



BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

February 25, 2025
Administration Building,
4th Floor, BCC Meeting Room,
477 Houston Street,
Green Cove Springs, FL 32043
4:00 PM

INVOCATION

Commissioner Kristen Burke, District 5, gave the Invocation.

PLEDGE

Retired US Navy CS1 (SW) Daniel Costello led the Pledge of Allegiance.

Chairman Betsy Condon said Petty Officer Daniel Costello served as a Culinary Specialist in Surface Warfare in the US Navy. He served our country for 31 years and 2 months, including Reserve and Active Duty, retiring in August 2007. Petty Officer Costello served in locations in Spain and Japan – and areas of operation in the Persian Gulf and Indian Ocean – joining the military for adventure and for the opportunity to travel while serving his country. His favorite service memory was the camaraderie and working with friends toward a common goal. During his service, he learned that if you believe in something, you have to stand up for it and that the United States of America is the greatest country in the world! He is a decorated Veteran holding awards, including the Navy Commendation Medal - two Navy Achievement Medals - two National Defense Medals - three Navy Expeditionary medals - an Armed Forces Expeditionary Medal, and a Global War on Terrorism Expeditionary Medal. Petty Officer Costello is an Orange Park resident and currently volunteers as the Community Director for the Knights of Columbus Council 7399 in Orange Park.

Petty Officer Costello spoke about being a Clay County resident and thanked the Board for the opportunity to lead the Pledge of Allegiance.

CALL TO ORDER

Chairman Betsy Condon called the meeting to order at 4:04 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 - Mable (dog) - Annie (dog) - Zac Zac (cat) - Mamma Kitty (cat). Bunny (cat) 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.

SPECIAL STAFF RECOGNITION

Retirement recognition for Amy Bramlitt, CPA, Finance Officer

Staff Recognition can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 8:44 and ending at 15:35. Below is a summary of the discussion.

Chairman Betsy Condon said we are saddened and pleased to recognize the retirement of Clay County Clerk's Office finance officer Amy Bramlitt, after six years of outstanding service to the residents of Clay County with the Clay County Clerk of Court and Comptroller's Office. Ms. Bramlitt is leaving some pretty big shoes to fill and has played a critical role in the very important transition of comptroller duties from the county to the clerk's office.

In attendance for the recognition:

- Amy Bramlitt - Clay County Clerk of Court and Comptroller - Finance Officer
- Tim Gladden - Fiancée
- Wade Bramlitt - Son
- Alison Bramlitt - Daughter in Law
- Brees Bramlitt - Grandson
- Audri Mello - Granddaughter

Clay County Clerk and Comptroller Executive Team and Staff:

- Tara S. Green - Clay County Clerk of Court and Comptroller
- Tracie McRae - Chief Operations Officer
- Rick Dingle - Chief Administrative Officer
- Victoria Marquart - Senior Executive Assistant to the Clerk
- Deena Faulkner - Chief Human Resources Officer
- Brian Byrd - General Counsel
- Mary Justino - Public Information Officer
- David Caudill - Finance Director
- Jennifer McMahan – Revenue Clerk
- Cindy Atkinson – Accounts Payable/Payroll Manager
- Cheryl Senter – Accounts Payable Supervisor
- Amber Leininger - Finance Director
- Pete Mauger – Inventory Control Accountant
- Lillian Robles-Rodriguez – Revenue Manager
- Terri Thomas – Accounts Payable Clerk

Clerk of Court and Comptroller Green highlighted Ms. Bramlitt's career, thanked her for her service to the organization and the county, and wished her well in her retirement.

Ms. Bramlitt thanked the Board and Clerk of Court and Comptroller Green for the recognition and mentioned moments of her career.

Chairman Betsy Condon recognized and congratulated the Clerk of Court and Comptroller for being awarded as one of the 2025 Top Workplaces.

PROCLAMATIONS/RESOLUTIONS

1. Recognition of Pop Warner Champions, Fleming Island Dreadnaughts

Proclamation can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 15:38 and ending at 23:15. Below is a summary of the discussion and the vote for this agenda item.

Chairman Betsy Condon said we are excited to recognize the 2024 Pop Warner National Football - Fleming Island Dreadnaughts and 2023 Cheerleading Champions and coaches.

Present for the Proclamation:

2024 Dreadnaughts 11U:

- Michael Kenny - Football Coach
- Dreadnaughts Football Team:
 - Mason Adams
 - Palmer Blackwood

- Andrew Blockinger
- Gabe Britton
- Michael Crowe II
- Brantley Davis
- Devan Davis
- Dominique Easterly Jr.
- Ezekiel Esther
- Timothy Floyd
- Perry Haynes
- DJ Henderson
- Zain Hudson
- Zuriel Hudson
- Jackson James
- John Mizell
- Peyton Samuel
- Kaiden Scruggs
- Ty Stevenson
- Tucker Swanson
- Cam Thomas
- Matthew Thompson
- Rex Wacker
- Tanner Warner

2023 Cheerleading Dreadnaughts - Mitey Mite Core:

- Lindsey Zybrick - Coach
- Katie Wright - Coach
- Mitey Mite Cheerleaders:
 - Natalie Britton
 - Stella Britton
 - Blakley Eulenfeld
 - Gemma Paulk
 - Ella Segreto

Commissioner John Sgromolo read the Proclamation for the recognition of the 2024 Pop Warner and 2023 Cheerleading Champions.

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

Commissioner Sgromolo mentioned the success of all of the teams in Clay County over the years, the accomplishments, and the life lessons that are learned through sports, and wished all the athletes well in the future.

Coach Kenny recognized all the athletes and spoke about their accomplishments, credited the parents for their support, and thanked the Board and staff for their support and the Proclamation.

DECLARATIONS

2. Flood Awareness Week – (March 3-9, 2025)

Chairman Betsy Condon mentioned that there is a Declaration on today's agenda for Flood Awareness Week, which is recognized on March 3 through 9, 2025. Clay County has experienced severe weather in the form of extreme rainfall or tropical system events, resulting in flooding that caused damage and flood losses to homes and buildings on multiple occasions. The risk to lives and property can be mitigated through education about the location of flood zones in our county, how to take flood protection measures, and the availability of flood insurance. Please review the Declaration attached to the agenda and remember to take the time to prepare your home and family for any natural disasters that could impact our community.

CONSTITUTIONAL OFFICERS

Chairman Betsy Condon recognized Clerk of Court and Comptroller Tara S. Green, CCSO Director Ricky Wright and CCSO staff and thanked them for their attendance.

There were no comments by Constitutional Officers.

APPROVAL OF MINUTES

3. Board of County Commissioners Meeting Minutes February 11, 2025.

Commissioner Jim Renninger made a motion for approval of the February 11, 2025, BoCC Meeting Minutes, seconded by Commissioner Alexandra Compere, which carried 5-0.

PUBLIC COMMENTS

Public Comment can be seen at [www.claycountygov.com/government/clay-county-tvand-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tvand-video-archive/BCC%20Agenda/February%2025,2025), beginning at 27:12 and ending at 31:54. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for the public comment at 4:28 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board to express concerns regarding various topics.

Chairman Betsy Condon clarified the process for requesting public records and the fees that apply.

Hearing no other comments, Chairman Betsy Condon closed the public comment at 4:31 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. Second Renewal for Continuing General Engineering Consulting Services for Planning & Design (R. Smith)

Approval of the Second Renewal and Amendment to Agreements for Continuing General Engineering Consulting Services for Planning and Design with the listed Firms for a period of one (1) year commencing on February 22, 2025 and continuing through February 21, 2026.

1. Jones Edmunds & Associates, Inc. - 2021/2022-110 RN2
2. GAI Consultants, Inc. - 2021/2022-109 RN2
3. WGI, Inc. - 2021/2022-111 RN2

6. Acceptance for Final Re-Plat for Recording - Oak Grove Estates Unit 3-A (District 5, Comm. Burke)(R. Smith)

The Staff has reviewed and recommends that the Board accept and approve the final plat re-plat of Oak Grove Estates Unit 3-A for recording.

7. Agreement for Tourism Sports Marketing & Sales with Raconteurs (C. Latham)

Approval of the Agreement for Tourism Sports Marketing & Sales with Raconteurs beginning on the effective date and continuing for a period of three (3) years with the option to renew two (2) additional one-year periods in the amount of \$66,000.00 annually paid in installments of \$5,500.00 monthly.

8. TDC Grant Request (C. Latham)

1. TDC unanimously (9-0 vote) recommends Town of Orange Park - 2024 Hometown Holiday - December 6-7, 2024 at Clarke House Park. Requesting \$3,500 Event Marketing Grant.
2. TDC unanimously (9-0 vote) recommends Moosehaven 2024 Chili Cook-off - November 9, 2024 at Moosehaven. Requesting

\$3,500 Event Marketing Grant.

9. TDC Sponsorship Request 2025 (C. Latham)
 1. TDC unanimously (9-0 vote) recommends 2025 NEFL Scottish Games and Festival - February 22, 2025 at The Clay County Fairgrounds. Requesting \$35,000 Event Sponsorship.
 2. TDC unanimously (9-0 vote) recommends 2025 Clay County Fair - April 3-13, 2025 at the Clay County Fairgrounds. Requesting \$45,000 Event Sponsorship.
10. Conveyance Agreement between Creekview GP, LLC and Clay County for fire station site and pond site (E. Dendor/L. Mock/C. Grimm)
11. Fifth Modification to Subgrant Agreement with the Florida Division of Emergency Management re: Flood Mitigation Assistance 4055 Lazy Acres Road (M. Covey)

Approval of the Fifth Modification to Subgrant Agreement No. 2019/2020-111 with the Florida Division of Emergency Management (FDEM) re: Flood Mitigation Assistance at 4055 Lazy Acres Road reinstating and extending the agreement through January 31, 2026. All other terms and conditions remain the same.

Funding Source(Revenue):

General Fund - All Grants Organization - Flood Mitigation Assistance (FMA) 4055 Lazy Acres Rd - Flood Mitigation Assistance (FMA) Grant- Lazy Acres Road - Federal Grants - Physical Environment

Consent Agenda can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 31:55 and ending at 1:13:01. Below is a summary of the discussion and vote for this agenda item.

Commissioner John Sgromolo requested to pull item 7 for discussion.

Commissioner Jim Renninger made a motion for approval of the Consent Agenda items 4 through 11 except 7, seconded by Vice-Chairman Kristen Burke, which carried 5-0.

There were comments, questions, and discussions between the Board, Staff, and Matthew Dunn - Raconteurs representative, regarding concerns with item 7 - Agreement for Tourism Sports and Marketing and Sales with Raconteurs.

Following all discussions, Vice-Chairman Kristen Burke made a motion for approval of item 7, seconded by Commissioner Jim Renninger; the motion failed, with Commissioner John Sgromolo, Alexandra Compere, and Chairman Betsy Condon in opposition.

NEW BUSINESS

12. RFP No. 24/25-044, Broker Services for Property and Casualty Insurance (K. Smith)

Review of Staff's evaluation of the submittal received for RFP No. 24/25-044, Broker Services for Property and Casualty Insurance.

1. Risk Management Associates, Inc. - 85.92

A committee consisting of the Director of Capital Projects and Bond Transportation Program, Risk Manager, and Director of Personnel performed the evaluation of the response received. If desired, the Board may request a presentation from the Insurance Agent and/or Brokerage.

If awarded, approval of award will be effective after the 72-hour protest period has expired. An agreement will be brought back to the Board for approval.

Funding Source:

General Fund - Risk Management -Insurance

RFP 24/25-044 can be seen at [www.claycountygov.com/government/clay-county-tvand-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tvand-video-archive/BCC_Agenda/February_25,_2025), beginning at 2:12:01 and ending at 2:13:53. 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 the details and information for staff's review of RFP24/25-44 - Broker Services for Property and Casualty Insurance as defined above.

There were comments regarding the current state of the insurance market.

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

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

13. Final Public Hearing to consider adoption of COMP 24-0025. Dist. 5, Commissioner Burke (D. Selig)

This application is a proposed text amendment to the 2040 Comprehensive Plan. The application would make changes to LA FLU Policy 1.4.1 and LA FLU Policy 1.4.10 with respect to the Lake Asbury Interchange Village Center land use category.

Item 13 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025), beginning at 1:13:05 and ending at 1:27:55. Below is a summary of the discussion and the vote for this agenda item.

Before commencing the public hearings, all those wishing to speak were sworn in.

Dodie Selig, Chief Planner, presented a PowerPoint presentation to provide details and information regarding the final public hearing to consider COMP-24-0025 as defined above. See Attachment B.

There were questions and discussions to clarify the vote from the Citizens Advisory Committee.

Susan Fraser, SLF Consulting, 3517 Park Street, Jacksonville, Florida, Agent for the applicant, stated that she was available to provide answers to questions if needed.

Chairman Betsy Condon opened the floor for the public hearing at 5:22 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board to express concerns with the requested change.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:26 pm.

There were more questions and discussions regarding the percentages for residential and commercial development.

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

14. Final Public Hearing to consider ZON 24-0037. (District 5, Comm. Burke) (J. Bryla)

This application is a Rezoning to change 304.93 acres from Industrial Select District (IS) to Heavy Industrial District (IB).

Item 14 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025), beginning at 1:27:56 and ending at 1:35:09. 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 regarding the final public hearing to consider ZON-24-0037 as defined above. See Attachment C.

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

There were questions and discussions regarding use/intent, access and location of the parcel, and regulations for the use.

Chairman Betsy Condon opened the floor for the public hearing at 5:34 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:34 pm.

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

15. Final Public Hearing to consider ZON 25-0001. (District 1, Comm. Sgromolo) (J. Bryla)

This application is a Rezoning to change 2.73 acres from Agricultural Residential District (AR) to Single Family Residential District (RB).

Item 15 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 1:35:10 and ending at 2:02:49. 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 regarding the final public hearing to consider ZON-24-0001 as defined above. See Attachment D.

There were questions and discussions to clarify the vote from the Planning Commission, preserving the wetlands, the number of homes allowed and having a common driveway.

Janis Fleet, Fleet and Associates, and the agent for the applicant presented a PowerPoint to the Board to provide details and information on the requested change. See Attachment E.

There were questions and discussions regarding the size of lots and estimation of uplands, size of homes, landscape buffers, plat, and design/ownership of the shared driveway.

Chairman Betsy Condon opened the floor for the public hearing at 5:52 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board to express concerns regarding the requested change.

James Merckler, Northeast Florida Home Buyers - Developer, addressed the Board to provide more details and information regarding the intended development of the parcel.

Questions and discussions were had regarding the price point of the homes.

Hearing no other comments, Chairman Betsy Condon closed the public hearing at 5:57 pm.

Commissioner John Sgromolo made a motion for approval of ZON-25-0001, seconded

by Commissioner Jim Renninger. After more conversation regarding the preservation of wetlands, the impact on the surrounding area due to the development, and clarification for including conditions in the motion, the motion carried 5-0.

16. Public Hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as Tax Parcel No. 05-05-25-009016-007-00 and authorization for County Manager to execute all documents necessary to close the acquisition (C. Grimm/E. Dendor)

Item 16 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:02:52 and ending at 2:04:40. Below is a summary of the discussion and the vote for this agenda item.

Ed Dendor, Bonded Transportation Program Manager, addressed the Board to provide details and information for the public hearing to consider entry into a Purchase and Sale Agreement for the BTP of a portion of the tax parcel mentioned above necessary for roadway improvements on a portion of BTP Project number five (5) and authorization for the County Manager to execute all documents necessary to close the acquisition.

Chairman Betsy Condon opened the floor for the public hearing at 6:04 pm.

Hearing no comments, Chairman Condon closed the public hearing at 6:04 pm.

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

17. Public Hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as Tax Parcel No. 05-05-25-009016-008-00 and authorization for County Manager to execute all documents necessary to close the acquisition (C. Grimm/E. Dendor)

Item 17 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:04:41 and ending at 2:09:27. Below is a summary of the discussion and the vote for this agenda item.

Chairman Betsy Condon clarified that there is no conflict of interest; the owner of the property shares the same last name as her maiden name; however, there is no relation, and she stands to gain nothing from this action.

Ed Dendor, Bonded Transportation Program Manager, addressed the Board to provide details and information for the public hearing to consider entry into a Purchase and Sale

Agreement for the BTP of a portion of the tax parcel mentioned above necessary to implement roadway improvements on the BTP Project number five (5) and authorization for the County Manager to execute all documents necessary to close the acquisition.

Chairman Betsy Condon opened the floor for the public hearing at 6:06 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board to express concerns regarding the purchase of the parcel.

Hearing no other comments, Chairman Condon closed the public hearing at 6:08 pm.

Vice-Chairman Kristen Burke made a motion for approval as requested, seconded by Commissioner Jim Renninger. There were comments to clarify the spelling of a name in the agreement. The motion carried 5-0.

18. Public Hearing for the purpose of considering the entry into a Purchase and Sale Agreement for the purchase by the County of real property necessary for the Bonded Transportation Program, more particularly described as a portion of Tax Parcel No. 39-05-25-015113-002-00 and authorization for County Manager to execute all documents necessary to close the acquisition (C. Grimm/E. Dendor)

Item 18 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 2:09:28 and ending at 2:11:56. Below is a summary of the discussion and the vote for this agenda item.

Ed Dendor, Bonded Transportation Program Manager, addressed the Board to provide details and information for the public hearing to consider entry into a Purchase and Sale Agreement for the BTP of a portion of the tax parcel mentioned above necessary to implement road improvements for the BTP Project number six (6) A, and authorization for the County Manager to execute all documents necessary to close the acquisition.

There were questions and discussions regarding the time limit for the temporary construction easement.

Chairman Betsy Condon opened the floor for the public hearing at 6:11 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 6:11 pm.

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

LETTERS FOR ACTION

19. Discussion of Appointments to the Lake Asbury/Penney Farms Citizens Advisory Committee

The Lake Asbury/Penney Farms CAC has 4 vacant seats to fill.

Christine Backscheider, Member 1, has informed staff that she would not be seeking reappointment of her seat.

Applications were received from the following individuals for reappointment:

- Mike Clemons
- Matthew Hansknecht
- Chad Weeks

One application was received for consideration of appointment:

- Anthony Simmons

Item 19 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 2:13:59 and ending at 2:18:02. Below is a summary of the discussion and the vote for this agenda item.

Chairman Betsy Condon opened the floor to provide information regarding the appointments to the CAC mentioned above and mentioned the applicants not seeking reappointment and those who submitted applications to fill the vacant seats.

There were comments and discussions regarding how the meetings are coordinated and conducted, rules and regulations for the CAC, attendance by staff, and expectations for the CAC.

Following all discussions, Vice-Chairman Kristen Burke made a motion for approval of the three applicants seeking reappointment and one applicant seeking appointment, seconded by Commissioner Alexandra Compere, which carried 5-0.

20. Discussion of Appointments to the Fleming Island Citizens Advisory Committee

The Fleming Island CAC currently has 8 members of the available 11 members. Three members are seeking reappointment:

- Ann Tabor
- Nicholas Male
- Eden Jordan

The following individuals have decided not to seek reappointment:

- Larry Koster
- Tom Znidar
- Colleen Lydon

- Stephanie Mapp
- Rhonda Jett (No Longer a Fleming Island Resident)

Applications were received from the following individuals seeking appointment to one of the open seats:

- Mitchell Askelson
- Camille Arensdorf
- Janine Hogan
- Sheri Chase

Item 20 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:18:03 and ending at 2:19:38. Below is a summary of the discussion and the vote for this agenda item.

Chairman Betsy Condon opened the floor to provide information regarding the appointments to the Fleming Island CAC mentioned above and noted the applicants seeking reappointment, those not seeking reappointment, and those who submitted applications.

Commissioner John Sgromolo expressed his gratitude to those who volunteer and spoke about the importance of volunteering.

Commissioner John Sgromolo made a motion for approval for the three members seeking reappointment and the four individuals seeking appointment, seconded Commissioner Alexandra Compere, which carried 5-0.

21. Discussion of Resignation and Appointment to the Middleburg/Clay Hill Citizens Advisory Committee

- 1) Natividad Santos submitted his resignation to be removed as a member of the of the CAC.
- 2) An application was received from Edward Wallace for consideration of appointment to the CAC.

Item 21 can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:19:39 and ending at 2:20:17. Below is a summary of the discussion and the vote for this agenda item.

Chairman Betsy Condon opened the floor to discuss the resignation received from Mr. Santos and the appointment to the Middleburg/Clay Hill CAC, as mentioned above.

Chairman Betsy Condon made a motion for approval to appoint Mr. Wallace, seconded by Commissioner Alexandra Compere, which carried 5-0.

LETTERS OF DOCUMENTATION

22. Tourist Development Council Meeting Minutes February 5, 2025
TDC meeting minutes from January 22, 2025.
23. Bid Opening Tabulations (K. Smith)
Bid Opening Tabulation for February 7, 2025:
A. RFP No. 24/25-044, Broker Services for Property and Casualty Insurance

Bid Opening Tabulation for February 14, 2025:
A. RFB No. 24/25-034, Intersection Improvements at CR 220 at Canova Road and County Road 220 at East West Parkway

Chairman Betsy Condon acknowledged Letters of Documentation.

Stephanie Lamb, Tourism Program Manager, addressed the Board to clarify the error on the agenda regarding the January date provided. It should read TDC Meeting Minutes for February 5, 2025, as the January meeting was canceled and rescheduled for February.

PUBLIC COMMENTS

Public Comment can be seen at [www.claycountygov.com/government/clay-county-tvand-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tvand-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:21:21 and ending at 2:25:01. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for the public comment at 6:21 pm.

James Otto, 2908 Blanding Boulevard, Middleburg, Florida, addressed the Board to express his concerns regarding various topics, i.e., single bids, growth in the county, infrastructure, cost of homes, records request, Clay County being a destination, traffic and pop warner football.

Hearing no other comments, Chairman Betsy Condon closed the public comment at 6:24 pm.

COMMISSION AUDITOR

Heather Boucher, Commission Auditor had no comments.

COUNTY ATTORNEY

County Attorney can be seen at [www.claycountygov.com/government/clay-county-tvand-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tvand-video-archive/BCC%20Agenda/February%2025,%202025), beginning at 2:25:04 and ending

at 2:25:38. Below is a summary of the discussion.

Courtney Grimm, County Attorney, provided information regarding the Fleming Island Preserve special proceeding that is moving forward. The mediation is tomorrow, and Chairman Condon has agreed to represent the county along with the County Manager and County Attorney.

COUNTY MANAGER

County Manager can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 2:25:39 and ending at 2:28:44. Below is a summary of the discussion.

Howard Wanamaker, County Manager, provided additional information regarding the process and costs for public records requests. The link is provided below for making a public records request.

- <https://claycountyfl.justfoia.com/publicportal>

County Manager Wanamaker mentioned the new palm card for the 2025 Clay County Legislative Priorities and Appropriations Request. See Attachment F.

County Manager Wanamaker spoke about the recognition of six (6) staff members from Animal Services, two of whom were presented with awards. Tarkey Montgomery - Animal Care Attendant II, won Employee of the Year, and Arlene Jones - Animal Services Executive Secretary, received a Lifetime Achievement Award.

COMMISSIONERS' COMMENTS

Commissioner Comments can be seen at [www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/February 25, 2025](http://www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC%20Agenda/February%2025,2025), beginning at 2:28:50 and ending at 2:43:59. Below is a summary of the discussion.

Commissioner Jim Renninger mentioned signing the Veteran of the Year Nominee certificates and spoke about the significance; two years ago, there was no Veteran of the Year; last year, there were roughly five nominees, and this year there were close to 30. Commissioner Renninger spoke about celebrating our heritage in Clay County. In 2026, Penney Farms will be 100 years old in Clay County, and the Orange Park Mall will celebrate its 50th Anniversary in September. We should celebrate our accomplishments. Commissioner Renninger congratulated Tara S. Green and the Clay County Clerk of Courts and Comptroller for being recognized as Top Workplace. Commissioner Renninger expressed his excitement about becoming Otis Daniel Renninger's grandfather!

Commissioner Alexandra Compere congratulated Commissioner Renninger and said it is a beautiful thing to get to welcome life into the world. Commissioner Compere mentioned the upcoming event - First Coast Expressway Conference at 9:30 am at the Thrasher Home on Wednesday, February 26, 2025. Commissioner Compere

highlighted the commitment to staff by County Manager Howard Wanamaker, thanked him for his service, and commended staff for their hard work.

Vice-Chairman Kristen Burke expressed her appreciation to Ernest Hagan - Animal Services Director, and his staff for their efforts to resolve an issue regarding an elder abuse case that left two dogs abandoned. Vice-Chairman Burke spoke about running in the Gate River Run on Saturday.

Commissioner John Sgromolo spoke about attending the Minor League Golf Tournament at Eagle Harbor and its impact. The winner was a graduate of the University of Wyoming - winning \$10,000.00. Commissioner Sgromolo mentioned attending the 30th Annual Scottish Games and the success of the event with a special guest - Secretary of State Cord Byrd. Commissioner Sgromolo spoke about having the opportunity to throw out the first pitch on opening day at the Fleming Island Athletic Association with over 650 baseball/softball players. Commissioner Sgromolo informed everyone of a public meeting at the Fleming Island Library on March 10, 2025, from 4:00 pm to 6:00 pm regarding the discussion of the improvements at Radar Road.

Chairman Betsy Condon reminded the Commission that the staff evaluations are due by the end of the week. Chairman Condon mentioned that the Land Conservation Committee applications are open through the end of this week - February 28, 2025, and provided information on the duties of the committee. Commissioner Condon spoke about the clean-up event under the High Ridge Initiative in Keystone Heights with over 20 volunteers and, in conjunction with CCSO, brought some equipment to do a small Touch-A-Truck for the neighborhood. Also, in High Ridge is the Book Bus, which is a mission that two teachers started to donate books that children can take home. Lastly, Chairman Condon provided details and information on the history of the Middleburg Colored School located at Hunter Douglas Park and Maude Burroughs Jackson's pursuit of saving the school, which is recognized as being of historical significance in Clay County, and spoke about the school's importance to the citizens and the County.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 6:44 pm.



Attest:

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

[Betsy Condon \(Mar 18, 2025 12:17 EDT\)](#)

Betsy Condon
Chairman or Vice-Chairman

Acronym Definitions

BCC- Board of County Commissioners

BTP – Bonded Transportation Program

CAC – Citizens Advisory Committee

CCSO – Clay County Sheriff's Office

CPA – Certified Public Accountant

CR – County Road

CS – Culinary Specialist

FY – Fiscal Year

RFP – Request for Proposal

SW – Special Warfare

TDC – Tourist Development Council

ZON – Rezone

Attachment
“A”
Pet Adoptions



Mable

ANIMAL ID: A0055715850

SEX: Spayed Female

BREED: Mixed Breed, 2 years old, 58 pounds
Heartworm Negative

LOCATION: Clay County Animal Services

ABOUT: Meet Mable, the Queen of Bow Wow Breakouts. Mable has been on more adventures than any pup in the shelter, and she's ready for her biggest one yet—a forever home! The ultimate road trip buddy, always ready to hop in the car and cruise with the wind in her fur. She's a toy enthusiast (seriously, all of them), a certified zoomie expert, and a lady who knows exactly what she wants. Mable thrives with male dog friends who let her call the shots—she's got that confident, boss-girl energy. When it comes to people, she's a ladies' gal at heart, but don't worry, fellas—she *can* be won over. She's spent too many days waiting—let's make her next *Bow Wow Breakout* the one where she never has to come back.



claycountygov.com/adopt



Annie

ANIMAL ID: A0057701871

SEX: Spayed Female

BREED: 3 year old, mixed breed; 35 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Annie is a spirited 3-year-old with a zest for life and a heart full of love! This playful girl is crate-trained, full of energy, and always ready to make new friends—both human and canine. Whether she's zooming around in a game of chase or strutting her stuff on a leash, Annie thrives on adventure and companionship.

She's a social butterfly who loves being part of the action, making her the perfect match for an active family or a home with playful pups. With Annie by your side, every day is bound to be filled with joy, excitement, and plenty of tail wags.



claycountygov.com/adopt



Zac Zac

ANIMAL ID: A0057867894

SEX: Neutered Male

BREED: Domestic Short Haired, 2 years old; 10 pounds

LOCATION: Petsense Middleburg (2710 Blanding Blvd. Ste 6)

ABOUT: If you've ever wanted a cat with the personality of a dog, Zac Zac is your guy! This super friendly, endlessly curious kitty is always ready to greet you with enthusiasm. He loves attention, exploring his surroundings, and making new friends—both human and feline alike.

You can find Zac Zac at our adoption center at Petsense, where he'll likely be perched by the window, keeping an eye out for his future family (that's you!). Stop by, say hello, and let Zac Zac charm his way into your heart!



claycountygov.com/adopt

Mamma Kitty

ANIMAL ID: A0054527945

SEX: Spayed Female

BREED: Domestic Short Hair, 3 years old; 10 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Mamma Kitty is a gentle soul who's still adjusting to shelter life after being an indoor-outdoor cat. She's got a little sass—but it's all for show! Once she warms up, she enjoys pets and affection on her terms. She's looking for a patient home where she can feel safe and settle in at her own pace. If you love a cat with a little personality and a lot of love to give, Mamma Kitty is ready to meet you!



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, Bunny who is currently looking for a foster home due to an injury, 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 the shelter animals.

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

claycountygov.com/adopt

Attachment
“B”
COMP-24-0025

Large-Scale Comprehensive Plan Future Land Use Text

Amendment:

COMP 24-0025

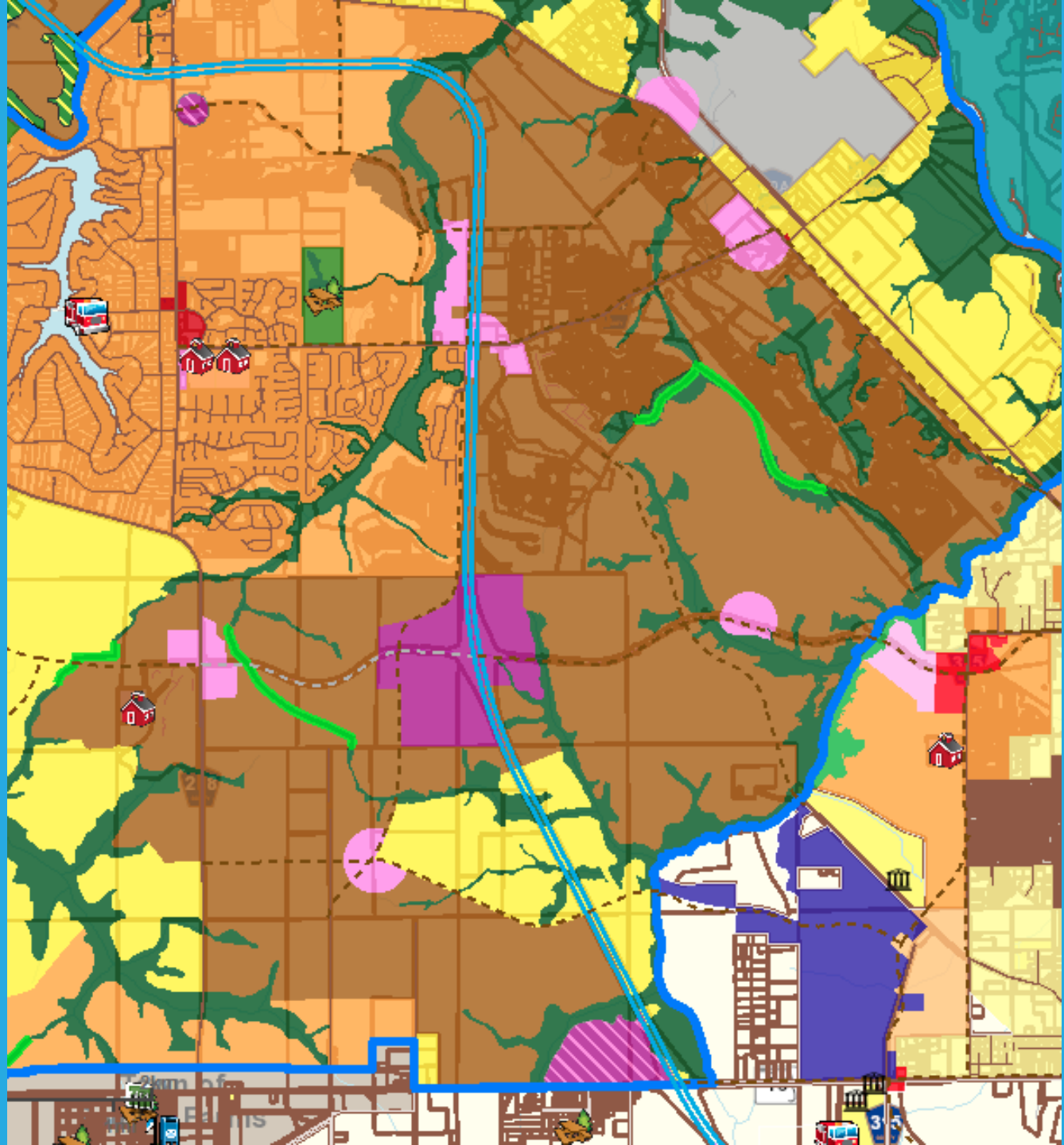
Board of County Commissioners
February 25, 2025



Application Information

Applicant: Susan L. Fraser (SLF Consulting, Inc.)

COMP 24-0004 would change portions of the text for two (2) policies related to the Lake Asbury Interchange Village Center land use category.



Proposed changes to LAFLU Policy 414.1

| LA Land Use Category | Type Use | Base Density | Maximum Density * |
|---|---|--|------------------------------|
| LA Master Planned Community (LA MPC) | Single-Family Attached | 6 units per net acre allowed; 10 units per net acre allowed | 12 units per net <u>acre</u> |
| LA Village Center (LA VC) | Single-Family attached/Multi-Family | 6 units per net acre required; 10 units per net acre allowed | 16 units per net acre |
| <u>LA Interchange Village Center (LA IVC)</u> | <u>Single-Family attached/ Multi-Family</u> | <u>6 units per net acre required; 10 units per net acre allowed.</u> | <u>16 units per net acre</u> |
| LA Activity Center (LA AC) | Single-Family attached/ Multi-Family | 8 units per <u>net</u> acre required; 10 units per net acre allowed. | 24 units per net acre |

*including density awarded from wetland-upland buffers as required by Policy 1.2.1 and/or the density bonus for environmentally significant lands as permitted by Policy 1.2.2.

Proposed changes LA FLU Policy 1.4.10

Principle changes:

- Copied density language from LA VC to LA IVC for clarity
- Copied connectivity and civic/park language from LA VC to LA IVC for clarity
- Added to both LA IVC's an allowance for auto-oriented uses adjacent to the interchange provided that pedestrian connections are maintained
- Increased the maximum Commercial/Retail use allowed from 40% to 65% for both LA IVC's

Proposed changes LA FLU Policy 1.4.10

Secondary changes:

- Add heading for LA VC and LA IVC to separate land use regulations
- Add text to clarify paragraph is for LA VC
- Correct Objective number for policies related to the density bonus
- Add date of ordinance affecting the LA VC of less than 10 acres
- Add “land use” after Rural Community for clarity

Prior Action

On November 14, 2024, the Lake Asbury/Penney Farms CAC heard this item and voted 6-0 to recommend approval with the following changes for the LA IVC at Henley Road only:

- Decrease the minimum residential use to 0%.
- Increase the minimum civic/park use to 15%.
- Increase the maximum commercial/retail use to 70%.

Staff believes that the residential use should be retained in both of the LA IVC's in order to increase live-work walkability and therefore does not support making the changes suggested by the CAC.

On December 3, 2024, the Planning Commission voted 7-0 to recommend approval of the staff recommendation.

Department of Commerce

The Department returned its Objections, Recommendations and Comments (ORC) report with no comments.

Recommendation

COMP 24-0025

Staff finds that the criteria for the Comprehensive Plan Amendment have been met and recommends approval of COMP 24-0004.

Attachment
“C”
ZON-24-0037



Rezoning Application:

ZON 24-0037

Planning Commission

February 4, 2025

Board of County Commissioners

February 25, 2025





Application Information

Applicant: Rookery Investors, LLC

Agent: Frank Miller and Rick Wood

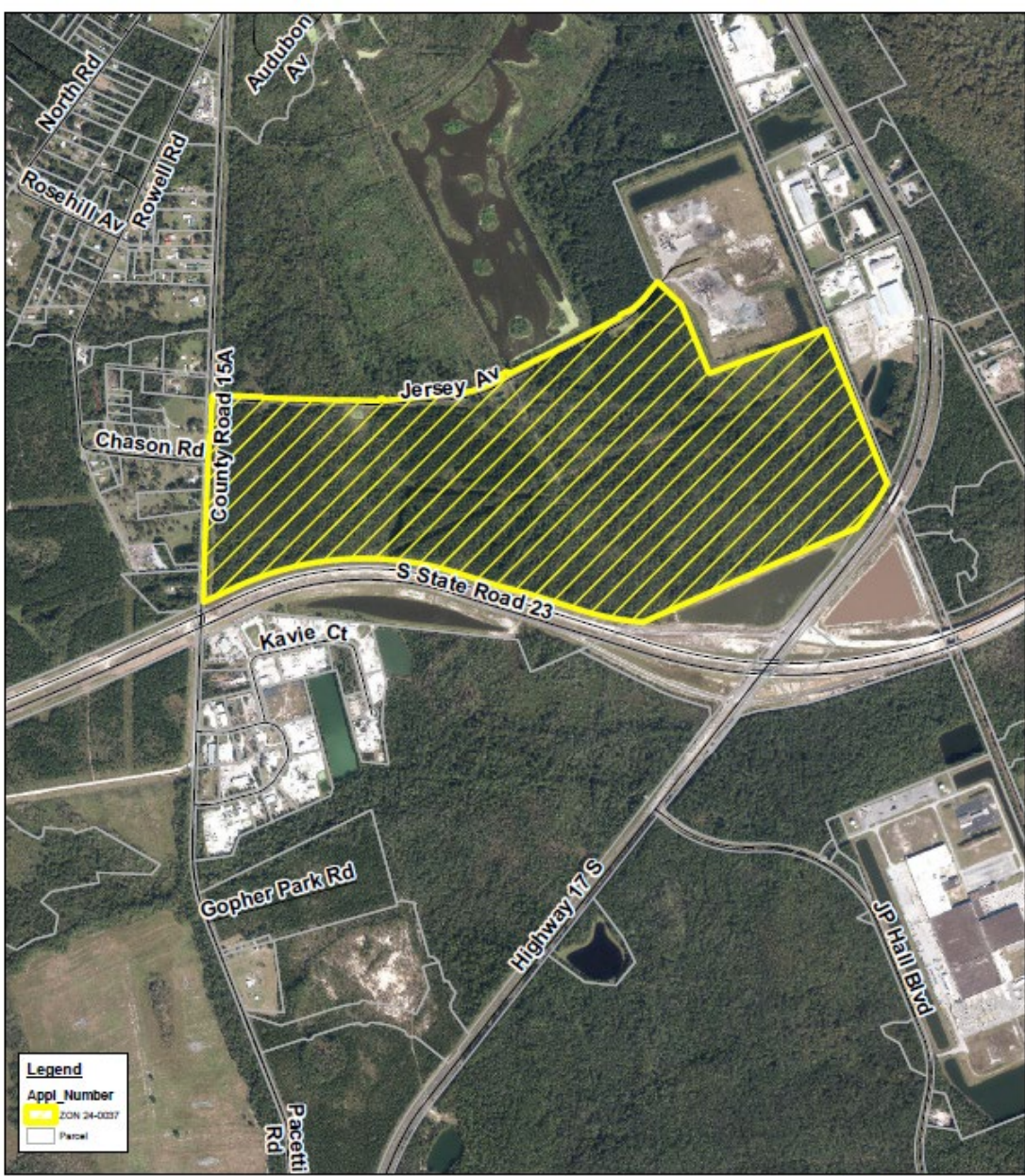
Location: The subject parcel is located at 1508 Jersey Avenue just south of the City of Green Cove Springs and is currently zoned Industrial.

Commission

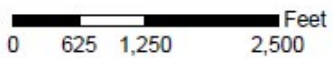
District: 5, Commissioner Burke

Parcel: 1 parcel equaling 304.93 +/- acres, requesting to be rezoned from Industrial Select (IS) to Heavy Industrial (IB).

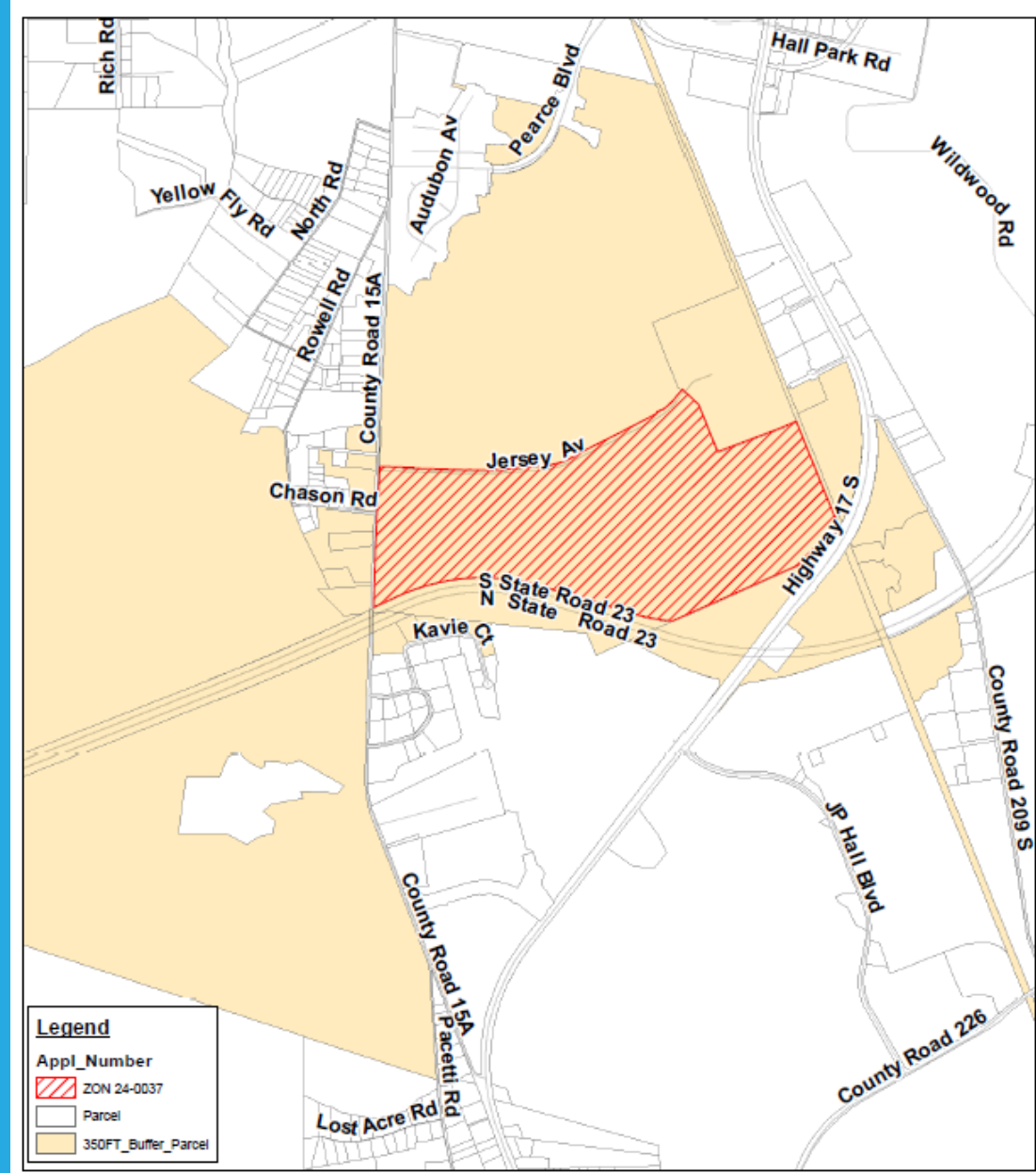
- ZON 24-0037 would change the zoning from IS (Industrial Select) to IB (Heavy Industrial).



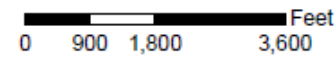
Legend
 Appl_Number
 ZON 24-0037
 Parcel



Aerial Map
Proposed Rezoning: ZON 24-0037
From IS to IB

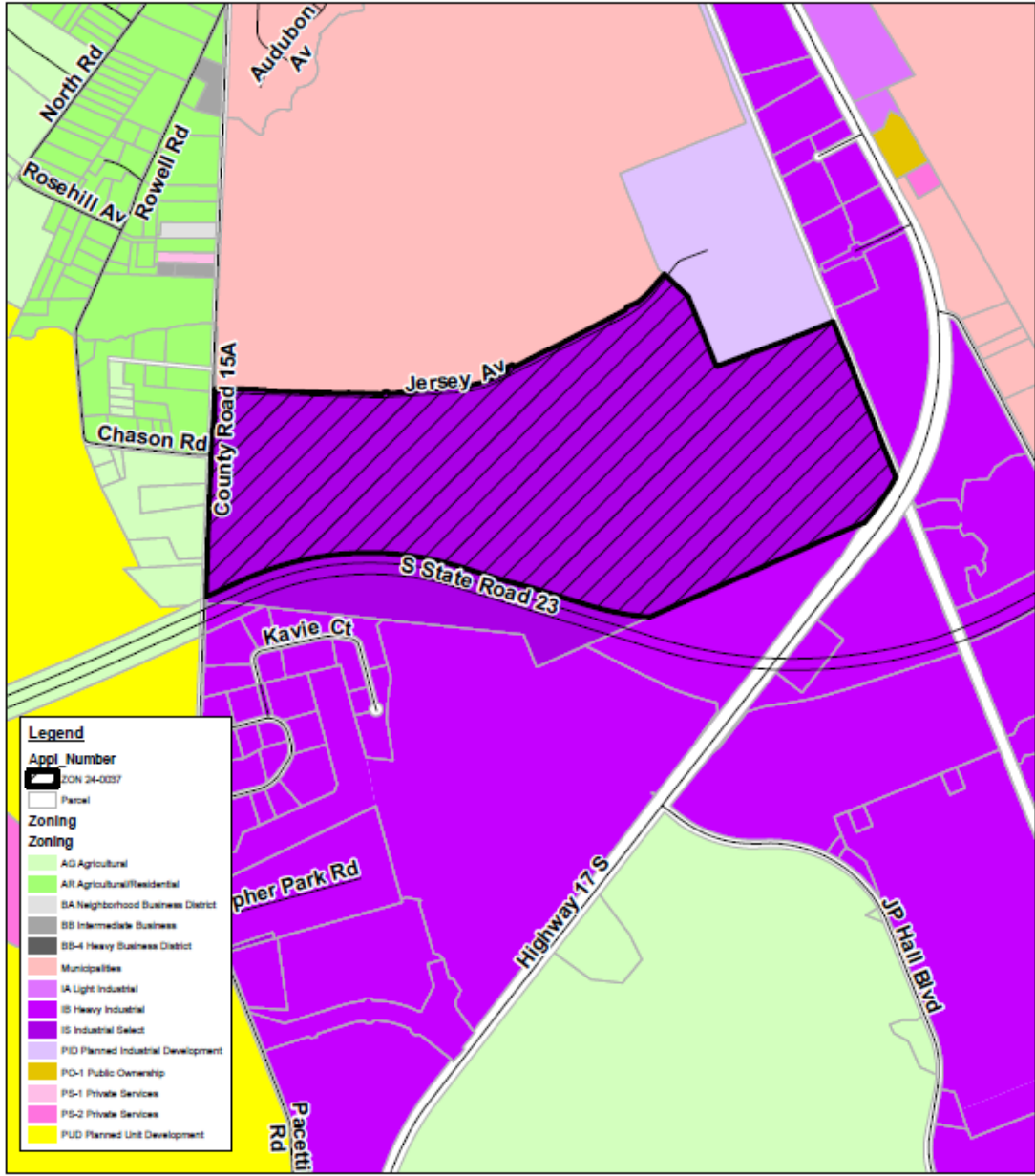


Legend
 Appl_Number
 ZON 24-0037
 Parcel
 350FT_Buffer_Parcel

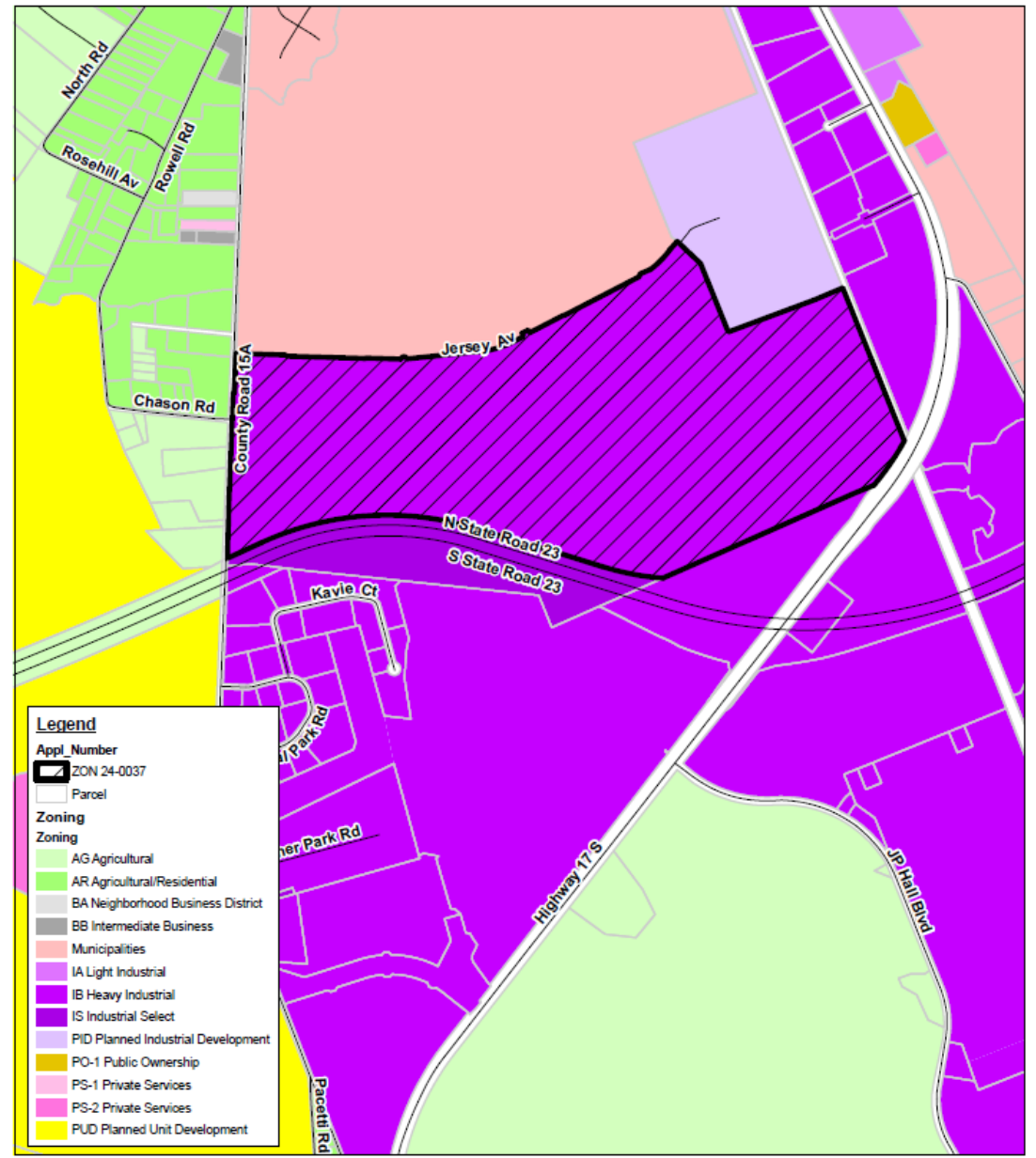
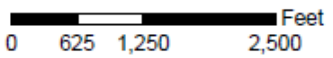


Parcel Notifications Map
ZON 24-0037

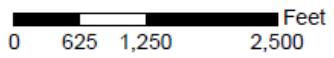




Existing Zoning
 Proposed Rezoning: ZON 24-0037
 From IS to IB



Proposed Rezoning: ZON 24-0037
 From IS to IB





ZON changes proposed for 304.93+/- acre parcel

Current zoning of IS (Industrial Select) to IB (Heavy Industrial)

- Land use of Industrial will not change
- IS allows for Light industries, with related offices and showrooms, which manufacture, assemble, process, package, store, and distribute small unit products such as optical devices, precision instruments, electronic equipment, toys, fishing tackle, research facilities and laboratories, and the like. Corporate offices which accommodate twenty-five (25) or more employees shall be allowed in this district
- IB allows for any uses in the IS district in addition to airports, landing strips, and heliports. The development and operation of these facilities shall conform to all rules and regulations of all governmental agencies having appropriate jurisdiction and to the performance standards of this Article.

Project Description

Applicant is requesting a Zoning District change from IS to IB.

Recommendations

ZON 24-0037

- Staff finds that the criteria for IB Zoning district were met in the application and therefore Staff recommends approval of the request for ZON 24-0037.
- The Springs CAC heard the item on January 8, 2025 and provided a recommendation of approval 5-0.
- The Planning Commission heard the item at their public hearing on February 4, 2025, and provided a recommendation of **approval 5-0**.



Questions?

Attachment
“D”
ZON-25-0001



Rezoning Application:

ZON 25-0001

Planning Commission February
4, 2025

Board of County Commissioners
February 25, 2025

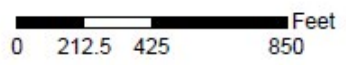




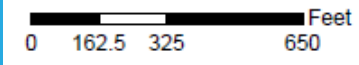
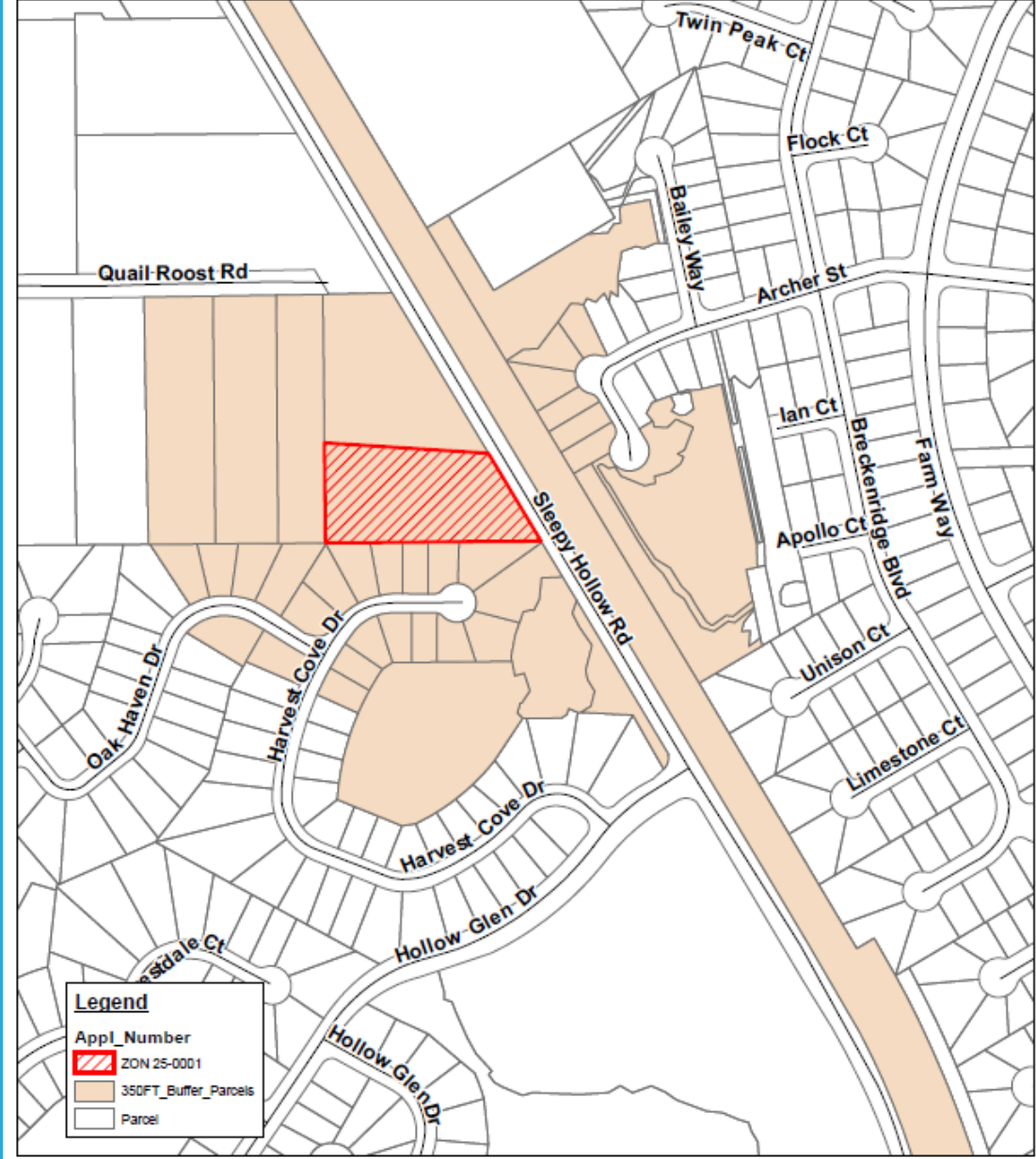
Application Information

Applicant: Edward Sharpe
Location: Sleepy Hollow Road
Planning District: None
Commission District: 1, Commissioner Sgromolo
Parcels: 2.73 +/- acre parcel

- ZON 25-0001 would change the zoning from AR (Agricultural Residential) to RB (Residential B) allowing for $\frac{3}{4}$ acre lots.

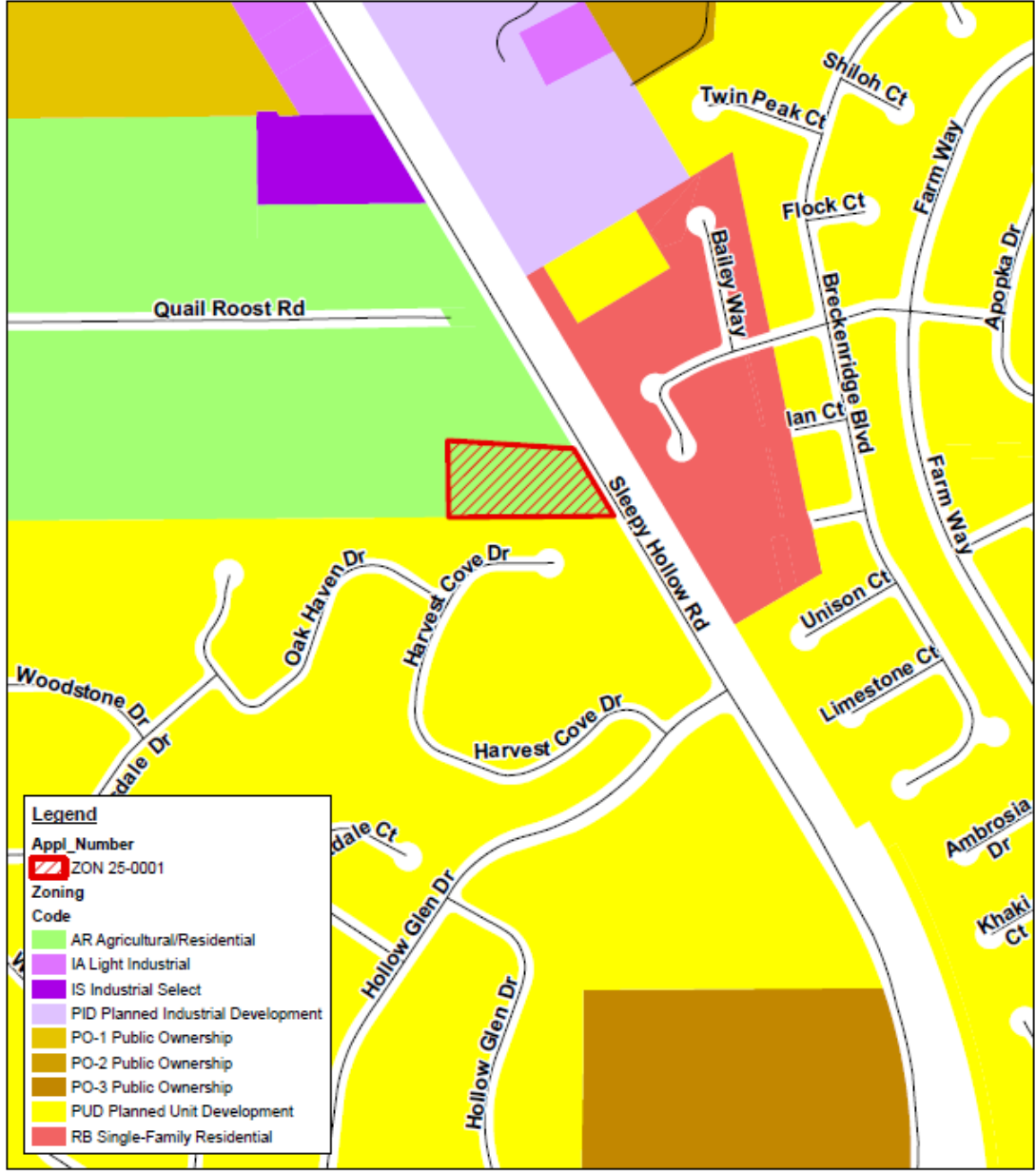


Rezoning: ZON 25-0001
from AR to RB



350' Parcel Notifications Map
ZON 25-0001



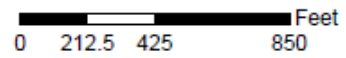


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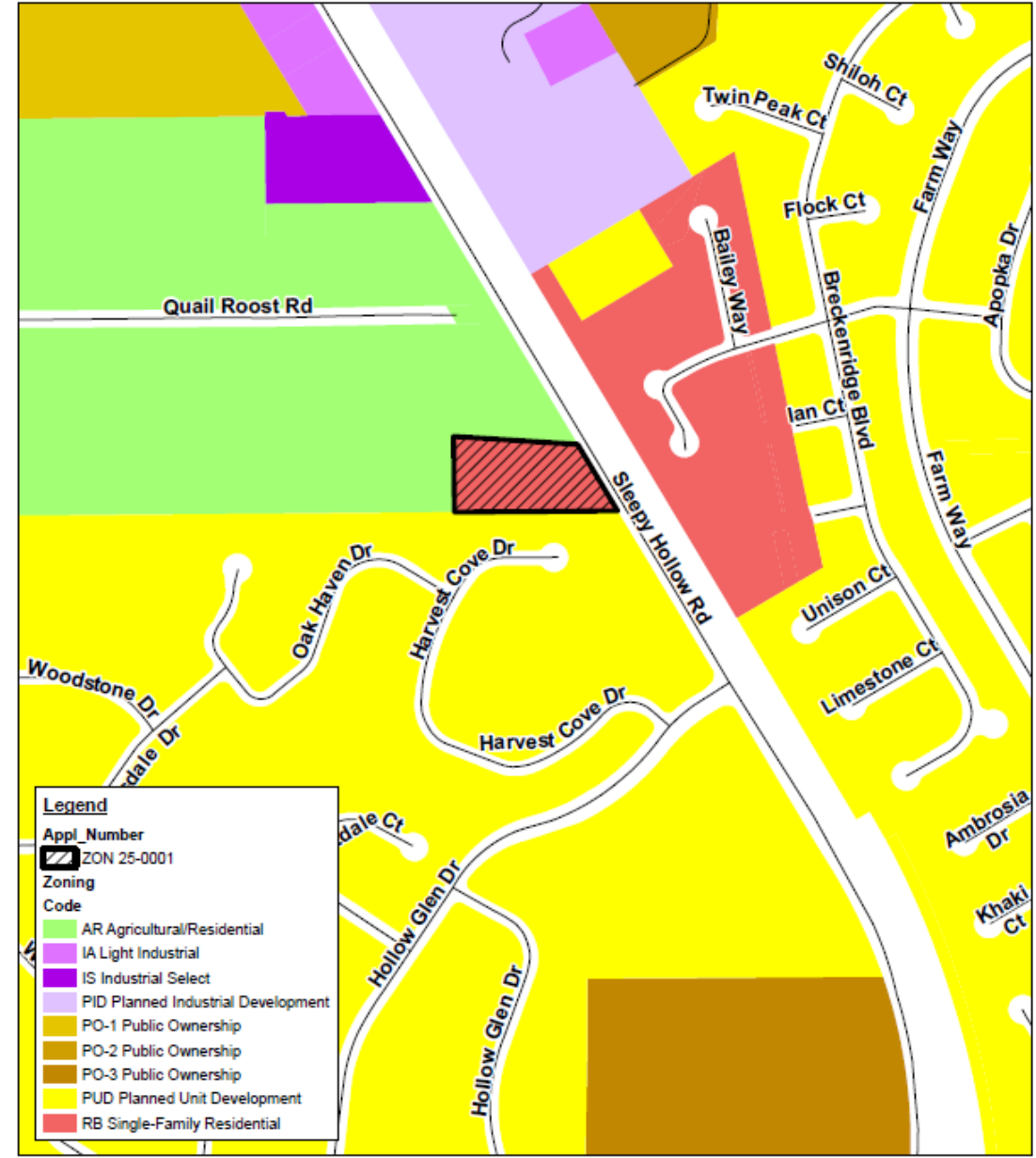
Appl_Number
 ZON 25-0001

Zoning
 Code

- AR Agricultural/Residential
- IA Light Industrial
- IS Industrial Select
- PID Planned Industrial Development
- PO-1 Public Ownership
- PO-2 Public Ownership
- PO-3 Public Ownership
- PUD Planned Unit Development
- RB Single-Family Residential



**Existing Zoning
 Rezoning: ZON 25-0001
 from AR to RB**

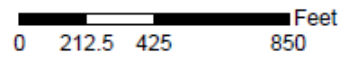


Legend

Appl_Number
 ZON 25-0001

Zoning
 Code

- AR Agricultural/Residential
- IA Light Industrial
- IS Industrial Select
- PID Planned Industrial Development
- PO-1 Public Ownership
- PO-2 Public Ownership
- PO-3 Public Ownership
- PUD Planned Unit Development
- RB Single-Family Residential



**Proposed Zoning
 Rezoning: ZON 25-0001
 from AR to RB**



ZON changes proposed for 2.73+/- acre parcel

Maintains Single Family uses including accessory uses.

Matches the Land Use and Zoning on the parcels adjacent, across 209 S

Removes

- General agricultural pursuits of a variety similar, but not limited to, truck gardens, forestry, crop raising, horticulture, greenhouses, nurseries, groves, apiculture and pisciculture.
- The sale of said products and commodities which are raised on the premises. Retail roadside sales permitted only from conforming structures on private property.
- The parking of commercial vehicles by the owner of the primary residence with a limit of one (1) per acre and a maximum of two (2) vehicles, may be parked in the rear or side yard, except refrigerated vehicles and vehicles carrying hazardous materials.



Project Description

Applicant is requesting to split the property into 4 - ¾ acre parcels.

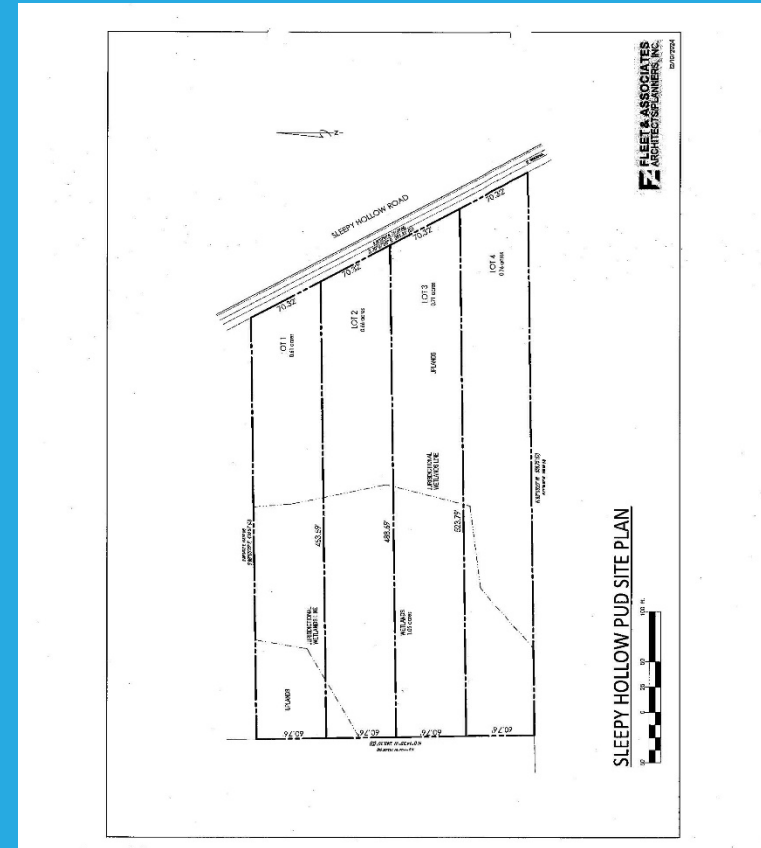
Recommendations

ZON 24-0027

Staff finds that the criteria for the Rezoning of the property, is consistent with the Comprehensive Plan and the intent of the Land Development Code for in-fill development and recommends approval of ZON 25-0001.

There is no Citizen's Advisory Committee for this particular parcel

The Planning Commission heard the item on February 4th and provided a recommendation of denial 4-2.



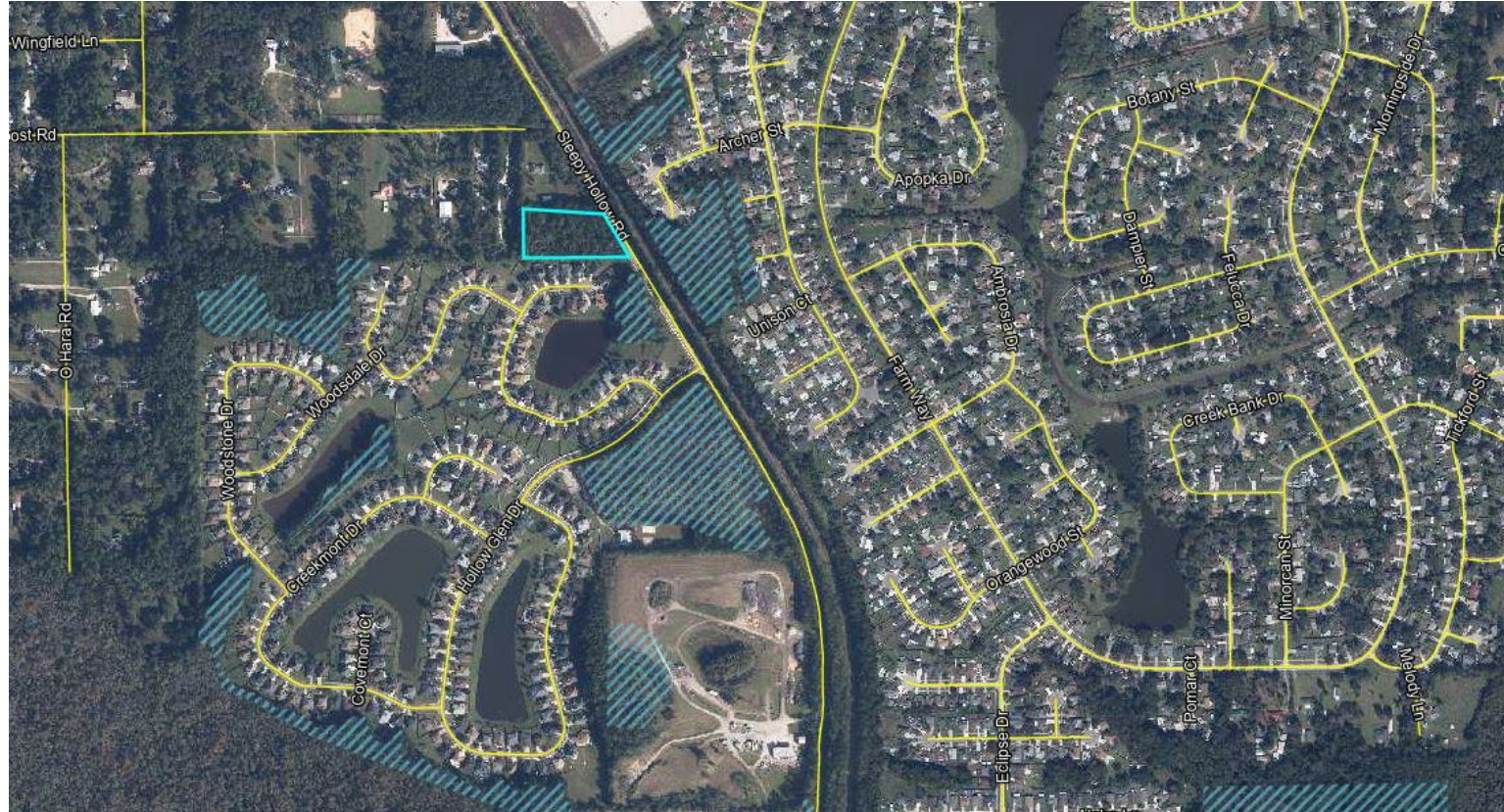
Questions?

Attachment
“E”
ZON-25-0001
Applicant

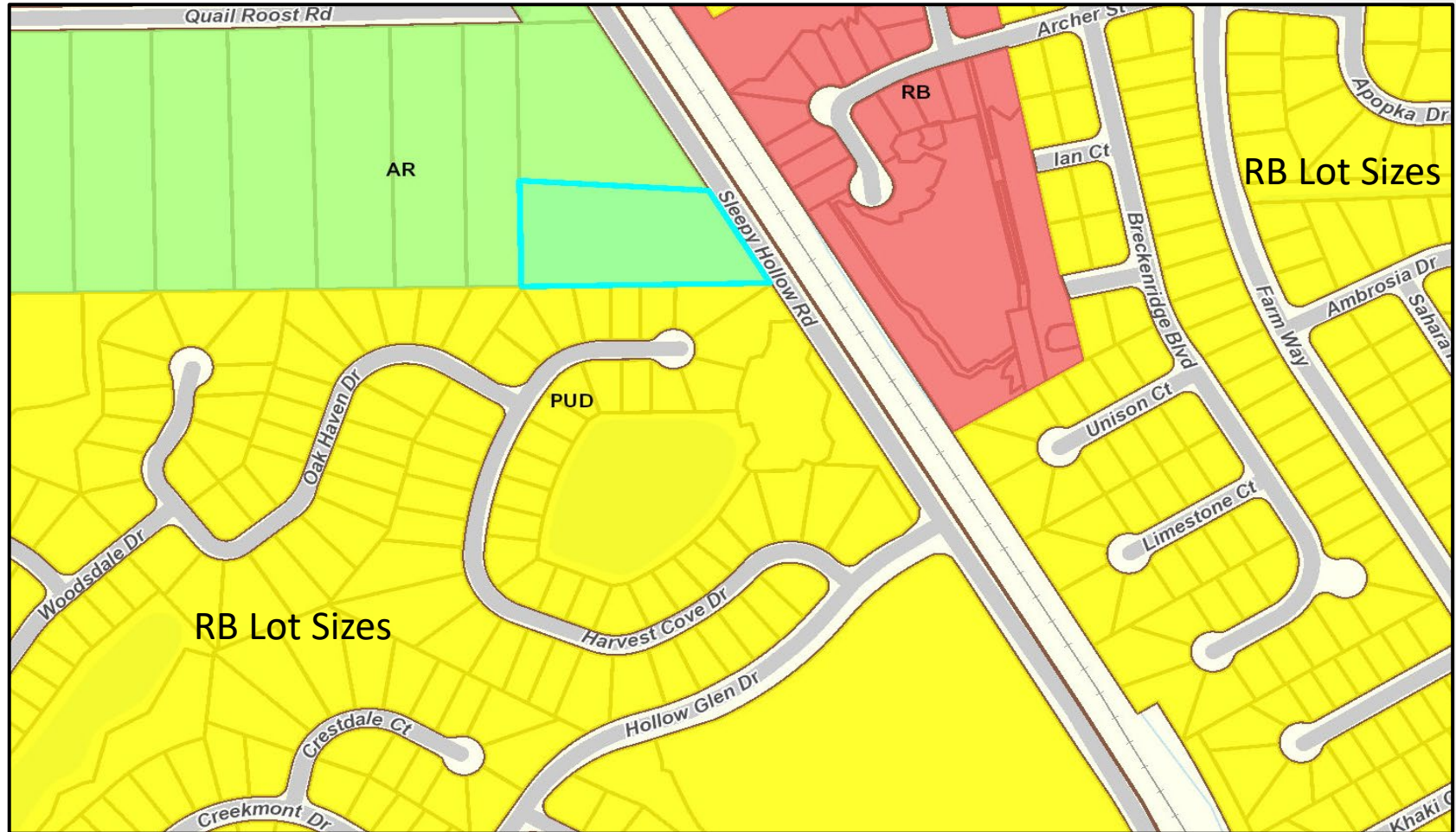
ZON 25-0001

CLAY COUNTY COMMISSION MEETING
FEBRUARY 25, 2025

SURROUNDING DEVELOPMENT – SINGLE FAMILY



EXISTING ZONING

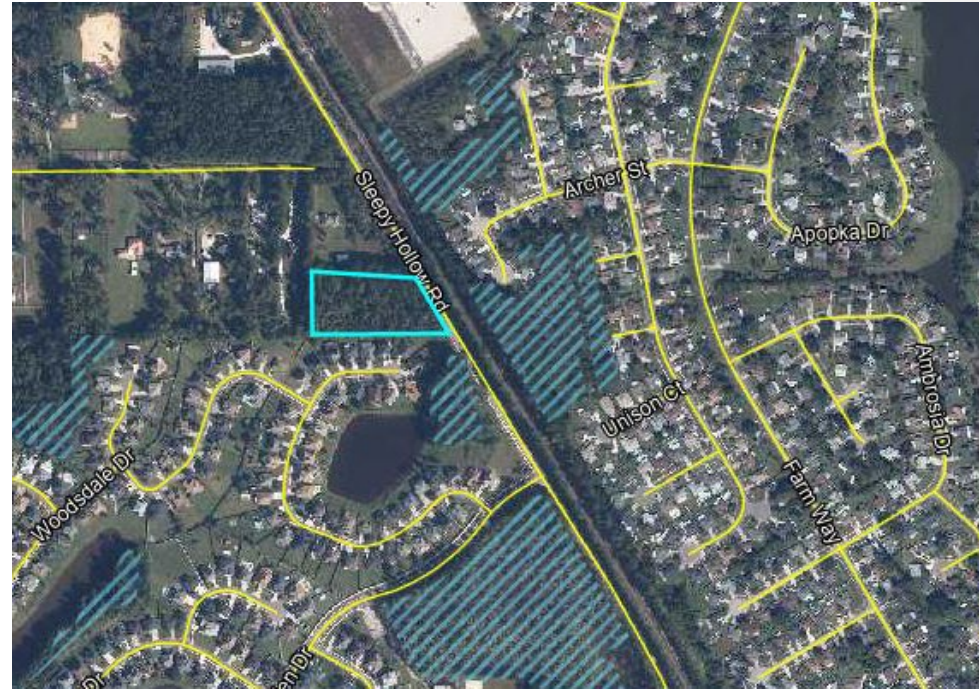


EXISTING ZONING

- Area PUDs
 - RB Zoning District Lot Sizes
 - Minimum Lot Size – 8,712 S.F (0.2 Acre)
 - Minimum Lot Width - 60 feet
 - Minimum Lot Depth - 100 feet
 - Minimum Front Setback - 20 feet
 - Minimum Side Setback - 7.5 feet
 - Minimum Rear Setback - 15 feet

PROPERTY FOR REZONING

- Access on Sleepy Hollow Road
 - No Access from Quail Roost Road
- Provides Transition from Larger Lots to the North and West and Smaller Lots to the South and East
- Parcel – 2.73 Acres
 - 0.98 Wetlands



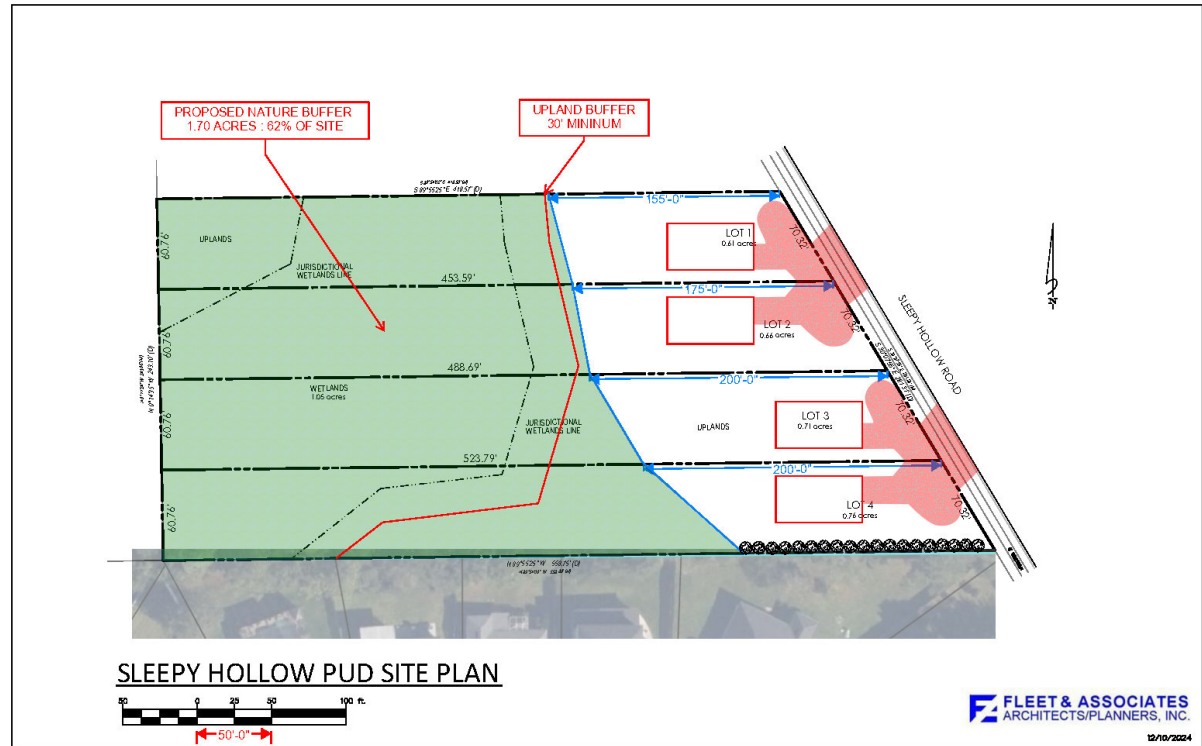
LOCATION OF WETLANDS – TO PRESERVED



PROPOSED SITE PLAN

4 SINGLE FAMILY DWELLING UNITS

- Wetlands to be Preserved
- Protects Wildlife, Vegetation and Trees
- 30 Ft. Buffer off the Wetlands
- Lots Exceed RB Lot Minimums
 - Lot Sizes Between 0.61 to 0.76 acre (26,571 S.F. to 33,181 S.F.)
 - Lots Over 70 ft. Wide
- Buffers to Existing Development



Attachment

“F”

Palm Card

2025

CLAY COUNTY LEGISLATIVE PRIORITIES



- Monitor Changes to FRS
- No Expansion of Permissible Uses of Tourist Development Tax
- Limit Solar Power on Agricultural Land
- Support Home Rule

HOME RULE CHAMPIONS

See reverse side for legislative appropriation requests.



Scan here for detailed information on each project

APPROPRIATIONS REQUESTS

Public Safety Complex

- Site Plan & First Stage Construction Design (\$2,000,000)

Trails/Elevated Boardwalk

- Moccasin Slough (\$750,000)

Clay County Archives Design and Construction

- Design (\$250,000), Construction (\$1,200,000)

CR 217 Bridge

- FDOT 10-yr funding plan move to FY26 (\$2,500,000)

Orange Park Senior Center

- Safety Improvements (\$750,000)

Lake Restoration

- Keystone Heights/Lake Geneva (\$250,000)

Appropriation requests noted in parenthesis

BCC Meeting_Minutes_February_25__2025











BCC#5

Final Audit Report

2025-03-18

| | |
|-----------------|---|
| Created: | 2025-03-18 |
| By: | Lisa Osha (Lisa.Osha@claycountygov.com) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA59wPAxEphJWZlgbZZthLmKY1pjMoSlx |

"BCC Meeting_Minutes_February_25__2025 BCC#5" History

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-  Document emailed to clayesign@claycountygov.com for signature
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2025-03-18 - 3:44:37 PM GMT
-  Signer clayesign@claycountygov.com entered name at signing as Betsy Condon
2025-03-18 - 4:17:30 PM GMT
-  Document e-signed by Betsy Condon (claysign@claycountygov.com)
Signature Date: 2025-03-18 - 4:17:32 PM GMT - Time Source: server
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2025-03-18 - 5:40:29 PM GMT
-  Signer bccdocs@clayclerk.com entered name at signing as Tara S Green
2025-03-18 - 5:40:52 PM GMT
-  Document e-signed by Tara S Green (bccdocs@clayclerk.com)
Signature Date: 2025-03-18 - 5:40:54 PM GMT - Time Source: server
-  Agreement completed.
2025-03-18 - 5:40:54 PM GMT

