



BOARD OF COUNTY COMMISSIONERS MEETING AGENDA

June 10, 2025

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

INVOCATION

Commissioner Compere

PLEDGE

Craig Pierce, MA1(SW), USN (Ret.)

CALL TO ORDER

ROLL CALL

PET ADOPTIONS

PROCLAMATIONS/RESOLUTIONS

1. Amateur Radio Week (June 23-29, 2025)
2. Solid Waste Workers Week (June 16-24, 2025)
3. Recognition of Lake Asbury Junior High's Kids Helping Kids Club

DECLARATIONS

4. National Mosquito Control Awareness Week (June 20-26, 2025)

CONSTITUTIONAL OFFICERS

APPROVAL OF MINUTES

5. Board of County Commissioners Meeting Minutes May 27, 2025.

PUBLIC COMMENTS

CONSENT AGENDA

6. 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.

7. Acceptance for Final Plat for Recording- Breezy Oaks Estates Phase Two (District 1, Comm. Sgromolo)(R.Smith)

The Staff has reviewed and recommends that the Board accept and approve the final plat of Breezy Oaks Estates Phase Two for recording.

8. Approval of School Concurrency Proportionate Share Mitigation Agreement between Clay County, Clay County School District and DFH Land, LLC (Bella Lago Townhomes Phase II) (C. Grimm)
9. Approval of a Resolution of the Board of County Commissioners of Clay County, Florida, amending the Board's Public Meeting Guidelines to include rules and procedures for legislative and quasi-judicial public hearings and providing an effective date (C. Grimm)
10. Funding Agreement with Clay County Economic Development Corporation regarding Feasibility Study (T. Nagle)
Approval of the Cost Reimbursement Funding Agreement for a Tourism Feasibility Study with Clay County Economic Development Corporation (EDC) in an amount not to exceed \$130,000.00, beginning on the effective date through September 30, 2025.

Funding Source:

Tourist Development Tax Funds

11. Approval of Resolution of the Board of County Commissioners of Clay County, Florida, adopting the Clay County Disaster Policy and the Clay County Emergency Financial Plan (M. Covey)

Approval of Resolution of the Board of County Commissioners of Clay County, Florida, adopting the Clay County Disaster Policy and the Clay County Emergency Financial Plan.

The newly adopted Disaster Policy and Emergency Financial Plan will take effect on June 10, 2025.

DISCUSSION/UPDATES

12. Progress Report on the Bonded Transportation Program and Other Capital Projects (Capital Projects Team)

OLD BUSINESS

13. Consideration of Special Magistrate's clarification of April 30, 2025 Final Report and Recommendation, pursuant to Florida Land Use & Environmental Dispute Resolution Act (Sec. 70.51, Fla. Stat.), following

public hearing on April 1, 2025, regarding Owners' Request for Relief from BCC denial of PUD 24-0006 (Fleming Island Preserve) (C. Grimm)

NEW BUSINESS

14. FY25-26 Lutheran Services Florida Non-Qualified County Funds Project Proposals (M. Covey)

Approval to fund Substance Use Disorder (SUD) abatement projects for Clay County Paramedicine, Clay County Sheriff's Office, and Clay Behavioral Health Center.

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

15. First Public Hearing to Consider the Annual Action Plan for the Community Development Block Grant (M. Covey)

16. First Public Hearing to consider ZON 25-0008 (J. Bryla)

This item was continued by the Planning Commission to the August 5th Planning Commission hearing.

This application is a Staff initiated amendment to the Land Development Code amending regulations in Article III Sec. 3-35(b),(g),(2),(7),(10)(v) for non-motorized boat ramps in PO-2 zoning districts

LETTERS FOR ACTION

17. Discussion of Re-Appointment to the Clay County Housing Finance Authority

Applications were received for re-appointment to the Clay County Housing Finance Authority from the following:

- Lisa Daniels (Public)
- Linda Long (Real Estate)

LETTERS OF DOCUMENTATION

18. Bid Opening Tabulations (K. Smith)

Bid Opening Tabulation for May 30 2025:

A. RFP No. 24/25-063, Tourism Sports Sales and Development (RE-BID)

PUBLIC COMMENTS

COMMISSION AUDITOR

COUNTY ATTORNEY

COUNTY MANAGER

COMMISSIONERS' COMMENTS

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



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/3/2025 - 12:12 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Clay County
Board of County
Commissioners

DATE:

FROM:

SUBJECT:

AGENDA ITEM
TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/3/2025 - 3:54 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ 2025 Amateur Radio Week proclamation	Cover Memo	6/4/2025	2025_Amateur_Radio_Week_proclamation.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	6/3/2025 - 3:55 PM	Item Pushed to Agenda

WHEREAS, operators of amateur radio, also known as “ham radio,” are celebrating more than a century of voice, data, and picture transmission over the airwaves to locations across the globe without the use of the internet or cell phone networks; and

WHEREAS, amateur radio operators serve as the vital connections between individuals, communities, and nations, and they have contributed countless volunteer hours by providing reliable, self-sustained radio communications to support local governments and organizations during disasters, recovery efforts, planned non-emergency events, and charitable activities; and

WHEREAS, Clay County and its municipalities recognize the invaluable service provided by amateur radio operators to our emergency response organizations, including Clay County Emergency Management, Clay County Sheriff’s Office, and the Skywarn Program of the National Weather Service; and

WHEREAS, the American Radio Relay League Amateur Radio Field Day 24-hour emergency preparedness exercise will take place on June 28-29, 2025, during Amateur Radio Week, as a demonstration of the radio amateurs’ skills and readiness to serve their communities when needed.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim June 23-29, 2025, as

AMATEUR RADIO WEEK IN CLAY COUNTY

and in so doing, recognizes the amateur radio operators in Clay County who are dedicated to serving their community and stand ready to provide their services when called on.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 10th day of June 2025.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

Betsy Condon, Chairman

Kristen Burke, DC, Vice Chairman

John Sgromolo

Alexandra Compere

Jim Renninger



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
2025 Solid Waste Workers Week proclamation	Cover Memo	6/4/2025	2025_Solid_Waste_Workers_Week_proclamation.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	6/3/2025 - 3:55 PM	Item Pushed to Agenda

WHEREAS, the proper collection and disposal of solid waste is the foundation of keeping our communities clean, preventing disease, and protecting our environment; and

WHEREAS, the Centers for Disease Control and Prevention credits effective garbage disposal with protecting public health by helping to eradicate many diseases in the Western world; and

WHEREAS, the men and women who provide the essential service of handling our waste work long shifts in inclement weather and often in hazardous conditions along our busy roadways; and

WHEREAS, Clay County values and celebrates our local solid waste industry professionals for their commitment to servicing residents and businesses and protecting our environmental health and safety throughout the community.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim June 16-24, 2025, as

SOLID WASTE WORKERS WEEK IN CLAY COUNTY

and in so doing, encourages all citizens to recognize the valuable contributions of the hard-working men and women who ensure our neighborhoods and streets are kept clean and our environment is protected.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 10th day of June 2025.

ATTEST:

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

Betsy Condon, Chairman

Kristen Burke, DC, Vice Chairman

John Sgromolo

Alexandra Compere

Jim Renninger



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Lake Asbury Junior High's Kids Helping Kids Club proclamation	Cover Memo	6/4/2025	2025_Recognition_of_Lake_Asbury_Junior_High_s_Kids_Helping_Kids_Club.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	6/3/2025 - 3:55 PM	Item Pushed to Agenda

WHEREAS, the Dreams Come True Kids Helping Kids program connects students and young people with dream recipients, supporting them in fundraising efforts to help make the dreams of children facing life-threatening conditions a reality; and

WHEREAS, Lake Asbury Junior High's Kids Helping Kids Club is a group of caring and committed students, led by Mr. Will Wood, who worked very hard to provide moments of relief and joy for a courageous classmate facing the challenges of serious illness; and

WHEREAS, by working with community sponsors and hosting and participating in local events such as trunk or treat, the Green Cove Springs Christmas parade, Spring Park tree decoration, and spirit nights, Lake Asbury Junior High's Kids Helping Kids Club raised \$5,000 to fulfill the dream of their fellow student; and

WHEREAS, Lake Asbury Junior High's Kids Helping Kids Club hosted a “Dream Party Pep Rally” at Lake Asbury Junior High on May 29th, providing them with the incredible opportunity to meet and spend time with their sponsored dreamer, and form a friendship unlike any other; and

WHEREAS, the Clay County Board of County Commissioners proudly recognizes the initiative and dedication of these outstanding young students, whose efforts to raise funds for a classmate are truly inspiring.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby recognize the incredible work of

LAKE ASBURY JUNIOR HIGH'S KIDS HELPING KIDS CLUB

and in so doing, it recognizes and applauds these young students for their hard work and dedication, acknowledging that their compassion and leadership embody the promise of the next generation.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 10th day of June 2025.

ATTEST:

Tara S. Green
Clerk of Court & Comptroller
Ex Officio Clerk of the Board

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Betsy Condon, Chairman

Kristen Burke, DC, Vice Chairman

John Sgromolo

Alexandra Compere

Jim Renninger



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
2025 Mosquito Control Awareness Week Declaration	Cover Memo	6/4/2025	2025_Mosquito_Control_Awareness_Week_Declaration.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	6/3/2025 - 3:55 PM	Item Pushed to Agenda



DECLARATION

OF THE CLAY COUNTY BOARD OF COUNTY COMMISSIONERS CLAY COUNTY, FLORIDA

WHEREAS, a variety of mosquito-borne diseases have historically been a source of human and animal suffering, illness, and death in the United States and worldwide; and

WHEREAS, an excessive number of mosquitoes in our environment diminishes our enjoyment of outdoor activities, hinders outdoor work, decreases livestock productivity, and reduces property values; and

WHEREAS, the Clay County Mosquito Control Program follows an Integrated Pest Management approach and treated more than 257,000 acres of rural and urban property county-wide last fiscal year while utilizing effective and environmentally safe mosquito control practices; and

WHEREAS, the Clay County Mosquito Control Program encourages all residents to follow the **three Ds of mosquito prevention** including **Drain**: empty, turn over, or cover any items that could hold water; **Dress**: wear long sleeves, long pants, and light-colored, loose-fitting clothing; and **Defend**: properly apply an EPA approved insect repellent; and

WHEREAS, reducing the number of nuisance mosquitoes in Clay County promotes the continued enjoyment of our outdoor spaces and minimizes the spread of mosquito-borne diseases.

Therefore,

The Board of County Commissioners, Clay County, Florida, does hereby declare June 20-26, 2025, as

MOSQUITO CONTROL AWARENESS WEEK IN CLAY COUNTY

and in so doing, encourages all residents to take action to protect themselves from mosquitoes when outdoors.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

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SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Board of County Commissioners Meeting Minutes May 27, 2025	Backup Material	6/5/2025	Board_of_County_Commissioners_Meeting_Minutes_May_27__2025.ADA.pdf
Attachment A Pet Adoptions	Backup Material	6/5/2025	Attachment_A_Pet_Adoptions.ADA.pdf
Attachment B Lake Geneva Clean-up	Backup Material	6/5/2025	Attachment_B_Lake_Geneva_Clean-up.ADA.pdf
Attachment C FCC Update	Backup Material	6/5/2025	Attachment_C_FCC_Update.ADA.pdf
Attachment D Akel Logan Shafer, PA Presentation	Backup Material	6/5/2025	Attachment_D_Akel_Logan_Shafer__PA_Presentation.ADA.pdf
Attachment E Borrelli and Partners, Inc. Presentation	Backup Material	6/5/2025	Attachment_E_Borrelli_and_Partners__Inc._Presentation.ADA.pdf
Attachment F Fleischman and Garcia, and Planners Presentation	Backup Material	6/5/2025	Attachment_F_Fleischman_and_Garcia__and_Planners_Presentation.ADA.pdf
Attachment G Harvard Jolly, Inc. Presentation	Backup Material	6/5/2025	Attachment_G_Harvard_Jolly__Inc._Presentation.ADA.pdf
Attachment H Walker Architects Presentation	Backup Material	6/5/2025	Attachment_H_Walker_Architects_Presentation.ADA.pdf
Attachment I Governors Park CDD	Backup Material	6/6/2025	Attachment_I_Governors_Park_CDD.ADA.pdf

- ▢ Attachment J PUD-25-0002 Backup Material 6/6/2025 Attachment_J_PUD-25-0002.ADA.pdf
- ▢ Attachment K PUD-25-002 Applicant Backup Material 6/6/2025 Attachment_K_PUD-25-002_Applicant.ADA.pdf
- ▢ Attachment L PUD-25-0002 Letter from resident Backup Material 6/6/2025 Attachment_L_PUD-25-0002_Letter_from_resident.ADA.pdf
- ▢ Attachment M ZON-24-0033 Backup Material 6/6/2025 Attachment_M_ZON-24-0033.ADA.pdf
- ▢ Attachment N ZON-25-0012 Backup Material 6/6/2025 Attachment_N_ZON-25-0012.ADA.pdf
- ▢ Attachment O COMP-25-0008 Backup Material 6/6/2025 Attachment_O_COMP-25-0008.ADA.pdf
- ▢ Attachment P COMP-25-0007 Backup Material 6/6/2025 Attachment_P_COMP-25-0007.ADA.pdf
- ▢ Attachment Q ZON-25-0003 Backup Material 6/6/2025 Attachment_Q_ZON-25-0003.ADA.pdf
- ▢ Attachment R Speed Indicators Backup Material 6/6/2025 Attachment_R_Speed_Indicators.ADA.pdf
- ▢ Attachment S Median Break Options Russell Baptist Church Backup Material 6/6/2025 Attachment_S_Median_Break_Options_Russell_Baptist_Church.ADA.pdf
- ▢ Attachment T Debris Photo District 3 Backup Material 6/6/2025 Attachment_T_Debris_Photo_District_3.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/4/2025 - 4:48 PM	Item Pushed to Agenda



BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

May 27, 2025

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

INVOCATION

Commissioner John Sgromolo, District 1, gave the Invocation

PLEDGE

Retired USN Command Master Chief Christopher D. Jones led the Pledge of Allegiance.

Chairman Betsy Condon said Command Master Chief Christopher Jones is a proud US Navy veteran who retired after an impressive 31 years of service. Throughout his Navy career, he served in San Diego, California - The Pacific Northwest - Key West, Florida - Pensacola, Florida - Memphis, Tennessee, and completed 12 overseas deployments. His dedication and leadership earned him numerous commendations - including the Defense Meritorious Service Medal - two meritorious Service medals - five Navy and Marine Corps commendation medals, and the Joint Service Commendation medal - among other campaign and unit awards. Command Master Chief Jones joined the military because he wanted to be part of something bigger than himself - and the challenge and chance to serve turned out to be one of the best decisions he has made. Some key lessons he learned include the value of consistency - listening more than speaking - and that trust is earned - not given. Since retiring in 2019, he has continued to serve his community as the Human Resources Manager at Baptist Health Clay and as Board Vice-Chair of First Tee of North Florida.

Command Master Chief Jones thanked the Board for the opportunity to lead the Pledge of Allegiance and spoke briefly about residing in Clay County.

CALL TO ORDER

Chairman Betsy Condon called the meeting to order at 4:05 pm.

ROLL CALL

Present: Commissioner District 4 Betsy Condon, Chairman

Commissioner District 5 Dr. Kristen T. Burke, Vice-Chairman
Commissioner District 1 John Sgromolo
Commissioner District 2 Alexandra Compere
Commissioner District 3 Jim Renninger

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 - Midnight (dog) - Beethoven (dog) - Diana (cat) - Enchilada (cat). Otter (dog) was also pictured and is currently looking for a foster home due to an injury. If you are interested in adopting a pet, contact clayadoptions@claycountygov.com or call (904) 269-6342. Ms. Capo mentioned that Clay County Animal Services still needs foster parents for dogs, cats, and kittens; please consider opening your home temporarily. If you are interested, please contact clayfosters@claycountygov.com. If you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list at Amazon.com. We always need items for our foster kittens and shelter animals. See Attachment A.

PROCLAMATIONS/RESOLUTIONS

1. Lupus Awareness Month (May 2025)

Item One (1) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 9:34 and ending at 13:45. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said May is Lupus Awareness Month. Lupus is a chronic disease that affects millions worldwide and can be hard to diagnose.

Present for the Proclamation:

- Jackie Dalton - Northeast Florida Region Ambassador
- Scott Dalton - Supporting Spouse
- Kassidy Dalton - Supporting Daughter
- Holden Alexander - Supporting Future Son-N-Law
- Diane Hutchings - Clay County Tax Collector

Commissioner Jim Renninger read the Proclamation for Lupus Awareness Month - May 2025.

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

Ms. Dalton thanked the Board for the Proclamation and spoke about the importance of recognizing Lupus Month and bringing awareness to the disease.

DECLARATIONS

2. Asian/Pacific American Heritage Month (May 2025)

Chairman Betsy Condon said we have one Declaration on today's agenda. In 1992, Congress designated the month of May as Asian/Pacific American Heritage Month in the United States to celebrate the significant contributions of people of Asian - Native Hawaiian and Pacific Islander Heritage to the growth – history – culture, and achievements of our nation. Chairman Condon encouraged everyone to read the Declaration attached to the agenda.

PRESENTATIONS

Street Sweeper Video Presentation (L. Christmas/J. Smith)

Video Presentation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 15:10 and ending at 19:56. Below is a summary of the discussion.

Chairman Betsy Condon said we are going to show a video that I asked to show this evening, which was shot - edited - and produced by our Communications Office. Earlier this week, Commissioner Compere and I, along with Assistant County Manager Chereese Stewart, Public Works Director Eric Pope, Communications Director Laura Christmas, and other county staff, visited Tynes Elementary School on a unique visit. I'll let the video tell the rest of the story.

Following the video, Chairman Condon spoke about the positive reaction from the students and getting to experience it with them. She also mentioned the picture in the boardroom that the students signed; there will also be one on display at the school.

CONSTITUTIONAL OFFICERS

Chairman Betsy Condon recognized Clay County Clerk of Court and Comptroller Tara S. Green, Clay County Tax Collector Diane Hutchings, CCSO Director Ricky Wright, CCSO Director Joe Bucci, and other CCSO staff and thanked them all for their attendance.

There were no Constitutional Officer comments.

APPROVAL OF MINUTES

3. Board of County Commissioners Budget Workshop Meeting Minutes

May 6, 2025.

4. Board of County Commissioners Meeting Minutes May 13, 2025.

Commissioner Jim Renninger made a motion for approval of the May 6, 2025, BoCC Budget Workshop Meeting minutes and the May 13, 2025, BoCC Meeting minutes, seconded by Commissioner John Sgromolo, which carried 5-0.

PUBLIC COMMENTS

Public Comment can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 20:59 and ending at 37:52. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for public comment at 4:21 pm.

Vivian Katz-James, 6579 Immokalee Road, Keystone Heights, Florida, addressed the Board to provide details and information on the Lake Geneva restoration and neighborhood cleanup – collecting 1.5 tons of debris. Pictures of the cleanup were shown per Chairman Betsy Condon's request. See Attachment B.

Chad Weeks, 2659 Robbie Lee Lane, Green Cove Springs, Florida, Pastor of Russell Baptist Church, addressed the Board to express concerns regarding item 18, regarding median break-road design at the entrance of the church.

Jimmy Weeks, 2647 Robbie Lee Lane, Green Cove Springs, Florida, addressed the Board to express concerns regarding item 18 for the road design at the entrance of the Russell Baptist Church.

Randy Gillis, 1807 CR 209B, Green Cove Springs, Florida, addressed the Board to express concerns regarding item 18 for the road design at the entrance of the Russell Baptist Church.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, addressed the Board to express her concerns about the road design on Sandridge and safety issues.

Hearing no other comments, Chairman Betsy Condon closed the public comment at 4:38 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. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station (K. Smith)

Approval to post Notice of Intent to Award Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station to Kent Bros, Inc. in the amount of \$132,611.56.

Approval of award will be effective after the 72-hour protest period has expired.

Final Completion shall be achieved no later than 145 days from Notice to Proceed.

Funding Source:

Sheriff County Wide Fund / Buildings - Jail Law Enforcement / Infrastructure

7. TDC Business (C. Latham/T. Meyer)

-TDC unanimously (8-0 vote) recommends Moosehaven 2025 4th of July - July 4, 2025 at Moosehaven. \$3,500 Event Marketing Grant.

-TDC unanimously (8-0 vote) recommends Rodeo at the Ranch - May 17, 2025 at Seamark Ranch. \$3,500 Event Marketing Grant.

8. 2025 Revised BCC Holiday Schedule (J. Leighton)

9. Veteran Preference Policy (J. Leighton)

10. Tenth Amendment to Administrative Services Agreement No. 2010/2011-57 with Florida Blue (J. Leighton)

Approval of the Tenth Amendment to Administrative Services Agreement No. 2010/2011-57 with Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue amending Sections 3.9, 6.5, 6.7, Exhibits B and C, and extending the term through December 31, 2028. All other terms and conditions remain unchanged and in effect.

Funding Source:

Health Insurance Trust Fund

11. Acceptance for Final Plat for Recording- Murray Farms (District 1, Comm. Sgromolo)(R.Smith)

The staff has reviewed and recommends that the Board accept and approve the final plat of the Murray Farms for recording.

12. Approval of Right-of-Way Easement from Clay County to Clay Electric Cooperative, Inc. re: Clay County Animal Shelter (C. Grimm)
13. Resolution and Grant Application for the Florida Department of State Division of Historical Resources Special Category Grant (M. Covey)

The Middleburg Colored School is a historic wooden schoolhouse located in Hunter-Douglas Park that serves as a cultural landmark as the first formal educational facility for Black residents in Middleburg, Florida. It is requested that the Board:

 - A. Authorize the submission of a grant application to the Florida Department of State, Division of Historical Resources, under the Special Category Grant Program (50% match required) for the reconstruction of the historic Middleburg Colored School;
 - B. Authorize the County Manager to execute and submit the application on the County's behalf; and
 - C. Approve the accompanying resolution in support of the grant application.
14. Approval of Release of Lateral Ditch Easement related to Peoria Road (R. Smith/C. Grimm)
15. Interlocal Agreement with City of Keystone Heights regarding Lake Geneva Restoration (R. Smith)

Approval of Interlocal Agreement with City of Keystone Heights regarding Lake Geneva Restoration to remain in effect through the completion of the project which consists of the removal of trees and vegetation and installation of erosion control measures in preparation for the pumping phase of the Black Creek Project.

-
Funding Source:

FD1000 - CC1188 - PRJ100826 - 546100

Consent Agenda can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 37:53 and ending at 39:49. Below is a summary of the discussion and vote for this agenda item.

Commissioner John Sgromolo requested to pull item 7 for discussion.

Commissioner Alexandra Compere made a motion for approval of the Consent Agenda except item 7, seconded by Commissioner Jim Renninger, which carried 5-0.

Commissioner John Sgromolo noted that he pulled item 7 - TDC Business to remind anyone who has upcoming events requiring room nights there is still roughly \$70,000.00 available; please approach the tourism staff at askclay@claycountygov.com requesting a grant for the event. Commissioner Sgromolo said as the Commission continues to try to reinstate someone to bring events to Clay County on our behalf, there is not a lot on the books, so it is very important that we try to do this organically and spoke about the huge organic success of the Rodeo at the Ranch event.

Following all comments, Commissioner John Sgromolo made a motion for approval of item 7, seconded by Commissioner Alexandra Compere, which carried 5-0.

DISCUSSION/UPDATES

16. FCC Status Update (M. Towns)

Item Sixteen (16) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 39:52 and ending at 1:03:20. Below is a summary of the discussion.

Milton Towns, Director of Environmental Services, presented a PowerPoint presentation to provide details and information on the FCC status update. Mr. Towns provided an additional sheet of information that is attached to the presentation. See Attachment C.

Topics Discussed:

- Transition to Carted Collection
 - Changes Effective - October 1, 2024
 - FCC Roll-Out - First 60 Days
- Performance - Collection
- Other Collection Program Measures
 - Households
 - Additional (2nd) Cart Request
 - Stickers Sold
 - Calls Answered - FCC
 - Collections Provided
 - Contract Cost

There were questions and discussions regarding turn around time for bulk pick-up and issues, if any, trend of the second cart requests, overflow stickers, missed pick-ups and rectifying the issue, clarification regarding the side door pick-up program, calls taken by FCC vs. BoCC, tracking and usage of ECCs, renovations at Rosemary Landfill, improper and illegal dumping.

17. Discussion on the Flashing Beacon Speed Indicators (R. Smith)

Item Seventeen (17) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 5:04:34 and ending at 5:12:34. Below is a summary of the discussion.

Richard Smith, Director of Engineering, presented a PowerPoint presentation to provide an overview and information for the flashing beacon speed indicators. See Attachment R.

There were questions and discussions regarding recording capability, direction and location of placement, speed study, operational costs, a new law in place on July 1 for excessive speeding/unsafe driving, placement in neighborhoods, and the need for suggestions from the Commission for the placement of remaining speed indicators.

OLD BUSINESS

18. Median Break for Russell Baptist Church (E. Dendor)

Item Eighteen (18) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 5:12:35 and ending at 6:23:21. Below is a summary of the discussion.

Ed Dendor, Bonded Transportation Program Manager, and Carlos Campos, WGI, Project Manager, presented a PowerPoint presentation to provide details and information for a median break for Russell Baptist Church. See Attachment S.

There were questions and discussions regarding the purpose of medians on Sandridge, design concerns, proposed/possible development - 3/10 units per acre next to the Church, access management, active septic tank/sewer, and transfer of property and intended use.

Following more comments from the Commission regarding concerns regarding the median in the area and safety concerns, Vice-Chairman Kristen Burke made a motion for approval of a median break at the Eastern side, seconded by Commissioner Alexandra Compere; there were more discussions regarding other options/solutions, safety issues, budget on the project, connection at Cross Creek entrance, eminent domain process, directional drive currently, distance for median breaks on the roadway, adding a turning lane, comparison of median breaks on Sandridge, signage for the Church, recommendation for the design (not county), costs to remove the median, other areas with openings, delays of roadwork on Sandridge, modification of the median design, signalization, and possible ingress/egress resolutions.

At the request of the Commission, Mr. Weeks addressed the Board as the Agent of the Church to provide details and information regarding the concerns for the median to be placed on Sandridge Road in front of Russell Baptist Church.

More comments, questions, and discussions were had regarding access to the Church, programs/attendance at the Church, solutions ideas from the Church, design options, safety issues with certain designs, budget, not a lot of traffic issues as of now on Sandridge with no median, paving/connecting the two parking lots at the Church, egress at Cross Creek, negotiations between Russell and Cross Creek, and having Engineer of Record signature.

Upon completion of all discussions, the motion was withdrawn, and the Board directed staff to gather more information as discussed.

19. Consideration of Special Magistrate's clarification of April 30, 2025 Final Report and Recommendation, pursuant to Florida Land Use & Environmental Dispute Resolution Act (Sec. 70.51, Fla. Stat.), following public hearing on April 1, 2025, regarding Owners' Request for Relief from BCC denial of PUD 24-0006 (Fleming Island Preserve) (C. Grimm)

Chairman Betsy Condon said the Special Magistrates' recommendation is under review for clarity and will be brought back at a later date.

NEW BUSINESS

20. Appointments to the Land Conservation Committee
Appointment of 11 members to the new Land Conservation Committee (LCC).

Item Twenty (20) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 6:23:47 and ending at 6:51:18. Below is a summary of the discussion and the vote for this agenda item.

Dodie Selig, Chief Planner, addressed the Board to provide the details and information for the request to appoint eleven (11) members to the new Land Conservation Committee. The information discussed and applications submitted are attached to the agenda.

Summary of LCC Seats to be Filled:

- Four (4) members who shall be appointed based on their knowledge of environmentally sensitive lands or natural resources expertise or experience. Examples include representatives from a local Wildlife Management Area, the Bayard Conservation Area, Florida State Parks, State Forests or other environmental agency. The ideal candidates will have at least two years' experience working in the field of natural resource management and have a B.S. degree in a related field.
- Four (4) members who shall be appointed based on their knowledge of agriculture, silviculture, or animal husbandry expertise or experience. The ideal candidates will have experience in at least two of the above categories, or ten years of experience in at least one.
- Three (3) members who shall be appointed to represent the public. Possible candidates should be selected to represent a diverse geography within the county and ideally should have demonstrated an interest in natural resource or environmental issues by active participation in local organizations related to the environment.

Chairman Betsy Condon explained the voting/appointment process and thanked all sixty-one applicants who applied to serve on the committee.

Following all tally votes for each area. The below individuals were appointed to the Land Conservation Committee:

Agricultural Experience Positions:

- Josh Farley
- Patrick Cooper Murphy
- Randolph Padgett
- Dr. Craig Price, DVM

Environmental Experience Positions:

- Matthew K. Corby
- Heather F. Nagy
- Rebecca Perry
- April J. Thomas

Conservation Volunteer Experience:

- Mark Feagle
- Tina T. Sachs
- Anne Christie" C. Hingst

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

21. RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library Presentations (K. Smith
Presentations regarding RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library from the following Consultants:

1. Walker Architects, Inc. - 88.8
2. Borrelli + Partners, Inc. - 87.8
3. Fleischman And Garcia & Planners, AIA, PA - 83.8
4. Akel Logan Shafer, PA - 83.0
5. Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK - 81.9

Selection approval will be effective after the 72 hour period for protest has expired. An Agreement with the selected Consultant will be brought back to the Board for approval.

Funding Source:

Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement

Element - Oakleaf Library - Buildings & General Fund - Libraries
Administration - Oakleaf Library - Buildings

Item Twenty-One (21) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 1:03:25 and ending at 2:04:08. Below is a summary of the discussion and the vote for this agenda item.

Karen Smith, Director of Administrative and Contractual Services, addressed the Board to provide information and details for the process of the presentations and voting to follow regarding RFQ 2024/2025-052 - Professional Architectural Services as indicated above.

- Bill Bishop, President of Akel Logan Shafer, PA, and team addressed the Board to present a PowerPoint presentation to provide details and information regarding RFQ 24/25-0052. See Attachment D.

There were no questions from the Board.

- George Borelli, President, Borrelli and Partners, Inc. and Sonny Fornoles, Senior Project Manager addressed the Board to present a PowerPoint presentation to provide details and information regarding RFQ 24/25-0052. See Attachment E.

There were questions and discussions regarding projects comparable to the Clay County project, common elements, scale of project, and priorities.

- Marcel Maslowski, President of Fleischman and Garcia and Planners, AIA, PA and team addressed the Board to present a PowerPoint presentation to provide details and information regarding RFQ 24/25-0052. See Attachment F.

There were questions and discussions regarding clarification of project costs and Wesley Chapel square footage, dedicated spaces, incorporating an early voting area, clarification for "Blue Beam" and estimated completion date.

- Dattatraya Sonavadekar, PIC of Harvard Jolly, Inc. DBA Harvard Jolly | PBK addressed the Board to present a PowerPoint presentation to provide details and information regarding RFQ 24/25-0052. See Attachment G.

There were questions and discussions regarding the budget for St. Johns Library.

- Tim Macy and Jason O'Brian Project Architects of Walker Architects, Inc. addressed the Board to present a PowerPoint presentation to provide details and information regarding RFQ 24/25-0052. See Attachment H.

There were no questions from the Board.

Following all presentations, there were a few follow-up questions and discussions to clarify scoring, workload for Fleischman and Garcia, allocating points for a timeline, and

length of time to design a project for Fleischman; then, there was a tally vote performed:

Akel Logan Shafer PA:

- Commissioner John Sgromolo - 5
- Vice-Chairman Kristen Burke - 5
- Chairman Betsy Condon - 5
- Commissioner Alexandra Compere - 4
- Commissioner Jim Renninger - 5
 - Total: 24

Borelli and Partners, Inc.

- Commissioner John Sgromolo - 2
- Vice-Chairman Kristen Burke - 3
- Chairman Betsy Condon - 4
- Commissioner Alexandra Compere - 5
- Commissioner Jim Renninger - 2
 - Total: 16

Fleischman and Garcia and Planners, AIA, PA:

- Commissioner John Sgromolo - 1
- Vice-Chairman Kristen Burke - 1
- Chairman Betsy Condon - 1
- Commissioner Alexandra Compere - 1
- Commissioner Jim Renninger - 4
 - Total: 8

Harvard Jolly, Inc:

- Commissioner John Sgromolo - 4
- Vice-Chairman Kristen Burke - 4
- Chairman Betsy Condon - 3
- Commissioner Alexandra Compere - 2
- Commissioner Jim Renninger - 3
 - Total: 16

Walker Architects:

- Commissioner John Sgromolo - 3
- Vice-Chairman Kristen Burke - 2
- Chairman Betsy Condon - 2
- Commissioner Alexandra Compere - 3
- Commissioner Jim Renninger - 1
 - Total: 11

Ms. Smith read the scores with Fleischman and Garcia having eight (8), Walker Architects having eleven (11), Harvard Jolly and Borelli and Partners having sixteen (16), and Akel Logan Shafer having twenty-four (24). There can be a tie-breaker, or it can be

brought back before the Board if negotiations can not be reached with the first or second parties.

Commissioner John Sgromolo made a motion for approval to bring it back at a later date if staff can not negotiate contracts with the first two selected agencies, seconded by Commissioner Jim Renninger, which carried 5-0.

Commissioner Alexandra Compere made a motion for approval to direct staff to negotiate with the selected agency after the 72-hour protest as discussed, seconded by Vice-Chairman Kristen Burke, which carried 5-0.

22. Public Hearing on Petition and adoption of an Ordinance creating the Governors Park North Community Development District (District 5, Comm. Burke) (C. Grimm)

Governors Park Property Holdings, LLC, has submitted to the Board a petition to establish the Governors Park North Community Development District within an approximately 802-acre tract situated solely within unincorporated Clay County.

Item Twenty-Two (22) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 2:04:09 and ending at 2:21:49. Below is a summary of the discussion and the vote for this agenda item.

Michael Eckert, 107 West College Avenue, Tallahassee, Florida, Kutak Rock for Governors Park CDD, presented a PowerPoint presentation to provide details and information for the requested petition and adoption of an Ordinance creating the Governors Park North CDD as indicated above. See Attachment I.

There were questions and discussions regarding the future expansion parcel 10-year timeline clarifications, as well as potential dates for development.

Chairman Betsy Condon opened the floor for the public hearing at 6:17 pm.

Amber Crosby, 4381 Saddlehorn Trail, Middleburg, Florida, submitted a comment card against item 22.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, addressed the Board to express concerns regarding CDDs.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 6:20 pm.

Vice-Chairman Kirsten Burke made a motion for approval, seconded by Commissioner Jim Renninger; there were comments and clarification regarding costs and bonds in reference to CDDs; the motion carried 5-0.

23. Public Hearing on Rocky Mountain Holdings, L.L.C.'s Application for a Certificate of Public Convenience and Necessity for Air Ambulance Service (J. Boree)

Item Twenty-Three (23) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 2:21:49 and ending at 2:29:46. Below is a summary of the discussion and the vote for this agenda item.

Chief Lorin Mock, Fire Chief addressed the Board to provide the details and information for the public hearing for the application for a COPCN as indicated above. The information provided is attached to the agenda.

Chairman Betsy Condon opened the floor for the public hearing at 6:25 pm

Hearing no comments, Chairman Betsy Condon closed the public hearing at 6:25 pm.

Commissioner Alexandra Compere made a motion for approval, seconded by Vice-Chairman Kristen Burke. There were clarifying comments regarding the costs per lift/transport for the air ambulance and billing; the motion carried 5-0.

24. Final Public Hearing to consider adoption of ZON 24-0034. (D. Selig)

This application is a Staff initiated amendment to the Land Development Code amending regulations in Article III and Article VIII related to residential development entrances.

This item was continued from March 11th. Additional changes to both Article III and VIII of the Land Development Code have been proposed, therefore this item will be split into 2 new items, one for each article. These will be readvertised and brought back to the Board at a later date.

Item Twenty-four (24) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 2:31:56 and ending at 2:33:01. Below is a summary of the discussion and the vote for this agenda item.

All those wishing to speak during zoning public hearings were sworn in.

Dodie Selig, Chief Planner, addressed the Board to explain that this item - ZON-24-0034 - would be brought back to the Board at a later time, as indicated above.

Chairman Betsy Condon opened the floor for the public hearing at 6:33 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 6:33 pm.

The Board requires no vote or motion.

25. Public Hearing to consider COMP 25-0006 and ZON 25-0005 (District 4, Comm. Condon) (J. Bryla)

This item was continued by the Planning Commission. Staff requests this item be continued to the Board's June 24th meeting.

A. COMP 25-0006

This application is a FLUM Amendment to change 16.34 acres from Rural Residential (RR) to Urban Core 10 (UC-10).

B. ZON 25-0005

This application is a Rezoning to change from Agricultural/Residential (AR) to Multi-Family Residential District (RD-2).

Item Twenty-Five (25) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 2:33:01 and ending at 2:36:42. Below is a summary of the discussion and the vote for this agenda item.

Frank Miller, 1 Independent Drive, Jacksonville, Florida, Agent for the Applicant, addressed the Board to provide details and information for a requested continuance of items COMP-25-006 and ZON-25-0005.

There were discussions to clarify the date requested for continuance for the Planning Commission and BoCC meetings.

Chairman Betsy Condon opened the floor for the public hearing at 6:35 pm.

Amber Crosby, 4381 Saddlehorn Trail, Middleburg, Florida, and Melissa Smith, 2135 Compound Lane, Middleburg, Florida, submitted comment cards against the requested change.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 6:36 pm.

Commissioner John Sgromolo made a motion for approval of a continuance until the July 22, 2025, BoCC Meeting, seconded by Vice-Chairman Kristen Burke. Chairman Betsy Condon thanked Mr. Miller for his willingness to work with the CAC, and the motion carried 5-0.

26. Final Public Hearing to consider PUD 25-0002 (District 5, Comm Burke) (J. Bryla)

This application is a request to rezone an approximately 0.41 acre of land from Business & Professional Office District (BA-2) to Planned Commercial Development District (PCD).

Item Twenty-Six (26) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 2:36:43 and ending at 4:25:27. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, presented a PowerPoint presentation to provide details and information for the public hearing to consider PUD-25-0002 as indicated above. See Attachment J.

There were questions and discussions regarding prohibiting medical uses and inclusion, permissible uses under BA2 (current zoning), conditional uses, subletting/the change of occupancy requirements/process, parking requirements, and any emergency response access issues.

Josh Cockrell, StellaRae Group, Agent for the Applicant, addressed the Board to provide details and information for the requested change and provided documentation for reference. See Attachment K.

Chairman Betsy Condon opened the floor for the public hearing at 7:01 pm.

Jesse Ryan, 1496 Fraser Road, Green Cove Springs, Florida, submitted a comment card against item 26 - PUD-25-0002.

Matthew Hansknecht, 1749 Oak Grove Drive, Green Cove Springs, submitted a comment card in support of item 26 - PUD-25-0002.

Cody Thorne, 3538 Summit Oaks Drive, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Jeffery Reedy, 3265 Highway 17, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Dennis Greaves, 3432 Ringtail Court, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Stan Hunt, 1547 Peters Creek, Green Cove Springs, Florida, Property Owner, addressed the Board to provide more details and information for the requested change.

Ryan Worthington, 538 Glacier Point, Maxville, Florida, and Clay County business owner, addressed the Board in favor of the requested change.

Carolyn Gimble, 4485 US Highway 17, Fleming Island, Florida, addressed the Board in favor of the requested change.

Chad Eason, 1004 St. Johns Avenue, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Chelsi Baker Shaw, 1529 Fraser Road, Green Cove Springs, Florida, addressed the

Board in opposition to the requested change.

Rick Baker, 1530 Fraser Road, Green Cove Springs, Florida, addressed the Board in opposition to the requested change.

Keith and Robin Simmons, 1509 Fraser Road, Green Cove Springs, Florida, submitted a letter in opposition to the requested change. See Attachment L.

Trina Baker, 1530 Fraser Road, Green Cove Springs, Florida, addressed the Board in opposition to the requested change.

Alan Greer, 1527 Peters Creek Road, Green Cove Springs, Florida, and Clay County business owner, addressed the Board in favor of the requested change.

Janice Claxton, 1503 Fraser Road, Green Cove Springs, Florida, requested Ms. Baker to read her statement of opposition into record.

Suzanne Ryan, 1496 Fraser Road, Green Cove Springs, Florida, addressed the Board in opposition to the requested change.

Sandra Fortner, Palatka Resident - Employee of River CPA, addressed the Board in favor of the requested change.

Betty Brown, 8989 Old Wire Place, Bryceville, Florida and employee of River CPA addressed the Board in favor of the requested change.

Chelsea Close, 2730 Royal Point Drive, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Joseph Walker, 1528 Virgils Way, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Robert Hall, 1540 Peters Creek Road, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Brayden Weaver, 1540 Peters Creek Road, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Ryan Marcyes, 1699 Shedd Road, Green Cove Springs, Florida, and Chairman of the Springs CAC, addressed the Board in favor of the requested change.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 7:50 pm.

Mr. Cockrell addressed concerns that were raised during the public hearing period.

There were comments, questions, and discussions regarding any ex-parte communications, zoning, and land use, requirements for road improvements, parking spaces, costs of the roadway, impact on the community, comments from the commission addressing concerns heard from citizens, and reasons to support the

requested change with restrictions.

Commissioner Kristen Burke made a motion for approval, seconded by Commissioner Jim Renninger; there were more questions, discussions, and comments regarding the cost of the new roadway, limiting uses, restrictions, sightline survey, BA2 vs PCD use, the applicants' reputation, design/layout if the development, and discussion to clarify uses and the motion.

Following all discussions, Chairman Betsy Condon made a friendly amended motion for approval, as discussed, for specific uses only. The amended motion was accepted by Vice-Chairman Kristen Burke, seconded by Commissioner Jim Renninger, and carried 5-0.

27. Final Public Hearing to consider ZON 24-0033 (District 3, Comm. Renninger) (J. Bryla)

This application is a Rezoning to change 5.73 acres from Agriculture Residential (AR) to Multi-Family Residential (RD-4).

Item Twenty-Seven (27) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 4:25:50 and ending at 4:46:42. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, presented a PowerPoint presentation to provide details and information for the public hearing to consider ZON-24-0033, as indicated above. See Attachment M.

Folks Huxford, 10230 Manorville Drive, Jacksonville, Florida, Agent for the Applicant, addressed the Board to provide more details and information for the requested change.

There were questions and discussions regarding the maintenance of the roadway that accesses the property, ownership of the road, access for emergency vehicles, and legal access through the ingress/egress easement.

Chairman Betsy Condon opened the floor for the public hearing at 8:34 pm.

Rozelle Perry, 786 Blanding Boulevard, Orange Park, Florida, Professional Community Management, addressed the Board to express concerns regarding the requested change.

Nancy Elder, 2300 Twelve Oaks Drive, Orange Park, Florida, addressed the Board to express concerns regarding the requested change.

Michael Prats, 2300 Twelve Oaks Drive, Orange Park, Florida, addressed the Board to express concerns regarding the requested change.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 8:41 pm.

There were comments, questions, and discussions regarding ex-parte communication, access to the parcel, deeded easement, and reasons, date, and time for a continuance.

Following all discussions and clarifications, Commissioner Jim Renninger made a motion for a continuance until the June 24, 2025, BoCC meeting, seconded by Commissioner John Sgromolo, which carried 5-0.

28. Final Public Hearing to consider ZON 25-0012 (District 1, Comm. Sgromolo) (J.Bryla)

This application is a Rezoning to change two parcels from Commercial and Professional Office District (BA-2) and Planned Commercial District (PCD) to Neighborhood Business District (BA).

Item Twenty-Eight (28) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 4:46:45 and ending at 4:55:33. Below is a summary of the discussion and the vote for this agenda item.

Jenni Bryla, Zoning Chief, presented a PowerPoint presentation to provide details and information for the public hearing to consider ZON-25-0012, as indicated above. See Attachment N.

There were questions and discussions regarding landscape code requirements and buffering.

Frank Miller, 1 Independent Drive, Jacksonville, Florida, Agent for the Applicant, addressed the Board to provide more details and information for the requested change.

Chairman Betsy Condon opened the floor for the public hearing at 8:54 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 8:54 pm.

There were comments regarding ex-parte communications.

Commissioner John Sgromolo made a motion for approval, seconded by Vice-Chairman Kristen Burke; there were comments regarding how busy the corridor is and the need for this type of facility; the motion carried 5-0.

29. Final Public Hearing to consider adoption of COMP 25-0008. (S. Olsen)

This application is a proposed text amendment to the 2045 Comprehensive Plan. The application would make changes to CIE Policy 1.3.1, CFE Policy 1.1.1 and CFE Policy 1.1.13 with respect to the Clay County Water Supply Facilities Work Plan.

Item Twenty-Nine (29) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 4:55:34 ending

at 4:58:30. Below is a summary of the discussion and the vote for this agenda item.

Samantha Olsen, Planner 1, presented a PowerPoint presentation to provide details and information for the public hearing to consider COMP-25-0008 as indicated above. See Attachment O.

Chairman Betsy Condon opened the floor for the public hearing at 8:58 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 8:58 pm.

Vice-Chairman Kristen Burke made a motion for approval, seconded by Commissioner John Sgromolo, which carried 5-0.

30. Final Public Hearing to consider adoption of COMP 25-0007. (B. Carson)

This application is a Text Amendment to FLU Policy 1.9.6 to remove land use classification specific language.

Item Thirty (30) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 4:58:31 and ending at 5:01:43. Below is a summary of the discussion and the vote for this agenda item.

Beth Carson, Director of Planning and Zoning, presented a PowerPoint presentation to provide details and information for the public hearing to consider COMP-25-0007, as indicated above. See Attachment P.

Chairman Betsy Condon opened the floor for the public hearing at 9:00 pm.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, addressed the Board in favor of the requested change.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 9:01 pm.

There was no ex-parte communication.

Commissioner Jim Renninger made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 5-0.

31. Final Public Hearing to consider ZON 25-0003. (B. Carson)

This application is a Land Development Code change to Article III Sec. 3-10(g) to allow the opportunity for Heirs Exemptions within the master plan areas.

Item Thirty-One (31) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 5:01:43 and

ending at 5:04:31. Below is a summary of the discussion and the vote for this agenda item.

Beth Carson, Director of Planning and Zoning, presented a PowerPoint presentation to provide details and information for the public hearing to consider ZON-25-0003, as indicated above. See Attachment Q.

Chairman Betsy Condon opened the floor for the public hearing at 9:03 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 9:03 pm.

There was no ex-parte communication.

Commissioner John Sgromolo made a motion for approval, seconded by Commissioner Jim Renninger, which carried 5-0.

LETTERS FOR ACTION

32. Discussion of Appointment to the Springs Citizen Advisory Committee
Kimberly Middleton submitted her application for consideration to the Springs CAC.

Item Thirty-Two (32) can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 6:51:29 and ending at 6:51:54. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor to discuss the appointment to the Springs Citizen Advisory Committee as indicated above.

Vice-Chairman Kristen Burke made a motion to appoint Kimberly Middleton, seconded by Chairman Betsy Condon, which carried 5-0.

LETTERS OF DOCUMENTATION

33. Tourist Development Council Meeting Minutes May 7, 2025
TDC meeting minutes from May 7, 2025.
34. Bid Opening Tabulations (K Smith)
Bid Opening Tabulation for May 9, 2025:
A. Bid No. 24/25-076, Sheriff's Office Middleburg Substation
Replacement of Lift Station

Chairman Betsy Condon acknowledged the Letters of Documentation.

PUBLIC COMMENTS

Public Comment can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 6:52:02 and ending at . Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for public comment at 10:52 pm.

Ryan Marcyes, 1699 Shedd Road, Green Cove Springs, Florida, addressed the Board to offer suggestions to community connection concerns regarding the roadway design at Russell Baptist and with squatters at Shedd Road.

Steven Van Bloem, 812 Cameron Oaks Place, Middleburg, Florida, addressed the Board to speak in favor of the speed check indicators, suggested his neighborhood as a location for placement, and expressed concerns regarding the roadway at the entrance at Russell Baptist and thanked the Commission for all they do.

Helana Cormier, 2839 Woodbridge Crossing Court, Green Cove Springs, Florida, expressed her gratitude to the Commission for the consideration regarding the design of the roadway in front of Russell Baptist and for trying to find the best solutions.

Hearing no other comments, Chairman Betsy Condon closed the public comment at 10:59 pm.

COMMISSION AUDITOR

Heather Boucher, Commission Auditor had no comments.

COUNTY ATTORNEY

County Attorney Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025), beginning at 6:59:39 and ending at 7:00:08. Below is a summary of the discussion.

Courtney Grimm, County Attorney, addressed the Board to provide insight and information regarding the Special Magistrates' recommendation to develop a procedure to follow Florida Statute 286.0115 dealing with quasi-judicial proceedings and ex-parte communications; staff is working on that, and a draft has been provided to the Commission, which will be brought back to the Board at a later date.

COUNTY MANAGER

County Manager can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/May%2027,%202025)

and-video-archive/BCC Agenda/May 27, 2025, beginning at 7:00:09 and ending at 7:01:53. Below is a summary of the discussion.

Howard Wanamaker, County Manager, noted that June 1, 2025, is the start of Hurricane season. County Manager Wanamaker encouraged the community to visit alert.claycountygov.com or claycountygov.com for all hurricane information and guidelines to be prepared in the event of a hurricane. Also, Emergency Management has been preparing for hurricane season as well; there was a hurricane exercise conducted at the EOC with seventy-five (75) members from different agencies throughout the county, along with five tabletop meetings the previous weeks.

COMMISSIONERS' COMMENTS

Commissioners can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 27, 2025, beginning at 7:01:54 and ending at 7:12:05. Below is a summary of the discussion.

Commissioner Jim Renninger provided information regarding a suggested initiative to clean up the sidewalks/debris along the Bellair roadway in his district and requested the Commission's support. See Attachment T. Commissioner Renninger spoke about other areas/churches with ingress/egress issues. Commissioner Renninger mentioned significant events that have taken place in the county - Memorial Day and the fire at Ace Hardware, in which a firefighter sustained injuries - our prayers are with him and his family.

Commissioner Alexandra Compere echoed Commissioner Renninger's comments regarding Ace Hardware, which is in her district; she sends heartfelt prayers to all involved. It is so good to hear that our Orange Park firefighter is back up on his feet!

Vice-Chairman Kristen Burke mentioned the success of the groundbreaking ceremony for Animal Services. Vice-Chairman Burke spoke about another firefighter who was hurt during the fire at Ace Hardware from the base and expressed her gratitude for all those who helped.

Commissioner John Sgromolo spoke about his opportunity to speak at the Bridge-to-Bridge with the Clay County Chamber. Commissioner Sgromolo mentioned the Boy Scout Gala honoring County Manager Howard Wanamaker and congratulated him on the well-deserved recognition. Commissioner Sgromolo talked about the success of the Rodeo at the Ranch event held at Seamark Ranch. Commissioner Sgromolo also mentioned attending the Military appreciation luncheon, the TAPS Monument for the commemoration of the 66 fallen that are on the monument, and the Rive Fest. Commissioner Sgromolo expressed appreciation for how public government is supposed to work and thanked the entire community that attended and his colleagues.

Vice-Chairman Kristen Burke also mentioned that there would be drive-in movies starting at the Fairgrounds every Friday night in June.

Chairman Betsy Condon spoke about the Military Appreciation Luncheon and the honoring of the 104-year-old lady. Chairman Condon mentioned attending the 2024

Daniel E. Watt Outstanding Law Enforcement Awards and those that were honored. Chairman Condon expressed her heartfelt thanks to CCFR and all the different agencies that responded to the Ace Hardware fire. We are so grateful to all our public servants.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 11:12 pm.

Attest:

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

Chairman or Vice-Chairman

Acronym Definitions

BCC- Board of County Commissioners
CAC – Citizens Advisory Committee
CCSO – Clay County Sheriff’s Office
CDD – Community Development District
COPCN – Certificate of Public Convenience and Necessity
CR – County Road
PUD – Planned unit Development
RFQ – Request for Quote
TDC – Tourist Development Council
USN – United States Navy
ZON – Rezone

Attachment

“A”

Pet Adoptions



Midnight

ANIMAL ID: A0056185455

SEX: Neutered Male

BREED: Mixed Breed, 7 years old; 51 pounds

LOCATION: CCACC Main Shelter in Green Cove Springs

ABOUT: Looking for a four-legged friend with personality and charm? Midnight's your guy! He's the perfect blend of playful and calm, always ready to join you for a walk or show off his command skills. Midnight's also a toy expert—stuffedies don't stand a chance when he's around!



claycountygov.com/adopt



Beethoven

ANIMAL ID: A0056994337

SEX: Neutered Male

BREED: Mixed Breed, 4years old 89 pounds

LOCATION: CCACC Main Shelter in Green Cove Springs

ABOUT: Meet Beethoven, our big 89-pound goofball! At 4 years old, this boy is the definition of sweet and silly. Beethoven will charm you with his friendly approach and goofy personality—he loves showing off his toys and will happily bring them to you like trophies. Food is the way to his heart (and works wonders when working on training and leash manners).

claycountygov.com/adopt



Diana

ANIMAL ID: A0056437576

SEX: Spayed Female



BREED: Domestic Short Haired, 2 years old; 9 pounds

LOCATION: CCACC Main Shelter in Green Cove Springs

ABOUT: This 2-year-old diva knows what she likes—peace, quiet, and cozy napping spots. Midnight is a chatty girl who'll let you know when she has something to say, but she's all about her personal space. She's a bit shy around new people and prefers the solo life, so a calm, patient home is her dream.

Not a fan of other cats, dogs, or the chaos of kiddos, Midnight's ideal day is spent lounging in the sun or snuggling up in bed. Win her over with treats, and you've got yourself a loyal companion.

claycountygov.com/adopt



Enchilada

ANIMAL ID: A0056631132

SEX: Spayed female



BREED: Domestic Short Hair, 2 months old

LOCATION: CCACC Main Shelter in Green Cove Springs

ABOUT: Meet Enchilada! This vocal and loving girl is ready to be the center of your world. With her adorable fuzzy ears and chatty personality, she's all about soaking up love and attention. If you're looking for a loyal companion who will always keep you company, Enchilada is your perfect match!

claycountygov.com/adopt



We are still in need of foster parents for dogs, cats and kittens. Please consider opening your home temporarily.

If interested please contact
clayfosters@claycountygov.com

**Pictured. Otter A0057106004 who is currently looking for a foster home, please call the shelter for more information.*

claycountygov.com/adopt



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

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

claycountygov.com/adopt

Attachment
“B”
Lake Geneva
Clean-Up







Attachment “C” FCC Update

Curbside Collection Contract Mid-Year Report

BCC Meeting, May 27, 2025

Environmental Services Dept.
Milton Towns, Director



Transition to Carted Collection

Changes Effective October 1, 2024

- Services – Carts, on-call Bulk, no Recycling, Overflow Stickers
- Hauler – Equipment, Collection Days and Routes, 3rd Eye Service Verification, Trac-EZ Service Request Communication, Tracking and Reporting

FCC Roll-out - First 60 days

	Services Provided	Missed Pickups	Average Misses per Week	Misses as %-age of Services Provided	On Schedule Service %-age
October	642,148	1,394	279	0.426%	99.574%
November	643,715	284	71	0.044%	99.956%

Performance - Collection

Month	Bulk Pickups	Cart Deliveries	Missed Pickups					On Schedule Collection Rate
			Garbage	Yard Waste	Total	Weekly Average	%-age	
December	1,030	1,931	87	5	92	23	0.014%	99.986%
January	1,542	1,289	132	19	151	30	0.023%	99.977%
February	1,066	626	82	44	126	32	0.019%	99.981%
March*	1,152	627	12	12	24	6	0.004%	99.996%
April*	1,313	597	28	23	51	10	0.008%	99.992%
Total Average	6,103	5,070	341	103	444	20	0.011%	99.989%

* FCC missed fewer than 10 of 150,000 weekly collections in 7 weeks of March & April

Other Collection Program Measures

	Households	2 nd Cart Requests ¹	Stickers Sold ²	Calls Answered ³	Collections Provided	Contract Cost \$18.10/unit/month
Total	75,067	4,004	16,078	27,501	5.2 million	\$10.8 million
Monthly Average		572	2,297	5,500	650,080	\$1,351,470

1. 1st quarter, 2,506

2nd quarter, 1,230

2. 1st quarter, 9,581

2nd quarter, 4,871

3. 5 months, December-April

Dec-Jan average - 7,596/month; 338/day; 70% taken by local office, 30% by call center

Feb-Apr average - 4,103/month; 189/day; 88% taken by local office, 12% by call center

Collection Performance - May

Week of	<u>Missed Pickups</u>	
	Total	%-age
May 5-9	7	0.005%
May 12-16	6	0.004%
May 19-24	3	0.002%



Questions?

Attachment
“D”
Akel Logan Shafer, PA
Presentation



COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.

Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.

Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria

Maximum 4 Points

01

COMPETENCE:

Provide a detailed description of comparable projects, not to exceed three (3) contracts, similar in scope of services to those requested herein, which the prime firm or its principals is either performing or has completed within the past ten (10) years.

- Description of Prime Consultant/firm's qualifications and experience in the management of comparable projects in size and scope.
- The specific role of the firm in any project, which is referred to with regard to the firm's experience, shall be described in detail.

This information must include client name, address, telephone, contact person, description of work, contract period, a statement as to whether the firm was the prime consultant or subconsultant, the Engineers Estimate, the actual cost of the project(s), and the result of the project.

02

1 Point

COMPETENCE:

Accuracy of Engineer's Estimates on Recent Projects

The Architect/Engineer Estimate, the actual cost of the project(s), and the result of the project.

5.24.1. COMPETENCE - Firm Capabilities; Professional, Technical, Educational Achievements



UNF Library Learning Commons, 1 UNF Drive 32224

Client name: University of North Florida

Address: Planning, Design & Construction, Bldg 16, Osprey Commons, Suite 3200, Jacksonville, FL 32224

Telephone: 904-620-2016. relmore@unf.edu

Contact: Rich Elmore, Assistant Director

Description of work:

Initial Conceptual Design: a Gallery connecting the Carpenter Library and Starbucks Café; this spine visualized as a meeting space for groups or individual study where food and drink allowed; rendering at right was developed for fund-raising. Full A/E Scope of Work to program, plan & complete construction documents for The Commons, renovation/reimagining of existing library. It was designed in packages in conjunction with CM as described below under "Role". The project condensed shelving and book/catalog collection, to open up for collaboration spaces, research stations, study nodes, meeting rooms, teaching & tutoring rooms, group and individual study, media studios, video production & presentation; as well as carve-out much sought after reading nooks.

Role of the Firm: Prime Consultant providing full Architecture/Engineering Services through CA. Working with Construction Manager, and WorkScapes for FFE, as a team we developed work packages to be priced-out within detailed budget, accelerating construction in multiple phases, allowing occupancy simultaneous with build-out in other areas; role also included traditional CA from bid package review, RFI's, site inspections, punch. Contract period: 03/2014 Gallery; 04/14 Learning Commons concepts; 06/14 kick-off w/ CM to develop construction packages thru last phase 09/2015; warranty visits 2016.

Prime consultant &/or Sub-Consultant Statement:

Prime, incl full A/E

Architect/Engineers Estimate: \$946K [*1.4M]

Actual cost of the project: \$862K plus FFE [*1.24M]

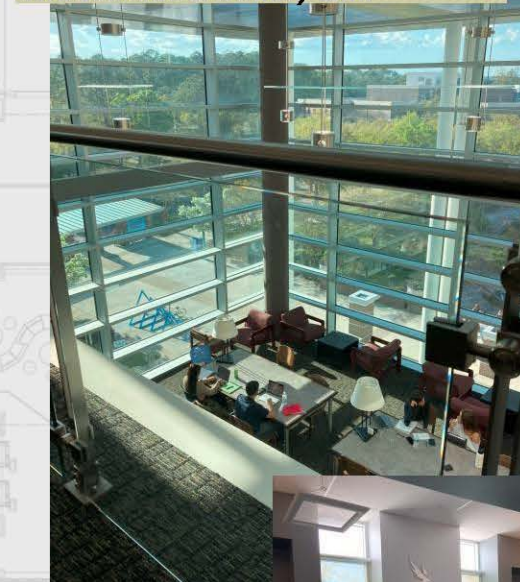
Result of the project: Ahead of Schedule and within Budget by means of bid packages; removing Help Desk & Back-of-House furniture, allowed add of Data upgrades, card access; "future" Help Desk and back-of-house tech spaces now underway by UNF.

*RS Means Cost Data, Historical Cost Index 2015 to 2025 = 1.44

5.24 Submittal Sections



Rendering: Library LLC and Starbucks Gallery Link





COMPETENCE:
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.
Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:
 Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT
 Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:
 A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria **01** (Cont.) Maximum 4 Points (Cont.)

COMPETENCE:
 Provide a detailed description of comparable projects, not to exceed three (3) contracts, similar in scope of services to those requested herein, which the prime firm or its principals is either performing or has completed within the past ten (10) years.

- Description of Prime Consultant/firm's qualifications and experience in the management of comparable projects in size and scope.
- The specific role of the firm in any project, which is referred to with regard to the firm's experience, shall be described in detail.

This information must include client name, address, telephone, contact person, description of work, contract period, a statement as to whether the firm was the prime consultant or subconsultant, the Engineers Estimate, the actual cost of the project(s), and the result of the project.

02 1 Point

COMPETENCE:
Accuracy of Engineer's Estimates on Recent Projects
 The Architect/Engineer Estimate, the actual cost of the project(s), and the result of the project.

5.24 Submittal Sections

5.24.1. COMPETENCE - Firm Capabilities; Professional, Technical, Educational Achievements (Continued)



Description of work: Gregg Hall, Florida School for The Deaf and The Blind. This new 2 story, 20,500 square foot building for the Deaf Department was constructed on masonry exterior and hollow-core floor and roof system. Exterior designed to reflect the historic campus, while being cost effective, low maintenance stucco w/ brick wainscot.

Role of the Firm: Prime Consultant providing full Architecture/Engineering Services, Civil, Structural, MEP, Survey, FFE, abatement consultant for demolished original Gregg Hall; Schematics thru CA such as Submittals, RFI's, Site Inspections, Pay App Certifications, neighborhood meetings, etc.

Client name: Florida School for The Deaf & The Blind
Address: 207 San Marco Ave St. Augustine, FL 32084
Telephone: 904-827-2300

Contact: Julia Mintzer, Administrator, Business Serv.
Contract period: A/E Agreement executed 04/2023, Construction start 9/2023; Construction Completion for occupancy August 2024, before start of Fall term

Prime consultant &/or subconsultant statement:
 Prime incl full A/E Services, for Gilbane Building Company as a part of Design-Build Team.

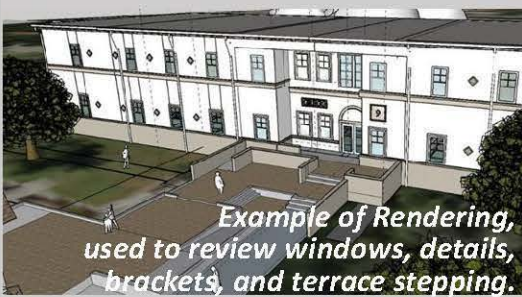
Architect/Engineers Estimate: \$9,246,467
Actual cost of the project: \$8,034,354
Result of the project: Project completed on time. Budget assisted via revised design (in 3 wks): N & S end Mechanical and Electrical moved to center, improving maintenance access as staff would not need to go into student pods, reducing equip cost & delivery schedule, PLUS significantly increasing gathering areas. Other contributions: circulation revised to eliminate one stair; terrace mod to reduce cost & simplify connection with building.



Examples of Rendering to assist material selection, Lighting, Ceiling changes, etc.



As selected from 6 pallets, and Constructed



Example of Rendering, used to review windows, details, brackets, and terrace stepping.



Constructed



5.24.1. COMPETENCE - Firm Capabilities; Professional, Technical, Educational Achievements (Continued)



Evaluation
Criteria

01 (Cont.)

Maximum
4 Points
(Cont.)

COMPETENCE:

Provide a detailed description of comparable projects, not to exceed three (3) contracts, similar in scope of services to those requested herein, which the prime firm or its principals is either performing or has completed within the past ten (10) years.

- Description of Prime Consultant/firm's qualifications and experience in the management of comparable projects in size and scope.
- The specific role of the firm in any project, which is referred to with regard to the firm's experience, shall be described in detail.

This information must include client name, address, telephone, contact person, description of work, contract period, a statement as to whether the firm was the prime consultant or subconsultant, the Engineers Estimate, the actual cost of the project(s), and the result of the project.

02

1 Point

COMPETENCE:

Accuracy of Engineer's Estimates on Recent Projects

The Architect/Engineer Estimate, the actual cost of the project(s), and the result of the project.

Description of work: The 13,200sf Viking Center consisted of an Addition to, and renovation of SJR State College Bld V on St. Augustine Campus. The structure is traditional stucco on exterior in keeping with the Mediterranean campus. The existing building was structurally altered, opening up for lake and landscape view of this Tree Campus USA, increasing natural light and energy into recreation & dining, Bookstore, offices for admin & security. See also description of Bid Packages under "Results" regarding approach to work within funding sources, for Campus Infrastructure upgrades of power and chilled water, plus Owner direct purchase of HVAC.

Role of the Firm: Prime Consultant/ALS Architects developed the Facilities Program; numerous Conceptual Designs for various sites; FFE/Furniture selection, color and materials working w/ College; provided full A/E Services through CA including Submittals, RFI's, Site Inspections, Pay Apps, etc.

Client name: SJRState College

Address - Project: St. Augustine, FL

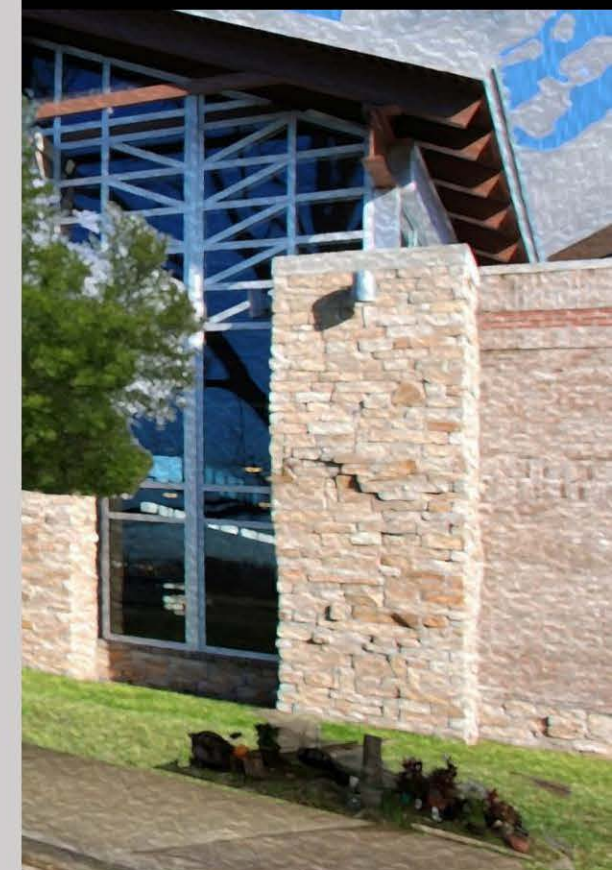
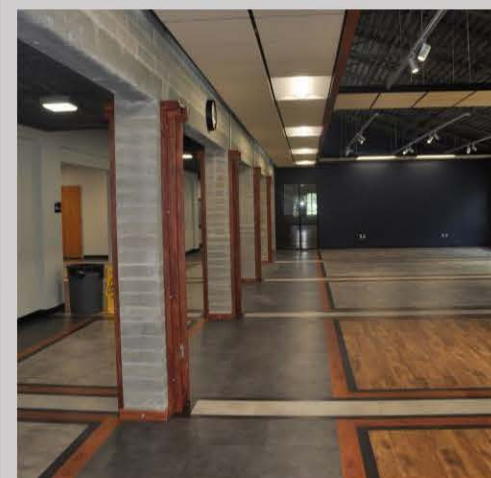
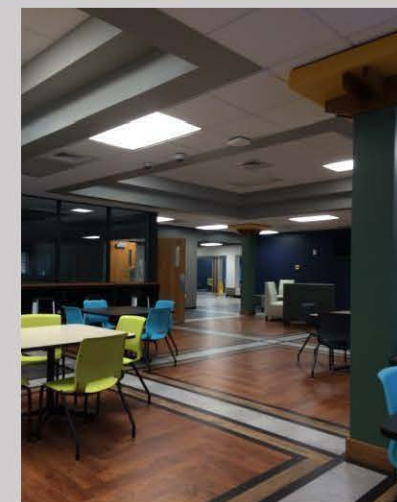
Address-Client: 5001 St. Johns Ave, Palatka, FL 32177

Telephone: 386-312-4110

Contact: Terry Thomas, AVP Facilities, Planning, & Capital Projects

Contract period: A/E Agreement executed 2018 for Concept Phase; CD's wrapped-up/Bid/Construction start 2020; Addition phase of the project completed 2021; infrastructure, reno roofing 2022

Prime consultant &/or Sub-Consultant Statement: Prime incl full A/E Services
Architect/Engineers Estimate: \$2,089,394+ \$142,629+\$80,000+\$120,000
Actual cost of the project: \$2,098,000+ \$239,700+\$81,500
Result of the project: Project re-bid with reduced finishes, included low cost, low maintenance, local source materials such as exposed architectural block on the interior with wood trim (exposed SS fasteners) accenting surface conduit for future flexibility; added re-roofing of existing building; for Bid Packaging to work within funding sources, the project also included Campus Infrastructure upgrades of power and chilled water.



COMPETENCE:
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.

Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.

Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:
Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE- PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria **03** (Cont.) Maximum **1 Point** (Cont.)

COMPETENCE: Licensure & Training - Documentation which demonstrates that the Consultant is licensed under Florida Statutes to perform the professional services sought in this RFQ.

Provide a photocopy of a current license issued by the State of Florida Department of Professional Regulation, or other written documentation which authorizes the Consultant in accordance with Florida Statutes to perform the services required by this RFQ.

5.24.2. COMPETENCE - Licensure & Training (Continued)

Professional Land Surveyor: Eiland & Associates, Inc



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee-Pkway Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

February 18, 2025

HAROLD T EILAND
2308 CONCILIATION LANE
GREEN COVE SPRINGS, FL 32043-5736

SUBJECT: Professional Surveyor and Mapper License # LS2518

Your application / renewal as a professional surveyor and mapper as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2027.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.



Detach Here
Florida Department of Agriculture and Consumer Services
Board of Professional Surveyors and Mappers

LS2518

Professional Surveyor and Mapper
HAROLD T EILAND

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2027

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkway Tallahassee, Florida 32399-6500

License No.: LS2518
Expiration Date February 28, 2027

Professional Surveyor and Mapper License
Under the provisions of Chapter 472, Florida Statutes

HAROLD T EILAND
2308 CONCILIATION LANE
GREEN COVE SPRINGS, FL 32043-5736

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria Maximum 3 Points

05

COMPETENCE: Applicable Experience of Proposed Staff Gained on Similar Projects -

Provide number and size of staff, and names and upload resumes of those individuals to be assigned to these services.

Discuss overall experience of staff as it relates to the services being sought.

Provide the name and office locations of any subconsultants proposed to be used on these services and the estimated percentage of the work, which will be done by each such sub-consultant.

[Evaluation of competency criterion will include a consideration of any proposed sub-consultants.]

5.24.4. COMPETENCE - Applicable Experience of Proposed Staff Gained on Similar Projects



Please see attached/uploaded Resumes of Team identified here.

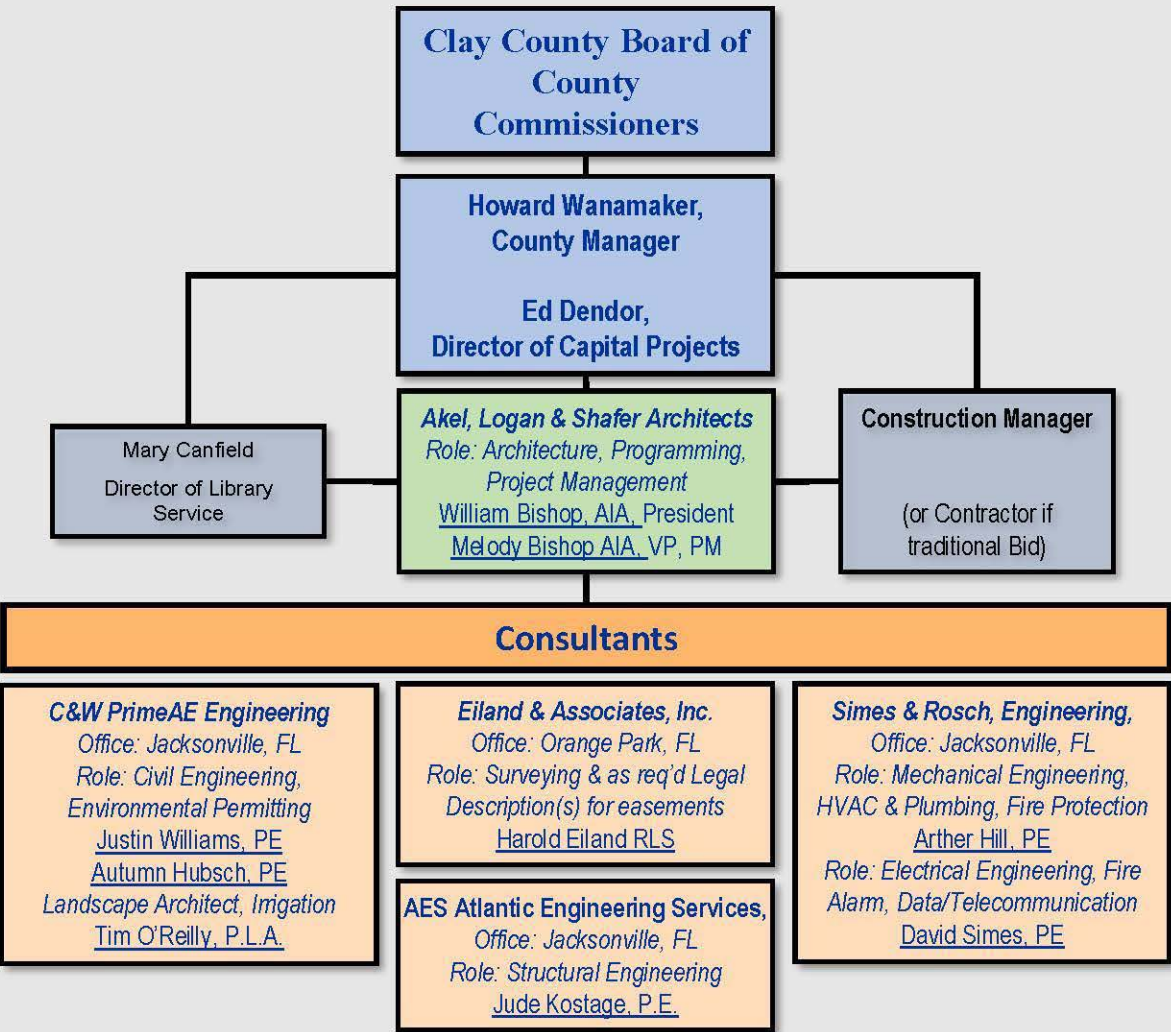
If selected, Akel, Logan & Shafer, PA will serve as Prime, central contact with full responsibility for all A/E Services for the Oakleaf Library.

Key staff, committed to the Oakleaf Library, available immediately, and committed to the project from Programming Kick-off through Warranty are indicated in the Organization Chart below.

Principal and President of the firm William Bishop has been designing projects in Clay County for decades, with Continuing Services for USPS, FANG, DMS-Camp Blanding, HSMV, from Moose Haven to St Catherines' Church. As past Jacksonville City Council President, his experience with State and Federal programs and grants' efforts would contribute greatly towards leadership.

Principal, Architect, and Project Manager, Melody Bishop's experience includes focus on Programming and Library Design as a pivotal community resource, in addition to other public realm projects. Her experience with creatively crafting design packages, finishes, systems, shared spaces, and flexibility, have resulted in projects within budget, on time & low maintenance: CPTED trained guides improved visibility for safety and simplified staffing. Please see 5.24.12/ Evaluation Criteria 18 for Letters of Commendation.

Consultant Team
The design team for each project is developed based on the client required project scope, with the professionals and technical support selected who have the experience to most appropriately respond to the unique requirements of the project. In this case, those Consultants who have worked with us, bringing decades of Library Design experience.





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE: Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria Maximum 1 Point

06

CURRENT WORK LOAD:

Number and Size of Current Projects –

Provide number and size of projects currently being performed in the Consultant's office,

0.5 Points

07

CURRENT WORK LOAD:

Personnel Assigned -

Provide Personnel assigned to the projects listed,

0.5 Points

08

CURRENT WORK LOAD:

Stage of Completion -

Provide Stage of completion of the projects listed,

1 Point

09

CURRENT WORK LOAD:

Status Relative to Deadlines; Reasons for Tardiness -

Provide Status of each project relative to completion schedules, & a list of reasons for any delayed projects listed.

7 Points

10

CURRENT WORK LOAD:

Projected Personnel Availability -

Projected personnel availability for the services being sought; ability to execute multiple concurrent projects and contracts given its current workload.

5.24 Submittal Sections

5.24.5. *CURRENT WORK LOAD - Number and Size of Current Projects, Personnel Assigned, & Stage of Completion*



Project: *Camp Blanding Joint Training Center PCS Warehouse Expansion*

Size: \$4,7000,000 project budget

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Construction Documents; completion schedule: April 2025. On schedule.

Project: *United States Postal Service Myrtle Grove Branch Expansion; Pensacola, FL*

Size: \$2,2000,000 project budget

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Construction Documents; completion schedule: April 2025. On schedule.

Project: *United States Postal Service Pensacola Downtown Station Alternate Quarters*

Size: \$1,0000,000 project budget

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Design; Const. docs. completion schedule: June 2025. On schedule.

Project: *United States Postal Service Milton-Pace Carrier Annex; Pace, FL*

Size: \$2,1000,000 project cost

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Under construction; completion schedule: May 2025. Construction delayed due to weather.

Project: *Duval County Public Schools Badge Pass Improvement Project at 48 Schools*

Size: \$7,6000,000 project cost

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Under construction; completion schedule: May 2025. On schedule.

Project: *Duval County Public Schools; Safety and Security Upgrades – GAP Schools*

Size: \$4,1000,000 project budget

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Construction Documents; completion schedule: May 2025. On schedule.

Project: *Dana B. Kenyon Company; C&L Properties Warehouse*

Size: \$5,5000,000 project cost

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Under construction; completion schedule: June 2025. On schedule.

Project: *Florida State College at Jacksonville; New Curtainwall at Urban Resource Center*

Size: \$2,8000,000 project cost

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Under construction; completion schedule: May 2025. Construction delayed due to material delivery delay.

Project: *Florida State College at Jacksonville; Criminal Justice Center Pavilion*

Size: \$574,000 project cost

Personnel: William Bishop, Project Manager, Principal

Stage of Completion: Under construction; completion schedule: April 2025. On schedule.

Project: *Florida State College at Jacksonville; Downtown Campus Warehouse Building*

Size: \$5,0000,000 project budget

Personnel: Melody Bishop, Project Manager, Principal

Stage of Completion: Planning and preliminary design. Project on hold pending final site location decision.

ALS Architects has extensive experience in managing multiple concurrent projects. This experience has been developed over many years of managing multi-project continuing services contracts with projects that range in size from a few hundred thousand to several million dollars each. ALS has the experience and personnel necessary to execute this project on time and in budget as expected by Clay County.





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation
Criteria

Maximum
6 Points

14

ABILITY AND EXPERIENCE:

Ability and Experience of Consultant and assigned personnel in observing and monitoring construction projects,

(Cont. on following page)

5.24.9. ABILITY - Ability and Experience of Consultant and Assigned Personnel



We approach Construction Administration Services as part of a two-prong delivery: *first*, the successful completion of well detailed, coordinated Construction Docs incorporating the clients Program, designed and packaged to meet the budget;

and *second*, ensuring that the skill of the construction team through procedures and communication *transform those documents into the reality* of the desired product, on schedule, and within budget.

To ensure that it stays on schedule and with minimal surprises, if any, the administration procedures must be adhered to, with the communication conduit remaining uncluttered.

Continuity from design thru final punch and warranty, with Project Manager at the pulse & in charge, in this case Melody Bishop/Principal/ Architect/PM attends all meetings, approves all submittals, RFI's, Pay Apps, p& inspections.

We posture to stay on the offense, but establish a positive means for *communication*, resulting in met owner occupancy dates, and producing quality construction.

We have found that mandatory preconstruction conferences (initially, and throughout for specific scope such as steel erection, air-water barrier, masonry, roofing, storefront, finish systems, etc.) are key tools in establishing expectations. The preconstruction conference also gives us the opportunity to "*set the tone*" for the duration of the work.

This initial meeting, key delivery milestones, as well as weekly or bi-weekly progress meetings, is the opportunity to confirm schedules, submittals, RFI process for status/solutions, monitoring procedure for the construction work, importance of daily as-built recording, etc.

Once the project is Substantially Complete and occupied, we monitor completion of the punch-list, which includes not only uncompleted or incorrectly completed construction, but also all deliverables such as as-builts, O & M manuals, training of systems, special warranties, and eventual Warranty Inspection.

Results are minimal coordination problems, subcontractors eager to add their part to the character, with greatest success, when we have coaxed-out the installer-craftsman creative spirit, and great pride in their work.



Inspire craftsmanship: placing stones one by one for the Tillie Fowler Sculpture.



Inspire craftsmanship: Building-in "little boxes of light" as the Mason coined...

& he was right.



What must be precise, and What, is to be rustic



Getting into the Weeds: Interpreting "kids' view of little critters in the grass" for West Regional Library



COMPETENCE:
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:
 Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation
Criteria

Maximum
2 Points

15

ABILITY AND EXPERIENCE:

(Continued)

Ability and experience of Consultant ensuring that construction is proceeding in accordance with the plans and specifications, and other construction phase services.

(Cont. on following page)

5.24.9. ABILITY - Ability and Experience of Consultant and Assigned Personnel. (Continued)



Our tenacious adherence to the Contract Documents is relieving to the Contractor's team, expectations are known, predictable. We emphasize where their craftsmanship and creativity are welcome, where we are willing to learn new tricks from their years of experience, and where we are not. We demand that the client receive the product and quality described in the documents, but look for means of bringing the best of their talents to fruition.

We never give in, we find balance; this steadfast determination to get our client the quality they paid for, and expect, leaves us still plugged-in after beneficial occupancy, and long after most would have closed up shop. We revisit after 5 years, 10 years, to learn.

We invite you to discuss our Construction Administration results with all clients' referenced within this Proposal. Also, see Examples of CA in the previous, following projects on next page, & at right.



Results are minimal coordination problems, subcontractors eager to add their part to the character, with greatest success, when we have coaxed-out the installer-craftsman creative spirit, and great pride in their work.



Park Operations Building
Grand Canyon National Park
Photo by L.S. Harrison, SPS 10/85



Creating Models to demonstrate, then encouraging Craftsman interpretation;



Carpenter asked to confirm color of "Tree Form", to which we said, "trees are many colors, surprise me"





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's

Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE- PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation
Criteria

Maximum
2 Points

16

ABILITY AND EXPERIENCE:

(Continued)

Evaluation of this criterion will also consider the Consultant's Ability to Interpret Specifications as Evidenced by the preparation of a Response to this Request for Qualifications.

5.24.9. ABILITY - Ability and Experience of Consultant and Assigned Personnel. (Continued)



Examples of CA below, photos previous, right.

Northbank Riverfront/Riverwalk

Summarizing: this project involved construction of 2+ miles of Riverwalk along the St. Johns River where much of the shoreline had been used as a fill area for construction debris during early 20th century. Much of that over 42" force main constructed along the shoreline... "oops" not allowed.



Several different property owners were impacted, all to be kept in the loop, many with major ongoing operations that had to be protected, such as Fla Times Union 24 hour operation. Plus, the work was to be completed by the Super Bowl!

West Regional Library: This 50,000 square feet facility was designed with a Lodge theme, of low maintenance materials & details, and designed to maximize flexibility in function. As such, it was critical to monitor the construction to verify that the simple details and unusual applications of products (critical for the initial low cost and long term low maintenance) were understood. At the start of work effort of various trades it was essential to meet with installers via the superintendent, to confirm a clear understanding of work: the expected tooling of mortar and workmanship of exposed architectural concrete block; very rough, rambling "look" desired for the stone; exposed tectum panels used as screens, acoustical panels, and texture; intentionally exposed electrical conduit centered within columns, and chair rail/ display stands covering conduit runs on architectural CMU, both creating textured details and future expansion capability. Once they understood exactly what would be acceptable, and what would not, their craftsmanship allowed pride and ownership in their work. Results were minimal coordination problems, subcontractors eager to add their part to the emerging Lodge character described and expected; see previous page for success of coaxing-out the craftsman creative spirit.



Threading the needle: placing pedestrian bridge over FEC rail, & under the Acosta, on top of support structure.





5.24.10. VOLUME - Current and Prior Work Performed for Clay County



Evaluation
Criteria

17

VOLUME OF WORK FOR CLAY COUNTY- Current and Prior Work Performed for Clay County.

The volume of current and prior work performed for Clay County shall be considered a minus factor, with the objective of effecting an equitable distribution of contracts among qualified Consultants, provided such distribution does not violate the principle of selection of the most highly qualified Consultants.

Provide a list of all BCC projects on which Consultant has been awarded fees during the past five (5) years. Include only those in which consultant was the prime consultant (do not delete fees paid to subconsultants or others) If the Consultant has not performed work for the BCC during the past five-(5) years, the response should so clearly state. Failure to provide complete and accurate information will result in lower score on evaluation. List the contract number, project description, original contract amount, plus total of any amendments in the year they were executed for the following Fiscal Years

List the contract number, project description, original contract amount, plus total of any amendments in the year they were executed for the following Fiscal Years:

1. FY 19/20
2. FY 20/21
3. FY 21/22
4. FY 22/23
5. FY 23/24

NOTE: Fiscal Year (FY) = October 1 – September 30

FACTOR: FY19/20 (0.2) FY20/21 (0.4) FY21/22 (0.6)
FY22/23 (0.8) FY23/24 (1.0)

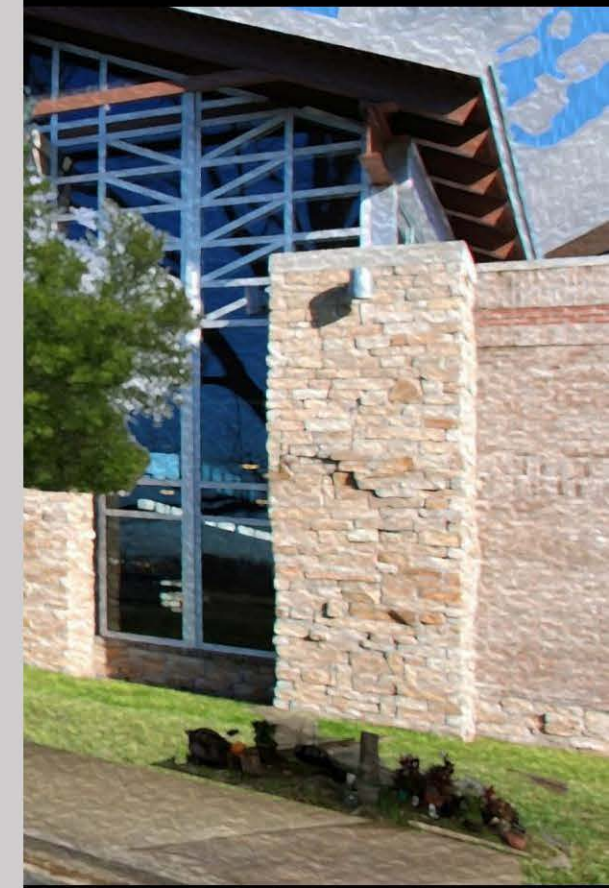
The FACTOR is multiplied by the monetary amount of work done by the Consultant for the County during that specific Fiscal Year, giving you the VOLUME. All of the VOLUMES are combined and provide an ADJUSTED TOTAL.

The ADJUSTED TOTAL is then reviewed to see what TOTAL POINTS will be given.

The ADJUST TOTAL(s) provide the following Points:
\$1,000,000.00 to \$875,000.00 = 1 Point
\$625,000.00 to \$875,000.00 = 2 Points
\$375,000.00 to \$625,000.00 = 3 Points
\$125,000.00 to \$375,000.00 = 4 Points
\$0.00 to \$125,000.00 = 5 Points

Akel Logan Shafer (ALS) has not performed Work for Clay County Board of County Commissioners therefore we are in the \$0.00 to \$125,000.00 category; **HOWEVER, we can hit the ground running, in the 0 to 60 category, are very interested in working for the Commissioners and the Oakleaf Community to prove our Value, in providing professional architectural & engineering services for the successful completion and operation of the Oakleaf Library, on Time, and well within Budget.**

*“O” Projects
for Clay County Board of
County Commissioners,
to date,
but with the opportunity...
hit the ground running,
0 to 60 in*



COMPETENCE:
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.

Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.

Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:
Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects



VOLUME OF WORK FOR CLAY COUNTY



PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation Criteria

18 (Cont.)

Maximum 10 Points

(Cont.)

PROFESSIONAL ACCOMPLISHMENTS
Significant List of Completed Projects Similar In Scope Including Recent and Outstanding Accomplishments

Upload any outstanding accomplishments of the Consultant that relates to the specific services being sought. Submit any letters of commendation or awards won which reflect on the performance and accomplishments of the Consultant.

5.24.12. PROFESSIONAL ACCOMPLISHMENTS - Letters of Commendation or Awards Won Which Reflect on Performance and Accomplishments

JACKSONVILLE PUBLIC LIBRARY

Barbara A.B. Gubbin
Director

March 14, 2006

To Whom It May Concern:

The West Regional Library was designed for a rapidly growing area of Jacksonville that has had limited library service. This 50,000 square foot facility was designed to meet both the current and future needs of this area by creating an inviting yet functional facility. The facility not only offers a simple, flexible design for library operations, but it also incorporates the role of library as destination, offering comfortable spaces to read, relax or meet with friends.

The Library reflects northeast Florida, and is rooted in the concept of a Lodge, a place to retreat to find comfort and nourishment. At the same time, it's not "country", but presents an air of sophistication that reinforces the cutting-edge high-tech world of today's library serving a sophisticated customer. The goal of creating an inviting, exciting facility did not minimize the goal to produce a facility with a lower initial cost than required by budget that is low maintenance, has low operating costs, has a long life span, and with a layout that is easily understood by customers and easily managed by staff.

Customer response to the facility indicates that the design goals have clearly been met. The library has only been open six months but already has the third highest circulation of the regional branches and has had 96,000 visitors this FY!

Sincerely,

Barbara A.B. Gubbin
Library Director

Director's Statement 3/14/2006

Start Here. Go Anywhere.

Main Library • 303 North Laura Street • Jacksonville • Florida • 32202-3505 • 904/630/1994 • FAX 904/630/1343 • <http://jpl.coj.net>



...es for
r most
places.

...rch, school, park,
rary, ALS Architects'

to create projects that are
ective, efficient to staff,
understand, low

maintenance, remain relevant over
time... without whim, tricks, or
trend, but steeped in character.

5.24.12. PROFESSIONAL ACCOMPLISHMENTS - Letters of Commendation or Awards Won Which Reflect on the Performance and Accomplishments of the Consultant.

Evaluation
Criteria

18 (Cont.)

Maximum
10 Points
(Cont.)

PROFESSIONAL ACCOMPLISHMENTS- Significant List of Completed Projects Similar In Scope, Including References and Outstanding Accomplishments.

Upload any outstanding accomplishments of the Consultant that relates to the specific services being sought. Submit any letters of commendation or awards won which reflect on the performance and accomplishments of the Consultant.

It is not really in our nature to boast of awards or recognitions. Still, for this section we provide a few accolades but ask that you see Section 5.24.2 resumes, and attached commendation letters, docs &/or awards.

Melody Bishop has been involved with Libraries and chaired the American Library Association Annual Conference program in New York entitled "*Espresso and Ambiance: What Libraries can learn from Bookstore Design*" based on merchandizing & amenities tailored for libraries, stemming from research into concepts for our design of Southeast Branch Library. This program was 30 years ago and Melody still runs into folks who remember it, and apply the principles to energize libraries.

Southeast Branch Library was one of 25 facilities published in the American Libraries projects highlight, ("Facilities Showcase." American Libraries, April 1998, Vol. 29, No. 4, ISSN 0002-9769, p.74).

ALS was selected as Consultant of the Year by the Florida Chapter of the American Public Works Association for Northbank Riverwalk/Riverfront Park for which Melody was responsible; additionally, this project received the AIA Mayors Award; and Ms. Bishop received the EVE Award for project results.

William (Bill) & Melody Bishop provided significant professional contributions to the COJ Downtown Masterplan, Better Jacksonville Plan, over 30 community & NE Florida plans, including regional transportation.

Bill: served on the Jacksonville City Council from 2007-2015, Council President in 2012/13; he served as President of the Fla Association of the American Institute of Architects, received the Silver Medal for Community Service; chaired JCCI Affordable Housing, NE Florida transportation, etc

Melody: served 3 years on the DIA; she represented the architectural profession on the Governor's Building Code Study Commission, resulting in the adoption of the statewide Fla Building Code.



Working with Communities for decades to create their most cherished gathering places.

Whether the church, school, park, or their Library, ALS Architects' goal is to create projects that are cost effective, efficient to staff, easy to understand, low maintenance, remain relevant over time... without whim, tricks, or trend, but steeped in character.



COMPETENCE:
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.

Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.

Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:
Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET

5.24.13. LOCATION - Location Criterion

Evaluation
CriteriaMaximum
10 Points

19

LOCATION.

Disclose location of the Consultant's corporate headquarters.

If Consultant's corporate headquarters are located in Clay County, no further information is required under this criterion and maximum points will be awarded.

If Consultant's corporate headquarters are not located in Clay County, please indicate whether Consultant maintains a branch office in Clay County. If so, please indicate how long the Clay County branch office has been in existence & the number of qualifying employees in the branch office.

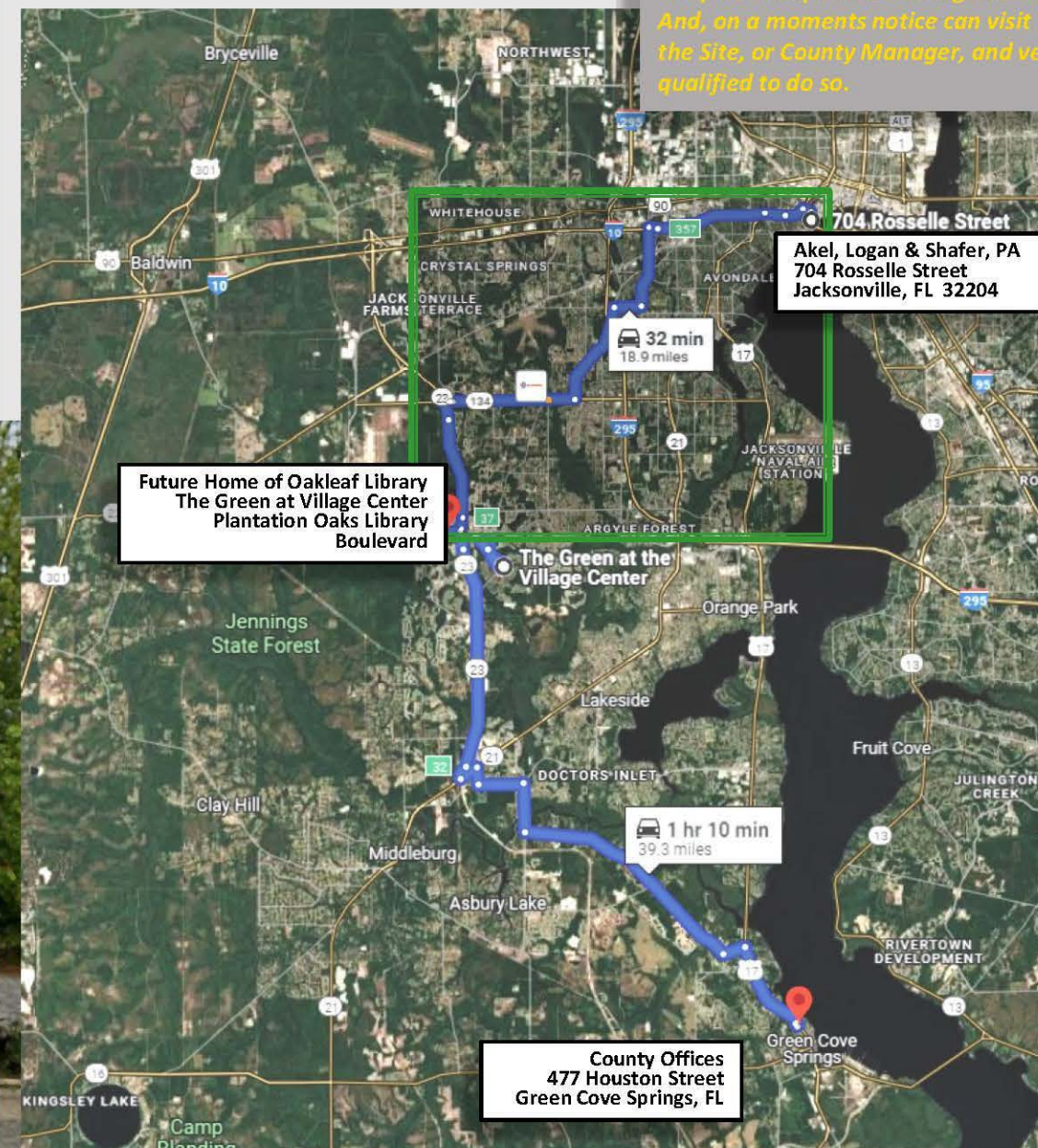
The following consideration will be given for location:

- Consultant's Headquarters in Clay County shall receive the maximum score of ten (10) points (regardless of the size of the staff or the number of years in business).
- Consultant Headquartered in surrounding counties, award the score of eight (8) points. (regardless of the size of the staff or the number of years in business).

Akel, Logan, Shafer, PA office is located at 704 Rosselle Street, Jacksonville, Florida, 32204, just off of I-10 and I-95 is centrally located in northeast Florida with immediate highway access to any part of the state. We have been located in this area for over 40 years. We are committed to client service, regardless of project size and location... we won't commit to a job unless we can give the full attention required, including being on site, or client offices, when needed, anytime. Period.

Side Bar Note:

Two of our employees, met working at our office, live in Middleburg, have raised their children and now grandchildren, in Clay County, children attending Clay County Public Schools, in ROTC, on track teams, volleyball teams, in school band, etc. They love Clay's vibe and big heart. And, on a moments notice can visit the Site, or County Manager, and very qualified to do so.



COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.

Accuracy of Engineer's

Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.

Licensure & Training

Equipment and Facilities

Applicable Experience of Proposed Staff Gained on Similar Projects

CURRENT WORKLOAD

FINANCIAL RESPONSIBILITY

ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects

VOLUME OF WORK FOR CLAY COUNTY

PROFESSIONAL ACCOMPLISHMENTS

LOCATION

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects



VOLUME OF WORK FOR CLAY COUNTY



PROFESSIONAL ACCOMPLISHMENTS



LOCATION



DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.

APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

TIME AND BUDGET



Evaluation
Criteria

Maximum
3 Points

20

DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated. The responses to this evaluation criterion should include, , without limitation, statements that document the Firms: A.) Commitment to diversity among the directors, officers, members and/or employees that make up its firm.

5.24.14. SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE -



"A":

While coming from Veteran families and some employees are veterans, ALS Owing Partners are not Veterans, and the Firm is not a Certified Minority although 50% Woman Owned, (therefore we reckon 50% BoD & Officers Woman Owned); we would be qualified as a Small Business, we have not put this on a priority list to slow down long enough to complete the paper work.

Akel, Logan, Shafer is committed to diversity within our organization. ALS Firm President, William Bishop, AIA, chaired the JCCI study that focused on causes and needs of affordable housing in Jacksonville, and recently participated in minority study circle program sponsored by the Mayor's office, including informal meeting follow-ups for growth. Vice President and Principal Architect Melody Bishop, AIA offers the snapshots at right.

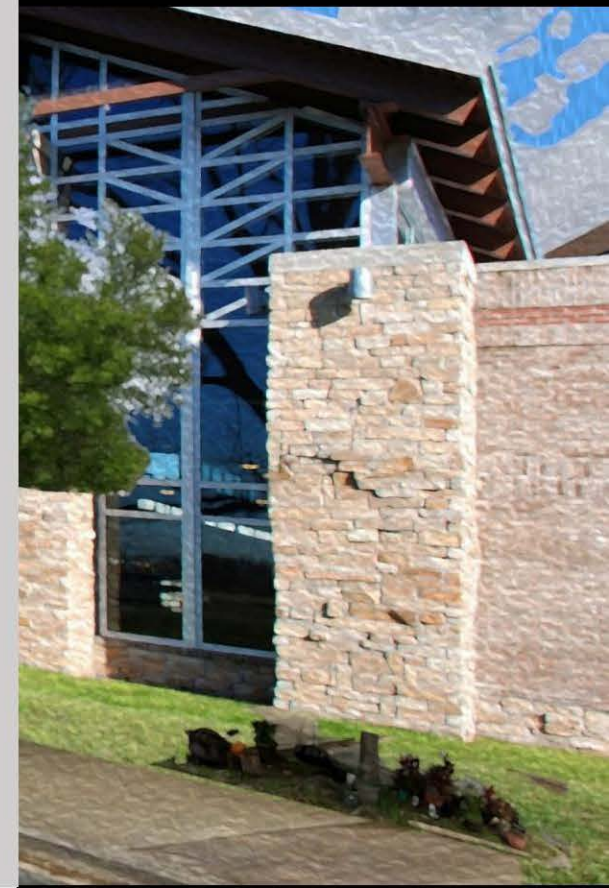


Snapshot of service in leadership roles to make an impactful difference in NE Florida

To grow the love of Architecture, Box City Instruction, including visit to Clay County, and COJ City Hall Atrium



20 Years of Chairing FAMU/Jax Studio for NE Florida experience and Mentoring/Internship





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects



VOLUME OF WORK FOR CLAY COUNTY



PROFESSIONAL ACCOMPLISHMENTS



LOCATION



DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.



APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.



TIME AND BUDGET



Evaluation
Criteria

Maximum
15 Points

23

APPROACH AND WORK PLAN:

Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.

Scope of Work from RFQ
Services may include, but are not limited to:

- Prepare conceptual drawings and renderings, including interior and facade;
- Complete design, including civil, geotechnical, environmental, surveying, structural, architectural, and mechanical;
- Site plans depicting locations of all utilities, amenities, setbacks, etc.;
- Interior design services, space design and programming;
- Assist with any grant opportunities in which the County pursues with regards to this project;
- Establish project schedules (time frames);
- Participate in any required public hearings, and internal review of plans;
- Prepare cost estimates and preliminary construction schedule estimates;
- Prepare construction drawings and specifications suitable for permitting;
- Prepare legal description(s) for required utility easement(s);
- Address all permitting issues;
- Development of complete construction solicitation documents;
- Review of questions during construction solicitation, and preparation of addenda;
- Comprehensive evaluation of construction bid responses, and assist with preparation of recommendation for award;
- Provide monthly progress reports along with the schedule status reports;
- Provide monthly fiscal progress reports with payouts;
- Provide limited construction supervision/administration/management;
- Provide post design services including submittals, RFI's, pay applications, site visits, closeout package and attend meetings as required.

5.24.15. APPROACH AND WORK PLAN - Ability to Construct an Approach and Work Plan to Meet the Project Requirements.



Akel Logan Shafer (ALS) is very interested and committed to providing the Clay County Board of County Commissioners professional architectural & engineering services for the Oakleaf Library.

Understanding of Scope of Work & Objectives.

Scope of Services: If selected, ALS and our Team will provide, confirming with RFQ as Prime, we will provide all professional services necessary including "architectural, mechanical, electrical, networking and data, civil and structural designs, specifications and drawings required for permitting, bidding, and construction for this project."

Project Scope

Approximately 18,000sf two-story library in the Oakleaf Plantation community of Clay County.

We suggest that as you read the following Project Approach along with Time and Cost Savings, this demonstrates our understanding of the Project. We affirm that by submitting our response to this RFP, that we unequivocally acknowledge that we have read and fully understands the Scope; *and, to be honest, have become embroiled in the Site and surrounding Community, and embrace it.*

Approach and Work Plan, VERY abbreviated:

Upon award of the project we will meet with the County's Project Manager and Key Library contact if not the Director, to

- further develop program and issues,
- investigation of the existing site;
- create a matrix to visually relate issues affecting Pre-Design and Programming.

This will be followed by numerous concepts to test the flow/circulation, services points, adjacencies, line of sight, security, etc. AND Renderings to review against site such as below.

We anticipate a number of either informal meetings to brainstorm over concepts, OR suggest a charrette, to quickly delve through concepts with merit, set aside those without, and narrow to 7 to 10 worth exploring for further detail to test against the program, and nestling into the trees on the site.

(Continued on next page)





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects



VOLUME OF WORK FOR CLAY COUNTY



PROFESSIONAL ACCOMPLISHMENTS



LOCATION



DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.



APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.



TIME AND BUDGET



Evaluation
Criteria

Maximum
5 Points

24

**APPROACH AND WORK PLAN:
Approach To The Services Required / Workplan.**

The approach to the services as required and the specific work plan to be employed to complete the Work.

25

5 Points

**APPROACH AND WORK PLAN:
Organization, Management, and the Responsibilities.**

The approach to organization, management, and the responsibilities of the management staff and personnel that will perform the work on the project.

5.24.15. APPROACH AND WORK PLAN - Ability to Construct an Approach and Work Plan to Meet the Project Requirements (Continued).



(Continued from Previous Page)

During this process, special care is taken to conceptually design systems that will provide for efficient cost reliable solutions, and with County preferences for maintenance.

Only at that point, narrow to 2 to 4 for budget evaluation, Sketches, code verification, systems overlay, etc..

Should it be the will of the County Manager and Library Director, kick off Community Meetings to gain support, ideas, enthusiasm, and springboard adjacent development, leveraging impactful dollars. This could also be just prior to the narrowing to 2 or 4 concepts.

This point. or slightly earlier, review with the County opportunities for Construction Manager, pros and cons dependent on at that moment materials, equipment, cost issues.

Special care is taken to design systems that will provide for efficient cost effective solutions but work with County Maintenance specs, from door hardware to key systems, to Mechanical Equipment.

Site access is studied to ensure that projects can be constructed without undo interference with adjacent community, residential activities.

The Programming, Pre-Design via the Schematic Design/Cost Analysis must by nature recognize and address key elements:

- Located in an area expected to experience Commercial/residential supported growth, similar to Southeast Library and West Regional Library, this planned construction will invigorate the entire area, and also presents an opportunity to strengthen the fabric of the community by understanding the role that library and community facilities have traditionally played as the heart of a successful neighborhood, and underscore this relationship.

- In very cursory review of the site, no problems were detected in terms of flooding, services, access, noise, etc. but there are excellent examples of landscape edges/buffers and the site is fortunate to have a handful of Live Oak.

- As the concepts are developed, both within the spaces/ functions within the building, and site, the planning at the conceptual and schematic level must anticipate future growth in the building, providing for smooth, logical, efficient and cost effective expansion. Exactly like the building, the site must be understandable to the visitor, be logical, facilitate drive-up window if so desired by the Library Director's team, short-term and extended-stay research time parking, school bus drop-off, servicing.

- Space planning must consider how the facility will be staffed. The ability to properly supervise the facility with minimal staff and volunteers is critical. Quiet Rooms, Group Study Rooms, Conference Rooms, and after hours use of library meeting rooms by community groups can lead to additional security requirements IF not designed properly.

This information to be submitted for review along with a preliminary statement of probable construction cost. Upon review and narrowing to one, submit for Final Phase Approval.

Whether CM or Hard Bid, develop design packages that will ensure awardability, such as SE Library (5.24.16) for creative packaging, maximize footprint, and greatest Return on Investment of State dollars.

Moving forward to CDs, the next steps are tried and true for detailed design and construction documents and specifications prepared along with updated construction cost Order of Magnitude Estimates, and budgeting for FFE.

Please see 5.24.9 for approach to Bidding and Construction Administration, where the rubber meets the road.





COMPETENCE:

Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.



Accuracy of Engineer's Estimates on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.



Licensure & Training



Equipment and Facilities



Applicable Experience of Proposed Staff Gained on Similar Projects



CURRENT WORKLOAD



FINANCIAL RESPONSIBILITY



ABILITY AND EXPERIENCE:

Observe and Monitor Construction Projects



VOLUME OF WORK FOR CLAY COUNTY



PROFESSIONAL ACCOMPLISHMENTS



LOCATION



DIVERSE MARKET PLACE-PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.



APPROACH AND WORK PLAN - Understanding of Scope and Objectives:

A narrative to show the Consultants understands the scope and objectives to be performed.



TIME AND BUDGET



Evaluation Criteria

26

Maximum 3 Points

TIME & BUDGET:

In an effort to remain consistent with Chapter 287, Florida Statutes, responding to this evaluation criterion necessitates that a proposer include statements and reference demonstrating that the proposer met both time and budget requirements on seven (7) projects of similar size and scope that were completed by the proposer within the past three (3) years and that the proposer is meeting both time and budget requirements on multiple concurrent projects of similar size and scope that are currently being performed by the proposer ("Reference Projects").

As part of its response to this evaluation criterion, the proposer: (A.)

Must submit an expressed statement of its overall willingness to meet both time and budget requirements for the projects in question; and

5.24.16. TIME AND BUDGET - Willingness to Meet Requirements, Project Narratives, Schedules, Design and Construction Cost and Fee Summaries, and Owner references.



"A": With this Proposal as evidence, Akel, Logan & Shafer, PA (ALS) commits to utilizing all available resources to meet both time and budget needs for the Oakleaf Library.

The seven (7) Reference Projects within past three (3) years are attached to the following page.



Now, we would like to share A Story of the birth of Southeast Library...

The overriding strategy was to focus the dollars in areas of greatest need or impact with all other areas designed with simple, inexpensive but low maintenance materials, and build the most possible. Two goals that the design team (Library Director, Staff, City's Project Manager, and Architect's Project Manager) established were the need to: develop a design package that could be constructed within the Budget available whether or not a \$400,000.00 State of Florida Library Construction Grant was approved; and, with a schedule that coincided with the time we expected confirmation of the Grant award. We set an initial goal to build the facility for \$75.00/SF, including the \$400,000 with construction additive alternates that would account for the difference in budget. This was accomplished by utilizing what we called the Conference Center Shell and the Expansion Shell. These "Shells" were designed to be included in the Base Bid within the outside building envelope, and with only bare concrete floors, exposed steel structure, and unpainted CMU walls, knowing that finishing-out the spaces at a later date could be accomplished fairly easily; HVAC and Electrical Systems were not included in portions of the expansion shell. The result was a new library branch in excess of 42,000 GSF that included the capability for immediate expansion into the 9,000 GSF shell spaces.

Once the award of the Grant was confirmed, our revised budget and status of schedule allowed for adding the following to the Base Bid:

- HVAC/Electrical System for Conference Center;
- and Upgrade of the Landscape package;
- Conference Center finishes would be part of an additive alternate;
- Any overage at bid to be funded from \$ raised by JPL Foundation.
- Building pad (compacted fill) for an Add Alt, but would support future addition on the North end.

The Bids were opened January 10, 1996. We had eight bidders, three of which were below the cost estimate/budget and the remaining five giving good competitive bids as well. The Conference Center package was awarded in this construction contract as well as other Additive Alternates. At the end of construction completion, additional amenities were added to the project, and yet, to summarize the cost at the end of the final change order, the result was a total contract amount of \$3,057,118.89; the building is 42,493 gsf therefore the final cost per square foot \$71.94/gsf, under the building program of \$75.00/gsf, and still opened on schedule.

Southeast Branch Library
Project budget: \$1,050,000.00 (Incl. cont.) [\$2.8M]
Project base bid cost: \$906,825.00 [\$2.42M]
Design Schedule: Completed on time per Grant.
Design services fees: \$81,500.00 [217K]



[*RS Means Cost Data, Historical Cost Index 1996 to 2025 = 2.67]



- ✓ **COMPETENCE:**
Comparable Projects, similar in scope of services to those requested herein, not to exceed 3, within the past ten (10) years.
- ✓ **Accuracy of Engineer's Estimates** on Recent Projects, Architect/ Engineer Estimate, the actual cost of the project(s), and the result of the project.
- ✓ **Licensure & Training**
- ✓ **Equipment and Facilities**
- ✓ **Applicable Experience of Proposed Staff** Gained on Similar Projects
- ✓ **CURRENT WORKLOAD**
- ✓ **FINANCIAL RESPONSIBILITY**
- ✓ **ABILITY AND EXPERIENCE:**
Observe and Monitor Construction Projects
- ✓ **VOLUME OF WORK FOR CLAY COUNTY**
- ✓ **PROFESSIONAL ACCOMPLISHMENTS**
- ✓ **LOCATION**
- ✓ **DIVERSE MARKET PLACE-PRIME CONSULTANT**
Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated.
- ✓ **APPROACH AND WORK PLAN - Understanding of Scope and Objectives:**
A narrative to show the Consultants understands the scope and objectives to be performed.
- ✓ **TIME AND BUDGET**



THANK YOU!



Attachment
“E”
Borrelli and Partners, Inc.
Presentation

Clay County

Professional Architectural Services for the Oakleaf Library

RFQ No. 24/25-052 | May 27, 2025



BORRELLI + PARTNERS

ARCHITECTURE PLANNING LANDSCAPE INTERIORS

PROJECT TEAM

MEP/FP/IT ENGINEER
TLC Engineering

CIVIL ENGINEER
Tocoi Engineering

STRUCTURAL ENGINEER
GRAEF

INTERIOR DESIGNER
Kaleidoscope

SURVEYING
Southeastern Surveying

GEOTECHNICAL
Universal Engineering

ENVIRONMENTAL
SWCA

COST ESTIMATOR
Alliance



Jorge A. Borrelli

ASLA, LEED AP BD+C, CPTED

Principal-in-Charge



Sonny Fornoles

AIA

Senior Project Manager



Dan-Michael Trbovich

RA, LEED AP BD+C, NCARB

Senior Project Manager



Christopher Rice

RLA, ASLA

VP, Landscape Architect



Miami Beach Library



Lake Nona Library

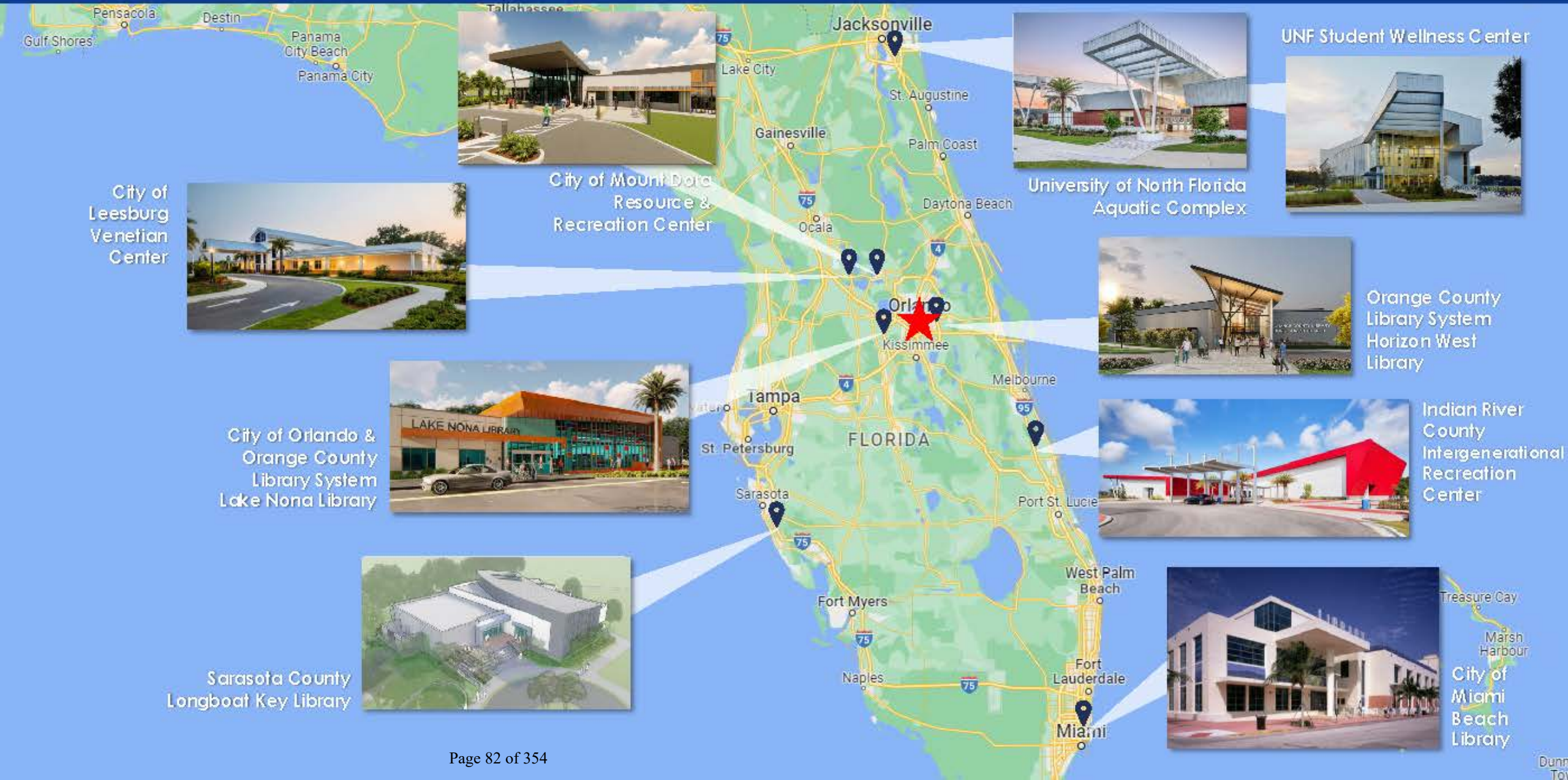


Horizon West Library



Longboat Key Library

Proximity & Commitment





Downtown Library 1st Floor Reno.



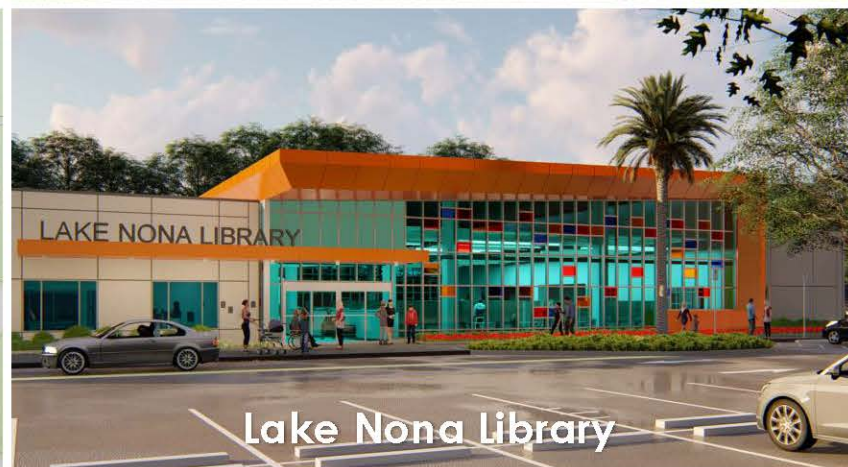
Horizon West Library



Miami Beach Library



Longboat Key Library



Lake Nona Library



Grand Avenue Neighborhood Center



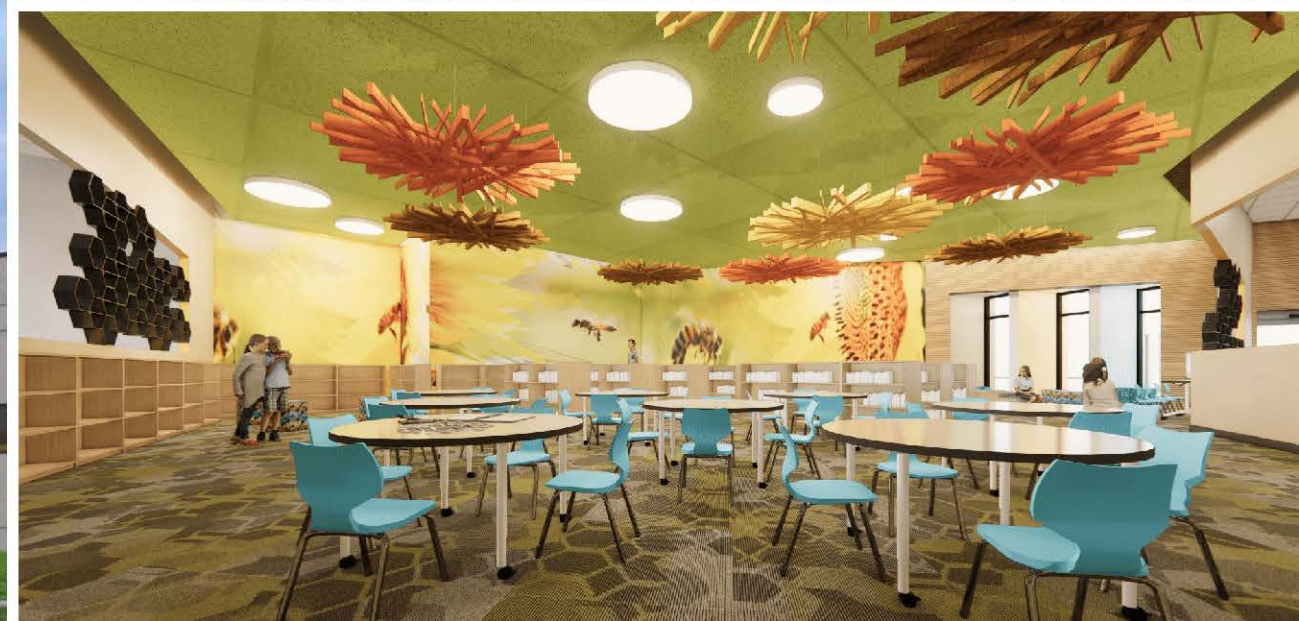
Mount Dora Resource & Rec. Center



Intergenerational Recreation Facility



Venetian Center





20,000^{SF}

City of Orlando | Grand Avenue Neighborhood Center

Design-Build

\$18 M Project Budget

LEED® Silver Certification

29,844 SF Retrofit of
Original Grand Avenue
Building & 66,000 SF of
New Construction

Includes Full-sized
Gymnasium, Yoga Studio,
Pottery Studio,
Classrooms, Multi-use
Conference Rooms, Multi-
purpose Cafeteria &
Kitchen, Grand
Courtyard, &
Landscaping

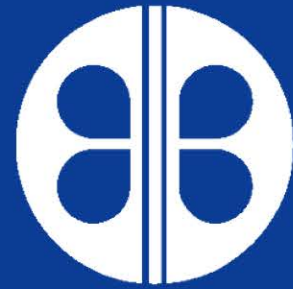
Historic Landmark

Solar Panels



WHY OUR TEAM

Proven entity with this project type
Committed to budget, schedule, and program goals
Our team has experience working together
Collaborative approach
We listen to you



BORRELLI + PARTNERS

ARCHITECTURE PLANNING LANDSCAPE INTERIORS

Collaborative & Flexible Spaces

- **Greater emphasis on interaction** rather than book storage
- Quiet study areas, media centers, internet cafes, art galleries, rental space, program rooms
- Scalable multi-purpose space / meeting rooms
- Performance areas



Attachment
“F”
Fleischman & Garcia, and
Planners Presentation



FG+M

ARCHITECTURE
PLANNING & INTERIORS

FGplusM.com

Clay County Board of County Commissioners

PRESENTATION:

RFQ No. 24/25-052

Professional Architectural Services Oakleaf Library

May 27, 2025

1 Competence – Firm Capabilities; Professional, Technical, Educational Achievements, and Financial Responsibility

53

Years of Design
Experience

Award- Winning

Local Architecture Firm

Library Experts

Shaping Florida's
Communities

36

Dedicated
Professionals

Creative + Functional

Cost-Effective
Design Solutions

Community- Focused

Libraries as Dynamic,
Inclusive Hubs

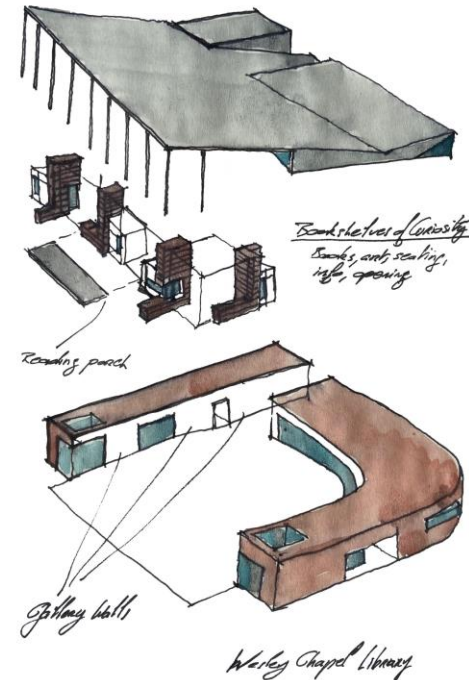
Recent Growth:

- Strategic Partnership with BDG Architects (2020)
- Marcel Maslowski, AIA, Promoted to President (2022)
- Relaunch as Fleischman Garcia Maslowski (FG+M) Architecture



1971 Founder Sol J. Fleischman Jr.,
AIA, NCARB and President and
Director of Design Marcel Maslowski, AIA

**Watercolor Sketch Wesley
Chapel Public Library
– Marcel Maslowski, AIA**



Starkey Ranch Theatre, Library and Cultural Center

Odessa, FL

- Joint Use Facility
- Integral to Starkey Ranch Development
- Biophilic Design
- Reading Room, Teen Room, Children's Room, Story-Time, Friends of the Library, Café
- Multi-Use Theater with Stage for Cultural Programming
- Makerspaces
- Study Rooms
- Courtyard with Covered Stage and Covered Patio
- State-of-the-Art Technology

PROJECT COST: \$8,993,250.00



The Starkey Ranch TLC has become a vital hub for learning and enrichment, offering diverse educational resources, state-of-the-art technology, cultural programming, and community spaces that foster creativity and connection.



C. Blythe Andrews, Jr. Public Library

Tampa, FL

- Two-Level Public Library
- Designed around a Grand Oak Tree
- Welcoming Interior with Daylighting
- Meeting Spaces
- 3 Community Rooms
- Study Rooms
- State-of-the-Art Maker Space with Recording Studio
- Archives of Florida Sentinel Bulletin

PROJECT COST: \$5,681,000.00



The C. Blythe Andrews, Jr. Public Library has enriched the Tampa community with expanded literacy programs, dedicated learning spaces, and engaging programs for all ages. The library has become a local cornerstone for education, innovation, and community connection.



Riverview Public Library

Riverview, FL

- Located in a Rapidly Growing Population
- “Florida Cracker’ Architectural Style
- Wide Porch Areas
- Deep Overhang, Gabled Roof, Clapboard Siding, Wood Beams, and Shutters
- Multiple Community Rooms
- Maximum Flexibility with Flexible Furniture
- Meeting Rooms
- Space Designated for the Chamber of Commerce and Economic Development
- State-of-the-Art Maker Space, Children’s Area, Reading Room, Audio/Media Studio

PROJECT COST: \$8,573,900.00



The Riverview Public Library was developed to meet the needs of Riverview’s rapidly growing population, replacing the original 1979 facility with a modern, 35,000-square-foot space. Designed to support lifelong learning and community engagement, the library provides the local community access to essential educational and cultural resources.



2 Competence – Description of Equipment and Facilities

Technology-Driven Design Excellence

State-of-the-Art Tools & Collaboration:

- **3D Building Information Modeling (BIM)** for Coordination, Cost Management, and Conflict Reduction
- **In-house Rendering and 3D Printing** for High-Quality Visual Communication
- Immersive **Virtual Walkthroughs with 'Enscape'** to Enhance Stakeholder Engagement



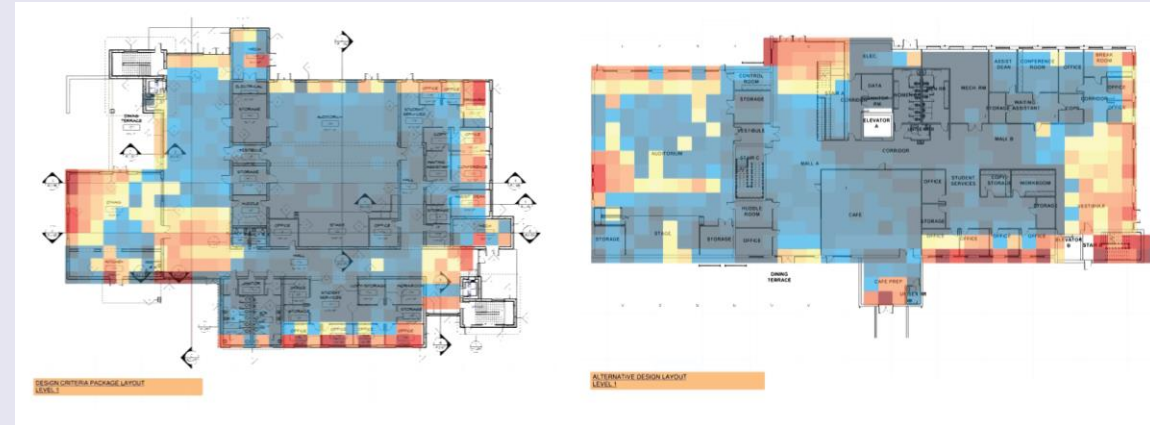
Wesley Chapel Public Library



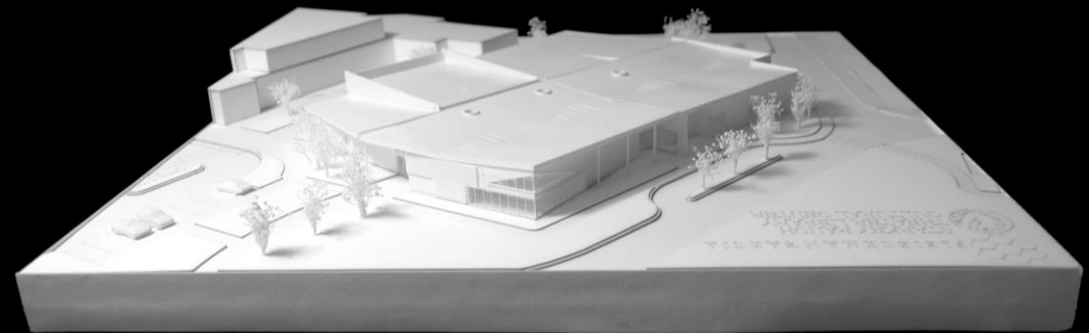
Technology-Driven Design Excellence

Optimizing Projects for Sustainability:

- **Sustainability Goals and Strategies** – Utilize **cove.tool** to Evaluate Daylight, Energy, Carbon, and Cost, Ensuring Data-Informed Sustainable Strategies
- **Extensive Material Library** – Featuring High-Performance, Sustainable Materials for Smarter, Greener Design Choices
- **Early Visualization** and Real-Time Design Adjustments Enhance Decision-Making and Project Efficiency



Starkey Ranch Theater Library Cultural Center



Location

3

Competence – Applicable Experience of
Proposed Staff Gained on Similar Projects
Small and Minority Businesses &
Contributions Toward a Diverse Marketplace

Commitment to Serving Clay County

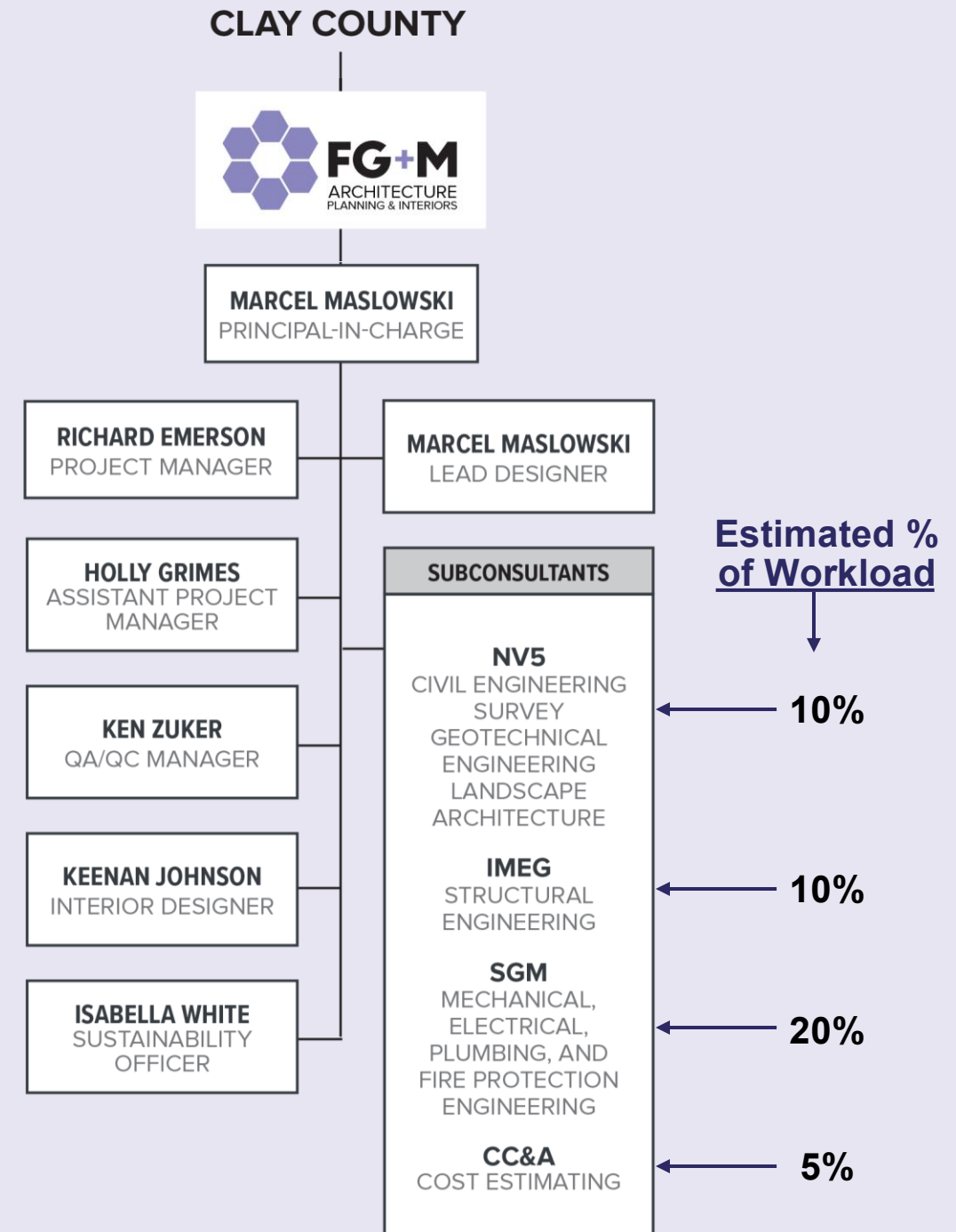
- FG+M Architecture is Headquartered in Downtown Tampa
- No Corporate or Branch Office Currently in Clay County
- Branch Office in Duval County
- Collaboration with Local Subconsultants
- **Locations:** Tampa, Lakeland, Safety Harbor, Sarasota, Lutz, Orlando, and Jacksonville



 **FG+M Office Locations**

The FG+M Advantage

- **Numerous Successful Library Projects Completed Within Budget and on Schedule**
- Comprehensive Portfolio of New Designs and Renovations
- Direct Knowledge of Design Standards and Preferences
- Interactive Design Process with Facility User Groups
- **In-House Library Programming and Planning**
- Committed to Promoting Diversity Through Small, Women- and Minority-Owned Business Utilization
- Successful Community Outreach Program



Reputation – Consistently Teaming with Local WMBE/SBE Firms

Diversity & Inclusion

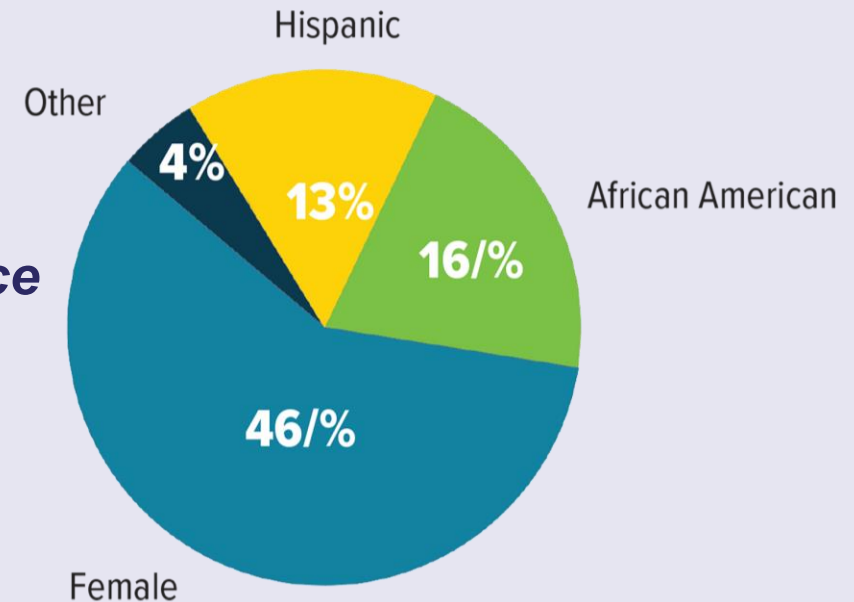
- 50% Minority-Owned at Founding
- Ongoing Minority Participation Firm-Wide
- Affirmative Action & EEO Plans Available

WMBE/SBE Partnerships/ Business Practices

- Decades of Local WMBE/SBE Collaboration
- 80% of Consultants are WMBE/SBE Firms
- Inclusive Teaming on ALL Projects



***FG+M Workplace
Diversity - 79%***



4 Current Workload

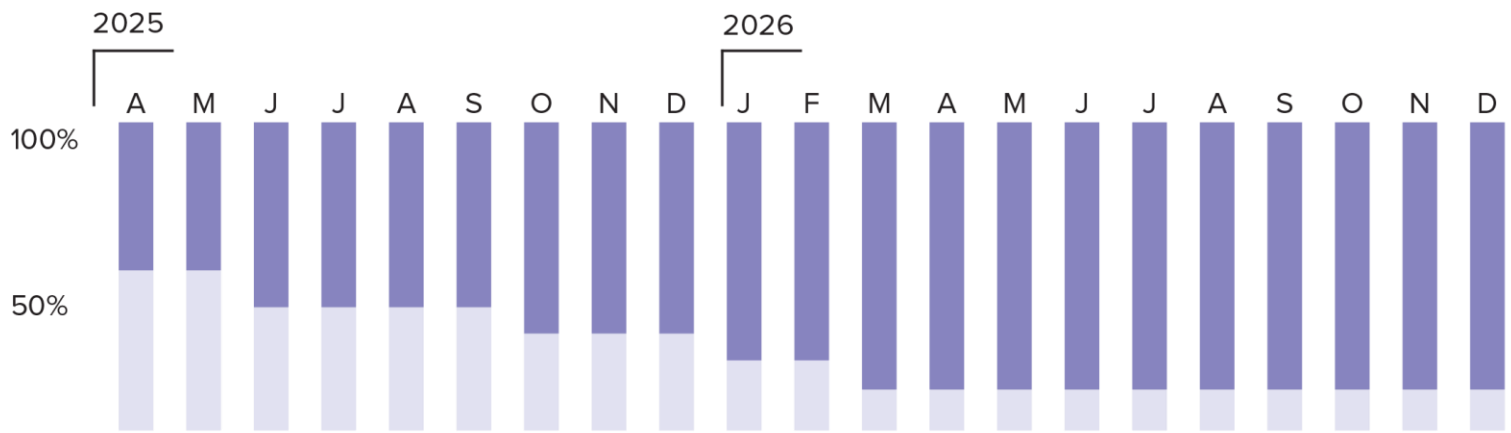
Current Workload

Current and Projected Workload

- Fully Staffed and Ready to Deliver
- Current Workload is Below Capacity – Staff Members Ready to Mobilize
- Key Team Members are Available and Fully Committed
- Resources and Technology in Place for Seamless Execution

Executing Multiple Concurrent Projects

- Scalable Team Structure Led by Dedicated Project Managers
- Strategic use of Software, Tools, and Partnerships
- Proactive Scheduling with Contingency Planning
- Efficient, Cost-Effective Delivery Across Multiple Projects



5 Professional Accomplishments

Past and Present Accomplishments

- West Tampa Library Renovation
- Wimauma Library
- Seminole Heights Public Library
- Lee Davis Neighborhood Service Center Renovations
- Starkey Ranch Theatre Library Cultural Center
- C. Blythe Andrews, Jr. Public Library
- Riverview Public Library
- Wesley Chapel Public Library (*Present*)
- Thonotosassa Public Library (*Present*)
- African American Arts and Cultural Center (*Present*)



Wesley Chapel Library Interior Rendering

Featured Award-Winning Projects

Starkey Ranch Theatre Library Cultural Center

- 2023 – *American Libraries Design Showcase*; Excellence in Library Architecture
- 2023 – *American School & University Architectural Portfolio*; Outstanding Design (Educational Interiors)
- 2021 – *Library Journal*; Year in Architecture Cited as an Outstanding New Library Project



C. Blythe Andrews, Jr. Public Library

- 2021 – *Hillsborough County City-County Planning Commission*; Award of Merit



5 Time and Budget

Time & Budget

'Time is Money':

- Align Project Scope with Budget **from Start**
- Conduct Cost Estimates – **Every Design Phase**
- **Include Add Alternates** – Maintains Flexibility at Bid Time
- Collaborate with CM at Risk

Cost:

- Derive the Most Value for the Dollar
- Evaluate Subcontractor and Vendor Markets
- Conduct Cost Estimates – **Every Design Phase**
- **Proactive Cost Management** – Not Cost Control

Schedule Control:

- Create Schedule in Microsoft Project
- Set Milestones
- Periods for County Staff Reviews
- Weekly Schedule Reviews
- **'Action Memos'**

6 Approach and Work Plan Ability and Experience

Understanding the Scope

- 18,000 Square Feet Library in a Growing Community
- Dynamic Space for Residents to **Connect** and Access Resources
- Provide **Flexibility**
- Sustainability, **Inclusivity**, and Continued Engagement
- Evolving **Technology** Integration
- Site Features Integration

Riverview Public Library—While we embrace state-of-the-art technology to empower the community, our architectural style draws inspiration from the historic ‘Old Florida’ vernacular. Horizontal clapboards, silver standing-seam metal roofs, exposed rafters' tails, and tall muntined windows pay homage to the region’s rich architectural heritage.



Collaborative Methodologies

Define the Stakeholders

- Leadership Team
- Open Discussion Platform
- Establish the Vision and Program Requirements

Collaborative Workshops/Charettes

- Iterative Process

“Walk and Talk” Event

- Understand ‘Lessons Learned’ from Other Libraries

Community Engagement/Open House

- Understand the Desires of the Community
- Visual graphics – Renderings, Diagrams, Virtual Reality, 3D Printed Models



Implementation

Schematic Design

- Site Plans, Floor Plans, Elevations
- Multiple Design Solutions
- Consider Budget Constraints
- Prioritize Durable, Low-Maintenance and Sustainable Materials
- Cost Estimate

Design Development

- Select Major Systems – Structural, HVAC, Plumbing, Electrical
- Define Technology Requirements
- Cost Estimate

Construction Documents

- Develop Detailed Drawings and Specifications
- Meetings with AHJ



Use your cellphone to scan the QR code to start your Virtual Reality experience of Starkey Ranch TLC!



Construction Administration

- **Same Dedicated Design Team Throughout**
- Site Visits
- Field Reports
- RFIs, Submittals
- Review and Certify Monthly Applications for Payment
- Inspections with Consulting Engineers
- Final Inspection
- One-year Warranty Inspection

Act Now vs. Reacting

- Collaboration with Clay County and CM Instead of the Assignment of 'Responsibility'

Plan Grid:

- Generate and **Share** Reports with CM and Clay County
- **Weekly** Photo Report with Location
- **Collaboration** with CM and Subcontractors



Technology in Construction Administration

- **Autodesk BIM 360** — allows real-time, model-based takeoffs to construction manager—critical for clarifying scope, verifying quantities, and supporting value engineering
- **Virtual Design and Construction (VDC)** — weekly coordination meetings with construction manager and subs help identify and resolve issues before they affect construction
- **Bluebeam Cloud and Clash Detection Tools** — real-time QA/QC across all disciplines to ensure accuracy and alignment

Flexibility/Value Analysis

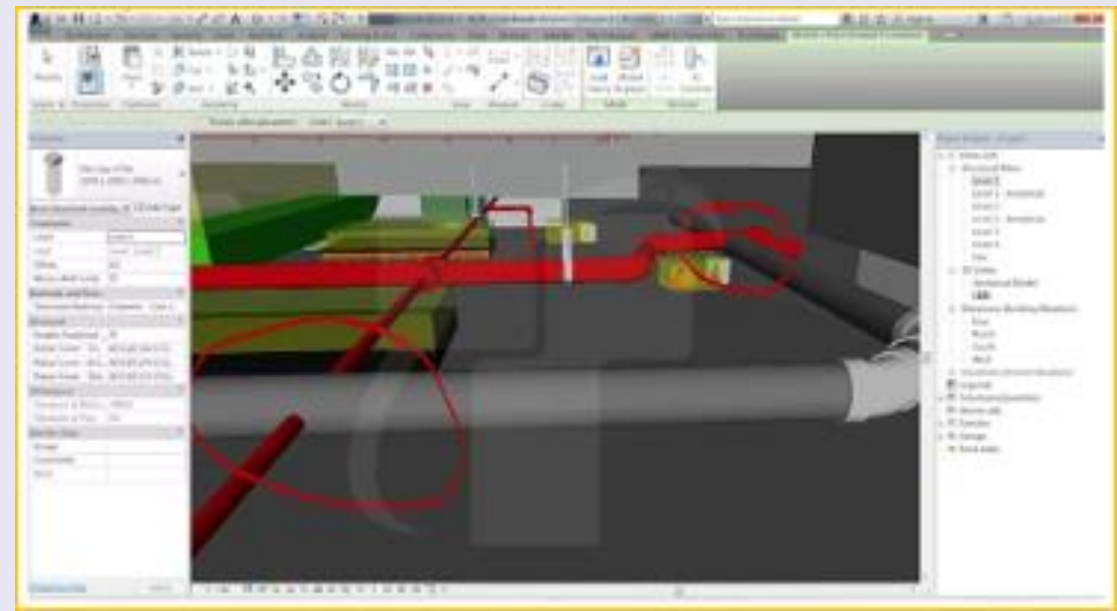
- Explore Several Options
- **‘Value Analysis’** – Prioritize Design Elements

Quality Assurance/Quality Control

- **Three-Step Process at Every Phase –**
‘Check, Backcheck, Update, and Recheck’
- **BLUEBEAM** Cloud Sessions with Engineers

Clash Detection

- 3D BIM
- Foresee Conflicts Between Different Disciplines



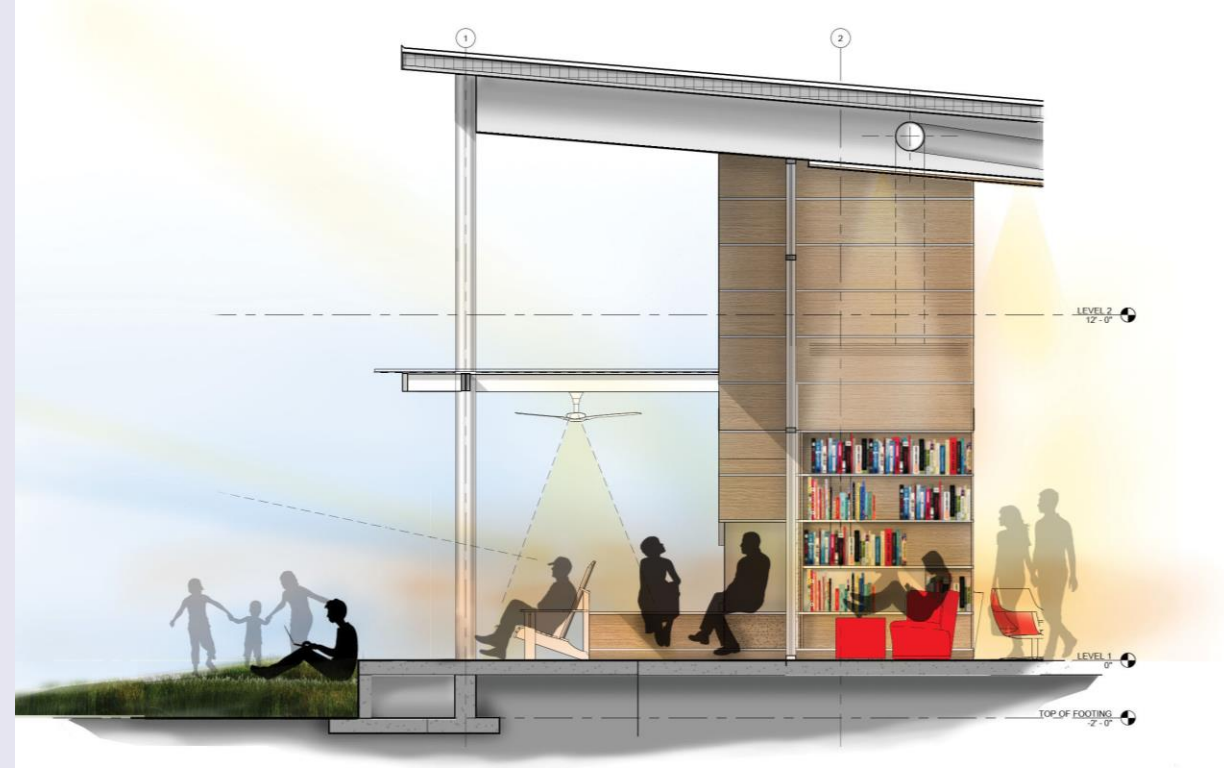
Wesley Chapel Public Library

Wesley Chapel, FL

- Flexible, Collaborative, Private Spaces
- Integrated with Natural Preserves
- Outdoor Areas: Reading Porch, Event Lawn, Nature Walk
- Angled Roof Follows Tree Line
- Transparent West Façade Connects to Nature
- Perforated Roof Creates Dappled Light
- Inviting Entry with Gallery Wall
- 'Bookshelves of Curiosity': Multi-use & Interactive
- Flexible Lounges Foster Community

PROJECT COST: \$5,581,428.00 (In-Progress)

Page 117 of 354



Wesley Chapel Public Library

Wesley Chapel, FL



Thank you!



FG+M
ARCHITECTURE
PLANNING & INTERIORS

Attachment
“G”
Harvard Jolly, Inc.
Presentation



CLAY COUNTY

NEW
OAKLEAF
LIBRARY

HARVARD • JOLLY | **PBK**

unparalleled
EXPERIENCE

LIBRARY DESIGN EXPERTISE
COMMUNITY FOCUSED DESIGN
SUSTAINABLE & EFFICIENT SOLUTIONS
ON TIME & WITHIN BUDGET

YOUR TEAM



WARD FRISZOLOWSKI, AIA
PRESIDENT



DATTATRAYA SONAVALDEKAR
PRINCIPAL IN CHARGE



MIKE JOHNSON, RA, LEED AP
PROJECT MANAGER



AMY WEBER BRADLOW, AIA, LEED GA
LIBRARY DESIGNER/PROGRAMMER



ERIC KRUMM
CONSTRUCTION ADMINISTRATOR



WINOLA DAVIDSON, IIDA, LEED AP
INTERIOR DESIGNER



MEP
ELECTRICAL ENGINEERING
STRUCTURAL ENGINEERING



CIVIL ENGINEERING
LANDSCAPE



COMPANY HISTORY

OVER
120

EMPLOYEES IN
FLORIDA

AIA
25

YEAR TEST OF TIME
AWARD

DESIGNED OVER

150

SUSTAINABLE
BUILDINGS

CELEBRATING

86

YEARS IN BUSINESS





100+ FLORIDA LIBRARIES

Page 126 of 354

UNPARELLED EXPERIENCE

PARTIAL LISTING

CHARLOTEE COUNTY

Punta Gorda Charlotte Library

CITY OF BOCA RATON

Spanish River Library & Community Center

CITY OF CLEARWATER

Countryside Branch Library

CITY OF GULFPORT

Gulfport Library

CITY OF OLDSMAR

Oldsmar Public Library
Temple Terrace Library

CITY OF ZEPHYRHILLS

Zephyrhills Library

ST. JOHNS COUNTY

Mill Creek Library
Northeast Community Library

ST. JOHNS RIVER STATE COLLEGE

Library Renovations

HILLSBOROUGH COUNTY

Town 'N Country Commons Library
Robert W. Saunders, Sr. Library
University Area Community Library
Austin Davis Library Renovations
Fendig Library Renovations
North Tampa Library Renovations
Brandon Library

MARION COUNTY

Freedom Public Library, Ocala

SARASOTA COUNTY

Osprey Library
Gulf Gate Library

30 YEAR CLAY COUNTY RESIDENT

PROVEN COMMITMENT



APPROACH



ENSURE GOALS ARE CLEARLY DEFINED,
UNDERSTOOD, & ALIGNED

IDENTIFY DECISION MAKERS & STAKEHOLDERS

PARTICIPATORY, CONSENSUS-BUILDING
PROCESS

INCLUSIVE PROCESS DISCUSSING COLLECTION
SIZE, STAFFING, & PROGRAM OFFERINGS

SPACE REQUIREMENTS

INCLUDE SPECIFIC REQUIREMENTS:

FURNITURE, EQUIPMENT, ACOUSTICS, &
ADJACENCIES



TIME & BUDGET

ADHERE TO COUNTY'S PROJECT
SCHEDULE & BUDGETARY CONSTRAINTS

PROACTIVE BUDGET MANAGEMENT

IN-HOUSE COST ESTIMATING & THIRD-
PARTY COST CONSULTANTS

CONTINUOUS COST MONITORING &
VALUE-DRIVEN DESIGN

PROVEN RECORD DELIVERING
PROJECTS ON TIME & WITHIN BUDGET



APPEAL TO ALL AGES & INCLUSIVITY



FLEXIBILITY



LOCAL CULTURE – ARCHITECTURE SHOULD FIT ITS LOCATION



CURRENT TRENDS

LIBRARIES AS COMMUNITY
CENTERS

SECURITY

MAKER SPACES

NON-TRADITIONAL
COLLECTIONS:

MUSICAL INSTRUMENTS

TOOLS

BUSINESS INCUBATOR

TECHNOLOGY



unparalleled
EXPERIENCE

HARVARD • JOLLY | **PRK**

LIBRARY DESIGN EXPERTISE
COMMUNITY FOCUSED DESIGN
SUSTAINABLE & EFFICIENT SOLUTIONS
ON TIME & WITHIN BUDGET



CLAY COUNTY

NEW
OAKLEAF
LIBRARY

HARVARD • JOLLY | **PRK**

Attachment
“H”
Walker Architects.
Presentation

Design for an Agile World



“

Walker Architects has been in constant contact with a fairly large group of stakeholders from conception to current point of design.

It has been challenging working with a lot of differing opinions throughout the process. However, Walker has **exceeded expectations** and has **delivered a quality product ahead of schedule.**”

Daniel Loos

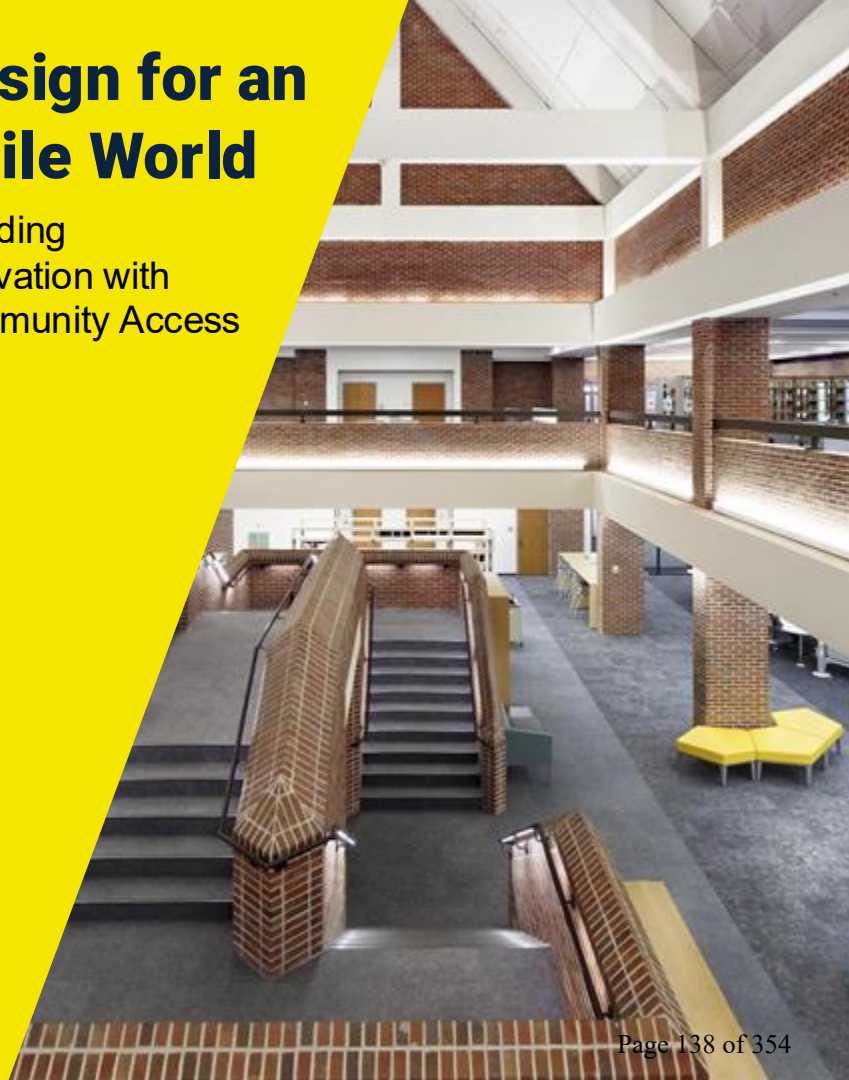
Construction Manager, Clay County



Design for an Agile World

Blending
Innovation with
Community Access

Design of the Oakleaf Library



Committed Leadership



Tim Macy

SR. PROJECT MANAGER

**Communicates to keep
everyone on track.**



Jason O'Brian

AIA, LEED AP BD+C

PROJECT ARCHITECT

Leads design initiatives.

Project Understanding

- A project **for Oakleaf residents**
- **Local library** to prioritize the community resource
- Increase **access & equity**
- **Compassionate, efficient, and flexible** community facility
- Reduce design waste, **streamline decision-making**
- Maximize limited resources and **long-term value**









Clay County Economic Development Services Facility







City of Groveland Else Tomlin Empowerment Center





**What are you
curious about?**



Attachment
“I”
Governors Park CDD



Agenda Item #22

Petition to Establish the Governors Park North Community Development District

May 27, 2025

Governors Park North CDD

Request

Petitioner, Governors Park Property Holdings, LLC, petitions the Board of County Commissioners to:

1. Establish the Governors Park North Community Development District (“CDD”) (pursuant to Section 190.005, Florida Statutes) containing 802 acres; and
2. Consent to the CDD’s exercise of special powers (pursuant to Section 190.012(2), Florida Statutes) for parks and facilities for indoor and outdoor recreational, cultural and educational uses and security.

Governors Park North CDD

Presentation Outline

- Establishment Process
- Proposed Governors Park North CDD
 - General Location
 - Review of Proposed Infrastructure
- Analysis
- Findings
- Conclusion

Governors Park North CDD

Review – Establishment Process

- Chapter 190, Florida Statutes (the “Act”) governs the procedures, approval and implementation of a community development district.
- Local unit of special-purpose government
- Provides a stable, long-term mechanism to finance, construct and maintain high-quality improvements and amenities
- Does not have the power to adopt its own comprehensive plan, building code or land development code – it is not a zoning authority.
- All of the CDD’s powers must comply with all applicable County laws, rules, regulations and policies governing planning and permitting of the development.

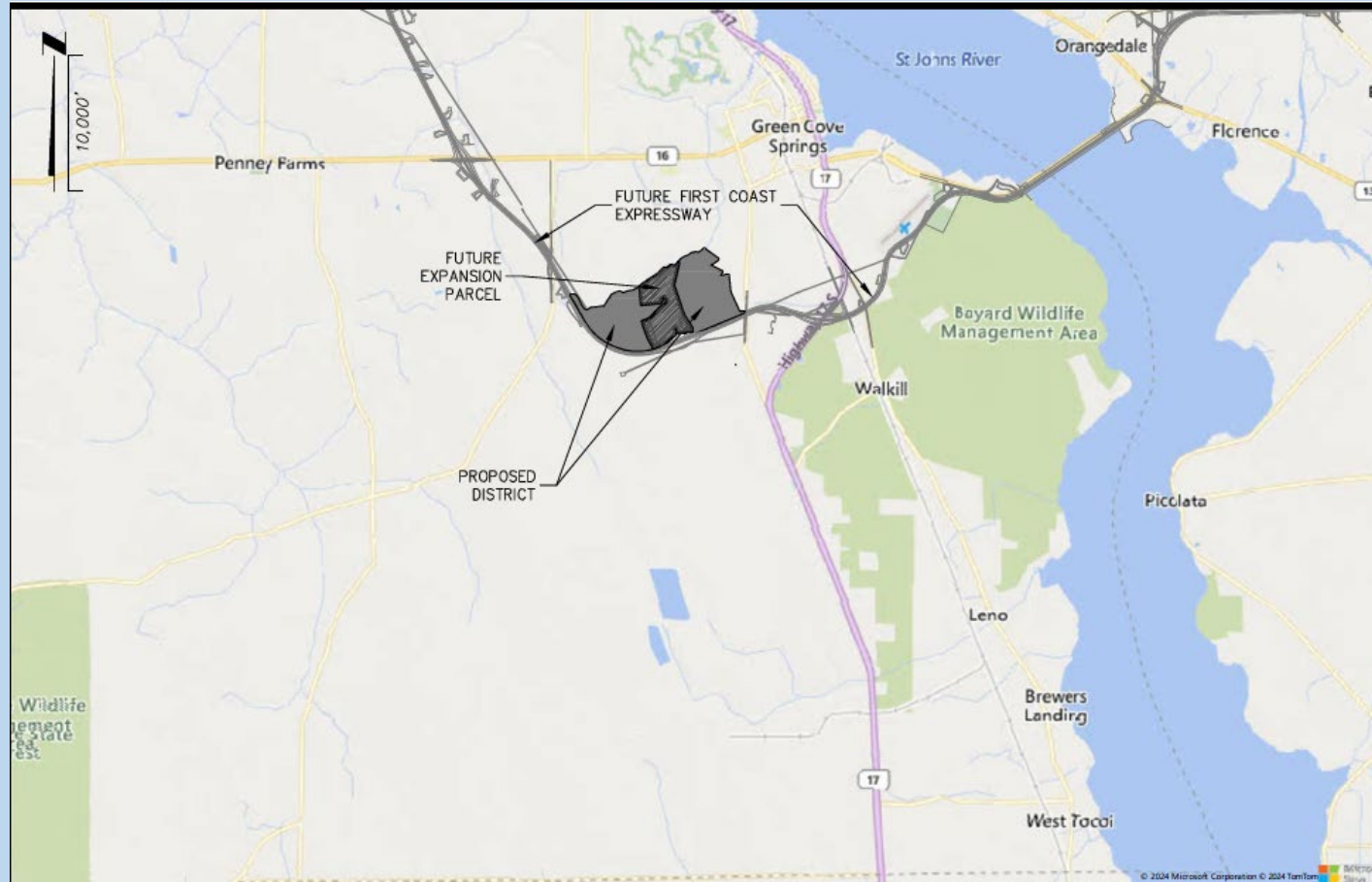
Governors Park North CDD

Review – General Location

- Generally located north of State Road No. 23, northwest of U.S. Highway 17S, west of County Road 15A, and south of County Road 16A
- Approximately 802 acres
- Future Expansion Parcel consisting of approximately 285 acres [pursuant to Section 190.046(l)(h), *Florida Statutes*, the Petition identifies a Future Expansion Parcel that may be added to the CDD within 10 years after the establishment, subject to future approval by the Board of County Commissioners of Clay County, Florida]

Governors Park North CDD

Review – General Location Map



Governors Park North CDD

Review – Proposed Infrastructure

- Potential District Infrastructure (constructed/installed between 2025-2029):
 - Onsite and Offsite Stormwater Management Facilities
 - Potable Water System
 - Reclaimed Water System
 - Sanitary Sewer System
 - Onsite and Offsite Roadways
 - Undergrounding of Electric
 - Common Area Landscape, Hardscape, Irrigation, and Site Amenities/Aquatic Center
- Estimated costs of improvements \$348,419,500

Governors Park North CDD

Analysis

- Chapter 190 provides that a community development district less than 2,500 acres in size may be approved by the Board of County Commissioners, which shall consider **six factors** in the establishment:
 - 1) Whether all statements contained within the petition have been found to be true and correct.
 - 2) Whether the establishment of the district is inconsistent with any applicable element or portion of the state comprehensive plan or of the effective local government comprehensive plan.
 - 3) Whether the area of land within the proposed district is of sufficient size, is sufficiently compact, and is sufficiently contiguous to be developable as one functional interrelated community.

Governors Park North CDD

Analysis Continued

(Chapter 190's six factors continued):

4) Whether the district is the best alternative available for delivering community development services and facilities to the area that will be served by the district.

5) Whether the community development services and facilities of the district will be incompatible with the capacity and uses of existing local and regional community development services and facilities.

6) Whether the area that will be served by the district is amenable to separate special-district government.

Governors Park North CDD

Analysis Continued

	KRAMER Petitioner Rep	WRATHELL DM/FA	MA Engineer/Planner
Whether all statements contained within the petition have been found to be true and correct	Pages 2-4	N/A	N/A
Whether the establishment of the district is inconsistent with any applicable element or portion of the state comprehensive plan or of the effective local government comprehensive plan	N/A	N/A	Pages 5-8
Whether the area of land within the proposed district is of sufficient size, is sufficiently compact, and is sufficiently contiguous to be developable as one functional interrelated community	N/A	Pages 5-6	Pages 3-4
Whether the district is the best alternative available for delivering community development services and facilities to the area that will be served by the district	N/A	Pages 4-5	Pages 4-5
Whether the community development services and facilities of the district will be incompatible with the capacity and uses of existing local and regional community development services and facilities	N/A	Pages 6-7	Page 5
Whether the area that will be served by the district is amenable to separate special-district government	N/A	Page 6	Page 5

Governors Park North CDD

Findings

- Written consent to the establishment of the CDD was provided by all landowners whose real property is to be included in the CDD.
- The notice of establishment hearing for the CDD was advertised according to Florida law.
- Pre-filed testimonies demonstrate that petition meets statutory criteria.

Governors Park North CDD

Conclusion

Petitioner, Governors Park Property Holdings, LLC, believes all establishment factors have been met, including findings and evidence presented today, supporting the Board of County Commissioners' decision to:

1. Establish the Governors Park North Community Development District, containing 802 acres; and
2. Consent to the CDD's exercise of special powers for parks and facilities for indoor and outdoor recreational, cultural and educational uses and security.

Questions?

Michael C. Eckert
Kutak Rock LLP
(850) 567-0558

Attachment
“J”
PUD-25-0002

Rezoning Application:

PUD 25 -0002

Planning Commission

May 6, 2025

Board of County Commissioners

May 27, 2025



Application Information

Applicant: Stanley Hunt

Agent: Josh Cockrell

Location: The subject parcel is located on the west of U.S. Highway 17 and approximately 100 feet of frontage on Fraser Road.

Future Land

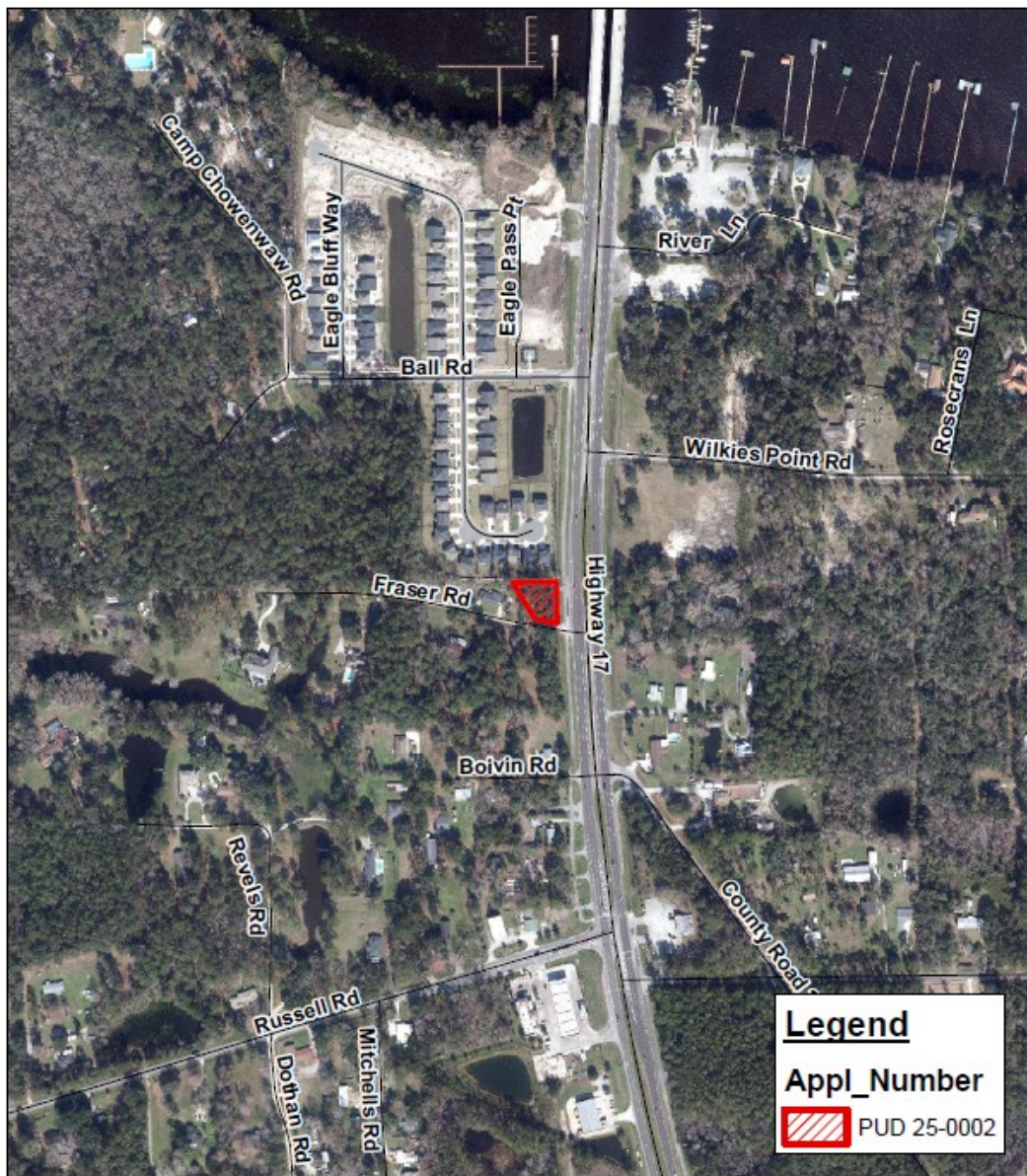
Use: Commercial

Commission

District: 5, Commissioner Burke

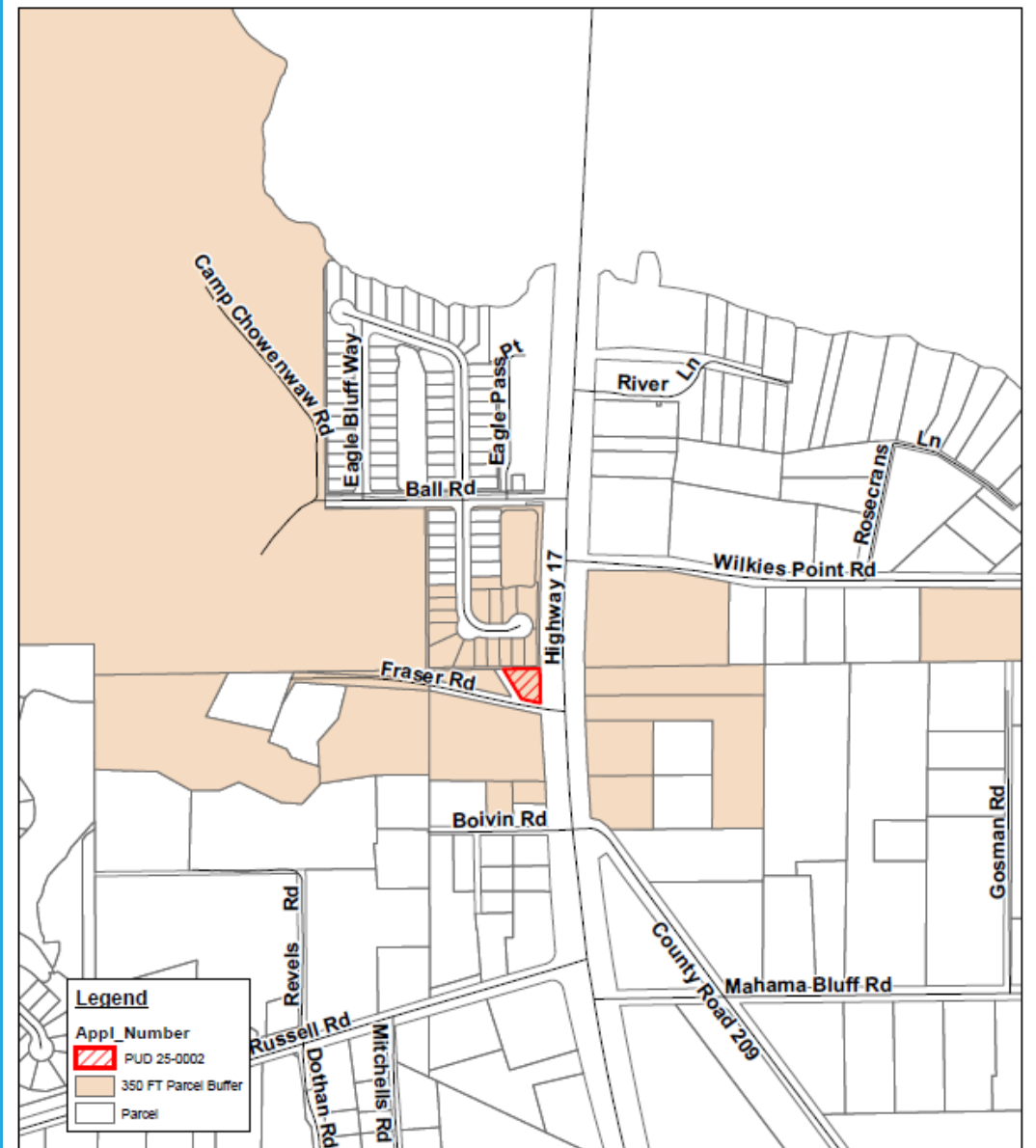
Parcel: 0.5 acre

Request: PUD 25-0002 would change the zoning from BA-2 (Business & Professional Office District) to PCD (Planned Commercial Development) allowing for a CPA office.



0 212.5 425 850 Feet

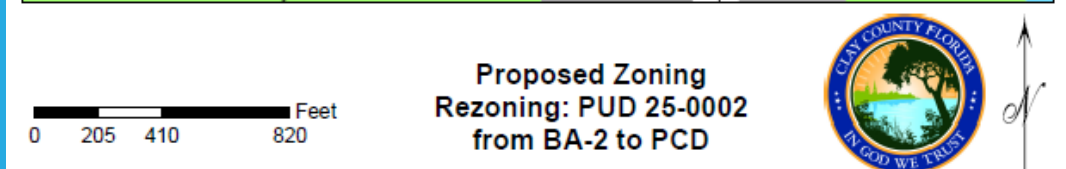
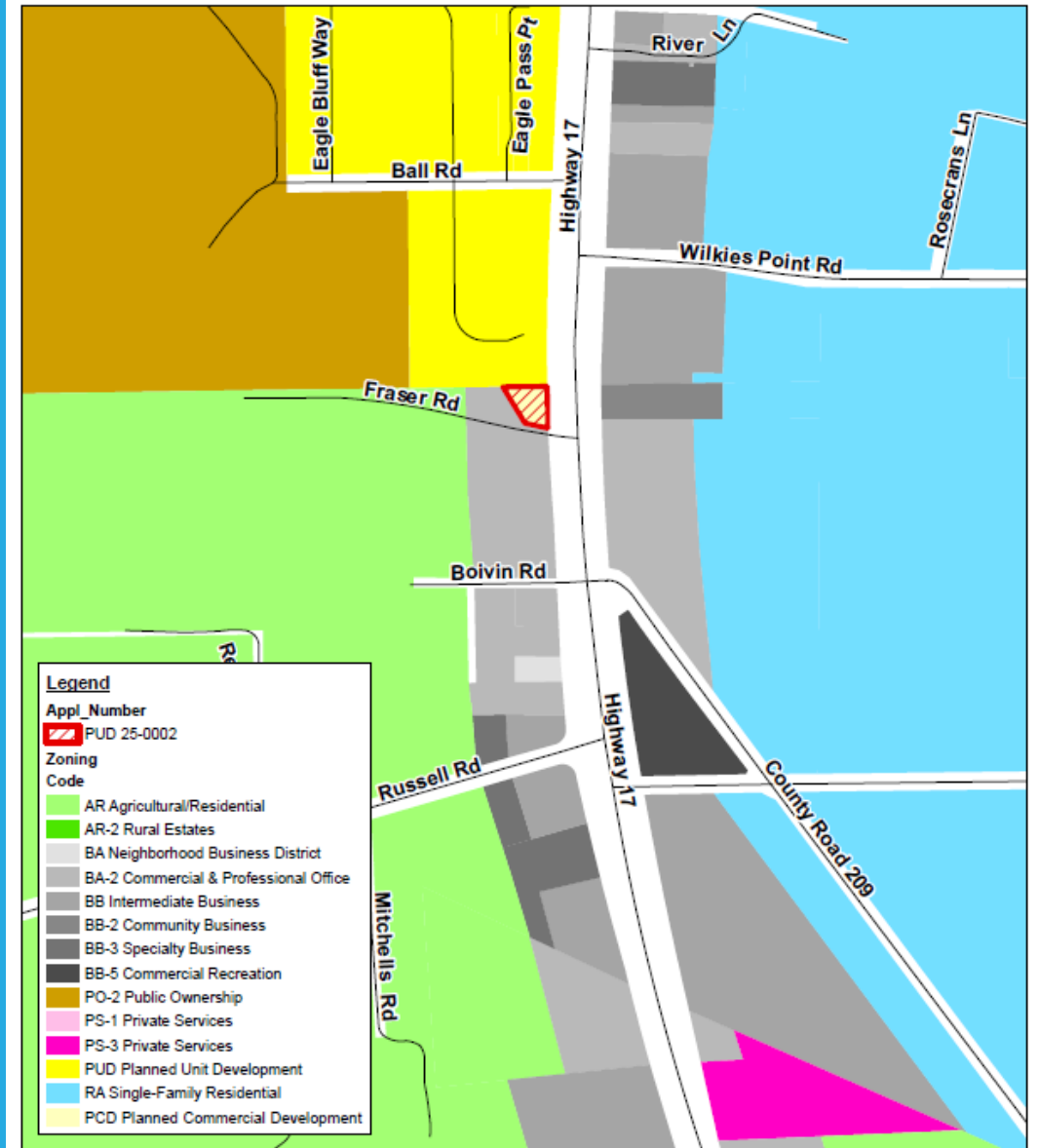
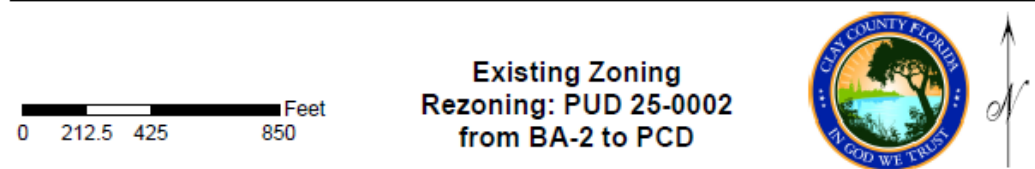
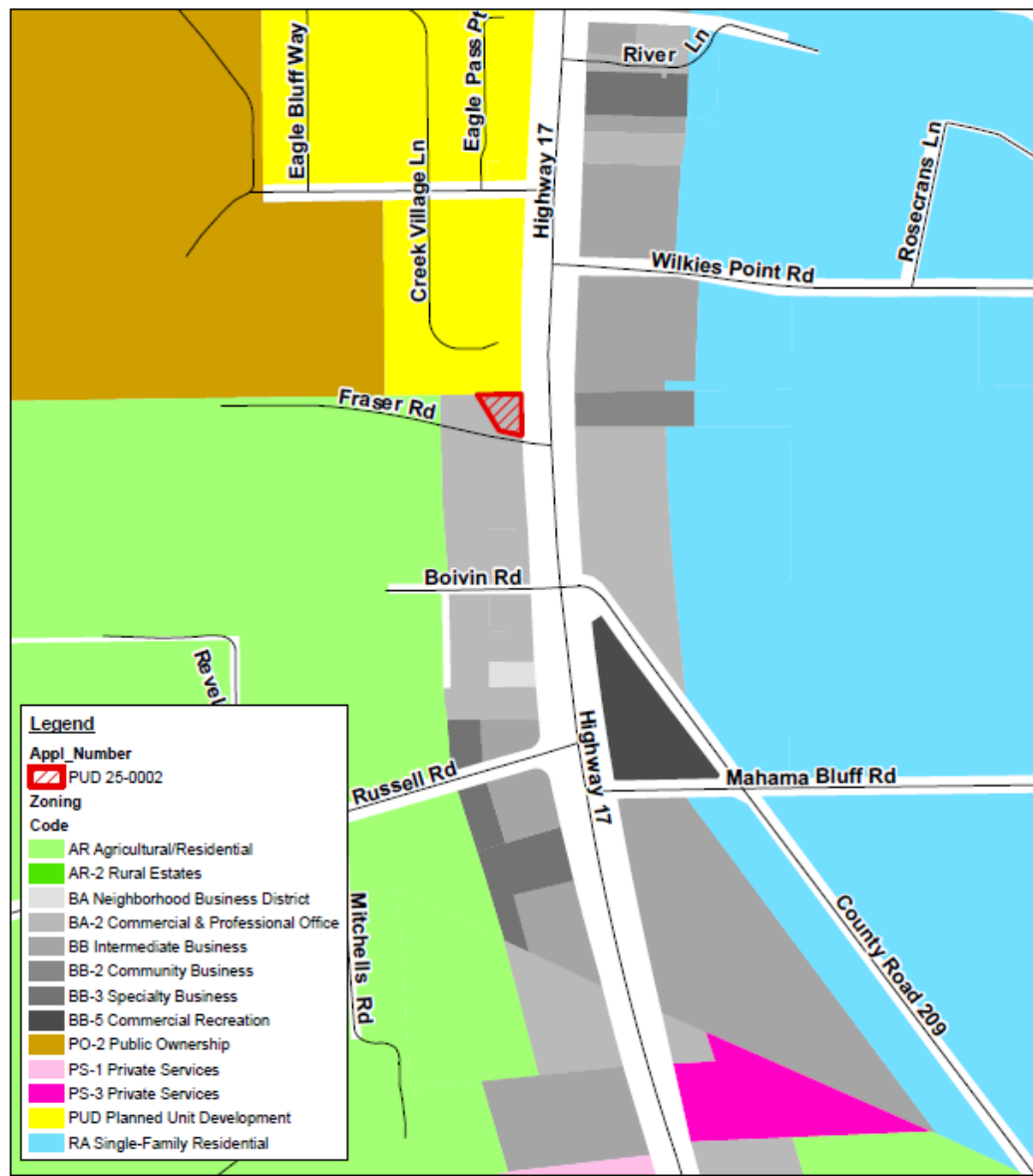
Rezoning: PUD 25-0002
from BA-2 to PCD



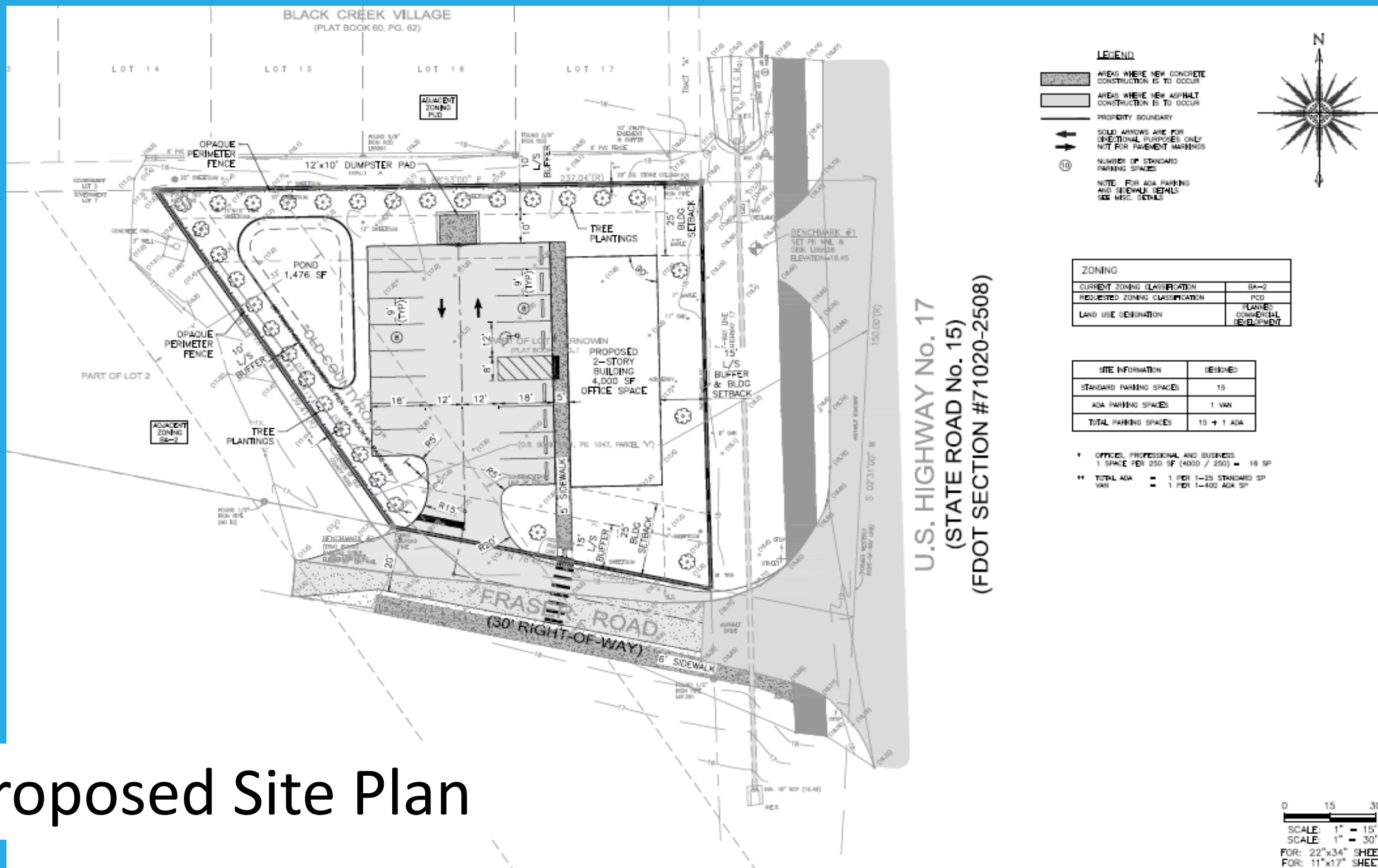
0 250 500 1,000 Feet

350' Parcel Notifications Map
PUD 25-0002





Proposed Site Plan



ZON changes proposed for 62.64+/- acre parcel

Proposing 1 + single family units.

Proposes implementation of the units via a PUD mechanism

PUD's require per code Sec. 3-33

- Permitted uses and structures, permitted accessory uses and structures, minimum lot requirements (width/area) maximum lot coverage by all buildings and structures, required setbacks, building heights and any limitations to permitted uses.
- A description of specifically how the proposed Planned Unit Development differs from the usual application of the Land Development Code, including but not limited to, parking standards, landscaping standards, recreational standards, sign regulations and any other design standards.
- A description of how the development of the proposed PUD is compatible with existing neighborhoods and area surrounding the proposed PUD.
- A description of how the PUD will accomplish a more desirable development/environment than would be possible through the strict application of the minimum requirements of the County Zoning Regulations

Project Description

Applicant is requesting a PCD zoning to construct a 4,250 sf office building.

Recommendations

PUD 25-0002

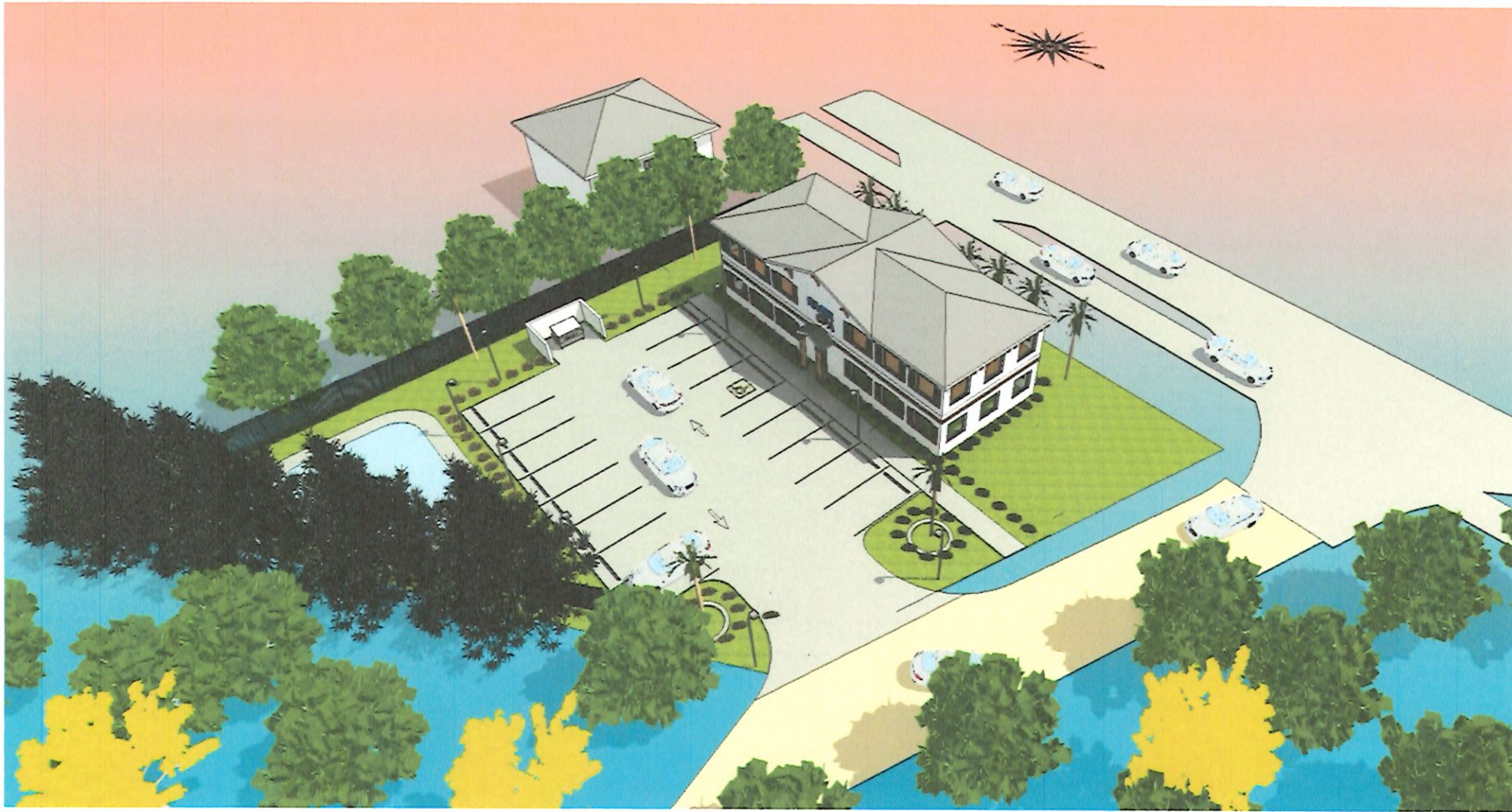
The Springs Citizen Advisory Committee heard the item at their April 9th regular meeting and provided a recommendation of approval 5-0.

The Planning Commission heard the item at the May 6th public hearing and provided a recommendation of approval 6-1.

Based on the facts presented in the report, Staff finds that the criteria for a PCD Zoning district were met in the application and therefore recommends approval of the request for PUD 25-0002



Attachment
“K”
PUD-25-0002
Applicant

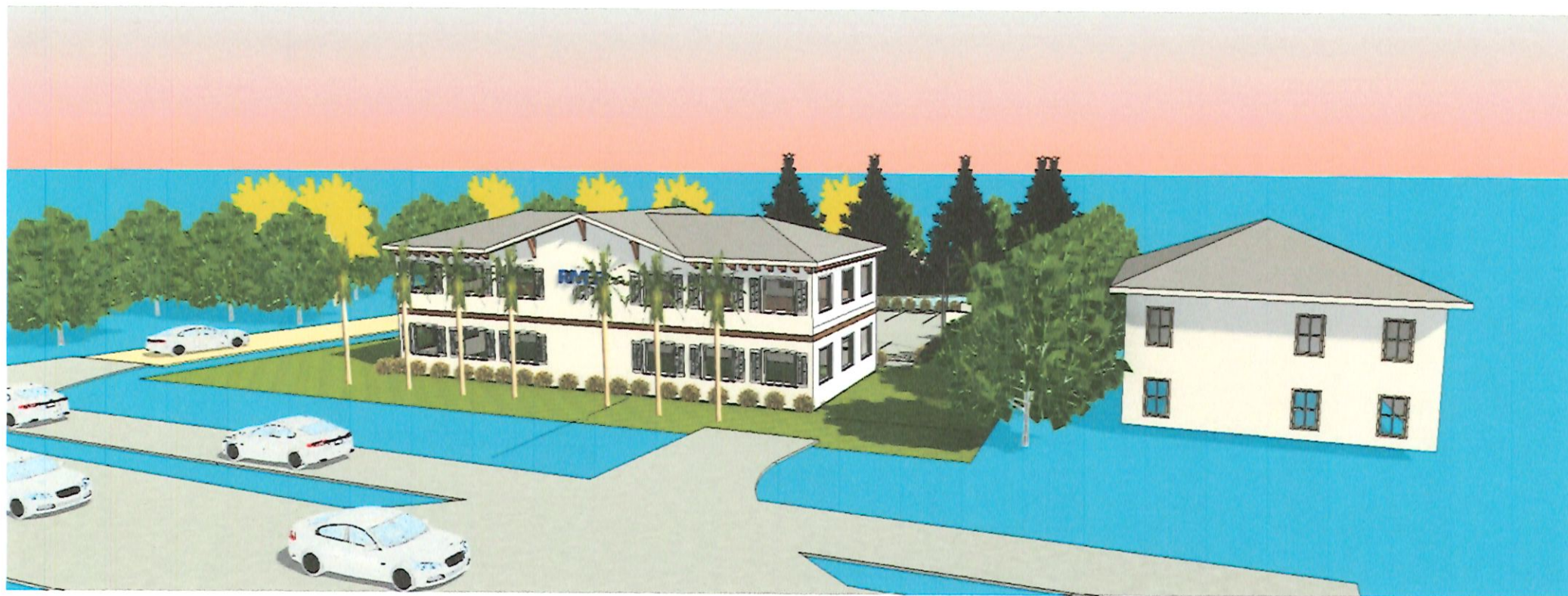


RIVER CPA EAST ELEVATION









RIVER CPA NORTH ELEVATION



RIVER CPA SOUTH ELEVATION



LOT 15

LOT 16

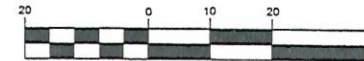
LOT 17

PREPARED FOR: STAN HUNT

3247 SF TOTAL
 13 SPACES REQUIRED
 PROVIDED = 13
 DUMPSTER??



GRAPHIC :

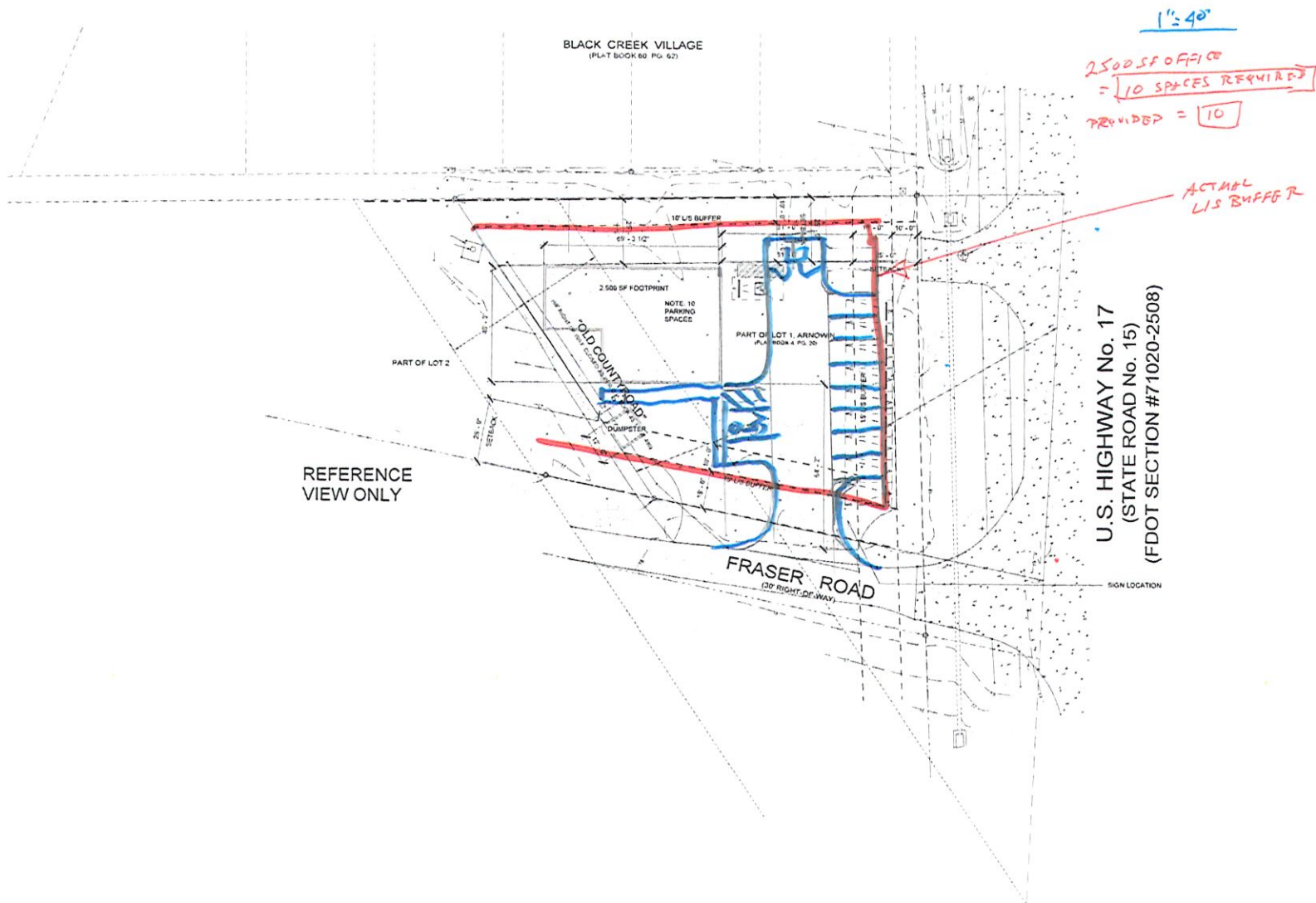


(IN FEET
 1 inch = 20

U.S. HIGHWAY No. 17
 (STATE ROAD No. 15)
 (FDOT SECTION #71020-2508)

GENERAL NOTES

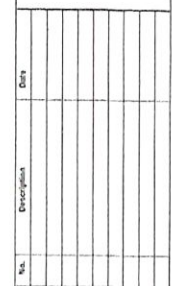
1. THIS SURVEY MAP DOES NOT REFLECT OWNERSHIP OF UNDERGROUND PORTION OF FOUNDATION/F
2. THERE MAY BE UNDERGROUND UTILITIES NOT SHOWN ON THIS MAP
3. THIS MAP DOES NOT PURPORT TO BE A BUILDING MAP
4. THE RELATIVE LINEAR DISTANCE ACCURACY OF THIS MAP IS 1:10,000
5. ALL MEASUREMENTS ARE IN U.S. STANDARD AND ELECTRONIC DISTANCE MEASURING DEVICES
6. THE DIMENSIONS OF THE BUILDING SHOWN ARE APPROXIMATE
7. ALL BUILDING TIES ARE PERPENDICULAR TO THE FACE THEREOF
8. THIS SURVEY MAP AND/OR SURVEY REPORT WITHOUT THE SIGNATURE OF A LICENSED SURVEYOR IS VOID
9. NO TITLE OPINION OR ABSTRACT OF MATTER IS GIVEN BY THIS SURVEY
10. NOTICE OF LIABILITY: THIS SURVEY IS CERTIFIED AND HEREBY DISCLAIMS ANY OF THE RIGHTS OF ANY OTHER INDIVIDUAL OR ENTITY



RIVER CPA	No.	Description	Date
RIVER CPA OFFICE			
0 FRASE ROAD GREEN COVE SPRINGS, FL. 32043			

3S Design Studio
Custom Architect
3432 Ringail C
Green Cove Springs, FL
cenns@3sdesign.com

Brax D. Jenkins
Professional Engineer
No. 11111
Jenkins, Brax D.
1994-2017
B.Jenkins@3sdesign.com



SITE PLAN - PROPOSED SURVEY WITH
 1.0' ELEV
 1" = 20.0'

REFERENCE
 VIEW ONLY

BLACK CREEK VILLAGE
 (PLAT BOOK 02 PG. 62)

FRASER ROAD
 (30' RIGHT OF WAY)

U.S. HIGHWAY No. 17
 (STATE ROAD No. 15)
 (FDOT SECTION #71020-2508)

3,400 SF BLDG
 250 SF per sp? = 14 required
 5 spaces
 PROVIDED 12 ← 1" = 40'

ACTUAL LIS BUFFER LOCATION
 PARKING CAN'T BE IN
 THE LIS BUFFER

PLAN

RIVER CPA
 RIVER CPA OFFICE

No. Description Date



3S Design
 Studio, Inc.
 Custom Architectural Design

2021.025
 4/20/21

Green Cove Springs, Florida

Google Street View

Oct 2024 [See more dates](#)



Google

Image capture: Oct 2024 © 2025 Google

Green Cove Springs, Florida

Google Street View

Oct 2024 [See more dates](#)



Image capture: Oct 2024 © 2025 Google



Attachment
“L”
PUD-25-0002
Letter from Resident

My name is Keith Simmons, and my wife Robin and I reside at 1509 Fraser Road.

We would like to protest this rezoning effort to PCD. Fraser Road is a single lane, privately maintained road. One of the reasons we purchased our property is because it is secluded and has only a few families that live on Fraser. We do not want the additional traffic this rezoning can bring, which will impact getting into our property safely.

The proposed use for the property is being presented as a small non intrusive business. If the current zoning is changed to PCD, it could open the door for a company with much more traffic and create safety issues as well as making our secluded paradise more inviting for people to come further down our private road to "see" what else is down the road. We feel very uncomfortable about the current zoning proposal to PCD and hope that the commissioners will make the right decision, and vote NO to not pass this proposed new zoning for the property in question.

Thanks for your careful consideration for not only our concerns but for all of the families who live on Fraser Road.

Thank you,

Keith and Robin Simmons
Owners of 1509 Fraser Road

Attachment
“M”
ZON-24-0033

Rezoning Application:

ZON 24-0033

Planning Commission

May 6, 2025

Board of County Commissioners

May 27, 2025



Application Information

Applicant: Carole Ann Trufant ETAL owners, Folks Huxford, Agent

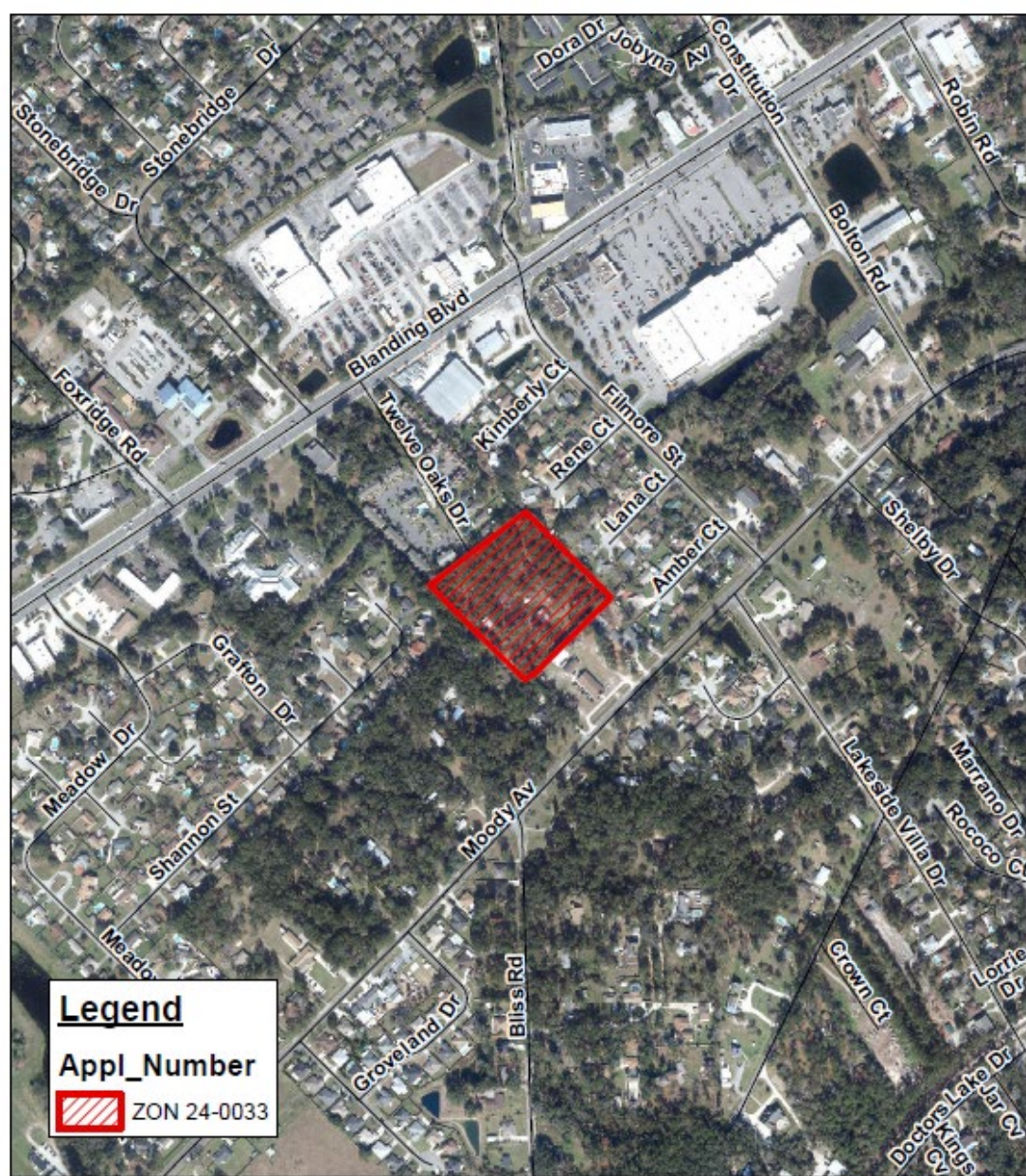
Location: The subject parcel located off of Twelve Oaks Drive, in between Blanding Blvd. and Moody Avenue.

Commission

District: 3, Comm. Renninger

Parcel: 1 parcel equaling 5.73 +/- acres, to be subdivided into a 52 unit residential townhome community.

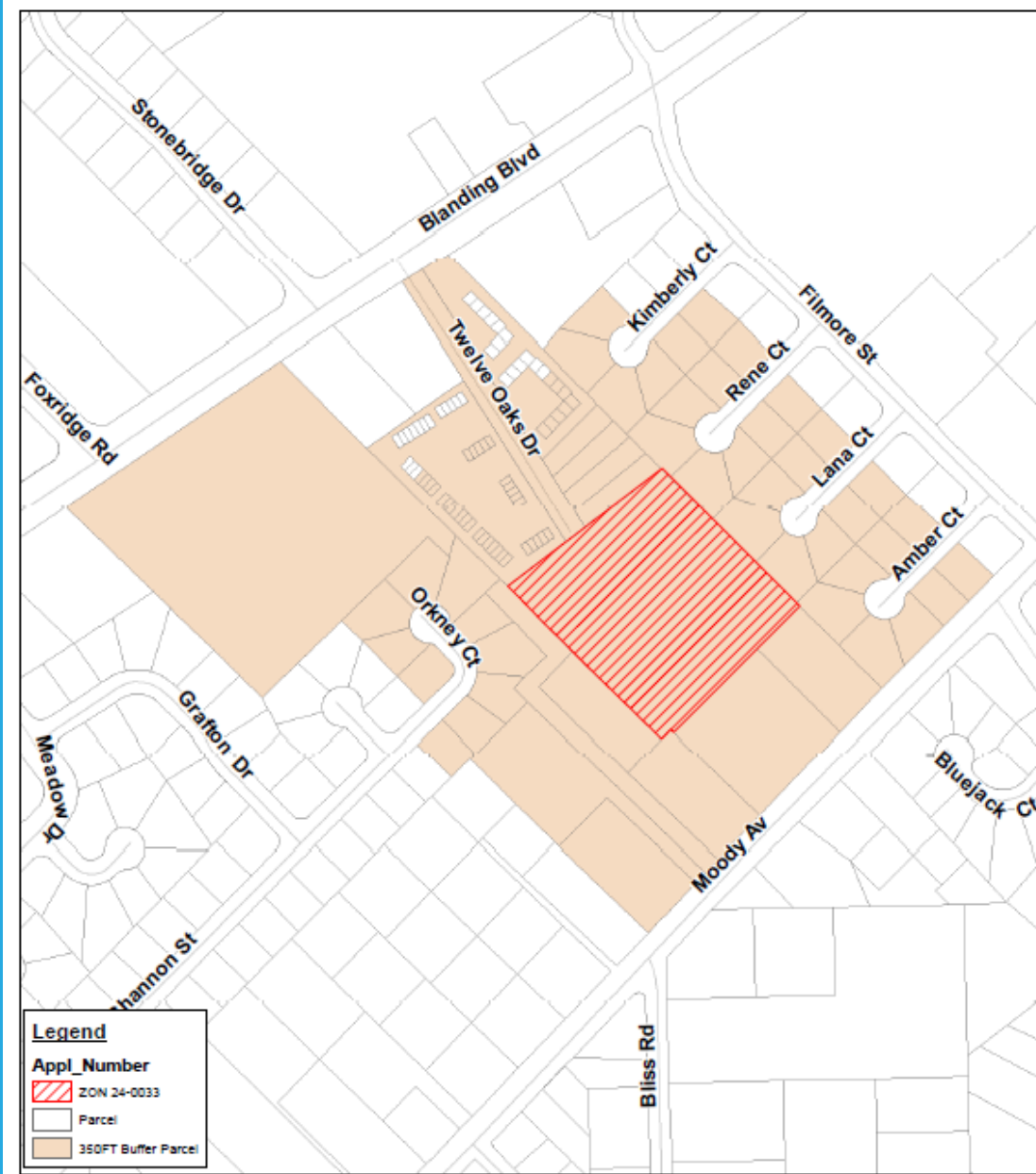
- ZON 24-0033 would change the zoning from AR (Agricultural/Residential) to RD-4 (Multi-Family-Residential District).



0 255 510 1,020 Feet

Rezoning: ZON 24-0033
from AR to RD-4

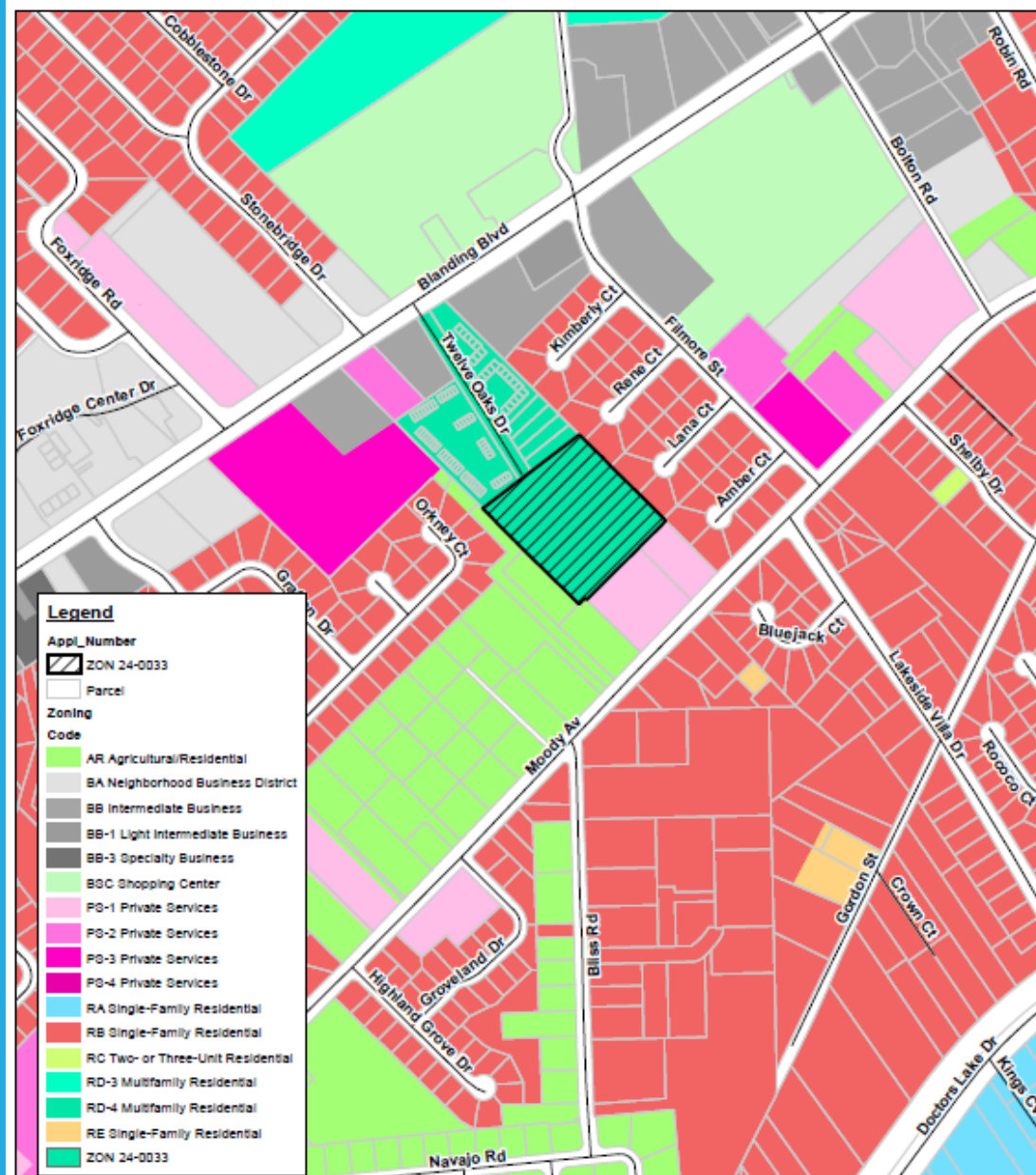
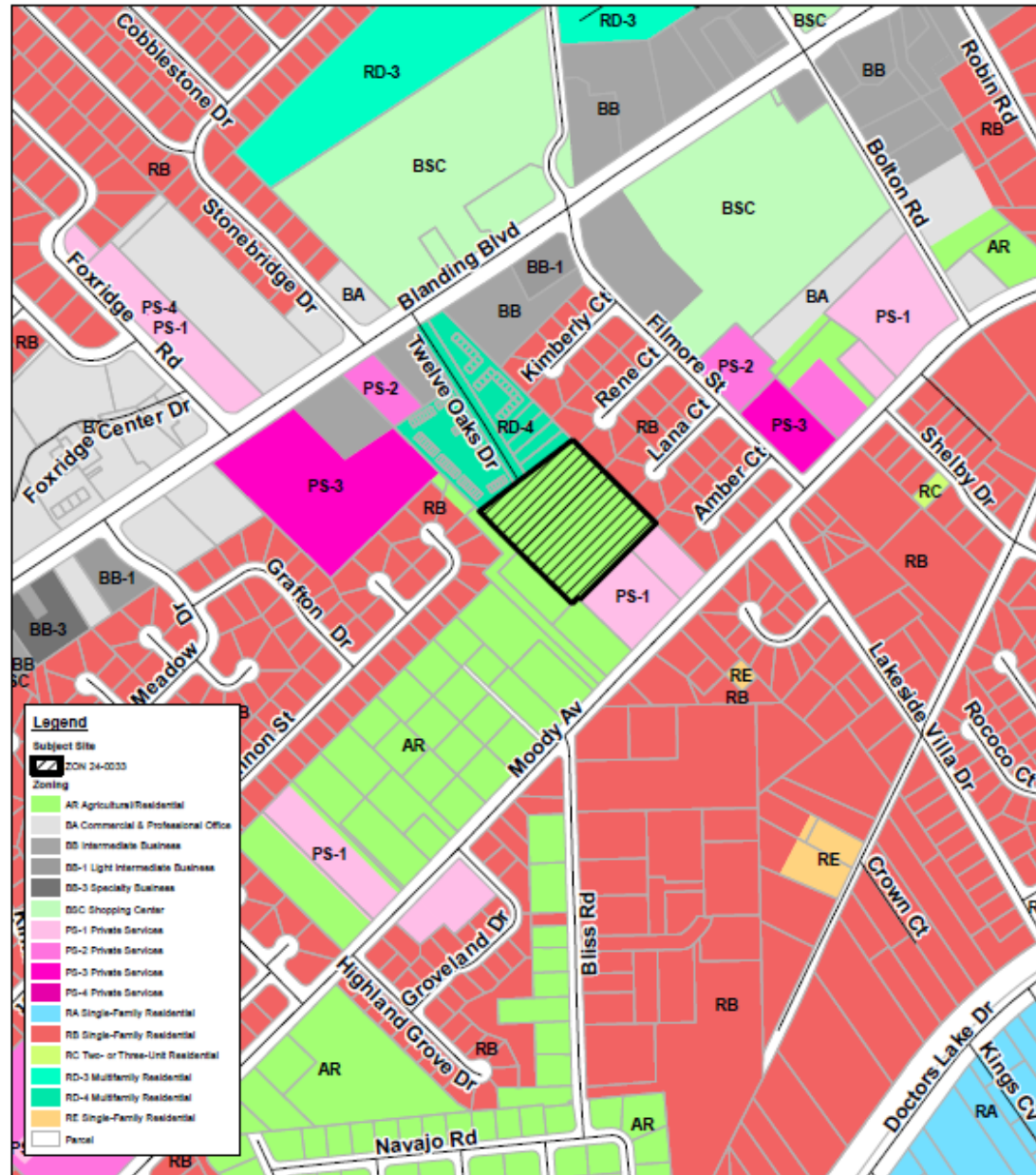
Page 192 of 354



0 160 320 640 Feet

Parcel Notifications Map
ZON 24-0033





ZON changes proposed for 5.73+/- acre parcel

Proposing 52 single-family townhome lots.

Current zoning of AR (Agricultural Residential) to RD-4 (Single Family-Residential District)

- Land use of Urban Core - 10 will not change
- The property is surrounded by UC-10 land use which allows for 10 units to the acre. This request should be considered in-fill development per this fact.
- The project is proposing 9 units to the acre.
- The proposal continues the County's efforts by providing a variety of housing options at a variety of price points.

Project Description

Applicant is requesting a 52 lot subdivision for a density of 9 units per net acre.

Recommendations

There is no CAC for this area of the County.

The Planning Commission heard the item at their May 6th public hearing and provided a recommendation of **approval 7-0**

ZON 25-0001

Based on the Report, Staff finds that the criteria for RD-4 Zoning district were met in the application and therefore recommends approval of the request for ZON 24-0033



Attachment
“N”
ZON-25-0012

Rezoning Application:

ZON 25-0012

Planning Commission

May 6, 2025

Board of County Commissioners

May 27, 2025



Application Information

Applicant: Donald Chase ETAL owners Frank Miller, Agent

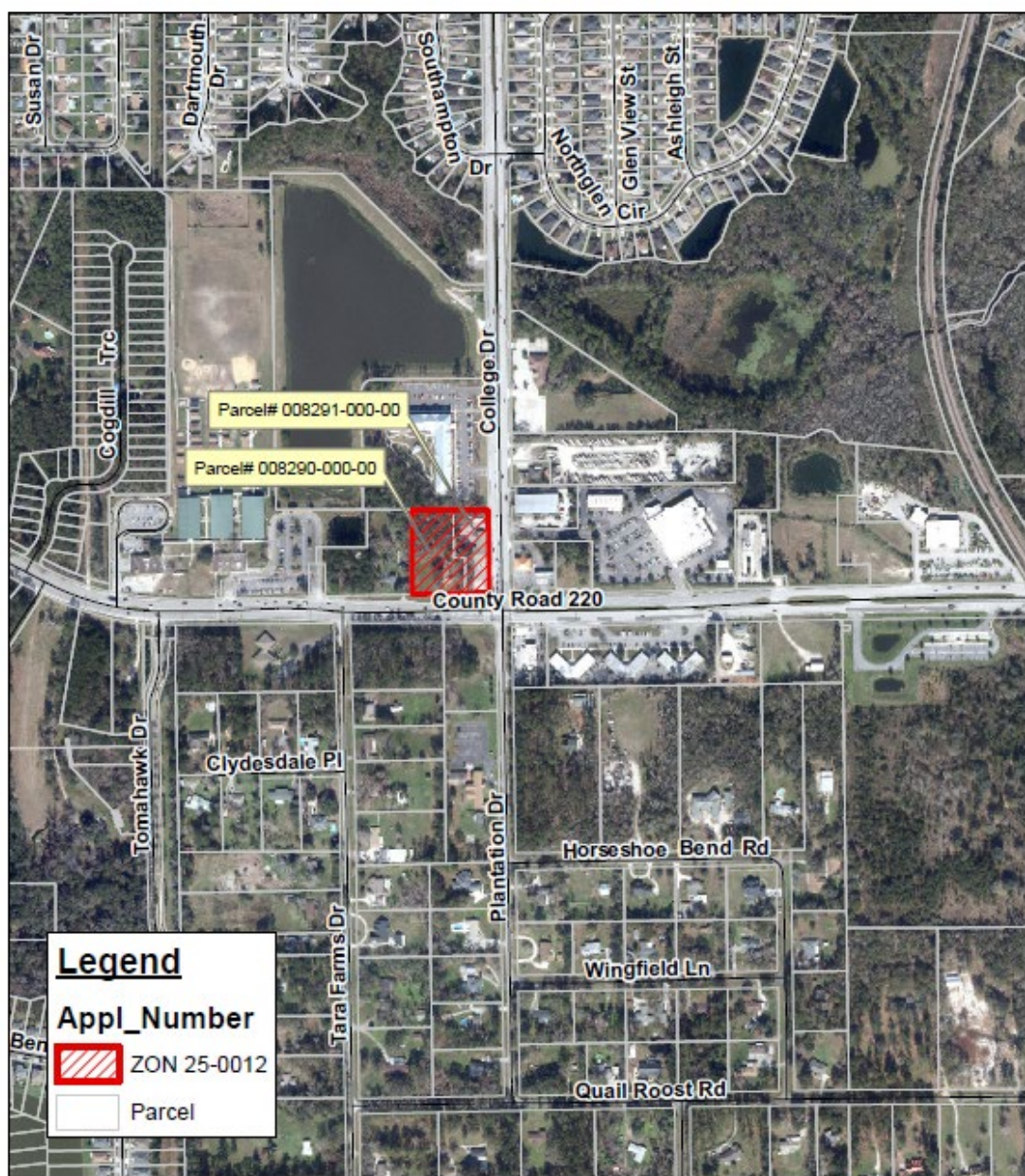
Location: The subject parcels are located on the corner of College Drive and County Road 220 and contain approximately 2.61 acres of land.

Commission

District: 1, Comm. Sgromolo

Parcel: 2 parcels equaling 2.61 +/- acres, The request is to change both lots to Neighborhood Business District (BA) in order to create a unified development plan for the development of a convenience store and gas station.

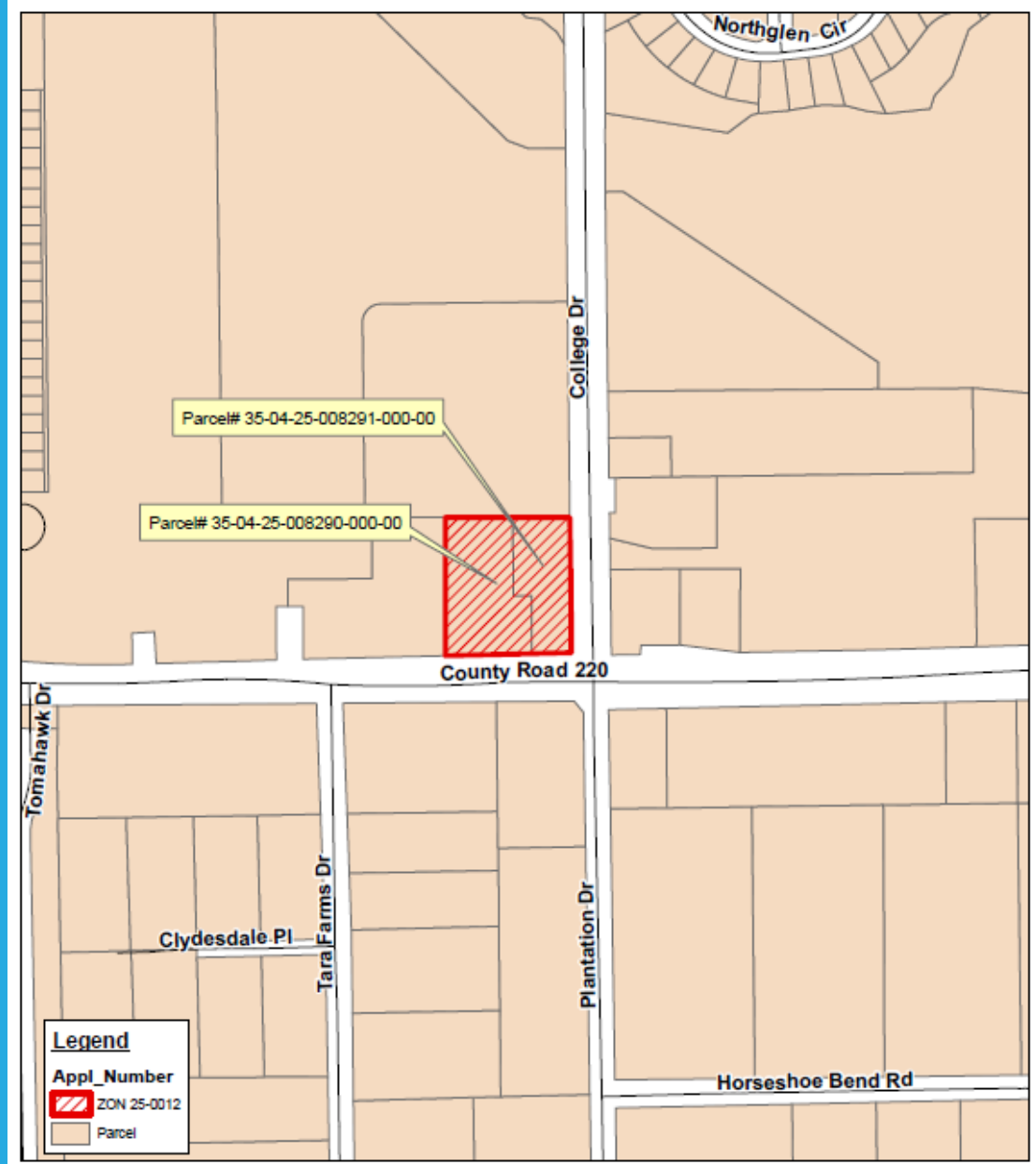
- ZON 25-0005 would change the zoning from PCD (Planned Commercial Development) and BA-2 (Commercial & Professional Office District) to BA (Neighborhood Business District)



0 255 510 1,020 Feet

Rezoning: ZON 25-0012
from BA-2 & PCD to BA

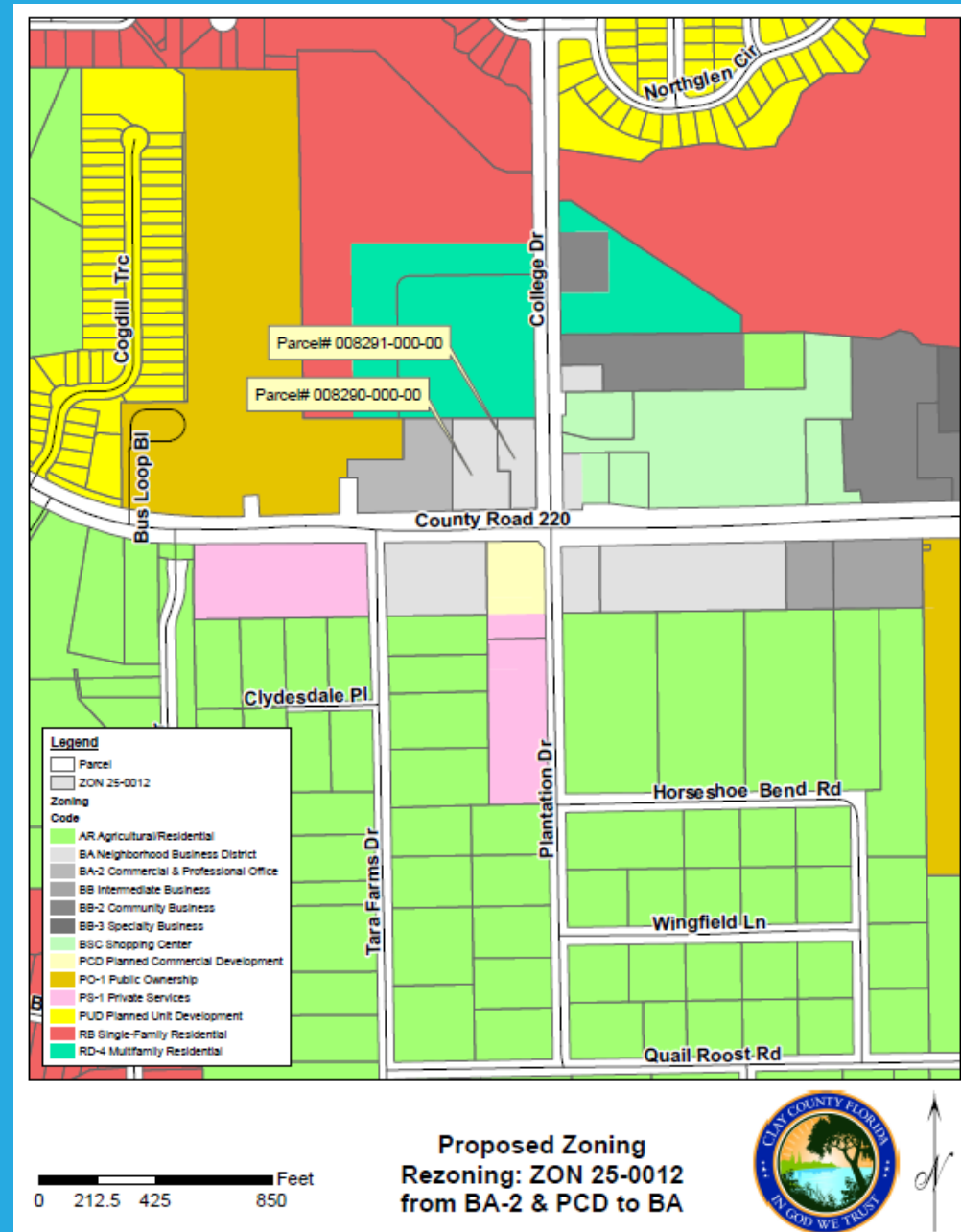
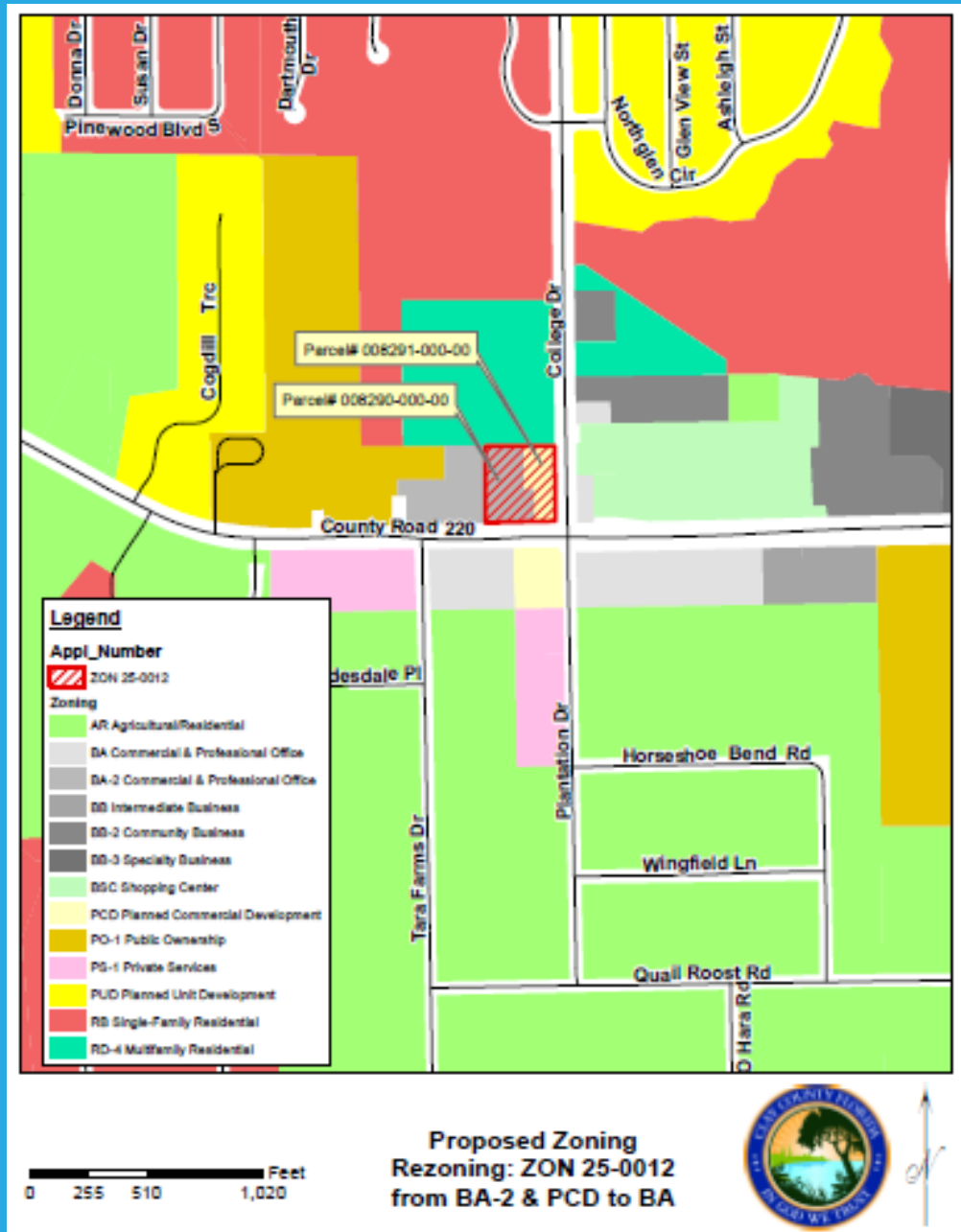
Page 199 of 354



0 155 310 620 Feet

Parcel Location
Rezoning: ZON 25-0012
from BA-2 & PCD to BA





ZON changes proposed for 2.61+/- acre parcel

Proposing a Convenience store with gas pumps on two parcels.

Current zoning of BA-2 (Commercial & Professional Office) and PCD (Planned Commercial District) to BA (Neighborhood Business District)

- Proposed development with create a unified development plan across two lots
- Clay Utilities would provide sewer & water service.
- The Future Land Use of Commercial would not change
- The proposed use would provide additional services at a pivotal intersection in the County.

Project Description

Applicant is requesting to change two lots from BA-2 & PCD zoning to Neighborhood Business District (BA) in order to create a unified development plan for the development of a convenience store and gas station.

Recommendations

There is no Citizens Advisory Committee for this area of the County

The Planning Commission heard this item at their May 6, 2025 public hearing and provided a recommendation of **approval 7-0**.

ZON 25-0012are

Staff finds that the criteria for BA Zoning district were met in the application and therefore Staff recommends approval of the request for ZON 25-0012



Attachment
“O”
COMP-25-0008



BOARD OF COUNTY COMMISSIONERS

COMP 25-0008

Public Hearing

May 27, 2025

APPLICATION INFORMATION

County initiated application to amend the level of service standards for sanitary sewer, solid waste, potable water and drainage facilities referenced in CFE 1.1.1 and CIE 1.3.1 and the updated 2025-2035 Clay County Water Supply Facilities Work Plan referenced in CFE 1.1.13.

PROPOSED AMENDMENT

CIE POLICY 1.3.1

- 1) Sanitary Sewer

Average Flow

~~311 GPD~~279-gpd*/ ERC
- 2) Solid Waste

Design Capacity (Class I Waste)

2008-2025

3.99 lbs per capita per day
- 3) Potable Water

Minimum Design

~~450 GPD~~311-gpd/ERC (peak flow)

Pressure

20 Psi¹

**Level of service for sanitary sewer and potable water at a specific treatment facility may be reduced to levels that have been reviewed and approved by the Florida Department of Environmental Protection.

¹ Based upon minimum needed fire flow, Fire Suppression Rating Schedule, February 2004, Insurance Service Office.

[...]

*GPD = gallons per day
ERC = Equivalent Residential Connection
Psi = Pounds Per Square Inch.
Gpm = Gallons Per Minute.

PROPOSED AMENDMENT

CFE POLICY 1.1.1

- 1) Sanitary Sewer

Average Flow

311 GPD~~279-gpd~~*/ ERC
- 2) Solid Waste

Design Capacity (Class I Waste)

2008-2025

3.99 lbs per capita per day
- 3) Potable Water

Minimum Design

450 GPD~~311-gpd~~/ERC (peak flow)

Pressure

20 Psi¹

**Level of service for sanitary sewer and potable water at a specific treatment facility may be reduced to levels that have been reviewed and approved by the Florida Department of Environmental Protection.

¹ Based upon minimum needed fire flow, Fire Suppression Rating Schedule, February 2004, Insurance Service Office.

[...]

*GPD = gallons per day
ERC = Equivalent Residential Connection
Psi = Pounds Per Square Inch.
Gpm = Gallons Per Minute.

PROPOSED AMENDMENT

CFE Policy 1.1.13 of the Clay County Comprehensive Plan is proposed to be amended as follows:

CFE POLICY 1.1.13

The Clay County Water Supply Facilities Work Plan ~~(2018-2030)~~ (2025-2035) is hereby adopted by reference.

RECOMMENDATION

Florida Department of Commerce offered a technical assistance suggestion of continuing to coordinate with the St. Johns River Water Management District in updating the 2025-2035 Water Supply Facilities Work Plan. There were no other comments.

Revisions were made to the Work Plan based on technical assistance from the SJRMWD. After reviewing the updated Work Plan they have no comments on the proposed amendment.

Staff recommends approval of COMP 25-0008.

Attachment
“p”
COMP-25-0007



Board of County Commissioners

COMP 25-0007

Public Hearing

May 27, 2025

APPLICATION INFORMATION

County initiated application to amend the heirs exemption standards referenced in FLU 1.9.6.

Application was prompted by citizen requests to allow for heirs lot exemptions in the Master Plan Areas. Policy was amended to make more general.

Companion application ZON 25-0003 will follow with the specific code limitations.

PROPOSED AMENDMENT

FLU Policy 1.9.6 of the Clay County Comprehensive Plan is proposed to be amended as follows:

FLU POLICY 1.9.6

The County shall establish criteria in the land development regulations for the transfer of land for the use of family members for their primary residences. ~~Within the Agriculture, Agriculture/Residential and Rural Residential land use classifications, a minimum lot size of 1 acre is required. Within the Rural Fringe land use classification, a minimum lot size of 1/3 acre is required. Within the Urban Fringe and Urban Core land use classifications the minimum lot size shall be governed by the underlying zoning and the maximum lot size shall be 1 acre.~~

RECOMMENDATION

Florida Dept. of Commerce offered a technical assistance suggestion of including “the character that the County is trying to plan for” in the policy proposed for amendment. No other agencies had comments.

The intent of the Heirs Lot Exemption is to provide an opportunity for multi-generational living by families in close-proximity. Staff believes the Land Development Code is the appropriate location for the specific details for these family lots.

Staff recommends approval of COMP 25-0007.

Attachment
“Q”
ZON-25-0003



Board of County Commissioners

ZON 25-0003

Public Hearing

May 27, 2025

APPLICATION INFORMATION

County initiated application to amend the heirs exemption standards in Article III Sec. 3-10(g) to allow the opportunity for such lots in the Branan Field and Lake Asbury Master Plan areas. Prompted by Citizen requests.

PROPOSED AMENDMENT

- Will allow for heirs exemptions in the BF RS, BF MPC, LA RC, LA RF, LA RRSV and LA MPC land use classifications. Maximum lot sizes were eliminated based on comments from the LA CAC.
- Will add clarifying language regarding deed and legal description requirements for transferor's parcel.
- Will remove revision references and correct grammatical errors.

RECOMMENDATION

The Lake Asbury-Penney Farms CAC voted 6-0 to recommend in favor of the heirs exemption amendments and further recommended that the maximum lot size requirements be removed.

The Planning Commission voted 6-0 to recommend in favor ZON 25-0003.

Staff recommends approval of ZON 25-0003 subject to the adoption of COMP 25-0007.

Attachment “R” Speed Indicators

SPEEDCHECK-15/18

Radar Speed Sign Data Sheet



Quality radar speed sign systems packed with features to maximize effectiveness:

- ✓ Large 15" or 18" LED digits with various static sign sizes
- ✓ Optional "SLOW DOWN" message, strobes and external beacons available
- ✓ High-contrast display provides the greatest readability at a distance
- ✓ Stealth mode
- ✓ Calendar/schedule operation
- ✓ Data collection with visualization and reporting software
- ✓ 3-year warranty

Fully Compliant, Ultra-clear Display

Compliant to MUTCD standards for legibility, including LED color, character and letter height. The bright LED displays use 15-inch and 18-inch digits against a background designed for high-contrast visibility that prevents "88" ghosting—ensuring readability in all weather and lighting conditions. The unique safety mask limits the viewing angle to prevent drivers from watching the display as they pass. The "SLOW DOWN" message can be programmed to flash at user-defined speed thresholds.

Long-lasting, Reliable Operation

The LED display is housed within a durable, weatherproof aluminum unit and is shielded with a tough polycarbonate window for added vandalism protection. Every solar-powered model is solar-sized by location to ensure year-after-year operation. Carmanah includes a Solar Power Report to prove sustainability over a 12-month period.

Easy Installation and Connectivity

The modular design makes it easy to repair using standard tools—without removing the device from the pole. Bluetooth® allows for quick connectivity and setup via the SpeedCheck Manager PC software. A StreetHub™ model comes factory prewired and pretested for remote communication—enabling cloud-based access within minutes. Carmanah's comprehensive support system includes product support technologists and our 24/7 on-demand [Product Support Center](#).



SPEEDCHECK-15

15-inch digits for speeds less than 45 mph (70 km/h)



SPEEDCHECK-18

18-inch digits for speeds equal/greater than 45 mph (70 km/h)



MUTCD
compliant



Buy America
compliant



3-year limited
warranty



Solar-sized for
every location



Up to 1000 feet
radar detection

SPEEDCHECK-15/18

Radar Speed Sign Data Sheet

1.844.412.8395 | traffic@carmanah.com | carmanah.com



"YOUR SPEED" STATIC SIGN

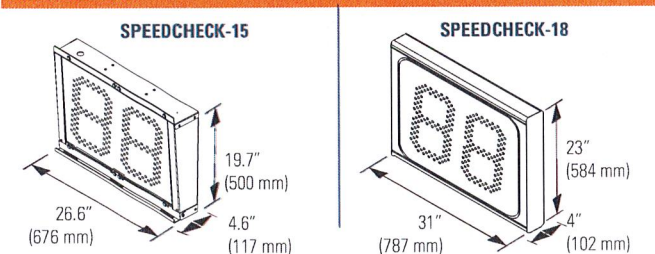
Sign	Meets MUTCD legibility standards for color, character and height
Sheeting	3M High Intensity Prismatic or Diamond Grade retroreflective sheeting and components
Color	Available in yellow, fluorescent yellow/green, white, and orange



OPTIONAL PRODUCT FEATURES

Slow Down	Flashes MUTCD-compliant "SLOW DOWN" message when drivers exceed user-defined speed thresholds; available in yellow or red* LEDs
Outputs	Triggers external devices, such as flashing beacons, strobes, or cameras by speed threshold or schedule, or from centralized remote location Strobe*: rapid-flashing strobe with white LEDs or red/blue LEDs (for 15" display only). * Not FHWA MUTCD compliant Yellow or red round beacons: 12" (305 mm) or 8" (203 mm) LED modules
Inputs	Allows external devices to manage display operation with external contact closure and the included wiring harness

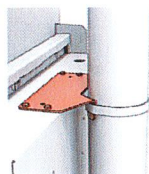
LED DISPLAY



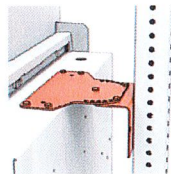
LED Display	Meets MUTCD legibility standards for character height and LED color for roadways with speed limits under 45 mph and 45 mph and over Seven-segment digit design using amber LEDs LEDs automatically dim during nighttime operation, minimizing light bounce into neighboring windows Includes stealth mode for data collection
Radar	3rd-party tested radar detection range to 1000 ft. Single-direction, K Band Doppler radar (+/- 1 mph), 12° radar beam width
Construction	Corrosion-resistant aluminum chassis with stainless steel hardware 1/4" polycarbonate window protects digital display from weather and vandalism

LED DISPLAY MOUNTS

Standard Banding or U-Bolt



Flat Bracket



COMMUNICATION AND DATA COLLECTION

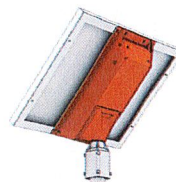
Local Communication	Bluetooth, direct serial (cable) and third-party device communication options available
Remote Monitoring	Optional StreetHub model includes fully integrated monitoring unit from the factory and Glance cloud-based software for two-way communication

POWER OPTIONS

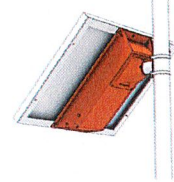
Solar	12 VDC operation, solar sized to specific geographic location Includes 12-month Solar Power Report to ensure system sustainability System designed for 5+ year battery life Integrated solar kit option: includes solar panel, charge controller and batteries; lower cost option Separate solar panel and cabinet option: includes batteries, charge controller, room for 3rd-party devices
AC	100-240 VAC in standard configurations.

INTEGRATED SOLAR KITS AND MOUNTS

Top of Pole Mount



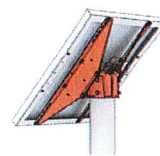
Side of Pole Mount



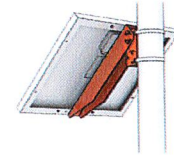
PANEL	LENGTH	WIDTH
30 W	21.5" (545 mm)	15.7" (400 mm)
50 W	26.3" (668 mm)	21.2" (538 mm)

SEPARATED SOLAR PANEL/CABINET AND MOUNTS

Top of Pole Mount



Side of Pole Mount



PANEL	LENGTH	WIDTH
50 W	26.3" (668 mm)	21.2" (538 mm)
80 W	30.7" (780 mm)	26.5" (672 mm)
170 W	59.1" (1500 mm)	26.3" (668 mm)

Cabinet	Weatherproof, gasketed cabinet with vents for ambient air transfer tested to NEMA 3R Corrosion-resistant aluminum chassis with stainless steel hardware Lockable, hinged door with #2 lock; optional padlockable latch Raw aluminum finish or yellow, black, or green powder coated 15.7" x 8.2" x 21.0" (399 mm x 208 mm x 534 mm)
---------	--

INCLUDED WITH EVERY SIGN

Software	SpeedCheck Manager PC software for all setup and programming options, including calendar scheduling, data collection Traffic Analyzer software for data visualization and reporting
Warranty	3-year limited warranty on LED display 1-year limited warranty on batteries
Support	Carmanah's North American product support technologists available for solution building, solar sizing and troubleshooting 24/7 access to Carmanah's online Product Support Center database
Customize	Build a SPEEDCHECK-15 online OR Build a SPEEDCHECK-18 online

The Bluetooth® word mark and logos are registered trademarks owned by Bluetooth SIG, Inc. and any use of such marks by Carmanah Technologies is under license.
Other trademarks and trade names are those of their respective owners.

Specifications subject to local environmental conditions, and may be subject to change.

All Carmanah products are manufactured in facilities that are certified to ISO quality standards.

"Carmanah" and Carmanah logo are trademarks of Carmanah Technologies Corp.

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Document: Carmanah_DATA_SPEEDCHECK-15-18_RevB

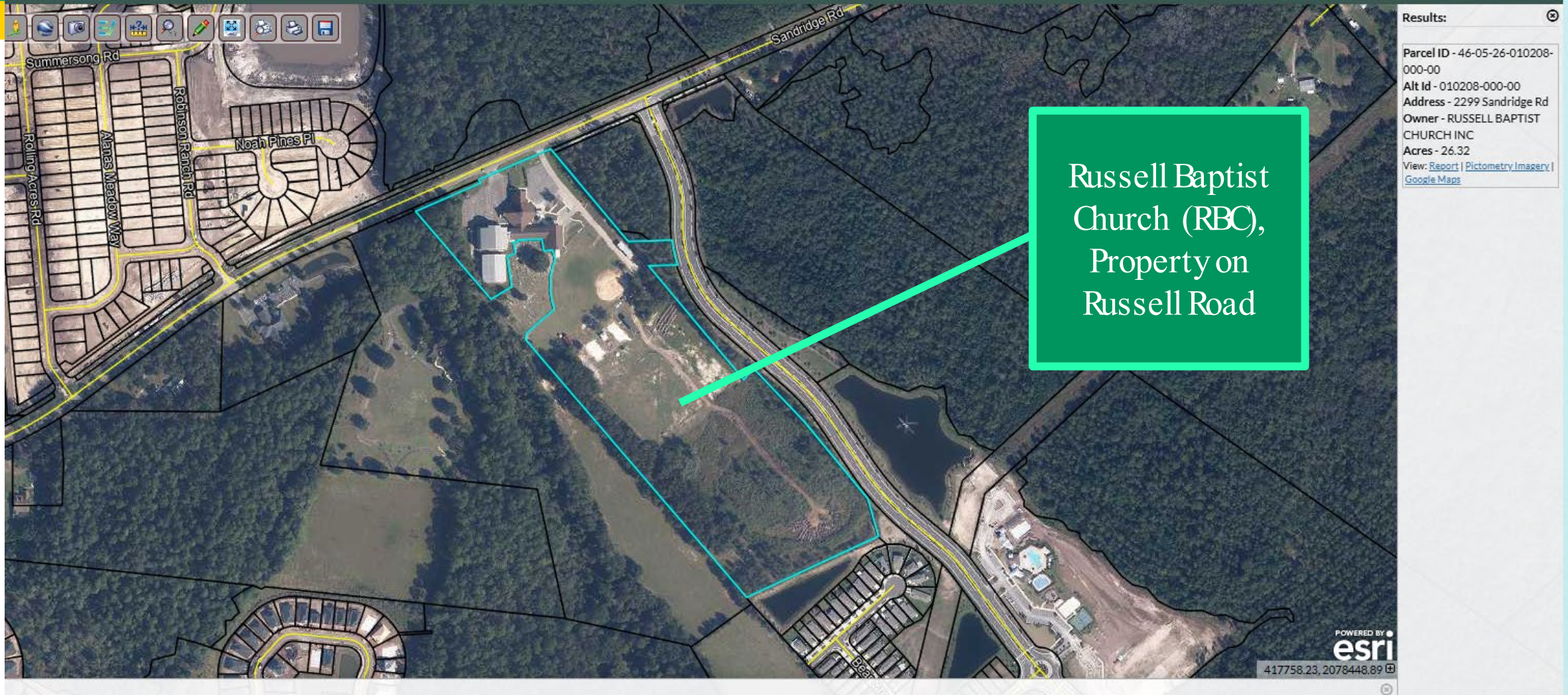
Attachment
“S”
Median Break Options
Russell Baptist Church




Board of County Commissioners
Bonded Transportation Program (B
Project 3BCR 209 Russell Baptist Ch
May 2025
August 11, 2020



➤ Median Break discussion and Options for RBC on CR-739B



Results: 

Parcel ID - 46-05-26-010208-000-00
Alt Id - 010208-000-00
Address - 2299 Sandridge Rd
Owner - RUSSELL BAPTIST CHURCH INC
Acres - 26.32
[View: Report | Pictometry Imagery | Google Maps](#)

Physical Address 2299 Sandridge Rd
Green Cove Springs
Mailing Address RUSSELL BAPTIST CHURCH INC
2299 SANDRIDGE RD
GREEN COVE SPRINGS, FL 32043-9599

Land Value	\$526,400
Ag Land Value	\$0
Building Value	\$3,573,860
Misc Value	\$131,497
Just Value	\$4,231,760
Assessed Value	\$4,231,760
Exempt Value	\$4,231,760
Taxable Value	\$0

Last 2 Sales				
Date	Price	Reason		Qual
7/30/2001	\$92700	QUAL/CREDIBLE,VERIF/DOC/EVIDEN		Q
5/22/2001	\$100	QUAL/DEED EXAMINATION		Q

➤ Original Design Had Grassed Median & no Median Break





Reached Agreement Last Year

Safety

On May 2nd of 2024 RBC & County signed a MOU & Warranty Deed agreeing to exchange 4,306 sq ft of RBC property and County would build western Median-Break

Clay County Agreement/Contract No. 2023/2024 -182
**MEMORANDUM OF UNDERSTANDING
BETWEEN CLAY COUNTY, FLORIDA
AND RUSSELL BAPTIST CHURCH**
Re: Project #3B (Portion of Sandridge Road to Peter's Creek)

THIS MEMORANDUM OF UNDERSTANDING BETWEEN CLAY COUNTY, FLORIDA AND RUSSELL BAPTIST CHURCH, INC. ("MOU"), is made and entered into as of the 2nd day of May, 2024 ("Effective Date"), by and between Clay County, a political subdivision of the State of Florida (the "County"), and Russell Baptist Church, Inc., a Florida not for profit corporation ("Russell Baptist"). The County and Russell Baptist may be separately referred to as "Party" and collectively referred to as "Parties" herein.

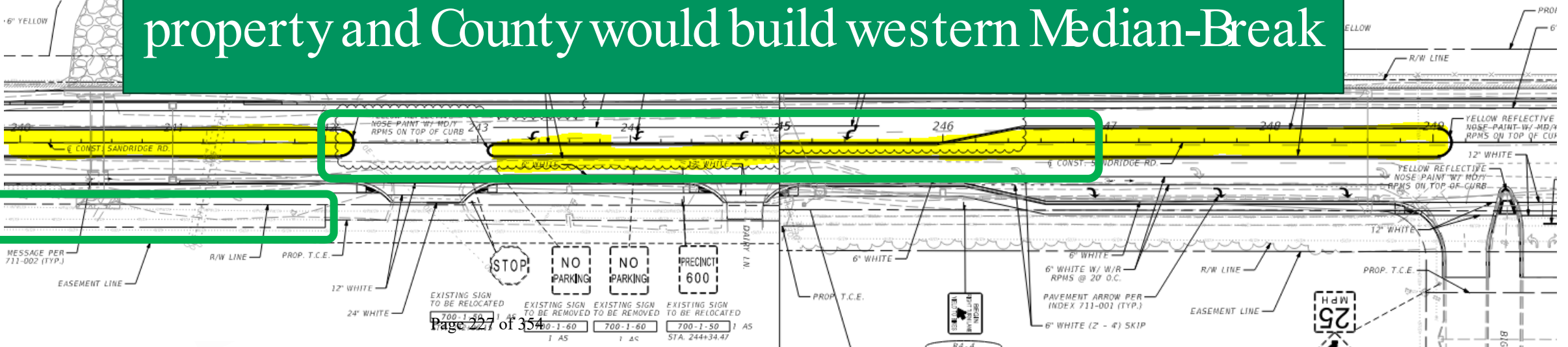
RECITALS

Parties are constructing improvements along Sandridge Road as part of which improvements consist of roadway widening from a urban section with bike lanes, curb and gutter, and

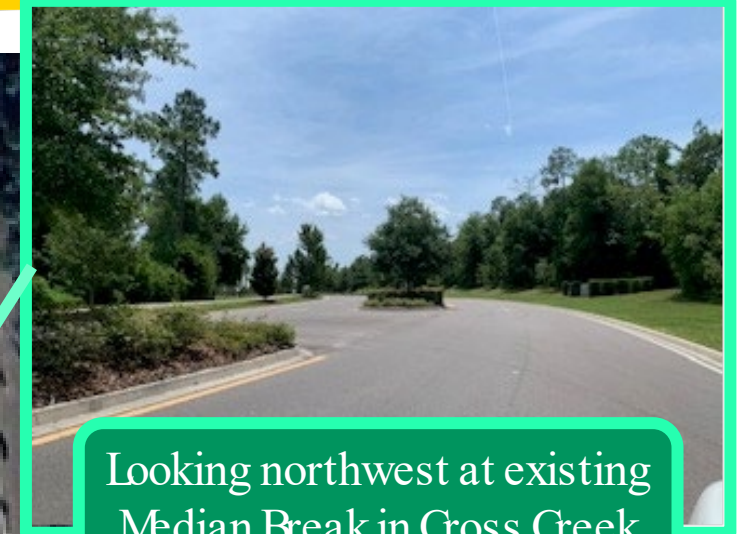
CFN # 2024021101, OR BK: 4818 PG: 1398, Pages 1 / 3, Recorded 5/3/2024 8:07 AM, Doc: D
TARA S. GREEN Clerk of Court and Comptroller, Clay County, FL Rec: 527.00
Deputy Clerk Blankenship T

This instrument prepared by
or under the supervision of:
RECORD AND RETURN TO:
Clay County Attorney
Post Office Box 1366
Green Cove Springs, Florida 32043
A portion of R. E. Parcel No.: 46-05-26-010208-000-00

THIS WARRANTY DEED made effective as of the 2nd day of MAY, 2024, by **RUSSELL BAPTIST CHURCH, INC.**, a Florida not for profit corporation whose address is 2299 Sandridge Road, Green Cove Springs, Florida 32043, conveying property which is not homestead, (hereinafter "Grantor"), to **CLAY COUNTY**, a political subdivision of the state of Florida whose address is P. O. Box 1366, Green Cove Springs, Florida 32043, (hereinafter "Grantee"). (Whenever used herein this instrument and the heirs, assigns, and assigns of corporate individuals, and the successors of the sum of \$



➤ Noteworthy, in field Discussions Last Year's between RBC & Engineers



Looking northwest at existing Median Break in Cross Creek



Looking west from Oak Stream Entrance Road

Create connectivity between the East & West Parking lot where former Septic field was located

➤ Matrix of Options



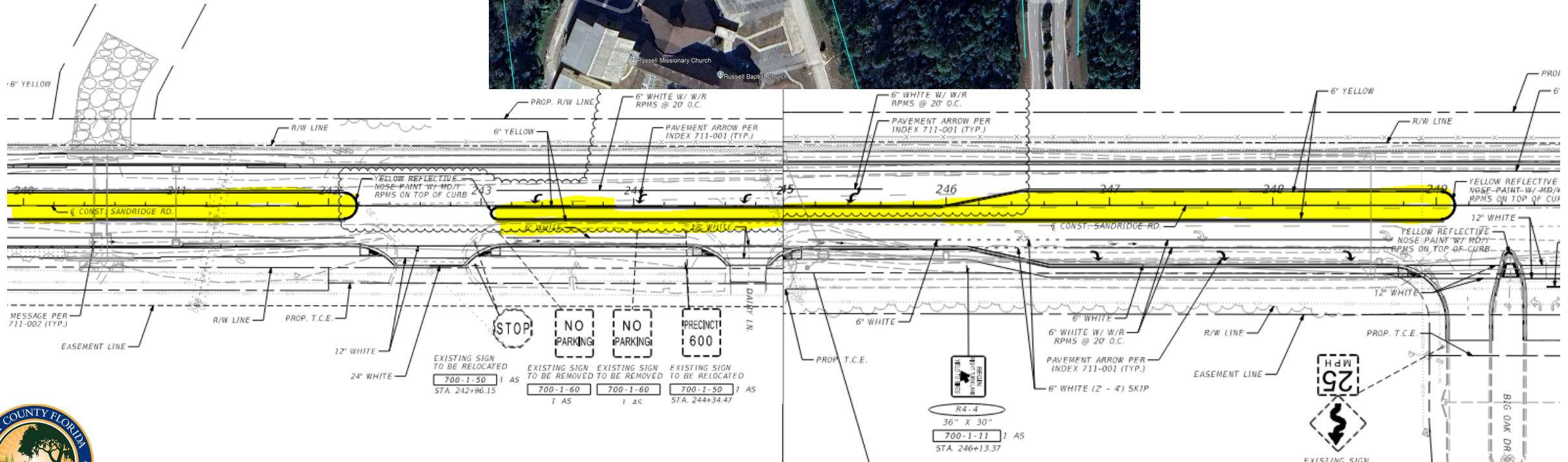
OPTION No.	TITLE	DESCRIPTION	IMPACT(S) TO EXISTING UPGRADE PLAN/COUNTY ROAD	IMPACT(S) TO RBC PROPERTY	SAFETY CONSIDERATIONS	ESTIMATE ROM	SCHEDULE	DIFFICULTY RATING Easy, Median, Dificult	RISK (L/M/H)	RESPONSIBILITY TO EXECUTE CHANGE
1	Keep Current Design	Continue with current #3B construction plan with eastern entry as right in and right out	No Impacts to Current Road Plans	Will not obtain second median opening	Right in and right out is the safest scenario possible. Allowing left turns out can create unwarranted accidents	\$0	0	Easy	L	County
2	Add Median Break at Eastern Entrance	Adding a median break at the eastern entrance to RBC to include a deacceleration lane in the median	Requires Plan Revision and Constrction Change Order (\$)	RBC will gain a second Median Break for Left in and out	Access Management Concern due to distance to existing Creek View entrance and to RBC western main entrance to sanctuary.	\$60k	3 months	Median	M	County
3	Switch Median Break Location from West to East Entrance	Adding a median break at the eastern entrance to RBC to include a deacceleration lane in the median	Requires Plan Revision and Constrction Change Order (\$)	RBC will gain a second Median Break for Left in and out	Access Management Concern due to distance to existing Creek View entrance and to RBC western main entrance to sanctuary.	\$30K	3 months	Median	M	County



➤ Option #1-Current Design Per GAI & Construction by KISCw/Left Turn Lane



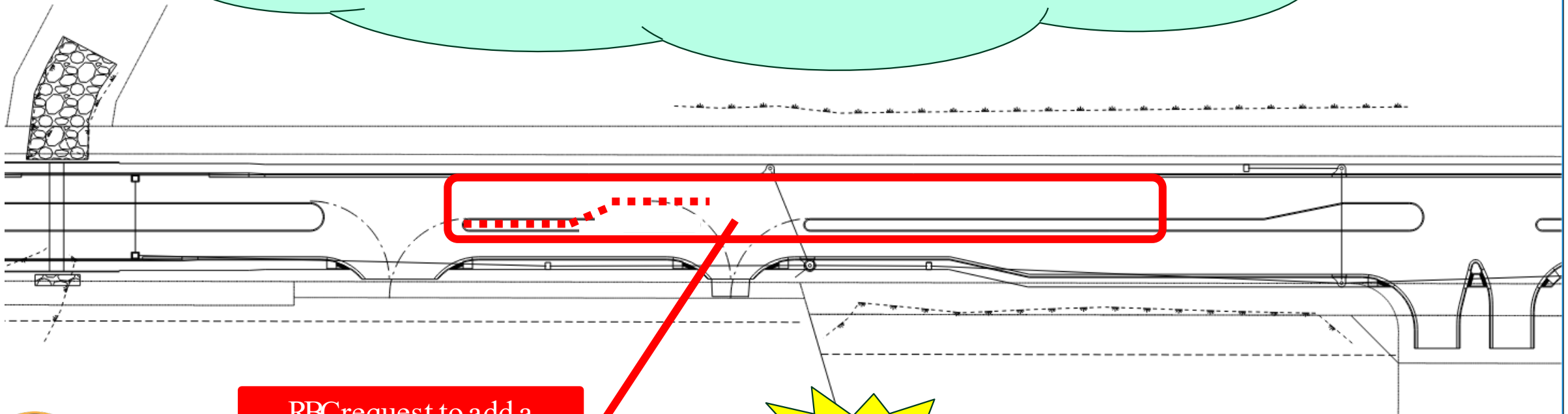
Option #1—Keep Current Plan with Western Entrance



➤ Option #2 - Alternative Design requests median break at both driveways



*Across Sandridge Road,
Future Permitted Subdivision
with 310 Units/Acre*



RBCrequest to add a
second median break to
the east ~\$60K

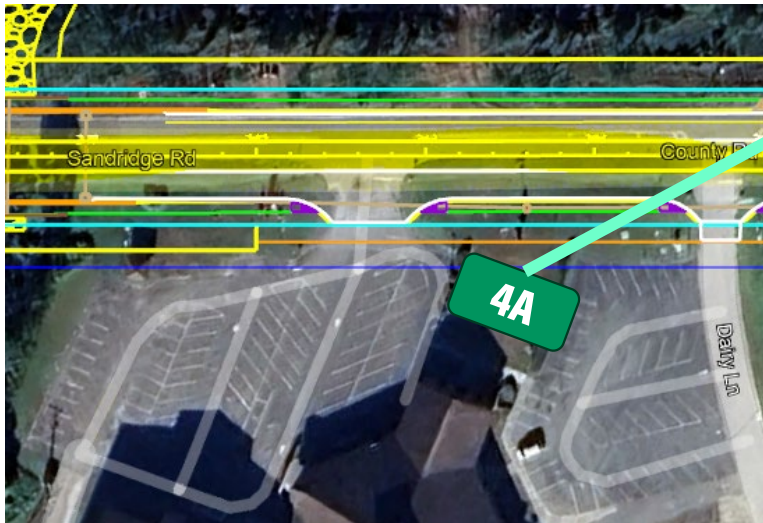
*Not
Safe*



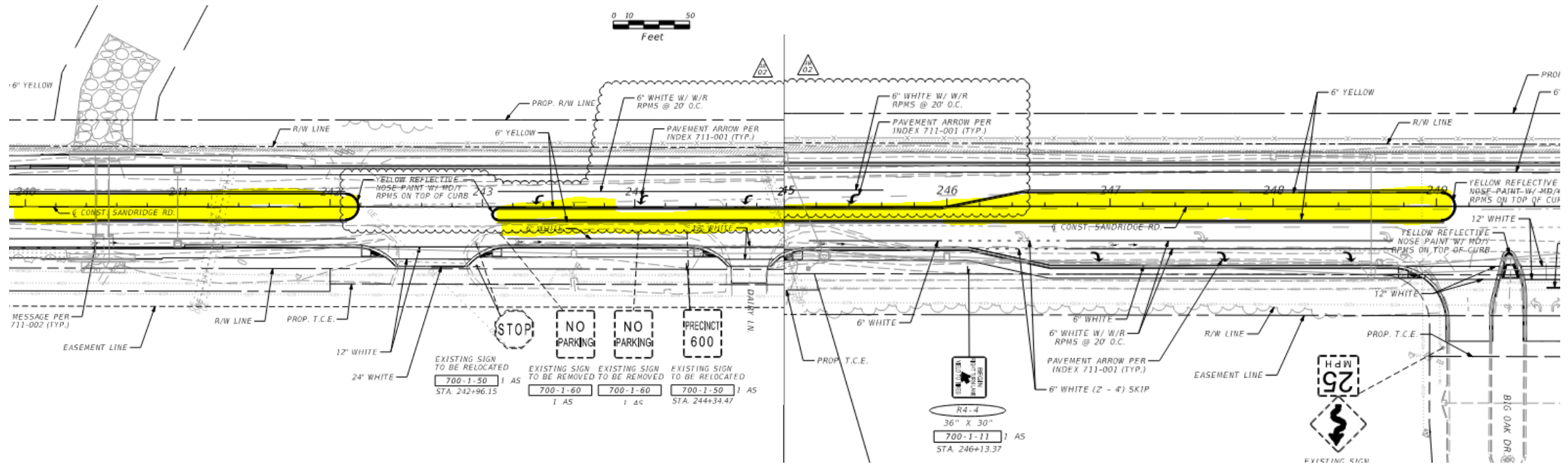
➤ Matrix of Options



OPTION No.	TITLE	DESCRIPTION	IMPACT(S) TO EXISTING UPGRADE PLAN/COUNTY ROAD	IMPACT(S) TO RBC PROPERTY	SAFETY CONSIDERATIONS	ESTIMATE ROM	SCHEDULE	DIFFICULTY RATING Easy, Median, Dificult	RISK (L/M/H)	RESPONSIBILITY TO EXECUTE CHANGE
4A	Connect the two Church Parking Lots	RBC would have to develop and implement a revised site plan layout	No Impacts to Current Road Plans	RBC will be responsible for the site plan modifications	Access Management remains per plan	\$12-15K	0	Easy	L	RBC
4B	Connect east Ballpark parking lot to Oak Stream	RBC would have to develop and implement a revised site plan layout	No Impacts to Current Road Plans	RBC will be responsible for the site plan modifications	Access Management remains per plan	\$15-30K	0	Easy	L	RBC



➤ Open Discussion and Direction by the Board on Options



Attachment
“T”
Debris Photo
District 3





Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County
Commissioners

DATE:

FROM: The Clerks Office

SUBJECT: 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.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Backup documentation is available on request at the Clay County Administration Building, located at 477 Houston Street, Green Cove Springs.

ATTACHMENTS:

Description	Type	Upload Date	File Name
-------------	------	-------------	-----------

REVIEWERS:

Department Reviewer	Action	Date	Comments
Budget Office Streeper, Lisa	Approved	6/3/2025 - 3:56 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Richard Smith, Director of
Engineering

SUBJECT: The Staff has reviewed and recommends that the Board accept and approve the final plat of Breezy Oaks Estates Phase Two for recording.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

The applicant is requesting that the Board accept the final plat of Breezy Oaks Estates Phase 2 for recording. The plat consists of changing lot 2 of an unrecorded subdivision and creating 3 lots and is located off of Head Road in Fleming Island.

Is Funding Required (Yes/No):
No

If Yes, Was the item budgeted
(Yes/No/N/A):
No

Not Applicable

Sole Source (Yes/No):
No

Advanced Payment
(Yes/No):
No

Planning Requirements:
Public Hearing Required (Yes/No):
No

Hearing Type:

Initiated By:Applicant

Roger Day

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Breezy Oaks Estates Final Plat	Backup Material	6/6/2025	Breezy_Oaks_Estates_Final_Plat.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Plots	Streeper, Lisa	Approved	6/4/2025 - 4:50 PM	Item Pushed to Agenda

BREEZY OAKS ESTATES PHASE TWO

A PARCEL OF LAND, BEING A PORTION OF SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

CAPTION:

BREEZY OAKS ESTATES PHASE TWO

LOT 2 OF AN UNRECORDED SUBDIVISION OF SAID SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA AS SHOWN ON MAP BY ROBERT M. ANGAS, CIVIL ENGINEERS, DATED OCTOBER 1, 1949, AND BEARING FILE NO. 9C-15, ALSO BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

FOR A POINT OF REFERENCE, COMMENCE AT AT THE NORTHWEST CORNER OF SAID SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA; SAID POINT ALSO LYING ON THE EASTERLY RIGHT OF WAY LINE OF HEAD ROAD (A 60 FOOT RIGHT OF WAY AS NOW ESTABLISHED); THENCE SOUTH 06°11'46" WEST, ALONG SAID EASTERLY RIGHT OF WAY LINE, A DISTANCE OF 100.83 FEET TO THE POINT OF BEGINNING; THENCE NORTH 88°50'39" EAST, DEPARTING SAID RIGHT OF WAY LINE, A DISTANCE OF 1,647.1 FEET MORE OR LESS TO THE WATERS OF THE ST. JOHNS RIVER; THENCE SOUTHERLY ALONG THE WATERS OF SAID ST. JOHNS RIVER 100 FEET MORE OR LESS TO IT'S INTERSECTION WITH A LINE THAT BEARS NORTH 88°50'39" EAST, 1,669.1 FEET MORE OR LESS FROM THE POINT OF BEGINNING; THENCE SOUTH 88°50'39" WEST, 1,669.1 FEET MORE OR LESS TO THE POINT OF BEGINNING.

CONTAINING: 165,857 SQ. FT. / 3.81 ACRES MORE OR LESS

TOGETHER WITH AND SUBJECT TO A 10 FOOT ROAD, AND 40 FOOT BREEZY OAKS COURT EASEMENT AS RECORDED IN O.R.B. 4436, PAGE 1565 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

TOGETHER WITH AND SUBJECT TO A 20 FOOT ROAD, DRAINAGE AND UTILITY EASEMENT AS RECORDED IN O.R.B. 1039, PAGE 749 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

TOGETHER WITH AND SUBJECT TO A 15 FOOT CLAY COUNTY ELECTRIC RIGHT-OF-WAY EASEMENT AS RECORDED IN O.R.B. 4440, PAGE 729 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

TOGETHER WITH AND SUBJECT TO A 10 FOOT CLAY COUNTY ELECTRIC RIGHT-OF-WAY EASEMENT AS RECORDED IN O.R.B. 4440, PAGE 727 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA.

ADOPTION AND DEDICATION:

THIS IS TO CERTIFY THAT RHRD HOLDINGS, LLC, A FLORIDA LIMITED LIABILITY COMPANY, AND ROGER T. DAY, HEREINAFTER DEDICATORS, ARE THE LAWFUL OWNERS OF THE LAND DESCRIBED IN THE CAPTION HEREON KNOWN AS BREEZY OAKS ESTATES PHASE TWO, AND THAT THEY HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AND THAT THIS PLAT BEING MADE IN ACCORDANCE WITH SAID SURVEY, IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID BREEZY OAKS ESTATES PHASE TWO, AND THAT NO PART OF THIS IS DEDICATED TO CLAY COUNTY.

THE ROADS, STREETS, DRAINAGE, OR OTHER COMMON FACILITIES OF THIS SUBDIVISION ARE/IS NOT INTENDED FOR PUBLIC USE AND THE BOARD OF COUNTY COMMISSIONERS EXPRESSLY REJECTS ANY ROAD, STREET, OR OTHER COMMON FACILITY FOR MAINTENANCE BY CLAY COUNTY. NONE OF THE FOREGOING SHALL PROHIBIT CLAY COUNTY, FROM ESTABLISHING A MUNICIPAL SERVICE TAXING UNIT, MUNICIPAL SERVICE BENEFIT UNIT, STORMWATER UTILITY, TRANSPORTATION UTILITY, OR ANY OTHER SPECIAL ASSESSMENT/FEE SYSTEM WITHIN ANY SUBDIVISION FOR THE FURNISHING OF ROADS, STREETS, DRAINAGE, OR OTHER BENEFITS. NOR SHALL ANY OF THE FOREGOING PROHIBIT THE ACCEPTANCE FOR MAINTENANCE OF ROADS OR COMMON FACILITIES BY THE COUNTY COMMISSION IF AFTER ANY FILING OF ANY PLAT THE FACILITIES TO BE ACCEPTED BY THE BOARD FOR MAINTENANCE ARE UPGRADED TO COUNTY ACCEPTANCE STANDARDS BY CONTRIBUTION OF THE LOCAL DEVELOPER OR HOMEOWNERS OR BY ESTABLISHMENT OF A MUNICIPAL SERVICE BENEFIT DISTRICT.

UPON FAILURE OF THE HOMEOWNERS ASSOCIATION, OR ANY OTHER SUCH ENTITY THAT HAS ASSUMED THE OBLIGATION OF MAINTENANCE PERTAINING TO ANY STORMWATER MANAGEMENT FACILITIES, DRAINAGE EASEMENTS, ROADS, STREETS, RIGHTS-OF-WAY, TRACTS, OR ANY OTHER PORTION OF A PARCEL AS SHOWN HEREON THE PLAT, THE OBLIGATION WOULD THEN EQUALLY FALL ON THE LOT OWNERS AS SHOWN HEREON THE PLAT.

IN WITNESS WHEREOF, THE DEDICATORS HAVE CAUSED THE PRESENTS TO BE SIGNED BY THE DESIGNATED INDIVIDUAL/OFFICER SHOWN BELOW

ON THIS____ DAY OF _____, 2025.

WITNESS PRINT BY: ROGER DAY, INDIVIDUALLY AND AS PRESIDENT OF RHRD HOLDINGS, LLC

WITNESS PRINT

STATE OF FLORIDA, COUNTY OF CLAY

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF ☐ PHYSICAL PRESENCE OR ☐ ONLINE NOTARIZATION, THIS ____ DAY OF _____, 2025 BY _____ AS _____ OF RHRD HOLDINGS, LLC, A FLORIDA LIMITED LIABILITY COMPANY, AND ROGER T. DAY, WHO IS ☐ PERSONALLY KNOWN TO ME OR ☐ HAS PRODUCED _____ AS IDENTIFICATION.

(NOTARY SIGNATURE) PRINT NAME MY COMMISSION EXPIRES: (NOTARY SEAL)

MORTGAGEE JOINDER – SOUTHSTATE BANK

THE UNDERSIGNED HEREBY CERTIFIES THAT IT IS THE HOLDER OF THE MORTGAGE, LIEN OR OTHER ENCUMBRANCE RECORDED IN THE OFFICIAL RECORDS BOOK 4701, PAGE 591, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA ("MORTGAGEE"), ENCUMBERING THE LANDS DESCRIBED IN THE CAPTION HEREON. THE UNDERSIGNED HEREBY JOINS AND CONSENTS TO THE DEDICATIONS BY THE OWNER OF THE LANDS DESCRIBED IN THE ADOPTION AND DEDICATION SECTION HEREIN AND AGREES THAT THE MORTGAGE SHALL BE SUBORDINATE TO SAID DEDICATIONS.

IN WITNESS WHEREOF, THE GUARANTOR, INTENDING TO BE LEGALLY BOUND HEREBY, HAS DULY EXECUTED THIS UNCONDITIONAL AND IRREVOCABLE GUARANTY OF PAYMENT ON OR AS OF THE DATE AND YEAR FIRST ABOVE WRITTEN.

BY: ASSISTANT VICE PRESIDENT (STEPHANIE BOYSEN) SOUTHSTATE BANK, NATIONAL ASSOCIATION 1440 KINGSLEY AVE, ORANGE PARK, FL 32073

WITNESS TYPE OR PRINT NAME WITNESS TYPE OR PRINT NAME

STATE OF FLORIDA, COUNTY OF CLAY

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF ☐ PHYSICAL PRESENCE OR ☐ ONLINE NOTARIZATION THIS ____ DAY OF _____, 2025 BY STEPHANIE BOYSEN, AS ASSISTANT VICE PRESIDENT OF SOUTHSTATE BANK, NATIONAL ASSOCIATION, WHO IS ☐ PERSONALLY KNOWN TO ME OR ☐ HAS PRODUCED _____ AS IDENTIFICATION.

(NOTARY SIGNATURE) PRINT NAME MY COMMISSION EXPIRES: (NOTARY SEAL)

DEPARTMENT OF ECONOMIC AND DEVELOPMENT SERVICES APPROVAL:

APPROVED THIS ____ DAY OF _____ A.D., 2025.

DIRECTOR

COUNTY ENGINEER APPROVAL:

APPROVED THIS ____ DAY OF _____ A.D., 2025.

COUNTY ENGINEER

BOARD OF COUNTY COMMISSIONER APPROVAL:

EXAMINED AND APPROVED THIS ____ DAY OF _____ A.D., 2025 BY THE BOARD OF COUNTY COMMISSIONERS, CLAY COUNTY, FLORIDA.

TARA S. GREEN, CLAY COUNTY CLERK OF COURT AND COMPTROLLER, EX-OFFICIO CLERK TO THE BOARD CHAIRMAN OF THE BOARD

CLERK'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT WAS FILED ON THIS ____ DAY OF _____ A.D., 2025, IN PLAT BOOK____, PAGES____, AND____.

CLERK OF THE COURT

STATE OF FLORIDA, COUNTY OF CLAY

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS ☐ PHYSICAL PRESENCE OR ☐ ONLINE NOTARIZATION THIS ____ DAY OF _____ A.D., 2025, BY _____ AS OWNER, DESCRIBED IN THE FORGOING AND WHO ACKNOWLEDGE THE EXECUTION THEREOF TO BE THEIR OWN FREE ACT AND DEED. THESE INDIVIDUALS ARE PERSONALLY KNOWN TO ME AND HAVE PRESENTED THEIR _____ AS IDENTIFICATION.

NOTARY PUBLIC, STATE OF FLORIDA MY COMMISSION EXPIRES

PRINTED NAME COMMISSION NUMBER

SURVEYOR'S CERTIFICATE OF REVIEW

THE UNDERSIGNED SURVEYOR HEREBY CERTIFIES THAT HE HAS REVIEWED THIS PLAT ON BEHALF OF CLAY COUNTY, FLORIDA, IN ACCORDANCE WITH THE REQUIREMENTS OF CHAPTER 177.081(1), FLORIDA STATUES, AND HAS DETERMINED THAT SAID PLAT CONFORMS WITH THE REQUIREMENTS OF CHAPTER 177 FLORIDA STATUES.

THE UNDERSIGNED DID NOT PREPARE THIS PLAT.

THIS CERTIFICATE IS MADE AS OF THE ____ DAY OF _____ A.D. 2025.

JOHN M. MCLAREN PROFESSIONAL SURVEYOR & MAPPER, LICENSE NUMBER 5979 6431 CONNIE JEAN ROAD JACKSONVILLE, FLORIDA 32222

CERTIFICATE OF SURVEYOR

KNOW ALL MEN BY THESE PRESENTS, THAT THE UNDERSIGNED, BEING CURRENTLY LICENSED AND REGISTERED BY THE STATE OF FLORIDA AS A PROFESSIONAL SURVEYOR AND MAPPER, DOES HEREBY CERTIFY THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SURVEYED, PLATTED AND DESCRIBED ABOVE, THAT THE ABOVE PLAT WAS PREPARED UNDER HIS OR HER DIRECTION AND SUPERVISION, AND THAT THE PLAT COMPLIES WITH ALL OF THE SURVEY REQUIREMENTS OF CHAPTER 177, PART 1, PLATTING, CURRENT FLORIDA STATUTES.

SIGNED AND SEALED THIS ____ DAY OF _____ A.D. 2025.

JAMES D. HARRISON, JR. REGISTERED SURVEYOR & MAPPER, LICENSE NUMBER 2647 ALL AMERICAN SURVEYING AND MAPPING, INC.

PREPARED BY ALL AMERICAN SURVEYING AND MAPPING, INC. 3751 SAN JOSE PLACE SUITE 15 JACKSONVILLE, FLORIDA 32257 904-279-0088 LICENSED BUSINESS NO. 8455

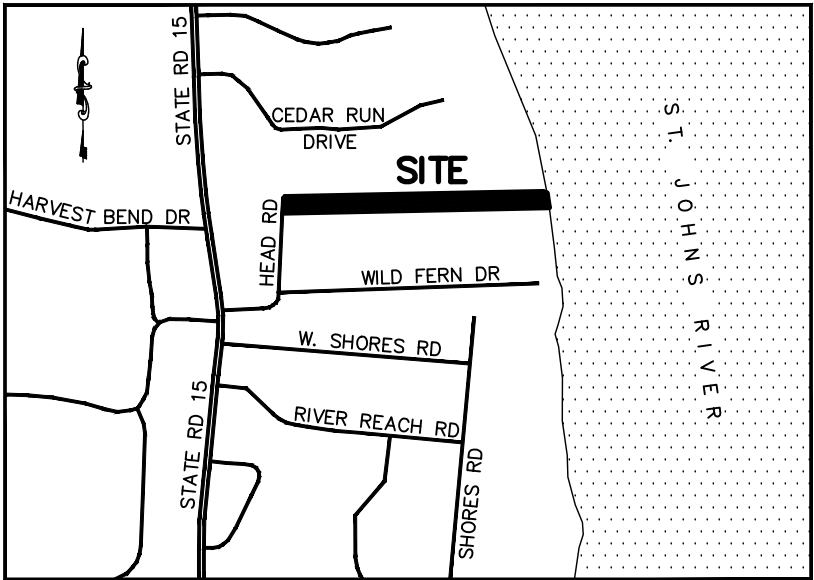


BREEZY OAKS ESTATES PHASE TWO

A PARCEL OF LAND, BEING A PORTION OF SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA.

PLAT BOOK____ PAGE____

SHEET 2 OF 4 SHEETS



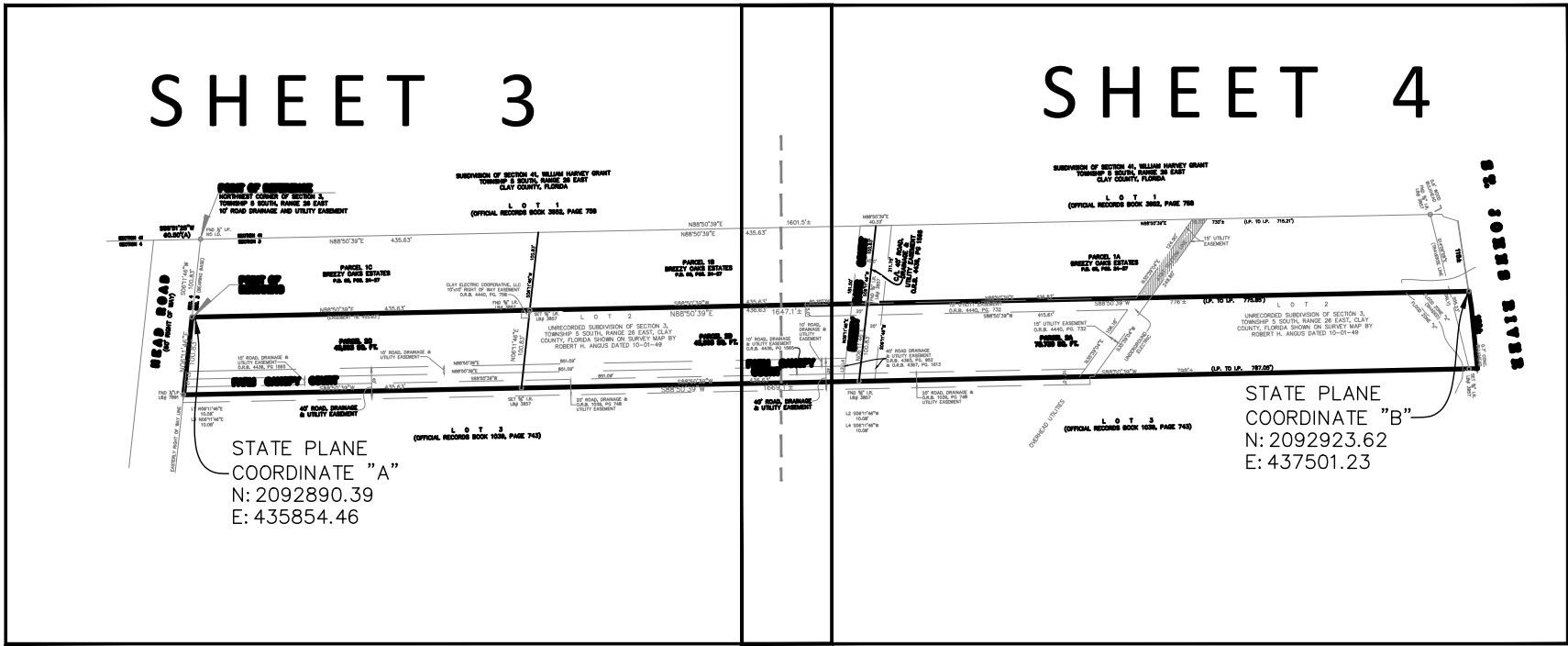
VICINITY MAP
(NOT TO SCALE)

TOTAL # LOTS	3
ACREAGE	3.81 ACRES
ZONING	RA
FUTURE LAND USE	RF
FRONT BRL	40'
REAR BRL	25'
SIDE BRL	10'
MINIMUM FRONT SETBACK	40 FEET
MINIMUM SIDE SETBACK ABUTTING AN INTERIOR LOT	10 FEET
MINIMUM SIDE SETBACK ABUTTING AN INTERSECTING STREET	25 FEET
MINIMUM REAR SETBACK	25 FEET

POINT	NORTHING	EASTING	DESCRIPTION
"A"	2092890.39	435854.46	PRM - NW CORNER OF PLAT
"B"	2092923.62	437501.23	PRM - NE CORNER OF PLAT

NOTES:

- BEARINGS SHOWN HEREON ARE IN REFERENCE TO THE STATE PLANE COORDINATES AS INDICATED HEREON AND ARE BASED ON THE EASTERLY RIGHT OF WAY LINE OF HEAD ROAD AS BEING N 06°11'46" E.
- NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
- THE LANDS SHOWN HEREON LIE WITHIN FLOOD ZONE "X" & SHADED "X" AS SHOWN ON FLOOD INSURANCE RATE MAP COMMUNITY NUMBER 12019C, PANEL NUMBER 0189E, NAVD-88 DATUM, DATED MARCH 17, 2014. HOWEVER, FLOOD INSURANCE RATE MAPS ARE SUBJECT TO CHANGE.
- ELECTRIC SERVICE PROVIDED BY CLAY ELECTRIC COOPERATIVE.
- WATER AND SEWER SERVICE PROVIDED BY INDIVIDUAL WELLS AND SEPTIC SYSTEMS.
- ALL PLATTED PUBLIC UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL SOLELY BE RESPONSIBLE FOR THE DAMAGES.
- SUBJECT TO 20' ROAD, DRAINAGE & O.R.B. 1039, PG 748 UTILITY EASEMENT.
- SUBJECT TO A 40 FOOT ROAD DRAINAGE & UTILITY EASEMENT, O.R.B. 4360, PG. 952 & O.R.B. 4367, PG. 1613.
- SUBJECT TO A 10 FOOT ROAD, DRAINAGE & UTILITY EASEMENT, O.R.B. 4436, PG 1565.
- SUBJECT TO A PROPOSED 10 FOOT ROAD, DRAINAGE & UTILITY EASEMENT.
- SUBJECT TO A 15 FOOT UTILITY EASEMENT O.R.B. 4440, PG. 732.
- SUBJECT TO A 10'X10' CLAY ELECTRIC COOPERATIVE RIGHT OF WAY EASEMENT, O.R.B. 4440, PG. 758.



KEY SHEET AND
BOUNDARY INFORMATION

LEGEND

- P.C. POINT OF CURVATURE
- P.T. POINT OF TANGENCY
- P.R.C. POINT OF REVERSE CURVATURE
- P.C.C. POINT OF COMPOUND CURVATURE
- U.D.E. UNOBSTRUCTED DRAINAGE EASEMENT
- P.U.D.E. PRIVATE UNOBSTRUCTED DRAINAGE EASEMENT
- L.S.E. LANDSCAPING EASEMENT
- L.B.T. LANDSCAPE BUFFER TRACT
- L.S. LIFT STATION
- R.P. RADIUS POINT
- P.B. PLAT BOOK
- PG(S) PAGE(S)
- ORB OFFICIAL RECORDS BOOK
- ORV OFFICIAL RECORDS VOLUME
- TOB TOP OF BANK
- JEA-E. JEA-EASEMENT
- JEA-E.E. JEA-EQUIPMENT EASEMENT
- C1 CURVE DATA
- L1 LINE DATE
- R/W RIGHT OF WAY
- R RADIUS
- (R) RADIAL
- SET 4"x4" CONCRETE MONUMENT
- STAMPED "3857"
- SET NAIL & DISK STAMPED LB "3857"

GRAPHIC SCALE



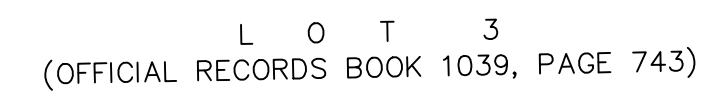
(IN FEET)
1 inch = 40 ft.


PREPARED BY
ALL AMERICAN SURVEYING AND MAPPING, INC.
3751 SAN JOSE PLACE SUITE 15
JACKSONVILLE, FLORIDA 32257
904-279-0088
LICENSED BUSINESS NO. 8455



A PARCEL OF LAND, BEING A PORTION OF SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA.

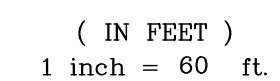
SHEET 3 OF 4 SHEETS
SEE SHEET 2 FOR GENERAL NOTES




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 904-279-0088
 LICENSED BUSINESS NO. 8455

A PARCEL OF LAND, BEING A PORTION OF SECTION 3, TOWNSHIP 5 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA.

SHEET 4 OF 4 SHEETS
SEE SHEET 2 FOR GENERAL NOTES



VB&F



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County
Commissioners

DATE: 5/27/2025

FROM: Courtney
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
School Concurrency Proportionate Share Mitigation Agreement- DFH Land, LLC	Agreement/Contract	6/4/2025	BK-CSB- Bella_Lago_Townhomes_Phase_II_Prop_Share_Mitigation_Ver_1_cleanada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	6/4/2025 - 4:51 PM	Item Pushed to Agenda

SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT
(Bella Lago Townhomes Phase II)

THIS SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT (“Agreement”) is made by and among **CLAY COUNTY, FLORIDA**, a political subdivision of the State of Florida, whose address is 477 Houston Street, Green Cove Springs, Florida 32043 (hereinafter referred to as the “**County**”); **CLAY COUNTY DISTRICT SCHOOLS**, a body corporate and political subdivision of the State of Florida, whose address is 900 Walnut Street, Green Cove Springs, Florida 32043 (hereinafter referred to as “**School District**”); and **DFH Land, LLC**, a Florida Limited Liability Company, whose address is 14701 Philips Highway, Suite 200, Jacksonville, FL 32256 (hereinafter referred to as the “**Developer**”).

RECITALS:

WHEREAS, Developer is the contract purchaser of that certain tract of land being approximately 42 acres located in unincorporated Clay County, Florida, being a portion of Clay County Parcel Identification No. 23-05-25-010101-015-00 as more particularly described on **Exhibit “A”** attached hereto and incorporated herein by this reference (the “**Property**”). The location of the Property described in **Exhibit “A”** is illustrated with a map appearing in **Exhibit “B”**; and further described in the School Concurrency Reservation Certificate Application No. SCRC # 2025000004; and

WHEREAS, the Developer has submitted an application for a development proposal seeking approval to develop a maximum of fifty-four (54) single-family residential dwelling units on the Property (hereinafter referred to as the “**Development Proposal**”); and

WHEREAS, the County and the School District have adopted and implemented a public school concurrency management system to assure the future availability of public school facilities to serve new development consistent with level of service standards (“**Level of Service**” and “**Level of Service Standards**”), the terms of the current Interlocal Agreement for Coordinated Planning, Public Educational Facility Siting and Review and School Concurrency in Clay County between the School District, the Clay County Board of County Commissioners and the local governments (the “**Interlocal Agreement**”), and the public school facilities and capital improvement elements of the respective comprehensive plans (individually, “**Element**”; plural, “**Elements**”); and

WHEREAS, at the time of this Agreement, adequate junior high and high school capacity is available to accommodate the junior high and high school students the Development Proposal is anticipated to generate by the Development Proposal; and

WHEREAS, at the adopted Level of Service standards, (i) adequate school capacity is not available for fourteen (14) elementary students generated by the Development Proposal at the Level of Service Standard within the school concurrency services area or areas (“**Concurrency Service Area**”; “**Concurrency Service Areas**”) in which the Development Proposal is located, to accommodate the anticipated number of public school students that the Development Proposal will generate; (ii) the needed elementary school capacity for the applicable Concurrency Service Area

or Concurrency Service Areas within which the Development Proposal is located is also not available in any contiguous Concurrency Service Areas; and (iii) available elementary school capacity will not be in place or under actual construction within three (3) years after the approval of the Development Proposal; and

WHEREAS, authorizing these new residential dwelling units without the mitigation provided for in this Agreement would result in a failure of the Level of Service Standard for public school facilities in one or more applicable Concurrency Service Areas, or will exacerbate existing deficiencies in Level of Service; and

WHEREAS, the Parties agree that public school concurrency shall be satisfied by the Developer's execution of this legally binding Agreement to provide mitigation proportionate to the demand for public school facilities to be created by these new residential dwelling units ("**Proportionate Share Mitigation**"); and

WHEREAS, the Parties further agree that the appropriate Proportionate Share Mitigation option necessary to satisfy public school concurrency is payment of Proportionate Share Mitigation in the amount of **\$ 763,798 for the Development Proposal, or \$ 14,144.41 per dwelling unit**, as more specifically depicted or described herein; and

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions upon which the Developer shall pay funds as Proportionate Share Mitigation for the Property impacts on K-12 educational facilities under control of the School District.

NOW, THEREFORE, in consideration of the foregoing described Proportionate Share Mitigation, the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto, intending to be legally bound, hereby agree as follows:

1. **INCORPORATION OF RECITALS.** The foregoing recitals are true and correct and are hereby incorporated into this Agreement by this reference as if fully set forth herein.

2. **PARTIES.** The County, the School District and the Developer shall be collectively referred to as the "**Parties.**"

3. **LEGALLY BINDING COMMITMENT.** The Parties agree that this Agreement constitutes a legally binding commitment by the Developer to provide Proportionate Share Mitigation for the new residential dwelling units sought to be approved by the County in the Development Proposal for the Property.

4. **PROPORTIONATE SHARE MITIGATION.** The Parties agree that the payment of Proportionate Share Mitigation in the total amount of \$ 763,798 for the Development Proposal, or \$ 14,144.41 per dwelling unit, is an appropriate Proportionate Share Mitigation option necessary to maintain the Level of Service Standard for school capacity in the affected Concurrency Service Area or Concurrency Service Areas. Upon the final execution of this Agreement, the School District shall issue a revised School Concurrency Determination showing adequate mitigation. The duration and effect of this School Concurrency Determination shall be in accordance with the Interlocal Agreement and the public school facilities

Element. However, in no event shall this School Concurrency Determination, or any capacity reservation based on this Determination, continue to be effective if the Developer fails to perform its obligations under this Agreement. Conversely, once the Developer has completely performed its obligations under this Agreement, the Developer shall be entitled to rely on the School Concurrency Determination and capacity reservation to the extent of the capacity provided by the Proportionate Share Mitigation and once the Developer has completely performed its obligations under this Agreement, such right of reliance shall survive the expiration of this Agreement.

5. **TIMING.** The Parties agree that the Proportionate Share Mitigation shall occur at the time of, and be a condition for the issue by County of, final plat approval for each lot within the Property. For example, if a plat contains 100 lots, the Developer shall pay \$ \$1,414,440.74 (100 lots times \$ 14,144.41 per lot) in Proportionate Share Mitigation prior to the County's approval of such plat. Each payment shall be made directly to the School District.

6. **IMPACT FEE CREDIT.** As consideration for the Developer's Proportionate Share Mitigation specified herein, the Parties agree that the County shall provide a credit of \$ 763,798 for the Development Proposal, or \$14,144.41 per dwelling unit, toward any school impact fee or exaction imposed by ordinance of Clay County for the same need. Should the school impact fee or exaction be greater than the above-described credit, the Developer shall pay the difference at the time school impact fees are due. The Developer shall provide a school impact fee voucher substantially in the form of "**Exhibit C**" to the County, at the time of impact fee payment. Should the school impact fee or exaction be less, the Developer shall not be entitled to the use of any excess credits. Should school impact fees be prepaid in order to extend the School Concurrency Reservation Certificate, any remaining balance due on the Proportionate Share Mitigation shall be paid at the time of final subdivision approval. Provided, however, nothing in this Agreement shall be deemed to require the County to continue to levy or collect School Impact Fees, or, if levied, to levy them for any certain amount.

7. **SCHOOL CAPACITY IMPROVEMENT.** The School District agrees to apply the Proportionate Share Mitigation contributed by the Developer toward a school capacity improvement which will be added to the planned capital improvements in the Five-Year District Facilities Work Plan at the time of its next annual update, and which satisfies the demands created by the Development Proposal in accordance with this Agreement.

8. **NO GUARANTEE OF LAND USE/ZONING.** Nothing in this Agreement shall require the County to approve any Land Use Amendment or Rezoning application associated with the Property.

9. **EFFECTIVE DATE.** This Agreement shall become effective on the date it is recorded in the Public Records of Clay County, Florida (the "**Effective Date**"). If this Agreement is not executed by the Developer and delivered to the County within thirty (30) days after the latter of County or School District approval of this Agreement, this Agreement shall become void.

10. **TERM.** This Agreement shall expire upon the Parties' completion of their performance of all obligations herein.

11. **STATUTORY COMPLIANCE.** The Parties agree that this Agreement satisfies the requirements for a binding Proportionate Share Mitigation Agreement in Section 163.3180(6)(h), Florida Statutes.

12. **NOTICES.** Whenever any of the Parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. Until otherwise designated by amendment to this Agreement, the Parties designate the following as the respective places for giving notice:

TO THE COUNTY:

County Manager
Clay County
477 Houston Street
Green Cove Springs, Florida 32043

WITH COPIES TO:

County Attorney
Clay County
477 Houston Street
Green Cove Springs, Florida 32043

FOR SCHOOL DISTRICT:

Paul Bement
Supervisor, Planning and Intergovernmental
Relations
Clay County District Schools
925 Center Street
Green Cove Springs, Florida 32043

FOR DEVELOPER:

DFH Land LLC
Attn: Robert Riva
14701 Philips Highway, Suite 200
Jacksonville, Florida 32256

WITH COPIES TO:

Kimley-Horn and Associates, Inc.
Attn: Blair Knighting, AICP
12740 Gran Bay Parkway West,
Suite 2350
Jacksonville, Florida 32258

13. **RELEASE.** Upon the performance of all obligations of all Parties hereto, the School District shall release the Developer from this Agreement, and the Developer shall release the School District and the County from any and all future claims, costs or liabilities arising out of the provision of Proportionate Share Mitigation in accordance with this Agreement. These releases

shall be recorded at the Developer's expense in the Official Records of Clay County, Florida, evidencing such performance.

14. **DEFAULT.** If any party to this Agreement materially defaults under the terms hereof, then the non-defaulting party shall give the defaulting party thirty (30) days' notice and a right to cure such breach. Should the Developer of the property described herein fail to timely cure a default in meeting its obligations set forth herein, its concurrency certificate, issued based upon payment and/or performance hereunder, shall be voided and that Developer and the property described herein shall lose their right to concurrency under this Agreement and their right to School Impact Fee credits under this Agreement. Further, in the case of such default, any development upon that property dependent upon such certificate will be stopped, until and unless the agreement is reinstated or the default is cured or capacity becomes available and is granted through an appropriate application. Should the County or School District fail to timely cure a default in meeting their obligations set forth herein, Developer may seek any and all remedies available to it in law or equity.

15. **VENUE; CHOICE OF LAW.** Any controversies or legal issues arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be submitted to the jurisdiction of the Circuit Court of Clay County, Florida, the venue situs, and shall be governed by the laws of the State of Florida.

16. **CAPTIONS and PARAGRAPH HEADINGS.** Captions and paragraph headings contained in this Agreement are for convenience and reference only. They in no way define, describe, extend or limit the scope or intent of this Agreement.

17. **NO WAIVER.** No waiver of any provision of this Agreement shall be effective unless it is in writing, and signed by the party against whom it is asserted. Any such written waiver shall only be applicable to the specific instance to which it relates, and shall not be deemed to be a continuing or future waiver.

18. **EXHIBITS.** All Exhibits attached hereto contain additional terms of this Agreement and are incorporated herein by reference.

19. **FURTHER ASSURANCES.** The Parties hereby agree to execute, acknowledge and deliver and cause to be done, executed, acknowledged and delivered all further assurances and to perform such acts as shall reasonably be requested of them in order to carry out this Agreement.

20. **AMENDMENTS.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective, unless contained in a written document prepared with the same or similar formality as this Agreement and executed by all the Parties to this Agreement.

21. **ASSIGNMENT.** This Agreement runs with the land. The Developer may assign its rights, obligations and responsibilities under this Agreement to a third-party purchaser of all or any part of fee simple title to the Property. Any such assignment shall be in writing and shall require the prior acknowledgement of all of the Parties. At the election of the School District, such acknowledgement may be conditioned upon the written agreement of the assignee to comply with

conditions and procedures to aid in the monitoring and enforcement of the assignee's performance of the Proportionate Share Mitigation under this Agreement. The assignor under such assignment shall furnish the Parties with a copy of the written assignment within ten (10) days of the date of execution of same.

22. **NO THIRD-PARTY BENEFICIARIES.** This Agreement is made for the sole benefit and protection of the parties, their successors and assigns, and no other persons shall have any right of action hereunder.

23. **COUNTERPARTS.** This Agreement may be executed in three (3) counterparts, each of which may be deemed to be an original.

24. **RECORDING OF THIS AGREEMENT.** The Developer shall record this Agreement, at its expense, within fourteen (14) days after full execution, in the Clay County Public Records. Time is of the essence in the recording, and failure to timely record shall render this Agreement void.

25. **MERGER CLAUSE.** This Agreement sets forth the entire agreement among the Parties, and it supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, among the Parties.

26. **SEVERABILITY.** If any provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the invalid or unenforceable provision will be stricken from the Agreement, and the balance of this Agreement will remain in full force and effect as long as doing so would not affect the overall purpose or intent of the Agreement.

IN WITNESS WHEREOF, the Parties have made and executed this Agreement on the respective dates above each signature:

COUNTY

CLAY COUNTY, through its BOARD OF COUNTY COMMISSIONERS, signing by and through its chairman, authorized to execute same by Board action on this _____day of _____, 2025.

CLAY COUNTY, FLORIDA, a political
subdivision of the State of Florida

By: _____
Chairman

ATTEST:

By: _____
Tara S. Green
Clay County Clerk of Court and Comptroller
EX Officio Clerk to the Board

SCHOOL DISTRICT

The SCHOOL DISTRICT OF CLAY COUNTY, signing by and through its Chair, authorized to execute same by District action on this _____ day of _____, 2025.

ATTEST:

**THE SCHOOL BOARD OF CLAY COUNTY,
FLORIDA**

By: _____
David Broskie, Superintendent of Schools

By: _____
Erin Skipper, Chairwoman

DEVELOPER

Signed, witnessed, executed and acknowledged on this ____ day of _____, 2025.

WITNESSES

DEVELOPER

DFH Land, LLC. a Florida limited liability
company

Print Name: _____

By: _____

Its: _____

Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ____ physical presence
or ____ online notarization on this day ____ of _____, 2025, by
_____, as _____ of (developer name- location)-, a
(state of incorporation) corporation, on behalf of the corporation, who is (check one) ☐ personally
known to me or ☐ has produced a valid driver's license as identification.

Notary Public

Name: _____

Commission Expires: _____

Exhibit "A"

Property Legal Description

LEGAL DESCRIPTION PER TITLE COMMITMENT:

A PORTION OF SECTIONS 23 AND 26, TOWNSHIP 5 SOUTH, RANGE 25 EAST, CLAY COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 26; THENCE NORTH 89°49'46" EAST, ALONG THE SOUTHERLY LINE OF SAID SECTION 26, A DISTANCE OF 414.54 FEET TO THE SOUTHEAST CORNER OF THOSE LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 4070, PAGES 484, 489 AND 497, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, SAID CORNER ALSO BEING A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 14,552.00 FEET AND A CENTRAL ANGLE OF 02°57'51"; THENCE NORTHEASTERLY, SOUTHEASTERLY AND NORTHWESTERLY, ALONG THE EASTERLY LINE OF SAID LANDS, THE FOLLOWING EIGHT (8) COURSES AND DISTANCES: COURSE NO. 1: ALONG AND AROUND THE ARC OF SAID CURVE A DISTANCE OF 752.86 FEET TO THE POINT OF TANGENCY, SAID CURVE BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 00°16'58" EAST, 752.78 FEET; COURSE NO. 2: NORTH 01°45'54" EAST, A DISTANCE OF 2354.16 FEET; COURSE NO. 3: SOUTH 88°14'06" EAST, A DISTANCE OF 448.00 FEET; COURSE NO. 4: NORTH 01°45'54" EAST, A DISTANCE OF 1334.00 FEET; COURSE NO. 5: NORTH 88°14'06" WEST, A DISTANCE OF 448.00 FEET; COURSE NO. 6: NORTH 01°45'54" EAST, A DISTANCE OF 1377.44 FEET TO THE POINT OF BEGINNING; COURSE NO. 7: CONTINUE NORTH 01°45'54" EAST, A DISTANCE OF 860.58 FEET; COURSE NO. 8: NORTH 02°30'54" EAST, A DISTANCE OF 433.23 FEET, TO THE SOUTH RIGHT OF WAY LINE OF SANDRIDGE ROAD, COUNTY ROAD 739-B AN 80 FOOT RIGHT OF WAY AS NOW ESTABLISHED; THENCE SOUTH 89°25'32" EAST, ALONG SAID SOUTHERLY RIGHT OF WAY LINE, A DISTANCE OF 100.09 FEET, TO THE SOUTHERLY RIGHT OF WAY OF SAID SANDRIDGE ROAD AS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 4781, PAGE 595, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA; THENCE SOUTH 30°56'45" EAST, ALONG LAST SAID LINE, A DISTANCE OF 23.46 FEET, THENCE; SOUTH 89°25'32" EAST, CONTINUING ALONG LAST SAID LINE, A DISTANCE OF 497.12 FEET, TO THE WESTERLY RIGHT-OF-WAY LINE OF LAGO VISTA DRIVE, AN 80 FOOT PUBLIC RIGHT OF WAY, AS SHOWN ON THE PLAT OF BELLA LAGO PHASE 1, RECORDED IN PLAT BOOK 72, PAGES 19 THROUGH 40, INCLUSIVE OF SAID PUBLIC RECORDS; THENCE ALONG SAID WESTERLY RIGHT OF WAY LINE, RUN THE FOLLOWING SEVEN (7) COURSES AND DISTANCES COURSE NO. 1: SOUTH 44°25'35" EAST, FOR 42.43 FEET; COURSE NO. 2: SOUTH 00°34'23" WEST, FOR 280.80 FEET TO THE POINT OF CURVATURE OF A CURVE CONCAVE TO THE EAST; COURSE NO. 3: SOUTHERLY ALONG THE ARC OF SAID CURVE, HAVING A RADIUS OF 440.00 FEET, A CENTRAL ANGLE OF 19°18'06", AN ARC LENGTH OF 148.23 FEET AND A CHORD BEARING SOUTH 09°04'40" EAST, FOR 147.53 FEET TO THE POINT OF TANGENCY; COURSE NO. 4: SOUTH 18°43'43" EAST, FOR 309.51 FEET; COURSE NO. 5: SOUTH 18°43'43" EAST, A DISTANCE OF 62.53 FEET, TO THE POINT OF CURVATURE OF A CURVE CONCAVE NORTHWESTERLY, HAVING A RADIUS OF 260.00 FEET AND A CENTRAL ANGLE OF 54°01'52"; COURSE NO. 6: SOUTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE, A DISTANCE OF 245.18 FEET, SAID CURVE BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF SOUTH 08°17'13" WEST, A DISTANCE OF 236.20 FEET, TO THE POINT OF TANGENCY OF SAID CURVE; COURSE NO. 7: SOUTH 35°18'09" WEST, A DISTANCE OF 884.62 FEET; THENCE NORTH 37°59'22" WEST, A DISTANCE OF 28.21 FEET; THENCE NORTH 55°08'59" WEST, A DISTANCE OF 56.37 FEET; THENCE NORTH 31°00'58" WEST, A DISTANCE OF 38.76 FEET; THENCE NORTH 37°14'10" WEST, A DISTANCE OF 47.12 FEET; THENCE NORTH 09°23'12" WEST, A DISTANCE OF 57.63 FEET; THENCE NORTH 18°49'57" WEST, A DISTANCE OF 55.32 FEET; THENCE NORTH 30°29'57" WEST, A DISTANCE OF 78.50 FEET; THENCE NORTH 29°16'01" WEST A DISTANCE OF 74.18 FEET; THENCE NORTH 31°15'33" WEST, A DISTANCE OF 82.88 FEET; THENCE NORTH 27°29'01" WEST, A DISTANCE OF 1.24 FEET, TO THE POINT OF BEGINNING OF THE PARCEL HEREIN DESCRIBED.

Exhibit "B"

Property Location (map/plans)

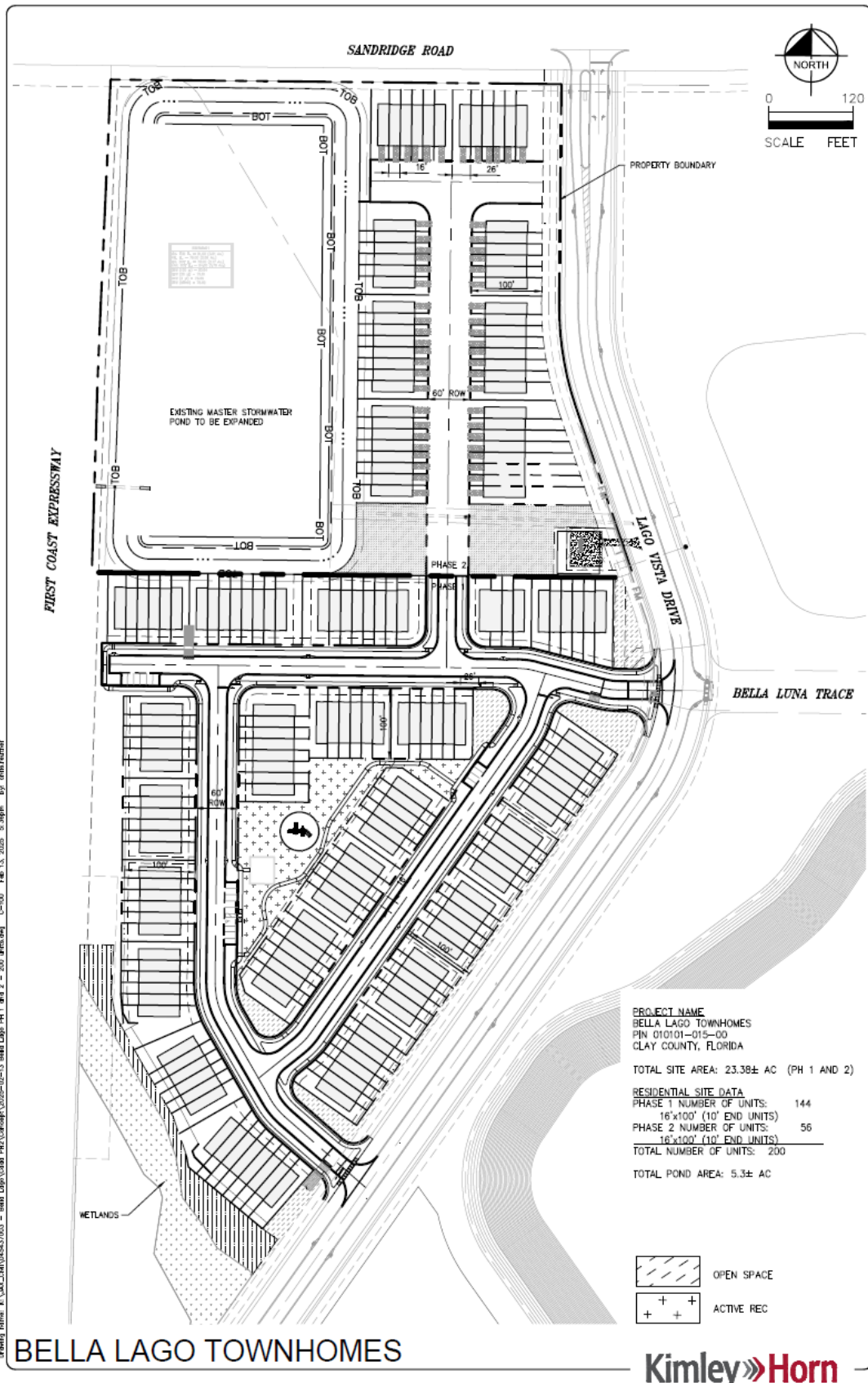


Exhibit "C"

CLAY COUNTY EDUCATIONAL IMPACT FEE CREDIT VOUCHER

Voucher # _____

Date _____

Assignor/Developer: _____

Contact: _____

Address: _____

Phone# _____ Email: _____

Builder/Owner Name -Assignee _____

Contact: _____

Address: _____

Phone# _____ Email _____

Parcel Information

Legal Description/Parcel ID #: _____

Lot No. _____ Block No. _____

Street Address: _____

Subdivision Name, Unit, Phase: _____

The undersigned Assignor hereby gives notice to Clay County, Florida that the sum of \$_____ should be deducted from the remaining educational impact fee credit for the above referenced address/parcel as referenced in the Fourth Amendment to Interlocal Agreement as Clay County Agreement/Contract # ("Agreement") of the current public records of Clay County, as amended by the Clay County Board of County Commissioners dated _____ for educational impact fees as required under Clay County Ordinance No. 2009-30. The deduction leaves a remaining balance of \$_____. The School Board will record the credit in the School Impact Fee Credit Ledger.

Assignor:

By: _____

Date: _____

Verified by: _____

Date: _____

School District Designee

Note: All sections must be filled out completely. Failure to do so may result in the delay or denial of the credit.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County
Commissioners

DATE: 5/30/2025

FROM: Courtney
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Resolution	Resolution Letter	6/5/2025	Resolution_amending_Public_Meeting_Guidelines_to_incorporate_procedures_for_legislative_and_quasi_judicial_hearings

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	6/4/2025 - 4:51 PM	Item Pushed to Agenda

RESOLUTION NO. 2024/2025 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE BOARD'S PUBLIC MEETING GUIDELINES, TO INCLUDE RULES AND PROCEDURES FOR LEGISLATIVE AND QUASI-JUDICIAL PUBLIC HEARINGS, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 125.01, Florida Statutes, provides that the Board of County Commissioners (the Board) may adopt rules of procedures; and

WHEREAS, the Board adopted Public Meeting Guidelines setting forth decorum requirements for the boardroom and procedures for speaking at public comment, on an agenda item, or during public hearings, a copy of which is attached as Attachment A; and

WHEREAS, the Board desires to establish rules and procedures specific to legislative and quasi-judicial public hearings for its land use decision making process; and

WHEREAS, Florida Statutes, Section 286.0115, authorizes a local government to adopt a resolution which removes the presumption of prejudice from an ex-parte communication by establishing disclosure procedures; and

WHEREAS, the Board finds that amending its Public Meeting Guidelines to incorporate specific rules and procedures for legislative and quasi-judicial public hearings will further the good governance of the County.

NOW THEREFORE BE IT RESOLVED that the members of the Board of County Commissioners of Clay County, Florida, resolve that:

1. It is the intent of the Board to amend the Board's Public Meeting Guidelines to include by adoption the following rules and procedures specifically for legislative and quasi-judicial public hearings.

2. Section IV. Public Hearings is hereby amended to add the following section for Legislative Public Hearings.

The procedures to be followed for legislative public hearings shall generally be as follows:

- a. Announce the Item. The Chair shall announce the item being considered.
- b. Staff Presentation of Application. County staff will make a presentation pertaining to the item.

- c. Commissioner Questions for Staff. The Chair shall inquire as to whether the Commissioners have questions for the staff members who made the presentation.
- d. Applicant Presentation. The applicant shall make a presentation pertaining to the application. The applicant will generally have up to fifteen (15) minutes to present the application. Time may only be extended by the Chair.
- e. Commissioner Questions for the Applicant. Upon conclusion of the applicant's presentation, the Chair shall inquire as to whether Commissioners have questions of the applicant.
- f. Public Hearing. The Chair opens the public hearing. The Chair shall then invite all members of the public who have completed required comment cards and wish to speak in favor of or against an item to the podium in the order cards were received by the Clerk. Public participant comments shall be consistent with the Board of County Commissioners Public Meeting Guidelines.
- g. Following public comment (if any), the Chair closes the public hearing.
- h. Applicant Rebuttal. There shall be an opportunity for applicants to present any rebuttal limited to five (5) minutes. Time may only be extended by the Chair.
- i. Board Discussion and follow-up, as necessary.
- j. Board Motion.
- k. Board discussion and amendments, if any.
- l. Vote taken upon the conclusion of the Board discussion.

3. Section IV. Public Hearings is hereby amended to add the following section for Quasi-Judicial Public Hearings.

The procedures to be followed for quasi-judicial public hearings shall generally be as follows:

- a. Announce the Item. The Chair shall announce the item being considered.
- b. Swearing In. The Clerk shall swear in County staff, the applicant, any representatives or witnesses, and any members of the public who wish to speak on the item. In the interest of time, such swearing in may occur collectively by the Clerk.

- c. Ex-Parte Disclosure Statement by the Chair. The Chair shall make the following inquiry of the Commissioners:

“Has any Commissioner had any communications on this matter that need to be disclosed?”

- Disclosure must be made before or during the public meeting at which a vote is taken on quasi-judicial matters, so that persons who have opinions contrary to those expressed in the ex-parte communication are given a reasonable opportunity to refute or respond to the communication.
 - Written communications to a Commissioner that relate to a quasi-judicial action pending before the Board shall be made part of the public record for the hearing before final action on the matter and shall not be presumed prejudicial to the action.
 - If a Commissioner conducts any investigation or site visit, or receives expert opinions regarding a quasi-judicial action pending before the Board and if the existence of the investigation, site visit, or expert opinion is made a part of the record before final action on the matter, such activity shall not be presumed prejudicial to the action.
- d. Staff Presentation of Application. County staff will make a presentation pertaining to the item.
- e. Commissioner Questions for Staff. The Chair shall then inquire as to whether the Commissioners have questions for the staff members who made the presentation.
- f. Applicant Presentation. The applicant shall make a presentation pertaining to the application. The applicant will generally have up to fifteen (15) minutes to present the application, including any witness testimony. Time may only be extended by the Chair.
- g. Commissioner Questions for the Applicant. Upon conclusion of the applicant's presentation, the Chair shall inquire as to whether Commissioners have questions of the applicant or the applicant's representatives or witnesses.
- h. Public Hearing. The Chair opens the public hearing. The Chair shall then invite all members of the public who have completed required comment cards and wish to present testimony or evidence to the Board to the podium in the order cards were received by the Clerk. Public participant testimony shall be consistent with these Guidelines.

- i. Following public comment (if any), the Chair closes the public hearing.
- j. Applicant Rebuttal. There shall be an opportunity for applicants to present any rebuttal limited to five (5) minutes. Time may only be extended by the Chair.
- k. Staff Summary. Staff will have five (5) minutes to provide any final comments.
- l. Board discussion and follow-up, as necessary.
- m. Board Motion to Approve or Deny. All motions of the Board should include whether the Board member finds competent and substantial evidence in the record and/or testimony received to support the Board's decision to approve or deny the agenda item.
- n. Board discussion and amendments, if any.
- o. Vote taken upon the conclusion of the Board discussion.

4. The Board's Public Meeting Guidelines, as amended to include rules and procedures specifically for legislative and quasi-judicial public hearings, are attached hereto as Attachment B.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 10th day of June, 2025, effective immediately upon its adoption.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____
Betsy Condon, Its Chairman

Attest:

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

EXHIBIT A

Board of County Commissioners Public Meeting Guidelines

- I. Decorum: The Board, or any commission or committee, reserves the right to maintain orderly conduct and proper decorum in the boardroom during a meeting including but not limited to the following:

- Members of the audience should refrain from any audible comments, applause, or hand jesters, including motioning to the camera or audience members, during the meeting and during public comment.
- When seats are available, audience members should remain seated and refrain from walking around the boardroom.
- No person may address the Board, or any commission or committee, with personal, impertinent, or slanderous remarks.
- No uncivil or unruly behavior will be allowed.
- All hats should be removed while in the boardroom.

If a speaker or audience member refuses to adhere to these guidelines, the Chairman may revoke a speaker's privilege to further comment at the meeting and request the speaker or audience member to leave the meeting.

- II. Public Comment: Members of the public attending a public meeting of Clay County are given the opportunity to be heard during a scheduled public comment period on a proposition before the Board or any commission or committee.

- Any person wishing to be heard should complete a comment card identifying the agenda items or other proposition before the Board, or any commission or committee, they wish to provide comment on and provide the card to the Board's Recording Secretary.
- If a person wishes in relation to an agenda item or other proposition before the Board, or any commission or committee, to provide copies of any pertinent material, such materials should be presented to the Recording Secretary at least thirty (30) minutes prior to the start of the meeting.
- When called upon, the person should come to the podium and state his/her name and address.
- Each person will be provided three (3) minutes to comment.
- Comments should be addressed to the Board, or any commission or committee, as a whole and not to any individual Commissioner. Additionally, comments should not reference other speakers. It is the policy of the Board and any commission or committee to not respond to questions or demands except at the discretion of the Chairman.

III. Agenda Items: If a person is recognized by the Chairman for additional comment during a regular agenda item, comments must relate to the subject matter of the agenda item. If a speaker refuses to adhere to this guideline, the Chairman may revoke a speaker's privilege to further comment on the item.

IV. Public Hearings:

- Staff will initially present the matter.
- The applicant will follow the staff presentation and will be allotted five (5) minutes to speak.
- The public hearing will then be opened for public comment. Comments must relate to the subject matter of the public hearing. If a speaker refuses to adhere to this guideline, the Chairman may revoke a speaker's privilege to further comment on the item. Prior to the close of the public hearing, the applicant will be provided an additional three (3) minutes to address any questions or remarks made by others during the public hearing and staff may likewise provide any additional remarks.
- After the public hearing is closed the Board, or any commission or committee, will begin discussion and consideration of the matter.

EXHIBIT B

Board of County Commissioners Public Meeting Guidelines

- I. Decorum: The Board, or any commission or committee, reserves the right to maintain orderly conduct and proper decorum in the boardroom during a meeting including but not limited to the following:

- Members of the audience should refrain from any audible comments, applause, or hand jesters, including motioning to the camera or audience members, during the meeting and during public comment.
- When seats are available, audience members should remain seated and refrain from walking around the boardroom.
- No person may address the Board, or any commission or committee, with personal, impertinent, or slanderous remarks.
- No uncivil or unruly behavior will be allowed.
- All hats should be removed while in the boardroom.

If a speaker or audience member refuses to adhere to these guidelines, the Chairman may revoke a speaker's privilege to further comment at the meeting and request the speaker or audience member to leave the meeting.

- II. Public Comment: Members of the public attending a public meeting of Clay County are given the opportunity to be heard during a scheduled public comment period on a proposition before the Board or any commission or committee.

- Any person wishing to be heard should complete a comment card identifying the agenda items or other proposition before the Board, or any commission or committee, they wish to provide comment on and provide the card to the Board's Recording Secretary.
- If a person wishes in relation to an agenda item or other proposition before the Board, or any commission or committee, to provide copies of any pertinent material, such materials should be presented to the Recording Secretary at least thirty (30) minutes prior to the start of the meeting.
- When called upon, the person should come to the podium and state his/her name and address.
- Each person will be provided three (3) minutes to comment.
- Comments should be addressed to the Board, or any commission or committee, as a whole and not to any individual Commissioner. Additionally, comments should not reference other speakers. It is the policy of the Board and any commission or committee to not respond to questions or demands except at the discretion of the Chairman.

III. Agenda Items: If a person is recognized by the Chairman for additional comment during a regular agenda item, comments must relate to the subject matter of the agenda item. If a speaker refuses to adhere to this guideline, the Chairman may revoke a speaker's privilege to further comment on the item.

IV. Public Hearings:

A. General Matters:

1. Staff will initially present the matter.
2. The applicant will follow the staff presentation and will be allotted five (5) minutes to speak.
3. The public hearing will then be opened for public comment.
Comments must relate to the subject matter of the public hearing. If a speaker refuses to adhere to this guideline, the Chairman may revoke a speaker's privilege to further comment on the item. Prior to the close of the public hearing, the applicant will be provided an additional three (3) minutes to address any questions or remarks made by others during the public hearing and staff may likewise provide any additional remarks.
4. After the public hearing is closed the Board, or any commission or committee, will begin discussion and consideration of the matter.

B. Legislative Public Hearings.

The procedures to be followed for legislative public hearings shall generally be as follows:

1. Announce the Item. The Chair shall announce the item being considered.
2. Staff Presentation of Application. County staff will make a presentation pertaining to the item.
3. Commissioner Questions for Staff. The Chair shall inquire as to whether the Commissioners have questions for the staff members who made the presentation.
4. Applicant Presentation. The applicant shall make a presentation pertaining to the application. The applicant will generally have up to fifteen (15) minutes to present the application. Time may only be extended by the Chair.
5. Commissioner Questions for the Applicant. Upon conclusion of the applicant's presentation, the Chair shall inquire as to whether Commissioners have questions of the applicant.
6. Public Hearing. The Chair opens the public hearing. The Chair shall then invite all members of the public who have completed required comment cards and wish to speak in favor of or against an item to the podium in the order cards were received by the Clerk. Public participant comments shall be consistent with these Guidelines.
7. Following public comment (if any), the Chair closes the public hearing.

8. Applicant Rebuttal. There shall be an opportunity for applicants to present any rebuttal limited to five (5) minutes. Time may only be extended by the Chair.
9. Board Discussion and follow-up, as necessary.
10. Board Motion.
11. Board discussion and amendments, if any.
12. Vote taken upon the conclusion of the Board discussion.

C. Quasi-Judicial Public Hearings.

The procedures to be followed for quasi-judicial public hearings shall generally be as follows:

1. Announce the Item. The Chair shall announce the item being considered.
2. Swearing In. The Clerk shall swear in County staff, the applicant, any representatives or witnesses, and any members of the public who wish to speak on the item. In the interest of time, such swearing in may occur collectively by the Clerk.
3. Ex-Parte Disclosure Statement by the Chair. The Chair shall make the following inquiry of the Commissioners:

"Has any Commissioner had any communications on this matter that need to be disclosed? "

- Disclosure must be made before or during the public meeting at which a vote is taken on quasi-judicial matters, so that persons who have opinions contrary to those expressed in the ex-parte communication are given a reasonable opportunity to refute or respond to the communication.
 - Written communications to a Commissioner that relate to a quasi-judicial action pending before the Board shall be made part of the public record for the hearing before final action on the matter and shall not be presumed prejudicial to the action.
 - If a Commissioner conducts any investigation or site visit, or receives expert opinions regarding a quasi-judicial action pending before the Board and if the existence of the investigation, site visit, or expert opinion is made a part of the record before final action on the matter, such activity shall not be presumed prejudicial to the action.
4. Staff Presentation of Application. County staff will make a presentation pertaining to the item.
 5. Commissioner Questions for Staff. The Chair shall then inquire as to whether the Commissioners have questions for the staff members who made the presentation.

6. Applicant Presentation. The applicant shall make a presentation pertaining to the application. The applicant will generally have up to fifteen (15) minutes to present the application, including any witness testimony. Time may only be extended by the Chair.
7. Commissioner Questions for the Applicant. Upon conclusion of the applicant's presentation, the Chair shall inquire as to whether Commissioners have questions of the applicant or the applicant's representatives or witnesses.
8. Public Hearing. The Chair opens the public hearing. The Chair shall then invite all members of the public who have completed required comment cards and wish to present testimony or evidence to the Board to the podium in the order cards were received by the Clerk. Public participant testimony shall be consistent with these Guidelines.
9. Following public comment (if any), the Chair closes the public hearing.
10. Applicant Rebuttal. There shall be an opportunity for applicants to present any rebuttal limited to five (5) minutes. Time may only be extended by the Chair.
11. Staff Summary. Staff will have five (5) minutes to provide any final comments.
12. Board discussion and follow-up, as necessary.
13. Board Motion to Approve or Deny. All motions of the Board should include whether the Board member finds competent and substantial evidence in the record and/or testimony received to support the Board's decision to approve or deny the agenda item.
14. Board discussion and amendments, if any.
15. Vote taken upon the conclusion of the Board discussion.

Adopted June 10, 2025 by Resolution No. 2024/2025- ____.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Administrative and
Contractual Services

SUBJECT:

Approval of the Cost Reimbursement Funding Agreement for a Tourism Feasibility Study with Clay County Economic Development Corporation (EDC) in an amount not to exceed \$130,000.00, beginning on the effective date through September 30, 2025.

Funding Source:

Tourist Development Tax Funds

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

The EDC will conduct a market and financial feasibility study for a proposed destination resort-style development project and to assist the County in evaluating suitable locations, amenities, infrastructure needs, and funding strategies necessary to attract and support a destination resort-style property.

Is Funding Required (Yes/No):

Yes

If Yes, Was the item budgeted

(Yes/No/N/A):

Yes

Funding Source:

Tourist Development Tax Funds

Sole Source (Yes/No):

No

Advanced Payment

(Yes/No):

No

ATTACHMENTS:

	Description	Type	Upload Date	File Name
▢	Funding Agreement-Feasibility Study	Cover Memo	6/5/2025	Funding_Agreement_-_EDC_Feasability_Study_2025ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractual Services	Streeper, Lisa	Approved	6/4/2025 - 4:49 PM	Item Pushed to Agenda

FUNDING AGREEMENT WITH CLAY COUNTY ECONOMIC DEVELOPMENT CORPORATION REGARDING FEASIBILITY STUDY

This Funding Agreement with Clay County Economic Development Corporation Regarding Feasibility Study (“Agreement”) is made and entered into this ____ day of June, 2025 (“Effective Date”) between Clay County, a political subdivision of the State of Florida (the “County”) and Clay County Economic Development Corporation, a Florida Not For Profit Corporation (“Grantee”).

RECITALS

WHEREAS, the County desires to foster the growth of businesses, industries, and entrepreneurship, and supports economic development opportunities related to the tourism industry within Clay County that generate substantial out-of-county publicity or have the potential to attract overnight visitors; and

WHEREAS, the County partners with the Grantee, a 501(c)(3) not-for-profit corporation, to promote Clay County as a competitive destination for diverse businesses to establish and sustain their operations; and

WHEREAS, the Grantee serves as the County’s primary organization for advancing economic development initiatives and supporting the creation and expansion of new and existing businesses; and

WHEREAS, the Grantee has requested funding in the amount of \$130,000 to conduct a market and financial feasibility study for a proposed destination resort-style development project (the “Feasibility Study”); and

WHEREAS, the Feasibility Study will provide essential research and data to assist the County in evaluating suitable locations, amenities, infrastructure needs, and funding strategies necessary to attract and support a destination resort-style property, thereby enhancing the County’s competitiveness in the tourism market; and

WHEREAS, the County finds that the Feasibility Study serves a valid tourism-related economic development purpose, and hereby approves this Agreement to provide funding to the Grantee on a reimbursement basis, subject to the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the foregoing recitals, the mutual covenants and promises set forth herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged and all objections to the sufficiency and adequacy of which are hereby waived, the parties agree as follows:

1. Recitals. The above recitals are true and correct and are incorporated herein by reference.

2. Term. The term of this Agreement shall commence on the Effective Date and shall end on September 30, 2025. The Grantee understands that any invoice for reimbursement must be submitted prior to this date. The Agreement may be amended or extended only upon mutual written agreement of the parties.

3. Qualified Expenses. This is a cost reimbursement funding agreement, and funding provided hereunder shall be limited to actual expenses incurred by the Grantee for the purpose of conducting the Feasibility Study (“Qualified Expenses”).

4. Funding Amount. The County agrees to reimburse the Grantee for Qualified Expenses incurred in connection with the Feasibility Study, in an amount not to exceed \$130,000. No cost sharing or matching funds shall be required from the Grantee under this Agreement.

5. Payment Process. To receive payment under this Agreement, the Grantee shall submit invoices for reimbursement accompanied by supporting documentation necessary for the County to verify the request and process payment. Invoices and supporting documentation must be submitted by Email to Troy.Nagle@claycountygov.com or U.S. Mail at P.O. Box 1366, Green Cove Springs, FL 32043, Attn: Troy Nagle, Assistant County Manager, or as otherwise designated by the County. The invoice must include the following information and documentation:

- a) The Grantee’s name, address and phone number, including payment remittance address.
- b) Reference to this Agreement by its title and number as designated by the County.
- c) Total amount of reimbursement being requested, the total amount previously requested, and the total amount paid to date.
- d) Proof of payment for Qualified Expenses (e.g., bank statements, canceled checks, credit card statements, paid receipts, invoices with proof of payment notation, payment confirmation, etc.).
- e) Supporting documentation necessary to satisfy auditing requirements (both pre-audits and post-audits).
- f) Any additional documentation required under this Agreement.
- g) The County reserves the right to request additional documentation as needed to verify the eligibility and accuracy of any reimbursement request.

6. Payment Review. Upon receipt of the invoice, the Assistant County Manager shall review the invoice and supporting documentation to determine whether the request complies with this Agreement. Once the invoice is reviewed, it shall be submitted by the Assistant County Manager to the Clay County Comptroller’s office (“Paying Agent”) for processing and payment. If the County determines that the invoice does not conform with the applicable requirements, the Assistant County Manager and/or Paying Agent shall notify the Grantee of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the County. If the correction is not timely made or if the correction is unacceptable to the County, the Grantee will not be paid to the extent determined by the County. Payment shall be made only after receipt and approval of the invoice with supporting documentation. The County may refuse to issue

payment for any cost the County determines was not incurred in compliance with the terms of this Agreement. Payment will be governed by the Local Government Prompt Payment Act.

7. Confidential Information.

- a) In connection with the Feasibility Study, the County may receive or have access to certain confidential or proprietary information provided by the Grantee. The disclosure and handling of such information shall be governed by the Florida Public Records Act, Chapter 119, Florida Statutes, and all other applicable state and federal laws, including but not limited to Section 288.075, Florida Statutes.
- b) To the extent permitted by law, any information provided by the Grantee to the County in connection with economic development activities, including the Feasibility Study, that qualifies as confidential and exempt under Section 288.075, Florida Statutes, shall be maintained as confidential for the period authorized by law. The Grantee shall clearly identify and request in writing the confidential nature of such information at the time of disclosure.
- c) For purposes of this Agreement, "Confidential Information" means any information disclosed by the Grantee to the County in written, graphic, verbal, or machine-recognizable form that is clearly marked, designated, or otherwise identified by the Grantee at the time of disclosure as confidential or proprietary. If the information is initially disclosed orally, it must be identified as confidential at the time of disclosure and confirmed in writing by the Grantee within thirty (30) calendar days.
- d) Confidential Information does not include information that: (i) becomes publicly available through no wrongful act or omission of the County; (ii) is lawfully in the County's possession at the time of disclosure and not subject to an obligation of confidentiality; (iii) is independently developed by the County without use of or reference to the Grantee's Confidential Information; (iv) is explicitly approved for release in writing by the Grantee; or (v) is required to be disclosed by applicable law, regulation, court order, or public records request, including but not limited to the Florida Public Records Act.
- e) In the event that the County receives a public records request seeking documents or information designated by the Grantee as Confidential Information, the County will make reasonable efforts to notify the Grantee promptly and allow the Grantee an opportunity to assert any applicable exemption under Florida law, including the trade secret or economic development exemptions provided in Section 288.075, Florida Statutes. The County shall not be liable for the disclosure of any documents or records determined to be public records under Florida law or ordered to be disclosed by a court of competent jurisdiction.
- f) Nothing in this Agreement shall be construed to prevent the County from complying with its obligations under Chapter 119, Florida Statutes, or any other applicable law governing public records.

8. Study Results and Reporting. Upon completion of the Feasibility Study, the Grantee shall provide the County with a copy of the results, findings, and any reports generated as part of the Feasibility Study. The submission and handling of such materials shall be in accordance with Section 288.075, Florida Statutes, relating to the confidentiality of economic development records, and any other applicable provisions of Florida law.

9. Appropriation. The Grantee acknowledges that in the budget for each fiscal year of the County during which the term of this Agreement is in effect a limited amount of funds are appropriated which are available to make payments arising under the Agreement. Any other provisions of the Agreement to the contrary notwithstanding, and pursuant to the provisions of Section 129.07, Florida Statutes, the maximum payment that the County is obligated to make under the Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.

10. Non-profit Status. The Grantee must at all times during the term of this Agreement be eligible to receive tax-deductible charitable contributions as an exempt non-profit organization under Section 501(c)(3) of the Internal Revenue Code.

11. Indemnification. To the fullest extent permitted by law, the Grantee shall promptly defend, indemnify, and hold harmless the County, and its directors, officers, employees, representatives, agents, boards and commissions from and against any and all liabilities, demands, claims, suits, losses, damages, causes of action, fines, orders, and/or judgments, either at law or in equity, including court costs, attorneys' fees, professional fees, or other expenses, that may hereafter at any time be made or brought by anyone on account of personal or bodily injury, damage to or loss of property, loss of monies, death, or other loss, arising out of, by reason of, or in any manner connected with or related to any acts, action, error, neglect, or omission by the Grantee and its directors, officers, employees, or agents in connection with or arising from the performance of this Agreement. The Grantee's duty to defend, indemnify and hold the County harmless specifically does not encompass indemnifying the County for its own negligence, intentional or wrongful acts, omissions or breach of contract. If the Grantee is governed by Section 768.28, Florida Statutes, it shall only be obligated in accordance with that Section. These indemnification obligations shall survive the termination or expiration of this Agreement.

12. Sovereign Immunity. The County does not agree to and shall not indemnify the Grantee or any other person or entity, for any purpose whatsoever. To the extent any indemnification by the County may be construed under this Agreement, any such indemnification shall be subject to and within the limitations set forth in Section 768.28, Florida Statutes, and to any other limitations, restrictions and prohibitions that may be provided by law, and shall not be deemed to operate as a waiver of, or modification to, the County's sovereign immunity protections. The provisions of this paragraph shall survive the expiration or termination of this Agreement.

13. Compliance with Laws. Each party will comply with all applicable federal, state, and local laws, regulations, rules, ordinances, orders, and policies concerning the performance of this Agreement.

14. Termination. The County will terminate this Agreement if the Grantee fails to fulfill its obligations herein. In such event, the County will provide the Grantee a notice of its violation by letter, and shall give the Grantee ten (10) calendar days from the date of receipt to cure its violation. If the violation is not cured within the stated period, the County will terminate this Agreement. In the event that the County terminates this Agreement, the Grantee will be reimbursed for Qualified Expenses incurred in accordance with this Agreement, prior to the notification of termination, if the County deems this reasonable under the circumstances.

15. Mutual Termination. The County or the Grantee may terminate the Agreement, in whole or in part, when both parties agree that the continuation of the Agreement would not produce beneficial results commensurate with the further expenditure of funds. The two parties will agree upon the termination conditions, including the effective date, and in the case of partial terminations, the portion to be terminated.

16. Public Records. The Grantee acknowledges the County's obligation under Art. 1, Section 24, Florida Constitution, and Chapter 119, Florida Statutes, as from time to time amended (together, the Public Records Laws), to release public records to members of the public upon request. The Grantee acknowledges that the County is required to comply with the Public Records Laws in the handling of the materials created under the Agreement and that the Public Records Laws control over any contrary terms in the Agreement. The Grantee shall comply with all requirements of Chapter 119, Florida Statutes, to the extent applicable to the records and documents associated with this Agreement. The Grantee shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Grantee does not transfer the records to the County. A request to inspect or copy public records relating to the Agreement must be made directly to the County. All records and expenditures associated with this Agreement are subject to examination and/or audit by the County. All records connected with this Agreement must be retained for a period of at least five (5) years following the date of final reimbursement made under this Agreement. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes.

IF GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 529-3604, publicrecords@claycountygov.com, POST OFFICE BOX 1366, GREEN COVE SPRINGS, FLORIDA 32043.

17. Human Trafficking Attest. In compliance with Section 787.06 (13), Florida Statutes, the undersigned, on behalf of the Grantee, a nongovernmental entity, hereby attests under penalty of perjury as follows:

- a. The Grantee does not use *coercion* for *labor* or *services*, as such italicized terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
- b. If, at any time in the future, the Grantee does use coercion for labor or services, the Grantee will immediately notify the County and no contracts may be executed, renewed, or extended between the parties.
- c. By execution of this Agreement, the undersigned represents that undersigned has read the foregoing statements and confirms that the facts stated in it are true and are made for the benefit of, and reliance by the County.

18. No Assignment. The Grantee shall not assign or otherwise transfer, in whole or in part, any of its rights, duties, or obligations under this Agreement to any other party.

19. No Third-Party Beneficiaries. No third party beneficiaries are intended or contemplated under this Agreement, and no third party shall be deemed to have rights or remedies arising under this Agreement against either party to this Agreement.

20. Independent Contractor. The Grantee is an independent contractor under this Agreement. The parties and their personnel will not be considered to be employees or agents of the other party. None of the provisions of this Agreement shall be construed to create, or be interpreted as, a joint venture, partnership or formal business organization of any kind.

21. Amendment, Changes or Modification of Agreement. The Agreement may only be modified or amended by written agreement duly authorized and executed by the parties hereto. No oral agreements or representation shall be valid or binding upon either party.

22. Further Assurances. Each of the parties shall cooperate with one another, shall do and perform such actions and things, and shall execute and deliver such agreements, documents and instruments, as may be reasonable and necessary to effectuate the purposes and intents of this Agreement.

23. Remedies. The parties will attempt to settle any dispute arising from this Agreement through negotiation and a spirit of mutual cooperation. The Grantee and the County will use reasonable efforts to arrange meetings as needed, at mutually convenient times and places, to address and work toward resolution of issues that arise in the performance of this Agreement. The dispute will be escalated to appropriate higher-level managers of the parties, if necessary. Each party shall have the right to seek the judicial enforcement and interpretation of this Agreement.

24. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any litigation, mediation, or other action proceeding between the parties arising out of this Agreement lies in Clay County, Florida.

25. Waiver. No waiver by either party of any term or condition of this Agreement will be deemed or construed as a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different paragraph, subparagraph, clause, phrase, or other provision of this Agreement.

26. Entire Agreement. This Agreement, including all exhibits, attachments, and any properly executed amendments, constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, negotiations, representations, understandings, and communications, whether written or oral.

27. Counterparts. The Agreement may be executed in any number of counterparts and by the separate parties in separate counterparts, each of which shall be deemed to constitute an original and all of which shall be deemed to constitute the one and the same agreement.

28. Authority. The parties agree to utilize electronic signatures and that the digital signatures of the parties set forth below are intended to authenticate this Agreement and have the same force and effect as manual written signatures. Each person signing on behalf of the parties

represents and warrants that he/she has full authority to execute this Agreement on behalf of such party and that the Agreement will constitute a legal and binding obligation of such party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on behalf of each as of the date and year first above-written.

**CLAY COUNTY ECONOMIC
DEVELOPMENT CORPORATION**

By: _____

Print Name: _____

Print Title: _____

**CLAY COUNTY, a political subdivision of the
State of Florida**

By: _____

Betsy Condon
Its Chairman

ATTEST:

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

F:\Contract\Tourism Department\Funding Agreement - EDC Feasability Study 2025.docx



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County Commissioners

DATE: 4/9/2025

FROM: Megan Covey, Grants Director

SUBJECT:

Approval of Resolution of the Board of County Commissioners of Clay County, Florida, adopting the Clay County Disaster Policy and the Clay County Emergency Financial Plan.

The newly adopted Disaster Policy and Emergency Financial Plan will take effect on June 10, 2025.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Clay County is a recipient of FEMA Public Assistance, among other Federal Programs related to disaster recovery, which is administered by the Florida Division of Emergency Management.

The County has opted into the State's F-ROC (Florida Recovery Obligation Calculation) Program.

As part of the F-ROC (Florida Recovery Obligation Calculation) Program, the State recommends that participating Counties establish both a Disaster Policy and an Emergency Financial Plan.

The adoption and implementation of a disaster policy and an emergency financial plan, will establish guidelines in addition to the County's Purchasing Policy, Grants Management Policy, and Personnel Policy.

ATTACHMENTS:

Description Type		Upload Date	File Name
Disaster Policy	Backup Material	6/5/2025	Disaster_Policyada.pdf
Emergency Financial Plan	Backup Material	6/5/2025	Emergency_Financial_Plan_ada.pdf
Disaster Policy and Financial Plan Resolution	Resolution Letter	6/5/2025	Resolution_Disaster_Policy_and_Emergency_Financial_Plan_publicada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
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BCC

Streeper, Lisa

Approved

6/4/2025 - 4:49 PM

Item Pushed to Agenda

EXHIBIT A

CLAY COUNTY DISASTER POLICY

A. PURPOSE

This policy establishes guidelines for personnel, procurement, budget, and grant management to effectively and efficiently account for time, materials, and financial resources during a declared federal state of emergency.

B. APPLICABILITY

This policy applies to all departments and divisions under the Clay County Board of County Commissioners (BCC) during a declared federal state of emergency.

C. DEFINITIONS

Backfill Employee: A backfill employee is temporarily hired to fill a position that is needed to respond to the incident. Backfill employees shall be paid at the normal pay rate of the position they are filling.

Reassigned Employee: A reassigned employee is a current BCC employee temporarily assigned to a position that is substantially different from their normal duties and continues to be paid at their normal rate.

These definitions do not apply to “step up” or “out of class” BCC employees for Public Safety. The BCC’s Collective Bargaining Agreement applies to Fire Rescue personnel and defines “step up” and “out of class” assignments.

D. DISASTER LABOR POLICIES

Prison Labor: The County does not employ prison labor to participate in disaster response or recovery, but should an event necessitate the use of prison labor, the County will pay the Correctional Department for agreed upon rates for inmate services.

Meals: Employees and volunteers engaged in eligible emergency work in the County, including those at the Emergency Operations Center, are eligible to receive meals purchased by the County during a declared federal state of emergency, provided the individuals are not receiving per diem. Deployed employees through deployments organized by the State of Florida should refer to the County’s Travel Policy to determine their per diem or reimbursement rate for meals and other mission-related expenses. All other employees are responsible for their own meals unless conditions prevent the employees from being able to leave their location or if food is unavailable. In such cases, the County will provide meals.

Force Account Labor: Disaster related force account labor (including all administrative costs) will

be tracked in Workday, the County's Enterprise Resource Planning (ERP) software. Using the "Grant Funded" worktag option on timesheets, employees performing eligible disaster work will tag their hours related to disaster preparedness, response, and recovery using the named disaster worktag (e.g. "Hurricane Milton"). Employees may also use the "Comments" field to add detailed descriptions of their performed work assignments. Disaster recovery time tagging may extend well beyond the timeframe of the local activation or declared federal state of emergency. Administrative costs should continue to be tagged for work related to managing or performing repairs to facilities post-incident and participating in the FEMA Public Assistance Program (i.e. site inspections, meetings, preparing claim submissions). Pay codes during a state of emergency are addressed in the Personnel Policies Manual.

E. DISASTER PURCHASING POLICIES

Chapter 6 of the Clay County Purchasing Policy addresses Emergency Purchases. The Purchasing Policy governs procurement practices during a state of emergency, including events with a federal disaster declaration eligible for the FEMA Public Assistance Program or public safety deployments organized by the State of Florida. Competitive procurement of goods and services will resume within 72 hours after the end of a local disaster activation. In addition to the Purchasing Policy, employees adhere to the Clay County Purchasing Department's Procurement Preparedness Plan and Procedures before, during, and after an emergency.

Personnel assigned to deployments should continue to follow the guidelines set forth in the Clay County Purchasing Policy. This includes guidelines related to the use of Purchasing Cards (P-Cards). If an employee incurs eligible work-related costs while on deployment, they should follow the County's standard reimbursement procedures to receive payment. Employees will be reimbursed out of their Cost Center, and any state or financial assistance that is received later for expenditures will be reconciled by the Grants Management Department and the Clay County Clerk of Court and Comptroller Office Finance Department and recorded appropriately for the Single Audit.

F. DISASTER BUDGETING POLICIES

The County will utilize its Emergency Financial Plan to identify strategies to close the gap between the disaster costs and the County's financial capacity. Strategies may include using rainy day funds, reprioritizing projects in the annual operational budget, and borrowing. The Emergency Financial Plan will be reviewed annually.

G. ENFORCEMENT & COMPLIANCE

The County Manager, in coordination with Assistant County Managers and Department Directors, shall ensure adherence to this policy. Compliance is essential to ensuring that the County accurately documents and reports its disaster related expenditures, which may be eligible for federal reimbursement. Federal funds are subject to 2 CFR Part 200 and the Grants Management Department is responsible for overseeing 2 CFR Part 200 compliance within the County.

EXHIBIT B

CLAY COUNTY EMERGENCY FINANCIAL PLAN

A. PURPOSE

In the event of a state of emergency, the Clay County Board of County Commissioners will make emergency funds available to support County operations and emergency repairs, as necessary.

B. APPLICABILITY

This plan anticipates the needs of all departments and divisions under the Clay County Board of County Commissioners (BCC) during a state of emergency.

C. BACKGROUND

One of the most common emergency threats to Clay County is hurricanes, which can produce high winds, flooding, and tornadoes. The County's Division of Emergency Management also prepares for the potential of wildfires, extreme temperatures, severe thunderstorms, hazardous material incidents, pandemics, and active assailants.

D. FINANCIAL VULNERABILITIES

Depending on the severity of the emergency, the County may anticipate the following types of expenses:

Debris Removal – Activities such as clearance, removal, recycling, and disposal of debris, which includes, but is not limited to, vegetative debris, construction and demolition debris, sand, mud, silt, gravel, rocks, boulders, white goods, and vehicle and vessel wreckage.

Emergency Protective Measures – Actions taken by the County before, during, and after an incident to save lives, protect public health and safety, and prevent damage to improved public and private property.

Roads and Bridges – Restoration of public roads and bridges for which the County has legal responsibility.

Buildings and Equipment – Actions to protect and restore County owned buildings, contents, equipment, and vehicles.

Parks and Recreation – Actions to protect and restore County owned facilities such as parks, playground equipment, swimming pools, tennis courts, boat docks, picnic tables, ball fields, and piers.

Administrative Costs – Costs associated with grant management under the FEMA Public Assistance Program.

E. STRATEGIES TO REDUCE FINANCIAL VULNERABILITIES

Storm preparation and planning are the most effective strategies to protect the County financially. The preparation and planning provide for the protection and use of County assets both physical and monetary. The County has set aside disaster recovery funds to provide for the initial steps in disaster response. The continued maintenance of reserves allows the County to position itself to direct resources to the most vulnerable areas and post-disaster recovery.

When included in a federal disaster declaration, the Clay County BCC requests financial assistance through the FEMA Public Assistance (PA) Program. Through the PA Program, FEMA provides supplemental federal grant assistance for debris removal, emergency protective measures, and the restoration of disaster-damaged, publicly owned facilities, and specific facilities of certain private non-profit organizations. The PA Program also encourages protection of these damaged facilities from future incidents by providing assistance for hazard mitigation measures and code compliance. FEMA provides this assistance based on the authority granted in statutes, executive orders (EOs), regulations, and policies.

The County also participates in the FEMA Hazard Mitigation Grant Program (HMGP) pre-disaster and FEMA 406 Mitigation post-disaster to harden facilities and reduce the threat of future damages and catastrophic expenses.

RESOLUTION NO. 2024/2025- _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, ADOPTING THE CLAY COUNTY DISASTER POLICY AND THE CLAY COUNTY EMERGENCY FINANCIAL PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the County is a recipient of FEMA Public Assistance, among other Federal Programs related to disaster recovery; and

WHEREAS, the Florida Division of Emergency Management is responsible for distributing FEMA Public Assistance funds to local governments in Florida; and

WHEREAS, the County opted-in to the Florida Division of Emergency Management F-ROC (Florida Recovery Obligation Calculation) Program for Public Assistance; and

WHEREAS, as part of the F-ROC Program, the Florida Division of Emergency Management recommends that every County adopt a disaster policy and an emergency financial plan; and

WHEREAS, the Board desires to adopt and implement a disaster policy and an emergency financial plan, which establish guidelines in addition to the County's Purchasing Policy, Grants Management Policy, and Personnel Policy, that will become effective on June 10, 2025.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Clay County, Florida, as follows:

Section 1. The Board of County Commissioners of Clay County, Florida hereby adopts the Clay County Disaster Policy and the Clay County Emergency Financial Plan attached hereto as Exhibit A ("Disaster Policy") and Exhibit B ("Emergency Financial Plan"), respectively.

Section 2. This Resolution shall become effective immediately upon its adoption.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida this 10th day of June, 2025.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____
Betsy Condon, Its Chairman

ATTEST:

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

F:\Policies and Programs\Disaster and Emergency Financial Plans\DRAFT_Adopting Resolution for Disaster Policy and Emergency Financial
Plan CG Redlines.docx



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA
ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Project Highlights	Cover Memo	6/6/2025	Project_Highlights_6.6.25ada.pdf
▢ Project Highlights Spreadsheet	Backup Material	6/6/2025	Copy_of_Project_Highlights_Spreadsheet_6.10.25.pdf
▢ BTP Update	Backup Material	6/6/2025	Board_Update_06-10-2025_FINALada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	6/3/2025 - 3:56 PM	Item Pushed to Agenda



Personnel and Benefits
Division

Physical Address:
477 Houston Street,
Green Cove Springs,
Florida 32043

Mailing Address:
P. O. Box 1366,
Green Cove Springs,
Florida 32043

Phone: 904-278-4719
904-529-4719

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

www.claycountygov.com



June 6, 2025

To: Clay County Board of County Commissioners

From: Ed Dendor, Director of Capital Projects
Richard Smith, Engineering Director
Eric Pope, Public Works Director
Justin Pierce, Parks and Recreation Division Director
Gene Price, Facilities Operations and Maintenance Division Director

Project Updates- Highlights

Capital Projects

- PRJ100357 Fire Station 22
 - Project Brief: The Project consists of constructing a new 5-bay Fire Station located in Fleming Island (CR220 & Arena Rd.) constructed under a P3 delivery method with Fortress Secured.
 - Current Status:
 - 100% CD's received.
 - RAI regarding O&M manual resubmitted for District Permit.
 - Currently working on resubmittal for DRC's Landscape Department.
 - Challenges:
 - No foreseen challenges at this time.
- PRJ100563 Fire Station 1
 - Project Brief: The Project consists of constructing a new 5-bay Fire Station located in Middleburg (Brannan Field Rd.) constructed under a P3 delivery method with Fortress Secured.
 - Current Status:
 - 100% CDs received.
 - Development Plan approved.
 - Currently working with CCUA on getting a stormwater easement agreement in order to submit to SJRWMD.
 - Challenges:
 - No foreseen challenges at this time.
- PRJ100190 Fire Station 20
 - Project Brief: This is a 16,000 SF single story 5 bay Fire Station
 - Designed by: Dasher Hurst Architects
 - Constructed by: Ajax Building Co
 - Current Status: This project is under construction, currently 90% complete
 - Final completion is scheduled for the end of July
 - Ribbon Cutting Ceremony Schedule Mid-August
 - Challenges:
 - Meeting the Completion Deadline

- PRJ100558 Courthouse 4th Floor and Entry Design and Renovation
 - Project Brief: This project is a build out and renovation of approximately 17,000 SF of the Clay County Courthouse in Green Cove Springs, Fl.
 - Current Status:
 - Design has been completed with Dasher-Hurst
 - Currently advertised on the County's procurement website (Open gov)
 - Challenges:
 - No foreseen challenges at this time.
- PRJ100474 Tax Collectors Office – Orange Park
 - Project Brief: The Project consists of conversion and construction of a 8,150 sq. ft facility within the Challenge Enterprises shopping center at 518 Kingsley Ave in Orange Park. Relocation from the Park Ave location provides greater access for and services to north Clay County residents.
 - Current Status:
 - Active construction; 50% complete
 - Challenges:
 - On schedule / no current challenges.

Public Works

- All PW Projects in relation to this meeting have been completed

Parks & Recreation

- RVZ Court Lighting Requisition has been submitted for the Basketball and Tennis Courts. The project will take 8-10 weeks upon receiving the purchase order.

Facilities

- PRJ100594 Facilities completed the installation of the portables at the Outdoor Adventure Park and Ronnie Van Zant Park. These portables were procured from the School Board and will be used as workspaces and citizen check in location at the Outdoor Adventure Park.

Engineering

- Work continues on the CR 220 project, from Knight Boxx Road to Hollars Place. The old bridge on CR 220 is partially removed, and the new bridge construction is underway. Work will intensify in the Henley Road intersection area in the coming months as the storm pipe installation along Rideout Ferry Road nears completion. Drivers should expect lane closures and possible delays as the intersection work commences.
- FDOT UPDATE: Resurfacing work has resumed on the US 17 project, from Eagle Harbor Parkway south to Village Square Parkway. Most of the work on this project is performed at night, with a projected completion date of late Fall, 2025.

- Also, in preparation of the opening of the First Coast Expressway, the Diverging Diamond Interchanges at Henley Road and SR 16 have been placed into operation. Please note the traffic pattern shifts as you travel Henley Road and SR 16. Drive with caution and follow the pavement markings and signage. All ramps at the two interchanges will remain closed until this segment of the Expressway is opened to traffic, which FDOT anticipates to be this summer.

Project Updates

Project	Project Description	Project Current Phase
PRJ100677 2nd Floor Office Remodel	To have space remodeled to accommodate current and future growth.	Design > Design
PRJ100684 2nd Set of Bunker Gear	To provide second set of bunker gear.	Procurement/Delivery > Procurement/Delivery
PRJ100558 4th Floor and Entry Design and Renovation	This project covers costs associated with design and reno of the 4th floor entrance	Design > Design (10/24/2023 - 04/04/2025)
PRJ100611 Administration Building - 3rd and 4th Floor Renovation	This project is for the design and renovation of the 3rd and 4th Floor Admin building.	Scope > Scope
PRJ100689 Aging True - Green Cove Springs HVAC	Replace 20 ton unit	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100753 Aging True - Green Cove Springs Office Renovations	Project to renovate office space within the Green Cove Springs Aging True building to accommodate space for Community Services and Veteran Services	Construction/Delivery > Construction/Delivery
PRJ100690 Aging True - Green Cove Springs Pressure Cleaning	Pressure clean building	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100707 Aging True - Keystone Heights Bathroom Renovation	Renovate bathrooms	Scope > Scope
PRJ100709 Aging True - Keystone Heights Gutter Replacement	Replace gutters	Construction/Delivery > Construction/Delivery
PRJ100775 Aging True - Keystone Heights Parking Lot	To repave parking lot at the Keystone Heights branch for Aging True. Getting reduced costs to pave at the same time as the Tax Collector Building renovations/parking lot project.	Construction/Delivery > Construction/Delivery
PRJ100776 Aging True - Middleburg Building Siding	This project covers the siding replacement at the Middleburg Senior Center Building	Construction/Delivery > Construction/Delivery
PRJ100706 Aging True - Orange Park Flooring	Replace vinyl flooring	Scope > Scope
PRJ100708 Aging True - Orange Park Fountain Upgrade	Upgrade water fountain	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100705 Aging True - Orange Park Parking Lot Lights	Replace exterior lights in parking lot	Scope > Scope
PRJ100554 Air Conditioning - Ducts - Controls - Old Side	This project covers costs associated with the air conditioning and ducts at the court house	Construction/Delivery > Construction/Delivery
PRJ100781 Ambulance Billing Office Renovations	Renovation of the the old dental building to house the Ambulance Billing staff	Construction/Delivery > Construction/Delivery
PRJ100693 Amenity Sunshades	Installation of shade structures over various playground equipment, bleachers, and park amenities.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100477 Americans with Disabilities (ADA) Plan	This project covers the ADA Plan	Construction/Delivery > Construction/Delivery
PRJ100210 Animal Services Building	The Project shall consist of the construction of Clay County Animal Services Shelter and Care Facility ("Shelter"), which shall include, but not be limited to, kennels, offices, and medical space for veterinarian services. The Shelter will be placed on property owned by the County located at 2511 County Road 220, Middleburg, Florida 32068. The size of the Shelter is estimated to be between 28,000 and 32,000 square feet.	Construction/Delivery > Construction/Delivery
PRJ100540 Athletic Fields Safety Netting	This project covers Athletic Fields Safety Netting	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100478 Black Creek Bike Trail	This project covers Black Creek Bike Trail	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100696 Bleacher and Bench Replacement	Replacement and standardization of bleachers and benches at various diamond fields	Scope > Scope
PRJ100625 Boat Ramp Storm Damage Repairs	This project is associated with boat ramp storm damage repair tasks.	Design > Design
PRJ100479 Bridge 710027 CR 220\Knight Boxx	This project is related to bridge maintenance and repairs.	Scope > Scope
PRJ100480 Bridge 710048 Old Carter Road	This project is related to bridge maintenance and repairs.	Scope > Scope
PRJ100481 Bridge 710053 North Chickory Ave	This project covers repairs and maintenance to the bridge located on N Chickory Ave	Scope > Scope
PRJ100482 Bridge 714056 CR209 North Haven Rd	This project is related to bridge maintenance and repairs.	Scope > Scope
PRJ100685 Brush Truck Conversions	To purchase skid packs and specialized equipment to convert old rescue units or one ton or larger pickup trucks into wild land response vehicles.	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100387 Building Department Building	items related to the new building department building	Construction/Delivery > Construction/Delivery (11/15/2024 - 11/07/2025)
PRJ100675 Building Maintenance Equipment Storage	Storage facility to house equipment to increase longevity of the equipment	Scope > Scope
PRJ100366 Burn Building	This project will cover the cost of securing/building a burn building. These buildings are used in training Clay County Fire Rescue members.	Design > Design
PRJ100483 CAD Implementation	This covers the CAD Implementation project.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100485 Camera System Upgrades - Environmental Services	This project covers camera systems upgrades at the environmental services areas.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100721 Camp Chowenwaw Amphitheater	Demolition and installation of new amphitheater for events and programs	Scope > Scope (10/01/2025 - 09/30/2026)
PRJ100486 Camp Chow Board Walk Repairs	This project covers the Camp Chow Board Walk Repairs	Scope > Scope
PRJ100487 Camp Chow Building Repairs	This project covers building improvements at Camp Chow	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100488 Camp Chow Roadway Improvements	This project covers roadway improvements at Camp Chow	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100489 Camp Chow Septic Tank Stabilization	This project covers the Camp Chow Septic Tank Stabilization	Scope > Scope
PRJ100491 Carl Pugh Drainage	This covers projects related to the Carl Pugh Drainage project	Design > Design
PRJ100609 CCSO Building 500 Build Out	This project covers the CCSO Build Out of Building 500 on Town Center Blvd in Fleming Island.	Design > Design (05/15/2024 - 08/11/2025)
PRJ100187 Cheswick Oaks Avenue Extension		Scope > Scope (10/01/2025 - 09/30/2026)
PRJ100670 Chiller Coil Replacement at EOC	This project covers costs associated with replacing the chiller coil at the EOC	Construction/Delivery > Construction/Delivery
PRJ100674 Clay County Archives Renovation	Design services to be used by Grants to request funding of renovations	Scope > Scope
PRJ100399 Clay County Flooding Vulnerability Assessment	This project includes flooding vulnerability assessment tied to the ARPA Storm water Study	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100560 Clay County Greenways Expansion	This project code covers the Clay County Greenways expansion project.	Construction/Delivery > Construction/Delivery
PRJ100492 College Drive Initiative (CDI) Charrette	This is related to the College Drive Initiative projects.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100194 College Resurfacing Restoration And Rehabilitation CR220 T	This project covers the RRR on College Drive from SR 21 to CR 220	Post-Construction/Delivery > Post-Construction/Delivery

Project Updates

Project	Project Description	Project Current Phase
PRJ100676 County Building Analysis	To have subject matter experts evaluate current conditions of County buildings to determine future planned projects.	Scope > Scope
PRJ100199 CR209 - CR315 B - Sandridge	Upgrades to CR 209 from Peters Creek to Sandridge	Construction/Delivery > Construction/Delivery
PRJ100196 CR209 - US17 To CR315 B	This project covers the conversion to 4 lanes of CR 209 from Peters Creek S to US 17	Construction/Delivery > Construction/Delivery
PRJ100186 CR218 Extension	This project involves the extension of CR218 in Clay County- Cathedral Oaks	Scope > Scope (03/01/2025 - 09/30/2025)
PRJ100147 CR218 Wide Pinetree Cosmo	This projects provides roadway, utility relocation, and drainage design and construction (and other miscellaneous work) on CR 218 from Cosmos Avenue to Pine Tree Lane in Middleburg, Florida	Construction/Delivery > Construction/Delivery
PRJ100201 CR220 Baxley To Henley	Upgrades to CR220 - Baxley Rd. to west of Henley Rd.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100171 CR220 - Henley Road To Knight Boxx	This projects included improvements on CR220 - Henley Road To Knight Boxx	Construction/Delivery > Construction/Delivery (01/20/2025 - 08/13/2026)
PRJ100221 CR220 - Quadrant Intersection	This project covers the CR220 - Quadrant Intersection	Construction/Delivery > Construction/Delivery (12/18/2024 - 03/08/2026)
PRJ100197 CR220 Resurfacing Restoration And Rehabilitation Swim Pen Creek	This projects cover the RRR of CR 220 from Swimming Pen Creek to US 17	Construction/Delivery > Construction/Delivery
PRJ100212 CR220 - SR21 To Henley	This project covers the upgrades to CR 220 from SR 21 to Henley Rd	Construction/Delivery > Construction/Delivery (12/18/2024 - 03/08/2026)
PRJ100493 Doctors Lake Site Improvements	This project covers the site improvements for Doctors Lake.	Design > Design
PRJ100802 Drain Field - Fire Station 23	This project is for the removal and replacement of the old drain field.	Construction/Delivery > Construction/Delivery (12/19/2024 - 03/20/2025)
PRJ100799 Drainage - Breckenridge Drive	ARPA drainage project for Breckenridge Drive	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100812 Drainage - Capella Road	Underdrain improvement in ARPA for Capella Road	Construction/Delivery > Construction/Delivery
PRJ100811 Drainage - Halperns Way	Drainage repair project in ARPA for Halperns Way	Construction/Delivery > Construction/Delivery
PRJ100773 Drainage - Laurel Drive	ARPA drainage project for Laurel Dr	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100801 Drainage - Loch Rane Boulevard	Loch Rane Blvd drainage CIPP project	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100798 Drainage - Marquois Drive	ARPA drainage project for Marquois Drive	Construction/Delivery > Construction/Delivery
PRJ100494 Drainage Oakleaf Sports Complex	This project covers Drainage Oakleaf Sports Complex	Design > Design
PRJ100771 Drainage - Richard Lee Street	ARPA drainage project for Richard Lee St	Construction/Delivery > Construction/Delivery (01/06/2025 - 04/06/2025)
PRJ100772 Drainage - Robin Road	ARPA drainage project for Robin Road	Construction/Delivery > Construction/Delivery (01/02/2025 - 03/03/2025)
PRJ100576 Drainage - Storm Water	This project is a placeholder for various storm water drainage improvements and maintenance projects throughout the county.	Scope > Scope (10/01/2025 - 09/30/2026)
PRJ100774 Drainage - Timberline Drive	ARPA drainage project for Timberline Dr	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100498 Emergency Management Overhang	This project covers tasks related to the emergency management overhang located at the EOC	Design > Design
PRJ100733 Emergency Management Plans - Rewrite Develop and Update	For expenses/purchases needed to meet the appropriate qualifications in acquiring the Emergency Management Accreditation Program status to increase FEMA reimbursement percentages.	Construction/Delivery > Construction/Delivery
PRJ100500 Environmental Center Compactors	This project is to replace four (4) aging 40-yard compactor receiver boxes currently in operation at each ECC.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100519 Exterior Building Sealant	This project covers costs associated with the exterior building sealant	Construction/Delivery > Construction/Delivery
PRJ100692 Exterior Painting of Emergency Operations Center (EOC)	Cleaning and painting of the exterior of the EOC including concrete fence in and out.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100501 Extrication Equipment	This project covers the purchasing of extraction equipment related to public safety.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100284 Fairgrounds Events Center	This projects covers infrastructure improvements for the Clay County Fairgrounds	Design > Design
PRJ100302 Fairgrounds - FDACS Livestock Pavilion Infrastructure	This project covers the infrastructure for the livestock pavilion.	Construction/Delivery > Construction/Delivery
PRJ100173 Fairgrounds Sewer Improvements	This project covers the improvements at the Clay County Fairgrounds, including but not limited to, sewer and water improvements.	Design > Design
PRJ100203 First Coast Connector CR315 To First Coast Expressway	Construction of the First Coast Connector CR315 To First Coast Expressway	Construction/Delivery > Construction/Delivery
PRJ100202 First Coast Connector From US17 To CR315	Construction of the FCC from Maryland Ave. to US17	Pre-Construction/Procurement > Pre-Construction/Procurement (09/30/2024 - 09/30/2024)
PRJ100450 FEMA Hazard Mitigation - Indigo Branch Drainage- Design	This project covers FEMA Hazard Mitigation - Indigo Branch Drainage - Design	Design > Design
PRJ100503 Fire Master Plan	This project covers the cost associated with a master fire plan	Construction/Delivery > Construction/Delivery
PRJ100507 Fire Rescue Storage Sheds	This project covers costs associated with the purchasing of storage sheds for Fire Rescue	Scope > Scope
PRJ100563 Fire Station 1 - Branan Field	This project covers the tasks associated with Fire Station 1	Design > Design
PRJ100825 Fire Station 5 - CR218 and Blue Jay	This project is to cover the design and construction of fire station 5 in the Clay Hill area of Clay County.	Scope > Scope
PRJ100687 Fire Station 13 Front Room Renovation	To renovate large front room to create new bunk room and storage.	Design > Design
PRJ100615 Fire Station 14 - Kitchen Renovation	This covers tasks associated with the fire state 14 kitchen renovation project.	Construction/Delivery > Construction/Delivery
PRJ100651 Fire Station 14 - Parking Lot Paving	This project covers the parking lot paving of FS 14	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100285 Fire Station 15 - Lake Asbury	This project is to cover the design and construction of fire station 15 in the Lake Asbury area of Clay County.	Design > Design

Project Updates

Project	Project Description	Project Current Phase
PRJ100686 Fire Station 17 Shower Addition	To add additional shower capacity for six person fire station.	Design > Design
PRJ100614 Fire Station 18 - Bathroom Remodel	This project covers costs associated with remodel of the bathroom at fire station 18	Construction/Delivery > Construction/Delivery
PRJ100810 Fire Station 18 Front Parking Lot Replacement	This project covers the demolition and reconstruction of the FS 18 parking lot, including, the striping of the parking lot and the Parking lot & Apparatus apron	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100744 Fire Station 18 HVAC Replacement	to replace and upgrade the HVAC system at station 18	Construction/Delivery > Construction/Delivery
PRJ100357 Fire Station 22 - Fleming Island	This project is to cover the design and construction of Fire Station 22 in the Fleming Island area of Clay County.	Design > Design
PRJ100286 Fire Station 24 - Virginia Village	Project shall consist of the design and construction of the new Clay County Fire Station 24, located at the intersection of Sweat Road and CR 226. The total area of Fire Station 24 will be approximately 13,000 square feet.	Design > Design
PRJ100754 Flashing Beacon Speed Indicators	This project covers purchase and installation of flashing beacon speed indicators	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100510 Fleming Island Library HVAC	This project covers the Fleming Island Library HVAC system.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100720 Fleming Island Library Parking Lot	Resurface and stripe the existing Fleming Island Library parking lot.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100621 Flock Cameras - Parks & Recreation	Placeholder to cover flock cameras for various parks throughout the county	Procurement/Delivery > Procurement/Delivery (10/01/2024 - 09/30/2025)
PRJ100342 Flood Mitigation Assistance (FMA) 4055 Lazy Acres Rd	This project covers the Flood Mitigation projects being completed at Lazy Acres	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100502 Floor and Counter Replacements - Administration Building	This project covers costs associated with the floor and counter replacements in the admin building	Construction/Delivery > Construction/Delivery
PRJ100511 Fox Meadow Playground	This project covers the purchase and installation of the fox meadow playground	Construction/Delivery > Construction/Delivery (06/28/2024 - 08/31/2025)
PRJ100504 Front Elevators Modernization - Administration Building	This project covers costs associated with the modernization of the front elevators at the admin building	Construction/Delivery > Construction/Delivery (12/13/2024 - 05/09/2025)
PRJ100678 Godbold Building Renovations and CCUA Transition	Building upgrades included kitchen for educational classes	Design > Design
PRJ100512 Godbold Building Repairs	This project covers costs associated with the repairs to the Godbold Building.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100779 Governors Creek Boathouse Storage	This project covers the costs associated with the Governors Creek Boathouse Storage.	Construction/Delivery > Construction/Delivery (02/10/2025 - 04/11/2025)
PRJ100514 Green Cove Springs Fuel Station	This project covers costs associated with the Green Cove Springs Fuel Station	Construction/Delivery > Construction/Delivery
PRJ100755 Green Cove Springs Library Roof	Roof replacement for the Green Cove Springs Library	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100602 Greenway Expansion	Design, Construction, and CEI of Clay County Greenway Expansion from Live Oak Lane, to Jennings State Forest. This will include parking areas, restroom facilities, trails, and other associated needs.- PLACEHOLDER	Construction/Delivery > Construction/Delivery
PRJ100365 Greenway Trail	This project includes the Design of trail from Live Oak LN to Jennings Park	Construction/Delivery > Construction/Delivery
PRJ100407 Greenway Trail Construction Grant (FDOT)	This project includes paving Live Oak Lane, parking areas, restroom facilities, trails	Construction/Delivery > Construction/Delivery
PRJ100297 Greenwood Drainage Improvements	Greenwood Drainage Improvements	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100767 Gun Range Office	This project covers costs associated with the Gun Range office	Scope > Scope
PRJ100623 Gun Range - Road Monument Sign	This project covers costs associated with a road monument sign for the Gun Range	Design > Design (11/26/2024 - 05/25/2025)
PRJ100593 Gun Range - Shed	This project covers the shed at the gun range	Design > Design (11/25/2024 - 05/13/2025)
PRJ100622 Gun Range - Shooting Lane Grade Work & Gutters	This project covers shooting lane grade work at the Clay County Gun Range as well as other shooting lane activities.	Design > Design (11/26/2024 - 05/25/2025)
PRJ100334 Health Department Buildings Renovations-ARPA	Clay County Health Department provides a range of services to the community. Some services are free, or based on a sliding scale fee.	Construction/Delivery > Construction/Delivery
PRJ100752 Historic Courthouse Roof Replacement	This covers the roof replacement of the Historic Courthouse in Green Cove Springs.	Design > Design
PRJ100296 Homestead Road Drainage - Tanglewood	Homestead Road Drainage - Tanglewood	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100636 Hunter Douglas Playground	This project covers costs associated with the playground at Hunter Douglas Park	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100497 HVAC - Administration Building	This project covers costs associated with the Administration Building HVAC system	Construction/Delivery > Construction/Delivery
PRJ100551 HVAC - Agriculture Agent	This project covers costs associated with HVAC unit at the agricultural agent facility	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100631 Island Forest Basketball Court Demolition and Rebuild		Post-Construction/Delivery > Post-Construction/Delivery

Project Updates

Project	Project Description	Project Current Phase
	Project shall consist of the design and construction of renovations to the Clay County Jail to provide secure inmate housing space and maximize the number of additional inmate beds for the Clay County Jail. The Project shall include the renovation of existing spaces into dormitories to provide immediate relief for additional housing. Services includes design Services and post-design Services during the construction of the Project. The design Services shall be performed by the Consultant at an accelerated pace within 3 months in accordance with Consultant’s Proposal.	
PRJ100331 Jail 2nd and 3rd Floor Renovations	*Services will be paid using ARPA Funds.	Design > Design (01/15/2025 - 05/07/2025)
PRJ100803 Judicial Facility Master Plan	To create a plan for current and future Courthouse needs.	Construction/Delivery > Construction/Delivery
PRJ100291 Keystone Heights Lakes Projects	This project is a supportive project related to restoring the lake levels in Keystone Heights.	Construction/Delivery > Construction/Delivery
PRJ100294 Knight Boxx and CR220 Drainage Improvements	Knight Boxx and CR220 Drainage Improvements	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100717 Lake Brooklyn Site Improvements	Site plan and construction to include parking, and amenity improvements to Lake Brooklyn Park and boat ramp.	Scope > Scope
PRJ100826 Lake Geneva Restoration	Cut trees down to stumps growing in Lake Geneva to expand usable waterways and remove below the surface boating hazards.	Scope > Scope
PRJ100718 Lake Geneva Site Improvements	Design and construction to include parking improvements and restroom to Lake Geneva boat ramp.	Pre-Design > Pre-Design
PRJ100414 LAP - CR220 Intersection Improvements - Lakeshore Dr. to Old Hard Rd.	This project includes CR220 Intersection Improvements - Lakeshore Dr. to Old Hard Rd.	Construction/Delivery > Construction/Delivery
PRJ100306 LAP Project Management - Intersection Design CR220		Post-Construction/Delivery > Post-Construction/Delivery
PRJ100305 LAP Project Management - Sidewalk CR218	This projects covers the installation of sidewalks from Clay Hill Elementary to Taylor Road along County Road 218.	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100732 Leachate System Improvements	This project covers the Leachate System Improvements tied to Environmental Services	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100559 Live Oak Construction	This project covers live oak construction projects	Construction/Delivery > Construction/Delivery
PRJ100441 Network Security Upgrades	This project covers Cyber Security Enhancements	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100766 Main St. Park Expansion & Boat Ramp Upgrades	This project covers costs associated with the Main street park and boat ramp expansion and upgrades	Scope > Scope
PRJ100472 Middleburg Colored School Grant	Middleburg Colored School Funds will be used to hire a historic preservation architect to conduct a historic structure report.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100778 Middleburg Substation Doors	Replacement doors for substation	Construction/Delivery > Construction/Delivery
PRJ100671 Middleburg Substation Lift Station	Design and construction of lift station for Sheriff's Office Middleburg substation.	Construction/Delivery > Construction/Delivery
PRJ100223 Mobility Project - NS3 and EW1 Project 8		Scope > Scope (10/01/2024 - 09/30/2025)
PRJ100520 Mobile Command Post Refurbish	This project covers costs associated with the refurbishment of the mobile command post.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100522 Mobile Radio Tower	Placeholder for tower maintenance	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100819 Moccasin Slough Classroom	This project is for the Nature Center with Restroom building as part of the FCT Management Plan for Moccasin Slough.	Pre-Design > Pre-Design
PRJ100391 Moccasin Slough Tower Boardwalk	Moccasin Slough is located off of Highway 17. This 255-acre park invites you to explore the trails, one fitness trail, a playground and a covered pavillion.	Design > Design
PRJ100524 Monument Signs	PLACEHOLDER-This projects serves as a placeholder for various monument signs within the county	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100790 Moody Avenue Emergency Repair		Post-Construction/Delivery > Post-Construction/Delivery
PRJ100711 Moody Park Playground Remodel	Replacement of playground unit, drainage system and pour in place surface due to age.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100612 Multi-Agency Storage Warehouse		Scope > Scope
PRJ100464 Multi Factor Authentication Implementation	The Multi-Factor Authentication (MFA) project strengthens the security of our systems by requiring users to verify their identity through a second step—such as a code sent to their phone or physical key—beyond just a password. This added layer of protection helps prevent unauthorized access, even if a password is stolen or compromised. The goal is to safeguard sensitive data, improve cybersecurity resilience, and protect both employees and county services from increasing cyber threats.	Construction/Delivery > Construction/Delivery
PRJ100471 National Fitness Campaign Grant 2023	National Fitness Campaign GrantPurchase, install and launch outdoor Fitness Court.	Pre-Design > Pre-Design
PRJ100355 Neptune Park Phase II	This phase include a new ball field, parking expansion, storage and a playground.	Construction/Delivery > Construction/Delivery

Project Updates

Project	Project Description	Project Current Phase
PRJ100209 Oakleaf / Eagle Landing Signal	This project includes the Oakleaf / Eagle Landing Signal	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100526 Oakleaf Library	This project covers costs associated with the new library in Oakleaf	Pre-Design > Pre-Design
PRJ100527 Oakleaf Playground	This project covers the oakleaf playground	Construction/Delivery > Construction/Delivery
PRJ100745 Office Space Conversion/Remodel	Project to convert/remodel an existing space into offices	Scope > Scope
PRJ100669 Omega Park - CCUA Connection	This project covers the planning and design services for the Clay County Omega Park CCUA connection	Design > Design
PRJ100765 Omega Park - Lighting	This project covers costs associated with lighting at Omega Park	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100719 Orange Park Library Improvement Plan	Increase the size and capacity of the meeting room, including an ADA compliant kitchen, and increase the size and capacity of the storytime room.	Scope > Scope
PRJ100701 Fencing - Countywide	Repair, replace and install fencing throughout the County.	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100702 Park and Recreation Pressure Washing	Pressure washing services for park playgrounds, pavilions and courts.	Scope > Scope (10/01/2024 - 09/30/2025)
PRJ100698 Parks and Recreation Program Equipment	Various equipment and supplies for Parks and Recreations programs	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100697 Parks and Recreation Special Events Equipment	Various equipment and supplies for Parks and Recreation large scale events.	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100703 Park and Recreation Tree Removal	Various tree and limb removal at County parks.	Construction/Delivery > Construction/Delivery (10/01/2024 - 09/30/2025)
PRJ100424 Parks - Eagle Harbor - Drainage Improvements	This project includes drainage improvements at the Eagle Harbor park- DESIGN	Design > Design
PRJ100420 Parks - Island Forest Playground	This project includes a playground at Island Forest Park	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100426 Parks - Ronnie Van Zant - Dock Replacement & Erosion Control/Stabilization	The Ronnie Van Zant Memorial Park is a public memorial park located in Lake Asbury, Clay County, Florida. The park was built in memory of Ronnie Van Zant, vocalist of Southern rock group Lynyrd Skynyrd and is located off of Sandridge Road.	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100646 Parks System Master Plan	This project covers the implementation of the Parks System Master Plan	Post-Construction/Delivery > Post-Construction/Delivery
	This is for DESIGN. Walter Odum Community Park is a 6.5 acre facility that is leased to the Police Athletic League of Clay County, Inc. The PAL provides; Youth Baseball Flag Football Youth Football Summer Basketball Youth Cheerleading	
PRJ100423 Parks - Walter Odum Park - Drainage Improvements	This project is to cover drainage improvements to the park.	Construction/Delivery > Construction/Delivery
PRJ100712 Paul Armstrong Park Parking Expansion	Improvements and parking expansion for park	Construction/Delivery > Construction/Delivery
PRJ100750 PCs - Laptops - Monitors	Continuing annual project to capture funds for purchase of County wide PC's, laptops and monitors as needed	Construction/Delivery > Construction/Delivery (10/01/2024 - 09/30/2025)
PRJ100413 Pedestrian Improvements on Evergreen Lane	This project cover the Design of Pedestrian Improvements on Evergreen Lane	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100532 Plantation Oaks Maintenance Shed	this project covers the Plantation Oaks Maintenance Shed	Scope > Scope
PRJ100716 Pond to Park	Designs and construction to include walking path around College Drive.	Scope > Scope (10/01/2025 - 09/30/2026)
PRJ100594 Portables	This project covers the portables at the gun range including the driveway installation to access designed ADA parking spaces.	Design > Design (11/26/2024 - 05/13/2025)
PRJ100682 Program and Space Analysis for Emergency Operations Center (EOC)	Program and space analysis to be completed for Emergency Management and the EOC.	Scope > Scope (10/01/2025 - 09/30/2026)
PRJ100552 Public Safety Training Relocation	This project covers costs associated with the relocation of Public Safety Training	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100783 Public Works Office - Sleepy Hollow	To construct an office for the Sleepy Hollow Pit site per approval at August LRP meeting	Scope > Scope
PRJ100282 Radar Road US17 to Town Center Boulevard	Extending Radar Road from US 17 to Town Center Blvd	Design > Design (07/26/2024 - 12/20/2024)
PRJ100544 Radio Tower Equipment Replacement	This project serves as a placeholder for radio tower equipment replacement and maintenance.	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100756 Radio Tower - Sleepy Hollow	This project covers the construction of a new radio tower at Sleepy Hollow.	Construction/Delivery > Construction/Delivery (11/26/2024 - 06/30/2026)
PRJ100207 Radio Tower Upgrades	This project includes the upgrades to the following tower: Keystone.	Construction/Delivery > Construction/Delivery
PRJ100534 Regional Park	This project covers costs associated with the regional sports complex	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100304 Regional Sports Complex	This project is for the design and construction of a multi-phase regional sports park for Clay County. T	Design > Design
PRJ100722 Fencing - Regional Sports Complex	Installation of perimeter fencing at the Regional Sports Complex	Scope > Scope
PRJ100731 Regional Sports Complex Security Measures	To allocate funds for enhancing security for the sports complex	Scope > Scope
PRJ100535 Regional Sports Equipment	This project covers costs associated with the Regional Sports Equipment	Pre-Construction/Procurement > Pre-Construction/Procurement (10/01/2024 - 09/30/2025)
PRJ100536 Relocate Girl Scout Building	This project covers the costs associated with relocating the Girl Scout building at Camp Chow	Construction/Delivery > Construction/Delivery
PRJ100699 Remote Lighting System for Parks	Remote lighting system and software for ball fields and amenities.	Pre-Construction/Procurement > Pre-Construction/Procurement

Project Updates

Project	Project Description	Project Current Phase
PRJ100538 Resurfacing Recreational Courts	Striping or restriping, painting or repainting, coating, sealing, or repairs to court surfaces and amenities. Demolition will be approved on a case-by-case basis.	Construction/Delivery > Construction/Delivery (10/01/2024 - 09/30/2025)
PRJ100713 Ronnie Van Zant Court Lighting	Lighting, of basketball, tennis, and pickleball courts	Scope > Scope
PRJ100727 Rosemary Hill HVAC Unit Upgrade	Upgrade to several components of the system to allow Facilities access for routine repairs and maintenance	Construction/Delivery > Construction/Delivery
PRJ100800 Safe Streets and Roads for All FY2023	Funding to develop a comprehensive Safety Action Plan that will be used to identify projects aimed as reducing transportation hazards and reducing roadway-related fatalities to zero.	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100200 Sandridge - Henley - CR209	Upgrades to CR 739B from Henley Rd to West of CR 209	Construction/Delivery > Construction/Delivery
PRJ100821 School Zone Beacon Time Switches	Hardware and software data support for 160 school zone beacon time switches to go automated, including the trade in allowance of the RTC time clocks	Scope > Scope
PRJ100549 Servers	This project covers costs associated with the county servers	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100330 Sidewalk - CR218 Clay Hill Elementary to Taylor Road	This projects covers the installation of sidewalks from Clay Hill Elementary to Taylor Road along County Road 218.	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100608 Sidewalk - Doctors Inlet Elementary School	This project covers costs associated with the sidewalk project at Doctors Inlet Elementary School	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100542 Sidewalk Repair Services	This project covers costs associated with various sidewalk repairs.	Construction/Delivery > Construction/Delivery (10/01/2024 - 09/30/2025)
PRJ100574 Sidewalks - Construction	This project code covers the construction of sidewalks throughout Clay County	Construction/Delivery > Construction/Delivery (10/01/2024 - 09/30/2025)
PRJ100726 Small Business Development Center (SBDC) - University of North Florida (UNF)	Continued funding from ARPA approved at the 4/9/24 BCC meeting	Procurement/Delivery > Procurement/Delivery
PRJ100743 Solid Waste Class I and C&D Building Improvements	for the design and construction improvements to the Class I and C&D buildings at Rosemary Hill	Scope > Scope
PRJ100292 Solid Waste Materials Recovery Facility Improvements	This project covers the upgrades to the solid waste materials recovery facility	Construction/Delivery > Construction/Delivery (02/04/2025 - 08/18/2025)
PRJ100742 Solid Waste Transfer Station	Project for the design and construction of a new transfer station at Rosemary Hill	Pre-Design > Pre-Design
PRJ100561 Spencer Industrial Complex	This project covers costs associated with spencer industrial complex	Pre-Construction/Procurement > Pre-Construction/Procurement (02/06/2025 - 03/25/2025)
PRJ100541 Sports Venues Scoreboards	This project covers Sports Venues Scoreboards	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100347 SR23/Frontage Trail Ridge	This project covers the SR 23 Frontage Road at Trail Ridge.	Pre-Design > Pre-Design
PRJ100190 Station 20 Green Cove Springs	This project is to design and construct Fire Station 20 in the Green Cove Springs area of Clay County.	Construction/Delivery > Construction/Delivery (09/30/2024 - 03/30/2025)
PRJ100368 Storm Water Infrastructure Study	Storm Water Infrastructure Study for Clay County	Construction/Delivery > Construction/Delivery (01/01/2025 - 06/30/2025)
PRJ100288 Storm Water Study	Clay County Storm Water Study	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100564 Substance Use Disorder Recovery Center	This project covers costs associated with SUD Recovery Center at the Bear Run Facility	Design > Design
PRJ100653 SUNTrail Long Bay - Old Jennings to Live Oak Lane	This project covers costs associated with SUNTrail Long Bay from Old Jennings to Live Oak Lane	Design > Design
PRJ100475 Tax Collector Office - Keystone Heights	This project covers the design and construction/updates for the tax collectors office in Keystone Heights.	Construction/Delivery > Construction/Delivery
PRJ100474 Tax Collector Office - Orange Park	This project covers the costs related to the tax collector office in Orange Park	Construction/Delivery > Construction/Delivery (02/17/2025 - 12/15/2025)
PRJ100637 Thunderbolt Park Playground		Post-Construction/Delivery > Post-Construction/Delivery
PRJ100668 Thunderbolt Park Well	This project covers costs associated with the well at Thunderbolt Park	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100546 Treehouse #1 Replacement	This project covers the Treehouse #1 Replacement designs	Design > Design (12/20/2024 - 07/05/2025)
PRJ100295 Tumbleweed Drive - Tanglewood Village Drainage	Tumbleweed Drive - Tanglewood Village Drainage	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100714 Twin Lakes Lighting and Parking Improvements	Lighting of pickleball court and parking improvement	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100673 Upgrade Cyber Security Platform	Hardware, software and professional services upgrades	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100548 Vehicles for Special Response	This project covers costs associated with purchasing vehicles for special response	Pre-Construction/Procurement > Pre-Construction/Procurement
PRJ100484 Video Storage and Camera System Upgrades - MIS	This project covers various Video Storage and Camera systems upgrades. Including, but not limited to, Cameras for the Libraries and Administration Building	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100815 Washington Avenue Cross Drain	Washington Avenue at Little Black Creek cross drain project	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100567 Way Free Clinic - Mobile Medical	This project covers costs associated with the mobile unit for the Way Free Medical Clinic.	Post-Construction/Delivery > Post-Construction/Delivery
PRJ100680 Way Free Medical Clinic Demolition	demolition of the Way Free Medical Clinic building	Construction/Delivery > Construction/Delivery (01/29/2025 - 03/15/2025)
PRJ100715 W E Varnes Lighting and Parking Improvement	Lighting of pickleball court and parking improvement	Pre-Construction/Procurement > Pre-Construction/Procurement



Capital Projects
Department

Post Office Box 1366
Green Cove Springs, FL
32043

Physical Address:
477 Houston Street
Admin. Bldg., 4th Floor
Green Cove Springs, FL
32043

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Dr. Kristen Burke
District 5

www.claycountygov.com

SUBJECT: Bonded Transportation Program (BTP) Update

DATE: June 10, 2025

SUBMITTED BY: Edwin Dendor, BTP Program Administrator

BTP MISSION STATEMENT: To design and build the safest and most efficient roadway and drainage system for the projects defined in the bonded transportation program.

Program update through **June 03, 2025:**

• **Project #1 – CR 218 from Masters Rd to Pine Tree Lane:**

The County’s team and Anderson Columbia (AC) continued their bi-monthly status meetings. Liner placement continued on Pond site 4. AC continued the installation of drainage structures, pipes, demolition of existing driveways and continued pavement repairs for driveways and pipes. AC continued placing sub-base, curbing and limestone base. This project is on schedule with 39% paid out and 65% of time used.

Pavement Repairs



Drainage Installation & Pond Liner Installation



- **CMAR Group #2 Projects - #2, #5 and #6A:**

Appraisals, offers and closings continue for ROW acquisitions.

Project #2 (CR209) Superior (SCC) continued the installation of the stormwater drainpipes and curbing on the north side of CR 209 and continued backfilling over these pipes and continued removal of unsuitable material and placed base material and limestone for final pavement on this phase. This project is on schedule with 47% paid out and 33% of time used.

Backfilling over Stormdrain Pipe



Installing Inlet Bottom



Installing Inlet Top



Finishing Curb



Base Ready For Asphalt



- **Project #5 (CR220)** The team continues to track the US ARMY Corps of Engineers (ACOE) permit application thru their process while under their review. ACOE public notice period just ended. The Team expects to hear from the ACOE processor within the next few weeks. Survey has been completed on the new pond site, environmental and geotechnical field work will follow, and preliminary pond design is underway. Once the permit is issued the Team will be working on submitting the permit modification for the pond shift.

- For **Project #6A (CR315)**, The team is responding to comments from the ACOE and updating the Environmental Conditions Report and our wetland functional scores to finalize the impact quantities for the issuance of the permit narrative.

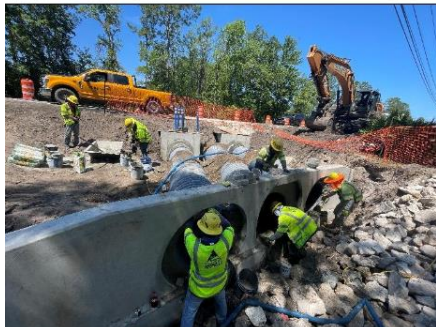
- **CMAR Group #1 Projects - #3A, #3B and #4:**

Project #3A (Operational improvements on CR209 AKA Russell Rd) this project is complete.

For projects **#3B & #4** the County, GAI and Kiewit held their bi-monthly status meetings.

- **Project #3B** (Connecting the east-end of project #4 on Sandridge Road and runs through the roundabout to CR 209B) Kiewit continued the installation of stormwater structures and pipes. This project is 27.5% paid out and 84% of time elapsed. The project schedule is being adjusted to acknowledge the extended delay in receiving the permit, while discussions continue about the financial impact of this delay. Additionally, CCUA's reclaim and water-line as-built drawings conflicted with the drainage design so CCUA mobilized their contractor to relocate their reclaim-line on the southside of Sandridge as well as the watermain line on the northside of Sandridge.

Drainage Structure Installation



Dewatering after Heavy Rain



- **Project #4 (CR739B AKA Sandridge Road)** Kiewit Infrastructure South Co. is milling and resurfacing the entire project corridor at no cost to the County due to the work not meeting the County's specifications. This resurfacing work is being completed at night with some daytime work. Kiewit also continued to work on Punchlist Items.

Night-time Resurfacing Operations



- **Project #6B (AKA Cathedral Oak Parkway (COP & CR216), FKA the First Coast Connector):**
 - The County's Team and Superior Construction Company Southeast, LLC (SCC) with their designer RS&H continued to hold bi-monthly status meetings. Erosion control devices continued to be removed in areas where slopes are stabilized and established. Punchlist repairs to deficient curbing and sidewalks were made. Sidewalk and curbing are being constructed at the signalized intersection. Guard railing was installed at the bridge over Peter's Creek. The project schedule remains under contention by the contractor with 112% of time used and 96% paid out. The County and SCC continue to discuss the schedule for a resolution.

Sidewalk Punchlist Repair



Sidewalk & Curb Ramp Construction



Guardrail Installation



- **Overall**, the team continued to:
 - Hold Owner Rep progress meetings covering Key Process Indicators,
 - Receive multiple invoices and made multiple payments to various vendors,
 - As of June 3rd, 2025, the Program has expended \$123M (\$118.4M in Bond Funds).
- **WGI continues** to work across the entire program on:
 - Right-of-Way investigation, Temporary Construction Easements, Legal Agreements and Permanent Easements for working in, alongside and adjacent to properties for projects #2, #5 & #6A. This effort will continue to ramp-down. The board may see a couple additional Purchase and Sale agreements,
 - Utility verification, reviewing permit requests and leading coordination with utility organizations,
 - Continued refining the BTP financial forecast and tracking project risk factors,
 - Plan reviews,
 - Coordinating and guiding designs including construction limits, interface discussions, and coordination with stakeholders,
 - Developing project closeout documentation as each project draws to a close in the program.

Project Information											
Commissioner / District	Project Name/Location	Project Limits	Length	# Lanes	Lane Mileage	WGI Project Manager	Designer / Contractor	Project Description	Clay County Budget	Construction Start Date	Construction End Date
Betsy Cordon / D4	No. 1 CR 218 / Middleburg	Masters Road to Pine Tree Lane	1.30	4.0	5.2	C. Campos	D-WGI, C-Auderson Columbia	Design and reconstruct two lane roadway section into four lanes urban section with median turn lanes, bike lanes, curb & gutter, and sidewalks on CR218 from Masters Rd to Pine Tree Lane.	\$ 26,200,206	Summer 2024	Fall 2025
Kristen Burke / D5	No. 2 CR 209 (Russell Rd) / Lake Asbury	From CR 315B to US 17 and from CR 315 to South of Peter's Creek	1.10	4.0	4.4	J. Mattox	D-Jacobs, C-Superior	Design and reconstruct two lane roadway into four lanes urban section with median turn lanes, bike lanes, curb & gutters, and sidewalks on CR209 from Peters Creek bridge south to US 17.	\$ 33,558,958	Spring 2024	Spring 2027
Kristen Burke / D5	No. 3A & 3B CR 209 (Russell Rd) / Lake Asbury	From Sandridge Rd to Peter's Creek Bridge	1.00	2.0	2.0	C. Campos	D-GAI, C-Kirby (3A)/Kiewit (3B)	3A) Operational improvements at the intersection of Oak Stream Drive & CR 209 and Watkins Rd & CR 209. 3B) Sandridge widening and realignment with CR 209B Operational improvements at the intersection of CR 209 & CR 209B.	\$ 30,245,750	Summer 2024	Fall 2025
Kristen Burke / D5	No. 4 CR 739B (Sandridge Rd) / Lake Asbury	From Henley Rd to West of CR 209 (Russell Rd)	2.80	3.0	8.4	C. Campos	D-GAI, C-Kiewit	Design and reconstruct two lane roadway section into three lanes with turn lanes, bike paths, curb & gutter, and sidewalks on CR739B from Henley Road to just west of CR209	\$ 33,086,805	Summer 2023	Summer 2025
Kristen Burke / D5	No. 5 CR 220 / Middleburg	From Bailey Rd to West of Henley Rd	1.00	4.0	4.0	J. Mattox	D-Jacobs, C-TBD	The project is being phased following the construction of the quadrant intersection at Henley Rd.	\$ 5,099,805	TBD	TBD
Kristen Burke / D5	No. 6A, Green Cove Springs / Lake Asbury CR 219 (Cathedral Oak Parkway)	From Maryland Ave to US 17	1.00	2.0	2.0	J. Mattox	D-Jacobs, C-Superior	Ultimate 4-lane section from US 17 to Maryland Ave	\$ 8,483,110	TBD	TBD
Kristen Burke / D5	No. 8B CR 219 (Cathedral Oak Parkway) / Green Cove Springs	From SR 23 to Maryland Ave	3.30	2.0	6.6	T. Richards	D-RSAH, C-Superior	Design and construct two new roadway lanes with a grass median, bike lanes, and sidewalks from SR23 to Maryland Ave.	\$ 43,227,931	Fall 2023	Fall 2025
			11.5		32.6			TOTAL BUDGET	\$ 179,902,565		
Board Members	Project Description	Project Limits	Length	# Lanes	Lane Mileage	Project Manager	Designer / Contractor	Typical Section /Description	Clay County Budget	Construction Start Date	Construction End Date



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County
Commissioners

DATE: 5/28/2025

FROM: Courtney
Grimm

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Clarification Letter	Backup Material	6/5/2025	Clarification_Letter_Special_Magistrate_F.S._70.51ada-1.pdf
▢ Coversheet	Backup Material	6/5/2025	Coversheet_5.13.25_Agendaada-2.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	6/4/2025 - 4:49 PM	Item Pushed to Agenda

BLOCKER LAW, P.A.

ATTORNEY AND COUNSELOR AT LAW

May 23, 2025

Zach Miller, Esq.
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Sent via electronic mail

Courtney Grimm, Esq.
Clay County Attorney
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Courtney.grimm@claycountygov.com

RE: Clarification Memo re: Fleming Island Preserve PUD Application No. 24-0006

Dear Ladies and Gentlemen,

This letter confirms our conference call on Tuesday, May 20, 2025, to address a request for clarification on the Final Special Magistrate Order, ("Report").

To summarize, the recommendations in the Report specifically request that a re-hearing be held to address ex parte communications by the Board of Clay County Commissioners, ("BOCC") and for a final decision to list the enumerated criteria for the denial or approval of PUD application # 24-0006. Having the application go through the full staff review process was not contemplated or considered.

The intent was to have the current application presented to the BOCC for a new hearing without new evidence presented. The rehearing should follow the normal procedures and should address the procedural defects from the hearing that resulted in a denial identified in the Report.

Please contact me directly if you have any questions or need further clarification.

Kind regards,



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101 Marketside Avenue, Ste 404-195 ♦ Ponte Vedra, Florida 32081



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 13 4:00 PM

TO: Board of County Commissioners

DATE: 5/5/2025

FROM: Courtney Grimm

SUBJECT:

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

On December 10, 2024, the Board unanimously voted to deny PUD 24-0006 which sought to put 156 single-family homes on approximately 62 acres on Old Hard Road. The property is owned by Diane Partridge Soha, Doris Doreen Partridge, and Linda Alderson (collectively "Owners"). Owners retained Maronda Homes to act as Owners' Agent for pursuing PUD 24-0006, the rezoning to develop the neighborhood to be known as Fleming Island Preserve.

On January 6, 2025, Owners filed a request for relief from the Board's denial of the PUD under §70.51, Florida Statutes. In accordance with the request for relief, the Owners and the County selected a Special Magistrate. As required by the statute, Owners and the County engaged in mediation. The mediation did not result in a mutually acceptable solution to Owners and the County. Therefore, a hearing before the Special Magistrate was held on April 1, 2025.

On April 30, 2025, the Special Magistrate entered the *Final Special Magistrate Report & Recommendations*.

The Special Magistrate's Findings following the Hearing were as follows:

1. The record supports that the BOCC did not rely on competent substantial evidence in support of their denial. Though there was competent substantial evidence available in the record, it is not possible to make a determination that the BOCC relied on this evidence. Therefore, it is impossible to rule out the decision being arbitrary, discriminatory or unreasonable.
2. The final decision to deny the application did not cite to or reference any of the enumerated criteria in the Clay County Land Development Code. This creates an Ad Hoc Decision which violates the due process rights of the Petitioner.
3. The BOCC failed to make formal ex parte disclosures that are required for a quasi-judicial proceeding involving a rezoning. This is prejudicial to the Petitioner.

The Special Magistrate's Recommendations for the Board to consider were as follows:

1. The Clay County Board of County Commissioners should hold a new hearing for PUD 24-0006 to remedy the ineffective ex parte disclosure per *Jennings v. Dade County*, 589 So. 2d 1337 (3d DCA, 1991)

and in accordance with Florida Statutes. At the rehearing, it is recommended that the BOCC consider an ordinance or resolution codifying the ex parte procedures in quasi-judicial matters.

2. At the rehearing, County Commissioners should base their decision by citing to specific criteria enumerated in the Clay County Land Development Code in accordance with Florida Statutes and case law governing due process rights for a rezoning application. If the BOCC enters a decision denying the application at the rehearing, competent substantial evidence should be relied on to demonstrate that the decision to deny is not arbitrary, discriminatory or unreasonable.

3. In addition, Clay County Board of County Commissioners should consider revising the language of the Land Development Code to ensure that enumerated standards are not simply permissive.

Thus, pursuant to Section 70.51(19)(b)(10), Florida Statutes, subject to approval of this recommendation by Petitioner, it is recommended that the BOCC hold a rehearing on an application for rezoning the Property to planned unit development with at least one-hundred forty (140) lots on a revised site plan submitted by Petitioner with lots similar in size to what was previously presented to the BOCC.

Further, pursuant to Section 70.51(19)(b)(1), Florida Statutes, the BOCC, in considering the revised submittal, shall only consider the criteria specifically enumerated in Section 12-9, LDC. Prior to taking any vote on the revised PUD, the BOCC members shall make detailed ex parte disclosures.

In accordance with §70.51(21), Fla. Stat., the Board has 45 days after receipt of the Special Magistrate's recommendation to accept, modify, or reject the Special Magistrate's recommendations.

On May 2, 2025, counsel for Owners and their agent advised as follows: "I am writing to formally consent on behalf of the owner/applicant to the special magistrate's recommendation pursuant to Section 70.51(19)(b), Florida Statutes."

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/7/2025 - 5:14 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County Commissioners

DATE: 5/20/2025

FROM: Megan Covey, Grants
Director

SUBJECT: Approval to fund Substance Use Disorder (SUD) abatement projects for Clay County Paramedicine, Clay County Sheriff's Office, and Clay Behavioral Health Center.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Project Proposals for LSF 3-Year Funding	Cover Memo	6/5/2025	Project_Proposals_for_LCF_ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/4/2025 - 4:49 PM	Item Pushed to Agenda

Strengthening Continuity of Care for Opioid Recovery: Integrating Clay County Detention Center's MAT Program with the CORE Program.

The opioid crisis continues to have devastating effects on individuals and communities, particularly among justice-involved populations. Substance Use Disorder (SUD) remains a significant challenge within correctional facilities, leading to recidivism and long-term health consequences for individuals in custody. This proposal outlines a collaborative initiative between Clay County Detention Center and Clay Behavioral Health Center to implement the evidence-based medication-assisted treatment (MAT) approach designed to reduce opioid and alcohol dependence and support rehabilitation efforts. This initiative will combine medication, counseling, and behavioral therapies to improve health outcomes, reduce recidivism, and facilitate successful reentry into society.

Program Overview

The MAT Program will utilize FDA-approved medications such as methadone, buprenorphine, and naltrexone, administered under medical supervision in collaboration with Clay Behavioral Health Center. In addition to medication management, participants will receive counseling, peer support, and reentry planning services to ensure continuity of care post-incarceration.

Key Objectives

- 1. Expand Access to Comprehensive MAT services**
 - Provide evidence-based Medication-Assisted Treatment (MAT) to individuals diagnosed with opioid addiction.
 - Utilize FDA-approved medications such as methadone, buprenorphine, and naltrexone to manage withdrawal symptoms and cravings.
- 2. Reduce Opioid-Related Overdoses and Withdrawal Complications**
 - Implement structured medical oversight to ensure safe administration of MAT.
 - Minimize the risk of relapse and overdose, particularly during incarceration and post-release transition.
- 3. Strengthen Long-term recovery Through Behavioral Health Interventions**
 - Offer individual and group counseling, peer support, and trauma-informed care.
 - Address underlying co-occurring mental health disorders that contribute to substance use.
- 4. Enhance Collaboration Between Correctional and Community Health Providers**
 - Establish coordinated care pathways between the detention center and community-based MAT programs.
 - Ensure seamless transition and continuity of treatment upon inmate release.
- 5. Reduce Recidivism Through Targeted Addiction Treatment**
 - Address substance use disorder as a primary factor in repeated offenses.
 - Equip individuals with tools for recovery and reintegration, reducing the cycle of incarceration.

By prioritizing comprehensive treatment, continuity of care, and recovery support, the MAT program provides a lifeline for individuals battling opioid addiction. This initiative strengthens public health efforts, reduces criminal justice system strain, and fosters long-term rehabilitation.

Program Implementation with Vivitrol (Extended-Release Naltrexone)

- **Eligibility Screening:** Identify candidates for the program based on medical and behavioral assessments.
- **Medical Evaluation:** Administer initial screenings to ensure suitability for Vivitrol treatment.
- **Pre-Release Injection:** Provide the first Vivitrol dose prior to release to ensure continued support post-incarceration.
- **Behavioral Health Services:** Connect participants for therapy and counseling.
- **Post-Release Follow-Up:** Establish a structured follow-up system to ensure medication adherence and continued care.

Partnership with Clay Behavioral Health Center (CBHC)

CBHC will play a critical role in program success by offering:

- **Onsite Behavioral Health Counselling** – Individual and group therapy sessions
- **Case Management and Referral Services** – Coordination for housing, employment, and additional support services.
- **Continued MAT Support** – Ensuring access to ongoing Vivitrol injections and medical monitoring.

Expected Outcomes

- Improved health and well-being of participants
- Reduction in substance use relapse post-incarceration
- Decrease in criminal recidivism rates
- Strengthened community support networks for individuals in recovery

Clay County Detention Classes

1. Thinking for a Change.

The inmates in the Vivitrol program must take this class. Thinking for a Change is a 12-week cognitive program. The class meets for two (2) hours, two (2) times a week. This program was developed by the National Institute of Corrections and is designed to help individuals, particularly those involved in the criminal justice system, change their thinking pattern. The program integrates cognitive restructuring, social skills training, and problem-solving strategies and aims to improve decision making, increase self-esteem, and build positive relationships. This class is taught by Detention staff.

2. Substance Abuse

The inmates in the Vivitrol program are required to take this class. This class is ten (10) weeks and meets two (2) hours per week. The class teaches about brain development, damages caused by substance abuse, relapse and stressors, how different drugs and alcohol affect the brain and body. The last two (2) weeks of the program will incorporate Wellness Recovery Action Plan (WRAP). WRAP is a powerful process for creating life and wellness. It helps the person develop a daily plan to stay on track, helps identify what throws you off track and to develop a plan to keep moving forward, gain support and stay in control even in crisis. This class is taught by CBHC Peer Support Specialist.

Procedure/Process

Once an inmate has requested to be a part of the program and qualifies, CBHC will be contacted. CBHC will send a Peer Support Specialist to perform an assessment on the individual. Once assessment is completed and the qualify, the detention facility will draw blood and send to the lab. Once the lab work comes back, the inmate can start the program.

Annual Budget Narrative

Agency: Clay County Detention Center

Expense	Cost	Description
Class	\$14,000.00	Thinking for a Change class taught by detention staff
Lab work	\$36,000.00	Lab work for average of 10 inmates per month
Transportation	\$33,167.04	Transporting medium security inmates to CBHC per month
Transportation	\$76,750.56	Transporting maximum security inmates to CBHC per month
Nursing	\$21,600.00	Nursing for average of 10 inmates per month
Total	\$181,517.60	

After discussions with Chief Arnold, it was decided that the administration of the shots be done in house due to security issues and small transportation staff.

Total cost requested is \$71,600.00

Agency: Clay Behavioral Health Center

Expense	Non-Qualified County Funds	Other Sources of Funding/In kind	Description
Salary	\$28,650.00	\$10,400.00	1 Peer Specialist (0.5 FTE), 1 Telehealth Prescriber (0.10 FTE)
Fringe	\$7,162.50	\$2,600.00	Health, Life, Dental, AD&D, UE, WC
Travel		\$1,000.00	Travel to and from jail
Medical & Pharmacy	\$107,392.80	\$60,000.00	Vivitrol Medication (to provide Vivitrol injections to 10 clients per month at \$1,394.94 per injection)
Other expenses	\$3,581.25	\$1,300.00	Administrative expense 10% of salary and benefits – CEO, CFO, Billing, IT, HR
Total	\$146,786.55	\$75,300.00	

CBHC's Peer specialist will provide assessments, substance use education, and WRAP training at no cost to the jail. CBHC will cover travel expenses for staff.

CBHC has approximately \$60,000.00 to cover medication and medical provider services for the first 35 shots administered through FADAA funding source.

Total cost requested is \$146,786.55

Coordinated Opioid Recovery (CORE) Program

The CORE program provides a holistic, person-centered approach to addiction recovery, ensuring individuals receive comprehensive support beyond traditional treatment methods to help individuals achieve long-term recovery. CORE integrates medical, behavioral, and social services to address the complex needs of individuals struggling with addiction.

Key Objectives of CORE Wraparound Program:

1. Ensure access to comprehensive treatment
2. Support mental health and wellness
3. Promote stability through housing and employment assistance
4. Strengthen recovery through peer and community support
5. Enhance long-term recovery and relapse prevention

Key Components of CORE

1. **Case Management and Care Coordination** – A dedicated team helps individuals navigate treatment options, connect with healthcare providers, and access essential resources
2. **Counseling and Behavioral Therapy** – Individual and group therapy sessions focus on addiction recovery, trauma-informed care, and cognitive-behavioral strategies.
3. **Medication-Assisted Treatment (MAT)** – FDA-approved medications such as methadone, buprenorphine, and naltrexone are used to manage withdrawal symptoms and cravings.
4. **Peer Support and Recovery Coaching** – Individuals receive guidance from trained recovery coaches who provide encouragement and lived-experience insights.
5. **Housing and Employment Assistance** – Support for stable housing and job placement helps individuals reintegrate into society successfully.
6. **Family and Community Engagement** – Programs involve family members and community resources to strengthen recovery networks.
7. **Mental health and Wellness Services** – Addressing co-occurring mental health disorders ensures a whole-person approach to treatment.

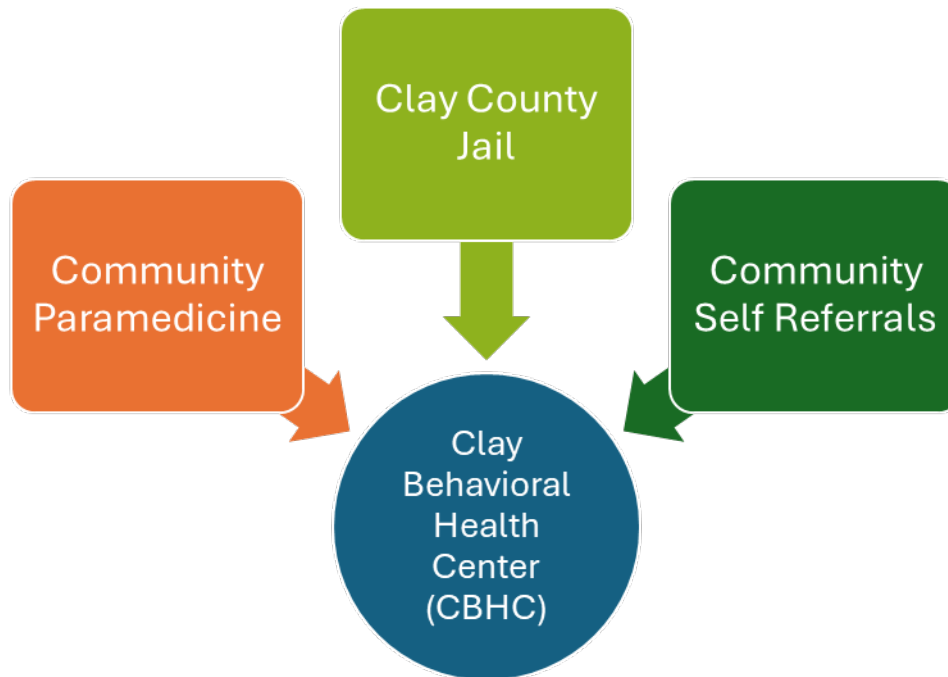
The Clay County Detention MAT program and CORE program share a common goal: addressing substance use disorders and supporting recovery efforts within the community.

The MAT program in Clay County provides individuals struggling with opioid use disorder access to medications like buprenorphine, combined with counseling and behavioral therapies. This program is part of the Clay County Paramedicine Program (CCPP), which offers 24-hour overdose response and connects individuals to peer support and community resources to sustain recovery.

The CORE program is a statewide initiative in Florida designed to create a comprehensive, long-term approach to opioid addiction treatment. It integrates medical, behavioral, and social services to ensure individuals receive continuous care from overdose intervention to full recovery.

By linking the Clay County Detention Center's MAT program with the CORE program, individuals transitioning out of incarceration can receive ongoing support and treatment, reducing the risk of relapse and improving their chances of successful reintegration into society. The MAT program can serve as an entry point for individuals in jail, while the CORE program ensures they continue receiving care post-release, including housing assistance, employment support, and mental health services.

This collaboration strengthens the continuum of care, ensuring that individuals battling addiction receive consistent, structured, and holistic treatment both inside and outside of jail.



These wraparound services aim to reduce relapse rates, improve long-term recovery outcomes, and enhance overall well-being by providing continuous, individualized support. By addressing medical, behavioral, and social factors, the program helps individuals break free from addiction and build sustainable, healthy lives.

SAMH Projected Operating and Capital Budget

Funding Sources	DCF/LSF	County Government	Total Revenue
	\$365,947.00	\$440,800.00	
Total Government Funding	\$365,947.00	\$440,800.00	\$806,747.00

The total requested is \$440,800.00.



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County
Commissioners


DATE: 4/15/2025

FROM: Megan
Covey, Grants
Director

SUBJECT:

AGENDA ITEM
TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
 Draft Annual Action Plan	Cover Memo	6/5/2025	Annual_Action_Plan_FY25-26_BOCC_DRAFTada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/4/2025 - 4:50 PM	Item Pushed to Agenda



Clay County

Annual Action Plan FY 2025-26

For the use of the Community Development Block Grant (CDBG)

U.S. Department of Housing and Urban Development

Executive Summary

AP-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

Clay County, Florida, is a rapidly growing suburban county located in the northeastern part of Florida, along the west bank of the St. Johns River. As a rapidly growing community, home to over 230,000 residents, Clay County is known for its strong sense of community, good schools, and safe neighborhoods. As an entitlement jurisdiction under the United States Department of Housing and Urban Development (HUD), Clay County receives federal funds from the Community Development Block Grant (CDBG) based on population size, concentration of poverty, and socioeconomic and demographic data. Every year, HUD requires entitlement communities to develop and submit an Annual Action (AAP). Clay County's 2021-2025 Consolidated Plan is carried out through its Annual Action Plan, which provides a concise summary of the actions, activities, and specific federal and non-federal resources that will be used annually to address the priority needs and specific goals identified by the 2021-2025 Consolidated Plan.

As approved by HUD, the County's 2021-2025 Consolidated Plan identified and analyzed community, social, and economic needs, especially within low to moderate-income (LMI) communities, and established multi-year goals to address those needs. Goals and strategies analyzing housing and community development needs and analyzing housing and economic market conditions and available resources. Clay County's allocation for FY25-26 is \$1,060,250.00. The priority needs of the County are addressed through activities developed in the Annual Action Plan that work towards accomplishing the established goals associated with the identified needs. By addressing these priority needs, the County can improve the quality of life of residents in Clay County.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Clay County has identified various activities they intend to utilize to achieve the objectives and associated outcomes required by HUD. The County intends to focus investments on the following eligible areas: Preservation of Housing, Code Enforcement, and Neighborhood Improvements.

Preservation of Housing

Housing rehabilitation includes homes owned by low- and moderate-income (LMI) residents.

Objective: Decent Housing - Provide funding for the acquisition and/or rehabilitation/preservation of housing affordable to LMI residents.

Outcome: Affordability-Housing Rehabilitated: 5 Households/Housing Units

Code Enforcement – Funding Not Proposed for FY25-26

Code enforcement in distressed neighborhoods is defined as more than 51% LMI in the County.

Objective: Suitable Living Environment - Provide funding for the payment of salaries and overhead costs directly related to the enforcement of local codes in deteriorating or deteriorated areas in Target Areas.

Outcome: Property Care: N/A

Neighborhood Improvements

Infrastructure projects in distressed neighborhoods are defined as more than 51% LMI in the County.

Objective: Provide funding for public facility improvements, physical improvements, and comprehensive neighborhood planning activities in Target Areas, and HUD-designated LMI areas to improve the quality of life and health of neighborhood residents. Specific projects include street improvements, sidewalks, and neighborhood cleanups.

Outcome: Sustainability: Promoting Livable or Viable Communities-Public Facilities or Infrastructure Activities other than LMI Housing Benefit: 3,000 Households Assisted.

3. Evaluation of past performance

Major accomplishments during FY23-24's action plan included paving Dennison and Baylor Avenues, two dirt roads in an LMI neighborhood, which benefited over 291 homes and created safe access for residents and emergency services. The County also completed eight limited home rehabilitation projects during this plan year. The application period for the FY24-25 limited home rehabilitation program opened in September 2024. Improved methods of outreach resulted in record numbers of applicants.

In Low/Moderate Income areas, 9 Homes were rehabilitated, 291 Infrastructure Improvements were made, and 6,000 pounds of trash removed for neighborhood clean-ups. Code Enforcement operations switched focus from fines/enforcement to holistic, community driven efforts to provide assistance and the resources necessary to provide non-deterrence methods of neighborhood improvement.

4. Summary of citizen participation process and consultation process

Clay County staff will conduct three public meetings in Keystone Heights, Middleburg, and Orange Park to encourage citizen participation in LMI areas.

The County will hold a public comment period from June 1, 2025, through June 30, 2025, to allow an opportunity for the public to review the proposed Annual Action Plan. The Plan will be available on the County's website and social media. The Plan will also be available at the five (5) Clay County Public Libraries and at 420 College Drive, Suite 107, in Middleburg for those wishing to view a hard copy of the

Plan. The public is invited to submit comments by email or phone. The Annual Action Plan will be adopted after the public hearing on Tuesday, July 8, 2025.

5. Summary of public comments

[A summary of public comments will be included in the final draft of the Annual Action Plan.]

DRAFT

PR-05 Lead & Responsible Agencies – 91.200(b)

- 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source**

The following agency is responsible for preparing the Consolidated Plan and for administration of each grant program and funding source.

Table 1 – Responsible Agencies

Agency Role	Name	Department/Agency
CDBG Administrator	Clay County Board of County Commissioners	Community and Social Services
CDBG Compliance	Clay County Board of County Commissioners	Grants Management

Narrative

The lead agencies for the Department of Housing and Urban Development (HUD) entitlement Community Development Block Grant (CDBG) program are Clay County, Florida's Community and Social Services Department and Grants Management Department. The Community and Social Services Department oversees the administration and implementation of the program while Grants Management oversees the County's Consolidated Plan and Annual Action Plan. The Grants Management Department is also responsible for all compliance reporting and plans that are required by the program.

Consolidated Plan Public Contact Information

Megan Covey, Megan.Covey@claycountygov.com (904) 529-4211, 477 Houston Street, Green Cove Springs, FL 32043

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the Annual Action Plan development, local agencies, service providers, and public documents pertaining to the County are consulted to gain a better understanding of the needs, services, and resources available to Clay County residents. The process outlined in the Clay County Citizen Participation Plan will be followed during the adoption of the Annual Action Plan.

The Citizen Participation Plan (CPP) provides guidance for citizens and organizations in Clay County to voice their opinions and participate in all phases of the development of the Consolidated Plan including the Five-Year Consolidated Plan, the Annual Action Plan, the Citizen Participation Plan, the Analysis of Impediments to Fair Housing, the Residential Anti-Displacement Plan, the Consolidated Annual Performance and Evaluation Report (CAPER) and any amendments to these plans. The Consolidated Plan, along with its supporting plans, provides a guiding framework for Clay County's management of programs and funds related to the CDBG program administered by HUD.

The CPP establishes the procedures for citizen participation in the development and updating of the Consolidated Plan and its supporting plans. These procedures are designed to maximize transparency and opportunities for public engagement. The CPP emphasizes public outreach to low- and moderate-income residents through non-profits, faith-based organizations, and philanthropic organizations to bolster the voices of under-represented demographics. Residents living in blighted neighborhoods and areas that qualify for CDBG funds are strongly encouraged to participate. The CPP is developed in accordance with U.S. Department of Housing and Urban Development's rule 24 CFR 91.105.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The list of providers involved in the review process include housing, social service agencies, and other entities, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS, and their families, and homeless persons. Phone and email contacts will also be made to key non-profits and agencies that work with these specific groups to obtain a better understanding of their service or potential service to Clay County residents.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Mission of the Dirt Road
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence and in-person meetings to discuss infrastructure, home rehab, and code enforcement needs in the High Ridge Estates community.
2	Agency/Group/Organization	Clay County Sheriff's Office
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence and in-person meetings to discuss community safety and security concerns for the homeless population in Clay County.
3	Agency/Group/Organization	Operation Lifeline
	Agency/Group/Organization Type	Services – Housing
	What section of the Plan was addressed by Consultation?	Affordable Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence and in-person meetings to discuss affordable housing in Clay County as well as details about the CDBG program.
4	Agency/Group/Organization	Mercy Support Services
	Agency/Group/Organization Type	Services – Housing
	What section of the Plan was addressed by Consultation?	Affordable Housing, homelessness needs, employment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence and in-person meetings to discuss affordable housing, homelessness, and employment in Clay County.

5	Agency/Group/Organization	Northeast Florida Regional Council
	Agency/Group/Organization Type	Services – Planning
	What section of the Plan was addressed by Consultation?	Affordable Housing, homelessness, community development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence and in-person meetings to discuss affordable housing in Clay County as well as details about the CDBG program.
6	Agency/Group/Organization	Operation Barnabas
	Agency/Group/Organization Type	Services - Veterans
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email Correspondence to discuss how CDBG funds can assist the local veteran population.

Northeast Florida Continuum of Care is the agency responsible on a regional level for the Continuum of Care. Clay County is one of three counties in the region. The County will continue to seek their input and coordinate CDBG and other housing-related programs (e.g. State of Florida SHIP funds) with the agency.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

Clay County is not a direct recipient of ESG funding. The Northeast Florida Continuum of Care is the lead agency for the regional (northeast Florida including Duval, Nassau and Clay Counties) Continuum of Care and distributes ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities.

Clay County Community and Social Services attend monthly general membership meetings relevant to the homeless population, specifically for Clay County.

Identify any Agency Types not consulted and provide rationale for not consulting

All relevant local agencies were consulted in the formation of the Consolidated Plan except for Broadband Service providers as the County is currently exploring options to ensure all residents will have adequate access to a minimum broadband coverage of 25mbps download/3mbps upload capabilities.

Additionally, the County recently completed a countywide flooding vulnerability assessment, which will provide new data and insights for its next Consolidated Plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Table 3 – Other local / regional / federal planning efforts

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Changing Homelessness, Inc.	This collaborative group addresses homeless issues including chronic homelessness, homelessness prevention, and discharge coordination policies on a regional basis in Duval, Nassau, and Clay Counties.
State Housing Initiative Program (SHIP)	Clay County Board of County Commissioners	Increase the availability of affordable housing in Clay County. Availability of affordable housing includes homeowner rehabilitation programs, purchase assistance programs, and partnerships with non-profit organizations assisting those with "special needs" housing.

AP12 Participation – 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation.
Summarize citizen participation process and how it impacted goal-setting**

[A summary of public comments will be included in the final draft of the Annual Action Plan.]

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Clay County does not have HOME funds as of this date. CDBG funds will be leveraged through partnerships it has with other governmental agencies and nonprofit organizations. Sources of leverage primarily include Low-income Housing Tax Credits, New Markets Tax Credits, Opportunity Zone Funds, State of Florida SHIP funds (State Housing Initiatives Program).

Anticipated Resources

Table 5 - Expected Resources – Priority

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 5				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation:	Program Income:	Prior Resources (Estimated Projects still in progress):	Year – Total:		
CDBG	public - federal	Acquisition Administration Housing Public Improvements Public Services	\$1,060,250	\$0	\$1,194,251.47	\$2,254,501	\$2,254,501	This will be the County's fifth year of CDBG funding.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

Most of the funding earmarked to improve the quality of life of LMI households, revitalize deteriorating infrastructure / neighborhoods and offer opportunities for safe, decent affordable housing has been provided by Federal CDBG Program Funds, Florida's State Housing Initiatives Partnership (SHIP) Program, and the Emergency Solutions Grant (ESG) Program (regional CoC) which supports services for homeless persons. These programs provide rehabilitation of substandard units, emergency repairs, infrastructure improvements, elimination of slum and blighting influences, delivery of Countywide public and homeless services, and construction of community meeting places and centers.

If appropriate, describe publicly owned land or property located within the jurisdiction that

may be used to address the needs identified in the plan.

The plan includes publicly owned road repaving projects and publicly owned sidewalk replacement projects.

Discussion

Clay County will continue to use HUD and local funds to fund a variety of eligible projects to meet high-priority needs and goals.

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives – 91.220(c)(3)&(e)

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2021	2025	Affordable Housing	County wide low-and moderate-income CTS	Housing rehabilitation: Single-Unit Residential	Proposed FY25-26 CDBG: \$150,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Code Enforcement	2021	2025	Non-Housing Community Development	County wide low-and moderate-income areas Code Enforcement	Code Enforcement	Proposed FY25-26: \$0	N/A
3	Infrastructure improvements	2021	2025	Non-Housing Community Development	County wide low-and moderate-income CTS	Public Infrastructure (Street Improvements and Sidewalks)	Proposed FY25-26 CDBG: \$760,250	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
4	Neighborhood Cleanups	2023	2025	Non-Housing Community Development	County wide low-and moderate-income areas	Housing preservation	Proposed FY25-26 CDBG: \$0	N/A
5	Administration	2022	2025	Planning and Administration		Costs associated with program administration and projects	Proposed FY25-26 CDBG: \$150,000	N/A

Goal Descriptions

Table 7 – Goal Description

1	Goal Name	Affordable Housing
	Goal Description	The first project is a housing rehabilitation project that will be implemented by Clay County Community and Social Services Department in eligible low- and moderate-income areas of the county. The project will focus on emergency repairs and code compliance.
2	Goal Name	Code Enforcement
	Goal Description	The project will focus on identification of properties in need of emergency repairs and code compliance.
3	Goal Name	Infrastructure improvements
	Goal Description	The County will provide for infrastructure improvements in low and moderate-income eligible communities, including street improvements and sidewalks.
4	Goal Name	Neighborhood Cleanups
	Goal Description	This project aims to preserve the quality and value of low and moderate-income communities by providing resources and labor to remove special garbage, trash, and debris.
5	Goal Name	Administration
	Goal Description	This project will focus on the costs associated with the administration of the CDBG grant and its projects.

Projects

AP-35 Projects – 91.220(d)

Introduction

The FY 2025-2026 Action Plan includes six projects to be funded under the CDBG Program. The first project is a housing rehabilitation project that will be implemented by Clay County Community and Social Services Department in eligible low- and moderate-income areas of the county. The project will focus on emergency repairs and code compliance. The County will also utilize 14% of the CDBG funds for administrative costs needed to oversee new and underway projects and provide general management of the CDBG funds. The County will also provide for infrastructure improvements in low and moderate-income eligible communities.

Projects

Table 8 – Project Information

#	Project Name
1	Housing Activities - Rehabilitation
2	Planning and Administration
3	Code Enforcement
4	Neighborhood Cleanups
5	Street Improvements
6	Sidewalk Replacement

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

The Consolidated Plan goals described in the Goals section represent high priority needs for Clay County, and serve as the basis for the strategic actions the County will use to meet those needs. It is our goal that meeting these needs will expand and preserve the affordable housing stock in Clay County, as well as provide public infrastructure improvements that will strengthen LMI neighborhood revitalization. The County will implement all CDBG funded projects in-house.

AP-38 Project Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Housing Activities - Rehabilitation
	Target Area	County wide low- and moderate-income areas
	Goals Supported	Affordable Housing
	Needs Addressed	Housing rehabilitation
	Funding	FY 25-26 CDBG: \$150,000
	Description	Rehabilitation - National Objective: 570.208 (a) (3) Low/Mod Housing; Eligible Category: 570.202 (a) (1) Eligible rehabilitation and preservation activities; Objective Category: Low- and moderate-income benefit; Proposed Outcome: Availability/Accessibility. Matrix Code: 14A, 14H, 14I
	Target Date	9/30/2026
	Estimated number/ type of families benefiting from the proposed activities	5 low- and moderate-income households will benefit.
	Location Description	Clay County consists of unincorporated Clay County, as well as four municipalities (cities and towns). The Countywide area is comprised of low- and moderate-income areas within Clay.
	Planned Activities	For the Home Repair program, repairs will be completed to homes of qualified applicants with dwellings in need of repairs, which may include roofing, electrical, plumbing, heating/air conditioning, accessibility modifications, health/sanitary problems including minor septic system repair, safety code violations, lead paint remediation, and/or interior/exterior damage or deterioration to the structure including flood damage, termite treatment and removal of trees. Additionally, under this strategy, failing septic systems and old wells can be replaced by paying for connection fees, abandoning private wells, and closing septic tanks, as well as other related plumbing costs may be funded under this program. Awards are available up to \$35,000. Performance Measure: 5 households assisted
2	Project Name	Planning and Administration
	Target Area	County wide
	Goals Supported	Administration
	Needs Addressed	Administration of CDBG related programs and projects
	Funding	FY 25-26 CDBG: \$150,000
	Description	General planning and administration costs for CDBG program.
	Target Date	9/30/2026
	Estimated number/ type of families benefiting from the proposed activities	Not applicable. Grant administration is necessary for all projects that are identified in the Action Plan.

	Location Description	Not applicable.
	Planned Activities	General planning and administration costs for CDBG program.
3	Project Name	Code Enforcement
	Target Area	County wide low- and moderate-income areas
	Goals Supported	Code Enforcement
	Needs Addressed	Code Enforcement
	Funding	N/A for FY25-26
	Description	Code Enforcement Conduct code enforcement and remediation of code enforcement violations of properties in low-and moderate-income areas that contribute to conditions of slum and blight. National Objective: 570.208 (a) (1) Low/Mod; Eligible Category: 570.202 (c) Section 105(a)(3); Objective Category: Slum and Blight national objective. Proposed Outcome: Improved housing conditions. Matrix Code: 15
	Target Date	N/A
	Estimated number/ type of families benefiting from the proposed activities	N/A
	Location Description	Clay County consists of unincorporated Clay County, as well as four municipalities (cities and towns). The Countywide area is comprised of low- and moderate-income areas within Clay County.
	Planned Activities	Eligible code enforcement expenses that support the County's CDBG activities.
4	Project Name	Neighborhood Cleanups
	Target Area	County wide low- and moderate-income areas
	Goals Supported	Neighborhood Cleanups
	Need Supported	Neighborhood Cleanups
	Funding	N/A
	Description	Provide resources and labor to remove special garbage, trash, and debris from low-and moderate-income areas that contribute to conditions of slum and blight. Proposed Outcome: Improved neighborhood conditions and preservation of low- and moderate-income housing stock. Matrix Code: 05V
	Target Date	N/A
	Estimated number/ type of families benefiting from the proposed activities	N/A

	Location Description	Clay County consists of unincorporated Clay County, as well as four municipalities (cities and towns). The Countywide area is comprised of low-and moderate-income areas within Clay County.
	Planned Activities	N/A
5	Project Name	Street Improvements
	Target Area	County wide low- and moderate-income areas
	Goals Supported	Infrastructure improvements
	Needs Addressed	Public Infrastructure
	Funding	FY 25-26 CDBG: \$250,000
	Description	Street improvements National Objective: Low and moderate-income benefit as an area benefit; Eligible Category: 570.201(c), 570.207, 570.208 Objective Category: Public improvements (General). Proposed Outcome: improve streets in low- and moderate-income areas. Matrix Code: 03K
	Target Date	9/30/2026
	Estimated number/ type of families benefiting from the proposed activities	2,000 low- and moderate-income families.
	Location Description	Clay County consists of unincorporated Clay County, as well as four municipalities (cities and towns). The Countywide area is comprised of low- and moderate-income areas within Clay County.
	Planned Activities	Perform selected infrastructure upgrades. Performance Measure: number of new streets by length.
6	Project Name	Sidewalk Improvement
	Target Area	County wide low- and moderate-income areas
	Goals Supported	Infrastructure improvements
	Needs Addressed	Public Infrastructure
	Funding	Prior Year CDBG: \$510,250
	Description	Sidewalk improvement in portions of low- and moderate-income areas of the County, including areas of Keystone Heights, Orange Park, and Middleburg. Matrix Code: 03L
	Target Date	9/30/2026
	Estimated number/ type of families benefiting from the proposed activities	1,000 low- and moderate-income families.

Location Description	Clay County consists of unincorporated Clay County, as well as four municipalities (cities and towns). The Countywide area is comprised of low- and moderate-income areas within Clay County.
Planned Activities	Perform selected infrastructure upgrades. Performance Measure: number of new sidewalk segments by length.

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

All Activities supported by the County's Five-Year Consolidated Plan strive to improve the quality of life for Clay County low-to-moderate income residents located within Clay County's unincorporated areas, as well as four municipalities (Town of Orange Park, City of Green Cove Springs, Town of Penney Farms, City of Keystone Heights). It also includes the census-designated places of Asbury Lake, Bellair-Meadowbrook Terrace, Fleming Island, Lakeside, Middleburg, Oakleaf Plantation and the unincorporated areas of Bellair, Clay Hill, Doctors Inlet, Fleming Island, Hibernia, Kingsley Lake, Lake Asbury, Lake Geneva, McRae, Meadowbrook Terrace, Melrose, and Virginia Village.

The Countywide area is comprised of low-and moderate-income areas within Clay County. The County's focus is placed on eligible programs targeting low-and moderate-income persons on a county-wide basis. During FY 2025-2026 the County will utilize CDBG funds for housing rehabilitation, code enforcement, public facilities, and infrastructure improvements in target areas that have a high concentration of low-and moderate-income persons, substandard housing, and blight. The census tracts meet an area benefit national objective.

Targeted areas consist of low-and moderate-income concentration areas with several of those areas at 62% Low/Mod and incomes at or below 80% of Area Median Income determined through HUD generated Low-and Moderate-Income Summary Data. "White alone" and "non-Hispanic" are the most affected racial/ethnic groups based on population density. According to the data the County evaluated, there is not a substantial minority concentration in one specific area of the county.

Geographic Distribution

Table 10 - Geographic Distribution

Target Area	Percentage of Funds
County wide low- and moderate-income	95
County wide low- and moderate-income areas Code Enforcement	5

Geographic Distribution

Target Area: Clay County Low and Moderate-Income areas

Percentage of Funds: 90.5%

Rationale for the priorities for allocating investments geographically

Funding is being targeted to areas that demonstrate a community development need and where there is a concentration of low- and moderate-income persons and minority population. The geographic allocation of the CDBG funds is also a factor of program requirements that at least 70% of CDBG funds benefit low- and moderate-income persons.

Discussion

Clay County's goal is to improve the quality of life for Clay County residents and aim to have local municipalities, engaged citizens, and the County working together to better align resources, to revitalize and redevelop communities, and protect natural resources.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Providing access to affordable housing for all residents continues to be a high priority for Clay County. Affordable housing will be provided through the use of Federal CDBG, and State SHIP funds. Priorities include the rehabilitation of new and/or existing owner, rental, homeless and special needs housing for low-and moderate-income households.

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	5
Special-Needs	0
Total	5

Table 12 - One Year Goals for Affordable Housing by Support Type

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	5
Acquisition of Existing Units	0
Total	5

Discussion

The County seeks to assist low-and moderate-income households with their housing and community development needs, activities support persons with special needs such as the elderly or persons with disabilities. These activities include:

- Housing rehabilitation for income eligible homeowners, which may include accessibility retrofits for the elderly or persons with disabilities. AP-60 Public Housing – 91.220(h)

Introduction

Clay County does not have a Housing Authority division, the County does partner with Flagler County Housing Authority to manage Clay County's Section 8 Voucher program. In FY22-23 there were 190

families that took part in the voucher program in Clay County. Currently, 68 of the 190 families moved to Flagler County under HCV portability. The rest remain from the baseline voucher program. The total baseline for both Counties is 352.

There is one waiting list maintained for both Counties and is not broken down or set aside any specific number of vouchers by County. When the waiting list is opened, it is for anyone who wishes to apply and to be housed in either jurisdiction (Flagler or Clay).

Actions planned during the next year to address the needs to public housing

N/A

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

Clay County does not have a Housing Authority division, but the County does partner with Flagler County Housing Authority to manage Clay County's Section 8 Voucher program. The County will continue to explore and groom additional partnerships with local housing authorities that are close to the locale such as Jacksonville, Palatka, and MacClenny.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Clay County does not receive funding specifically to assist the homeless population. Clay County is an active member of the regional Continuum of Care (CoC), an organization that acts as the regional planning body to address homelessness in the region. This collaborative group addresses homeless issues including chronic homelessness, homelessness prevention, and discharge coordination policies on the region wide basis of Duval, Nassau and Clay Counties. Through active membership, Clay County supports the CoC's plan to achieve net zero for chronic homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Clay County will work with and support regional organizations that address the needs of the homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

Clay County will continue to monitor the number of homeless in the county and will evaluate the need for a homeless facility or shelter in the future.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Clay County will work with and support regional organizations addressing the needs of the homeless population.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Clay County will work with and support regional organizations that addressing the needs of the homeless population.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Clay County faces barriers to affordable housing that are common across housing markets, including limited supply of developable (e.g. zoned) land particularly for multi-family rental housing, which increases the cost of acquisition and development of the land. Also, few resources exist beyond Low Income Housing Tax Credits to provide the appropriate subsidy for development of affordable rental housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Clay County has identified several governmental constraints to the development, maintenance, and improvement of housing and affordable housing, as follows: Zoning Code Amendments, Lot Consolidation, and Monitoring of Planning and Development Fees. Nongovernmental constraints were identified as follows: Land Costs, Construction Costs, and Availability of Financing. Clay County will continue to review and examine all real and perceived barriers to affordable housing and seek to remove or ameliorate them.

Discussion:

Please see discussion above.

AP-85 Other Actions – 91.220(k)

Introduction:

Listed below are the actions planned to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

The obstacles that Clay County faces are barriers to affordable housing, including lack of funding (federal, state, local) for affordable housing, limited land availability, high utility/maintenance costs in older housing units, cost prohibitive tree/landscaping requirements, aging mobile home parks, smaller units in demand but not cost feasible to construct, and tenant barriers including Fair Housing issues. In terms of specific gaps, the amount of need almost always outweighs the available funding. More specific deficits in the quantity and quality of affordable housing were identified during the citizen participation process. Affordable housing continues to be a concern for Clay County, primarily due to the widening gap between median income and median home values and rents, and due to limited land availability. Related to housing affordability, homelessness also continues to be an area of concern. Underserved populations in Clay County include the elderly; mentally ill, or substance abuse/addiction challenges; and persons with disabilities. The County continues to coordinate with a network of community partners and the Continuum of Care (CoC) to address these needs as funding allows.

Actions planned to foster and maintain affordable housing

Fostering and maintaining affordable housing that may be lost from the assisted housing inventory is a high priority for the County. The County will use CDBG and other funding to:

- Provide Housing Counseling and Education to LMI households through the Clay County IFAS Extension office.
- Preservation of the existing housing stock through rehabilitation of owner housing for LMI households using CDBG funds.
- Production of new affordable housing through rehabilitation.

Actions planned to reduce lead-based paint hazards

The Florida Department of Health (DOH) is the primary agency for addressing lead-based paint (LBP) hazards in Clay County. Budgetary constraints have limited lead screening and case management activities; however, the DOH still responds to reported cases of lead poisoning as determined by local

pediatricians and health care providers.

The DOH, authorized under the Florida Lead Poisoning Prevention Screening & Education Act, Section 381.985, F.S., and Chapter 64D-3, F.A.C., conducts surveillance of Blood Lead Level (BLL) testing and poisonings in the County, promotes BLL screening for high-risk populations, and provides information to health care providers, individuals, and businesses on lead poisoning prevention. Program activities include surveillance and epidemiology, lead poisoning investigations, primary prevention, and coordinate of care if a person or family is found to have high BLL. The DOH also disseminates information to parents and caregivers, healthcare providers, and renovators and contractors about LBP hazards and screening options. This information includes brochures on keeping children safe from LBP hazards, sources of lead, remediation tactics, and adult lead poisoning prevention at home and in the workplace.

To address LBP hazards, the DOH in Clay County performs BLL testing and coordinates follow-up care if elevated BLL is detected. For children identified with elevated BLL, a lead assessment of the home is recommended. A specialist performs inspections and risk assessments at no charge for families with children having elevated BLL, family day care homes, and day care centers. The DOH in Clay County also works to identify LBP hazards in the environment in conjunction with housing demolition, rehabilitation, and redevelopment activities in older neighborhoods. The primary source of lead exposure among children is LBP in older, deteriorating buildings.

Actions planned to reduce the number of poverty-level families

Clay County's strategy to reduce the number of poverty-level families is multi-faceted and relies on the cooperation of numerous partners throughout the County and the greater Jacksonville region. These partners include County departments, economic development partners such as the Economic Development Corporation and the regional JAXUSA, 7public service providers, the Continuum of Care, housing authorities, public and private organizations (e.g. non-profits and community development corporations), and other stakeholders in community development activities. These stakeholders will work in concert to address a variety of interrelated social issues, including disparities in education and training, unemployment, limited access to healthcare, family instability, criminal background, inadequate housing, deteriorating neighborhoods, and transportation disadvantage.

The County's goals are to address the categories of affordable housing, homelessness, non-homeless special needs, and non-housing community development are all anti-poverty strategies. Clay County will connect poverty-level individuals and families with publicly available services, including healthcare resources, emergency financial assistance, housing assistance, justice coordination, senior/elderly services, and social security and disability benefits. These programs support social and economic stability for residents, particularly those with special needs. Economic Development Partners offer employment and job skills/workforce training programs for LMI individuals. Such partners include Clay CareerSource. Challenge Enterprises, and BASCA, among others can also connect poverty-level persons and persons with disabilities with employment opportunities. Beyond any Countywide program or initiative, Clay County

also supports HUD's Office of Economic Resilience strategies for enhancing equity and inclusion. Within Clay County, there is a disproportionate percentage of poverty-level individuals among minority racial and ethnic groups (2013-2017 ACS). Therefore, anti-poverty strategies must also address equity, inclusion, and fair housing. HUD's equity and inclusion strategies include building inclusive government structures; identifying regional barriers to opportunity; prioritizing investments to equalize opportunity; and improving the location of transportation assets to improve access to employment.

Actions planned to develop institutional structure

Clay County is the lead agency in administering the CDBG grant funds. Clay County's Planning office has a strong support system internally and externally. The Public Works and Engineering Departments work with various neighborhood/resident committees to obtain requests for projects such as sidewalks, parks improvements, areas in need of improved drainage, road improvements, and other community development needs. Clay County works closely with local nonprofit organizations to implement various public services activities.

In terms of specific gaps, the amount of need almost always outweighs the available funding. More specific deficits in the quantity and quality of affordable housing were identified during the citizen participation process. Affordable housing continues to be a concern for Clay County, primarily due to the widening gap between median income and median home values and rents, and due to limited land availability. Related to housing affordability, homelessness also continues to be an area of concern. Underserved populations in Clay County include the elderly, persons with mental illness, or substance abuse/addiction challenges, and persons with disabilities. The County continues to coordinate with a network of community partners and the CoC to address these needs as funding allows.

Clay County will continue to network with participating cities and towns, elected officials, citizens, non-profit and for-profit stakeholders, and the CoC to identify community needs, make these needs widely known to stakeholders, and identify projects or programs and funding opportunities to address these needs. In order to improve the preservation and production of affordable housing within Clay County, the County plans to emphasize a transit-oriented/activity center development framework that will foster affordable housing proximate to transportation and employment opportunities. The County will also utilize leveraging and matching of federal funding, particularly with state and local funding sources such as SHIP that are specifically designated for housing and/or economic development activities. The preservation and production of affordable housing, as well as housing/rental assistance, is overseen by the Clay County Planning Department's Community Development Division and implemented through a network of non-profit and for-profit housing developers and organizations.

In order to improve the funding of public services, particularly for homeless and special needs populations, the County will support the CoC member organizations in the development of projects or programs that address priority needs, and encourage applicant subrecipients to leverage and match federal funding with state and local funding sources to address priority needs. Such investment will be focused in areas of

concentrated poverty, such as the Target Areas identified previously. The provision of public services will be overseen by the Community Development Division.

Actions planned to enhance coordination between public and private housing and social service agencies

Key agencies that are additional resources that may be available are described below. The County's Community and Social Services Department works with private sector partners to coordinate actions and address the public's requests for assistance.

Public Sector

The Community and Social Services Department which includes Veterans Services, Case Management, and Volunteer Coordination will assist as needed in getting those in need the assistance and/or resources they require. Clay County Department of Health offers a variety of services and programs to residents such as childcare licensing, childhood lead poisoning, family planning, WIC and women's health, among others. Flagler County Housing Authorities administers Clay County's Section 8 Voucher Program.

Private Sector

The private sector is an important collaborator bringing additional resources and expertise that can be used to supplement existing services or fill gaps in the system. Lenders, affordable housing developers, business and economic development organizations, and private service providers offer a variety of assistance to residents such as health care, small business assistance, residential mortgage programs, commercial lending and assisted housing, among others.

Discussion:

The County is committed to continuing its participation and coordination with federal, state, municipal and local agencies, as well as with the private and non-profit sector, to serve the needs of target income individuals and families in the County. In particular, the County will continue to work in close coordination with County departments regarding infrastructure improvements and the provision of services.

The allocation of priorities for housing activities (i.e. rehabilitation), code enforcement, and infrastructure improvements were determined through several processes including but not limited to: public hearings, outreach and listening sessions, and a citizen survey to gauge the activities and projects the public deemed important. The proposed housing activities (i.e. rehabilitation), code enforcement, and infrastructure improvements that will take place in low- and moderate-income areas of Clay County are critical to sustaining the quality of life of residents and businesses in the area. This decision allows improvements to be directed to a concentrated area utilizing the limited CDBG resources available. The limiting factor in addressing underserved needs in Clay County is the lack of sufficient CDBG funding allocations as well as

other resources to address all the needs.

DRAFT

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The County, under section AP-20 "Annual Goals and Objectives", has identified its targeted activities planned with respect to all CDBG funds expected to be available during the program year (including program income that will have been received before the start of the next program year). At this time, the County does not receive HOME/American Dream Down Payment Initiative (ADDI) or Emergency Shelter Grant (ESG) funds.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use and is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income:	\$0

Other CDBG Requirements

1. The amount of urgent need activities	0%
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Clay County will use the last three years of the Consolidated Plan to determine the minimum overall benefit.	70%



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Board of County Commissioners

DATE: 5/28/2025

FROM: Jenni Bryla, Zoning Chief

SUBJECT:

This item was continued by the Planning Commission to the August 5th Planning Commission hearing.

This application is a Staff initiated amendment to the Land Development Code amending regulations in Article III Sec. 3-35(b),(g),(2),(7),(10)(v) for non-motorized boat ramps in PO-2 zoning districts

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Clay County acquired the subject repetitive flood loss property through a Flood Mitigation Assistance Grant, administered by FEMA. With this grant, the county was able to acquire the lot, demolish the dwelling and structures that sat on it and return the land to open space.

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	6/4/2025 - 12:15 PM	AnswerNotes
Economic and Development Services	Streeper, Lisa	Approved	6/4/2025 - 4:51 PM	Item Pushed to Agenda



Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: BCC

DATE: 6/4/2025

FROM: Teresa Capo

SUBJECT:

Applications were received for re-appointment to the Clay County Housing Finance Authority from the following:

- Lisa Daniels (Public)
- Linda Long (Real Estate)

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

All advertising requirements have been met.

No other applications received.

ATTACHMENTS:

Description	Type	Upload Date	File Name
▣ Long Application	Backup Material	6/4/2025	Long_Application.ADA.pdf
▣ Daniels Application	Backup Material	6/10/2025	Daniels_Application.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	6/3/2025 - 3:56 PM	Item Pushed to Agenda

Date

CITIZEN APPLICATION FORM FOR BOARDS/COMMISSIONS/COMMITTEES

Page 1 of 2

NAME OF BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR: Housing Finance Authority**NAME AND ADDRESS**

[Name] Linda Long
 [Street Address] 700 Ebbtide Dr
 [City, ST ZIP Code] Memphis Island, FL 32003

DISTRICT

[District] 1
 [Number of Years Resided] 7 years [also lifetime resident]

PHONE AND EMAIL

[Phone] 904-264-3073
 [Email] llong@jalong.com

EMPLOYER

[Name] J.A. Long, Inc
 [Phone] 904-264-3073
 [Position] Office
 [Number of Years] 40 yrs.

VOTER INFORMATION**COMMITTEE INFO****SUMMARY OF WORK EXPERIENCE**

Registered Voter

What Committee Are You Applying For?

☒ Yes ☐ No

Housing Finance Authority**EDUCATION****SCHOOLS****YEARS****DEGREE**St. Johns River College1964-5AAUniversity of Florida1966-70BA & Masters Degree**VOLUNTEER, CIVIC, PROFESSIONAL & OTHER ACTIVITIES**

Please list any volunteer service organizations, clubs, or professional Societies that you are member of or titles you may have held. Please include committee and advisory boards.

ORGANIZATION/COMMITTEE**YEARS****POSITION**Housing Finance Authority2013 +Secretary / TreasurerAffordable Housing Advisor Comm.2013 +MemberClay County Builders Assoc2000 +Member**REASONS FOR SERVING**

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of the board/committee.

[Description] I have held a Real Estate Broker License for over 40 yrs
also I work in the Custom Home Building Industry

Explain why you want to serve on this board/committee, and include any particular potential contribution your selection would bring.

[Explanation] Housing is a basic need for safe & decent for our citizens.
Today this is even more a challenge with increasing costs.

MISCELLANEOUS

Potential Conflict of Interest: Do you do business or are you engaged in the management of any business enterprise that has a financial interest in Clay County Government? Please give details, including the name of the enterprise, the nature of the business, and the position you hold.

[Explanation] NO

MISCELLANEOUS Continued

Have you ever been convicted for violation of any federal, state, county or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations or fines of \$100 or less that were imposed, unless it also included a jail sentence.

[Explanation]

ND

REFERENCES

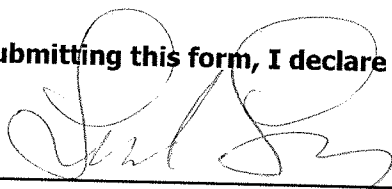
List names, addresses and telephone numbers of at least three persons who are qualified to comment on your qualifications and of whom inquiry may be made by Clay County Board of County Commissioners.

NAME	ADDRESS	TELEPHONE
Lisa Daniels	3035 Audrienne Ln, Middleburg FL	904-219-1417
Barbara Coleman	1169 Kingsley Ave, O.P., FL	904-278-2677
Tim Ryan	822 Branscomb Rd, GCS, FL	904-378-4570

ADDITIONAL INFORMATION AND COMMENTS

[Comments]

By submitting this form, I declare the foregoing facts to be true, correct and complete.



 Signature

5-27-15

Date

From: [Clay County BCC](#)
To: [Teresa Capo](#); [Dawn Schull](#)
Subject: *NEW SUBMISSION* Citizen Application Form
Date: Wednesday, June 4, 2025 3:19:35 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Citizen Application Form

Submission #: 4096035
IP Address: [73.148.168.36](#)
Submission Date: 06/04/2025 3:19
Survey Time: 3 minutes, 22 seconds

You have a new online form submission.

Note: all answers displaying "*****" are marked as sensitive and must be viewed after your login.

Read-Only Content

Date and time:

06/04/2025 12:00 AM

Full name:

Lisa A. Daniels

Name of board/committee you are applying for:

Housing finance Advisory Board

Full address:

3035 Audrienne Lane
Middleburg, FL 32068
United States

Number of years at this address:

9

Phone:

(904) 219-1417

Email:

lisadaniels1820@gmail.com

District you live in:

5

Voting status:

I am a registered voter.

Employer:

Guild Mortgage

Work phone number:

(904) 219-1417

Number of years at job:

9

Education**Please list all schools attended, years and degrees:**

Less than 2 years St Johns Community College.

Volunteer Work, Civic, Professional, and other Activities**List any volunteer service organizations, clubs or professional societies you are a member of or titles you have held:**

I am on the Board of The 4 H Foundation Board of Clay County.

Have you ever served on a committee or advisory board? If so, give the details, including any positions held:

I have been on this board for years.

Reason for Serving**Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of this Board /Committee:**

I love my community and want to help keep it affordable for working families.No.

Miscellaneous**Do you do business or are you engaged in the management of any business enterprise that has a financial interest in Clay County Government? Please give details, including the name of the enterprise, the nature of the business, and the position you hold:**

No.

Have you ever been convicted for violation of any federal, state, county or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations or fines of \$100 or less that were imposed, unless it also included a jail sentence:

no.

References**List names, addresses and telephone numbers of at least three persons who are qualified to comment on your qualifications and of whom inquiry may be made by Clay County Board of County Commissioners:**

Theresa Sumner

Additional information and comments:**Read-Only Content**

Thank you,
Clay County, FL

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Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, June 10 4:00 PM

TO: Clay County Board of
Commissioners

DATE: 5/16/2025

FROM: Karen Smith,
Administrative & Contractual
Services

SUBJECT:
Bid Opening Tabulation for May 30 2025:
A. RFP No. 24/25-063, Tourism Sports Sales and Development (RE-BID)

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Letters of Documentation

ATTACHMENTS:

Description	Type	Upload Date	File Name
▢ Bid Tab	Cover Memo	6/4/2025	Bid_Tab_Form_2425-063ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractual Services	Streeper, Lisa	Approved	6/3/2025 - 3:57 PM	Item Pushed to Agenda

BID TABULATION FORM

RFP 24/25-063 Date: May 30, 2025

Proj: Tourism Sports Sales and Development (RE-BID) Time Open: 9:00 AM

Ad: Clay Today, May 8, 2025 Time Close: 9:01 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

Bidder		Total
1	Airstream Ventures LLC	TBD
2	EZ Sports Service LLC	TBD
3	Gartner, Inc.	NO BID
4	In House Strategy LLC	TBD
5	Octagon	NO BID
6	Youniverse Media, Inc	TBD