

FINANCE DEPARTMENT BUSINESS

For Board Meeting Date of : January 23, 2018

1. **DOCUMENTS FILED FOR THE RECORD/INFORMATION, IN THE FINANCE DEPARTMENT AND APPROVAL OF EQUIPMENT DISPOSAL, TRANSFER AND ACCEPTANCE**

a. ***Heavy equipment 8(a)***

Reporting of heavy equipment expenditure, in the amount of \$6,394.50, as required per the Purchasing Manual, Chapter 5, Section C Paragraph 8(a).

b. ***Inventory - junked/removed***

The County property from Public Works listed below is to be junked and/or destroyed and removed from the Board's inventory.

County ID.	Description	Serial No.	Condition	DOP
RB-1751	Cement Saw (Stihl)	150473612	Broken	7/13/01

c. ***Quarterly investment report***

Investment report for the 1st quarter period ended December 31, 2017.

d. ***Quarterly assessment of additional court costs***

Assessment of Additional Court Costs quarterly summary for the period ended December 31, 2017.

2. **APPROVAL OF PAYMENTS**

a. ***Check register***

Approval of payments to vendors as per the check register dated January 23, 2018.

b. ***Construction engineering inspection***

Partial payments to Eisman & Russo, Inc. for construction engineering inspection services for Henley Rd. wall 2 work order, in the amounts of \$15,078.80 and \$17,558.20, invoice numbers 2187-2 and 2187-3, respectively, from the Transportation Trust Fund, C/N 12/13-158.

c. ***Sandridge Rd culvert design***

Partial payment to Wantman Group, Inc. for Sandridge Road culvert design services, in the amount of \$21,732.00, invoice number 31906, from the CIP Fund, C/N 16/17-36.

d. ***Design services/CR220***

Partial payments to Eisman & Russo, Inc. for design services for CR220 widening from Henley to Little Black Creek Bridge, in the amounts of \$17,078.25 and \$29,060.00, invoice numbers 2134-9 and 2134-10, respectively, from the CIP

Fund, 16/17-51.

e. *Landfill compliance*

Partial payment to Jones Edmunds and Associates, Inc. for landfill compliance monitoring services, in the amount of \$7,729.80, invoice number 0240152, from the Environmental Services Fund, C/N 92/93-171 38th addendum.

f. *Inspection services*

Partial payment to VIA Consulting Services, Inc. for inspection services of CR218 bridge repair, in the amount of \$21,507.60, invoice number 1321, from the CIP Fund, C/N 17/18-2.

g. *Transfer station processing*

Partial payment to Waste Management, Inc. for operation of the transfer station facility for the month of December 2017, in the amount of \$597,314.48, from the Environmental Services Fund, C/N 05/06-128A.

h. *Emergency bridge repair*

Final payments to Leware Construction Co. of FI, Inc. for CR218 emergency bridge repair project, including release of retainage as acceptance of the project as complete, in the amounts of \$705,610.71 and \$139,305.85, from the CIP Fund, C/N 17/18-1.

i. *Residential collection service*

Partial payment to Advanced Disposal Services Jacksonville, LLC for residential solid waste and recyclables collection services for the month of December 2017, in the amount of \$660,533.33, from the Universal Collection Fund, C/N 05/06-172.

3. *OTHER, APPROVAL FOR REQUEST(S), FOR REFUND(S) AND FINANCIAL REQUEST(S)*

a. *Other approvals*

Clay County Finance Department request ratification of:

1. Payroll dated January 16, 2018

- Check numbers 491899 - 492463, in the amount of \$49,049.97
- Direct deposits, in the amount of \$687,821.39
- Payroll related expenditures, check numbers 318520 - 318524, including tax EFT, in the amount of \$298,468.38

2. Voids, handwrites and electronic funds transfers from December 26, 2017 - January 8, 2018, in the net amount of \$61,863.01

b. *Authorization to refund*

Clay County Finance Department requests authorization to refund:

1. Rescue Department, certain companies and individuals for overpayments of rescue accounts as per the attached memorandum dated January 9, 2018, from the General Fund.
2. Brian Cree for refund of cash bond paid on their transient merchant permit, in the amount of \$1,000.00, from the Municipal Service Fund, as per the attached memorandum from the Planning and Zoning Division.
3. All Southern Fireworks for refund of cash bond paid on their transient merchant permit, in the amount of \$1,000.00, from the Municipal Service Fund, as per the attached memorandum from the Planning and Zoning Division.
4. Solid Waste Assessment Fees and Collection Fees to certain individuals, in the total amounts of \$1,606.71 and \$2,972.65, from the Solid Waste Fund and Universal Collection Fund, respectively, as per the attached memorandum from Environmental Services.
5. Ashlynn Prevatt for cancellation of Big Cabin reservations, in the amount of \$214.00, from the General Fund, as per the attached memorandum from the Parks and Recreation Division.

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).



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Reporting of heavy equipment expenditure, in the amount of \$6,394.50, as required per the Purchasing Manual, Chapter 5, Section C Paragraph 8(a).

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Heavy equipment 8(a)

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/10/2018 - 9:10 AM	Item Pushed to Agenda

59300D



110 Exit 358 E or 359 W
417 S Edgewood Avenue
Jacksonville, FL 32254
Phone: (904) 389-3653

175 at Highway 47 Exit 423
383 SW Arrowhead Terrace
Lake City, FL 32024
Phone: (386) 755-9527

HWY 84 at US 1 & Hwy 82 Jct
708 Francis St.
Waycross, GA 31503
Phone: (912) 283-7473

Service: (904) 388-5573
Parts: (904) 388-5443
Fax: (904) 388-8244
Fax: (904) 384-2467

Service: (386) 754-8380
Parts: (386) 754-8374
Fax: (800) 245-0737
Fax: (386) 719-7047

Parts:
Fax: (912) 284-9843

Invoice: 1137680S
Date / Hour: 12/15/2017 10:12:16AM
Repair Order: 137680
Customer: 12373
Branch: Branch 1
Total Invoice: \$6,394.50
Charge
Page 3 of 3

MV# 7374

Bill To: Clay County Fire Rescue
ATTN: LOGISTICS
1567 CTY RD 315
GREEN COVE SPGS, FL 32043

Ship To: Clay County Fire Rescue
ATTN: LOGISTICS
1567 CTY RD 315
GREEN COVE SPGS, FL 32043

Work: 000-541-5378

Shop: 000-541-5378

Fax: 000-284-3441

Customer P/O: 20181038 jcorreia wdoty Orig R/O: 0 Completion Date: 12/6/2017

Invoice Subtotal:	\$6,394.50
Total Tax:	\$0.00
Total Invoice:	\$6,394.50

<u>Payment Method</u>	<u>Terms</u>	<u>Due Date</u>
Charge	Net Due 10th of Month	1/10/2018

Remit To:
Tom Nehl Truck Company
PO Box 37558
Jacksonville, FL 32236

0.*
6,394.50x
75.%
1. 4,795.88*
4,795.88-
2. 1,598.62*

FINAL

E22/846

Awaiting invoice after unit received

RECEIVED
12-18-17
SENT
1-2-18

approval stamp on next ps

Please let us know how we're doing! www.tntcsurvey.com

Net. No cash discount. The customer agrees to a service fee of 1.5% per month. If attorney services are used to effect collection, I will pay reasonable fees. | Any warranties on the product sold hereby are those made by the manufacturer. The seller TOM NEHL TRUCK COMPANY, hereby expressly disclaims all warranties, either express or implied, including any implied warranty or merchantability or fitness for a particular purpose, and TOM NEHL TRUCK COMPANY neither assumes nor authorizes any other person to assume for if any liability in connection with said products. | A storage fee of \$15 per day will be charged if unit is not removed from the dealership within three days after notice of completion.

X _____

FINANCE # 1a



110 Exit 358 E or 359 W
417 S Edgewood Avenue
Jacksonville, FL 32254
Phone: (904) 389-3653

175 at Highway 47 Exit 423
383 SW Arrowhead Terrace
Lake City, FL 32024
Phone: (386) 755-9527

HWY 84 at US 1 & Hwy 82 Jnct
708 Francis St.
Waycross, GA 31503
Phone: (912) 283-7473

Service: (904) 388-5573
Parts: (904) 388-5443
Fax: (904) 388-8244
(888) 727-8781
Fax: (904) 384-2467

Service: (386) 754-8380
Parts: (386) 754-8374
Fax: (386) 719-7047
(800) 245-0737
(888) 782-5885

Service: (912) 284-9843
Parts: (912) 284-9843
Fax: (912) 284-9843

Invoice: 1137680S
Date / Hour: 12/15/2017 10:12:16AM
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Charge

Page 1 of 3

MV# 7374

Bill To: Clay County Fire Rescue
ATTN: LOGISTICS
1567 CTY RD 315
GREEN COVE SPGS, FL 32043

Whitney Davis
Whitney Davis
Safety
1/5/13

Ship To: Clay County Fire Rescue
ATTN: LOGISTICS
1567 CTY RD 315
GREEN COVE SPGS, FL 32043

DATE

Work: 000-541-5378

Shop: 000-541-5378

Fax: 000-284-3441

Customer P/O: 20181038 jcorreia wdoty Orig R/O: 0 Completion Date: 12/6/2017

HatTag : 5643

Parking Spot : D

Unit Color : RED FIRE TRUCK

Unit Number: PS8462

Model Year: 2012

Make/Model: Pierce Firetruck

Type: Heavy Duty

VIN: 4P1CS01A9CA013009

Meter: 62794 Miles

Task: 1 CEL CEL Department: Service

Complaint: THE CHECK ENGINE LIGHT, LOW COOLANT LIGHT IS ON, THE RADIATOR IS LEAKING.

Correction: 11/2/2017 12:10:26 PM 504 PULLED THE TRUCK IN THE SHOP AND FOUND THE FAN HUB/CLUTCH ASSEMBLY LEAKING AIR. PRESSURED THE COOLANT SYSTEM AND FOUND THE TOP TANK OF THE RADIATOR LEAKING COOLANT.

11/9/2017 9:16:38 AM 426 CHECKED FAN HUB FOR AIR LEAK AND FOUND THAT THE HUB IS NOT LEAKING. THE SUPPLY TO THE HUB IS THE SOURCE OF AIR LEAK.

11/20/2017 4:41:47 PM 116 TRIED CRANKING BATTERY IS DEAD. JUMP STARTED & MOVED IN SHOP. GOT WITH ALMIR TO GET HEADS UP ON PULLING RADIATOR. HE JUST REMOVED RADIATOR PREVIOUS TO THIS REPAIR. PUT ON CHARGE RAISE CAB START DISASSY TO REMOVE RAD STOP FOR THE NIGHT.

11/21/2017 4:43:33 PM 116 FINISHED DISASSY OF UNIT INCLUDING REMOVAL OF FAN BLADE & BOTH HUBS. PULLED CAC ASSY & FAN SHROUD BEFORE ATTEMPTING TO REMOVE RADIATOR. ALSO DRAINED TRANS FLUID TO REMOVE COOLER LINES TO RAD. REMOVED A/C COMPRESSOR ASSY & MOUNTING BRACKET. NOTE: BEFORE REMOVAL OF COMPRESSOR FOUND HIGH PRESSURE SWITCH BROKEN AT COMPRESSOR REMOVED & GAVE TO ERIC MORE MATCHING. GOT FORK LIFT & HELP SET RADIATOR OUT. UNCRATED NEW RADIATOR FOUND WHAT APPEARS TO BE DAMAGED TUBE IN NEW RADIATOR SHOWED JASON & HE SAID HE WOULD SEND TO HUBBARDS. TRANSFERRED ALL PARTS TO BE REUSED TO NEW RAD EXCEPT FAN SHROUD. SET NEW PARTS IN SHOP. STARTED REMOVAL OF ENGINE HARNESS FOR REPLACEMENT. STOPPED FOR THE NIGHT.

11/27/2017 5:21:38 PM 116 DISCONNECT BATTERIES. PULLED ALT TO ACCESS ENGINE HARNESS REPLACEMENT. MOVED DIPSTICK TUBE & OIL FILL TUBE TO GAIN ACCESS REMOVED FUEL FILTER, PWR STR RESERVOIR & SEVERAL BRACKETS TO GAIN ACCESS FOR HARNESS REMOVAL COULDN'T GET TO HARNESS CONNECTOR BEHIND STARTER. TRIED PULLING STARTER & REAR BOLT WAS INACCESSIBLE. HAD ALMIR ASSIST IN DISCONNECTING HARNESS BEHIND STARTER. PULLED HARNESS FOR REPLACEMENT. STOPPED FOR THE NIGHT. NEW PARTS INSIDE SHOP IN WORK AREA.

11/28/2017 1:34:54 PM 116 ROUTE & INSTALL NEW WIRE HARNESS. REINSTALL ALL ITEMS REMOVED

Supp.	Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
ALF	59-04649	Switch / 182765.00	EA	1.0	\$44.33	\$44.33
RF	141802	EXTER SEAT RADIATOR 3/8 MPT X 11/32	EA	1.0	\$13.90	\$13.90
FL	SMC KV2L07 34S	ELBOW - 90 1/4 NYL	EA	2.0	\$2.15	\$4.30
LP	02607	EXPANSION RUBBER FREEZE P / 182796.00		1.0	\$5.59	\$5.59
CUM	5255739	TUBE,BREATHER	EA	1.0	\$72.90	\$72.90
LP	6004011	2 1/8 2 1/4 PLUG EXANPSION / 183008.00	EA	1.0	\$6.78	\$6.78
ALT	27101-CTCS	ALLISON TRANSYND FLUID 1 GALLON	EA	5.0	\$42.90	\$214.50
CAT	2388648	ELC ANTI-FREEZE 50/50 PREMIX (RED)	EA	11.0	\$13.95	\$153.45
CUM	3103015	SEAL,GROMMET	EA	2.0	\$2.80	\$5.60
ALF	PIE-1840523	RADIATOR / 182609.00	EA	1.0	\$2,978.69	\$2,978.69
	Misc Part	Miscellaneous Part		1.0	\$100.00	\$100.00
	Freight	59-04649		1.0	\$25.00	\$25.00
	Freight	2618607		1.0	\$25.00	\$25.00
	Freight	1840523		1.0	\$195.88	\$195.88

** See Last Page for Invoice Total **



110 Exit 358 E or 359 W
417 S Edgewood Avenue
Jacksonville, FL 32254
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Lake City, FL 32024
Phone: (386) 755-9527

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Work: 000-541-5378

Shop: 000-541-5378

Fax: 000-284-3441

Customer P/O: 20181038 jcorreia wdoty Orig R/O: 0 Completion Date: 12/6/2017

Task 1 Subtotals
Parts: \$3,500.04
Labor: \$1,300.00
Miscellaneous: \$345.88
Task 1 Subtotals \$5,145.92

Task: 2 CEL CEL Department: Service

Complaint: ENGINE HARNESS REPLACEMENT

Correction: 12/6/2017 10:10:59 AM 511 CONNECTED INSITE. PRINTED FAULT CODES, ECM CAL, REGEN HISTORY, AND WARRANTY FOUND NO RELATED WARRANTY CERTS. INSITE PRIMARY Primary FC#1: 3232 Primary FC#2: 1117 Primary FC#3: 559 Primary FC#4: 197. FAULT CODE 3232 INVOLVES THE INTAKE NOX SENSOR ABNORMAL UPDATE RATE. TS FAULT CODE 3232 IN EDS. FOUND NO RELATED FAULT CODES. FOUND 12.1V BATT VOLTAGE. FOUND 12.1V AT INTAKE NOX SENSOR HARNESS CONNECTOR. USED HEADLIGHT TO VERIFY. FOUND 2.3V AND 2.4V AT INTAKE NOX SENSOR HARNESS CONNECTOR. FOUND NO RELATED FAULT CODES. FOUND 59.2 OHMS AT ENGINE DATA LINK HARNESS CONNECTOR. FOUND 120.8 OHMS AT OEM TERMINATING RESISTOR. FOUND ECM CXAL CB90062.06 WITH UPDATE CB90062.21 AVAIL. ALL PRECEDING TS HAS BEEN PERFORMED AND VERIFIED. STATES TO REPLACE INTAKE NOX SENSOR. NEEDS REGEN TO VERIFY REPAIR. FOUND A/C HIGH PRESSURE FITTING LEAKING AT A/C PUMP. NEEDS FITTING REPLACED.
12/6/2017 1:24:55 PM 511 REMOVED AND REPLACED INTAKE NOX SENSOR. CALED ECM FROM CB90062.06 TO CB90062.21. PERFORMED PARKED REGEN. FOUND SUCCESSFUL.

Supp.	Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
CUM	5263085	HARNESS,ETR CNT MDL WRG	EA	1.0	\$731.90	\$731.90
VOL	948211	CABLE TIE	EA	20.0	\$0.48	\$9.60
CUMR	5293295RX	SENSOR NITROGEN XCHG	EA	1.0	\$425.45	\$425.45
CUMR	5293295RX-C	CORE--NOX SENSOR	EA	1.0	\$124.78	\$124.78
CUMR	5293295RX-C	CORE--NOX SENSOR	EA	-1.0	\$124.78	(\$124.78)
	Freight	Freight		1.0	\$38.23	\$38.23
	CUM Servic	Cummins Service Policy		-1.0	\$1,906.60	(\$1,906.60)

Task 2 Subtotals
Parts: \$1,166.95
Core Chg: \$124.78
Core Ret: (\$124.78)
Labor: \$1,820.00
Miscellaneous: (\$1,868.37)
Task 2 Subtotals \$1,118.58

Detail Tax Info:

6% Florida State Sales Tax \$0.00
Duval County Tax \$0.00
\$0.00

Total Parts: \$4,666.99
Total Core Charge: \$124.78
Total Core Ret: (\$124.78)
Total Labor: \$3,120.00
Total Miscellaneous: (\$1,522.49)
Total Shop Supplies: \$130.00

** See Last Page for Invoice Total **

**CLAY COUNTY
BOARD OF COUNTY COMMISSIONERS**
P O BOX 988

GREEN COVE SPRINGS FLORIDA 32043-0988
FLORIDA SALES TAX EXEMPTION CERTIFICATE # 85-8012621822C-7


THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND CORRESPONDENCE

VENDOR
593000
TOM NEHL TRUCK COMPANY
417 EDGEWOOD AVE S
JACKSONVILLE FL 32254-3727

SHIP TO
CLAY COUNTY RESCUE SERVICES
2519 STATE RD 16 W
GREEN COVE SPRINGS FL 32043
ATTN: LORIN MOCK
ap@claycountygov.com

ORDER DATE: 12/06/17		BUYER: WHITNEY DAVIS		REQ. NO.: 18001194	REQ. DATE:
TERMS: NET 45 DAYS		F.O.B.:		DESC.: **ASAP PRIMARY APPARATUS*	
ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00		PARTS AND LABOR TO REPIAR FAN/CLUTCH, RADIATOR, AC SYSTEM E22 PS 8462 RESCUE 75% - (HEAVY EQUIP EXEMPTION)	4795.8800	4,795.88
02	1.00		FIRE 25%	1598.6200	1,598.62

*6394.50
close*

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	6,394.50
01	2101 546200	4,795.88		TOTAL \$	6,394.50
02	1703 546200	1,598.62		 APPROVED BY	

This purchase order expires on September 30. Invoice required by September 30 for payment.

PS7253	ENGINE	42,000	
PS7304	F-550	20,660	
PS7305	GENERATOR		185HP
PS7306	GENERATOR		185HP
PS7307	GENERATOR		185HP
PS7308	GENERATOR		185HP
PS7309	GENERATOR		185HP
PS7459	F-550	19,500	
PS7460	F-550	19,500	
PS7686	F-550	19,500	
PS7939	F-550	20,100	
PS7722	GENERATOR		185HP
PS8158	RESCUE	20,000	
PS8245	RESCUE	20,000	
PS8064	GENERATOR		185HP
PS8345	FIRE TRUCK	45,000	
PS8443	RESCUE	14,340	
PS8447	LADDER TRUCK	75,500	
PS8462	PUMPER	45,000	
PS8591	FIRE TRUCK	42,000	
PS8601	F-250	10,000	
PS8650	F-550	19,500	
PS8784	RESCUE	19,500	
PS8785	RESCUE	19,500	
PS8817	RESCUE	19,500	
PS8818	RESCUE	19,500	
PS8846	F-250 XL	10,000	
PS8884	FIRE TRUCK	70,000	
PS8885	FIRE TRUCK	43,000	
ACS29515	T-239 - 2 1/2 TON MILITARY TRK	20,100	
ACS31007	W-25 - 2 1/2 TON MILITARY TRK	20,100	
ACS28734	W-23 - 2 1/2 TON MILITARY TRK	20,100	
ACS28986	W-13 - 2 1/2 TON MILITARY TRK	23,000	
ACS10695	W-12 - 2 1/2 TON MILITARY TRK	23,000	
ACS28989	W-11 - 2 1/2 TON MILITARY TRK	23,000	
ACS29573	SUPER TANKER	68,200	
CH 303	GENERATOR		130HP
CH 345A	TRAILER	20,000	
CH 394	F-450	16,000	
CH 606	TRAILER	10,400	
CH 608	F-350	14,500	
CH 609	F-350	14,500	
CH 612	F-250	10,934	
CH 616	F-250	10,934	
CH 620	VAN	10,494	
CH 624	F-350	14,500	
MBS 626	F-350	14,250	
MBS 627	F-350	14,250	
MBS 628	F-350	14,250	
MBS 630	GENERATOR		230HP
MBS 645	TRAILER	14,000	
DP 190	F-250	11,284	
ENF 573	F-250	11,700	
ENF 575	F-250	11,700	



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

The County property from Public Works listed below is to be junked and/or destroyed and removed from the Board's inventory.

County ID.	Description	Serial No.	Condition	DOP
RB-1751	Cement Saw (Stihl)	150473612	Broken	7/13/01

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- Inventory - junked/removed - Public Works

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/10/2018 - 4:18 PM	Item Pushed to Agenda

FROM: Public Works
 TO: Stephanie C. Kopelousos, County Manager
 VIA: Clay County Finance Dept.
 SUBJECT: County Property Receipts and Transfers
 REF: (A) Chapter 274, Florida Statutes
 (B) Rule 69I-73 of the Chief Financial Officer's Division of Accounting and Auditing

DATE: 1/9/18

In accordance with references (A) and (B), all County property that is to be junked, destroyed or stored will be referred to the Comptroller's Office for a designated place of storage. These items shall remain on the Department's inventory until approved by the Board of County Commissioners for final disposition.

In accordance with paragraph 1 above, I hereby submit the following:

- (a) () Through inter-departmental transfer, this Department assumes custody of the property listed below.
- (b) (XXX) The County property listed below is to be junked and/or destroyed, and removed from the Boards inventory.
- (c) () The County property listed below has some cash value and it is requested that it be stored as surplus property subject to transfer or public auction.
- (d) () The County IT equipment listed below has served its useful life and will be sent to recycling.

CO. ID#	DESCRIPTION	SERIAL NO.	COST	CONDITION	DOP
RB-1751	Cement Saw(Stihl)	150473612	727.96	Broken	7/13/01

Memo:

Custodian signature signifies compliance with Board Policy on disposal of surplus computers if applicable.

Approved _____



Custodian

C: Inventory Control, Finance Department

16
 FINANCE # _____



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Investment report for the 1st quarter period ended December 31, 2017.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Quarterly investment report

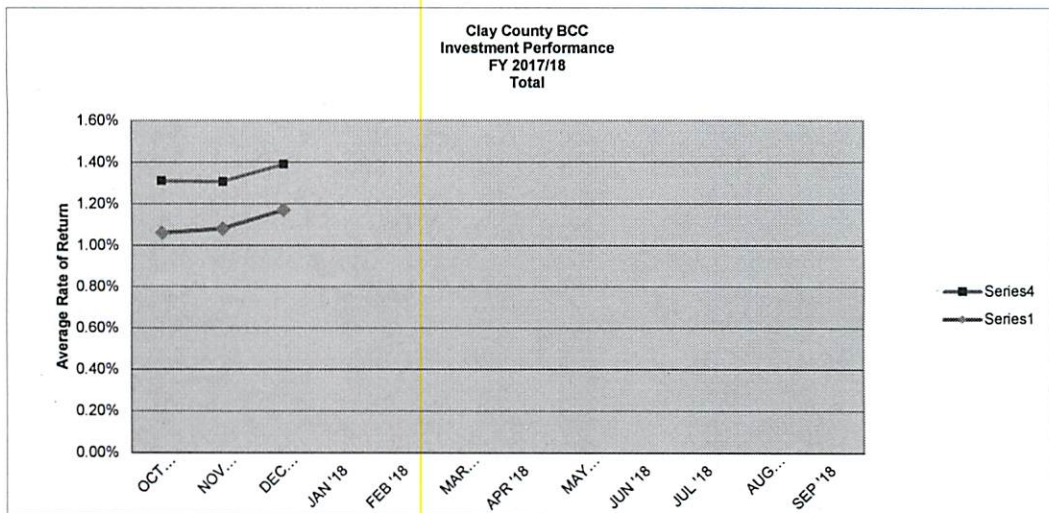
REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/12/2018 - 11:07 AM	Item Pushed to Agenda

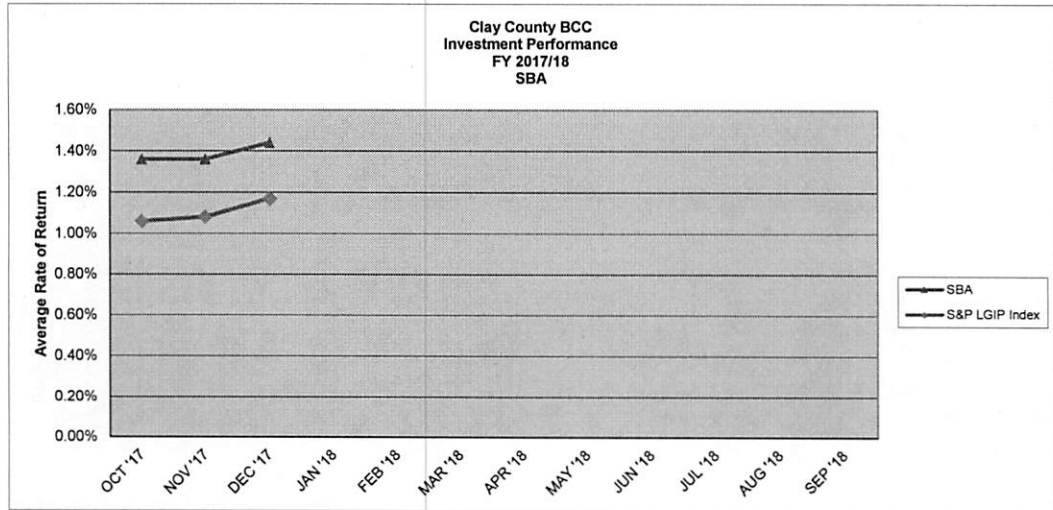
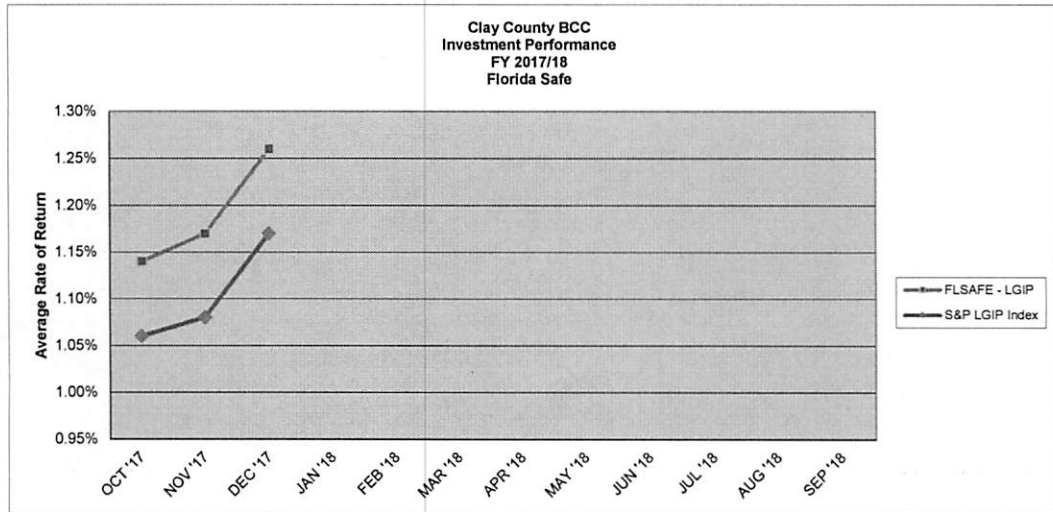
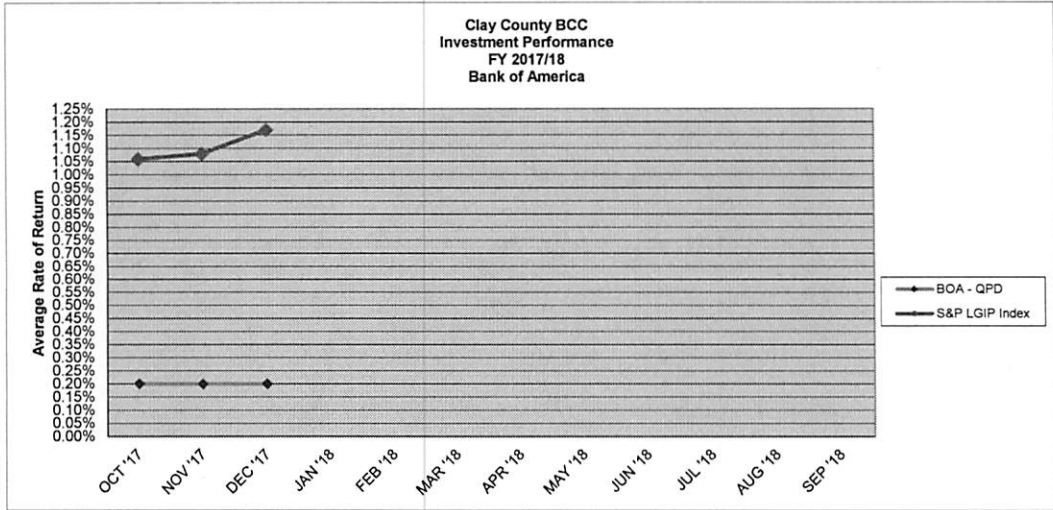
Clay County BCC
 Investments by Type
 As of 12/31/2017

Sum of AMOUNT		COUNTERPARTY			
QTR	DESC	BOA	FLSAFE	SBA	Grand Total
FY 17/18-Q1	BEGINNING BALANCE	7,552,935.50	20,645,163.16	79,149,221.21	107,347,319.87
	INTEREST EARNED	3,807.14	61,960.15	250,993.19	316,760.48
	WIRE TRANSFER IN			20,000,000.00	20,000,000.00
	WIRE TRANSFER OUT			(9,950,000.00)	(9,950,000.00)
	WITHDRAWAL	(3,709.92)			(3,709.92)
FY 17/18-Q1 Total		7,553,032.72	20,707,123.31	89,450,214.40	117,710,370.43
Grand Total		7,553,032.72	20,707,123.31	89,450,214.40	117,710,370.43

Percent of Total	6.42%	17.59%	75.99%	100.00%
Meets Diversification Limits?	yes	yes	yes	
Book Value	7,553,032.72	20,707,123.31	89,450,214.40	117,710,370.43
Market Value	7,553,032.72	20,707,123.31	89,450,214.40	117,710,370.43



FINANCE # 1c





Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT: Assessment of Additional Court Costs quarterly summary for the period ended December 31, 2017.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Quarterly assessment of additional court costs

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/16/2018 - 9:56 AM	Item Pushed to Agenda



**CLAY COUNTY
FLORIDA**

Finance Division

P.O. Box 988
477 Houston Street
4th Floor, Admin. Building
Green Cove Springs, FL
32043

Area code: 904
Phone: 529-3646
278-3646
Fax: 278-4749

County Manager
Stephanie C. Kopelousos

Commissioners:
Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward Hendry
District 5

Switchboard:
GCS (904) 284-6300
KH (352) 473-3711
KL (904) 533-2111
OP/MBG (904) 269-6300

www.claycountygov.com

DATE: January 15, 2017
TO: Lisa Streeper
FROM: Linda Jurgens
SUBJECT: Agenda Item – For Information Only

Please put the Assessment of Additional Court Costs Report for the QE 12/31/2017 on the BCC meeting agenda for "Information Purposes Only".

Thank you.

FINANCE # 1d

Clerk of Court Assessment of Additional Court Costs (318.18 (13) F.S.)

Quarterly Summary



CCOC Form Version 3
Created 11/9/17

County: Clay
 Contact: Clayton Meng, Finance Director
 E-Mail Address: Clayton.Meng@Claycountygov.com

Reporting Qtr: October-December 2017
 Version #:

REVENUE - 318.18 (13) (a) 1.

Total Revenue Collected	\$132,677.20
-------------------------	--------------

EXPENDITURES - 318.18 (13) (a) 1.

Court Facilities		Local Law Libraries	
Description*	Amount	Description*	Amount
Repairs & Maintenance- HVAC	\$16,394.40		\$0.00
	\$0.00		\$0.00
	\$0.00		\$0.00
	\$0.00		\$0.00
	\$0.00		\$0.00
Total from additional lines (See descriptions in form)	\$0.00		\$0.00
Total	\$16,394.40	Total (Max 25%)	\$0.00

Quarter Expenditure Total (a) 1.	\$16,394.40
----------------------------------	-------------

REVENUE - 318.18 (13) (a) 2.

Total Revenue Collected	\$0.00
-------------------------	--------

EXPENDITURES - 318.18 (13) (a) 2.

Principal & Interest on Bonds		
Description*	Principal	Interest
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
Total from additional lines (See descriptions in form)	\$0.00	\$0.00
Total	\$0.00	\$0.00

Quarter Expenditure Total (a) 2.	\$0.00
----------------------------------	--------

EXPENDITURES - 318.18 (13) (a) 2.

Surplus Revenues	
Description (Debt on Bond/Court Facility/Law Library)*	Amount
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total from additional lines (See descriptions in form)	\$0.00
Total	\$0.00

Quarterly Summary



County:

Reporting Qtr:

REVENUE - 318.18 (13) (a) 3.

Total Revenue Collected	\$0.00
-------------------------	--------

EXPENDITURES - 318.18 (13) (a) 3.

Principal & Interest on Bonds		
Description*	Principal	Interest
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
Total from additional lines (See descriptions in form)	\$0.00	\$0.00
Total	\$0.00	\$0.00

EXPENDITURES - 318.18 (13) (a) 3.

Surplus Revenues	
Description (Debt on Bond/Court Facility/Law Library)*	Amount
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
Total from additional lines (See descriptions in form)	\$0.00
Total	\$0.00

Quarter Expenditure Total (a) 3.	\$0.00
---	---------------

* Please provide a general description of the type of expenditures. Additional lines are provided in this form.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Approval of payments to vendors as per the check register dated January 23, 2018.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

No Attachments Available

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 10:16 AM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payments to Eisman & Russo, Inc. for construction engineering inspection services for Henley Rd. wall 2 work order, in the amounts of \$15,078.80 and \$17,558.20, invoice numbers 2187-2 and 2187-3, respectively, from the Transportation Trust Fund, C/N 12/13-158.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Construction engineering inspection

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 10:47 AM	Item Pushed to Agenda

904230

6455 Powers Avenue
 Jacksonville, FL 32217
 904-733-1478

Clay County
 PO Box 1366
 Green Cove Springs, FL 32043

Invoice number 2187-2
 Date 11/10/2017

Project **Henley Rd. Repair & Remediation CEI**

Professional Services through 10/27/2017.

CEI

	Hours	Rate	Billed Amount
Sr. Inspector			
Jen A. Jaro	77.00	70.84	5,454.68
Jeremy L. Baker	32.00	70.84	2,266.88
Kevin A. Burdeshaw	61.00	70.84	4,321.24
Project Administrator			
James B. Owens	30.00	101.20	3,036.00
Phase subtotal			15,078.80
PARTIAL			
Invoice total			<u>15,078.80</u>

Invoice Summary

Description	Contract Amount	Total Billed	Remaining	Current Billed
CEI	57,457.60	31,387.18	26,070.42	15,078.80
Total	57,457.60	31,387.18	26,070.42	15,078.80

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2187-1	10/20/2017	16,308.38	16,308.38				
2187-2	11/10/2017	15,078.80	15,078.80				
Total		31,387.18	31,387.18	0.00	0.00	0.00	0.00

I hereby acknowledge by my signature the following:
 1. Purchasing procedures were properly administered
 2. The goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
 3. The price, quantity and quality are correct and acceptable
 4. The appropriate county records are on file to substantiate this payment
 5. Approval to pay as a county purchasing agent

Shawn D. Thomas
 Shawn D. Thomas
 Project Administrator

DATE 12-28-17 FINANCE # 2b

9104230

6455 Powers Avenue
Jacksonville, FL 32217
904-733-1478

Clay County
PO Box 1366
Green Cove Springs, FL 32043

Invoice number 2187-3
Date 12/11/2017

Project **Henley Rd. Repair & Remediation CEI**

Professional Services through 11/30/2017.

CEI

	Hours	Rate	Billed Amount
Sr. Inspector			
Clarence Ignacio	40.00	70.84	2,833.60
Jeremy L. Baker	175.00	70.84	12,397.00
Project Administrator			
James B. Owens	23.00	101.20	2,327.60
Phase subtotal			17,558.20
Invoice total			17,558.20

PARTIAL

Invoice Summary

Description	Contract Amount	Total Billed	Remaining	Current Billed
CEI	57,457.60	48,945.38	8,512.22	17,558.20
Total	57,457.60	48,945.38	8,512.22	17,558.20

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2187-2	11/10/2017	15,078.80		15,078.80			
2187-3	12/11/2017	17,558.20	17,558.20				
Total		32,637.00	17,558.20	15,078.80	0.00	0.00	0.00

- I personally acknowledge by my signature the following:
- All purchasing procedures were properly administered
 - All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
 - The price, quantity and quality are correct and acceptable
 - The appropriate county records are on file to substantiate this payment
 - Approval to pay as a county purchasing agent

Shawn D. Thomas
Project Administrator

DATE

12-28-17

FINANCE #

26



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payment to Wantman Group, Inc. for Sandridge Road culvert design services, in the amount of \$21,732.00, invoice number 31906, from the CIP Fund, C/N 16/17-36.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Sandridge Rd culvert design

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 11:34 AM	Item Pushed to Agenda

105898

Project	02162259.02	Sandridge Rd Ph 2	Invoice	<u>31906</u>
Total Fee		3,979.00		
Percent Complete	95.9789	Total Earned	3,819.00	
		Previous Fee Billing	3,819.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
		Total this Phase		0.00

Phase	9999	Reimbursable Expenses		
Billing Limits		Current	Prior	To-Date
Total Billings		0.00	0.00	0.00
Limit				463.71
Remaining				463.71
		Total this Phase		0.00

TOTAL AMOUNT DUE THIS INVOICE 21,732.00

[Handwritten mark]

Outstanding Invoices

Number	Date	Balance
31004	11/9/2017	1,200.00
Total		1,200.00

PARTIAL

Authorized By:

[Signature: William Stewart]
William Stewart

Date:

12/13/17

- I personally acknowledge by my signature the following:
- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent

[Signature: Shawn O. Thomas]
Shawn O. Thomas
District Administrator

1-2-18

FINANCE #

20

005898



Wantman Group, Inc. // www.WGInc.com
2035 Vista Parkway, West Palm Beach, FL 33411
t: 561.687.2220 f: 561687.1110 Toll Free: 866.909.2220

December 13, 2017
Project No: 02162259.02
Invoice No: 31906

Attn: Shawn Thomas
Clay County Board of County Commissioners
PO Box 1366
Green Cove Springs, FL 32043

Project 02162259.02 Sandridge Road Culvert Replacement at Bradley Creek Phase 2
Agreement/Contract# 2016/2017-36: Supplemental Agreement #1
Professional Services through November 24, 2017

Phase	0220	Drainage			
Total Fee		141,052.29			
Percent Complete		30.8425	Total Earned	43,504.00 ✓	
			Previous Fee Billing	24,704.00 ✓	
			Current Fee Billing	18,800.00	
			Total Fee		18,800.00 ✓
			Total this Phase		18,800.00

Phase	0305	Design Survey Service			
Billing Limits			Current	Prior	To-Date
Total Billings			0.00	600.00	600.00 ✓
Limit					9,600.00
Remaining					9,000.00
			Total this Phase		0.00

Phase	9996	Environmental Resource Solutions			
Total Fee		3,500.00			
Percent Complete		0.00	Total Earned	0.00	
			Previous Fee Billing	0.00	
			Current Fee Billing	0.00	
			Total Fee		0.00
			Total this Phase		0.00

Phase	9997	Tocoi Engineering			
Total Fee		5,200.00			
Percent Complete		56.3846	Total Earned	2,932.00	
			Previous Fee Billing	0.00	
			Current Fee Billing	2,932.00	
			Total Fee		2,932.00 ✓
			Total this Phase		2,932.00

Phase	9998	Geotechnical-CS/Geo			
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Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payments to Eisman & Russo, Inc. for design services for CR220 widening from Henley to Little Black Creek Bridge, in the amounts of \$17,078.25 and \$29,060.00, invoice numbers 2134-9 and 2134-10, respectively, from the CIP Fund, 16/17-51.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- Design service/CR220

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 1:33 PM	Item Pushed to Agenda

Eisman & Russo

CONSULTING ENGINEERS

9041230

6455 Powers Avenue
 Jacksonville, FL 32217
 904-733-1478

Clay County
 477 Houston Street
 3rd Floor, Administration Building
 Green Cove Springs, FL 32043
 Shawn Thomas

Invoice number 2134-9
 Date 11/17/2017

Project **2134 CR220 Widening**
Design/PO#20171217

Professional Services through 10/27/2017.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Roadway Design	A 119,991.66	98.00	117,591.81	117,591.81 ✓	0.00
Roadway Design - Subconsultant	C 90,445.86	33.98	30,735.00 ✓	18,835.00 ✓	11,900.00 ✓
Survey Services	D 201,519.96	99.85	201,216.39	201,216.39 ✓	0.00
Geotechnical Services	E 110,180.00	46.79	51,552.47 ✓	47,452.16 ✓	4,100.31 ✓
Environmental Services	B 8,625.12	52.30	4,510.60 ✓	3,432.66 ✓	1,077.94 ✓
Total	530,762.60	76.42	405,606.27	388,528.02 ✓	17,078.25

PARTIAL

Invoice total **17,078.25**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2134-9	11/17/2017	17,078.25	17,078.25				
Total		17,078.25	17,078.25	0.00	0.00	0.00	0.00

- I personally acknowledge by my signature the following:
- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent

Shawn D. Thomas
 Project Administrator

12-28-17
 DATE

FINANCE # 2d

9104230

6455 Powers Avenue
 Jacksonville, FL 32217
 904-733-1478

Clay County
 477 Houston Street
 3rd Floor, Administration Building
 Green Cove Springs, FL 32043
 Shawn Thomas

Invoice number 2134-10
 Date 12/11/2017

Project **2134 CR220 Widening**
Design/PO#20171217

Professional Services through 12/01/2017.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Roadway Design	A 119,991.66	98.00	117,591.81	117,591.81	0.00
Roadway Design - Subconsultant	C 90,445.86	66.11	59,795.00	30,735.00	29,060.00
Survey Services	D 201,519.96	99.85	201,216.39	201,216.39	0.00
Geotechnical Services	E 110,180.00	46.79	51,552.47	51,552.47	0.00
Environmental Services	B 8,625.12	52.30	4,510.60	4,510.60	0.00
Total	530,762.60	81.89	434,666.27	405,606.27	29,060.00

PARTIAL

Invoice total 29,060.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
2134-9	11/17/2017	17,078.25	17,078.25				
2134-10	12/11/2017	29,060.00	29,060.00				
Total		46,138.25	46,138.25	0.00	0.00	0.00	0.00

- I personally acknowledge by my signature the following:
- All purchasing procedures were properly administered
 - All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
 - The price, quantity and quality are correct and acceptable
 - The appropriate county records are on file to substantiate this payment
 - Approval to pay as a county purchasing agent

Shawn D. Thomas
 Project Administrator

12-28-17
 DATE

FINANCE # 2d



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payment to Jones Edmunds and Associates, Inc. for landfill compliance monitoring services, in the amount of \$7,729.80, invoice number 0240152, from the Environmental Services Fund, C/N 92/93-171 38th addendum.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Landfill compliance

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/4/2018 - 9:31 AM	Item Pushed to Agenda

457951



Clay County
Finance Department
PO Box 988
Green Cove Springs, FL 32043

December 26, 2017
Project No: 03740-023-01
Invoice No: 0240152

Project 03740-023-01 Clay County - Addendum 38
Addendum 38

Professional Services from October 1, 2017 to November 19, 2017

Professional Personnel

	Hours	Rate	Amount
Senior Project Manager Cully, Timothy	15.00	✓ 176.17 ✓	2,642.55 ✓
Sr. Project Engineer/Scientist Reinhart, George	2.25	✓ 150.83 ✓	339.37 ✓
Project Engineer/Scientist Kennelley, Elizabeth	4.25	✓ 123.31 ✓	524.07 ✓
Design Engineer/Scientist Thomas, Brian	2.00	✓ 110.09 ✓	220.18 ✓
Jr. Design Engineer/Scientist Kardish, Patrick	5.75	✓ 82.56 ✓	474.72 ✓
Sr. Field Technician/Inspector Hill, Wilson	29.00	✓ 110.09 ✓	3,192.61 ✓
Sr. Document Production Vaseen, Nancy	3.25	✓ 81.46 ✓	264.75 ✓
Sr. Administrative Assistant Guzman Letteen, Lilian	1.00	✓ 71.55 ✓	71.55 ✓
Totals	62.50		7,729.80 ✓
Total Labor			7,729.80 ✓

Billing Limits	Current	Prior	To-Date
Total Billings	7,729.80	53,661.42	61,391.22
Limit			243,500.00
Remaining			182,108.78

Total this invoice **\$7,729.80**

PARTIAL

I personally acknowledge by my signature the following:

Authorized: Timothy C. Cully Date: 12/26/2017
Timothy Cully

- All purchasing procedures were properly administered.
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes.
- The price, quantity and quality are correct and acceptable.
- The appropriate county records are on file to substantiate this payment.
- Approval to pay as a county purchasing agent.

KEAN ALTMAN
Solid Waste Deputy Director
DATE: 1-3-18

FINANCE # 2e



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payment to VIA Consulting Services, Inc. for inspection services of CR218 bridge repair, in the amount of \$21,507.60, invoice number 1321, from the CIP Fund, C/N 17/18-2.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Inspection services

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/10/2018 - 1:14 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payment to Waste Management, Inc. for operation of the transfer station facility for the month of December 2017, in the amount of \$597,314.48, from the Environmental Services Fund, C/N 05/06-128A.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- Transfer station processing

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/10/2018 - 1:17 PM	Item Pushed to Agenda

842075

Invoice # Dec17-744-1

AMOUNT DUE TO WASTE MANAGEMENT, INC. OF FLORIDA
 FOR OPERATION OF TRANSFER STATIONS
 AND YARD TRASH FACILITY
 December 2017

TYPE OF WASTE	TOTAL TONS	COST PER TON	AMOUNT
CLASS I - OUT	11,567.63	\$ 33.35	\$ 385,780.46
C & D - OUT	6,029.37	\$ 28.31	\$ 170,691.46
YARD TRASH - IN	1,962.77	\$ 21.39	\$ 41,983.65
YARD TRASH DISPOSAL FEE CREDIT - OUT	1,987.67	\$ (0.56)	\$ (1,113.10)
YARD TRASH DISPOSAL FEE CREDIT - OUT BY OTHER	4.98	\$ (5.62)	\$ (27.99)
YARD TRASH DISPOSAL FEE CREDIT - OUT TO COUNTY OWNED SITE	0	\$ (1.14)	\$ -

TOTAL TO BE PAID **PARTIAL** \$ 597,314.48



I personally acknowledge by my signature the following

- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent


 ALAN ALTMAN
 Solid Waste Deputy Director

DATE: 1-9-18

FINANCE # 29



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Final payments to Leware Construction Co. of FI, Inc. for CR218 emergency bridge repair project, including release of retainage as acceptance of the project as complete, in the amounts of \$705,610.71 and \$139,305.85, from the CIP Fund, C/N 17/18-1.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- Emergency bridge repair

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/10/2018 - 1:56 PM	Item Pushed to Agenda

9060112
APPLICATION FOR PAYMENT

From: Leware Construction Co. of FL, Inc.
925 Thomas Avenue
Leesburg, FL 34748

Contract: 2017/2018-1
Application #: 2
Date: 12/17/2017

To: Clay County Board of County Commissioners
Post Office Box 1366
Green Cove Springs, FL 32043
904-284-6301

218 Bridge 2

Period From To
11/16/2017 12/17/2017

ITEM NO.	DESCRIPTION	CONTRACT		QUANTITY		UNIT	UNIT PRICE	AMOUNT		% COMPLETE
		AMOUNT	QUANTITY	THIS PERIOD	JTD			THIS PERIOD	TO-DATE	
1	Mobilization	\$250,829.00	1.00	0.50	1.00	LS	\$ 250,829.00	\$125,414.50	\$250,829.00	100.00%
2	Foundation	\$418,350.00	1.00	0.00	1.00	LS	\$ 418,350.00	\$0.00	\$418,350.00	100.00%
3	Substructure & Jacking	\$652,821.00	1.00	0.90	1.00	LS	\$ 652,821.00	\$587,538.90	\$652,821.00	100.00%
4	Change Order #1	\$71,058.50	1.00	1.00	1.00	LS	\$71,058.50	\$71,058.50	\$71,058.50	100.00%
	Subtotal	\$1,393,058.50						\$784,011.90	\$1,393,058.50	100.00%
	Less Retainage (10%)							\$78,401.19	\$139,305.85	
TOTAL		\$1,393,058.50						\$705,610.71	\$1,253,752.65	90.00%

I personally acknowledge by my signature the following:

- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent

[Signature]
Shawn P. Thomas
Project Administrator
DATE: 12-28-17

PARTIAL

[Handwritten initials/signature]

[Handwritten mark]

Please remit to: Leware Construction Co. of FL, Inc., 925 Thomas Avenue, Leesburg, FL 34748

[Signature]
Robert D. Eison, Asst Sec.

12/17/17

2h

FINANCE # _____

906112

APPLICATION FOR PAYMENT

From: Leware Construction Co. of FL, Inc.
925 Thomas Avenue
Leesburg, FL 34748

Contract: 2017/2018-1
Application # : 3 Final
Date: 12/21/2017
Period From To
10/10/2017 12/21/2017

To: Clay County Board of County Commissioners
Post Office Box 1366
Green Cove Springs, FL 32043
904-284-6301

218 Bridge fin

ITEM NO.	DESCRIPTION	CONTRACT		QUANTITY		UNIT	UNIT PRICE	AMOUNT		% COMPLETE
		AMOUNT	QUANTITY	THIS PERIOD	JTD			THIS PERIOD	TO-DATE	
1	Mobilization	\$250,829.00	1.00	0.00	1.00	LS	\$ 250,829.00	\$0.00	\$250,829.00	100.00%
2	Foundation	\$418,350.00	1.00	0.00	1.00	LS	\$ 418,350.00	\$0.00	\$418,350.00	100.00%
3	Substructure & Jacking	\$652,821.00	1.00	0.00	1.00	LS	\$ 652,821.00	\$0.00	\$652,821.00	100.00%
4	Change Order #1	\$71,058.50	1.00	0.00	1.00	LS	\$71,058.50	\$0.00	\$71,058.50	100.00%
	Subtotal	\$1,393,058.50						\$0.00	\$1,393,058.50	100.00%
	Less Retainage (0%)							\$139,305.85	\$0.00	
TOTAL		\$1,393,058.50						\$139,305.85	\$1,393,058.50	100.00%

I personally acknowledge by my signature the following:

- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent

[Signature]
Shawn D. Thomas
Project Administrator

1-8-18
DATE

[Large red scribble]

FINAL

[Red signature]

Please remit to: Leware Construction Co. of FL, Inc., 925 Thomas Avenue, Leesburg, FL 34748

[Signature]
Robert D. Eison, Asst Sec.

FINANCE # 2h



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Partial payment to Advanced Disposal Services Jacksonville, LLC for residential solid waste and recyclables collection services for the month of December 2017, in the amount of \$660,533.33, from the Universal Collection Fund, C/N 05/06-172.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Advanced Disposal

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/16/2018 - 9:32 AM	Item Pushed to Agenda

903367

ATTACHMENT TO PAYMENT REQUEST
CLAY COUNTY CONTRACT #05/06-172
EXCLUSIVE RESIDENTIAL COLLECTION SERVICE
Total Billable Units - December 2017

903367
Invoice #DEC - 17

1 Total Units on 2017/2018 Tax Roll (See Attached "Adjustments" Worksheet)			65,128
2 Certificates of Occupancy From Building Department			618
1/1/17 thru 11/30/17 (Have Paid Prorated Assessment)			
3 New Dwellings (See Attached "New Dwellings" Worksheet)	DECEMBER 2017		
3a Before the 15th	31 ✓		31 ✓
3b After the 15th	47 ✓		
Total	78 ✓		
4 Commercial Hand Load Customers (See attached Commercial Hand worksheet)	DECEMBER 2017		
4a Before the 15th	34 ✓		34 ✓
4b After the 15th	0		
Total	34 ✓		
5 Total of Units Served; Full Month (1+2+3a+4a)			65,811
6 Total of Units Served; Half Month (3b+4b)			47 ✓
7 TOTAL UNITS (8 + 11)			<u>65,858</u>
8 AMOUNT DUE - FULL MONTH BILLABLE UNITS (Item 5)	65,811 ✓ X	\$11.21	\$737,741.31 ✓
9 AMOUNT DUE - HALF MONTH BILLABLE UNITS (Item 6)	47 ✓ X	\$5.605	\$263.44 ✓
10 CREDIT FOR CORRECTED ASMT. OCT - DEC 2016 (22 Units x 3 mth)	-66 ✓ X	\$11.10	(\$732.60) ✓
11 CREDIT FOR CORRECTED ASMT. JAN 2017 - SEPT 2017 (22 Units x 9 mth)	-198 ✓ X	\$11.21	(\$2,219.58) ✓
12 CREDIT FOR CORRECTED ASMT. OCT - DEC 2017 (2 Units x 2 mth)	-4 ✓ X	\$11.21	(\$44.84) ✓
13 CREDIT FOR CORRECTED ASMT. JAN 2018 - SEPT 2018 (0 Units x 9 mth)	0 X	\$11.21	\$0.00
14 FUEL ADJUSTMENT (See Attached "Fuel Adjustment" Worksheet; Jan. & Jul. Only)			\$ (74,474.40) ✓

15 GRAND TOTAL DUE (13 through 19) DECEMBER 2017 \$660,533.33 ✓

Tania Jolley 1/4/18
Tania Jolley
Assessment Coordinator

PARTIAL

I personally acknowledge by my signature the following:

- All purchasing procedures were properly administered
- All goods and/or services related to this invoice were properly received on county property and/or for county approved purposes
- The price, quantity and quality are correct and acceptable
- The appropriate county records are on file to substantiate this payment
- Approval to pay as a county purchasing agent

Alan Altman
ALAN ALTMAN
Solid Waste Deputy Director
1-9-18
DATE

FINANCE # 2i



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Clay County Finance Department request ratification of:

1. Payroll dated January 16, 2018

- Check numbers 491899 - 492463, in the amount of \$49,049.97
- Direct deposits, in the amount of \$687,821.39
- Payroll related expenditures, check numbers 318520 - 318524, including tax EFT, in the amount of \$298,468.38

2. Voids, handwrites and electronic funds transfers from December 26, 2017 - January 8, 2018, in the net amount of \$61,863.01

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

No Attachments Available

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 10:16 AM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, January 23 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

Clay County Finance Department requests authorization to refund:

1. Rescue Department, certain companies and individuals for overpayments of rescue accounts as per the attached memorandum dated January 9, 2018, from the General Fund.
2. Brian Cree for refund of cash bond paid on their transient merchant permit, in the amount of \$1,000.00, from the Municipal Service Fund, as per the attached memorandum from the Planning and Zoning Division.
3. All Southern Fireworks for refund of cash bond paid on their transient merchant permit, in the amount of \$1,000.00, from the Municipal Service Fund, as per the attached memorandum from the Planning and Zoning Division.
4. Solid Waste Assessment Fees and Collection Fees to certain individuals, in the total amounts of \$1,606.71 and \$2,972.65, from the Solid Waste Fund and Universal Collection Fund, respectively, as per the attached memorandum from Environmental Services.
5. Ashlynn Prevatt for cancellation of Big Cabin reservations, in the amount of \$214.00, from the General Fund, as per the attached memorandum from the Parks and Recreation Division.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description

- ▣ Rescue Refund
- ▣ Cash Bond Refund

- Cash Bond Refund 2
- Solid Waste Refunds
- Big Cabin Refund

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Finance	pataky, stacey	Approved	1/3/2018 - 10:16 AM	Item Pushed to Agenda



Finance Division

P.O. Box 988
477 Houston Street
4th Floor, Admin. Building
Green Cove Springs, Fl.
32043

Phone: 904-269-6396
Fax: 904-278-4749

County Manager
S.C. Kopelousos

Commissioners:

Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward F. Hendry
District 5

www.claycountygov.com



January 9, 2018

TO: The Clay County Board of County Commissioners

FROM: Clayton Meng, Finance Director

SUBJECT: Request for refunds from the General Fund

The following rescue AMB EMS Billing accounts are overpaid & refunds should be made as follows:

\$1,666.25 to:
BLUE CROSS BLUE SHIELD OF FLORIDA
4800 DEERWOOD CAMPUS PARKWAY
JACKSONVILLE, FL 32246
Claim UID: 205554910
(Overpayment)

001-342600

FINANCE #

361



Economic and
Development Services

Planning and Zoning
Division

Address: PO Box 1366
Green Cove Springs, FL
32043

Phone: 904-278-4705

Fax: 904-278-3706

County Manager
S.C. Kopelousos

Commissioners:

Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward F. Hendry
District 5

www.claycountygov.com



Memorandum

To: Clayton Meng, Finance Director

From: Kristi Hudson

Date: January 4, 2018

Re: Refund Request

Cree's Trees is requesting a refund for their cash bond paid on November 9, 2017 application number 2017000022 in the amount of \$1,000.00. Please mail the refund to Brian Cree, 2019 Cornell Road, Middleburg, FL 32068. Mr. Cree can be contacted at (904) 254-9244 if you have any further questions.

FINANCE #

362

T0005808



Economic and
Development Services

Planning and Zoning
Division

Address: PO Box 1366
Green Cove Springs, FL
32043

Phone: 904-278-4705

Fax: 904-278-3706

County Manager
S.C. Kopelousos

Commissioners:

Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward F. Hendry
District 5

www.claycountygov.com



Memorandum

To: Clayton Meng, Finance Director

From: Kristi Hudson

Date: January 4, 2018

Re: Refund Request

Sterling Warner is requesting a refund for their cash bond paid on November 21, 2017 application number 2017000023 in the amount of \$1,000.00. Please mail the refund to All Southern Fireworks, 3644 Silverly Lane, Jacksonville, FL 32217. Mr. Warner can be contacted at (904) 655-8362 if you have any further questions.

FINANCE #

363



Finance Division

P.O. Box 988
477 Houston Street
4th Floor, Admin. Building
Green Cove Springs, FL
32043

Area code: 904
Phone: 529-3646
278-3646
Fax: 278-4749

County Manager
Stephanie C. Kopelousos

Commissioners:
Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward Hendry
District 5

Switchboard:
GCS (904) 284-6300
KH (352) 473-3711
KL (904) 533-2111
OP/MBG (904) 269-6300

www.claycountygov.com



MEMORANDUM

TO: Stephanie C. Kopelousos
County Manager

FROM: Clayton Meng *CM*
Finance Director

SUBJECT: Solid Waste Assessment Refunds

DATE: January 5, 2018

I am requesting that the property owners listed (See Attached) be reimbursed for Solid Waste Disposal/Collection fees that were either paid in error, or have received an exemption under provisions of the Solid Waste Assessment Ordinance 93-19. Your cooperation in this matter is greatly appreciated. Thank You.

Disposal fee	\$ 1,606.71
Collection fee	\$ <u>2,972.65</u>
Total Reimb.	\$ 4,579.36

CRM/cpa

FINANCE # 364



Camp Chowenwaw Park

Mailing Address:

P.O. Box 1366
Green Cove Springs, FL
32043

Physical Address:

1517 Ball Road
Green Cove Springs, FL
32043

Phone: 904-529-8058
Fax: 904-529-8426

County Manager

S.C. Kopelousos

Commissioners:

Mike Cella
District 1

Wayne Bolla
District 2

Diane Hutchings
District 3

Gavin Rollins
District 4

Gayward F. Hendry
District 5

www.claycountygov.com



MEMORANDUM

January 9, 2018

TO: Finance Department

FROM: Lynn Higgs, Camp Chowenwaw Park *LH*

RE: Camper Refund

Please refund Ashlynn Prevatt \$214.00 for her reservation for the Big Cabin on March 31, 2018. She called and cancelled her reservation this morning.

Please send refund to:
Ashlynn Prevatt
2391 SE 150th Street
Starke, FL 32091

Attachments:
All related payment documents

Approved: *Michelle Sharp*

Michelle Sharp
Parks and Recreation Manager

c. file

FINANCE # 365