



**BOARD OF COUNTY COMMISSIONERS  
MEETING MINUTES**

October 22, 2024  
Administration Building,  
4th Floor, BCC Meeting Room,  
477 Houston Street,  
Green Cove Springs, FL 32043  
4:00 PM

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**INVOCATION**

Commissioner Betsy Condon gave the Invocation.

**PLEDGE**

USN Information System Technician (IW/SW/AW) Damaris M. Matos led the Pledge of Allegiance.

Chairman James Renninger said Chief Petty Officer Damaris Matos currently serves in the United States Navy, having spent 20 years as an information systems technician, and will retire on October 31, 2024. She has been stationed at locations including Joint Expeditionary Base Little Creek (Virginia Beach, VA) - Naval Station Norfolk (Virginia) - Naval Support Activity (NSA) - (Norfolk, VA) and Naval Air Station Jacksonville (Florida). Chief Petty Officer Matos joined the military to earn money for college and see places she never imagined being able to see. During her time in the U.S. Navy, she learned about the sacrifices our service members made and took great pride in serving our country, knowing she played a part in history and will forever hold the title of a United States sailor! Her favorite memory from her 20 years of service is returning from deployment and seeing the families and friends cheering for our safe return home. Chief Petty Officer Matos is a decorated veteran, holding seven good conduct medals - two Humanitarian Service Medals - four Navy and Marine Corps Achievement Medals - four Sea Service Deployment Ribbons - a Global War on Terrorism Expeditionary Medals - two Nato Ribbons and Information Aviation and Surface Warfare Insignias - among others. She is an Orange Park resident and currently works as a transitioning service member at the Naval Computer and Telecommunications Area Master Station Detachment in Jacksonville.

Chief Petty Officer Matos thanked the Board for the invitation to lead the Pledge of Allegiance and spoke about what an honor it is to serve.

**CALL TO ORDER**

Chairman James Renninger called the meeting to order at 4:06 pm.

## ROLL CALL

**Present:** Commissioner District 3 James Renninger, Chairman  
Commissioner District 1 Mike Cella, Vice-Chairman  
Commissioner District 2 Alexandra Compere  
Commissioner District 4 Betsy Condon  
Commissioner District 5 Dr. Kristen T. Burke left @ 8:20 pm

**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) - Rowan (dog) - Diana (cat) - Enchilada (cat). If you are interested in adopting a pet, contact [clayadoptions@claycountygov.com](mailto:clayadoptions@claycountygov.com) or call (904) 269-6342. Ms. Capo stated that Clay County Animal Services also offers community rabies and microchip clinics every month from 3:00 pm to 5:00 pm on the first Thursday of every month. The "Kitten Crew" is always looking for fosters. If you are interested, please contact [clayfosters@claycountygov.com](mailto:clayfosters@claycountygov.com). If you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list. (Amazon.com). We always need items for our foster kittens and shelter animals. See Attachment A.

## PROCLAMATIONS/RESOLUTIONS

### 1. Veteran's Day (November 11, 2024)

*Veteran's Day Proclamation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC) Agenda/October 22, 2024, beginning at 8:38 and ending at 15:05. Below is a summary of the discussion and vote.*

Chairman James Renninger said Veterans Day is celebrated on November 11 to honor America's veterans for their patriotism, love of country, and willingness to serve and sacrifice for the common good. We want to take this opportunity to recognize some of our Clay County heroes and honor their service to our country with a Proclamation. Additionally, Clay County is participating in the National Association of Counties (NACO) **Operation Green Light** for Veterans again this year to show support for veterans by lighting our buildings green from November 4-11, 2024. By shining a green light - county governments and our residents will let veterans know they are seen, appreciated, and supported. You can see the green lights shining brightly on the Clay County Courthouse - Administration Building - Sheriff's Office - Tax Collector's Offices - Clay County Libraries - CCUA, and several municipal buildings.

Present for the Proclamation:

- William "Bill" Byrns - Lieutenant US Army - Veteran/POW
- John D. Ruark - USN Retired Petty Officer 2nd Class - 40 Years Government Service
- David Treffinger - US Army Specialist Veteran
- George H. Cater - Retired Master Sergeant USMC
- Jack P. Campbell - LCDR US Navy - Veteran
- Arvid Nelson - Retired USN AVCM
- Ansil Lewis - Retired USMC Sergeant Major
- Richard Carey - Retired US Army SFC
- Paulo Osorio - Retired US Navy PRCS
- Eric Russell Lown Retired US Navy AK2 - (AW/SW/NAC)
- James T. Barlow - Retired US Marine Corps Sergeant Major (April 1958-August 1988)

Commissioner Alexandra Compere read the Proclamation for Veteran's Day - November 11, 2024.

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

Mr. Byrns thanked the Board and spoke about the real heroes being family, i.e., Spouses, daughters, etc., left behind when you leave to serve in the military.

Mr. Lewis thanked the Board for the Proclamation, their continued support of veterans, and the citizens for their support.

2. World Polio Day (October 24, 2024)

*World Polio Day Proclamation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC) Agenda/October 22, 2024, beginning at 16:34 and ending at 23:23. Below is a summary of the discussion and vote.*

Chairman James Renninger said October 24, 2024, is World Polio Day. Polio was one of the most feared diseases in industrialized countries in the early 20<sup>th</sup> century, paralyzing hundreds of thousands of children every year. Thanks to the tireless efforts of humanitarian organizations like Rotary International and its core partners - the World Health Organization - US Centers for Disease Control and Prevention - UNICEF, and others, the world is on the brink of eradicating this deadly infectious disease.

Present for the Proclamation:

- Randy Robb - Fleming Island
- Duane Mallicoat - Orange Park Sunrise
- Steve Underwood - Orange Park Sunrise
- Gordan Reynolds - Orange Park Sunrise
- David Tarkington - Orange Park Noon

- William Byrns - Orange Park Noon
- Doug Conkey - Orange Park Sunrise

Commissioner Kristen Burke read the Proclamation for World Polio Day - on October 24, 2024.

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

Mr. Robb thanked the Board for the Proclamation and spoke about the effects of Polio in earlier years and hopes of eradicating the disease.

## **PRESENTATIONS**

Substance Use Disorder Summary Presentation (T. Nolen)

*Substance Use Disorder can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 24:45 and ending at 36:24. Below is a summary of the discussion.*

Tyler Nolan, Northeast Florida Regional Council, presented a PowerPoint presentation regarding the substance use disorder summary. The presentation is attached to the agenda for review.

### **Topics Discussed:**

- Structure of the Quarterly Meetings
- A Look Back - Year One
- What Were the BoCC Tasks
- Process Evaluation
- Year 2 - In Progress

There were questions and discussions regarding moving forward with Mr. Nolan and projects for funding.

The Fire Watch Project, Inc. (D. Collins)

Approval of funding agreement for \$20,000 to provide operational support for The Fire Watch Project, Inc.

*Fire Watch can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 36:25 and ending at 1:16:16. Below is a summary of the discussion.*

Derek Collins, Regional Program Director for Northeast Florida with Fire Watch, addressed the Board to provide details and information for the request of approval of the funding agreement for operational support for the Fire Watch Project.

There were questions and discussions regarding the expansion/structure of Fire Watch, state funding, the future of the program funding, staff members, return of investment or impact for Clay County, focus areas for requesting funding, non-profit standards and application process, and allocation of funding (ARPA.)

Commissioner Kristen Burke made a motion for denial of the request, seconded by Vice-Chairman Mike Cella. Discussion continued regarding funding/contribution from other counties, request from Duval, and reasons to support or not support the request.

Commissioner Kristen Burke withdrew her motion, and Vice-Chairman withdrew his second.

Commissioner Kristen Burke made a motion for a continuance of the request until November 26, 2024, BCC Meeting, seconded by Commissioner Alexandra Compere. More discussion was had regarding the allocation of funding, ARPA, and how to move forward. The motion carried 5-0.

## Florida Forest Service Annual Clay County Commissioners Reports (Carlton Scott/David Sechrist)

*Florida Forest Service Annual report can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 1:16:42 and ending at 1:28:29. Below is a summary of the discussion.*

Carlton Scott and David Sechrist, Florida Forest Service, addressed the Board to provide details, data, and information regarding the annual Clay County Commissioners report.

There were questions and discussions regarding drone assessment, deployments for fires, effects of pine beetles, outbreaks, partnerships with private landowners, and an overview of the agency and services provided.

## **CONSTITUTIONAL OFFICERS**

Chairman James Renninger recognized Clay County Clerk of Court and Comptroller Tara S. Green, Doug Conkey, and Van Royal and thanked them for their attendance.

*Constitutional Officer comments can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:29:10 and ending at 4:32:49. Below is a summary of the discussion.*

Tara S. Green, Clerk of Court and Comptroller, addressed the Board to provide details

and information regarding investments directly related to the 2020 Bond Series proceeds. PFM will provide an update at the November 12, 2024 BCC meeting.

### **APPROVAL OF MINUTES**

#### 3. Board of County Commissioners Meeting Minutes October 8, 2024.

Vice-Chairman Mike Cella made a motion for approval of the October 8, 2024, BCC meeting minutes, seconded by Commissioner Alexandra Compere, which carried 5-0.

### **PUBLIC COMMENTS**

*Public Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 1:29:41 and ending at 1:53:56. Below is a summary of the discussion.*

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

Adam Warren, 2839 Harvest Moon Drive, addressed the Board with concerns regarding the new trash service and requirements.

Nancy McDaniels, 1648 Sandy Hollow Loop, addressed the Board to express her gratitude to County Manager Wanamaker and county staff for their efforts in resolving the flooding issue in her neighborhood.

Clarence and Felicia Hampshire, 508 Franklin Street, Green Cove Springs, Florida, addressed the Board to invite everyone to the event to honor and recognize the baseball/softball teams established in 1962 and 1975 to be held at Hunter Douglas Park on November 10, 2024.

Julie Garrett, 2550 Hoard Street, Madison, WS, Public Affairs Specialist with the CBA Office of Disaster Recovery, addressed the Board to speak about the disaster relief services provided and the process to file for help.

LaShonda Lesay, Intergovernmental Congressional Affairs Specialist for FEMA, addressed the Board to provide information and details regarding the process to apply for FEMA.

Jianni Spadea, 414 Capricorn Lane, Orange Park, Florida, addressed the Board to express concerns regarding the new trash service.

David Hause, 418 Capricorn Lane, addressed the Board to express concerns regarding the new trash service.

Hearing no other comments, Chairman James Renninger closed public comment at 5:55 pm.

## **CONSENT AGENDA**

### 4. 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.

### 5. Bid No. 23/24-115, Pond Treatment Spraying Services (K. Smith)

Approval to post Notice of Intent to Award Bid 23/24-115, Pond Treatment Spraying Services to Bio-Tech Consulting, LLC. The total per treatment cost is \$26,759.00. Approval of award will be effective after the 72-hour protest period has expired.

Funding Source:

Transportation Trust Fund - Public Works - Repairs and Maintenance

### 6. TDC Event Marketing Grant Guidelines (K. Morgan)

FY24-25 Grant Guidelines for TDC Event and Sports Grants

### 7. First Renewal and Amendment to Agreements for Continuing General Architectural/Engineering Consulting Services for Parks and Recreation (J. Pierce)

Approval of the First Renewal and Amendment of the following Agreements for Continuing General Architectural/Engineering Consulting Services for Parks and Recreation for an additional one-year term commencing on November 9, 2024 through November 8, 2025:

A) Chen Moore and Associates, Inc. Agreement No. 2022/2023-31

B) Bhide & Hall Architects, P.A. Agreement No. 2022/2023-32

C) GAI Consultants, Inc. Agreement No. 2022/2023-33

The hourly rates remain the same as in the original agreements.

Funding Source:

Various

### 8. BlueMedicare Master Agreement with Blue Cross and Blue Shield of Florida, Inc. for 2025 (J. Leighton)

A) Approval of BlueMedicare Group Master Agreement with Blue Cross and Blue Shield of Florida, Inc. (Florida Blue), regarding the group Medicare Advantage, Medicare Advantage Prescription Drug Plan, and/or stand-alone Medicare Prescription Drug Plan for retirees and

covered dependents, effective 1/1/2025.

B) Additional approval of advance payment for the first premium payment.

Funding Source:

General Fund - Benefits - Retiree Insurance

9. Ninth Amendment to Administrative Services Agreement No. 2010/2011-57 with Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue (J. Leighton)

Approval of the Ninth Amendment to Administrative Services Agreement No. 2010/2011-57 with Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue revising and replacing Exhibit B, Financial Arrangements. All other terms and conditions remain unchanged and in effect through December 31, 2025.

Funding Source:

Health Insurance Trust Fund

10. Budget Resolution for Lutheran Services Florida Non-Qualified County Opioid Litigation Funds (M. Covey)

Approval of budget resolution to record unanticipated revenue in the amount of \$967,760 to support the Community Paramedicine Program and fund projects endorsed by the Substance Use Disorder (SUD) Committee.

11. FY2024 Emergency Management Performance Grant (EMPG) Agreement (M. Covey/T. Devin)

A) Approval of the FY2024 EMPG Federally Funded Grant Agreement for cost reimbursement not to exceed the amount of \$76,395.00. Period of performance begins October 1, 2024 through March 31, 2026.

B) Approval of the accompanying budget resolution.

Funding Source:

Revenue

General Fund Revenue - State Grants – Public Safety

12. Second Amendment to Agreement for First Coast Connector (Cathedral Oak Parkway) – SR 23 to Maryland Ave. (CR 315) Design-Build for the Bonded Transportation Program Project 6B (C. Grimm)

Approval of the Second Amendment to Agreement No. 2021/2022-151 for First Coast Connector (Cathedral Oak Parkway) – SR 23 to Maryland Ave. (CR 315) Design-Build for the Bonded Transportation Program Project 6B with Superior Construction Company Southeast, LLC in the amount of \$131,059.67 for additional work for this project to be completed by December 6, 2024.



Funding Source:

2020 Bond Construction Fund - Capital Improvement Element - First Coast Connector CR315 To First Coast Expressway

13. Lien Reduction

Case No. CE-06-134, 2022 Knowles Road, Green Cove Springs, Florida

Patrick E. Parduhn, previous property owner

PBP Homes, Inc., current property owner

14. Lien Reduction

Case No. CE-16-007, 2022 Knowles Road, Green Cove Springs, Florida

Patrick E. Parduhn, previous property owner

PBP Homes, Inc., current property owner

15. Lien Reduction

Case No. CE-10-026, 5645 Bandalier Street, Keystone Heights, Florida

Edward C. Hoisington and Virginia A. Hoisington, previous property owners

Gerald Moseberth, Jr. and Maxine Moseberth, current property owners

16. Lien Reduction

Case No. CE-22-049, 6738 Spanish Moss Drive, Keystone Heights, Florida

Russell Martin Souza, previous property owner

Evergreen Home Buyers, LLC, current property owner

17. Approval of Memorandum of Agreement between Clay County and the Duval County Sheriff regarding usage of Clay County Gun Range November 20 & 21, 2024 (C. Grimm)

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

**DISCUSSION/UPDATES**

18. FCC Status Update

*FCC Update can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 2:12:24 and ending at 3:07:14. Below is a summary of the discussion.*

Heather Boucher, Commission Auditor, addressed the Board to provide information on the FCC status update. Filled work/testing is wrapping up with roughly three tests left regarding equipment, and there will be a final report in November.

Doug Philip, Operations Performance Manager, and Demetrius Burgess, General Manager of FCC Environmental Services, presented a PowerPoint presentation to provide an update regarding the FCC Trash service. See Attachment D.

Following the presentation, there were comments, questions, and discussions regarding multiple topics:

- Service Exceptions
- Missed Routes/Pick-Ups - Process
- Container/Carts - 95 Gallon - 65 Gallon
- Communication for the public
- Number of Call Center Representatives
- Call Center/Phones
- Damaged Carts Resolution
- Meeting with County Staff
- Equipment
- Complaints - Process
- Bulk Pick-up - One bulk pick-up/per month per resident - up to 3 cubic yards
- Yard Waste
- Accident - Status of the Diver and Driver not at fault
- Termination of Drivers for Driving Infractions
- Track EZ/Camera System
- opt out options (no)
- Procedure/Process when setting out cans/carts
- Check off List/Violation Placement
- Email/Electronic Option
- Training/Communication for drivers
- Phone Calls Received by Commissioners
- Length of calls on hold/Ringing

Tim Devin, Director of Emergency Management, addressed the Board to provide information and details for the update regarding the storm debris pick-up and process. Contact info for wood fencing/non-vegetative storm debris - (904) 490-9996 or take to the Rosemary Hill Solid Waste Facility. Do not place storm debris under powerlines. The call center at the EOC is available from 8:00 am to 5:00 pm to answer any questions about storm debris: (877) 252-9362.

## 19. Clay County Strategic Plan (C. Everill)

*Clay County Strategic Plan can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC) Agenda/October 22, 2024, beginning at 3:07:15 and ending at 3:13:04. Below is a summary of the discussion.*

Caroline Everill, Operations, Projects and Reporting Coordinator, provided an overview

and details regarding the CC Strategic Plan. See Attachment E.

**Topics Discussed:**

- Community Health and Safety
- Economic and Community Development
- Infrastructure
- Quality and Balance of Life
- Good Governance

20. FY24 Grants Department Report (M. Covey/G. Biastre)

*Grants Department Report can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 3:13:14 and ending at 3:24:39 Below is a summary of the discussion.*

Megan Covey, Grants Manager and George Biastre, Sponsorship Development, presented a PowerPoint presentation to provide details and information regarding the Fiscal Year Grants Department Report. See Attachment F.

**Topics Discussed:**

- 2023-2024 Grant Milestones
- 2024-2025 Grant Objectives
- Open Project
- Grants Management - YoY - New Awards
- Grants Management - FY2024
- Return on Investment
- 2023-2024 Sponsorship Milestones
- 2024-2025 Sponsorships Objectives

There were questions and discussions regarding the obligation of ARPA Funding.

21. Purchasing Policy Revisions including Local Preference (K. Smith)

*Purchasing Policy can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 3:24:39 and ending at 3:27:53. Below is a summary of the discussion.*

Karen Smith, Director of Administrative and Contractual Services, addressed the Board to provide information to request suggestions/direction from the Board for revisions/changes in the local preference policy.

There were questions and discussions regarding purchasing policy in Clay County vs. other counties, and the board members expressed support for leaving the policy as is

and reviewing it as needed in the future.

22. Clay County Regional Sports Complex Cross Country Course (J Pierce/M. Covey/K. Morgan)

*Cross Country Course can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 3:28:05 and ending at 3:54:00. Below is a summary of the discussion.*

Justin Pierce, Director of Parks and Recreation, and Kimberly Morgan, Director of Tourism and Film Development, addressed the Board to provide details and information regarding the recommendation from the feasibility study and request guidance on how to move forward with the future phases of the Sports Complex and the Cross Country Course.

Comments, questions, and discussion were had regarding spending money on studies,

23. Hunter Douglas Park Baseball Field Commemoration (J. Pierce)

*Hunter Douglas Park can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 3:54:02 and ending at 3:57:18. Below is a summary of the discussion and vote.*

Justin Pierce, Director of Parks and Recreation, addressed the Board to provide details and information for the Hunter Douglas Park/Baseball Field commemoration and request consensus to memorialize the teams that first played, thereby constructing and designing a memorial to be placed at the park.

Comments were made regarding the positive impact of memorializing the history in Clay County and the Old School House and clarifying events to occur during the weekend - Veterans Day 5k is on Saturday, November 9, 2024, and Honoring the Middleburg baseball/softball team is November 10, 2024.

Following all discussions, the Board gave direction to move forward.

Commissioner Kristen Burke left the meeting at 7:57 pm and returned at 7:59 pm.

**NEW BUSINESS**

24. Bid No. 23/24-128, Clay County Animal Services Shelter and Care Facility (Re-Bid) (K. Smith)

Discussion and consideration of the Bids received for Bid 23/24-128, Clay County Animal Services Shelter and Care Facility (Re-Bid). E. Vaughan Rivers, Inc. was the lowest responsive Bidder in the amount of \$21,515,585.00. This total is comprised of a Base Bid (\$21,583,290.00), a Bi-Directional Amplifier (BDA) Allowance (\$50,000.00), and the

Deductive Alternate No. 3 - Pre-Engineered Pre-Cast Wall and Berm (-\$117,705.00).

*Bid Number 23/24-128 can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 3:57:24 and ending at 4:15:32. Below is a summary of the discussion and vote.*

Karen Smith and Troy Nagle addressed the Board to provide details and information for the consideration of bids received for bid number 23/24-127 regarding the Clay County Animal Services Shelter and Care Facility.

There were questions and discussion regarding allocation of funding, contractors experience, obligation to fulfill public safety, importance of taking care of the animals/pets, costs of facilities in other counties, and the need for the facility.

Patricia Whatley, 20 Harmony Hall, Middleburg, Florida, addressed the Board to speak in favor of the request and spoke about the positive impact the animal shelter would have on Clay County.

More comments were made regarding the need for the animal shelter.

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

25. Lincoln Memorial University Letter of Intent to the Board of County Commissioners for Clay County Animal Services Shelter and Care Facility Naming Rights Sponsorship (G. Biastre/M. Covey)

Approval to continue negotiations with Lincoln Memorial University for a \$1,000,000 sponsorship to Clay County, specifically to assist with the completion of the educational and surgical spaces at the new Clay County Animal Services Shelter and Care Facility.

*LMU Letter can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:15:33 and ending at 4:20:38. Below is a summary of the discussion and vote.*

George Biastre, Sponsorship Development, addressed the Board to introduce Dr. Kim Carney, Lincoln Memorial University to provide details and information regarding the letter of intent for \$1M sponsorship from LMU to assist with the completion of educational and surgical spaces at the Clay County Animal Shelter and Care Facility.

There were questions and discussions regarding veterinary services and possible partnerships with LMU.

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

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

**All those wishing to speak during Public Hearings were sworn in.**

**26. Final Public Hearing to consider codification of the Clay County Land Conservation Program (D. Selig)**

This item is the codification of the Forests and Farms Conservation Lands Program in a new Article VIII under Chapter 16 Planning and Development.

The ordinance establishing this program includes general provisions, the creation of the Land Conservation Committee, a site selection process, a process for the acquisition of conservation lands and easements, the stewardship of acquired lands and miscellaneous provision.

*Conservation Land can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 1:55:45 and ending at 2:01:57. Below is a summary of the discussion and vote.*

Dodie Selig, Chief Planner, presented a PowerPoint presentation regarding the public hearing to consider codification of the Clay County Land Conservation Program. See Attachment B.

There were comments regarding funding, process/program, and the upcoming referendum on the ballot.

Chairman James Renninger opened the floor for the public hearing at 6:12 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:12 pm.

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

**27. Final Public Hearing to Consider adoption of COMP 24-0016 and ZON 24-0019. (District 5, Comm. Burke) (J.Bryla)**

**A. COMP 24-0016**

This application is a FLUM Amendment to change 1.72 acres from Agricultural (AG) to Industrial (IND)

**B. ZON 24-0019**

This application is a Rezoning to change from Agricultural District (AG) to Heavy Industrial District (IND).

Applicant is requesting a continuance to the January 28, 2025, meeting.

*Item 27, 28, and 29 can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 2:01:58 and ending at 2:07:46. Below is a summary of the discussion and vote.*

Jenni Bryla, Zoning Chief, addressed the Board to provide details and information regarding the applicants to continue items 27, 28, and 29. However, there would need to be a public hearing for the three items, which may occur at one time.

Kelly Hartwig, 3420 Wall Road, Green Cove Springs, Florida, agent for the applicant, addressed the Board to provide more information and the reason for the requested continuance.

Chairman James Renninger opened the floor for the public hearing at 6:05 pm.

Patricia Ross, 5243 County Road 209 South, addressed the Board to express her gratitude for the continuance and the applicant addressing concerns from the citizens/neighbors.

Van Royal, 3688 La Costa Court, Green Cove Springs, Florida, addressed the Board to request that his comments be held until the item is heard later.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:07 pm.

There were comments to clarify advertising and moving forward with a continuance.

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

28. Final Public Hearing to consider the adoption of COMP 24-0017 and ZON 24-0023. (District 5, Comm. Burke) (J.Bryla)

A. COMP 24-0017

This application is a FLUM Amendment to change 41.75 acres Agricultural Residential (AR) to Industrial (IND).

B. ZON 24-0023

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

Applicant is requesting a continuance to the January 28, 2025, meeting.

Discussion, public hearing, and vote for item 28 were held during item 27.

29. Final Public Hearing to consider the adoption of COMP 24-0018 and ZON 24-0024. (District 5, Comm. Burke) (J.Bryla)

A. COMP 24-0018

This application is a FLUM Amendment to change 32.78999 acres from Agricultural Residential (AR) to Industrial (IND).

B. ZON 24-0024

This Application is a Rezoning to change from Agricultural District (AG) to Heavy Industrial District (IB).

Applicant is requesting a continuance to the January 28, 2025, meeting.

Discussion, public hearing, and vote for item 29 were held during item 27.

30. Final Public Hearing to consider ZON 24-0017, LDC Text Change for Rock Crushing; Rock or Sand Storage Yards; and Stone Cutting. (M. Brown)

Land Development Code Change to amend the required standards for *Rock Crushing; Rock or Sand Storage Yards; and Stone Cutting* Conditional Use.

*Item 30 can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 2:07:47 and ending at 2:11:50. Below is a summary of the discussion and vote.*

Mike Brown, Zoning Chief, presented a PowerPoint presentation regarding the public hearing to consider ZON-24-0017, Land Development Code Change, to amend the required standards for rock crushing, rock or sand storage yards, and stone cutting conditional use. See attachment C.

Chairman James Renninger opened the floor for the public hearing at 6:12 pm.

Hearing no comments, Chairman James Renninger closed the public hearing at 6:12 pm.

Commissioner Betsy Condon made a motion for approval with the suggested language by PC, seconded by Vice-Chairman Mike Cella; there were comments regarding the location of the business being in the right area; the motion carried 5-0.

## **LETTERS FOR ACTION**

31. Discussion of Re-Appointment to the Clay County Board of Adjustments  
Nykki L. Van Hof has submitted an application for re-appointment to the Board.

*Item 31 can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:20:43 and ending at 4:21:20. Below is a summary of the discussion and vote.*



Chairman James Renninger opened the floor to discuss the reappointment of Nykki L. Van Hof to the Clay County Board of Adjustments.

Commissioner Betsy Condon made a motion for approval of reappointment, seconded by Vice-Chairman Mike Cella, which carried 4-0.

### 32. Discussion of Appointments to the Middleburg/Clay Hill Citizens Advisory Committee

The Middleburg/Clay Hill CAC currently consists of 9 members. There are 5 spots filled with current terms, 4 filled spots with terms expiring, and 2 spots that could be filled if the CAC is expanded to 11 members.

Applications for re-appointment were received from the following individuals:

- Cynthia McLain
- Jessica Pownall
- Charles (Scotty) Taylor
- April Watts

Applications for appointment were received from:

- Tonya Brigman
- Brittney Tessaro
- Samuel J. Kilgore

*Item 32 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:21:21 and ending at 4:23:50. Below is a summary of the discussion and vote.*

Chairman James Renninger opened the floor to discuss appointments to the Middleburg/Clay Hill CAC, as mentioned above.

Commissioner Betsy made a motion to reappoint - Cynthia McLain, Jessica Pownall, Scotty Taylor and April Watts, seconded by Commissioner Alexandra Compere, which carried 4-0.

Commissioner Betsy Condon made a motion to appoint Brittany Tessaro and Samuel Kilgore, seconded by Commissioner Alexandra Compere. There was a brief discussion regarding the terms for the applicants; one will have an even term (Brittany Tessaro), and one will have an odd term (Samuel Kilgore). The motion carried 4-0.

### 33. Discussion of Appointments to the Construction Trades Licensing Board

The following individuals have submitted an application for appointment:

- Clark Briggs - Division II Contractor
- Lesley Davidson - Engineer
- E. Wendell Hall, Jr. - Architect
- Elle Hunt - Business Person
- Mark Tivey - Division I Contractor
- Kenneth Vogel - Division II Contractor
- Joe Wiggins - Division I Contractor

*Item 33 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:23:52 and ending at 4:26:44. Below is a summary of the discussion and vote.*

Chairman James Renninger opened the floor to discuss appointments to the Construction Trades Licensing Board.

There were comments and discussions regarding the requirements, the number of members to be on the board, and applicants' experience.

Commissioner Betsy Condon made a motion for approval to appoint:

- Leslie Davidson - Engineer
- E. Wendell Hall, Jr. - Architect
- Elle Hunt - Business Person
- Kenneth Vogel - Division II Contractor
- Joe Wiggins - Division I Contractor

The motion was seconded by Chairman James Renninger, which carried 4-0.

34. Juvenile Justice Circuit Advisory Board, 4th Judicial Circuit, per Florida Statutes section 985.664

*Item 34 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:26:52 and ending at 4:28:40. Below is a summary of the discussion and vote.*

Chairman James Renninger opened the floor to discuss the Juvenile Justice Circuit Advisory Board nomination.

There were comments and discussions regarding a nomination for Pam Lewis and having an alternate designee if Ms. Lewis can not serve. Commissioner Alexandra Compere volunteered to be the designee.

Vice-Chairman Mike Cella made a motion for approval as discussed, seconded by Commissioner Betsy Condon, which carried 4-0.

## **LETTERS OF DOCUMENTATION**

### 35. Bid Opening Tabulation (K. Smith)

Bid Opening Tabulation for October 15, 2024:

A. RFB No. 23/24-128, Clay County Animal Services Shelter and Care Facility

Chairman James Renninger acknowledged the Letters of Documentation.

## **PUBLIC COMMENTS**

Chairman James Renninger opened the floor for public comment at 8:30 pm.

Hearing no comments, Chairman James Renninger closed public comment at 8:30 pm.

## **COMMISSION AUDITOR**

Heather Boucher, Commission Auditor had no comments.

## **COUNTY ATTORNEY**

### 36. Discussion regarding Chapter 12, Article III, Solicitation on Public Road Rights-of-Way

*County Attorney Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:32:50 and ending at 4:33:46. Below is a summary of the discussion and vote.*

Courtney Grimm, County Attorney, addressed the Board to provide details and information regarding Chapter 12, Article III, Solicitation on Public Road Right-of-Ways, to request suspending enforcement of Article III at this time to provide staff an opportunity to review it and meanwhile ask law enforcement pursue enforcement through the existing Florida Statute that relates to pedestrians in right-of-ways.

Commissioner Betsy Condon made a motion for approval, seconded by Commissioner Alexandra Compere, which carried 4-0.

## **COUNTY MANAGER**

*County Manager comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024), beginning at 4:33:52 and ending at 4:36:30. Below is a*

*summary of the discussion.*

Howard Wanamaker, County Manager addressed the Board to provide information regarding upcoming events in Clay County and highlighted the events below.

- Touch-A-Truck - November 2, 2024 - Clay County Fairgrounds - Quiet Time 9:00 am to 11:00 am - Lights and Sound 11:00 am to 2:00 pm
- First Annual Clay County Veterans Day Weekend - Oakleaf Community Park - Saturday, November 9, 2024 - 8:00 am to 3:00 pm with a 5K run - check-in begins at 6:30 am - Race begins at 8:00 am with an exhibition softball to follow
- Veterans Day at Camp Blanding - November 11, 2024 11:00 am to 3:00 pm - For more information call the Camp Blanding Museum at: (904) 682-3196

## **COMMISSIONERS' COMMENTS**

Commissioners Comments can be seen at [www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC Agenda/October 22, 2024, beginning at 4:36:31 and ending at 5:08:10](http://www.claycountygov.com/gouvernement/clay-county-tv-and-video-archive/BCC%20Agenda/October%2022,%202024,%20beginning%20at%204:36:31%20and%20ending%20at%205:08:10). Below is a summary of the discussion and vote.

Commissioner Betsy Condon provided details and information for a requested change in the policy language that has been in place since 2010 - if a structure on a parcel needs to be replaced/rebuilt, it has to be of the same size. See Attachment G.

There were comments, questions, and discussions regarding clarification for the language written and requested, non-conforming lot, process and procedure, land development code, and replacement of the current home.

Commissioner Betsy Condon made a motion for approval, as discussed. More discussion was had regarding the process, moving the item to the next meeting, recommendations from staff, timeline, sunshine, LDC, policy exception, and procedure.

Vice-Chairman Mike Cella made a motion of approval for an exception in the policy for 4723 Debbie Road, Middleburg, Florida, 32068, seconded by Commissioner Betsy Condon; brief discussion continued regarding process and procedure, which carried 3-1, with Commissioner Alexandra Compere in opposition.

Commissioner Alexandra Compere had no comments.

Vice-Chairman Mike Cella spoke about the Impact Clay Train event held at Keystone Heights High School last Saturday and will be at Clay Hill Elementary on November 16, 2024. Vice-Chairman Cella mentioned the upcoming 8th Annual Clay County Procurement Conference on November 7, 2024, at the Thrasher-Horne Center from 8:00 am to 12:30 pm - \$10.00 per person. Vice-Chairman Cella spoke about positive emails received regarding the trash service and FCC.

Chairman James Renninger spoke about the busy weekend with the Fall Festival in Orange Park, the Art Guild Gala, and the Blue Angels Airshow. Chairman Renninger mentioned sitting on Representative Bean - Military Academy Selection Board with

County Manager Wanamaker. Chairman Renninger spoke about the positive comments he has received regarding the trash service. Chairman Renninger spoke about the start of early voting - October 22, 2024, through November 2, 2024, with the general election being November 5, 2024.

Commissioner Betsy Condon mentioned that the Supervisor of Elections - Chris Chambless, wanted citizens to know that the state's platform that ran the Supervisor websites for the election was not working well and the integrity of the elections counting - ballot machines are not attached to it at all and has not been compromised.

Hearing no further business, Chairman James Renninger adjourned the meeting at 9:09 pm.

Attest:



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

[Jim Renninger \(Nov 18, 2024 11:35 EST\)](#)

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Jim Renninger  
Chairman or Vice-Chairman











# BCC Meeting Minutes October 22 2024 BCC#4

Final Audit Report

2024-11-20

Created:	2024-11-15
By:	Lisa Osha (Lisa.Osha@claycountygov.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAASB9AR2J1eLsQ2a5VK5WAhJj6bwrAuQhR

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2024-11-15 - 4:14:44 PM GMT
-  Document emailed to clayesign@claycountygov.com for signature  
2024-11-15 - 5:01:13 PM GMT
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2024-11-18 - 4:35:31 PM GMT
-  Signer clayesign@claycountygov.com entered name at signing as Jim Renninger  
2024-11-18 - 4:35:53 PM GMT
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Signature Date: 2024-11-18 - 4:35:55 PM GMT - Time Source: server
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2024-11-18 - 4:35:57 PM GMT
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2024-11-20 - 2:25:42 PM GMT
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2024-11-20 - 2:26:27 PM GMT
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Signature Date: 2024-11-20 - 2:26:29 PM GMT - Time Source: server
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