

Jeremy Neufeld, Managing Director for PFM, provided more information and an explanation of the process and moving forward for the Sales and Surtax Revenue Bonds - Series 2024.

There was clarification for the number of the Resolution - 2023/2024-57 and the intent for the Resolution.

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



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

15. Lien Reduction

Case No. CE-23-021, 492 A Taylor Avenue, Orange Park, Florida  
Vera M. Willis and Roger D. Willis, current property owners  
Christopher Carson, potential property owner

*Lien Reduction - CE-23-021 can be seen-at-  
www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC  
Agenda/June 11, 2024, beginning at 1:02:18 and ending at 1:08:46. Below is a  
summary of the discussion and vote.*

Chereese Stewart, Assistant County Manager, addressed the Board to provide details and information regarding the lien reduction request, Case Number CE-23-021, 492 A Taylor Avenue, Orange Park, Florida, including staff costs at \$1,540.00.

There were comments, questions, and discussions regarding the scope of work to clean up the property, costs for cleaning up and purchasing the property, and lien information.

Commissioner Alexandra Compere made a motion for approval of staff cost of \$1,540.00, seconded by Commissioner Betsy Condon; the property value was mentioned - roughly \$57,000.00 and the burden of the staff costs; the motion carried 5-0.

16. Public Hearing on Petition to Establish the Governors Park South  
Community Development District (C. Grimm)

Governors Park Property Holdings, LLC, has submitted to the Board a petition to establish the Governors Park South Community Development District within a 2,045-acre tract situated solely within unincorporated Clay County.

*Establishing the Governors Park South CDD can be seen-at-  
www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC  
Agenda/June 11, 2024, beginning at 1:08:49 and ending at 1:21:56. Below is a  
summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board to provide details and information regarding item 16 - the public hearing to establish the Governors Park South Community Development District. Governors Park Property Holdings, LLC, has submitted to the Board a petition to establish the Governors Park South Community Development District within a 2,045-acre tract situated solely within unincorporated Clay County, as well as item 17 - the Ordinance creating the CDD. County Attorney Grimm introduced the representative for Governors Park South - Michael Eckert, who has a presentation.

Michael Eckert, Legal Counsel for Governors Park South, presented a PowerPoint

presentation to the Board regarding the request to establish and create the Governors Park South CDD. See Attachment C.

There were questions and discussions regarding future development and recreational components for the development.

Chairman James Renninger opened the floor for the public hearing at 5:21 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 5:21 pm.

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

#### 17. Public Hearing for consideration of an Ordinance creating the Governors Park South Community Development District (C. Grimm)

All discussions regarding the creation of the Governor's Park South CDD were held during item 16.

Chairman James Renninger opened the floor for the public hearing at 5:22 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 5:22 pm.

Vice-Chairman Mike Cella made a motion for approval of the Ordinance creating the CDD, seconded by Commissioner Alexandra Compere, which carried 5-0.

Commissioner Alexandra Compere expressed her gratitude for the partnership with Mr. Eckert and his help transferring the land from the CDD to the county for the library in Oakleaf.

#### 18. First Public Hearing to Consider the Community Development Block Grant (CDBG) Annual Action Plan for FY 2024-25 (M. Covey)

A 30-day Public Comment Period to gain community response to the plan begins on June 11, 2024, and will run through July 10, 2024. Public Meetings will be held on June 17, 18, and 27. All comments received will be included with the presentation of the final plan for adoption before the Board on Tuesday, July 23, 2024.

*Community Development Block Grant (CDBG) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 1:21:57 and ending at 1:25:04. Below is a summary of the discussion and vote.*

Megan Covey, Grants Director, addressed the Board to provide details and information

regarding the Community Development Block Grant (CDBG) Annual Action Plan for FY 2024-25. A 30-day Public Comment Period to gain community response to the plan begins on June 11, 2024, and will run through July 10, 2024. Public Meetings will be held on June 17, 18, and 27, 2024. All comments received will be included with the presentation of the final plan for adoption before the Board on Tuesday, July 23, 2024.

Feedback, questions, and discussions were held regarding the estimated number of people helped by the community clean-up.

Chairman James Renninger opened the floor for the public hearing at 5:26 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 5:26 pm.

No action was required by the Board.

#### 19. Public Hearing on Petition to Vacate a Portion of Railroad Ave ROW Closure of a portion of Railroad AVE and unnamed Rd ROW

*Railroad Avenue ROW - can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 1:25:06 and ending at 1:28:23. Below is a summary of the discussion and vote.*

Richard Smith, Director of Engineering, addressed the Board to provide details and information regarding the Petition to Vacate a Portion of Railroad Ave ROW public hearing.

Susan Frasier, SLF Consulting, addressed the Board to provide more comments and information for the request to vacate the road.

There were questions and discussions regarding the applicant and the size of the property.

Chairman James Renninger opened the floor for the public hearing at 5:29 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 5:29 pm.

Vice-Chairman Mike Cella made a motion for approval as requested, seconded by Commissioner Kristen Burke, which carried 5-0.

#### 20. Public Hearing on Petition to Vacate a Portion of Seminole Ave ROW Closure of a portion of Seminole Ave right-of-way

*Seminole Avenue ROW - can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024), beginning at 1:28:27 and ending at 1:30:10. Below is a summary of the discussion and vote.*

Richard Smith, Director of Engineering, addressed the Board to provide details and information regarding the request for a continuance for the public hearing on the Petition to Vacate a Portion of Seminole Road ROW and the request for a continuance until However, there would need to be a public hearing due to advertisement.

Chairman James Renninger opened the floor for the public hearing at 5:31 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 5:31 pm.

Vice-Chairman Mike Cella made a motion for approval of the continuance until June 25, 2024, BCC meeting, seconded by Commissioner Kristen Burke, which carried 5-0.

## 21. Public Hearing on Petition to Vacate a Portion of Melrose Rd ROW Closure of a portion of the Melrose Rd right-of-way

*Melrose Road ROW - can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024), beginning at 1:30:12 and ending at 2:16:48. Below is a summary of the discussion and vote.*

Richard Smith, Director of Engineering, addressed the Board to provide details and information regarding the public hearing for the Petition to Vacate a Portion of Melrose Road ROW. There are lots of safety concerns.

There were questions and discussions regarding emergency access and if the road is used for emergency services. Jason Boree, Deputy Chief of Operations - CCFR, stated that the road is not used for emergency services.

Chairman James Renninger opened the floor for the public hearing at 5:38 pm.

Joseph Foy, 8296 Melrose Road, Melrose, Florida, addressed the Board in favor of the request to vacate the road.

Nancy Blicht, 8449 Lilly Lake Road, Melrose, Florida, addressed the Board in favor of the request to vacate the road.

Corey Meade, 8324 Melrose Road, Melrose, Florida, addressed the Board in favor of the request to vacate the road.

Kenneth Feeken, 8230 Melrose Road, Melrose, Florida, addressed the Board in favor of the request to vacate the road.

William Beck, 8485 Lilly Lake Road, Melrose, Florida, addressed the Board in opposition to the request to vacate the road.

Payton Capper, 8291 Melrose Road, Melrose, Florida, addressed the Board in favor of the request to vacate the road.

James Doty-O'Kelly, 8358 Lilly Lake Lane, Melrose, Florida, addressed the Board in opposition to closing the road.

Kenneth Berry, 8263 Melrose Road, Melrose, Florida, addressed the Board in opposition to closing the road.

Gordon Curtis, 6574 Opal Lake Lane, Melrose, Florida, addressed the Board in opposition to closing the road.

Logan Curtis, 8358 Lilly Lake Road, Melrose, Florida, addressed the Board in opposition to closing the road.

Joan Winkler, 8437 Lilly Lake Road, Melrose, Florida, addressed the Board in opposition to closing the road.

Reggie Tumlin, Applicant, 680 CR219, Melrose, Florida, addressed the Board to explain the request to vacate this portion of Melrose Road.

Hearing no other comments, Chairman James Renninger closed the public hearing at 6:05 pm.

Commissioner Betsy Condon spoke about the complexity of closing the road.

Commissioner Betsy Condon made a motion for approval to vacate Melrose Road, seconded by Vice-Chairman Mike Cella. There were comments and discussions regarding the concerns mentioned during the public hearing and what measures will be taken to close the road. The motion carried 5-0.

22. Final Public Hearing to consider adoption of COMP 24-0011 and ZON 24-0009. (District 5, Comm. Burke) (T. McCoy)

A. COMP 24-0011

This application is a FLUM Amendment to change approximately 4 acres from Rural Fringe (RF) to Industrial (IND).

B. ZON 24-0009

This application is a Rezoning to change from Agricultural Residential (AR) to Heavy Industrial (IB).

*COMP-24-0011 and ZON-24-0009 can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024), beginning at 2:16:57 and ending at 2:29:16. Below is a summary of the discussion and vote.*

**All those wishing to speak were sworn in.**

Tanja McCoy, Senior Planner, presented a PowerPoint presentation regarding the public hearing to consider COMP-24-0011 and ZON-24-0009. See Attachment D.

- **COMP-24-0011**: FLUM Amendment to change approximately four acres from Rural Fringe (RF) to Industrial (IND).
- **ZON-24-0009**: Rezoning to change from Agricultural Residential (AR) to Heavy Industrial (IB).

Patrick Kennedy, 673 3rd Avenue, Welaka, Florida, Agent for the applicant, was available to answer questions from the Board.

With no questions, Chairman James Renninger opened the floor for the public hearing at 6:29 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:29 pm.

Commissioner Kristen Burke made a motion for approval of COMP-24-0011, seconded by Commissioner Alexandra Compere, which carried 5-0.

Commissioner Kristen Burke made a motion for approval of ZON-24-0009, seconded by Commissioner Alexandra Compere, which carried 5-0.

**23. First Public Hearing to consider adoption of ZON 24-0007. (BSC) (T. McCoy)**

This application is a Land Development Code change to Article III changing section 3-27(b) to add hotels as a permitted use.

*ZON-24-0007 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 2:29:18 and ending at 2:41:10. Below is a summary of the discussion.*

Tanja McCoy, Senior Planner, presented a PowerPoint presentation regarding the public hearing to consider ZON-24-0007, a Land Development Code change to Article III, changing Section 3-27(b) to add hotels as a permitted use. See Attachment E.

There were questions and discussions regarding proposed changes to the LDC not to allow extended-stay hotels, the intent and height of the proposed development, and the surrounding development.

Chairman James Renninger opened the floor for the public hearing at 6:41 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:41 pm.

No action was required by the Board.

24. First Public Hearing to consider ZON-24-0003. (Debris Facilities) (D. Selig)

This application is a Staff initiated amendment to the Land Development Code to limit the zoning districts in which Land Clearing Debris Disposal Facilities are allowed. In addition, changes are proposed to the conditional use itself including amending the use name and some of the conditions of the use.

*ZON-24-0003 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 2:41:16 and ending at 2:43:55. Below is a summary of the discussion.*

Dodie Selig, Chief Planner, addressed the Commission to provide information and details regarding the public hearing to consider ZON-24-0003; the staff initiated an amendment to the Land Development Code limiting the zoning districts in which Land Clearing Debris Disposal Facilities are allowed. There are also some proposed changes to the conditional use itself, including amending the use name and some of the conditions of the use.

There were questions and discussions regarding conditional use.

Chairman James Renninger opened the floor for the public hearing at 6:45 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:45 pm.

No action was required by the Board.

25. Final Public Hearing to consider adoption of COMP 24-0002 and ZON 24-0001. (District 5, Comm. Burke) (B. Carson)

A. COMP 24-0002

This application is a large scale Comprehensive Plan Amendment to change approximately 214 acres to relocate a Village Center within the Lake Asbury Master Plan Area.

B. ZON 24-0001

This application is a Rezoning to change approximately 214 acres to correspond to the land uses to relocate the Village Center within the Lake Asbury Master Plan Area and to change 4 acres to Public Ownership (PO-1).

*COMP-24-0002 and ZON-24-0001 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 2:43:56 and ending at 2:57:53. Below is a*

*summary of the discussion and vote.*

Casey Dendor, England-Thims, and Miller, Inc., agent for the applicant, presented a PowerPoint presentation for the public hearing to consider COMP-24-0002 and ZON-24-0001. See Attachment F.

Beth Carson, Interim Deputy Director of Planning and Zoning, presented a PowerPoint presentation regarding the public hearing to consider adopting COMP-24-0002 and ZON-24-0001. See Attachment G.

- **COMP-24-0002:** A large-scale Comprehensive Plan Amendment to change approximately 214 acres to relocate a Village Center within the Lake Asbury Master Plan Area.
- **ZON-24-0001:** Rezoning to change approximately 214 acres to correspond to the land uses to relocate the Village Center within the Lake Asbury Master Plan Area and to change 4 acres to Public Ownership (PO-1).

Chairman James Renninger opened the floor for the public hearing at 6:57 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:57 pm.

Commissioner Kristen Burke made a motion for approval as discussed for COMP-24-0002, seconded by Vice-Chairman Mike Cella, which carried 5-0.

Commissioner Kristen Burke made a motion for approval of the amendments discussed for ZON-24-0001, seconded by Vice-Chairman Mike Cella, which carried 5-0.

26. Final Public Hearing to consider adoption of COMP 24-0005 (B. Carson)

This is a Text Amendment to add policies to the Capital Improvements Element and Community Facilities Element of the 2040 Comprehensive Plan in response to HB 1379.

*COMP-24-0005 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 2:57:56 and ending at 3:02:59. Below is a summary of the discussion and vote.*

Beth Carson, Interim Deputy Director of Planning and Zoning, presented a PowerPoint presentation regarding the public hearing to consider the adoption of COMP 24-0005, Text Amendment to add policies to the Capital Improvements Element and Community Facilities Element of the 2040 Comprehensive Plan in response to HB 1379. See Attachment H.

Chairman James Renninger opened the floor for the public hearing at 7:03 pm.



Hearing no comments, Chairman James Renninger closed the public hearing at 7:03 pm.

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

## **LETTERS FOR ACTION**

### 27. Discussion of Appointment to the Clay County Housing Finance Authority

Barbara Coleman (Insurance) is seeking reappointment to her seat on the Clay County Housing Finance Authority.

*Letters for Action discussion can be seen at- [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June%2011,%202024), beginning at 3:03:02 and ending at 3:03:45. Below is a summary of the discussion and vote.*

Chairman James Renninger opened the floor to discuss the Clay County Housing Finance Authority appointment. Ms. Coleman is seeking a reappointment.

Following all discussions, Commissioner Betsy Condon made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 5-0.

## **LETTERS OF DOCUMENTATION**

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

Bid Opening Tabulation for May 21, 2024:

A. RFQ No. 23/24-009, Construction Engineering and Inspection Services for CR 220 Widening Phase I

Bid Opening Tabulations for May 31, 2024:

A. RFQ No. 23/24-053, Construction Engineering and Inspection Services for CR 220 Widening Phase 2

B. Bid No. 23/24-056, Cold Mix Asphalt

C. Bid No. 23/24-063, Material and Delivery of Stormwater Drainage Pipe

D. Bid No. 23/24-075, College Drive Visioning and Strategic Development Charrette

Chairman James Renninger acknowledged the Letters of Documentation.

## **PUBLIC COMMENTS**

Chairman James Renninger opened the floor for public comment at 7:05 pm.

Hearing no comments, Chairman James Renninger closed public comment at 7:05 pm.

## **COMMISSION AUDITOR**

*Commission Auditor comments can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024), beginning at 3:04:17 and ending at 3:25:25. Below is a summary of the discussion.*

Heather Boucher, Commission Auditor, presented a PowerPoint presentation to provide details and information regarding the Franchise Hauler Program, the application process, and fees. See Attachment I.

There were questions and discussions regarding the application period and process, number of active haulers, limitations of the application period, managing applications, supporting small businesses, year-round schedule, and reviewing the ordinance and costs.

Following all discussions, the Board reached a consensus for the Ordinance to be reviewed and brought back before the Board for discussion.

Ms. Boucher addressed the Board to provide details and an overview of the Commission Auditor Policy that outlines the position's purpose, authority, and responsibilities and revisions made to the policy. See Attachment J.

There were questions and discussions regarding the added language in the policy, job description, and policy vs. procedure.

The Board requested that the document be reviewed and brought back to make a decision.

**Commissioner Kristen Burke left the meeting at 7:27 pm and returned at 7:29 pm.**

## **COUNTY ATTORNEY**

*County Attorney comments can be seen-at-[www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024), beginning at 3:25:29 and ending at 3:26:38. Below is a summary of the discussion.*

Courtney Grimm, County Attorney, reminded the Board of the June 25, 2024 bond date and introduced summer interns in her department.

- Ella Gibson - Sophomore at Ave Maria University

- Sophia Chaon - Senior at Middleburg High School
- Justin Aho - attending University of Florida law School

## **COUNTY MANAGER**

*County Manager comments can be seen at- [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024, beginning at 3:26:40 and ending at 3:30:15](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024, beginning at 3:26:40 and ending at 3:30:15). Below is a summary of the discussion.*

Howard Wanamaker, County Manager, introduced summer interns from several other departments and spoke about the partnership with the school board.

- Riley Chapman – Ridgeview High School - Communications
- Antonio McPhatter – Ridgeview High School - MIS
- Kaylie Glenn - Middleburg High School – MIS
- Xavier Greene – Ridgeview High School – UF/IFAS
- Dwight Shipley - Middleburg High School – Public Works
- Aurora Nieves – Ridgeview High School – Tourism

County Manager Wanamaker read part of a letter from Mr. George Egan from the Reinhold Corporation. See Attachment K.

County Manager Wanamaker reminded everyone about Hurricane Season and the Disaster Preparedness Sales Tax Holiday through Saturday, June 14, 2024.

## **COMMISSIONERS' COMMENTS**

*Commissioners Comments can be seen at- [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024, beginning at 3:30:17 and ending at 4:00:17](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC-Agenda/June 11, 2024, beginning at 3:30:17 and ending at 4:00:17). Below is a summary of the discussion.*

Commissioner Betsy Condon spoke about the issues with the phone system. Commissioner Condon welcomed all the interns. Commissioner Condon thanked Eric Anderson for his attendance and his work in facilitating the strategic plan and spoke about attending the North Florida Regional Council meeting and the advantages that Clay County receives from the Regional Council. Commissioner Condon talked about the compliments from the CEO - Beth Payne, and President Whitehurst regarding the Agricola Project and commended the BCC for working with them to bring an extremely unique project to Clay County.

Commissioner Alexandra Compere thanked IT and staff for resolving her phone issue, being ready to address concerns, and being willing to respond quickly. Commissioner Compere also commended the Emergency Services Team for their work in diffusing an issue today.

Commissioner Kristen Burke spoke about visiting the command station at "Boaters Skip Day" and partnering with other counties and agencies. Commissioner Burke also spoke about her daughter, Kenzie, who is fostering a dog from the shelter, Cookie, and other fostering opportunities.

Vice-Chairman Mike Cella spoke about the Vineyard Transition Center and possible ways to support the program in helping with applying for grants and asked for feedback from the Board.

Questions and discussions were had regarding the grant writing procedure, identifying the needs for the program - i.e., building for the program, staff availability, process for requesting grants, adding the program to the non-profit funding policy, concerns regarding staff researching the grant, and suggestions for moving forward.

Following all discussions, reached a consensus to bring back a proposal as discussed.

Vice-Chairman Mike Cella congratulated Gary Newman, who was elected President of the Vietnam Veterans of America - Florida State Council, and David Treffinger for being elected as the Secretary. Vice-Chairman Cella also sent well wishes to Mr. Newman and his wife and thanked VOS for reaching out to them.

Chairman James Renninger spoke about Mr. Egan's letter and expressed gratitude for the compliments. Chairman Renninger thanked Mr. Eric Anderson for his attendance. Chairman Renninger amplified Commissioner Condon's comments regarding the Agricola project. Chairman Renninger mentioned the relocation of the Regional Council Headquarters to the Jessie Ball Building downtown. Chairman Renninger spoke about attending the Florida Youth Challenging Academy graduation. Lastly, Chairman Renninger commended the staff for all their hard work and Emergency Services for handling the situation this morning.

Commissioner Alexandra Compere also extended prayers to the injured worker from the accident that occurred this morning.

Hearing no further business, Chairman James Renninger adjourned the meeting at 8:02 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