BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES
May 27, 2025
Administration Building,
4th Floor, BCC Meeting Room, 477 Houston Street,
Green Cove Springs, FL 32043
4:00 PM

INVOCATION

Commissioner John Sgromolo, District 1, gave the Invocation

PLEDGE

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

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

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

CALL TO ORDER

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

ROLL CALL

Present: Commissioner District 4 Betsy Condon, Chairman

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

Absent: None

Staff Present: County Manager Howard Wanamaker
County Attorney Courtney K. Grimm
Commission Auditor Heather Boucher

PET ADOPTIONS

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

PROCLAMATIONS/RESOLUTIONS

1. Lupus Awareness Month (May 2025)

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

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

Present for the Proclamation:

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

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

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

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

DECLARATIONS

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

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

PRESENTATIONS

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

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

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

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

CONSTITUTIONAL OFFICERS

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

There were no Constitutional Officer comments.

APPROVAL OF MINUTES

3. Board of County Commissioners Budget Workshop Meeting Minutes

May 6, 2025.

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

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

PUBLIC COMMENTS

Public Comment can be seen at www.claycountygov.com/government/clay-countytv-and-video-archive/BCC Agenda/May 27, 2025, beginning at 20:59 and ending at 37:52. Below is a summary of the discussion.

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

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

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

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

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

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

Hearing no other comments, Chairman Betsy Condon closed the public comment at 4:38 pm.

CONSENT AGENDA

5. Finance Business

The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted

for the Board's information. At times, approval is requested for various finance related issues.

6. Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station (K. Smith)

   Approval to post Notice of Intent to Award Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station to Kent Bros, Inc. in the amount of $132,611.56.
   Approval of award will be effective after the 72-hour protest period has expired.
   Final Completion shall be achieved no later than 145 days from Notice to Proceed.

   Funding Source:
   Sheriff County Wide Fund / Buildings - Jail Law Enforcement / Infrastructure

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

   -TDC unanimously (8-0 vote) recommends Moosehaven 2025 4th of July - July 4, 2025 at Moosehaven. $3,500 Event Marketing Grant.
   -TDC unanimously (8-0 vote) recommends Rodeo at the Ranch - May 17, 2025 at Seamark Ranch. $3,500 Event Marketing Grant.

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

9. Veteran Preference Policy (J. Leighton)

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

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

    Funding Source:
    Health Insurance Trust Fund

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

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

12. Approval of Right-of-Way Easement from Clay County to Clay Electric Cooperative, Inc. re: Clay County Animal Shelter (C. Grimm)

13. Resolution and Grant Application for the Florida Department of State Division of Historical Resources Special Category Grant (M. Covey)

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

    A. Authorize the submission of a grant application to the Florida Department of State, Division of Historical Resources, under the Special Category Grant Program (50% match required) for the reconstruction of the historic Middleburg Colored School;

    B. Authorize the County Manager to execute and submit the application on the County's behalf; and

    C. Approve the accompanying resolution in support of the grant application.

14. Approval of Release of Lateral Ditch Easement related to Peoria Road (R. Smith/C. Grimm)

15. Interlocal Agreement with City of Keystone Heights regarding Lake Geneva Restoration (R. Smith)

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

    Funding Source:
    FD1000 - CC1188 - PRJ100826 - 546100

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

Commissioner John Sgromolo requested to pull item 7 for discussion.

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

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

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

DISCUSSION/UPDATES

16. FCC Status Update (M. Towns)

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

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

Topics Discussed:

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

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

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

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

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

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

OLD BUSINESS

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

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

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

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

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

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

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

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

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

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

NEW BUSINESS

20. Appointments to the Land Conservation Committee

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

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

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

Summary of LCC Seats to be Filled:

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

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

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

Agricultural Experience Positions:

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

Environmental Experience Positions:

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

Conservation Volunteer Experience:

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

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

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

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

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

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

    Funding Source:
    Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement

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

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

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

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

There were no questions from the Board.

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

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

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

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

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

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

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

There were no questions from the Board.

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

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

Akel Logan Shafer PA:

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

Borelli and Partners, Inc.

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

Fleischman and Garcia and Planners, AIA, PA:

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

Harvard Jolly, Inc:

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

Walker Architects:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

The Board requires no vote or motion.

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

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

    A. COMP 25-0006
    This application is a FLUM Amendment to change 16.34 acres from Rural Residential (RR) to Urban Core 10 (UC-10).
    B. ZON 25-0005
    This application is a Rezoning to change from Agricultural/Residential (AR) to Multi-Family Residential District (RD-2).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Board in opposition to the requested change.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

requested change with restrictions.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

There were comments regarding ex-parte communications.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

There was no ex-parte communication.

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

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

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

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

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

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

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

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

There was no ex-parte communication.

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

LETTERS FOR ACTION

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

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

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

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

LETTERS OF DOCUMENTATION

33. Tourist Development Council Meeting Minutes May 7, 2025
    TDC meeting minutes from May 7, 2025.

34. Bid Opening Tabulations (K Smith)
    Bid Opening Tabulation for May 9, 2025:
    A. Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station

Chairman Betsy Condon acknowledged the Letters of Documentation.

PUBLIC COMMENTS

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

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

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

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

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

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

COMMISSION AUDITOR

Heather Boucher, Commission Auditor had no comments.

COUNTY ATTORNEY

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

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

COUNTY MANAGER

County Manager can be seen at www.claycountygov.com/government/clay-county-tv-

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

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

COMMISSIONERS' COMMENTS

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

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

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

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

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

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

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

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

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

Attest:

_____	_____
Tara S. Green Clay County Clerk of Court and Comptroller Ex Officio Clerk of the Board	Chairman or Vice-Chairman

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2025 - 4:39 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Clay County Board of County Commissioners DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/20/2025 - 4:39 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Lupus Awareness Month proclamation	Cover Memo	5/22/2025	2025_Lupus_Awareness_Month_proclamation.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/20/2025 - 4:39 PM	Item Pushed to Agenda

WHEREAS, lupus is a chronic, autoimmune disease that is caused when the immune system attacks its tissues because it cannot distinguish between healthy tissue and bacteria and viruses; and

WHEREAS, lupus is an unpredictable and misunderstood disease that ravages different parts of the body, including the heart, lungs, kidneys, joints, and skin, and its symptoms can range from mild to life-threatening; and

WHEREAS, more than five million people worldwide suffer from lupus, and more than 100,000 are diagnosed each year, and early diagnosis and treatment are critical in managing current and future symptoms and preventing permanent damage to joints and organs; and

WHEREAS, Lupus Awareness Month occurs every May to raise awareness about the disease and its impact on individuals and communities, and to educate others, support those affected, and advocate for improved research and treatment options; and

WHEREAS, while there is no cure for lupus, it can be managed with proper treatment, and people with lupus can go on to live long, happy lives.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners, Clay County, Florida, does hereby proclaim May 2025 as

LUPUS AWARENESS MONTH IN CLAY COUNTY

and, in so doing, encourages everyone to learn more about the disease and its symptoms, and visit their doctor to ensure early detection and the best possible outcome.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 27th day of May 2025.

ATTEST:

_____

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

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

_____

Betsy Condon, Chairman

_____

Kristen Burke, DC, Vice Chairman

_____

John Sgromolo

_____

Alexandra Compere

_____

Jim Renninger

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Asian/Pacific American Heritage Month declaration	Cover Memo	5/22/2025	2025_Asian_Pacific_American_Heritage_Month_Declaration.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Communications	Streeper, Lisa	Approved	5/20/2025 - 4:48 PM	Item Pushed to Agenda

DECLARATION

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

WHEREAS, in 1992, Congress designated the month of May as Asian Pacific American Heritage Month in the United States to celebrate the significant contributions of people of Asian, Native Hawaiian, and Pacific Islander heritage to the growth, history, culture, and achievements of our nation; and

WHEREAS, Clay County appreciates residents who themselves or their families hail originally from the many diverse countries on the Asian continent and the Pacific Islands — some being recent immigrants, while others are first, second, third, fourth, or fifth-generation Americans; and

WHEREAS, people of Asian, Native Hawaiian, and Pacific Islander origin contribute to and enrich our community with their leadership, creativity, talent, enterprise, and skill in countless ways and are an integral part of building and supporting a vibrant and resilient economy in Clay County and across America.

WHEREAS, People of Asian, Native Hawaiian, and Pacific Islander origin are our beloved friends and family, our cherished neighbors, and valued members of our community, and we remain committed to embracing and accepting all our residents from diverse backgrounds.

Therefore,

The Board of County Commissioners, Clay County, Florida, does hereby declare May 2025 as

ASIAN AMERICAN, NATIVE HAWAIIAN, AND PACIFIC ISLANDER HERITAGE MONTH IN CLAY COUNTY

and, in so doing, we encourage all residents to celebrate the history and culture of Asian Americans, Native Hawaiians, and Pacific Islanders and their vital contributions to our community.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
No backup documents will be provided.

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:05 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Board of County Commissioners Budget Workshop Meeting Minutes May 6, 2025.	Backup Material	5/21/2025	Board of County Commissioners Budget Workshop Meeting Minutes and Attachments May 6 2025

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:06 PM	Item Pushed to Agenda

BOARD OF COUNTY COMMISSIONERS BUDGET WORKSHOP MINUTES

May 6, 2025
Holiday Inn and Suites
620 Wells Road
Orange Park, Florida
8:00 AM

CALL TO ORDER

Chairman Betsy Condon called the meeting to order at 8:01 am.

PUBLIC COMMENTS

Chairman Betsy Condon opened the floor for public comment at 9:01 am.

Hearing no comments, Chairman Betsy Condon closed pubic comment at 9:01 am.

NEW BUSINESS

Howard Wanamaker, County Manager, welcomed all in attendance and gave an overview for the purpose of the meeting.

1. Revenues

Troy Nagle, Assistant County Manager, presented a PowerPoint presentation to provide the details and information regarding the budget beginning with revenues. See Attachment A.

Topics Covered During Discussion:

- Process Status
- Legislation - Outside Effects
- Reserves
- FDOR - Review
- Property Information
    - Market Value
    - Assessed Value
    - Save Our Homes and Assessment Growth Limitation Differentials
    - Taxable Value
    - Comparison of Population and Taxes
    - Assumptions

There were questions and discussions regarding priorities, the percentage target and where it should be, Pari Mutual Tax, CCPAO Data clarification, tracking revenue streams, market value increase tax at the county level, homestead, portability, max millage and military exemptions. .

2. 3 Year Projections

Troy Nagle, Assistant County Manager, presented a PowerPoint presentation to provide the details and information regarding 3 year projections.. See Attachment A - 3 Year Projection Review.

Topics Covered During Discussion:

3 Year Projections:

- FIRE MSTU
- CCSO Funds
- Overall Expense Budget
- Overall Public Safety Budget
- Expenses VS. Ad Valorem
- Unincorporated MSTU
- Increased Operation Expenses
- General Fund Transfer Summary
- General Fund - Revenue

There were questions and discussions regarding the fire rescue FTEs, non-general fund, clarification for the other category (interest), cash carry forward, clarification that 25/26 property tax collection are split - CCFR - CCSO and does not cover all expenses, the increase in utilities, bond requirements, costs/funding for the Health Department state vs. county cntribution.

3. Project Review

Troy Nagle, Assistant County Manager, presented a PowerPoint presentation to provide the details and information regarding Project Review - See Attachment A - Operational Projects. Each Department Head also answered questions from Commissioners regarding project status/needs, and costs/funding. Additional information was also provided for the grant status of projects. See Attachment B - Grant Review.

Topics Discussed:

- Operational Projects
- Parks Projects - Various - Including:
    - Champ Chow
    - Regional Park/Gun Range
    - Fairgrounds/Moccasin Slough

- Grounds Maintenance
- Emergency Management
- Facilities
- Engineering
    - Traffic/Signs
- Public Works
- MIS
- Public Safety
- Fleet Replacement
- Other Fees from General Fund
- Potential Future Waivers
- Staffing Trends
- Staffing Plan
- Options to Consider
    - Utility Service Tax - Municipal Public Service
- Potential Savings - FY25/26 Budget/Current Budget
- Rollback Rate Discussion
    - Fire MSTU
    - CCSO Funds
    - Unincorporated MSTU
    - General Fund Revenues
    - General Fund Expenses
- Other Funds
    - Court Facility
    - Building Department
    - Tourism

<u>Questions and Discussions Regarding:</u>

<u>Parks:</u>

- Black Creek Bike Trail
- FY25/26 Funding
- Breakdown for Project timeline/Scope
- Federal Input
    - CDBG Funding
    - FEMA
- Cuts - State/Federally
- Risk to Revenue Streams
- Constraints
- Odom Park Lighting - Clarification for Request - Costs
- VanZant Park
- Allocate Funding to future years on Projects if possible
- Saving Options
- Solar Field Lighting
- Need for lighting at fields
- Addressing Safety Issues
- Moody Park
- Process/Procedure for Associations
- Partnership with Walmart

- Addition of new projects
- Balancing District Four Improvements
- Clarification for Boat Ramp Improvements - Keystone Heights
- Sleepy Hollow
- Plantation Oaks Maintenance Shed
- Public/Private Partnerships
- Scoreboards
- Projects over Budget
- Lake projects
- Allocation of Cost Savings folded into the Budget
- Layout for want vs. needs

Camp Chow:

- Roadway Improvements
- Design/Improvement for Treehouse
- ROI - Camp Chow

Regional Park/Gun Range:

- Events at the Regional Park
- Utilization of the Park
- Third-Party Events
- Cross Country Course Funding/Design
- Incoming TDC Director
- Loss of Revenue
- Other Improvements

Gun Range:

- Need for Second entrance
- Funding/Costs
- Project is an Internal Project
- Public Use of the Range - Timeline
- Safety Standards
- Clarification for the Improvements
- Location of the "wet" area

Fairgrounds:

- Future Use

Grounds Maintenance:

- Mowing Contract Clarification

Emergency Management:

- Change in Operations
- Possibility of loss of grants

- Clarification for the Overhang project

Facilities:

- Replacement timeline/Life for Air Conditioners
- EOC Request - Grant - Location Analysis - Center of the County
- Hardening of Schools
- Sleepy Hollow Office
- Fleming Island Library HVAC - Parking Lot
- Pier Station
- Challenges to make Dollars stretch
- Arbor Lift
- Carpet Cleaning
- Radar Road
- Operational Needs

Engineering:

- Clarification - CEI Subdivision
- Funding for Bridges
- Flashing Beacon - Speed Indicator
    - Placement/Locations
    - Supplier
    - Criteria
    - Funding
- Traffic Calming Options
- Protecting Citizens - Public Safety - Priority

Public Works:

- Washington Avenue
- FEMA

MIS:

- Clarification regarding Workday Consulting
- Costs/Funding

Public Safety:

- Bunker Gear
    - Manufacturer
    - Costs/Funding
- Motorola Radio - Priority
- Savings/ISO Rating
- PPV Fans - Positive Pressure Ventilation
- Storage Space

Chairman Betsy Condon called recess for a lunch break at 12:04 pm and reconvened at 12:49 pm.

Chairman Betsy Condon requested the discussion continue where they left off in the presentation. See Attachment A - Fleet Replacement.

Fleet Management:

- Verification regarding the John Deere Tractor request - Costs

Other Fees From General Fund:

- Insurance - Medicare
- Solid Waste Exemptions
- Veterans Exemptions
- Feedback from Congress Bean's office
- Hardship/Exemptions Offered by other Counties
- Collection/Reimbursement

Potential Future Waivers:

- Clarification for Funding

Options to Consider:

- Utilize County Owned Properties for recurring Income
- Storm Water - Utility Service Tax - **See Attachment C.**
- Fee - Boat Ramp - Launching
- Rabies Fee - Animal Licensing Implementation - Costs
- Fire Station 15

Rollback Rate:

- Clarification of the Rollback Rate
- Increase in GCS Utility
- Inflation since 2019
- Limited Amount of Reserve Funds
- FEMA - Reimbursement

Court Facility:

- Operating Costs
- Judicial Master Plan Status
- Clarification of the Design
- Funding for Judges - County vs. State

Tourism:

- Tourist Development Tax
- Reserve Restrictions
- Tax Package - Wrapped into one Bill
- Ad Valorem

4. CIP

Troy Nagle, Assistant County Manager, presented a PowerPoint presentation to provide the details and information regarding the Capital Improvement Plan. See Attachment A - Capital Improvement Plan (CIP) - Sales Tax Revenue.

Topics of Discussion:

- Sales Tax Revenue
- Impact Fee Revenue
- Mobility Fee Revenue
- Projects
- New Projects

There were questions and discussions regarding project funding for the next five (5) years, SunTrail Funding - 100% Grant, clarification for the funding code - revenue streams, Regional Park funding in 2028 - revenue, study for stormwater assessment fee, and timeline for completion.

Following all discussions, Mr. Nagle highlighted the upcoming meeting regarding the budget. See Attachment A - Upcoming Meetings.

- July 8, 2025 - 9:00 AM - FY2025/2026 Proposed Budget Workshop
- July 22, 2025 - 5:05 PM - Max Millage Rate Set
- September 9, 2025 - 5:05 PM - Tentative Budget Hearing
- September 23, 2025 - 5:05 PM - Final Budget Hearing

COMMISSIONERS' COMMENTS

Commissioner John Sgromolo thanked staff and all those involved for their hard work in preparing for this budget session. Commissioner Sgromolo mentioned the tough decisions ahead and said that public safety would be a guiding light in making those decisions.

Commissioner Jim Renninger agreed and said it would be a heavy lift while still meeting the needs of the community and the impact it will have on the county. Commissioner Renninger also expressed his appreciation to staff and others involved for their hard work preparing for the upcoming budget session.

Commissioner Alexandra Compere echoed the sentiments of her fellow commissioners and spoke about the difficulty of the upcoming decisions and expectations of Clay County. Commissioner Compere expressed her appreciation to staff and everyone involved in preparing for the meeting and the budget session.

Vice-Chairman Kristen Burke thanked staff for all their hard work and care in

preparing for the budget session. Commissioner Burke mentioned the need to find solutions.

Chairman Betsy Condon expressed her appreciation to the staff and fellow Commissioners. Chairman Condon spoke about the importance of public safety, meeting the needs of citizens, and the changes in the county.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 2:46 pm.

Attest:

_____	_____
Tara S. Green Clay County Clerk of Court and Comptroller Ex Officio Clerk of the Board	Chairman or Vice-Chairman

Attachment
“A”
BoCC Budget

Agenda

- Public Comment
- Revenues
- Property Information
- 3 Year Projections
  - Fire MSTU
  - Sheriff
  - Unincorporated MSTU
  - General Fund
- Project Review
- Rollback Rate
- Other Funds
- CIP

Where are we in the Process ?

What we have done

- Received budget submittals from the Departments
- Reviewed for duplication and overlap
- Maintained operating as close to flat as possible

What we need - externally

- Final revenue numbers for Property Tax from Clay County Property Appraiser (July) and revenue estimates from the State Department of Revenue (August)
- Insurance numbers (Health and Property Insurance based on Actuarial Reports) (July\August)

What we need – Discussion Points for Workshop

- Direction on priorities for the upcoming year
- Direction on preparing for the possible property tax exemption and other State impacts (reserve levels)
- Focus for CIP and Impact Fees (preserve for future projects vs moving expenses from general fund)

Outside Effects (Legislation)

Bill	Description
CPI for Addition 25k	Implemented last year – $317,146 revenue reduction
CS\CS\SB 180 – Enrolled	Changes to EM - New Training and Grant impact
CS\CS\HB 7033 – Received Still under Consideration	Changes to TDT - Can use for General Fund to reduce Ad Valorem - $2.1M impact starting in 2026\27 This bill also changes sales tax to 8 years - Would limit ability to bond in future
CS\CS\HJR 1257 – Tabled	Leased property tax exemption; new resident homestead exemption
CS\CS\HB 991 - Tabled	No New CRAs, No new projects by the CRA
CS\HB 703 – Enrolled	Reduces Communication Service Tax by 7.5% to create a state fund for utility relocation - $450,000 revenue reduction
CS\HB 1035 - Tabled	Limits buildings fees on certain projects under $7,500 – $315,000 revenue reduction
SB 2508 – Still Under Consideration	Adds 1 Judge to Clay County
Federal Changes	Changes to FEMA; Would limit our grants and possibly have less recovery funds.

Reserves

The Government Finance Officers Association (GFOA) recommends that general-purpose governments maintain unrestricted fund balance in their general fund at least equal to two months of regular general fund operating revenues or expenditures. This is a baseline recommendation, and individual governments may need to adjust their reserve levels based on their specific circumstances, such as revenue volatility, potential disasters, and other factors.

This calculates to the General Fund having 16.7% in reserves at a minimum. While there is not a standard specifically for the other funds, it should be noted that any overrun or unexpected expense in the other funds would need to be made up by the General Fund.

The county General Fund currently meets the 16.7% requirement. Currently, Most of our other funds have between 5% and 10% in reserves.

Florida Department of Revenue Overview

Revenue Name	Total Collections FY21-22	Total Collections FY22-23	Total Collections FY23-24	FY24-25 Budget		Collections through March 31, 2025	%
General Fund / Unrestricted Revenue							
Communications Services Tax	$5,417,273	$5,675,952	5,851,330	$6,086,319		$2,516,114	41%
State Revenue Sharing	$6,417,057	$7,186,219	8,228,604	$7,760,585		$3,008,849	39%*
Pari-Mutuel Tax	$223,250	$223,250	$223,250	$223,250		$167,438	75%
Local Gov't 1/2 Cent Sales Tax	$11,722,813	$12,164,597	$12,754,929	$14,792,176		$5,258,342	36%
TOTAL	**$23,780,393**	**$25,250,018**	**$27,058,11**	**$28,862,330**		**$10,950,743**	43%
Transportation Trust / Special Revenue Roadways & Public Works							
Voted 9th Cent Fuel	$834,802	$901,449	$878,520	$887,286		$358,302	40%
1st Local Option Fuel	$3,853,861	$4,036,831	$3,870,105	$3,882,863		$1,575,021	41%
7th Cent Fuel or County Fuel	$900,938	$859,829	$931,474	$928,228		$381,304	41%
TOTAL	**$5,589,601**	**$5,798,109**	**$5,680,09**	**$5,698,377**		**$2,314,627**	41%
Capital Improvement Fund / Non CIE / Debt Service							
Discretionary - Infra/Small / Disc Qtrly. - Infra/Small	**$31,170,759**	**$32,535,133**	**$35,144,08**	**$36,355,831**		**$15,861,988**	44%
Capital Improvement Fund / CIE							
2nd Local Option Fuel or New	**$3,853,861**	**$3,011,010**	**$2,922,29**	**$2,922,290**		**$1,203,608**	41%
GRAND TOTAL						**$30,330,966**	

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Market Value

The total market value of properties located within the unincorporated area of Clay County (taxing district 001) increased more than 89 percent since 2018 (annual average of 10.99 percent), adding 6.28 percent in 2024.

Year	Real Property	TPP & Central Assessed	Market Value Total	% of Change	New Construction	% of Change
2024	$30,801,753,130	$2,208,076,000	$33,009,829,130	6.28%	$578,805,513	-16.96%
2023	$29,060,226,569	$1,997,750,954	$31,057,977,523	19.22%	$697,057,052	87.00%
2022	$24,408,288,014	$1,643,377,158	$26,051,665,172	22.95%	$372,777,365	8.11%
2021	$19,638,311,624	$1,559,974,875	$21,189,286,499	7.53%	$344,825,050	26.71%
2020	$18,219,040,839	$1,486,612,491	$19,705,653,330	6.27%	$272,128,482	5.93%
2019	$17,173,939,332	$1,369,512,782	$18,543,452,114	6.65%	$256,894,669	8.38%
2018	$16,075,918,966	$1,311,054,798	$17,386,973,764	8.07%	$237,020,592	3.51%

Source: Clay County Property Appraiser 2024 Annual Report

Assessed Value

The total assessed value of properties located within taxing district 001 increased over 64 percent since 2018 (annual average of 8.43 percent), adding 9.13 percent in 2024.

Year	Real Property	TPP & Central Assd.	Assessed Value Total	% of Change	% of Market Value
2024	$22,539,371,344	$2,201,809,439	$24,741,180,783	9.13%	74.95%
2023	$20,678,557,412	$1,991,015,277	$22,669,572,689	13.91%	73.00%
2022	$18,261,337,269	$1,640,510,719	$19,901,847,988	10.87%	76.39%
2021	$16,392,278,837	$1,557,548,099	$17,949,826,936	6.09%	84.72%
2020	$15,435,433,945	$1,484,326,164	$16,919,760,109	6.09%	85.86%
2019	$14,582,872,833	$1,366,275,528	$15,949,148,361	6.07%	86.01%
2018	$13,728,482,775	$1,307,812,930	$15,036,295,705	6.87%	86.48%

Source: Clay County Property Appraiser 2024 Annual Report

Save Our Homes & Assessment Growth Limitation Differentials

The Save Our Homes differential limits the annual increase in assessed value on homesteaded properties to 3 percent (excluding any additions or improvements) or the amount of the Consumer Price Index increase as determined by the Department of Revenue, whichever is less. The Assessment Growth Limitation differential limits the annual increase in assessed value to 10 percent on non-homestead and non-residential properties.

Due to the appreciation in the real estate market, the total differential amount has increased more than $5.4 billion, or 284 percent since 2018. The estimated total ad valorem property tax savings (or loss of revenue) during this time period is more than $161 million (County Services millage rate).

Year	SOH Parcels	SOH Differential	AGL Parcels	AGL Differential	Total Differential	Millage Rate	Est. Taxes
2024	58,335	$6,554,642,123	22,436	$745,538,813	$7,300,180,936	5.5471	$40,494,834
2023	56,663	$6,514,658,489	26,025	$1,003,357,272	$7,518,015,761	5.5471	$41,703,185
2022	55,748	$4,869,420,311	22,287	$678,982,806	$5,548,403,117	5.5605	$30,851,896
2021	55,000	$2,593,931,226	7,789	$146,773,834	$2,740,705,060	5.5727	$15,273,127
2020	53,930	$2,186,327,843	7,057	$107,001,095	$2,293,328,938	5.3021	$12,159,459
2019	53,220	$2,029,041,221	8,707	$126,250,276	$2,155,291,497	5.2404	$11,294,590
2018	52,540	$1,752,926,586	10,750	$146,807,141	$1,899,733,727	5.2349	$9,944,916

Source: Clay County Property Appraiser 2024 Annual Report

Taxable Value

The total taxable value of taxing district 001 has increased more than 74 percent since 2018 (annual average of 9.38 percent), and represents approximately 56 percent of its market value.

Year	Real Property	TPP & Central Assessed	Taxable Value Total	% of Change	% of Market Value	New Construction	% of Change
2024	$17,073,282,737	$1,479,165,043	$18,552,447,780	9.23%	56.20%	$450,114,647	-11.99%
2023	$15,646,316,983	$1,339,185,930	$16,985,502,913	15.90%	54.69%	$511,467,929	67.87%
2022	$13,636,691,346	$1,018,747,740	$14,655,439,086	12.63%	56.26%	$304,684,442	9.51%
2021	$12,062,408,536	$957,679,167	$13,020,087,703	6.56%	61.45%	$278,215,321	23.35%
2020	$11,292,782,433	$923,768,533	$12,216,550,966	7.16%	62.00%	$225,558,389	-3.09%
2019	$10,559,557,409	$829,653,979	$11,389,211,388	7.21%	61.42%	$232,742,353	5.37%
2018	$9,835,984,196	$786,174,767	$10,622,158,963	7.01%	61.09%	$220,882,827	11.51%

Source: Clay County Property Appraiser 2024 Annual Report

Comparison of Population and Taxes

County	Population Rank	Population (Est. 2024)	County Taxes / Resident Rank	County Taxes / Resident
Duval	6	1,051,278	13	$ 1,142.81
Pasco	11	616,602	23	$ 891.08
Collier	18	408,381	6	$ 1,400.95
Saint Johns	22	306,841	11	$ 1,198.38
Leon	23	302,197	33	$ 762.07
Alachua	24	296,313	38	$ 714.24
Clay	25	232,622	42	$ 668.15
Okaloosa	26	219,260	53	$ 524.87
Hernando	27	218,679	44	$ 634.34
Charlotte	28	209,686	9	$ 1,278.12
Flagler	35	124,102	14	$ 1,096.29
Nassau	37	99,993	7	$ 1,396.92
Putnam	40	74,875	18	$ 983.41
Bradford	50	29,048	55	$ 497.58
Baker	51	28,899	64	$ 392.26

Assumptions

- Assumption for the Budget Process
  - Revenues
    - 5% annual growth rate in Ad Valorem Taxes including CPI exemption increase
    - Split between funds remains the same (Law, Public Safety, Unincorporated, etc.)
    - 2% Growth in other non-CIP revenue streams
    - Assumes a new homestead exemption in year 3 (Reduces revenue by 10%)
  - Expenses
    - Sheriff's budget as proposed for FY25/26
    - Personnel Expenses are 3% annually (Wages, FRS, Etc.)
    - Factored in current Union Contract
    - Health Insurance Costs increase 5% annually
    - All other expenses increase by 1% annually
    - Increases in operating expenses to support new buildings opening

  - Any deficit in a fund would be transferred out of the General Fund as required

3 Year Projection– Review

- Additional Assumptions for As Submitted Budget
  - Addition of no FTEs General Fund as requested (Additional 10 in year 2, 22 in year 3)
  - Addition of no FTEs in any restricted fund (Additional 2 in year 2, 2 in year 3)
  - Addition of 15 Firefighters (annually, only ½ year for FY 25/26)
- Current FY projects remain budgeted(assumed they would be spent, or funds carried forward) and capped next years budget based on historical spend
- RED Line on following budget slides represents the year a possible additional Homestead Exemption would be enacted by the voters.

Fire MSTU

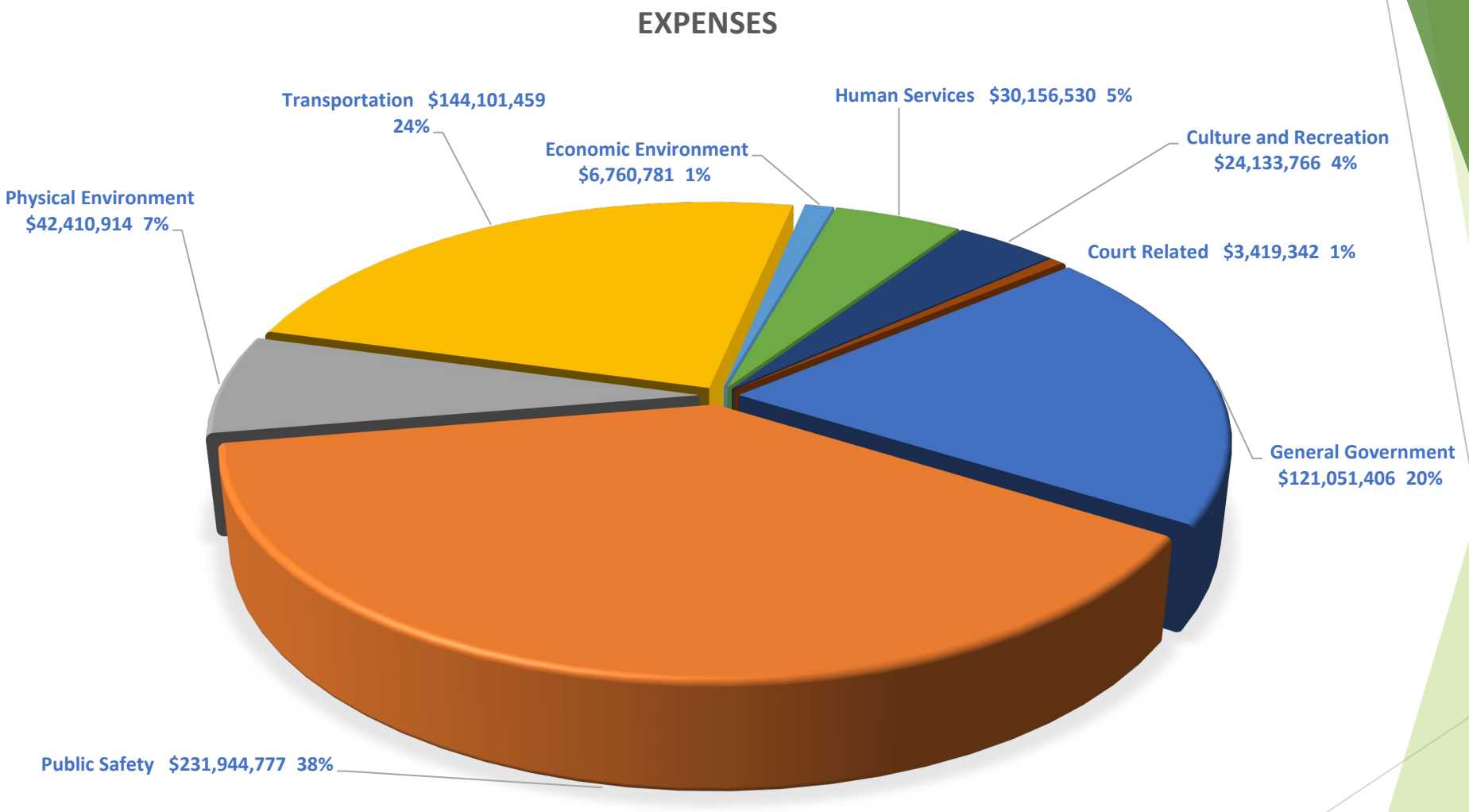
			FY 24-25	FY 25-26	FY 26-27	FY27-28
Revenues						
	Ad Valorem		$ 8,895,600	$ 9,340,380	$ 9,807,399	$ 9,317,029
	Taxes		$ 3,000	$ 3,060	$ 3,121	$ 3,184
	Intergovernmental		$ 10,000	$ 10,200	$ 10,404	$ 10,612
	Charges for Services			$ -	$ -	$ -
	Other		$ 265,500	$ 270,810	$ 276,226	$ 281,751
	Less 5%		$ (458,705)	$ (481,223)	$ (504,858)	$ (480,629)
	Transfers In		$ 3,935,416	$ 4,850,000	$ 5,850,000	$ 7,350,000
	Cash Carry Forward		$ 2,253,755	$ 2,294,480	$ 2,388,863	$ 2,586,750
Revenue Total			**$ 14,904,566**	**$ 16,287,708**	**$ 17,831,156**	**$ 19,068,696**
Expenses						
	Personnel Services	Roll Up	$ 11,176,356	$ 12,454,424	$ 13,860,676	$ 14,955,252
	Operating		$ 1,480,203	$ 1,495,005	$ 1,509,955	$ 1,525,055
		Software	$ 94,380	$ 100,987	$ 108,056	$ 115,620
		Utilities	$ 47,500	$ 50,125	$ 52,750	$ 55,375
	Capital Outlay		$ 1,026,111	$ 1,036,372	$ 1,046,736	$ 1,057,203
Total Expenses			$ 13,824,550	$ 15,136,913	$ 16,578,172	$ 17,708,504
Reserves			$ 1,080,016	$ 1,150,795	$ 1,252,983	$ 1,360,192
Total With Reserves			**$ 14,904,566**	**$ 16,287,708**	**$ 17,831,156**	**$ 19,068,696**
Required Reserves		5.00%	$ 1,036,841	$ 1,135,268	$ 1,243,363	$ 1,328,138
	Reserves Delta		$ 43,175	$ 15,526	$ 9,620	$ 32,054

Sheriff's Office Funds

Sheriff's Office (Combined Funds)			FY 24-25	FY 25-26	FY 26-27	FY27-28
Revenues						
	Ad Valorem		$ 87,727,968	$ 92,114,366	$ 96,720,085	$ 91,884,080
	Taxes			$ -	$ -	$ -
	Intergovernmental		$ 767,347	$ 782,694	$ 798,348	$ 814,315
	Charges for Services		$ 864,675	$ 881,969	$ 899,608	$ 917,600
	Other		$ 1,464,134	$ 1,493,417	$ 1,523,285	$ 1,553,751
	Less 5%		$ (4,541,206)	$ (4,763,622)	$ (4,997,066)	$ (4,758,487)
	Transfer from Consitutionals		$ 2,900,000			
	Transfers In			$ 8,100,000	$ 4,600,000	$ 11,500,000
	Cash Carry Forward		$ 10,825,610	$ 12,286,925	$ 14,293,947	$ 14,832,039
Total Revenue			**$ 100,008,528**	**$ 110,895,748**	**$ 113,838,206**	**$ 116,743,298**
	Personnel Services	Total	$ 77,953,677	$ 84,591,434	$ 87,129,177	$ 89,743,052
				$ -	$ -	$ -
	Operating		$ 14,751,221	$ 17,533,141	$ 17,708,472	$ 17,885,557
	Capital Outlay		$ 3,410,408	$ 3,464,408	$ 3,499,052	$ 3,534,043
Total Expenses			**$ 96,115,306**	**$ 105,588,983**	**$ 108,336,702**	**$ 111,162,652**
Reserves			$ 3,893,222	$ 5,306,765	$ 5,501,504	$ 5,580,645
Total With Reserves			**$ 100,008,528**	**$ 110,895,748**	**$ 113,838,206**	**$ 116,743,298**
Required Reserves		5.00%	$ 2,883,459	$ 5,279,449	$ 5,416,835	$ 5,558,133
	Reserves Delta		$ 1,009,763	$ 27,316	$ 84,669	$ 22,513

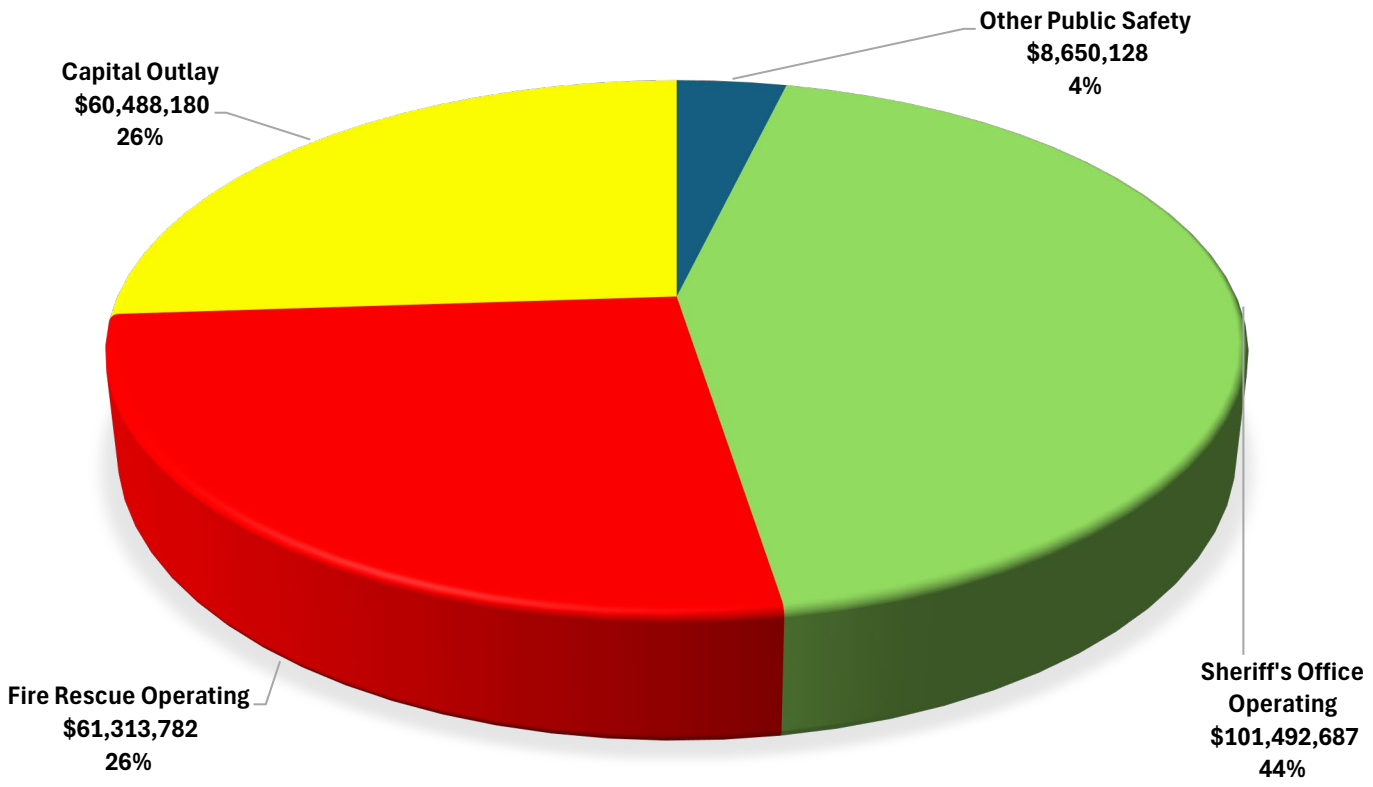
- Projected Budget - Doesn't include SRO as this is a pass thru
- Does not reflect the Sheriff's projected expense budget for FY 26/27 - $117,866,440 and FY 27/28 - $131,766,001

Overall Expense Budget



**Actual Expenses with Transfers Out and Reserves Removed
** Includes Capital Expenses that Carry Forward such as Bonds

Overall Public Safety Budget



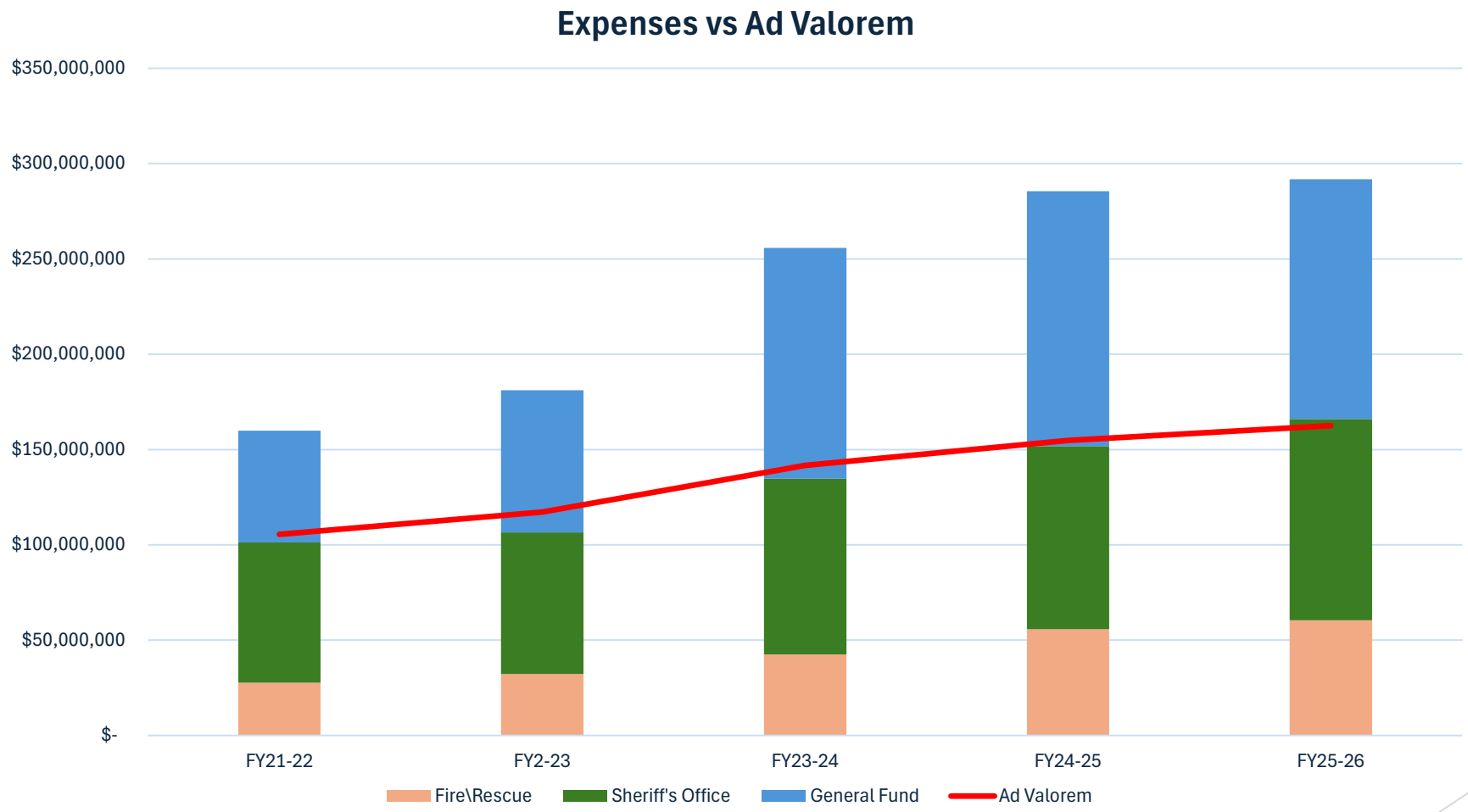
Other includes items such as Hurricane Expenses, Emergency Management, Gun Range, Code Enforcement, Building Department

Capital Outlay includes items such as Radio Towers, Building 500 Build Out, Fire Stations, Fire Rescue Vehicles, CCSO Vehicles

**Actual Expenses with Transfers Out and Reserves Removed
** Includes Capital Expenses that Carry Forward such as Bonds

Name	Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	Total
Fire Stations	$24,734,012	$ 12,223,159	$ -	$ -	$ 36,957,171
Public Safety Complex	$ 4,419,284	$ 9,500,000	$ 16,100,000	$ 12,900,000	$ 42,919,284
Warehouse	$ 600,000	$ 1,870,000	$ -	$ 500,000	$ 2,970,000

Expenses vs Ad Valorem



Note: This will be the first time that Public Safety and Sheriff base budgets will cost more than the total Ad Valorem

Unincorporated MSTU

Unincorporated			FY 24-25	FY 25-26	FY 26-27	FY27-28
Revenues						
	Ad Valorem		$ 2,475,048	$ 2,598,800	$ 2,728,740	$ 2,592,303
	Taxes			$ -	$ -	$
	Intergovernmental		$ 38,500	$ 39,270	$ 40,055	$ 40,857
	Charges for Services		$ 931,500	$ 950,130	$ 969,133	$ 988,515
	Other		$ 945,500	$ 964,410	$ 983,698	$ 1,003,372
	Less 5%		$ (219,527)	$ (227,631)	$ (236,081)	$ (231,252)
	Transfers In		$ 1,411,395	$ 1,450,000	$ 1,625,000	$ 2,100,000
	Cash Carry Forward		$ 1,386,974	$ 1,419,474	$ 1,438,540	$ 1,469,595
Total Revenues			**$ 6,969,390**	**$ 7,194,454**	**$ 7,549,085**	**$ 7,963,390**
Expenses						
	Personnel Services		$ 3,845,508	$ 3,996,464	$ 4,338,864	$ 4,698,211
	Operating		$ 2,350,287	$ 2,373,790	$ 2,397,528	$ 2,421,503
	Capital Outlay		$ 275,375	$ 278,129	$ 280,910	$ 283,719
Total Expenses			$ 6,471,170	$ 6,648,383	$ 7,017,302	$ 7,403,433
Reserves			$ 498,220	$ 546,071	$ 531,783	$ 559,956
Total with Reserves			$ 6,969,390	$ 7,194,454	$ 7,549,085	$ 7,963,390
Required Reserves		5.00%	$ 485,338	$ 498,629	$ 526,298	$ 555,258
	Reserves Delta		$ 12,882	$ 47,442	$ 5,486	$ 4,699

*Includes Engineering, Planning, Zoning, and Code Enforcement

Increased Operation Expenses*

Facility	FY 25/26	FY 26/27	FY 27/28	Notes
Fire Station 24		$14,500	$14,500	Assumes doubling electric to $2400 / month
Fire Station 20	$14,500	$14,500	$14,500	Assumes doubling electric to $2400 / month
Fire Station 1		$28,800	$28,800	$2400 / month
Fire Station 15		$14,500	$14,500	Assumes doubling electric to $2400 / month
Fire Station 22		$14,500	$14,500	Assumes doubling electric to $2400 / month
Oakleaf Library		$400,000 (1/2 year)	$800,000	10 new FTEs ($660,000), Electric ($36,000), Water ($3,500), etc.
Economic Dev. Bldg.	$42,000	$42,000	$42,000	Electric $36,000, Water ($6,000)
Animal Services	$21,000	$42,000	$42,000	Electric $36,000, Water ($6,000)
TOTALS	**$77,500**	**$570,800**	**$970,800**	

*Not inclusive of all expenses, other items such as increases in insurance, pest control, etc. County will also experience a 14% increase in electric due to increases to Green Cove Electric

General Fund Transfers Summary

Fund	FY22/23 Actuals	FY 23/24 Actuals	FY 24/25 Budget	FY 25/26 Proposed Budget
Transportation Trust	$1,000,000	$1,874,053	$4,043,777	$4,500,000
Unincorporated MSTU	$400,000	$2,344,687	$1,411,395	$1,450,000
Fire MSTU	$0	$0	$3,935,416	$4,850,000
State Court / Local Requirements	$156,396	$313,340	$305,600	$381,959
Teen Court	$90,666	$113,793	$58,161	$214,914
Legal Aid	$108,115	$120,755	$123,219	$125,020
County Alcohol & Other Drug Abuse Trust Fund (Clay Behavioral)	$345,000	$343,921	$350,000	$350,000
Sheriff's Office				$8,100,000
Totals	$2,100,177	$5,110,549	$10,227,568	$19,971,893

General Fund (Revenue)

BCC General Fund		FY 24-25	FY 25-26	FY 26-27	FY27-28
Revenues					
	Ad Valorem	$ 55,306,548	$ 58,071,875	$ 60,975,469	$ 57,926,696
	Taxes	$ 10,445,319	$ 10,654,225	$ 10,867,310	$ 11,084,656
	Intergovernmental	$ 27,548,633	$ 28,099,606	$ 28,661,598	$ 29,234,830
	Charges for Services	$ 9,358,258	$ 9,545,423	$ 9,736,332	$ 9,931,058
	Other	$ 6,864,262	$ 7,001,547	$ 7,141,578	$ 7,284,410
	Less 5%	$ (5,476,151)	$ (5,668,634)	$ (5,869,114)	$ (5,773,082)
	Transfers In	$ 1,989,347	$ 2,029,134	$ 2,069,717	$ 2,111,111
	Cash Carry Forward	$ 68,500,000	$ 61,316,684	$ 55,267,162	$ 49,852,585
Total Revenues		**$ 174,536,216**	**$ 171,049,861**	**$ 168,850,051**	**$ 161,652,263**

General Fund (Expense)

Expenses			FY 24-25	FY 25-26	FY 26-27	FY27-28
	Personnel Services		$ 80,275,405	$ 85,774,667	$ 92,392,467	$ 99,528,615
	Operating		$ 34,838,217	$ 35,186,599	$ 35,538,465	$ 35,893,850
		Software	$ 4,179,303	$ 4,471,854	$ 4,784,884	$ 5,119,826
		Utilities	$ 1,581,260	$ 1,668,198	$ 1,767,358	$ 1,871,476
	Capital Outlay	Remainder of the County	$ 5,189,060	$ 5,240,951	$ 5,293,360	$ 5,346,294
		Parks and Rec	$ 5,975,422	$ 2,007,370	$ 2,027,444	$ 2,047,718
		Facilities	$ 5,830,608	$ 2,495,400	$ 2,520,354	$ 2,545,558
	Grants and Aid		$ 2,130,756	$ 2,152,064	$ 2,173,584	$ 2,195,320
	Transfers Out	Other Transfers	$ 1,286,980	$ 1,351,329	$ 1,418,895	$ 1,489,840
		Transportation	$ 4,043,777	$ 5,500,000	$ 5,775,000	$ 6,063,750
		Fire MSTU	$ 3,935,416	$ 4,850,000	$ 5,850,000	$ 7,350,000
		Unincorporated MSTU	$ 1,411,395	$ 1,450,000	$ 1,625,000	$ 2,100,000
		Law Enforcement Transfer		$ 8,100,000	$ 4,600,000	$ 11,500,000
Total Expenses			$ 150,677,599	$ 160,248,432	$ 165,766,812	$ 183,052,246
Reserves			$ 23,858,617	$ 10,801,429	$ 3,665,217	$ (20,221,447)
Total with Reserves			$ 174,536,216	$ 171,049,861	$ 169,432,029	$ 162,830,798
	Required	16.70%	$ 23,380,005	$ 23,212,516	$ 24,465,152	$ 25,809,625
	Reserves Delta		$ 478,612	$ (12,411,087)	$ (20,799,935)	$ (46,031,073)

Represent values that were overridden

Colored boxes represent the transfers to the other funds

What comes out of General Fund

Administrative Functions	Constitutional and Outside Agencies	Departments
Commissioners	Health Department	Veteran Services
County Manager	Property Appraiser	Community Services
Communications	Clerk\Comptroller	Building Maintenance
Personnel	Supervisor of Elections	Library Services
Risk	Tax Collector	Grounds Maintenance
Management Information Systems	Circuit Court	Animal Services
Office of Management and Budget	State Attorney	Fire Rescue (75%)
Commission Auditor	Senior Centers	Parks and Recreation
County Attorney	JTA	Project Management Department
Purchasing	Medical Examiner	Emergency Management
Grants	Aid to Private Orgs	Fire Rescue Administration
	Economic Development	

** This is not a complete list

Operational Projects

Department	FY 24/25	FY 25/26 Proposed
Parks and Rec	$7,033,929	$2,007,370
Grounds Maintenance	$766,955	$540,000
Emergency Management	$310,000	$100,000
Facilities	$5,943,392	$2,499,972
Engineering	$3,381,869	$2,495,400
Public Works	$425,244	$2,677,950
MIS	$546,350	$365,000
Public Safety	$3,940,072	$4,880,338
Equipment\Vehicles	$3,160,697	$1,746,000
Total	$25,508,508	$17,312,030

Parks Projects

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1188 - PRJ100478 Black Creek Bike Trail	$ 744,923			1	Bids Received
FD1000 - CC1188 - PRJ100625 Boat Ramp Storm Damage Repairs	$ 156,564			2	In Design\Permitting
FD1000 - CC1188 - PRJ100669 Omega Park - CCUA Connection	$ 378,378			3	Design Complete
FD1000 - CC1188 - PRJ100668 Thunderbolt Park Well	$ 60,000			4	Informal Bid
New Request - Waler Odum Lighting	$ -	$ 1,000,000		5	
FD1000 - CC1188 - PRJ100493 Doctors Lake Site Improvements	$ 1,000,000	$ 600,000		6	In Design\Permitting
New Request - Marketing & Promotions	$ -	$ 5,000	$ 16,000	7	
FD1000 - CC1188 - PRJ100424 Parks - Eagle Harbor - Drainage Improvements	$ 109,825			8	In Progress
FD1000 - CC1188 - PRJ100494 Drainage Oakleaf Sports Complex	$ 200,000			9	In Design\Permitting
FD1000 - CC1188 - PRJ100491 Carl Pugh Drainage	$ 327,926			10	In Design\Permitting
New Request - Doctors Lake Site Improvements	$ -		$ 600,000	11	
FD1000 - CC1188 - PRJ100713 Ronnie Van Zant Court Lighting	$ 200,000			12	Not Started
FD1000 - CC1188 - PRJ100715 W E Varnes Lighting and Parking Improvement	$ 250,000			13	Lights In Progress
FD1000 - CC1188 - PRJ100714 Twin Lakes Lighting and Parking Improvements	$ 250,000		$ 1,550,000	14	Lights In Progress
FD1000 - CC1188 - PRJ100711 Moody Park Playground Remodel	$ 700,000			15	Not Started
FD1000 - CC1188 - PRJ100538 Resurfacing Recreational Courts	$ 168,180		$ 200,000	16	PO Issued
FD1000 - CC1188 - PRJ100527 Oakleaf Playground	$ 80,000		$ -	17	PO Issued
FD1000 - CC1188 - PRJ100540 Athletic Fields Safety Netting	$ 77,665		$ -	18	PO Issued
FD1000 - CC1188 - PRJ100621 Flock Cameras - Parks & Recreation	$ 50,000		$ -	19	PO Issued
FD1000 - CC1188 - PRJ100693 Amenity Sunshades	$ 100,000			20	PO Issued
New Request - Parks Wayfinding Sign Standards	$ -		$ 80,000	21	
New Request - Rideout Point Preserve Improvements	$ -		$ 170,000	22	
FD1000 - CC1188 - PRJ100539 Ronnie Van Zant Park Master Plan	$ -		$ 235,000	23	
FD1000 - CC1188 - PRJ100696 Bleacher and Bench Replacement	$ 50,000			24	Not Started
New Request - Deerfield Point Improvements	$ -		$ 300,000	25	

Parks Projects (cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - Four Silos Improvements	$ -		$ 45,000	26	
New Request - Lakeshore Boat Ramp Improvements	$ -		$ 40,000	27	
New Request - Governors Creek Site Improvements	$ -		$ 35,000	28	
New Request - Old Ferry Boat Ramp Site Improvements	$ -		$ 35,000	29	
New Request - Shands Pier Site Improvements	$ -		$ 35,000	30	
FD1000 - CC1188 - PRJ100699 Remote Lighting System for Parks	$ 40,000			31	PO Issued
FD1000 - CC1188 - PRJ100532 Plantation Oaks Maintenance Shed	$ -		$ 300,000	32	
FD1000 - CC1188 - PRJ100471 National Fitness Campaign Grant 2023	$ 121,724			33	Waiting on Engineering
FD1000 - CC1188 - PRJ100716 Pond to Park	$ -		$ 200,000	34	
FD1000 - CC1188 - PRJ100590 Williams Park Boat Ramp	$ -		$ 180,000	35	
New Request - Eagle Harbor Playground	$ -		$ 90,000	36	
New Request - Development of Saratoga Springs Park	$ -		$ 255,000	37	
New Request - Plantation Sports Improvement	$ -		$ 300,000	38	
New Request - Walter Odum Field Improvements	$ -		$ 180,000	39	
New Request - Outdoor Movie Screen	$ -		$ 20,000	40	
FD1000 - CC1188 - PRJ100698 Parks and Recreation Program Equipment	$ 12,500	$ 15,000	$ 25,000	41	Small Spend
FD1000 - CC1188 - PRJ100697 Parks and Recreation Special Events Equipment	$ 12,500	$ 15,000	$ 15,000	42	Small Spend
New Request - Inventory & Condition Assessment of Parks Assets	$ -		$ 100,000	43	
FD1000 - CC1188 - PRJ100541 Sports Venues Scoreboards	$ 150,000		$ 150,000	44	Not Started
New Request - SUV	$ -		$ 50,000	45	
New Request - Sleepy Hollow Radio Flyers Runway	$ -		$ 170,000	46	
FD1000 - CC1188 - PRJ100476 Operational Capital Equipment	$ 20,000	$ -		47	PO Issued
FD1000 - CC1188 - PRJ100511 Fox Meadow Playground	$ 229,863	$ -		48	PO Issued
FD1000 - CC1188 - PRJ100646 Parks System Master Plan	$ 302	$ -		49	Completed
FD1000 - CC1188 - PRJ100712 Paul Armstrong Park Parking Expansion	$ 106,552	$ -		50	PO Issued
Parks and Recreation	$ 5,596,902	$ 1,635,000	$ 5,376,000		

Parks Projects (Camp Chow)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1248 - PRJ100546 Treehouse #1 Replacement	$ 75,000	$ 252,370		1	60% Design
FD1000 - CC1248 - PRJ100487 Camp Chow Building Repairs	$ 49,136	$ 25,000	$ -	2	PO Issued
New Request - Sidewalk Replacement	$ -	$ 5,000	$ 60,000	3	
New Request - Tree Work	$ -	$ 10,000	$ 15,000	4	
FD1000 - CC1248 - PRJ100488 Camp Chow Roadway Improvements	$ 14,955	$ 10,000	$ 20,000	5	Annual Project
FD1000 - CC1248 - PRJ100489 Camp Chow Septic Tank Stabilization	$ 25,000	$ 10,000	$ 55,000	6	Not Started
New Request - Perimeter Fencing Replacement	$ -	$ 10,000		7	
New Request - Big Cabin New Roof	$ -		$ 100,000	8	
FD1000 - CC1248 - PRJ100486 Camp Chow Board Walk Repairs	$ 50,000		$ 80,000	9	Not Started
New Request - Polyurea Concrete Floor Coating	$ -		$ 70,000	10	
New Request - Pressure Washing	$ -		$ 10,000	11	
New Request - Zero Turn Mower	$ -		$ 15,000	12	
New Request - Picnic Tables	$ -		$ 6,000	13	
New Request - All-Terrain Articulating Lift	$ -		$ 60,000	14	
New Request - Electric Utility Vehicle	$ -		$ 15,000	15	
New Request - Stage Replacement	$ -		$ 300,000	16	
Camp Chow Total	**$ 214,091**	**$ 322,370**	**$ 806,000**		

Parks Projects (Regional Park\Gun Range)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1249 - PRJ100476 Operational Capital Equipment	$ 470,528	$ -		1	Completed
FD1000 - CC1249 - PRJ100529 Mowing and Agronomics	$ 76,544		**$ 30,000**	2	PO Issued
FD1000 - CC1249 - PRJ100535 Regional Sports Equipment	$ 86,380		**$ 150,000**	3	Small Spend
FD1000 - CC1249 - PRJ100722 Regional Sports Complex Property Fence	$ 200,000		**$ 200,000**	4	Not Started
FD1000 - CC1249 - PRJ100731 Regional Sports Complex Security Measures	$ 100,000	$ -		5	Not Started
Regional Park Total	**$ 933,452**	**$ -**	**$ 380,000**		

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1250 - PRJ100593 Gun Range - Shed	$ 150,000		$ 110,360	1	In Design
FD1000 - CC1250 - PRJ100594 Portables	$ 76,879	$ -		2	In Design
FD1000 - CC1250 - PRJ100622 Gun Range - French Drain & Gutters	$ 30,536	$ -		3	In Design
FD1000 - CC1250 - PRJ100623 Gun Range - Road Monument Sign	$ 20,000	$ -		4	In Design
New Request - Fencing	$ -	$ 20,000		5	
New Request - Feasibility Study	$ -		$ 100,000	6	
New Request - Tractor w/Bushhog	$ -		$ 300,000	7	
New Request -Action Bays (10)	$ -		$ 50,000	8	
New Request - Sporting Clays Range	$ -		$ 350,000	9	
New Request - Skeet/Trap/Wobble	$ -		$ 50,000	10	
Gun Range	**$ 277,415**	**$ 20,000**	**$ 960,360**		

Parks Projects (Fair Grounds\Moccasin Slough)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1251 - PRJ100581 Gator - Utility Cart (1)	$ 12,069	$ -			Completed
New Request - Fencing	$ -	$ 20,000		1	
New Request - Floor Cleaning Machine	$ -	$ 5,000		2	
New Request - Lighting Upgrades	$ -		$ 300,000	3	
New Request - Wayfinding Signage	$ -		$ 10,000	4	
New Request - Benches & Picnic Tables	$ -	$ -		5	
Fair Grounds Total	**$ 12,069**	**$ 25,000**	**$ 310,000**		

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request -Moccasin Slough Interpretive Signs	$ -	$ 5,000	$ 10,000	1	
New Request -Moccasin Slough Playground	$ -		$ 450,000	2	
New Request -Picnic Tables	$ -		$ 10,000	3	
New Request -Moccasin Slough Park Sign Replacement	$ -		$ 6,000	4	
Moccasin Slough Total	**$ -**	**$ 5,000**	**$ 476,000**		

Grounds Maintenance

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1260 - PRJ100476 Operational Capital Equipment	$ 295,466	$ -		1	PO Issued
FD1000 - CC1260 - PRJ100529 Mowing and Agronomics	$ 361,489	$ 500,000		2	PO Issued
FD1000 - CC1260 - PRJ100565 Gator - Utility Carts (2)	$ -		$ 30,000	3	
FD1000 - CC1260 - PRJ100701 Park and Recreation Fencing	$ 40,000	$ 40,000		4	Annual Expense
FD1000 - CC1260 - PRJ100702 Park and Recreation Pressure Washing	$ 30,000		$ 30,000	5	Not Started
FD1000 - CC1260 - PRJ100703 Park and Recreation Tree Removal	$ 40,000		$ 40,000	6	PO Issued
	$ 766,955	$ 540,000	$ 100,000		

Emergency Management

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1170 - PRJ100733 Emergency Management Plans - Rewrite Develop and U	$ 100,000	$100,000		1	PO Issued
FD1000 - CC1170 - PRJ100498 Emergency Management Overhang	$ 210,000		$120,000	2	In Design
New Request - Zurmo Shelter	$ -		$ 30,000	3	
	$ 310,000	$100,000	$150,000		

Facilities

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - HVAC Replacement EOC	$ 120,000	$ 385,972	$ -	1	
FD1000 - CC1150 - PRJ100752 Historic Courthouse Roof Replacement	$ 790	$ 350,000	$ -	2	Design Complete
New Request - Community Svc OP HVAC Replacement 10-Ton	$ -	$ 70,000	$ -	3	
New Request - Community Svc GCS 20-Ton RTU Replacement	$ -	$ 80,000	$ -	4	
New Request - Middleburg Library HVAC 15-ton Replacement	$ -	$ 35,000	$ -	5	
FD1000 - CC1150 - PRJ100510 Fleming Island Library HVAC	$ 500,000	$ -	$ -	6	Not Started
New Request - ADA Compliance Program	$ -	$ 200,000	$ -	7	
New Request - Design & Construct Carpenter Shop	$ -	$ 700,000	$ -	8	
New Request - Building Automation Control	$ -	$ 70,000	$ -	9	
New Request - Fairgrounds Maintenance Shed Office	$ -	$ 40,000	$ -	10	
New Request - Middleburg Library Replace Windows with Energy Efficiency	$ -	$ 50,000	$ -	11	
New Request - Omega Park Restrooms	$ -	$ 30,000	$ -	12	
New Request - 92' Arbor Lift (with tracks) with trailer	$ -	$ 190,000	$ -	13	
New Request - Orange Park Library Restroom Renovation	$ -	$ 30,000	$ -	14	
New Request - Carpet Cleaning	$ -	$ 50,000	$ -	15	
New Request - Gun Range Repair 2 barns	$ -	$ 30,000	$ -	16	
New Request - Pier Station Interior Renovation	$ -	$ 40,000	$ -	17	
New Request - Community Svc Keystone Restroom Renovation	$ -	$ 14,000	$ -	18	
New Request - Public Works Awing	$ -	$ 15,000	$ -	19	
New Request - Sleepy Hollow Office	$ -	$ 120,000	$ -	20	
FD1000 - CC1150 - PRJ100611 Administration Building - 3rd and 4th Floor Renovation	$ 100,000	$ -	$ 700,000	21	
FD1000 - CC1150 - PRJ100675 Building Maintenance Equipment Storage	$ 100,000	$ -	$ 100,000	22	Not Started
New Request - Bear Run Facilities Repurpose Design	$ -	$ -	$ 500,000	23	
FD1000 - CC1150 - PRJ100755 Green Cove Springs Library Roof	$ 75,000	$ -	$ -	24	Not Started
FD1000 - CC1150 - PRJ100674 Clay County Archives Renovation	$ 125,000	$ -	$ 1,500,000	25	Not Started
FD1000 - CC1150 - PRJ100676 County Building Analysis	$ -	$ -	$ 200,000	26	

Facilities (Cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1150 - PRJ100678 Godbold Building Renovations and CCUA Transition	$ 200,000	$ -	$ 1,300,000	27	In Design
FD1000 - CC1150 - PRJ100682 Program and Space Analysis for Emergency Operations Cente	$ -	$ -	$ 200,000	28	
FD1000 - CC1150 - PRJ100720 Fleming Island Library Parking Lot	$ 300,000	$ -	$ 300,000	29	Not Started
FD1000 - CC1150 - PRJ100363 - Space Analysis	$ -	$ -	$ 100,000	30	
New Request - Storage Building Renovation for Climate Control	$ -	$ -	$ 150,000	31	
New Request - GCS Library Pressure Wash & Paint	$ -	$ -	$ 50,000	32	
New Request - Front & Rear Gate EOC	$ -	$ -	$ 60,000	33	
New Request - Paint & Waterproof Parks	$ -	$ -	$ 200,000	34	
New Request - Wayfree Clinic Parking Lot Paving	$ -	$ -	$ 200,000	35	
New Request - Hunter Douglas Historic Schoolhouse	$ -	$ -	$ 330,000	36	
New Request - Hunter Douglas Facility Interior Renovation	$ -	$ -	$ 30,000	37	
New Request - Fire Station 20 Repurpose	$ -	$ -	$ 100,000	38	
New Request - Fairgrounds Exhibit Hall 1 Renovation	$ -	$ -	$ 800,000	39	
FD1000 - CC1150 - PRJ100512 Godbold Building Repairs	$ 45,000	$ -	$ -	40	Not Started
FD1000 - CC1150 - PRJ100502 Floor and Counter Replacements - Administration Building	$ 112,067	$ -	$ 80,000	41	In Progress
FD1000 - CC1150 - PRJ100504 Front Elevators Modernization - Administration Building	$ 132,500	$ -	$ -	42	In Progress
FD1000 - CC1150 - PRJ100513 Green Cove Springs Library Carpets	$ 20,000	$ -	$ 20,000	43	In Progress
FD1000 - CC1150 - PRJ100519 Exterior Building Sealant	$ 150,000	$ -	$ 100,000	44	PO Issued
FD1000 - CC1150 - PRJ100677 2nd Floor Office Remodel	$ 156,544	$ -	$ -	45	Design Complete
FD1000 - CC1150 - PRJ100679 County Facilities Space Analysis	$ -	$ -	$ -	46	
New Request - Orange Park Library Entry Door Replacement	$ -	$ -	$ 40,000	47	
New Request - Fairgrounds Pole Barn Roof	$ -	$ -	$ 30,000	48	
New Request - Community Svc OP Flooring Replacement	$ -	$ -	$ 50,000	49	
New Request - Gun Range Pole Barn	$ -	$ -	$ 50,000	50	
New Request - Community Svc OP Patch & Painting	$ -	$ -	$ 20,000	51	
New Request - Irrigation Completion	$ -	$ -	$ 30,000	52	
FD1000 - CC1150 - PRJ100508 Pressure Cleaning	$ 97,773	$ -	$ 100,000	53	Small Spend

Facilities (Cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - COOP Site for EOC / Fleming Island Library Hardening	$ -	$ -	$ 2,000,000	54	
New Request - Community Svc GCS Pressure Washing	$ -	$ -	$ 30,000	55	
New Request - Parking Lot Reseal & Restripe EOC	$ -	$ -	$ 25,000	56	
New Request - Caboose - Historic Courthouse	$ -	$ -	$ 15,000	57	
New Request - Orange Park Library Parking Lot Reseal & Restripe	$ -	$ -	$ 80,000	58	
New Request - Middleburg Library Pressure Wash, Paint, & Seal Paint	$ -	$ -	$ 60,000	59	
FD1000 - CC1150 - PRJ100692 Exterior Painting of Emergency Operations Center (EOC)	$ 86,000	$ -	$ -	60	Not Started
New Request - Orange Park Library Retracting Wall Replacement	$ -	$ -	$ 40,000	61	
New Request - Community Svc Middleburg Walk In Cooler Replacement	$ -	$ -	$ 30,000	62	
New Request - Paint Interior EOC	$ -	$ -	$ 20,000	63	
FD1000 - CC1150 - PRJ100753 Aging True - Green Cove Springs Office Renovations	$ 44,145	$ -	$ 10,000	64	Completed
New Request - Middleburg Civic Center	$ -	$ -	$ 50,000	65	
FD1000 - CC1150 - PRJ100781 Ambulance Billing Office Renovations\Building C	$ 48,695	$ -	$ 220,000	66	Completed
FD1000 - CC1150 - PRJ100474 Tax Collector Office - Orange Park	$ 2,701,131	$ -			Under Construction
FD1000 - CC1150 - PRJ100475 Tax Collector Office - Keystone Heights	$ 683,747	$ -			Under Construction
FD1000 - CC1150 - PRJ100476 Operational Capital Equipment	$ 215,000	$ -			Completed
FD1000 - CC1150 - PRJ100680 Way Free Medical Clinic Demolition	$ 50,000	$ -			Completed
	$ 6,063,392	$ 2,499,972	$ 9,920,000		

Engineering

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
Engineering					
FD1022 - CC1158 - PRJ100476 Operational Capital Equipment	$ 220,000	$ -	$ -	1	PO Issued
FD1022 - CC1158 - PRJ100583 CEI - Subdivision	$ 665,600	$ 550,000	$ -	2	Annual Project
FD1022 - CC1158 - PRJ100640 Right-of-Way Inspection Services	$ 166,400	$ 166,400	$ -	3	Annual Project
FD1022 - CC1158 - PRJ100499 Engineering Projects (Placeholder)	$ 264,787	$ 300,000	$ -	4	Annual Project
FD1022 - CC1158 - PRJ100815 Washington Avenue Cross Drain	$ 10,082	$ -	$ -	5	Complete
FD1022 - CC1158 - PRJ100515 Guard Rail Replacement	$ 250,000	$ 250,000	$ -	6	Annual Project
FD1022 - CC1158 - PRJ100639 NPDES Public Awareness Services	$ 10,000	$ 10,000	$ -	7	Annual Project
FD1022 - CC1158 - PRJ100480 Bridge 710048 Old Carter Road	$ 125,000	$ -	$ -	8	No Started
FD1022 - CC1158 - PRJ100481 Bridge 710053 North Chickory Ave	$ 125,000	$ -	$ -	9	No Started
FD1022 - CC1158 - PRJ100482 Bridge 714056 CR209 North Haven Rd	$ 125,000	$ -	$ -	10	No Started
FD1022 - CC1158 - PRJ100479 Bridge 710027 CR 220\Knight Boxx	$ 125,000	$ -	$ -	11	No Started
Total Engineering	**$ 2,086,869**	**$ 1,276,400**			

Engineering (Traffic\Signs)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
Traffic					
FD1001 - CC1205 - PRJ100700 Covered Parking and Storage Building	$ -	$ -	$ -	1	
New Request - Storage Building	$ -	$ 100,000	$ -	2	
New Request - Extendable Pole Trailer	$ -	$ 80,000	$ -	3	
FD1001 - CC1205 - PRJ100754 Flashing Beacon Speed Indicators	$ 150,000	$ 100,000	$ -	4	Not Started
FD1001 - CC1205 - PRJ100476 Operational Capital Equipment	$ 55,000	$ -	$ -	5	PO Issued
FD1001 - CC1205 - PRJ100521 Traffic Signal Cabinets	$ 250,000	$ -	$ -	6	Annual Project
Total Traffic	**$ 455,000**	**$ 280,000**			

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
Signs\Signals					
FD1001 - CC1227 - PRJ100700 Covered Parking and Storage Building	$ -	$ -	$ -	1	
New Request - Storage Building	$ -	$ 100,000	$ -	2	
FD1001 - CC1227 - PRJ100537 Road Restriping	$ 800,000	$ 800,000	$ -	3	Annual Project
FD1001 - CC1227 - PRJ100543 Traffic Message Boards	$ 40,000	$ 20,000	$ -	4	Annual Project
New Request - Rollover Table	$ -	$ 19,000	$ -	5	
Total Signs\Signals	**$ 840,000**	**$ 939,000**			

Public Works

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Years	Priority	Status
FD1001 - CC1203 - PRJ100542 Sidewalk Repair Services	$ 100,000	$ 100,000		1	Complete
New Request - Asphalt Hot Box Reclaimer	$ -	$ 65,000		2	
New Request - CC1203 - PRJ100542 Sidewalk Repair Services Additonal Funds	$ -	$ 350,000		3	
FD1001 - CC1203 - PRJ100783 Public Works Sleepy Hollow Trailer	$ 40,000	$ 40,000		4	Not Started
FD1001 - CC1203 - PRJ100533 Public Works Engineering Services (Placeholder)	$ -	$ -		5	
FD1001 - CC1203 - PRJ100790 Moody Avenue Emergency Repair	$ 285,344	$ -		6	Complete
Washington Avenue	$ -	$ 1,500,000.00		7	
Springhaven Dr	$ -	$ 40,910.00		8	
Gander	$ -	$ 212,082.77		9	
1712 Farm Way	$ -	$ 41,352.00		10	
Creek Bluff	$ -	$ 25,220.00		11	
Silver Bluff Blvd	$ -	$ 25,000.00		12	
Farm Way & Morningside	$ -	$ 11,712.00		13	
4551 Johns Cemetery	$ -	$ 9,411.60		14	
Cold Harbor	$ -	$ 68,898.05		15	
Cypress Springs Cul-d-sac	$ -	$ 139,359.90		16	
Nautilus Rd	$ -	$ 16,468.00		17	
Sweetwood	$ -	$ 32,535.75		18	
3730 Woodbriar	$ -		$ 52,800.00	19	
4101 Eagle Landing Pkwy	$ -		$ 10,680.00	20	
3200 Wandering Oaks Drive, Thousand Oaks Dr, 3838 Cardinal Oaks Cir	$ -		$ 255,000.00	21	
Paces Ferry Road W	$ -		$ 153,922.90	22	
Old Jennings Road (MB)	$ -		$ 27,000.00	23	
White Wing Road	$ -		$ 14,000.00	24	
Briarwood to Bartlett	$ -		$ 83,696.00	25	

Public Works (cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Years	Priority	Status
Charles Pinckney	$ -		$ 56,576.00	26	
Shady Oak	$ -		$ 40,587.30	27	
Gentlewinds	$ -		$ 18,849.20	28	
Susan Drive	$ -		$ 140,568.00	29	
Winchester	$ -		$ 82,968.00	30	
harvey Grant Rd	$ -		$ 43,328.00	31	
599 William Ellery	$ -		$ 27,856.00	32	
2442 Zagato	$ -		$ 40,238.50	33	
	$ 425,344	**$ 2,677,950**	**$ 1,048,070**		

MIS

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1106 - PRJ100750 PC Replacement	$ 125,000	$ 125,000	$ 125,000	1	Annual Project
FD1000 - CC1106 - PRJ100550 Workday Consulting	$ 156,350	$ 140,000	$ 140,000	2	Annual Project
FD1000 - CC1106 - PRJ100549 Servers	$ 100,000	$ 100,000	$ 100,000	3	Annual Project
FD1000 - CC1106 - PRJ100673 Upgrade Cyber Security Platform	$ 75,000	$ -	$ -	4	Not Started
FD1000 - CC1106 - PRJ100484 Video Storage and Camera System Upgrades - MIS	$ 30,000	$ -	$ -	5	In Progress
FD1000 - CC1106 - PRJ100476 Operational Capital Equipment	$ 60,000	$ -	$ -		Completed
	$ 546,350	$ 365,000	$ 365,000		

Public Safety

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
PRJ100684 2nd Set of Bunker Gear	$ 1,042,480.00	$ 600,000.00		1	In Progress
PRJ100503 Fire Master Plan	$ 100,000.00	$ -		2	In Progress
PRJ100507 Fire Rescue Storage Sheds	$ 160,000.00	$ 160,000.00		3	Not Started
PRJ100615 Fire Station 14 - Kitchen Renovation	$ 226,943.00	$ -		4	In Progress
PRJ100548 Vehicles for Special Response	$ 400,000.00	$ 400,000.00		5	Not Started
PRJ100505 Fire Rescue Special Response Assets	$ 229,334.00	$ 223,005.00		6	Complete
PRJ100501 Extrication Equipment	$ 623,832.00	$ 150,000.00		7	Complete
PRJ100686 Fire Station 17 Shower Addition	$ 200,000.00	$ 400,000.00		8	Not Started
PRJ100687 Fire Station 13 Front Room Renovation	$ 120,000.00	$ 220,000.00		9	Not Started
PRJ100810 Fire Station 18 Front Parking Lot Replacement	$ 50,000.00	$ 50,000.00		10	Rebidding
PRJ100685 Brush Truck Conversions	$ 90,000.00	$ 180,000.00		11	Not Started
PRJ100520 Mobile Command Post Refurbish	$ 133,330.00	$ 133,333.00		12	Not Started
New Request - SCBA Purchase	$ -	$ 300,000.00		13	
New Request - Motorola Radio Replacements	$ -	$ 500,000.00		14	
New Request - Tactical Vest Replacement	$ -	$ 140,000.00		15	
New Request -Water Rescue PFD Replacement	$ -	$ 10,000.00		16	
New Request - SCBA Compressors 11 & 20	$ -	$ 100,000.00		17	
New Request - Image Trend Hospital Data Exchange	$ -	$ 20,000.00		18	
New Request - Operative IQ Fleet/	$ -	$ 4,000.00		19	
New Request - ISO Class three plan	$ -	$ 250,000.00		20	
New Request - Hazmat Equipment	$ -	$ 100,000.00		21	
New Request - USAR Equipment	$ -	$ 100,000.00		22	
New Request - MDT Replacements	$ -	$ 90,000.00		23	

Public Safety

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - Purvis System Rollout	$ -	$ 500,000.00		24	
New Request - Fire Rescue Logistics over hang	$ -	$ 150,000.00		25	
New Request -Training Equipment	$ -	$ 100,000.00		28	
New Request - Burn Building Props	$ -		$ 50,000.00	29	
New Request - Flashover Simulatory	$ -		$ 91,000.00	30	
New Request - Grants Match AFG	$ -		$ 11,000.00	31	
New Request - Fire Station 26 Access Control	$ -		$ 15,000.00	32	
New Request - Storage Space	$ -		$ 2,000,000.00	33	
New Request - New Training Building	$ -		$ 500,000.00	34	
PRJ100651 Fire Station 14 - Parking Lot Paving	$ 281,004.00	$ -		0	Complete
PRJ100744 Fire Station 18 HVAC Replacement	$ 40,000.00	$ -		0	Complete
PRJ100802 Drain Field - Fire Station 23	$ 26,000.00	$ -		0	Complete
PRJ100496 Electric PPV Fans	$ 217,149.00	$ -		0	Not Started
	$ 3,940,072.00	**$ 4,880,338.00**	**$ 2,667,000.00**		

Fleet Replacement

Department	Year	Make / Model	Miles\Hours	Surplus or Repurpose?	Order	Cost
Camp Chowenwaw	2006	GRASSHOPPER MOWER 227	0	Surplus	1	$15,000.00
Fairgrounds	2000	John Deere Tractor 5510	4,155	Surplus	2	$110,000.00
Grounds Maintenance	2008	KAWASAKI MULE 3010 4X4	4,000	Surplus	3	$20,000.00
Traffic Division	2007	STERLING Acterra Terex / Bucke	140,771	Surplus	4	$300,000.00
Traffic Signs and Street Stri	1990	Crosley Trailer 4x8 TG	0	Surplus	5	$5,500.00
Fairgrounds	2007	Kawasaki Mule 3010 4x4	2,250	Surplus	6	$20,000.00
Fairgrounds	2000	DIRT LEVELER REVEAL 4 n 1	0	Surplus	7	$30,000.00
Grounds Maintenance	2009	Ford F-450 4x2 XL	85,420	Surplus	8	$90,000.00
Grounds Maintenance	2007	Gravely Pm-260z	1,200	Surplus	9	$15,000.00
Grounds Maintenance	1995	Crosley Trailer 3 Ton	0	Surplus	10	$12,000.00
Building Maintenance	2008	Ford F-150 4x2 XI	19,999	Surplus	11	$55,000.00
Building Maintenance	2007	Gravely Pm-260z / MOWER	0	Surplus	12	$15,000.00
Traffic Division	1991	Home Made Trailer	0	Surplus	13	$5,500.00
Building Maintenance	2008	Ford F-350 4x2	227,682	Surplus	14	$80,000.00
Camp Chowenwaw	1994	Crosley Trailer Utility	0	Surplus	15	$5,500.00
Building Maintenance	2005	Ford F-150 4x2	58,744	Surplus	16	$55,000.00
Grounds Maintenance	1999	Crosley Trailer 3 Ton	0	Surplus	17	$12,000.00
County Engineering Dept	2013	FORD F150 XL 4WD	198,250	Repurpose	18	$55,000.00
Environmental Svcs	2007	Triple Crown Trailer 6 X10	0	Surplus	19	$5,500.00

Fleet Replacement

Department	Year	Make / Model	Miles\Hours	Surplus or Repurpose?	Order	Cost
Agriculture Agent	2004	Ford F-150 4x2	151,099	Surplus	20	$55,000.00
Camp Chowenwaw	2007	Ford Ranger 4x4 Xlt	197,187	Surplus	21	$55,000.00
MIS	2008	CHEVORLET SILVERADO 1500	0	Repurpose	22	$55,000.00
Grounds Maintenance	2007	FORD F-150 4x2 SUPERCAB	160,232	Surplus	23	$55,000.00
Enforcement Svcs	2002	Ford F-150 4x4	231,038	Surplus	24	$55,000.00
County Engineering Dept	2003	FORD F-150 4X4	108,999	Repurpose	25	$55,000.00
Gun Range	2004	FORD F-150 4x2 SUPERCAB	165,971	Surplus	26	$55,000.00
Building Maintenance	2002	Ford F-250 4x2	188,291	Surplus	27	$65,000.00
Grounds Maintenance	2008	Ford F-250 4x2	142,357	Surplus	28	$80,000.00
MIS	2011	CHEVROLET IMPALA	104,286	Surplus	29	$40,000.00
Grounds Maintenance	2008	Ford F-350 4x2	153,925	Repurpose	30	$80,000.00
County Engineering Dept	2013	FORD F150 XL 4WD	191,461	Repurpose	31	$55,000.00
County Engineering Dept	2013	FORD F150 XL 4WD	179,306	Repurpose	32	$55,000.00
Environmental Svcs	2015	FORD F150 EXT. CAB XL	145,071	Surplus	33	$80,000.00
						$1,746,000.00

By repurposing vehicles to lower intensity uses, this eliminates the need to purchase an additional 6 vehicles at a cost of $355,000

Other Fees from General Fund

Fund	FY22/23 Actuals	FY23/24 Actuals	FY 24/25 Budget	FY 25/26 Proposed Budget
Solid Waste Exemptions	$653,184	$916,838	$1,034,978	$1,494,650
Economic Incentive	$115,600	$905,999	$1,266,360	$1,229,269
Aid to Private Organizations		$275,612	$275,612	**$51,412
Subsidies	$115,521	$14,351	*$9,566	N/A
Waivers			$340,462	$192,056
Insurance Opt Out		$902,875	$756,000	$756,000

*Actuals so far this year

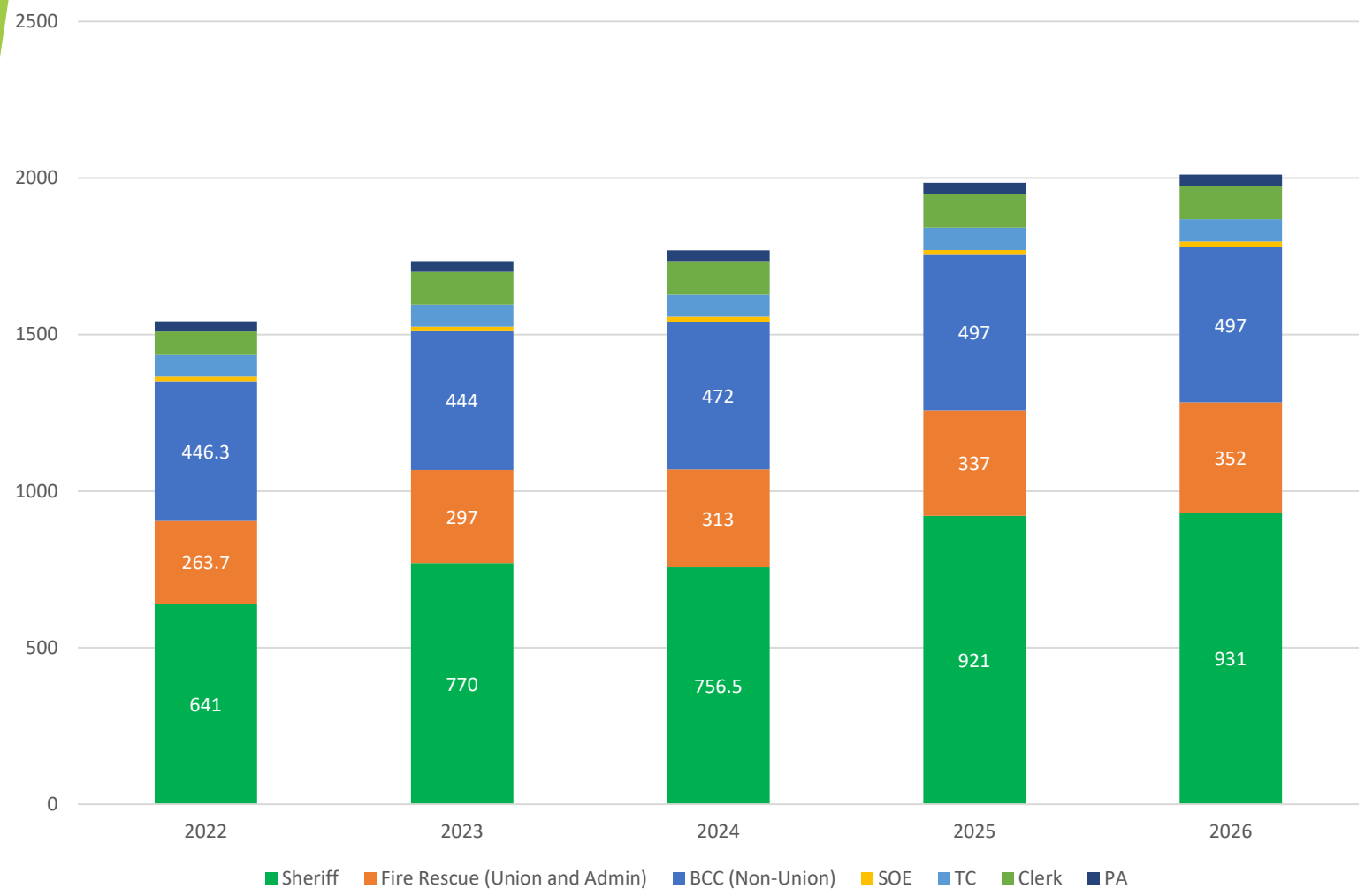
** Based on Board Direction on only funding required Organizations

Potential Future Waivers

IKO	$250 million	3,000,000 SF^2
Niagara	$225 million	825,000 SF^2
Exalt Surgical Rehab	$28 million	40,000 SF^2
Peter's Creek Industrial		
Project 1	$500+ million	1,000,000 SF^2
Project 2	$200 million	500,000 SF^2
Challenger	$50 million	250,000 SF^2
Rookery Multiple Projects	$100 million	1,000,000+ SF^2

For reference IKO, Mobility Fee waiver = $500K+

Staffing Trends



**Note 2025 SROs moved to CCSO
Data based on EDR Reports submitted to the County

Staffing Plan

- Budget includes 3% increase in Personnel Expenses
- Will be used to focus on career advancements as outlined in the salary survey using the tiered system.
- FRS rate remained relatively flat this year
- Medical is yet to be determined, we have assumed a 5% increase in the current projections

- No NEW FTEs except for Fire Rescue. These will be held for 6 months and hired in April 2026

Options to Consider

- Reduce scope of currently funded projects or postpone until a future year
- Increase in fees for non-county residents for Recreational Elements
- Review fees to make sure areas are self-sufficient
- Outsource certain operations
- Increase in utility tax
- Move to a fee-based system in lieu of Ad Valorem (pending legislation)
- Redirect CDBG funding to support infrastructure and outside agencies
- Disposal of underutilized or non-needed property
    - Station 20
    - Bear Run
    - Station 15
    - Station 22

Utility Service Tax (Municipal Public Service)

Year	Amount (based on 4%)
FY21-22 Actuals	$4,629,595
FY22-23 Actuals	$4,816,769
FY23-24 Actuals	$4,933,463

Possible Rate	Based on Fy 23-24 Collections
6% Rate	$7,400,195 (+$2,466,731)
8% Rate	$9,866,926 (+$4,933,463)
10% Rate	$12,333,658 (+$7,400,195)

List of Potential Savings- FY25-26 Budget

- Work with CCSO to reduce budget to the proportional increase in Ad Valorem – Savings of about 5M
- Further reduce Facility Projects - $890,000
  - Carpenter Shop - $700,000
  - Arbor Lift - $190,000
- Further reduce Parks Projects – $1,000,000
  - Walter Odum Lighting $1,000,000
- Reduce Public Safety Projects
  - Logistics overhang - $150,000
  - Mobile Command Refurbish - $133,000
- Change approach to CDBG and fund Roads\Sidewalks $800,000
- Reduce Overtime - $100,000
- Reduce Travel and Offsite Training\Conferences - $100,000

- Total = $8,173,000

List of Potential Savings- Current Budget

- Remove 3rd\4th floor planning - $100,000
- Building Maintenance Storage Building - $100,000
- Remove Fleming Island Library Parking Lot - $300,000
- Moody Park Remodel - $700,000
- Scoreboards - $150,000
- Regional Sports Complex Fencing - $200,000
- Regional Sports Complex Security - $100,000
- EOC Painting - $86,000

- Total = $1,736,000 ($9,909,000 – Need $12.4M) -- Short $2.5M

Rollback Rate Discussion

A rollback rate, advertised on property tax notices across the state, is the tax rate that would generate the same amount of revenue to a taxing authority as the prior year, excluding any new construction.

Last year, if rollback was implemented and we only taxed new construction we would have received between $3.4M and $3.8M.

Changes for Rollback Rate

- All the previous suggestions would need to be implemented PLUS
- Further reduction in Sheriff's budget and cut in reserves
- Further reduction in project spending across all areas (Parks, Facilities, Public Safety, Roads)
- Reduce personnel operating\compensation expenses to 1%
- Reduce operating expenses across the county (Training, Travel, Uniforms, Office Supplies, Software)
- Reduce reserves in the other funds below 5%

*Note: Utility costs are out of our control and are estimated to be increasing by about 14% for Green Cove Springs Electric

Rollback Rate – Fire MSTU

			FY 24-25	FY 25-26	FY 25-26
Revenues					
	Ad Valorem		$ 8,895,600	$ 9,340,380	$ 9,091,303
	Taxes		$ 3,000	$ 3,060	$ 3,060
	Intergovernmental		$ 10,000	$ 10,200	$ 10,200
	Charges for Services			$ -	$ -
	Other		$ 265,500	$ 270,810	$ 270,810
	Less 5%		$ (458,705)	$ (481,223)	$ (468,769)
	Transfers In		$ 3,935,416	$ 4,850,000	$ 4,750,000
	Cash Carry Forward		$ 2,253,755	$ 2,294,480	$ 2,294,480
Revenue Total			**$ 14,904,566**	**$ 16,287,708**	**$ 15,951,085**
Expenses					
	Personnel Services	Roll Up	$ 11,176,356	$ 12,454,424	$ 12,454,424
	Operating		$ 1,480,203	$ 1,495,005	$ 1,480,203
		Software	$ 94,380	$ 100,987	$ 100,987
		Utilities	$ 47,500	$ 50,125	$ 50,125
	Capital Outlay		$ 1,026,111	$ 1,036,372	$ 1,026,111
Total Expenses			$ 13,824,550	$ 15,136,913	$ 15,111,850
Reserves			$ 1,080,016	$ 1,150,795	$ 839,235
Total With Reserves			**$ 14,904,566**	**$ 16,287,708**	**$ 15,951,085**
Required Reserves		5.00%	$ 1,036,841	$ 1,135,268	$ 1,133,389
	Reserves Delta		$ 43,175	$ 15,526	$ (294,154)

Rollback Rate – Sheriff's Funds

Sheriff's Office (Combined Funds)			FY 24-25	FY 25-26	FY 25-26
Revenues					
	Ad Valorem		$ 87,727,968	$ 92,114,366	$ 89,657,983
	Taxes			$ -	$ -
	Intergovernmental		$ 767,347	$ 782,694	$ 782,694
	Charges for Services		$ 864,675	$ 881,969	$ 881,969
	Other		$ 1,464,134	$ 1,493,417	$ 1,493,417
	Less 5%		$ (4,541,206)	$ (4,763,622)	$ (4,640,803)
	Transfer from Consitutionals		$ 2,900,000		
	Transfers In			$ 8,100,000	
	Cash Carry Forward		$ 10,825,610	$ 12,286,925	$ 12,286,925
Total Revenue			**$ 100,008,528**	**$ 110,895,748**	**$ 100,462,184**
	Personnel Services	Total	$ 77,953,677	$ 84,591,434	$ 81,071,824
				$ -	$ -
	Operating		$ 14,751,221	$ 17,533,141	$ 15,341,270
	Capital Outlay		$ 3,410,408	$ 3,464,408	$ 3,485,437
Total Expenses			**$ 96,115,306**	**$ 105,588,983**	**$ 99,898,531**
Reserves			$ 3,893,222	$ 5,306,765	$ 563,653
Total With Reserves			**$ 100,008,528**	**$ 110,895,748**	**$ 100,462,184**
Required Reserves		5.00%	$ 2,883,459	$ 5,279,449	$ 4,994,927
	Reserves Delta		$ 1,009,763	$ 27,316	$ (4,431,273)

*Assumes a $3.8M reversion this Fiscal Year applied to current budget in FD1002 and FD1029 combined

Rollback Rate – Unincorporated MSTU

Unincorporated			FY 24-25	FY 25-26	FY 25-26
Revenues					
	Ad Valorem		$ 2,475,048	$ 2,598,800	$ 2,529,499
	Taxes			$ -	$ -
	Intergovernmental		$ 38,500	$ 39,270	$ 39,270
	Charges for Services		$ 931,500	$ 950,130	$ 950,130
	Other		$ 945,500	$ 964,410	$ 964,410
	Less 5%		$ (219,527)	$ (227,631)	$ (224,165)
	Transfers In		$ 1,411,395	$ 1,450,000	$ 1,000,000
	Cash Carry Forward		$ 1,386,974	$ 1,419,474	$ 1,419,474
Total Revenues			**$ 6,969,390**	**$ 7,194,454**	**$ 6,678,618**
Expenses					
	Personnel Services		$ 3,845,508	$ 3,996,464	$ 3,918,863
	Operating		$ 2,350,287	$ 2,373,790	$ 2,373,790
	Capital Outlay		$ 275,375	$ 278,129	$ 278,129
Total Expenses			$ 6,471,170	$ 6,648,383	$ 6,570,782
Reserves			$ 498,220	$ 546,071	$ 107,836
Total with Reserves			$ 6,969,390	$ 7,194,454	$ 6,678,618
Required Reserves		5.00%	$ 485,338	$ 498,629	$ 492,809
	Reserves Delta		$ 12,882	$ 47,442	$ (384,972)

Rollback Rate – General Fund Revenues

BCC General Fund		FY 24-25	FY 25-26	FY 25-26
Revenues				
	Ad Valorem	$ 55,306,548	$ 58,071,875	$ 56,523,292
	Taxes	$ 10,445,319	$ 10,654,225	$ 10,654,225
	Intergovernmental	$ 27,548,633	$ 28,099,606	$ 28,099,606
	Charges for Services	$ 9,358,258	$ 9,545,423	$ 9,545,423
	Other	$ 6,864,262	$ 7,001,547	$ 7,001,547
	Less 5%	$ (5,476,151)	$ (5,668,634)	$ (5,591,205)
	Transfers In	$ 1,989,347	$ 2,029,134	$ 2,029,134
	Cash Carry Forward	$ 68,500,000	$ 61,316,684	$ 61,316,684
Total Revenues		**$ 174,536,216**	**$ 171,049,861**	**$ 169,578,707**

Rollback Rate – General Fund Expenses

Expenses			FY 24-25	FY 25-26	FY 25-26
	Personnel Services		$ 80,275,405	$ 85,774,667	$ 84,870,432
	Operating		$ 34,838,217	$ 35,186,599	$ 34,838,217
		Software	$ 4,179,303	$ 4,471,854	$ 4,471,854
		Utilities	$ 1,581,260	$ 1,668,198	$ 1,668,198
	Capital Outlay	Remainder of the County	$ 5,189,060	$ 5,240,951	$ 4,000,000
		Parks and Rec	$ 5,975,422	$ 2,007,370	$ 1,500,000
		Facilities	$ 5,830,608	$ 2,495,400	$ 2,000,000
	Grants and Aid		$ 2,130,756	$ 2,152,064	$ 2,152,064
	Transfers Out	Other Transfers	$ 1,286,980	$ 1,351,329	$ 1,351,329
		Transportation	$ 4,043,777	$ 5,500,000	$ 4,250,000
		Fire MSTU	$ 3,935,416	$ 4,850,000	$ 4,750,000
		Unincorporated MSTU	$ 1,411,395	$ 1,450,000	$ 1,000,000
		Law Enforcement Transfer		$ 8,100,000	$ -
Total Expenses			$ 150,677,599	$ 160,248,432	$ 146,852,093
Reserves			$ 23,858,617	$ 10,801,429	$ 22,726,613
Total with Reserves			$ 174,536,216	$ 171,049,861	$ 169,578,707
	Required	16.70%	$ 23,380,005	$ 23,212,516	$ 22,628,628
	Reserves Delta		$ 478,612	$ (12,411,087)	$ 97,986

Other Funds – Court Facility

- Court Facility Fund:
  - Revenues
    - $600,000 annually based on current Statutes (2009). *
    - Reserve Balance of $5,261,925

  - Expenses
    - $100,000 in operating
    - $1,375,658 for 2nd Floor and Entry Design
    - $362,560 for Old Side Air Ducts and Controls
    - Major Capital Expenses Planned
      - $4,927,448 for 2nd Floor and Entry Renovation

- Leaves limited reserves for future judge's chambers or other construction
- Judicial Facility Plan is nearing completion of Phase 1
- Phase 2 future component for Master Plan Development scope and fee will be based on results of Phase 1 Master Plan.
- A proposed Change Order for $85,000 related to Jail Population Projections has been received but would have to be paid out of General Fund as it isn't related to the Court Facility.
- Costs will increase based on the addition of a new Judge (CCSO, Facilities, Etc.) – Based on SB 2508

*Recommend this be addressed as a legislative priority.

Other Funds – Building Department

- Building Department Fund:
  - Revenues
    - $4,067,800 from building fees
  - Expenses
    - Personnel - $3,402,614
    - Operating Expenses - $428,965 (will increase with new building)
    - Capital Outlay - $15,000
    - Total - $3,846,579

- Net - $221,221 *

- Reserves in this fund will have been exhausted for the new building. The fund will still owe the Capital Improvement Fund about $5,000,000 to be paid over several years.

* Recommend examine current fees

Other Funds - Tourism

- Tourism Funds (1st, 2nd, 3rd, 4th, and 6th cent)
  - Revenues
    - 1st, 2nd, 3rd - $1,141,669
    - 4th, 6th - $761,113
  - Reserves
    - 1st, 2nd, 3rd - $2,299,469
    - 4th, 6th - $3,052,902
  - Expenses
    - 1st, 2nd, 3rd
      - Personnel – $824,238
      - Operating - $110,000
    - 4th, 6th –
      - Personnel - $387,410
      - Operating - $473,564
      - Capital - $1,217,829

Pending Legislative Action may require this to move to the General Fund and offset current ad valorem taxes by at least 75% of the revenue collected.

Capital Improvement Plan (CIP) - Sales Tax Revenue

Exhibit A

Clay County Capital Improvement Plan

TABLE 1 - Summary Report Fiscal Years 2023/2024 through 2027/2028

Capital Funds Revenues

Revenue Sources	Workday Fund #	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Prior Year Carry Forward - Capital Improvement Fund	FD3003	74,828,291	29,914,080	15,849,952	8,675,811	1,449,686	(4,890,301)
2nd Local Option Gas Tax Receipts	FD3003	2,977,741	3,007,518	3,037,594	3,067,970	3,098,649	3,129,636
Transfer In from Fund 1017- Discretionary Sales Surtax	FD3003	20,622,790	21,241,474	21,878,718	22,535,079	23,211,132	23,907,466
Transfer In from Fund 1028 - Building Fund	FD3003	100,000	100,000	100,000	100,000	100,000	100,000
Interest Earnings - Capital Improvement Fund	FD3003	2,244,849	897,422	475,499	260,274	43,491	(48,903)
Interest Earnings - Capital Improvement Fund	FD3003	1,122,424	448,711	237,749	65,069	10,873	(36,677)
Disposition of Fixed Assets	FD3003	60,000	50,000	50,000	50,000	50,000	50,000
Developer Project/Contribution/Asset	FD3003	900,000					
Reversions - Constitutional Officers	FD3003	100,000	100,000	100,000	100,000	100,000	
Less 5% Budgeted Revenues - Capital Improvement Fu	FD3003	(261,129)	(195,247)	(175,655)	(166,412)	(157,107)	(154,037)
Subtotal - Capital Improvement Fund	FD3003	**102,694,966**	**55,563,958**	**41,553,857**	**34,687,791**	**27,906,723**	**22,057,184**

Revenue Sources	Workday Fund #	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Project Specific Revenue							
Interfund Transfer - Challenger	FD3003	270,502	300,000	300,000	300,000	300,000	300,000
Subtotal - Capital Improvement Fund	**FD3003**	**270,502**	**300,000**	**300,000**	**300,000**	**300,000**	**300,000**

Capital Improvement Plan (CIP) – Impact Fee Revenue

Revenue Sources	Workday Fund #	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Fund Level Revenues		2	3	4	5	6	7
Regional Park Revenue (15%)	FD3018	576,300	576,300	576,300	576,300	576,300	576,300
Interest Earnings - Regional Park		18,209	35,153	52,579	70,502	88,936	17,896
Prior Year Forward - Regional Park		606,982	1,171,766	1,752,646	2,350,082	2,964,544	596,519
Less 5% Budgeted Revenues - Regional Park		(29,725)	(30,573)	(31,444)	(32,340)	(33,262)	(29,710)
Administrative\Constitutional\Jail Fund (49%)	FD3015	907,800	907,800	907,800	907,800	907,800	907,800
Interest Earnings - Administrative\Constitutional\Jail Fund		29,530	56,244	77,719	22,706	34,225	61,073
Prior Year Forward - Administrative\Constitutional\Jail Fund		984,321	1,874,784	2,590,625	756,868	1,140,849	2,035,773
Less 5% Budgeted Revenues - Administrative\Constitutional\Jail Fund		(46,866)	(48,202)	(49,276)	(46,525)	(47,101)	(48,444)
Fire\Rescue Fund (26%)	FD3016	2,265,500	2,265,500	2,265,500	2,265,500	2,265,500	2,265,500
Interest Earnings - Fire\Rescue Fund		67,821	108,539	122,199	112,249	125,590	136,736
Prior Year Forward - Fire\Rescue Fund		2,260,685	3,617,967	4,073,304	3,741,618	4,186,327	4,557,862
Less 5% Budgeted Revenues - Fire\Rescue Fund		(116,666)	(118,702)	(119,385)	(118,887)	(119,554)	(120,112)
Law Enforcement Fund (25%)	FD3017	1,565,700	1,565,700	1,565,700	1,565,700	1,565,700	1,565,700
Interest Earnings - Law Enforcement Fund		50,669	55,335	95,535	43,880	11,753	2,711
Prior Year Forward - Law Enforcement Fund		1,688,964	1,844,514	3,184,498	1,462,671	391,772	90,353
Less 5% Budgeted Revenues - Law Enforcement Fund		(80,818)	(81,052)	(83,062)	(80,479)	(78,873)	(78,421)
Libraries and Culture	FD3019	571,200	571,200	571,200	571,200	571,200	571,200
Interest Earnings - Libraries and Culture		18,043	34,837	22,109	39,018	56,409	74,296
Prior Year Forward - Libraries and Culture		601,447	1,161,228	736,963	1,300,607	1,880,314	2,476,543
Less 5% Budgeted Revenues - Libraries and Culture		(29,462)	(30,302)	(29,665)	(30,511)	(31,380)	(32,275)

** Based on the Impact Fee Study and current growth trends

Capital Improvement Plan (CIP) – Impact Fee Revenue

Revenue Sources	Workday Fund #	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Community Park Fees - Middleburg and West Clay District 1 (45%)	FD3020	82,700	82,700	82,700	82,700	82,700	82,700
Interest Earnings - Community Park District 1		2,775	4,616	6,510	8,457	10,460	12,520
Prior Year Forward - Community Park District 1		92,512	153,875	216,986	281,896	348,656	417,319
Less 5% Budgeted Revenues - Community Park District 1		(4,274)	(4,366)	(4,460)	(4,558)	(4,658)	(4,761)
Community Park Fees - Orange Park, Lakeside, Fleming Island Dis	FD3021	67,300	67,300	67,300	67,300	67,300	67,300
Interest Earnings - Community Park District 2		2,122	2,910	3,721	4,555	5,412	6,294
Prior Year Forward - Community Park District 2		70,739	97,012	124,034	151,826	180,410	209,809
Less 5% Budgeted Revenues - Community Park District 2		(3,471)	(3,511)	(3,551)	(3,593)	(3,636)	(3,680)
Community Park Fees - Keystone Heights, South Clay District 7 (45	FD3023	84,600	84,600	84,600	84,600	84,600	84,600
Interest Earnings - Community Park District 7		3,519	5,435	7,406	9,433	11,518	13,662
Prior Year Forward - Community Park District 7		117,300	181,174	246,869	314,435	383,928	455,401
Less 5% Budgeted Revenues - Community Park District 7		(4,406)	(4,502)	(4,600)	(4,702)	(4,806)	(4,913)
Community Park Fees - Lake Asbury, Green Cove Springs District 4	FD3022	1,068,086	1,068,086	1,068,086	1,068,086	1,068,086	1,068,086
Interest Earnings - Community Park District 4		34,336	33,713	33,071	32,412	31,734	31,036
Prior Year Forward - Community Park District 4		1,144,545	1,123,760	1,102,383	1,080,397	1,057,784	1,034,526
Less 5% Budgeted Revenues - Community Park District 4		(55,121)	(55,090)	(55,058)	(55,025)	(54,991)	(54,956)
Community Park Fees - Branan Field, Oakleaf District 5 (45%)	FD3024	529,517	529,517	529,517	529,517	529,517	529,517
Interest Earnings - Community Park District 5		19,257	33,111	47,361	62,016	77,089	92,592
Prior Year Forward - Community Park District 5		641,890	1,103,708	1,578,688	2,067,205	2,569,644	3,086,403
Less 5% Budgeted Revenues - Community Park District 5		(27,439)	(28,131)	(28,844)	(29,577)	(30,330)	(31,105)

Capital Improvement Plan (CIP) – Mobility Fee Revenue

Revenue Sources	Workday Fund #	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Mobility Fees - Middleburg and West Clay District 1	FD3009	350,000	325,000	189,020	189,020	189,020	189,020
Interest Earnings - Mobility District 1		46,325	29,851	10,834	12,732	14,649	16,584
Prior Year Forward - Mobility District 1		1,158,133	746,264	1,083,372	1,273,233	1,464,898	1,658,383
Less 5% Budgeted Revenues - Mobility District 1		(19,816)	(17,743)	(9,993)	(10,088)	(10,183)	(10,280)
Mobility Fees - Orange Park, Lakeside, Fleming Island District 2	FD3011	75,000	75,000	75,787	75,787	75,787	75,787
Interest Earnings - Mobility District 2		34,071	38,216	42,518	47,014	51,680	56,524
Prior Year Forward - Mobility District 2		851,786	955,404	1,062,959	1,175,349	1,292,010	1,413,104
Less 5% Budgeted Revenues - Mobility District 2		(5,454)	(5,661)	(5,915)	(6,140)	(6,373)	(6,616)
Mobility Fees - Keystone Heights, South Clay District 7	FD3013	65,000	65,000	61,510	61,510	61,510	61,510
Interest Earnings - Mobility District 7		10,281	13,142	16,111	19,060	22,122	25,300
Prior Year Forward - Mobility District 7		257,021	328,538	402,772	476,512	553,054	632,505
Less 5% Budgeted Revenues - Mobility District 7		(3,764)	(3,907)	(3,881)	(4,029)	(4,182)	(4,341)
Mobility Fees - Lake Asbury, Green Cove Springs District 4	FD3012	4,287,867	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Interest Earnings - Mobility District 4		687,965	3,548	79,615	157,128	236,113	316,599
Prior Year Forward - Mobility District 4		17,199,119	177,380	3,980,750	7,856,385	11,805,656	15,829,963
Less 5% Budgeted Revenues - Mobility District 4		(248,792)	(200,177)	(203,981)	(207,856)	(211,806)	(215,830)
Mobility Fees - Branan Field, Oakleaf District 5	FD3014	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Interest Earnings - Mobility District 5		278,468	316,708	385,743	457,401	391,782	343,670
Prior Year Forward - Mobility District 5		6,961,712	7,917,698	9,643,571	11,435,026	9,794,557	8,591,750
Less 5% Budgeted Revenues - Mobility District 5		(88,923)	(90,835)	(94,287)	(97,870)	(94,589)	(92,184)

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Bonded Transportation Program								
Proj #1 CR218 - Pinetree Ln. to Cosmo Ave. 4Ln. (Plus IF-District 2)	PRJ100147	BOND,IF-M	14,831,762	0	0	0	0	0
Proj #1 CR218 - Pinetree Ln. to Cosmo Ave. 4Ln. (W Fair Share)	PRJ100147A	IF-M	247,000	0	0	0	0	0
Proj #1 CR218 - Pinetree Ln. to Cosmo Ave. 4Ln. (CCUA)	PRJ100147B	BOND,IF-M	2,795,257	0	0	0	0	0
Proj #2 CR209 - Peters Creek south to US17 4Ln.	PRJ100196	CIP,BOND,IF-M	14,035,140	0	0	0	0	0
Proj #2 CR209 - Peters Creek south to US17 4Ln. (FDOT)	PRJ100196B	BOND	739,399	0	0	0	0	0
Proj #3A CR209 - Peters Creek to Sandridge	PRJ100199	P,BOND,IF-M,ARP	19,680,146	0	0	0	0	0
Proj #4 CR739B - Henley to west of CR209	PRJ100200	CIP,BOND,IF-M	5,893,154	0	0	0	0	0
Proj #4 CR739B - Henley to west of CR209 (CCUA)	PRJ100200B	BOND	1,501,558	0	0	0	0	0
Proj #5 CR220 - Baxley Rd. to west of Henley Rd. (Plus IF-NE Fair Share)	PRJ100201	BOND,IF-M	1,574,843	0	0	0	0	0
Proj #6A FCC from Maryland Ave. to US17	PRJ100202	BOND,IF-M	2,002,508	0	0	0	0	0
Proj #6B FCC from SR23 to Maryland Ave.	PRJ100203	CIP,BOND,IF-M	9,896,188	0	0	0	0	0
Bond Projects Management	BondMgMt		0	0	0	0	0	0

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Engineering Projects								
CR218 Extension	PRJ100186	CIP	2,000,000	0	0	0	0	0
CR220 (Henley Rd to Knight Boxx)	PRJ100171	CIP,G	9,821,392	6,847,174	0	0	0	0
SR 23 Frontage Trail Ridge	PRJ100347	G	966,882	1,700,829	0	0	0	0
CR220 - SR21(Blanding Blvd) to Henley	PRJ100212	CIP,G	5,031,348	2,012,540	0	0	0	0
CR220 - Quadrant Intersection (East)	PRJ100221	CIP	4,318,531	1,686,368	0	0	0	0
Radar Road US17 to Town Center Blvd	PRJ100282	IF-M	1,855,083	5,860,455	0	0	0	0
Intersection Improvements-Minor Capacity	PRJ100572	CIP	2,169,600	0	0	0	0	0
Bridge Improvements	PRJ100575	CIP	500,000	0	0	0	0	0
CR220 Component 1, 5, 6-Access Rd, EW Pkwy Improvements, Canova Rd Improvements	PRJ100197	CIP	1,262,795	0	0	0	0	0
Oakleaf Plantation/Eagle Landing Signal	PRJ100209	CIP	310,114	0	0	0	0	0
Equipment - Transportation	PRJ100578	CIP	2,735,757	1,800,000	1,800,000	1,200,000	1,200,000	1,200,000
Road Improvements	PRJ100782	CIP	10,232,356	10,000,000	10,500,000	11,000,000	11,000,000	11,000,000
Drainage - Stormwater	PRJ100576	CIP	0	400,000	400,000	0	0	0
Storm Water Study	PRJ100288	CIP	100,000	0	0	0	0	0
Sidewalks - Construction	PRJ100574	CIP	500,000	0	0	0	0	0
Greenway Trail-Jennings Park (Design)	PRJ100365	G	127,763	0	0	0	0	0
Greenway Trail Construction	PRJ100407	G	1,500,000	0	0	0	0	0
CR220 West of Lakeshore Drive to Old Hard Road	PRJ100395	G	35,000	0	0	0	0	0
CR220 Int. Impr. - Lakeshore Drive to Old Hard Road	PRJ100414	CIP,G,ARPA	2,327,149	0	0	0	0	0
Clay County Greenways Expansion	PRJ100560	CIP,G	1,330,000	0	0	0	0	0
Spencer Industrial Complex	PRJ100561	CIP,G	3,523,740	1,853,157	0	0	0	0
State Road 100 - Bradford to Putnam (4 Lane)	FutureM1	IF-M	0	0	0	0	0	400,000
County Road 220 State Road 21 to Henley Rd	FutureM14	IF-M	0	0	0	3,500,000	3,000,000	0
Indigo Branch (HMPG)	PRJ100450	CIP,G	136,858	0	0	0	0	0
SUNTrail Long Bay-Old Jennings to Live Oak Lane	PRJ100653	G	600,000	6,500,000	7,000,000	2,951,455	0	0

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Fairgrounds Projects								
Fairgrounds Sewer Improvements	PRJ100173	CIP,G,OTH	900,000	0	0	0	0	0
Fairgrounds - FDACS Exhibit Hall Remodel	PRJ100301	CIP,G	0	0	0	0	0	0
Fairgrounds - FDACS Livestock Pavilion Infrastr	PRJ100302	CIP,G	756,568	0	0	0	0	0
Fairgrounds Event Center	PRJ100284	CIP	1,971,293	0	0	0	0	0
Parks & Recreation Projects								
DEO Grant - NE Sports Complex	PRJ100304	CIP,G,ARPA,OTH	32,178	0	0	0	0	0
Clay County Regional Sports Complex	PRJ100304B	G	332,099	0	0	0	0	0
State Appropriation - Regional Sports Complex Phase II (PRJ304)	PRJ100304C	G	500,000					
Regional Park - Future Phases	Future25	CIP,IF-F	0	0	0	0	3,000,000	0
Moccasin Slough-Tower, Boardwalk	PRJ100391	CIP,G	512,886	1,500,000	0	0	0	0
Moccasin Slough-Classsroom	PRJ100819	CIP	86,828					
Omega Park - Lighting	PRJ100765	CIP	1,538,000	0	0	0	0	0
Neptune Park Phase II	PRJ100355	CIP,ARPA	9,758	0	0	0	0	0
Main St. Park Expansion & Boat Ramp Improve	PRJ100766	CIP	250,000	0	0	0	0	0
District 1 Project (Middleburg/West Clay)	PRJ100758	CIP,IF-F	19,839	44,089	44,089	44,089	44,089	44,089
District 2 Project (OP/Lakeside/Fleming Island)	PRJ100759	CIP,IF-F	39,678	88,178	88,178	88,178	88,178	88,178
District 7 Project (Keystone Heights/South Clay)	PRJ100760	CIP,IF-F	19,839	44,089	44,089	44,089	44,089	44,089
District 4 Project (Lake Asbury/GCS/SouthEast Clay)	PRJ100761	CIP,IF-F	1,068,086	2,068,086	2,168,086	2,368,086	2,568,086	2,768,086
District 5 Project (Branan Field/Oakleaf)	PRJ100762	CIP,IF-F	59,517	132,267	132,267	132,267	132,267	132,267

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Public Safety Projects								
Equipment - Public Safety - Capital & Vehicles - Replacement	PRJ100579	CIP	5,419,940	2,915,367	3,058,116	5,154,023	4,000,000	3,703,330
Equipment - Public Safety - Capital & Vehicles - Capacity	PRJ100764	CIP,IF-F	717,490	3,235,377	4,300,000	628,304	1,077,094	1,000,000
Equipment - Sheriff - Capital & Vehicles - Replacement	PRJ100580	CIP	2,100,000	1,330,180	1,330,180	1,330,180	1,330,180	1,330,180
Equipment - Sheriff - Capital & Vehicles - Capacity	PRJ100763	CIP,IF-F	1,380,000	0	0	0	400,000	400,000
Fire Fee Transfer to Bond Service	FireXfer	IF-F	600,628	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Fire Station 24 - Virginia Village	PRJ100286	CIP,G,PSBOND	100,000	5,648,082	2,796,861	0	0	0
Fire Station 24 - Virginia Village (FEMA)	PRJ100286A	G	2,577,935					
Fire Station 20 - GCS	PRJ100190	G,ARPA,PSBOND,	9,592,937	0	0	0	0	0
Fire Station 22 - Fleming Island	PRJ100357	CIP,PSBOND,IF-F	3,900,000	5,750,500	2,758,583	0	0	0
Fire Station 15 - Lake Asbury	PRJ100285	IP,G,PSBOND,IF-	400,000	7,800,000	3,900,000	0	0	0
Fire Station 1 - Branan Field	PRJ100563	CIP,PSBOND,IF-F	3,900,000	5,535,430	2,767,715	0	0	0
Fire Station 21 - Green Cove North	Future11	CIP,IF-F	0	0	0	0	0	2,000,000
Fire Station 16 - Penney Farms	Future9	CIP,IF-F	0	0	0	0	0	2,000,000
Gun Range Office	Future60	CIP	0	0	0	0	1,150,000	0
Burn Building	PRJ100366	CIP	2,772,378	0	0	0	0	0
Radio Tower Upgrades	PRJ100207	CIP	1,767,426	0	0	0	0	0
Radio Tower - Sleepy Hollow	PRJ100756	PSBOND	2,921,093	0	0	0	0	0
E911 Consolidation Bldg/Training Facility	PRJ100208	CIP,IF-F	0	2,419,284	1,500,000	7,500,000	7,000,000	0
CCSO Building 500 Build Out	PRJ100609	CIP	800,000	604,736	0	0	0	0
FDLE - Office of Criminal Justice - Jail Expansion Grant	PRJ100331	CIP,G	2,873,334	0	0	0	0	0
Sheriff Office Building	Future14	CIP,IF-F	0	2,000,000	8,000,000	8,600,000	5,900,000	0
Multi-Agency Storage Warehouse	PRJ100612	CIP,IF-F	0	200,000	1,270,000	0	500,000	0
Multi-Agency Storage Warehouse	Future19A	IF-F	0	200,000	300,000	0	0	0
Multi-Agency Storage Warehouse	Future19B	IF-F	0	200,000	300,000	0	0	0

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Public Works								
Knowles Pit Building	PRJ100184	CIP	3,550	0	0	0	0	0
Dirt Road Rejuvenation	PRJ100566	CIP	0	0	0	0	0	0
Other Projects								
Building Department Building	PRJ100387	CIP,OTH	18,451,096	0	0	0	0	0
Equipment - Supervisor of Elections	PRJ100277	CIP	957,800	0	0	0	0	0
Property Appraiser Vehicles	PRJ100797	CIP	0	70,000	70,000	70,000	70,000	70,000
Animal Services Building	PRJ100210	CIP,G	12,050,000	8,257,216	0	0	0	0
Animal Services Building (Sponsorship)	PRJ100210A	OTH	1,000,000					
Keystone Lakes Projects	PRJ100291	CIP	200,000	0	0	0	0	0
JTA Bus\Shelter Improvements	PRJ100610	CIP	0	0	250,000	0	0	0
Land Acquisition	PRJ100362	CIP	757,478	0	0	0	0	0
Substance Use Disorder Recovery Center	PRJ100564	CIP,G	2,500,000	1,000,000	0	0	0	0
Oakleaf Library	PRJ100526	CIP,IF-F	0	2,750,000	6,000,000	0	0	0
Oakleaf Library (State Appropriation)	PRJ100526A	G	750,000					

Capital Improvement Plan (CIP) - New Projects

Cost Center and Name	Stormwater	Other
New Request - Engineering C.R. 218 at North & South Dolphin Ave, New Signalization.		$ 1,000,000
New Request - Engineering East side of U.S. 17 (CR 220) sidewalk improvements, Connect the Missing Sidewalk along US 17		$ 1,600,000
New Request - Engineering Install New Signalization and Improve the Turn Lanes on East West Pkwy		$ 1,100,000
New Request - Engineering Moody Ave South Fork	$ 400,000	
New Request - Engineering Knight Boxx Drainage Project – PRJ100294 was designated for design under HMPG, no funding has been designated for construction.	$ 4,500,000	
New Request - Engineering Cornell Road	$ 250,000	
New Request - Engineering Timberline Drive – PRJ100774 was established to complete the project under ARPA Funding.	$ 400,000	
New Request - Engineering Rainey Ave	$ 550,000	
New Request - Engineering Habitat Drive		$ 200,000
New Request - Engineering Greenwood Draining improvements PRJ100297 – was designated for the design under HMPG, no funding was designated for construction.	$ 1,300,000	
New Request - Engineering Tumbleweed Drive – PRJ100295 – was designated for the design under HMPG, no funding was designated for construction.	$ 1,600,000	
New Request - Engineering Homestead Road – PRJ100296 – was designated for the design under HMPG, no funding was designated for construction.	$ 150,000	
New Request - Engineering Ridaught Landing – PRJ100293 – was designated for the design under HMPG, no funding was designated for construction.	$ 250,000	
New Request - Engineering Arthur Middleton Circle	$ 300,000	
New Request - Engineering Begonia Drive	$ 4,000,000	

Capital Improvement Plan (CIP) - New Projects

Cost Center and Name	Stormwater	Other
New Request - Engineering Henley Road	$ 4,200,000	
New Request - Engineering CR 220 New Sidewalk		$ 250,000
New Request - Engineering Knight Box and Old Jennings Intersection Improvements		$ 3,800,000
New Request - Engineering Pringle Road Bridge – B0067/714052		$ 2,225,000
New Request - Engineering County Road 209S Bridge – B0068/714053		$ 2,225,000
New Request - Engineering CR 209 N (Russell Road) Box Culvert	$ 4,210,000	
New Request - Engineering CR 315 Sidewalk Phase 3		$ 250,000
New Request - Engineering Old Jennings and Long Bay Road New Signalization		$ 2,000,000
New Request - Real Estate Keystone		$ 180,000
New Request - Real Estate 2 addition FS Sites OP, Mdbg		$ 1,750,000
New Request - Real Estate 200 NE Commercial cir, Keystone Heights		$ 2,630,000
Totals	$ 22,110,000	$ 19,210,000

Option to fund Stormwater related improvements would be through a Stormwater Assessment. A $50 assessment on every county parcel would generate approximately - $5M annually. Alternately, the county could charge by Residential Equivalent Units (Square Footage)

According to the 2022 Florida Stormwater Association (FSA) Stormwater Utility Report, approximately 170 local governments in Florida have established stormwater fees. The average fee reported was $8.05 per month, or $96.60 per year.

Upcoming Meetings

FY2025/26 Proposed Budget Workshop – July 8th at 9am

Max Millage Rate Set – July 22nd at 5:05 pm

Tentative Budget Hearing – September 9th at 5:05 pm

Final Budget Hearing – September 23rd at 5:05 pm

Attachment
“B”
Grant Overview

Grant Overview

Awarded and Pending

Grant Applications Pending Decisions (Highlighted in Blue)

Project Title	Funding Request	Status
Doctors Lake Site Improvements	$200,000	Pending Legislative Approval (7/1/25)
Lakeshore Boat Ramp Improvements	$199,999	Pending Legislative Approval (7/1/25)
Emergency Management Plans	$100,000	Pending availability of EMPA (State)
HVAC Replacement EOC	$400,000	Pending FEMA Appeal
Clay County Archives Renovation	$1,450,000	Pending Legislative Approval (7/1/25)
Godbold Building Renovations and CCUA Transition	$1,300,000	Drafting Grant Application for FY27
Hunter Douglas Historic Schoolhouse	$125,000	Drafting Grant Application for FY27
COOP Site for EOC/Fleming Island Hardening	$553,093	Drafting HMGP Milton Grant Application
Washington Ave.	$1,500,000	Pending FEMA PA Obligation
Springhaven Dr.	$40,910	Pending FEMA PA Obligation
Paces Ferry	$152,923	Drafting HMGP Debby/Milton Grant Applications
Hazmat Equipment	$100,000	Pending availability of SHSGP
USAR Equipment	$100,000	Pending availability of USAR

Pending Decisions (Continued)

Project Title	Funding Request	Status
Fairgrounds Event Center	$3,500,000	Pending Legislative Approval (7/1/25)
Moccasin Slough - Classroom	(Part of $750,000 Appropriation Request)	Pending Legislative Approval (7/1/25)
Fire Station 24 – Virginia Village (FEMA)	Approx. $2,500,000	Pending Environmental Assessment
Building Department Building	$168,000	Drafting HMGP Debby Grant Application
Keystone Lakes Projects	$250,000	Pending Legislative Approval (7/1/25)
Fairgrounds FDACS Exhibit Hall Remodel	$4,800,000	Pending Legislative Approval (7/1/25)
TOTAL PENDING GRANT REQUESTS	$18,189,925	

Grant Awards (Highlighted in Yellow)

Project Title	Award Amount
Black Creek Bike Trail (PRJ100478)	$375,000
Caboose – Historic Courthouse	$5,000
CR 220 (Henley to Knight Boxx)	$16,276,586
SR23 Frontage Trail Ridge	$3,000,000
CR 220 – SR21 (Blanding Blvd to Henley)	$4,000,000
Greenway Trail Design	$500,000
Greenway Trail Construction	$1,500,000
CR 220 West of Lakeshore	$35,000
CR 220 Int. Impr. – Lakeshore to Old Hard Road	$1,783,983
Clay County Greenway Expansion	$1,000,000
Spencer Industrial Drive	$3,562,500

Project Title	Award Amount
Indigo Branch (HMGP)	$1,911,115 (Phased)
SUNTrail Long Bay – Old Jennings to Live Oak Lane	$17,051,455
Fairgrounds FDACS Livestock Pavilion	$910,000
Clay County Regional Sports Complex	$1,000,000
State Appropriation – Regional Sports Complex Phase II	$500,000
Moccasin Slough Tower, Boardwalk	$1,700,000
Neptune Park Phase II	$9,758 (ARPA)
Fire Station 20 – GCS	$750,000
Fire Station 15 – Lake Asbury	$375,000
Fire Station 24 – Virginia Village	$750,000

Grant Awards (Continued)

Project Title	Award Amount
Animal Services Building	$100,000
Animal Services Building (Sponsorship)	$1,000,000
Substance Use Disorder Recovery Center	$3,000,000
Oakleaf Library (State Appropriation)	$750,000

Parks Projects

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1188 - PRJ100478 Black Creek Bike Trail	$ 744,923			1	Bids Received
FD1000 - CC1188 - PRJ100625 Boat Ramp Storm Damage Repairs	$ 156,564			2	In Design\Permitting
FD1000 - CC1188 - PRJ100669 Omega Park - CCUA Connection	$ 378,378			3	Design Complete
FD1000 - CC1188 - PRJ100668 Thunderbolt Park Well	$ 60,000			4	Informal Bid
New Request - Waler Odum Lighting	$ -	$ 1,000,000		5	
FD1000 - CC1188 - PRJ100493 Doctors Lake Site Improvements	$ 1,000,000	$ 600,000		6	In Design\Permitting
New Request - Marketing & Promotions	$ -	$ 5,000	$ 16,000	7	
FD1000 - CC1188 - PRJ100424 Parks - Eagle Harbor - Drainage Improvements	$ 109,825			8	In Progress
FD1000 - CC1188 - PRJ100494 Drainage Oakleaf Sports Complex	$ 200,000			9	In Design\Permitting
FD1000 - CC1188 - PRJ100491 Carl Pugh Drainage	$ 327,926			10	In Design\Permitting
New Request - Doctors Lake Site Improvements	$ -		$ 600,000	11	
FD1000 - CC1188 - PRJ100713 Ronnie Van Zant Court Lighting	$ 200,000			12	Not Started
FD1000 - CC1188 - PRJ100715 W E Varnes Lighting and Parking Improvement	$ 250,000			13	Lights In Progress
FD1000 - CC1188 - PRJ100714 Twin Lakes Lighting and Parking Improvements	$ 250,000		$ 1,550,000	14	Lights In Progress
FD1000 - CC1188 - PRJ100711 Moody Park Playground Remodel	$ 700,000			15	Not Started
FD1000 - CC1188 - PRJ100538 Resurfacing Recreational Courts	$ 168,180		$ 200,000	16	PO Issued
FD1000 - CC1188 - PRJ100527 Oakleaf Playground	$ 80,000		$ -	17	PO Issued
FD1000 - CC1188 - PRJ100540 Athletic Fields Safety Netting	$ 77,665		$ -	18	PO Issued
FD1000 - CC1188 - PRJ100621 Flock Cameras - Parks & Recreation	$ 50,000		$ -	19	PO Issued
FD1000 - CC1188 - PRJ100693 Amenity Sunshades	$ 100,000			20	PO Issued
New Request - Parks Wayfinding Sign Standards	$ -		$ 80,000	21	
New Request - Rideout Point Preserve Improvements	$ -		$ 170,000	22	
FD1000 - CC1188 - PRJ100539 Ronnie Van Zant Park Master Plan	$ -		$ 235,000	23	
FD1000 - CC1188 - PRJ100696 Bleacher and Bench Replacement	$ 50,000			24	Not Started
New Request - Deerfield Point Improvements	$ -		$ 300,000	25	

Parks Projects (cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - Four Silos Improvements	$ -		$ 45,000	26	
New Request - Lakeshore Boat Ramp Improvements	$ -		$ 40,000	27	
New Request - Governors Creek Site Improvements	$ -		$ 35,000	28	
New Request - Old Ferry Boat Ramp Site Improvements	$ -		$ 35,000	29	
New Request - Shands Pier Site Improvements	$ -		$ 35,000	30	
FD1000 - CC1188 - PRJ100699 Remote Lighting System for Parks	$ 40,000			31	PO Issued
FD1000 - CC1188 - PRJ100532 Plantation Oaks Maintenance Shed	$ -		$ 300,000	32	
FD1000 - CC1188 - PRJ100471 National Fitness Campaign Grant 2023	$ 121,724			33	Waiting on Engineering
FD1000 - CC1188 - PRJ100716 Pond to Park	$ -		$ 200,000	34	
FD1000 - CC1188 - PRJ100590 Williams Park Boat Ramp	$ -		$ 180,000	35	
New Request - Eagle Harbor Playground	$ -		$ 90,000	36	
New Request - Development of Saratoga Springs Park	$ -		$ 255,000	37	
New Request - Plantation Sports Improvement	$ -		$ 300,000	38	
New Request - Walter Odum Field Improvements	$ -		$ 180,000	39	
New Request - Outdoor Movie Screen	$ -		$ 20,000	40	
FD1000 - CC1188 - PRJ100698 Parks and Recreation Program Equipment	$ 12,500	$ 15,000	$ 25,000	41	Small Spend
FD1000 - CC1188 - PRJ100697 Parks and Recreation Special Events Equipment	$ 12,500	$ 15,000	$ 15,000	42	Small Spend
New Request - Inventory & Condition Assessment of Parks Assets	$ -		$ 100,000	43	
FD1000 - CC1188 - PRJ100541 Sports Venues Scoreboards	$ 150,000		$ 150,000	44	Not Started
New Request - SUV	$ -		$ 50,000	45	
New Request - Sleepy Hollow Radio Flyers Runway	$ -		$ 170,000	46	
FD1000 - CC1188 - PRJ100476 Operational Capital Equipment	$ 20,000	$ -		47	PO Issued
FD1000 - CC1188 - PRJ100511 Fox Meadow Playground	$ 229,863	$ -		48	PO Issued
FD1000 - CC1188 - PRJ100646 Parks System Master Plan	$ 302	$ -		49	Completed
FD1000 - CC1188 - PRJ100712 Paul Armstrong Park Parking Expansion	$ 106,552	$ -		50	PO Issued
Parks and Recreation	$ 5,596,902	$ 1,635,000	$ 5,376,000		

Emergency Management

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1170 - PRJ100733 Emergency Management Plans - Rewrite Develop and U	$ 100,000	$100,000		1	PO Issued
FD1000 - CC1170 - PRJ100498 Emergency Management Overhang	$ 210,000		$120,000	2	In Design
New Request - Zurmo Shelter	$ -		$ 30,000	3	
	$ 310,000	$100,000	$150,000		

Facilities

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - HVAC Replacement EOC	$ 120,000	$ 385,972	$ -	1	
FD1000 - CC1150 - PRJ100752 Historic Courthouse Roof Replacement	$ 790	$ 350,000	$ -	2	Design Complete
New Request - Community Svc OP HVAC Replacement 10-Ton	$ -	$ 70,000	$ -	3	
New Request - Community Svc GCS 20-Ton RTU Replacement	$ -	$ 80,000	$ -	4	
New Request - Middleburg Library HVAC 15-ton Replacement	$ -	$ 35,000	$ -	5	
FD1000 - CC1150 - PRJ100510 Fleming Island Library HVAC	$ 500,000	$ -	$ -	6	Not Started
New Request - ADA Compliance Program	$ -	$ 200,000	$ -	7	
New Request - Design & Construct Carpenter Shop	$ -	$ 700,000	$ -	8	
New Request - Building Automation Control	$ -	$ 70,000	$ -	9	
New Request - Fairgrounds Maintenance Shed Office	$ -	$ 40,000	$ -	10	
New Request - Middleburg Library Replace Windows with Energy Efficiency	$ -	$ 50,000	$ -	11	
New Request - Omega Park Restrooms	$ -	$ 30,000	$ -	12	
New Request - 92' Arbor Lift (with tracks) with trailer	$ -	$ 190,000	$ -	13	
New Request - Orange Park Library Restroom Renovation	$ -	$ 30,000	$ -	14	
New Request - Carpet Cleaning	$ -	$ 50,000	$ -	15	
New Request - Gun Range Repair 2 barns	$ -	$ 30,000	$ -	16	
New Request - Pier Station Interior Renovation	$ -	$ 40,000	$ -	17	
New Request - Community Svc Keystone Restroom Renovation	$ -	$ 14,000	$ -	18	
New Request - Public Works Awing	$ -	$ 15,000	$ -	19	
New Request - Sleepy Hollow Office	$ -	$ 120,000	$ -	20	
FD1000 - CC1150 - PRJ100611 Administration Building - 3rd and 4th Floor Renovation	$ 100,000	$ -	$ 700,000	21	
FD1000 - CC1150 - PRJ100675 Building Maintenance Equipment Storage	$ 100,000	$ -	$ 100,000	22	Not Started
New Request - Bear Run Facilities Repurpose Design	$ -	$ -	$ 500,000	23	
FD1000 - CC1150 - PRJ100755 Green Cove Springs Library Roof	$ 75,000	$ -	$ -	24	Not Started
FD1000 - CC1150 - PRJ100674 Clay County Archives Renovation	$ 125,000	$ -	$ 1,500,000	25	Not Started
FD1000 - CC1150 - PRJ100676 County Building Analysis	$ -	$ -	$ 200,000	26	

Facilities (Cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
FD1000 - CC1150 - PRJ100678 Godbold Building Renovations and CCUA Transition	$ 200,000	$ -	$ 1,300,000	27	In Design
FD1000 - CC1150 - PRJ100682 Program and Space Analysis for Emergency Operations Cente	$ -	$ -	$ 200,000	28	
FD1000 - CC1150 - PRJ100720 Fleming Island Library Parking Lot	$ 300,000	$ -	$ 300,000	29	Not Started
FD1000 - CC1150 - PRJ100363 - Space Analysis	$ -	$ -	$ 100,000	30	
New Request - Storage Building Renovation for Climate Control	$ -	$ -	$ 150,000	31	
New Request - GCS Library Pressure Wash & Paint	$ -	$ -	$ 50,000	32	
New Request - Front & Rear Gate EOC	$ -	$ -	$ 60,000	33	
New Request - Paint & Waterproof Parks	$ -	$ -	$ 200,000	34	
New Request - Wayfree Clinic Parking Lot Paving	$ -	$ -	$ 200,000	35	
New Request - Hunter Douglas Historic Schoolhouse	$ -	$ -	$ 330,000	36	
New Request - Hunter Douglas Facility Interior Renovation	$ -	$ -	$ 30,000	37	
New Request - Fire Station 20 Repurpose	$ -	$ -	$ 100,000	38	
New Request - Fairgrounds Exhibit Hall 1 Renovation	$ -	$ -	$ 800,000	39	
FD1000 - CC1150 - PRJ100512 Godbold Building Repairs	$ 45,000	$ -	$ -	40	Not Started
FD1000 - CC1150 - PRJ100502 Floor and Counter Replacements - Administration Building	$ 112,067	$ -	$ 80,000	41	In Progress
FD1000 - CC1150 - PRJ100504 Front Elevators Modernization - Administration Building	$ 132,500	$ -	$ -	42	In Progress
FD1000 - CC1150 - PRJ100513 Green Cove Springs Library Carpets	$ 20,000	$ -	$ 20,000	43	In Progress
FD1000 - CC1150 - PRJ100519 Exterior Building Sealant	$ 150,000	$ -	$ 100,000	44	PO Issued
FD1000 - CC1150 - PRJ100677 2nd Floor Office Remodel	$ 156,544	$ -	$ -	45	Design Complete
FD1000 - CC1150 - PRJ100679 County Facilities Space Analysis	$ -	$ -	$ -	46	
New Request - Orange Park Library Entry Door Replacement	$ -	$ -	$ 40,000	47	
New Request - Fairgrounds Pole Barn Roof	$ -	$ -	$ 30,000	48	
New Request - Community Svc OP Flooring Replacement	$ -	$ -	$ 50,000	49	
New Request - Gun Range Pole Barn	$ -	$ -	$ 50,000	50	
New Request - Community Svc OP Patch & Painting	$ -	$ -	$ 20,000	51	
New Request - Irrigation Completion	$ -	$ -	$ 30,000	52	
FD1000 - CC1150 - PRJ100508 Pressure Cleaning	$ 97,773	$ -	$ 100,000	53	Small Spend

Facilities (Cont.)

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
New Request - COOP Site for EOC / Fleming Island Library Hardening	$ -	$ -	$ 2,000,000	54	
New Request - Community Svc GCS Pressure Washing	$ -	$ -	$ 30,000	55	
New Request - Parking Lot Reseal & Restripe EOC	$ -	$ -	$ 25,000	56	
New Request - Caboose - Historic Courthouse	$ -	$ -	$ 15,000	57	
New Request - Orange Park Library Parking Lot Reseal & Restripe	$ -	$ -	$ 80,000	58	
New Request - Middleburg Library Pressure Wash, Paint, & Seal Paint	$ -	$ -	$ 60,000	59	
FD1000 - CC1150 - PRJ100692 Exterior Painting of Emergency Operations Center (EOC)	$ 86,000	$ -	$ -	60	Not Started
New Request - Orange Park Library Retracting Wall Replacement	$ -	$ -	$ 40,000	61	
New Request - Community Svc Middleburg Walk In Cooler Replacement	$ -	$ -	$ 30,000	62	
New Request - Paint Interior EOC	$ -	$ -	$ 20,000	63	
FD1000 - CC1150 - PRJ100753 Aging True - Green Cove Springs Office Renovations	$ 44,145	$ -	$ 10,000	64	Completed
New Request - Middleburg Civic Center	$ -	$ -	$ 50,000	65	
FD1000 - CC1150 - PRJ100781 Ambulance Billing Office Renovations\Building C	$ 48,695	$ -	$ 220,000	66	Completed
FD1000 - CC1150 - PRJ100474 Tax Collector Office - Orange Park	$ 2,701,131	$ -			Under Construction
FD1000 - CC1150 - PRJ100475 Tax Collector Office - Keystone Heights	$ 683,747	$ -			Under Construction
FD1000 - CC1150 - PRJ100476 Operational Capital Equipment	$ 215,000	$ -			Completed
FD1000 - CC1150 - PRJ100680 Way Free Medical Clinic Demolition	$ 50,000	$ -			Completed
	$ 6,063,392	$ 2,499,972	$ 9,920,000		

Public Works

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Years	Priority	Status
FD1001 - CC1203 - PRJ100542 Sidewalk Repair Services	$ 100,000	$ 100,000		1	Complete
New Request - Asphalt Hot Box Reclaimer	$ -	$ 65,000		2	
New Request - CC1203 - PRJ100542 Sidewalk Repair Services Additonal Funds	$ -	$ 350,000		3	
FD1001 - CC1203 - PRJ100783 Public Works Sleepy Hollow Trailer	$ 40,000	$ 40,000		4	Not Started
FD1001 - CC1203 - PRJ100533 Public Works Engineering Services (Placeholder)	$ -	$ -		5	
FD1001 - CC1203 - PRJ100790 Moody Avenue Emergency Repair	$ 285,344	$ -		6	Complete
Washington Avenue	$ -	$ 1,500,000.00		7	
Springhaven Dr	$ -	$ 40,910.00		8	
Gander	$ -	$ 212,082.77		9	
1712 Farm Way	$ -	$ 41,352.00		10	
Creek Bluff	$ -	$ 25,220.00		11	
Silver Bluff Blvd	$ -	$ 25,000.00		12	
Farm Way & Morningside	$ -	$ 11,712.00		13	
4551 Johns Cemetery	$ -	$ 9,411.60		14	
Cold Harbor	$ -	$ 68,898.05		15	
Cypress Springs Cul-d-sac	$ -	$ 139,359.90		16	
Nautilus Rd	$ -	$ 16,468.00		17	
Sweetwood	$ -	$ 32,535.75		18	
3730 Woodbriar	$ -		$ 52,800.00	19	
4101 Eagle Landing Pkwy	$ -		$ 10,680.00	20	
3200 Wandering Oaks Drive, Thousand Oaks Dr, 3838 Cardinal Oaks Cir	$ -		$ 255,000.00	21	
Paces Ferry Road W	$ -		$ 153,922.90	22	
Old Jennings Road (MB)	$ -		$ 27,000.00	23	
White Wing Road	$ -		$ 14,000.00	24	
Briarwood to Bartlett	$ -		$ 83,696.00	25	

Public Safety

Cost Center and Name	AMENDED FY 24/25 BUDGET	FY 25/26 BUDGET	Future Year	Priority	Status
PRJ100684 2nd Set of Bunker Gear	$ 1,042,480.00	$ 600,000.00		1	In Progress
PRJ100503 Fire Master Plan	$ 100,000.00	$ -		2	In Progress
PRJ100507 Fire Rescue Storage Sheds	$ 160,000.00	$ 160,000.00		3	Not Started
PRJ100615 Fire Station 14 - Kitchen Renovation	$ 226,943.00	$ -		4	In Progress
PRJ100548 Vehicles for Special Response	$ 400,000.00	$ 400,000.00		5	Not Started
PRJ100505 Fire Rescue Special Response Assets	$ 229,334.00	$ 223,005.00		6	Complete
PRJ100501 Extrication Equipment	$ 623,832.00	$ 150,000.00		7	Complete
PRJ100686 Fire Station 17 Shower Addition	$ 200,000.00	$ 400,000.00		8	Not Started
PRJ100687 Fire Station 13 Front Room Renovation	$ 120,000.00	$ 220,000.00		9	Not Started
PRJ100810 Fire Station 18 Front Parking Lot Replacement	$ 50,000.00	$ 50,000.00		10	Rebidding
PRJ100685 Brush Truck Conversions	$ 90,000.00	$ 180,000.00		11	Not Started
PRJ100520 Mobile Command Post Refurbish	$ 133,330.00	$ 133,333.00		12	Not Started
New Request - SCBA Purchase	$ -	$ 300,000.00		13	
New Request - Motorola Radio Replacements	$ -	$ 500,000.00		14	
New Request - Tactical Vest Replacement	$ -	$ 140,000.00		15	
New Request -Water Rescue PFD Replacement	$ -	$ 10,000.00		16	
New Request - SCBA Compressors 11 & 20	$ -	$ 100,000.00		17	
New Request - Image Trend Hospital Data Exchange	$ -	$ 20,000.00		18	
New Request - Operative IQ Fleet/	$ -	$ 4,000.00		19	
New Request - ISO Class three plan	$ -	$ 250,000.00		20	
New Request - Hazmat Equipment	$ -	$ 100,000.00		21	
New Request - USAR Equipment	$ -	$ 100,000.00		22	
New Request - MDT Replacements	$ -	$ 90,000.00		23	

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Engineering Projects								
CR218 Extension	PRJ100186	CIP	2,000,000	0	0	0	0	0
CR220 (Henley Rd to Knight Boxx)	PRJ100171	CIP,G	9,821,392	6,847,174	0	0	0	0
SR 23 Frontage Trail Ridge	PRJ100347	G	966,882	1,700,829	0	0	0	0
CR220 - SR21(Blanding Blvd) to Henley	PRJ100212	CIP,G	5,031,348	2,012,540	0	0	0	0
CR220 - Quadrant Intersection (East)	PRJ100221	CIP	4,318,531	1,686,368	0	0	0	0
Radar Road US17 to Town Center Blvd	PRJ100282	IF-M	1,855,083	5,860,455	0	0	0	0
Intersection Improvements-Minor Capacity	PRJ100572	CIP	2,169,600	0	0	0	0	0
Bridge Improvements	PRJ100575	CIP	500,000	0	0	0	0	0
CR220 Component 1, 5, 6-Access Rd, EW Pkwy Improvements, Canova Rd Improvements	PRJ100197	CIP	1,262,795	0	0	0	0	0
Oakleaf Plantation/Eagle Landing Signal	PRJ100209	CIP	310,114	0	0	0	0	0
Equipment - Transportation	PRJ100578	CIP	2,735,757	1,800,000	1,800,000	1,200,000	1,200,000	1,200,000
Road Improvements	PRJ100782	CIP	10,232,356	10,000,000	10,500,000	11,000,000	11,000,000	11,000,000
Drainage - Stormwater	PRJ100576	CIP	0	400,000	400,000	0	0	0
Storm Water Study	PRJ100288	CIP	100,000	0	0	0	0	0
Sidewalks - Construction	PRJ100574	CIP	500,000	0	0	0	0	0
Greenway Trail-Jennings Park (Design)	PRJ100365	G	127,763	0	0	0	0	0
Greenway Trail Construction	PRJ100407	G	1,500,000	0	0	0	0	0
CR220 West of Lakeshore Drive to Old Hard Road	PRJ100395	G	35,000	0	0	0	0	0
CR220 Int. Impr. - Lakeshore Drive to Old Hard Road	PRJ100414	CIP,G,ARPA	2,327,149	0	0	0	0	0
Clay County Greenways Expansion	PRJ100560	CIP,G	1,330,000	0	0	0	0	0
Spencer Industrial Complex	PRJ100561	CIP,G	3,523,740	1,853,157	0	0	0	0
State Road 100 - Bradford to Putnam (4 Lane)	FutureM1	IF-M	0	0	0	0	0	400,000
County Road 220 State Road 21 to Henley Rd	FutureM14	IF-M	0	0	0	3,500,000	3,000,000	0
Indigo Branch (HMPG)	PRJ100450	CIP,G	136,858	0	0	0	0	0
SUNTrail Long Bay-Old Jennings to Live Oak Lane	PRJ100653	G	600,000	6,500,000	7,000,000	2,951,455	0	0

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Fairgrounds Projects								
Fairgrounds Sewer Improvements	PRJ100173	CIP,G,OTH	900,000	0	0	0	0	0
Fairgrounds - FDACS Exhibit Hall Remodel	PRJ100301	CIP,G	0	0	0	0	0	0
Fairgrounds - FDACS Livestock Pavilion Infrastr	PRJ100302	CIP,G	756,568	0	0	0	0	0
Fairgrounds Event Center	PRJ100284	CIP	1,971,293	0	0	0	0	0
Parks & Recreation Projects								
DEO Grant - NE Sports Complex	PRJ100304	CIP,G,ARPA,OTH	32,178	0	0	0	0	0
Clay County Regional Sports Complex	PRJ100304B	G	332,099	0	0	0	0	0
State Appropriation - Regional Sports Complex Phase II (PRJ304)	PRJ100304C	G	500,000					
Regional Park - Future Phases	Future25	CIP,IF-F	0	0	0	0	3,000,000	0
Moccasin Slough-Tower, Boardwalk	PRJ100391	CIP,G	512,886	1,500,000	0	0	0	0
Moccasin Slough-Classsroom	PRJ100819	CIP	86,828					
Omega Park - Lighting	PRJ100765	CIP	1,538,000	0	0	0	0	0
Neptune Park Phase II	PRJ100355	CIP,ARPA	9,758	0	0	0	0	0
Main St. Park Expansion & Boat Ramp Improve	PRJ100766	CIP	250,000	0	0	0	0	0
District 1 Project (Middleburg/West Clay)	PRJ100758	CIP,IF-F	19,839	44,089	44,089	44,089	44,089	44,089
District 2 Project (OP/Lakeside/Fleming Island)	PRJ100759	CIP,IF-F	39,678	88,178	88,178	88,178	88,178	88,178
District 7 Project (Keystone Heights/South Clay)	PRJ100760	CIP,IF-F	19,839	44,089	44,089	44,089	44,089	44,089
District 4 Project (Lake Asbury/GCS/SouthEast Clay)	PRJ100761	CIP,IF-F	1,068,086	2,068,086	2,168,086	2,368,086	2,568,086	2,768,086
District 5 Project (Branan Field/Oakleaf)	PRJ100762	CIP,IF-F	59,517	132,267	132,267	132,267	132,267	132,267

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Public Safety Projects								
Equipment - Public Safety - Capital & Vehicles - Replacement	PRJ100579	CIP	5,419,940	2,915,367	3,058,116	5,154,023	4,000,000	3,703,330
Equipment - Public Safety - Capital & Vehicles - Capacity	PRJ100764	CIP,IF-F	717,490	3,235,377	4,300,000	628,304	1,077,094	1,000,000
Equipment - Sheriff - Capital & Vehicles - Replacement	PRJ100580	CIP	2,100,000	1,330,180	1,330,180	1,330,180	1,330,180	1,330,180
Equipment - Sheriff - Capital & Vehicles - Capacity	PRJ100763	CIP,IF-F	1,380,000	0	0	0	400,000	400,000
Fire Fee Transfer to Bond Service	FireXfer	IF-F	600,628	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Fire Station 24 - Virginia Village	PRJ100286	CIP,G,PSBOND	100,000	5,648,082	2,796,861	0	0	0
Fire Station 24 - Virginia Village (FEMA)	PRJ100286A	G	2,577,935					
Fire Station 20 - GCS	PRJ100190	G,ARPA,PSBOND,	9,592,937	0	0	0	0	0
Fire Station 22 - Fleming Island	PRJ100357	CIP,PSBOND,IF-F	3,900,000	5,750,500	2,758,583	0	0	0
Fire Station 15 - Lake Asbury	PRJ100285	IP,G,PSBOND,IF-	400,000	7,800,000	3,900,000	0	0	0
Fire Station 1 - Branan Field	PRJ100563	CIP,PSBOND,IF-F	3,900,000	5,535,430	2,767,715	0	0	0
Fire Station 21 - Green Cove North	Future11	CIP,IF-F	0	0	0	0	0	2,000,000
Fire Station 16 - Penney Farms	Future9	CIP,IF-F	0	0	0	0	0	2,000,000
Gun Range Office	Future60	CIP	0	0	0	0	1,150,000	0
Burn Building	PRJ100366	CIP	2,772,378	0	0	0	0	0
Radio Tower Upgrades	PRJ100207	CIP	1,767,426	0	0	0	0	0
Radio Tower - Sleepy Hollow	PRJ100756	PSBOND	2,921,093	0	0	0	0	0
E911 Consolidation Bldg/Training Facility	PRJ100208	CIP,IF-F	0	2,419,284	1,500,000	7,500,000	7,000,000	0
CCSO Building 500 Build Out	PRJ100609	CIP	800,000	604,736	0	0	0	0
FDLE - Office of Criminal Justice - Jail Expansion Grant	PRJ100331	CIP,G	2,873,334	0	0	0	0	0
Sheriff Office Building	Future14	CIP,IF-F	0	2,000,000	8,000,000	8,600,000	5,900,000	0
Multi-Agency Storage Warehouse	PRJ100612	CIP,IF-F	0	200,000	1,270,000	0	500,000	0
Multi-Agency Storage Warehouse	Future19A	IF-F	0	200,000	300,000	0	0	0
Multi-Agency Storage Warehouse	Future19B	IF-F	0	200,000	300,000	0	0	0

Capital Improvement Plan (CIP) - Projects

Project Name	Workday Account #	Funding Code	FY24-25 Proposed Budget	FY25-26 Proposed Budget	FY26-27 Proposed Budget	FY27-28 Proposed Budget	FY28-29 Proposed Budget	FY29-30 Proposed Budget
Public Works								
Knowles Pit Building	PRJ100184	CIP	3,550	0	0	0	0	0
Dirt Road Rejuvenation	PRJ100566	CIP	0	0	0	0	0	0
Other Projects								
Building Department Building	PRJ100387	CIP,OTH	18,451,096	0	0	0	0	0
Equipment - Supervisor of Elections	PRJ100277	CIP	957,800	0	0	0	0	0
Property Appraiser Vehicles	PRJ100797	CIP	0	70,000	70,000	70,000	70,000	70,000
Animal Services Building	PRJ100210	CIP,G	12,050,000	8,257,216	0	0	0	0
Animal Services Building (Sponsorship)	PRJ100210A	OTH	1,000,000					
Keystone Lakes Projects	PRJ100291	CIP	200,000	0	0	0	0	0
JTA Bus\Shelter Improvements	PRJ100610	CIP	0	0	250,000	0	0	0
Land Acquisition	PRJ100362	CIP	757,478	0	0	0	0	0
Substance Use Disorder Recovery Center	PRJ100564	CIP,G	2,500,000	1,000,000	0	0	0	0
Oakleaf Library	PRJ100526	CIP,IF-F	0	2,750,000	6,000,000	0	0	0
Oakleaf Library (State Appropriation)	PRJ100526A	G	750,000					

Attachment
“C”
Tax Information

Municipal Public Service Tax Database as of 06/04/2024

Municipality	County	Public Service Taxed	Tax Rate	Effective Date	Repeal Date	Comments	Last Entry Date	Date DOR Notified
CLAY COUNTY	CLAY	ELECTRIC	0.04	1/1/2004			9/4/2003	8/28/2003
CLAY COUNTY	CLAY	FUEL OIL\KEROSENE	$.016/gal	1/1/2004			9/4/2003	8/28/2003
CLAY COUNTY	CLAY	GAS: LIQUEFIED PETROLEUM	4.00%	1/1/2004			9/4/2003	8/28/2003
CLAY COUNTY	CLAY	GAS: MANUFACTURED	4.00%	1/1/2004			9/4/2003	8/28/2003
CLAY COUNTY	CLAY	GAS: NATURAL	4.00%	1/1/2004			9/4/2003	8/28/2003
CLAY COUNTY	CLAY	WATER	0.00%				10/21/1997	
GREEN COVE SPRINGS	CLAY	ELECTRIC					9/26/1997	
GREEN COVE SPRINGS	CLAY	FUEL OIL\KEROSENE	$.04/gallon	7/6/1971			2/16/2000	2/14/2000
GREEN COVE SPRINGS	CLAY	GAS: LIQUEFIED PETROLEUM					9/26/1997	
GREEN COVE SPRINGS	CLAY	GAS: MANUFACTURED	10.00%	7/6/1971			9/26/1997	
GREEN COVE SPRINGS	CLAY	GAS: NATURAL	10.00%	7/6/1971			9/26/1997	
GREEN COVE SPRINGS	CLAY	WATER	10.00%	7/6/1971			9/26/1997	
KEYSTONE HEIGHTS	CLAY	ELECTRIC	9.45%	3/21/1984			10/21/1997	
KEYSTONE HEIGHTS	CLAY	FUEL OIL\KEROSENE	0.00%				10/21/1997	
KEYSTONE HEIGHTS	CLAY	GAS: LIQUEFIED PETROLEUM	0.00%				10/21/1997	
KEYSTONE HEIGHTS	CLAY	GAS: MANUFACTURED	0.00%				10/21/1997	
KEYSTONE HEIGHTS	CLAY	GAS: NATURAL	0.00%				10/21/1997	
KEYSTONE HEIGHTS	CLAY	WATER	5.00%	9/19/1974			10/21/1997	
PENNEY FARMS	CLAY	ELECTRIC	6.00%	4/27/1982	7/31/2009		8/25/2009	
PENNEY FARMS	CLAY	ELECTRIC	6.00%	4/27/1982	7/31/2009		8/25/2009	
PENNEY FARMS	CLAY	ELECTRIC	10.00%	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
PENNEY FARMS	CLAY	FUEL OIL\KEROSENE	10.00%	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
PENNEY FARMS	CLAY	GAS: LIQUEFIED PETROLEUM	1.50%	9/11/1973	7/31/2009		8/25/2009	
PENNEY FARMS	CLAY	GAS: LIQUEFIED PETROLEUM	1.50%	9/11/1973	7/31/2009		8/25/2009	
PENNEY FARMS	CLAY	GAS: LIQUEFIED PETROLEUM	10.00%	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
PENNEY FARMS	CLAY	GAS: MANUFACTURED	10.00%	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
PENNEY FARMS	CLAY	GAS: NATURAL	10.00%	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
PENNEY FARMS	CLAY	WATER	0.1	8/1/2009		Seller`s obligation to collect and remit t	8/25/2009	8/11/2009
ORANGE PARK	CLAY	ELECTRIC	10.00%	4/1/2015			10/14/2014	10/10/2014
ATLANTIC BEACH	DUVAL	ELECTRIC	0.05				10/29/1930	
ATLANTIC BEACH	DUVAL	FUEL OIL\KEROSENE	.02/gal				10/29/1930	
ATLANTIC BEACH	DUVAL	GAS: LIQUEFIED PETROLEUM	5.00%				10/29/1930	
ATLANTIC BEACH	DUVAL	GAS: MANUFACTURED	0.00%				10/29/1930	
ATLANTIC BEACH	DUVAL	GAS: NATURAL	5.00%				10/29/1930	
ATLANTIC BEACH	DUVAL	WATER	0.00%				10/29/1930	
JACKSONVILLE	DUVAL	ELECTRIC	0.1	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	ELECTRIC	0.1	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	FUEL OIL\KEROSENE	$.04 / gal	1/1/1972			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	FUEL OIL\KEROSENE	$.04 / gal	1/1/1972			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: LIQUEFIED PETROLEUM	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: LIQUEFIED PETROLEUM	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: MANUFACTURED	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: MANUFACTURED	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: NATURAL	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	GAS: NATURAL	10.00%	1/1/1971			7/17/2001	6/3/2001
JACKSONVILLE	DUVAL	WATER	0.1	1/1/1971			7/17/2001	6/3/2001

JACKSONVILLE	DUVAL	WATER	10.00%	1/1/1971			7/17/2001	6/3/2001
SAINT AUGUSTINE	SAINT JOHNS	ELECTRIC	10%1st $100,then 1%	10/7/1978	12/31/2009		9/25/2009	
SAINT AUGUSTINE	SAINT JOHNS	ELECTRIC	0.08	1/1/2010	3/31/2016		10/12/2015	10/6/2015
SAINT AUGUSTINE	SAINT JOHNS	ELECTRIC	0.1	4/1/2016			10/12/2015	10/6/2015
SAINT AUGUSTINE	SAINT JOHNS	FUEL OIL\KEROSENE	$.04/gal 1st230, th	10/7/1978			9/16/1997	
SAINT AUGUSTINE	SAINT JOHNS	GAS: LIQUEFIED PETROLEUM	10%1st $100,then 1%	10/7/1978			9/16/1997	
SAINT AUGUSTINE	SAINT JOHNS	GAS: MANUFACTURED	10%1st $100,then 1%	10/7/1978			9/16/1997	
SAINT AUGUSTINE	SAINT JOHNS	GAS: NATURAL	10%1st $100,then 1%	10/7/1978			9/16/1997	
SAINT AUGUSTINE	SAINT JOHNS	WATER	0				9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	ELECTRIC	10.00%	3/1/1960			9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	FUEL OIL\KEROSENE	$.03/gal	1/1/1988			9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	GAS: LIQUEFIED PETROLEUM	10.00%	3/1/1960			9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	GAS: MANUFACTURED	10.00%	3/1/1960			9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	GAS: NATURAL	10.00%	3/1/1960			9/16/1997	
SAINT AUGUSTINE BEACH	SAINT JOHNS	WATER	0.00%				9/16/1997	
HASTINGS	SAINT JOHNS	ELECTRIC	5.00%				11/6/1997	
HASTINGS	SAINT JOHNS	FUEL OIL\KEROSENE	5.00%				11/6/1997	
HASTINGS	SAINT JOHNS	GAS: LIQUEFIED PETROLEUM	0.00%				11/6/1997	
HASTINGS	SAINT JOHNS	GAS: MANUFACTURED	0.00%				11/6/1997	
HASTINGS	SAINT JOHNS	GAS: NATURAL	5.00%				11/6/1997	
HASTINGS	SAINT JOHNS	WATER	0.00%				11/6/1997	
ALACHUA	ALACHUA	ELECTRIC	10.00%	10/1/1977			9/8/1997	
ALACHUA	ALACHUA	FUEL OIL\KEROSENE	10.00%	1/4/1988			9/8/1997	
ALACHUA	ALACHUA	GAS: LIQUEFIED PETROLEUM	10.00%	1/4/1988			9/8/1997	
ALACHUA	ALACHUA	GAS: MANUFACTURED	10.00%	1/4/1988			9/8/1997	
ALACHUA	ALACHUA	GAS: NATURAL	10.00%	1/4/1988			9/8/1997	
ALACHUA	ALACHUA	WATER	10.00%	1/4/1988			9/8/1997	
ALACHUA COUNTY	ALACHUA	ELECTRIC	10.00%	10/1/1996			5/24/2001	3/27/2001
ALACHUA COUNTY	ALACHUA	FUEL OIL\KEROSENE	$.04 /gal	10/1/1996			5/24/2001	3/27/2001
ALACHUA COUNTY	ALACHUA	GAS: LIQUEFIED PETROLEUM	10.00%	10/1/1996			5/24/2001	3/27/2001
ALACHUA COUNTY	ALACHUA	GAS: MANUFACTURED	10.00%	10/1/1996			5/24/2001	3/27/2001
ALACHUA COUNTY	ALACHUA	GAS: NATURAL	10.00%	10/1/1996			5/24/2001	3/27/2001
ALACHUA COUNTY	ALACHUA	WATER	10.00%	10/1/1996				
GAINESVILLE	ALACHUA	ELECTRIC	10.00%	1/1/1960		Enterprise zone 0101qualified businesse	3/3/2006	
GAINESVILLE	ALACHUA	FUEL OIL\KEROSENE	$.04/gal	1/1/1960		Original adoption date of public service tax.		
GAINESVILLE	ALACHUA	GAS: LIQUEFIED PETROLEUM	10.00%	1/1/1960		Original adoption date of public service tax.		
GAINESVILLE	ALACHUA	GAS: MANUFACTURED	10.00%	1/1/1960		Original adoption date of public service tax.		
GAINESVILLE	ALACHUA	GAS: NATURAL	10.00%	1/1/1960		Original adoption date of public service tax.		
GAINESVILLE	ALACHUA	WATER	10.00%	1/1/1960		Original adoption date of public service tax.		
STARKE	BRADFORD	ELECTRIC	10.00%	1/1/1956		Most have city power, about 10% have	10/13/1997	
STARKE	BRADFORD	FUEL OIL\KEROSENE					10/13/1997	
STARKE	BRADFORD	GAS: LIQUEFIED PETROLEUM	10.00%	1/1/1956			10/13/1997	
STARKE	BRADFORD	GAS: MANUFACTURED	10.00%	1/1/1956			10/13/1997	
STARKE	BRADFORD	GAS: NATURAL	0.1	1/1/1956			10/13/1997	
STARKE	BRADFORD	WATER	0.1	1/1/1956			10/13/1997	
BROOKER	BRADFORD	ELECTRIC	5.00%	11/7/1994			9/10/1997	
BROOKER	BRADFORD	FUEL OIL\KEROSENE	0.00%				9/10/1997	
BROOKER	BRADFORD	GAS: LIQUEFIED PETROLEUM	5.00%	11/7/1994			9/10/1997	

BROOKER	BRADFORD	GAS: MANUFACTURED	5.00%	11/7/1994			9/10/1997	
BROOKER	BRADFORD	GAS: NATURAL	5.00%	11/7/1994			9/10/1997	
BROOKER	BRADFORD	WATER	5.00%	11/7/1994			9/10/1997	
HAMPTON	BRADFORD	ELECTRIC	10.00%				1/26/1998	1/21/1998
HAMPTON	BRADFORD	FUEL OIL\KEROSENE	10.00%				1/26/1998	1/21/1998
HAMPTON	BRADFORD	GAS: LIQUEFIED PETROLEUM	10.00%				1/26/1998	1/21/1998
HAMPTON	BRADFORD	GAS: MANUFACTURED	10.00%				1/26/1998	1/21/1998
HAMPTON	BRADFORD	GAS: NATURAL	10.00%				1/26/1998	1/21/1998
HAMPTON	BRADFORD	WATER	0.00%				1/26/1998	1/21/1998
PALATKA	PUTNAM	ELECTRIC	10% / 4%	8/9/1991	9/25/2013	10% 1st $1000 / 4% Above $1000		8/25/1997
PALATKA	PUTNAM	ELECTRIC	10.00%	9/26/2013			9/4/2019	11/27/2017
PALATKA	PUTNAM	FUEL OIL\KEROSENE	$.04/gal	12/24/1977			9/17/1997	
PALATKA	PUTNAM	GAS: LIQUEFIED PETROLEUM	0.1	9/26/2013				11/27/2017
PALATKA	PUTNAM	GAS: MANUFACTURED	10%	9/26/2013				11/27/2017
PALATKA	PUTNAM	GAS: NATURAL	10% / 4%	8/9/1991	9/25/2013	10% 1st $1000 / 4% Above $1000		8/25/1997
PALATKA	PUTNAM	GAS: NATURAL	10.00%	9/26/2013			9/4/2019	11/27/2017
PALATKA	PUTNAM	WATER	0.1	10/8/1992			9/17/1997	
INTERLACHEN	PUTNAM	ELECTRIC	See comments		6/30/2003	10% on first $10./mo., 1% on all over $1	3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	ELECTRIC	0.1	7/1/2003			3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	FUEL OIL\KEROSENE	See comments		6/30/2003	10% on first $10./mo., 1% on all over $1	3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	FUEL OIL\KEROSENE	$.04/gal	7/1/2003			3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: LIQUEFIED PETROLEUM	See comments		6/30/2003	10% on first $10./mo., 1% on all over $1	3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: LIQUEFIED PETROLEUM	10.00%	7/1/2003			3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: MANUFACTURED	See comments		6/30/2003	10% on first $10./mo., 1% on all over $1	3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: MANUFACTURED	10.00%	7/1/2003			3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: NATURAL	See comments		6/30/2003	10% on first $10./mo., 1% on all over $1	3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	GAS: NATURAL	10.00%	7/1/2003			3/3/2003	2/12/2003
INTERLACHEN	PUTNAM	WATER	S/A 0%				3/3/2003	2/12/2003
CRESCENT CITY	PUTNAM	ELECTRIC	10%<$50--2%> $50	10/8/1981	6/30/2008		3/3/2008	
CRESCENT CITY	PUTNAM	ELECTRIC	0.1	7/1/2008			3/3/2008	2/29/2008
CRESCENT CITY	PUTNAM	FUEL OIL\KEROSENE	10%<$50--2%> $50	10/8/1981	6/30/2008		3/3/2008	
CRESCENT CITY	PUTNAM	FUEL OIL\KEROSENE	0.1	7/1/2008			3/3/2008	2/29/2008
CRESCENT CITY	PUTNAM	GAS: LIQUEFIED PETROLEUM	10%<$50--2%> $50	10/8/1981	6/30/2008		3/3/2008	
CRESCENT CITY	PUTNAM	GAS: LIQUEFIED PETROLEUM	0.1	7/1/2008			3/3/2008	2/29/2008
CRESCENT CITY	PUTNAM	GAS: MANUFACTURED	10%<$50--2%> $50	10/8/1981	6/30/2008		3/3/2008	
CRESCENT CITY	PUTNAM	GAS: MANUFACTURED	0.1	7/1/2008			3/3/2008	2/29/2008
CRESCENT CITY	PUTNAM	GAS: NATURAL	10%<$50--2%> $50	10/8/1981			10/2/1997	
CRESCENT CITY	PUTNAM	WATER	0.00%				10/2/1997	

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Board of County Commissioners Meeting Minutes May 13, 2025.	Backup Material	5/21/2025	Board_of_County_Commisisoners_Meeting_and_Attachments_Minutes_May_13__2025.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:05 PM	Item Pushed to Agenda

BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES
May 13, 2025
Administration Building,
4th Floor, BCC Meeting Room,
477 Houston Street,
Green Cove Springs, FL 32043
4:00 PM

INVOCATION

Commissioner Jim Renninger, District 3, gave the Invocation.

PLEDGE

Retired United States Navy Commander Robert Willen led the Pledge of Allegiance.

Chairman Betsy Condon said Commander Robert Willen served for nearly 33 years in the United States Navy, retiring in 2005 as an O-5 Aviation Maintenance Officer. He served in multiple states and overseas, completing 12 deployments on seven aircraft carriers and spent a record 159 consecutive days at sea flying for 20 hours a day for seven days a week. Commander Willen is a veteran of the Vietnam War, Gulf War, and Global War on Terrorism, holding numerous awards, including two Meritorious Service Medals and five Navy Commendation Medals among others. He is a Fleming Island resident, and he currently works as an RCM Analyst at KBR, an engineering consultant firm in Orange Park. Commander Willen volunteers with the National POW/MIA Museum at Cecil Field - Wreaths Across America and the Jacksonville National Cemetery – and helps raise funds for the American Cancer Society through the Tennis 4 Cancer Tournament held at Eagle Harbor.

Commander Willen spoke about serving in the military, his love for Clay County, and the honor of the invitation to lead the Pledge of Allegiance.

CALL TO ORDER

Chairman Betsy Condon called the meeting to order at 4: 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 - Tennille (dog) - Peaches (dog) - Aladdin (cat) - Tangerine (cat). Rosie (dog) was also pictured and is currently looking for a foster home due to an injury. If you are interested in adopting a pet, contact clayadoptions@claycountygov.com or call (904) 269-6342. Ms. Capo mentioned that Clay County Animal Services still needs foster parents for dogs, cats, and kittens; please consider opening your home temporarily. If you are interested, please contact clayfosters@claycountygov.com. If you are interested in helping our furry friends but cannot take one home, please look at our Amazon wish list at Amazon.com. We always need items for our foster kittens and shelter animals. See Attachment A.

SPECIAL STAFF RECOGNITION

2024 Volunteer of the Year

Volunteer of the Year can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 42:16 and ending at 49:54. Below is a summary of the discussion.

Chairman Betsy Condon said we asked our community to provide nominations for our 2024 Clay County Volunteer of the Year and they did not disappoint! We received some wonderful nominations for people who truly make a difference every day in our county. The choice was hard but had to pick one and we're announcing that winner tonight. Jason Clark, Community and Social Services Operational Manager will provide more information regarding each volunteer.

Mr. Clark provided statistics and information regarding the 941 volunteers who had signed up to volunteer in Clay County. Chairman Condon recognized the following nominees and introduced them to receive a certificate.

2024 Nominees:

- Cecily Hardin - Several local Non-Profits
- Mary Medford - Challenge Enterprises
- Will Wood - Cub Scout Pack 482 - Dream Come True - Many other Non-Profits
- Erick Saks - 2023 Veteran of the Year - and an amazing Volunteer serving Veterans

- Kennedy Wise - Orange Park Library
- MaryAnn Miller - Clay County Archives and other County locations
- Andrea Cassman - Clay County Animal Services

Chairman Condon said our 2024 Volunteer of the Year is Ms. Barbara Cornett. Ms. Cornett is a devoted educator and passionate advocate for the arts who dedicates her time to nurturing young artists from across Clay County. She has dedicated countless hours to inspiring the next generation of artists through her work at the Augusta Savage Arts and Community Center and the Green Cove Springs Library. From curating student exhibits at the Clay County Courthouse and public places to mentoring young creatives of all backgrounds, she created spaces where children and artists of all ages feel empowered, valued, and free to express themselves. Ms. Cornett has volunteered more than 100 hours, and her impact reaches far beyond the canvas, making her an outstanding candidate for Clay County's Volunteer of the Year award!

Mayor Steven Kelley expressed his appreciation to Ms. Cornett for all she does in the community.

Ms. Cornett thanked the Board for the recognition.

PROCLAMATIONS/RESOLUTIONS

1. Clay County History Month & National Historic Preservation Month (May 2025)

Item One (1) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 8:49 and ending at 16:50. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said that each May during History Month and Historic Preservation Month we celebrate our local history and those who work to preserve it and educate our community.

Present for the Proclamation:

- Mary Justino - Clay County Clerk of Court and Comptroller Office - PIO
- Vishi Garig - Clay County Clerk of Court and Comptroller Office - Archives Supervisor
- John Bowles - President - Clay County Historical Society
- Billy Gould - Historic Preservation Board - Chairman
- Gerard Casale - Historic Preservation Board
- Dr. Maureen Jung - Historic Preservation Board
- Mary Owen - Clay County District Schools - K-12 - Social Studies Specialist
- Teddy Meyer - Clay County Director of Tourism

Commissioner Alexandra Compere read the Proclamation for Clay County History Month and National Historic Preservation Month - May 2025.

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

Chairman Billy Gould thanked the Board for the recognition, spoke about projects in the works, opened seats on the Board, and introduced the members mentioned above.

Ms. Garig thanked the board for the Proclamation and invited everyone to visit the Archives Division for any historical needs - Monday through Friday.

Ms. Owens expressed her appreciation for the collaboration with Clay Archives and Tourism and the support from all those involved.

Mr. Meyer thanked the Board and staff for the warm welcome and expressed his appreciation for the opportunity. He also mentioned ways to celebrate history in Clay County, such as exploreclay.com and the Explore Clay app.

Mr. Bowles thanked the Board for the recognition and invited everyone to visit the Clay County Historical Society at the old Courthouse on Sunday afternoons from 2:00 pm to 5:00 pm.

2. National Safe Boating Week (May 17-23, 2025)

Item Two (2) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 17:05 and ending at 22:20. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said that Safe Boating Week is recognized each May to bring awareness to residents about the critical importance of practicing safe boating on our beautiful waterways in Clay County.

Present for the Proclamation:

- Chuck Whipple - USCG Auxiliary - Flotilla 14-08
- Nancy Brown - Past Flotilla Commander
- Ed Dendor - Flotilla HR Officer

Commissioner Jim Renninger read the Proclamation for National Safe Boating Week - May 17-23, 2025.

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

Commissioner Renninger mentioned that Boaters Skip Day will be on June 6, 2025.

Mr. Whipple spoke about the main objective of the USCG Auxiliary, the importance of boater safety, and the need to wear life jackets, and thanked the Board for the recognition.

3. Military Service Day/Memorial Day (May 26, 2025)

Item Three (3) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 22:23 and ending at 29:45. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said May 26, 2025, is Memorial Day, a day of remembrance and reflection set aside to honor and mourn the US military personnel who have given their lives in service to our Country. We have some military service members here today to help us honor our fallen heroes, and Green Cove Springs Mayor Steven Kelley is here to invite everyone to the City's 37th Annual River Fest Celebration on Memorial Day at Spring Park.

Present for the Proclamation:

- Steven Kelley - City of Green Cove Springs Mayor
- Rich Carey - Clay County Veterans Services
- Howard Wanamaker - Clay County - County Manager
- Gene Price - Director of Facilities
- Jason Clark - Clay County Community and Social Services Operational Manager
- Erick Saks - Operation Lifeline
- Aubrey Scott - Clay County Benefits and Wellness Manager
- Robert Willen - Retired US Navy Commander

Commissioner John Sgromolo read the Proclamation for Military Service Day/Memorial Day - May 26, 2025.

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

Mayor Steven Kelley thanked the Board for the recognition and spoke about the importance of Memorial Day, invited everyone to the 37th Annual River Fest Celebration, May 26, 2025, at Spring Park in Green Cove Springs, Florida, and spoke about the importance of boater safety.

Mr. Carey spoke about the services that are offered to Veterans in Clay County and ways to celebrate Memorial Day and Honor the fallen.

4. National Public Works Week (May 18-24, 2025)

Item Four (4) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 30:00 and ending at 34:32. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said that National Public Works Week will be recognized May 18 through 24, 2025, to celebrate and appreciate the essential work done by Public

Works Professionals that directly impacts our daily lives and ensures a higher quality of life for us all.

Present for the Proclamation:

- Eric Pope - Public Works Director
- Jeff Smith - Public Works Deputy Director
- Caity DeGraw - Operations Assistant

Vice-Chairman Kristen Burke read the Proclamation for National Public Works Week - May 18-24, 2025.

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

Vice-Chairman Kristen Burke expressed her appreciation to the Public Works Department for their hard work and commitment to the county.

Mr. Pope thanked the Board for the proclamation and support, recognized Ms. DeGraw and Mr. Smith, and spoke about the important role they play in the day-to-day operations, ensuring quality of life for citizens, as well as the other 108 public works staff.

5. National Small Business Month (May, 2025)

Item Five (5) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 34:34 and ending at 41:56. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon said May is National Small Business Month and we would like to recognize the huge impact our small businesses make in our Community everyday.

Present for the Proclamation:

- Jon Cantrell - Clay Chamber President
- Kathryn wills - Clay Chamber - Vice-President
- Chris Evangelista - Clay County Small Business Consultant - UNF - Florida SBDC
- Michele Riley - Vice-President - Branch Manager - South State Bank
- Jennifer Hawk - Bleach Please Salon - 2025 Success Story of the Year
- Karlina Rodman - B.E.K. Cleaning
- Erica Humbert - Optimize Life Health LLC
- Braden LaMot - Wildlife Protection
- Erik Saks - Operation Lifeline
- Patricia Evans - Capital City Bank
- Stephanie Young - Challenge Enterprises
- Katie Vineyard - Challenge Enterprises
- Constance Higginbotham - Orange Park Women's Club
- Cheryl Kennedy - Home Studio Video - GCS

- Nick Gardella - Ideal Jax Electrical
- Leesa Tillman - Clay Today
- Lynden Arlen - Clay County Habitat for Humanity

Chairman Betsy Condon read the Proclamation for National Small Business Month - May 2025.

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

Mr. Evangelista thanked the Board for the Proclamation and their support, as well as the Chamber and other small businesses. He also introduced the businesses represented in attendance and spoke about the importance of supporting small businesses in our county. Mr. Evangelista invited everyone to the June 5, 2025, Lenders Event/Expo at The Grove at Orange Park Country Club at 8:30 am.

Commissioner Renninger recognized Clay County Chamber and spoke about attending the ribbon cutting for Exalt Health - Physical Therapy.

DECLARATIONS

6. EMS Week (May 18-24, 2025)

Chairman Betsy Condon said Emergency Medical Services Week will be recognized on May 18 through 24, 2025, in celebration of our EMS professionals and the incredible, essential services they provide in our communities every day. The year 2025 marks the 51st Anniversary of EMS Week, and this year's theme, **"We Care. For Everyone,"** acknowledges the dedicated work of EMS professionals in safeguarding the health and well-being of their communities, serving everyone, from big cities to small towns, and everywhere in between. Chairman Condon encouraged everyone to read the Declaration attached to the agenda to learn more about the essential work our EMS professionals do for all of us.

PRESENTATIONS

Waste Management Scholarship Presentation

Scholarship Presentation can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 51:50 and ending at 57:00. Below is a summary of the discussion.

Chairman Betsy Condon spoke about the partnership with Waste Management and invited Mr. Huntington to present the $60,000.00 in educational scholarships to the nine (9) Clay County High School Seniors and Two (2) 4-H students.

Gregg Huntington, Waste Management, spoke about the services provided in Clay County by WM, the partnership, and the dedication of the $60,000.00 in scholarships. Mr. Huntington thanked staff for the hard work and commended them for all their efforts

during the application process.

Students Receiving Scholarships:

- Danielle Ackerson - Middleburg High School
- Dereyon Bell - Clay High School
- Alexandra Bennett - Clay High School
- Jack Buchholz - Ridgeview High School
- Dylan Collins - Clay High School
- Tyler Collins - Clay High School
- Braden Glavin - Clay High School
- Keira Slater - Middleburg High School
- Abigail Wilson - Clay High School
- Ryan Kelly - W.E. Cherry
- Benjamin Mejias - Clay Charter Academy

CONSTITUTIONAL OFFICERS

Constitutional Officers can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 58:18 and ending at 1:00:42. Below is a summary of the discussion.

Chairman Betsy Condon recognized Clay County Clerk of Court and Comptroller Tara S. Green.

Tara S. Green, Clay County Clerk of Court and Comptroller, addressed the Board to provide details and information on the External Audit, PAFR, and Internal Audit.

Chairman Condon recognized that Undersheriff Ron Lendvay was in attendance, and also recognized CCSO Director Ricky Wright and other CCSO staff, thanked them for their attendance, and passed along condolences to Sheriff Michelle Cook from the Board.

APPROVAL OF MINUTES

7. Board of County Commissioners Meeting Minutes April 22, 2025.

Commissioner Jim Renninger made a motion for approval of the April 22, 2025, BoCC Meeting minutes, seconded by Commissioner John Sgromolo, which carried 5-0.

PUBLIC COMMENTS

Public Comment can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:06:04 and ending at 1:23:46. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for public comment at 5:10 pm.

Mike Burns, 72 Old Hard Road, addressed the Board to speak in opposition to application PUD-24-0006 - Item 23.

Matthew Cunningham, 1856 Cross Green Way, Fleming, Island, Florida, addressed the Board to speak in opposition to application PUD-24-0006 - Item 23.

Shawn Wiggins, 1459 Arena Road, Fleming Island, Florida, addressed the Board to express his concerns with needed improvements and traffic issues on Arena Road.

Emily Pate, 1982 Cattle Gap Lane, Fleming Island, Florida, addressed the Board to speak in opposition to application PUD-24-0006 - Item 23.

John Stangle, 1856 Indian River Drive, Fleming Island, Florida, addressed the Board to speak in opposition to application PUD-24-0006 - Item 23.

Cam Arensdorf, 1889 County Road 220, Fleming Island, Florida, addressed the Board to speak in opposition to application PUD-24-0006 - Item 23.

Andy Cuevas and Margo Archer, 2141 Blue Heron Cove Drive, submitted a public comment card, waiving to speak, notating they are against the PUD-24-0006 application - Item 23.

Sheri Chase, 83 Old Hard Road, Fleming Island, Florida, submitted a public comment card, waiving to speak, notating she is against the PUD-24-0006 application - item 23.

Hearing no other comments, Chairman Betsy Condon closed the public comment at 5:25 pm.

CONSENT AGENDA

8. 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.

9. Bid No. 24/25-045, Black Creek Trail Boardwalk Rehabilitation (K. Smith)

   Approval to post Notice of Intent to Award Bid No. 24/25-045, Black Creek Trail Boardwalk Rehabilitation to Legacy Dock and Marine Construction, LLC in the amount of $506,749.00 (Base Bid - Lumber Option). Final Completion shall be accomplished within 165 days from Notice to Proceed. This project is partially funded by the Florida

Department of Transportation. Approval of award will be effective after the 72-hour protest period was expired.

Funding Source(s):
General Fund - All Grants Organization - Black Creek Bike Trail - Infrastructure
General Fund - Parks and Recreation Administration - Black Creek Bike Trail - Infrastructure

10. RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library (K. Smith)

    Review of Staff's ranking of the submittals received for RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library.

    1. Walker Architects, Inc. - 88.8
    2. Borrelli + Partners, Inc. - 87.8
    3. Fleischman And Garcia & Planners, AIA, PA - 83.8
    4. Akel Logan Shafer, PA - 83.0
    5. Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK - 81.9
    6. PQH Group Design, Inc. - 80.3
    7. Brame Heck Architects Inc. - 79.7
    8. Doherty Sommers Architects Engineers, Inc. - 67.2
    9. INVISION Architecture, LLC - 66.2

    A committee consisting of the Director of Library Services, Building Division Director, and Capital Projects Department Project Manager performed the evaluation and ranking of the submittals received. If desired, the Board may request presentations from a minimum of the top three firms.

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

    Funding Source:
    Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement Element - Oakleaf Library - Buildings & General Fund - Libraries Administration - Oakleaf Library - Buildings

11. Bid No.24/25-071 Aging True Facility Heat Pump Split HVAC System Upgrade (K. Smith)

    Approval to post Notice of Intent to Award Bid No. 24/25-071 Aging True Facility Heat Pump Split HVAC System Upgrade to J R Hobbs Co - Atlanta, LLC in the amount of $38,400. Approval of award will be

effective after the 72-hour protest period has expired.

Funding Source:
General Fund - Aging True - Machinery and Equipment - Capitalized - Aging True - Green Cove Springs HVAC

12. Bid No. 24/25-073, Cured-In-Place Pipe Services (K Smith)

    Approval to post Notice of Intent to Award Bid No. 24/25-073, Cured-In-Place Pipe Services to both the Hinterland Group, Inc. and SAK Construction, LLC at the unit costs received. Services will be requested on an as needed basis. Approval of award will be effective after the 72-hour protest period has expired.

    Funding Source:
    Transportation Trust Fund - Public Works - Repairs and Maintenance

13. Agreement with One Stop Aquatic Safety LLC for Camp Chowenwaw Park Swimming Pool Management, Lifeguard Staffing, and Swim Instruction (J. Pierce)

    A) Approval of Agreement with Stop Aquatic Safety LLC for Camp Chowenwaw Park swimming pool management, lifeguard staffing, and swim instruction in accordance with the hourly rates outlined in the Contractor's Pricing Sheet (Attachment C of the Agreement), less all fees collected on behalf of the County. The term of the Agreement is one year with renewal options.
    B) Amendment to the County's FY2024/2025 Schedule of Fees and Services, Resolution #2023/2024-97, for Parks & Recreation Administration, Camp Chowenwaw Park, to update and include additional Swimming Fees.

    Funding:
    General Fund - Camp Chowenwaw - Temporary Labor - Billing, Collection, and Management

14. Approval of Purchase Agreement for Purchase of Permanent Easement for Drainage for BTP Project #6A - CR 315 (Maryland to US 17) and authorization for County Manager to execute all documents necessary to close the acquisition (C. Grimm/E. Dendor)

15. Amended Letter of Intent to Agreement 2023/2024-150 Governing Fixed Capital Outlay Grants and Aids between Clay County and State of Florida Department of Children and Families (M. Covey)

    Approval of amended Letter of Intent is updated to address the County's

purchase or property and construction of a Substance Abuse Recovery Center.

16. Approval of Amendment to Clay County Contract No. 2021/22-139, Mobility Fee Credit Agreement between Clay County, Florida and Cathedral Oak, LLC, assignee of Reinhold Corporation (C. Grimm)

17. Satisfaction of Mortgage for Cook, Erd, Odom and Sirmopoulos (T. Sumner)

18. Acceptance for Final Plat for Recording- District Drive at Oakleaf Village (District 2, Comm. Compere)(R.Smith)

    The staff has reviewed and recommends that the Board accept and approve the final plat of District Drive at Oakleaf Village for recording.

19. Acceptance for Final Plat for Recording- District at Oakleaf Village- Phase 1 (District 2, Comm. Compere)(R.Smith)

    The staff has reviewed and recommends that the Board accept and approve the final plat of the District at Oakleaf Village- Phase 1 for recording.

20. Acceptance of Deed for Additional Right of Way for Spencer Industrial Drive (R. Smith)

21. Approval of Development Agreement between Clay County Board of County Commissioners and Clay County Utility Authority re: Clay County Animal Shelter (C. Grimm/E. Dendor)

Consent Agenda can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:23:46 and ending at 1:30:09. Below is a summary of the discussion and vote for this agenda item.

Commissioner Jim Renninger requested to pull item 8 for discussion.

Commissioner Alexandra Compere requested to pull item 10.

Commissioner Alexandra Compere requested clarification for the change on item 15, amended Letter of Intent to Agreement 20223/2024-150. Courtney Grimm, County Attorney, explained the original grant provided that you could not purchase property, and we went back to them to request an amendment to allow the use of the money to purchase the property with an existing building.

There were questions and discussions regarding the possibility of any opposition to the change.

Commissioner Jim Renninger made a motion for approval of the Consent Agenda except items 8 and 10, seconded by Commissioner John Sgromolo, which carried 5-0.

Commissioner Jim Renninger noted that he pulled Item 8 to bring attention to Express Scripts invoices that totaled $399,000.00, and he spoke about his concerns about the costs and the amount of taxpayer money spent on drugs for employees.

Following a brief conversation regarding Express Scripts implementation, Commissioner Jim Renninger made a motion for approval of Item 8 - Finance Business, seconded by Commissioner John Sgromolo, which carried 5-0.

Commissioner Alexandra Compere made a motion to request presentations for RFQ 24/25-052, Professional Architectural Services for the Oakleaf Library from the first three submittals and the fifth as outlined above, there were clarifying comments regarding requirements for presentations and having the top five do presentations, the motion was seconded by Commissioner John Sgromolo, which carried 5-0.

DISCUSSION/UPDATES

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

Item Twenty-Two (22) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:30:16 and ending at 1:43:05. Below is a summary of the discussion.

Ed Dendor, Program Administrator of the Bonded Transportation Program, addressed the Board to give a brief overview of the progress report for the BTP and other capital projects. The information discussed is attached to the agenda. Below are projects highlighted:

- **Project #1 – CR 218 from Masters Road to Pine Tree Lane:** The County's team and Anderson Columbia (AC) continued their bi-monthly status meetings. Pond site four excavation was completed while the liner placement started on this pond and the liner was completed on pond site two. AC continued the installation of drainage structures, pipes, demolition of existing driveways and continued pavement repairs for driveways and pipes. AC continued placing sub-base, curbing and began placing limestone base. This project is on schedule with 35% paid out and 60% of time used.
- **CMAR Group #2 Projects - #2, #5 and #6A:**
  - **Project #2 (CR209)**: Superior (SCC) continued the installation of the stormwater drainpipes on the north side of CR 209 and continued backfilling over these pipes and continued removal of unsuitable material and placed base material and limestone for final pavement on this phase. This project is on schedule with 44% paid out and 29% of time used.
  - **Project #5 (CR220):** The team continues to track the US ARMY Corps of Engineers (ACOE) permit application through their process while under their review. ACOE issued their public notice. The Team continues to coordinate

with ACOE in anticipation of permit modification issuance. The County switched pond site locations at the east end of the project from a very litigious parcel to another parcel creating some design and permit modifications.
    - **Project #6A (CR315):** ACOE completed their review while the SJRWMD issued their environmental permit. ACOE is completing their Technical Staff Report, which should result in issuance of the ACOE permit.
- **CMAR Group #1 Projects - #3A, #3B and #4:**
    - **Project #3A (Operational improvements on CR209 AKA Russell Road):** Project is complete.
    - **Project #3B (Connecting the east-end of project #4 on Sandridge Road and runs through the roundabout to CR 209B):** Kiewit continued the installation of stormwater structures and pipes. This project is 21.5% paid out and 78.5% of time elapsed. The project schedule is being adjusted to acknowledge the extended delay in receiving the permit, while discussions continue about the financial impact of this delay.
    - **Project #4 (CR739B AKA Sandridge Road):** Kiewit Infrastructure South Co. has substantially completed this project; however, a portion of the work did not meet the County's specifications, therefore Kiewit has proposed to mill and resurface the project at no cost to the County. This resurfacing work will be completed at night with potential daytime milling. Kiewit also continued to work on Punchlist Items.
- **Project #6B (AKA Cathedral Oak Parkway (COP & CR216), FKA the First Coast Connector):** The County's Team and Superior Construction Company Southeast, LLC (SCC) with their designer RS&H continued to hold bi-monthly status meetings. SCC finished the installation of, sidewalks, shared use paths, sod placement, and curbing. Erosion control devices continued to be removed in areas where slopes are stabilized and established. SCC is installing expansion joints at the bridge railing. Friction course pavement and striping is being placed. The project schedule remains under contention by the contractor with 111% of time used and 95% paid out. The County and SCC continue to discuss the schedule for a resolution.

There were questions and discussions regarding timeline for completion of the Cathedral Oaks corridor, and visibility of signage and lane markings on CR218.

Capital Projects Highlighted:

- Sun Trail
- Fire Training Facility
- All Public Works Projects as of this report are complete
- Omega Park Playground/Varnes Picking Ball Court Lighting/Twin Lakes Pickle Ball Court Light - All Complete
- Fire Station 20
- Solid Waste Material Recovery Facility Improvements
- Lakeshore Drive West at CR220
- Oakleaf Village Parkway
- Plantation Oak Boulevard

Questions and discussions were held to clarify the completion date for Lakeshore West,

and an update on 17 and 220.

OLD BUSINESS

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

Item Twenty-Three (23) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:43:09 and ending at 1:45:50. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon opened the floor to provide the details and information for item twenty-three as indicated above and made a motion for approval to accept the Special Magistrates' recommendation, seconded by Commissioner Jim Renninger. There were comments and discussions to clarify the Special Magistrates' recommendation, which is included in the backup, and the motion, which then carried 4-1 with Commissioner John Sgromolo in opposition.

Recommendations:

- With respect to the recommendation for the Board to consider codifying ex parte procedures in quasi-judicial matters, staff has already been working on a resolution with respect to procedures for the Board's consideration
- With respect to the recommendation for the Board to consider revising the Land Development Code language related to rezoning criteria, request staff to review the code language and criteria and bring back a recommendation
- With respect to the recommendation for the Board to hold a rehearing, to disclose and ex parte communications, and to cite specific criteria from the Land Development Code in rendering any decision, would be to ensure the applicant receives a hearing that is free from any perceived prejudice and violation of their due process rights

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

24. Final Public Hearing to amend Ord. 2024-48 (the LCC) (D. Selig)

    This is an amendment to Ordinance No. 2024-48 to increase the number of members for the Clay County Land Conservation Committee (LCC) from seven (7) to eleven (11) members.

Item Twenty-Four (24) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:00:43 and ending at 1:03:48. Below is a summary of the discussion and vote for this agenda

item.

Dodie Selig, Chief Planner, addressed the Board to provide the details and information regarding the request to amend Ordinance 2024-48, as indicated above.

Chairman Betsy Condon opened the floor for the public hearing at 5:04 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:05 pm.

Vice-Chairman Kristen Burke made a motion for approval as discussed, seconded by Commissioner Jim Renninger, which carried 4-1, with Commissioner Alexandra Compere in opposition.

25. 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.33-05-26-014471-001-00, and authorization for County Manager to execute all documents necessary to close the acquisition (C. Grimm/E. Dendor)

Item Twenty-Five (25) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:03:49 and ending at 1:05:37. Below is a summary of the discussion and 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 and stormwater improvements on a portion of BTP Project number Six A (6A) 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 5:07 pm.

Hearing no comments, Chairman Betsy Condon closed the public hearing at 5:07 pm.

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

LETTERS FOR ACTION

26. Discussion of Appointment to the Lake Asbury/Penney Farms Citizens Advisory Committee

    Paul Walsh submitted an application for appointment to the Lake Asbury/Penney Farms CAC.

Item Twenty-Six (26) can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:46:02 and ending at 1:46:44. Below is a summary of the discussion and vote for this agenda item.

Chairman Betsy Condon opened the floor to discuss the appointment to the Lake Asbury/Penney Farms Citizens Advisory Committee as indicated above.

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

LETTERS OF DOCUMENTATION

27. Bid Opening Tabulations (K Smith)

    Bid Opening Tabulation for April 22, 2025:
    A. RFP No. 24/25-025, Computer-Aided Dispatch, Law Enforcement Records Management and Jail Management System

    Bid Opening Tabulation for April 25, 2025:
    A. Bid No. 24/25-071, Aging True Facility Heat Pump Split HVAC System Upgrade

    Bid Opening Tabulation for May 2, 2025:
    A. Bid No. 24/25-073, Annual Cured-In-Place Pipe

Chairman Betsy Condon acknowledged the Letters of Documentation.

PUBLIC COMMENTS

Public Comments can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:47:16 and ending at 1:49:23. Below is a summary of the discussion.

Chairman Betsy Condon opened the floor for public comment at 5:49 am.

Nick Gardella, 2024 Traveling Pines Way, Fleming Island, Florida, addressed the Board to speak about potential cost savings with the usage of propane Autogas.

Hearing no other comments, Chairman Betsy Condon closed pubic comment at 5:51 am.

COMMISSION AUDITOR

Commission Auditor can be seen at www.claycountygov.com/government/clay-

county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:49:27 and ending at 1:51:06. Below is a summary of the discussion.

Heather Boucher, Commissioner Auditor, addressed the Board to provide an overview of the handout provided to the Commission, which was initiated due to the takeaways from the BoCC Budget meeting held last week. Once you have the opportunity to review the document, please contact Ms. Boucher with any questions or concerns. See Attachment B.

COUNTY ATTORNEY

Courtney Grimm, County Attorney, had no comments.

COUNTY MANAGER

County Manager can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:51:21 and ending at 1:55:12. Below is a summary of the discussion.

Howard Wanamaker, County Manager, welcomed the new Director of Tourism, Teddy Meyer, noted that he will come around to meet each commissioner personally and said he is looking forward to working with him. County Manager Wanamaker spoke about High School Graduation Day in the county - May 23, 2025, and the importance of the partnerships with CCSO and public safety.

Schools Holding Graduation:

- Orange Park High School
- Middleburg High School
- Oakleaf High School
- Clay High School
- Fleming Island High School
- Keystone Heights High School - Graduation starts at 7:00 pm
    - Gates will open around 6:00 pm with graduation ceremonies staring at 8:00 pm. Check schools for exact times.
- Ridgeview will hold graduation offsite at UNF Arena - May 22, 2025 6:00 to 8:00 pm

There will be a mini Incident Management Team (IMT) at the EOC to ensure things run smoothly.

County Manager Wanamaker mentioned the Boaters Skip Day will be Friday, June 6, 2025. Staff will be working that from 6:00 am until 6:00 pm, or later at the EOC with multiple agencies that are planning and preparing to ensure safe and effect response to the event. County Manager Wanamaker thanked Ms. Boucher for her work on the packet regarding the budget workshop, spoke about the success of that workshop, and noted there would be a mini Budget Workshop to be held on June 10, 2025.

COMMISSIONERS' COMMENTS

Commissioners Comments can be seen at www.claycountygov.com/government/clay-county-tv-and-video-archive/BCC Agenda/May 13, 2025, beginning at 1:55:13 and ending at 2:24:55. Below is a summary of the discussion.

Commissioner John Sgromolo thanked staff for their work in organizing Clay Day and mentioned two highlights: Two Clay County firefighters were recognized on the House floor, and CCSO was also recognized. Commissioner Sgromolo welcomed the new Director of Tourism, Mr. Meyer, to the team. Commissioner Sgromolo gave an update regarding TDC and the marketing RFP, and a super majority wanted to move forward. Commissioner Sgromolo spoke about attending the Police Memorial and how impactful it was, and mentioned the poem read by Ansil Lewis and Officer David White's daughter singing Amazing Grace. Commissioner Sgromolo requested clarification regarding minutes for the meeting held at the library regarding Arena Road.

Courtney Grimm, County Attorney, explained that because it is a Town Hall, i.e., open time for anyone to come and obtain information, minutes are not statutorily required; it is not a meeting of the Board, it is a meeting for the public. Commissioner Sgromolo spoke about the importance of public safety. Commissioner Sgromolo thanked staff for their efforts regarding 17 and 220. Commissioner Sgromolo congratulated all the upcoming graduating students and wished them well in the next chapter.

Vice-Chairman Kristen Burke mentioned attending and invited everyone to the Women Build Event, Thursday, May 15, 2025, in 1004 Palmer Street, Green Cove Springs, Florida. Vice-Chairman Burke apologized for missing the Police Memorial due to having to be at the TPO meeting and provided information for the Transportation Improvement Program (TIP) Presentation on Tuesday, May 20, 2025, online. Vice-Chairman Burke mentioned the ribbon cutting ceremony to be held on May 20, 2025, at 10:00 am at Ronnie Van Zant for the completion of the Ronnie Van Zant bulkhead and Erosion Control Project. There will also be a groundbreaking ceremony for the Animal Services on May 27, 2025, at 9:00 am off CR220. Vice-Chairman Burke provided details and information for the opening of SR23, which is in mid-June.

Commissioner Alexandra Compere spoke about being in Tallahassee with the state delegation and the Clay County heroes being recognized. Commissioner Compere spoke about celebrating the National Day of Prayer. Commissioner Compere spoke about the Police Memorial Service and the performance of Amazing Grace by Officer David white's daughter. Commissioner Compere commended Justin Pierce and Parks and Rec for the efforts regarding the Oakleaf Playground and Richard Smith and the Engineering Department regarding Oakleaf Village Parkway and Plantation Oaks Parkway. Commissioner Compere spoke about the Athletics Department Awards Program and the success of Athletes on and off the field, with an average 3.3 GPA. Commissioner Compere spoke about the importance of teamwork in addressing the upcoming budget. Commissioner Compere spoke about complaints received regarding Tynes Boulevard congestion and safety issues because of the schools and asked for staff to look into the issue to see if there is a path forward to mitigate that safety risk.

Commissioner Jim Renninger acknowledged Eric Anderson from The Regional Council, and spoke about the Regional Council Meeting, highlighting the Health Care Coalition and their purchase of evacuation equipment for the hospitals. Commissioner Jim Renninger thanked Clerk of Court and Comptroller, Tara S. Green, for officiating the Police Memorial and said it was an excellent ceremony, and the performance by Officer White's daughter was very moving. Commissioner Jim Renninger spoke about the opening of Spring Street Support Housing, with five rooms in the house to be occupied by homeless veterans. Commissioner Renninger mentioned attending the Sheriff's Net meeting and its success. Commissioner Renninger spoke about the costs of health care and health care provisions, maintaining health in Clay County, and personal performance standards. Commissioner Renninger offered his condolences to Sheriff Cook on the passing of her mother and to Kenny Radwanski's family, who passed a couple of weeks ago. He was a true public servant.

Chairman Betsy Condon expressed her appreciation to Vice-Chairman Kristen Burke for attending the TPO. Chairman Condon provided information regarding a letter received from Florida Commerce stating that the Clay County Comprehensive Plan is in compliance. See Attachment C. Chairman Condon spoke about attending the SBDC Awards luncheon and mentioned takeaways from that luncheon. Chairman Condon provided information from the PSCC meeting that was held on April 25, 2025: 84% of the inmate population are felony offenders - 88 are sentenced inmates and 20 were awaiting transport - it costs roughly $100.00 a day to house an inmate. Chairman Condon spoke about the need for a new jail. Chairman Condon talked about the ribbon cutting in Foxmeadow for the new playground. Chairman Condon mentioned the opening of the Animal Services Center, the memorial wall, and her request to have Paw print bricks for sale. Chairman Condon talked about the interview with This week in Jacksonville, where they will highlight Clay County, which will air on Sunday, June 8, 2025. Chairman Condon spoke about an article she read about a special district and the controls that are given to developers.

Commissioner John Sgromolo mentioned that there had been some events that did not use their full grant so the TDC still has approximately $70,000.00 to get to the end of the budget cycle, so if there is anyone that is holding events where you will be putting heads in beds, reach out to the Tourism Department, we welcome the partnership. Commissioner Sgromolo spoke about the tragic accident in Eagle Harbor where a young lady was struck in the middle of a crosswalk, reminding the community to stay focused when navigating the roadway!

Chairman Condon mentioned the speed study that was done in that area, with over 300 cars that were going over 70 mph in a posted 30 mph zone.

Hearing no further business, Chairman Betsy Condon adjourned the meeting at 6:26 pm.

Attest:

_____	_____
Tara S. Green Clay County Clerk of Court and Comptroller Ex Officio Clerk of the Board	Chairman or Vice-Chairman

Attachment
“A”
Pet Adoptions

Tennille

ANIMAL ID: A0058002866
SEX: Spayed Female

BREED: Medium-sized mixed breed, 3 years old, 64 pounds
Heartworm Negative

LOCATION: Clay County Animal Services

ABOUT: *Love will keep us together...* or at least get us through adoption day! Meet **Tennille**, a 3-year-old soft-hearted beauty with a permanently concerned expression and a passion for people. She's sweet, soulful, and ready to be the leading lady in your life. Tennille enjoys the company of polite pups who like to coexist—but her true love is human attention. Couch cuddles, backyard ballads, and loyalty for life? She's ready. #CaptainNeeded #LoveBoatVibes

claycountygov.com/adopt

Peaches

ANIMAL ID: A0058359790
SEX: Spayed female

BREED: 5 years old; pounds; 42 pounds Heartworm Negative

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Peaches is pure country—like a Sunday afternoon, front porch swingin’, and sweet tea in hand. This hound has a heart as big as a Southern sky and enough goofy charm to keep you smiling all day. Whether she's trottin' through the yard or curled up by your side, Peaches is all about love, loyalty, and a little bit of fun. Come claim your country sweetheart today!

claycountygov.com/adopt

Aladdin

ANIMAL ID: A0058324347
SEX: Neutered Male

BREED: Domestic Medium hair, 5 years old; 10 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Meet Aladdin, a shy but charming 5-year-old cat who's ready to find his own "whole new world." While he may take a little time to warm up, once he feels comfortable, this sweet adventurer will show you his true colors. Aladdin loves to explore his surroundings at his own pace, and he’s looking for a patient, loving home where he can feel safe and secure. With some time and a little magic, he’ll be your loyal companion, ready to share cozy moments and small adventures. If you're looking for a calm, gentle soul to join your family, Aladdin might just be the perfect match!

claycountygov.com/adopt

Tangerine

ANIMAL ID: A008294416
SEX: Spayed Female

BREED: Domestic Short Hair, 4 years old; 9 pounds

LOCATION: CCAS Main Shelter in Green Cove Springs

ABOUT: Introducing Tangerine, the 4-year-old cat who proves that stripes don’t have to match your name to make you fabulous! She’s sweet, she’s sassy, and she’s got the kind of personality that could fill a room (and take over your heart in no time). Think of her as the feline version of a reality TV star—always ready for the spotlight, and never afraid to show you what she’s made of. If you're ready for a cat with big energy and even bigger charm, Tangerine is your girl!

claycountygov.com/adopt

Ready to Meet Your New Best Friend?

Our adoptable animals are waiting to add some extra love and fun to your life. From wagging tails to purring kitties, we've got the perfect companion just for you. 🐶 😺
Want to see who's available? Head over to our website and meet our adorable crew looking for their forever homes.

Got questions? Drop us a line at **Clayadoptions@claycountygov.com** and let's chat!
Don't wait! Your new best friend is just a click away! 🏡 💖

**Pictured: Rosie, A0058225022 who is also looking for a home.*

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

claycountygov.com/adopt

Attachment
“B”
Commission Auditor
BoCC Budget Follow-Up

The following items were asked to provide more information from the Workshop

- DOR Estimate – See Attached Document (#1)
- Portability/Assessments/Exemptions – See Attached Document (#2)
- Fund Reserve List – See Attached Document (#3)
- Firefighters Just in Time (1%) – Station 1 is proposed to be built by Late Summer 2026
- Compare Utilities in North Florida kw/hr - See Attached Document (#4)
- Health Department $$ - Contract - See Attached Document (#5)
- Value solar lighting at fields – Staff is reviewing options
- Moody Park - Funding Walmart – Staff is contacting Walmart to discuss options
- Score Boards – Staff is putting together a comprehensive sponsorship packet to include scoreboards
- Boat Ramps - CIP - OMB & Justin – See Attached Document (#6)
- Risk - Brief Commissioners on ADA – Meetings with Risk completed 5/13
- Outdoor Adventure Park Inspection – Meeting on site has taken place
- History of what we lost on the Regional Park since Air Stream Ventures pulled all the scheduled events – Staff is working on the analysis.
- Tourism Marketing RFQ – Tourism Director has reviewed, Purchasing has issued RFP on 5/9
- ISO Impacts/Model - Staff is engaging with a Subject Matter Expert and will schedule a presentation
- Agenda Item - Flashing Beacons – Agenda item for 5/27
- Medicare v. County Health Insurance – See Attached Document (#7)
- Veteran Exemptions Solid Waste - See Attached Document (#8)
- Station 15 ownership – Must remain a Fire Department use
- Cost impact of 20% increase to Green Cove Electric. – See Attached Document (#9)

Distribution Periods

Tax Type	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
County Gas	74,369.81	78,190.69	76,564.08	82,201.95	69,977.17	71,919.58						
County Gas SFRF												
CST	495,194.90	538,547.15	515,232.27	463,464.97	503,674.67	527,813.03						
Disc Qtrly - Infra/Small	2,357,881.11			2,528,627.16								
Discretionary - Infra/Small	2,158,513.40	2,268,419.83	2,038,895.94	2,426,993.74	2,082,656.69							
Half Cent	1,285,715.19	1,358,928.67	1,202,195.44	1,447,479.41	1,282,664.10							
Half Cent - Medicaid Adj	-263,728.25	-263,728.25	-263,728.25	-263,728.25	-263,728.25							
Half Cent - Net Distribution	1,021,986.94	1,095,200.42	938,467.19	1,183,751.16	1,018,935.85							
Local Opt Gas	308,036.41	322,251.27	324,197.55	338,588.57	281,947.34	290,310.25						
New Local Option Gas	231,832.48	252,575.70	250,171.21	249,116.21	219,912.85	213,381.46						
Ninth Cent	69,080.18	73,535.34	73,528.33	77,435.23	64,723.30	66,939.20						
Pari-Mutuel			55,812.50	55,812.50	55,812.50	55,812.50						
Revenue Sharing	649,056.94	589,948.03	589,948.03	589,948.03	589,948.03	589,948.02						
Revenue Sharing True Up												
Clay County BOCC Total	7,365,952.17	5,218,668.43	4,862,817.10	7,995,939.52	4,887,588.40	1,816,124.04	0.00	0.00	0.00	0.00	0.00	0.00
Running Total	7,365,952.17	12,584,620.60	17,447,437.70	25,443,377.22	30,330,965.62	32,147,089.66	32,147,089.66	32,147,089.66	32,147,089.66	32,147,089.66	32,147,089.66	32,147,089.66
Running Percentage	10.4%	17.8%	24.7%	36.0%	43.0%	45.5%	45.5%	45.5%	45.5%	45.5%	45.5%	45.5%

Tax Type	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24
County Gas	73,659.55	62,719.69	92,213.19	77,882.71	80,203.32	75,488.04	81,920.61	79,225.14	74,515.17	78,167.12	77,500.28	77,978.68
County Gas SFRF												
CST	471,849.39	493,311.22	533,930.22	495,715.49	478,236.51	471,050.89	494,037.18	448,586.38	484,565.93	521,234.83	475,676.65	483,134.89
Disc Qtrly - Infra/Small	2,014,075.39			2,273,321.14			2,577,509.52			2,377,616.02		
Discretionary - Infra/Small	1,997,622.72	1,959,013.31	1,934,116.60	2,241,516.05	2,044,415.54	1,916,327.64	2,379,075.13	2,275,513.52	2,384,177.18	2,327,926.53	2,221,540.16	2,220,313.75
Half Cent	1,216,575.89	1,193,883.32	1,148,603.19	1,308,075.40	1,267,886.18	1,174,382.86	1,472,691.50	1,418,935.51	1,363,823.05	1,402,868.97	1,317,119.06	1,316,329.23
Half Cent - Medicaid Adj	-228,340.08	(228,340.08)	-228,340.08	-228,340.08	-228,340.08	-228,340.08	-228,340.08	-228,340.08	-228,340.08	-263,728.25	-263,728.25	-263,728.25
Half Cent - Net Distribution	988,235.81	965,543.24	920,263.11	1,079,735.32	1,039,546.10	946,042.78	1,244,351.42	1,190,595.43	1,135,482.97	1,139,140.72	1,053,390.81	1,052,600.98
Local Opt Gas	327,648.92	382,741.77	219,837.71	322,239.28	303,066.19	350,083.09	316,686.80	328,094.19	359,318.73	321,584.33	314,799.74	324,003.92
New Local Option Gas	247,232.23	299,308.48	170,341.09	233,237.29	243,060.21	254,173.69	223,631.10	242,385.21	260,653.57	249,137.45	246,119.69	253,009.85
Ninth Cent	72,497.48	88,239.38	49,708.08	72,976.76	70,193.53	78,660.55	72,219.41	75,332.13	80,145.51	73,528.88	71,631.41	73,386.85
Pari-Mutuel			55,812.50	55,812.50	55,812.50	55,812.50						
Revenue Sharing	652,207.65	652,207.64	652,207.65	652,207.64	652,207.65	652,207.64	652,207.65	652,207.64	649,056.94	649,056.95	649,056.94	649,056.95
Revenue Sharing True Up										414,715.16		
Clay County BOCC Total	6,845,029.14	4,903,084.73	4,628,430.15	7,504,644.18	4,966,741.55	4,799,846.82	8,041,638.82	5,291,939.64	5,427,916.00	8,152,107.99	5,109,715.68	5,133,485.87
Running Total	6,845,029.14	11,748,113.87	16,376,544.02	23,881,188.20	28,847,929.75	33,647,776.57	41,689,415.39	46,981,355.03	52,409,271.03	60,561,379.02	65,671,094.70	70,804,580.57
Running Percentage	9.7%	16.6%	23.1%	33.7%	40.7%	47.5%	58.9%	66.4%	74.0%	85.5%	92.7%	100.0%

Statewide Property Value by County

Document 2A

2024

	Real Property		Personal Property		Central Assessment	All Property					
County	**Number of Parcels**	**Just Value**	**Number of Accounts**	**Just Value**	**Just Value**	**Number of Parcels & Accounts**	**Just Value**	**Total Assessed Value**	**Total Exemption Value**	**Total Taxable Value**	% of Value
Glades	11,317	6,110,521,321	1,987	209,990,287	15,601,137	13,304	6,336,112,745	2,193,218,582	1,118,876,594	1,074,341,988	17%
Liberty	6,005	907,907,585	180	161,186,508	917,687	6,185	1,070,011,780	807,138,685	439,116,352	368,022,333	34%
Lafayette	7,442	978,003,844	269	75,691,731		7,711	1,053,695,575	563,051,267	195,137,833	367,913,434	35%
Union	6,980	978,451,869	576	117,552,046		7,556	1,096,003,915	655,680,584	271,973,581	383,707,003	35%
Holmes	14,504	1,484,168,105	1,552	139,010,338	3,967,150	16,056	1,627,145,593	1,026,025,928	376,411,012	649,614,916	40%
Levy	47,454	7,273,625,329	1,990	506,262,464	3,671,373	49,444	7,783,559,166	4,237,944,975	1,091,575,149	3,146,369,826	40%
Jefferson	12,433	2,408,164,458	990	280,635,985	3,233,375	13,423	2,692,033,818	1,505,506,305	391,166,718	1,114,339,587	41%
Dixie	16,528	1,803,319,340	214	122,978,395		16,742	1,926,297,735	1,174,131,945	366,359,110	807,772,835	42%
Hendry	35,854	8,502,388,006	1,848	1,682,811,380	5,355,013	37,702	10,190,554,399	6,421,129,635	2,113,942,925	4,307,186,710	42%
Okeechobee	31,706	7,907,456,647	4,451	2,007,415,290	12,335,449	36,157	9,927,207,386	5,898,979,499	1,677,128,034	4,221,851,465	43%
DeSoto	20,187	5,427,216,427	3,451	792,897,219	4,774,087	23,638	6,224,887,733	3,479,682,351	817,914,954	2,661,767,397	43%
Gilchrist	14,781	2,619,661,568	715	412,094,857		15,496	3,031,756,425	1,727,058,688	414,669,570	1,312,389,118	43%
Gadsden	28,058	4,331,969,150	1,500	826,845,939	8,686,402	29,558	5,167,501,491	3,313,721,163	1,020,333,387	2,293,330,904	44%
Calhoun	13,196	1,074,393,795	395	395,799,655		13,591	1,470,193,450	1,044,021,774	389,362,638	654,659,136	45%
Hardee	15,225	4,731,752,507	2,967	1,179,363,844	9,480,548	18,192	5,920,596,899	3,224,573,352	538,712,429	2,685,860,923	45%
Hamilton	13,170	1,943,967,695	1,132	712,050,584	27,846,812	14,302	2,683,865,091	1,569,074,308	321,961,122	1,247,113,186	46%
Baker	13,116	3,007,732,366	1,420	263,584,522	15,517,162	14,536	3,286,834,050	2,308,142,279	753,502,544	1,554,639,735	47%
Madison	16,429	2,163,653,531	1,473	372,198,327	8,780,039	17,902	2,544,631,897	1,585,441,451	367,932,197	1,217,509,254	48%
Highlands	113,054	15,822,004,438	15,704	860,444,928	35,821,139	128,758	16,718,270,505	10,664,685,367	2,635,321,962	8,029,363,405	48%
Jackson	39,977	4,048,803,615	2,185	577,606,733	28,598,850	42,162	4,655,009,198	3,385,163,223	1,081,193,250	2,303,969,973	49%
Washington	46,454	2,396,266,288	1,149	312,466,936	2,166,427	47,603	2,710,899,651	1,878,256,074	535,540,530	1,342,715,544	50%
Wakulla	26,352	4,312,939,859	1,380	256,638,872		27,732	4,569,578,731	3,398,023,736	1,130,594,305	2,267,429,431	50%
Hernando	118,915	30,581,396,004	8,586	2,125,051,038	12,111,470	127,501	32,718,558,512	22,305,082,697	5,777,231,839	16,527,850,858	51%
Bradford	15,710	2,428,232,528	1,275	343,505,646	19,119,156	16,985	2,790,857,330	1,953,996,796	508,545,159	1,445,451,637	52%
Alachua	108,042	40,367,067,073	10,306	4,345,851,739	34,392,445	118,348	44,747,311,257	35,463,886,820	12,147,342,589	23,316,544,231	52%
Taylor	19,777	2,815,334,833	1,282	957,120,850	2,459,460	21,059	3,774,915,143	2,501,148,808	533,900,515	1,967,248,293	52%
Citrus	147,885	24,157,823,501	7,270	4,034,998,231	1,686,480	155,155	28,194,508,212	19,350,481,829	4,426,135,147	14,924,346,682	53%
Gulf	19,663	6,555,010,216	478	156,056,550	684,330	20,141	6,711,751,096	4,426,598,554	850,026,649	3,576,571,905	53%
Columbia	37,517	7,108,864,228	2,786	968,655,471	15,621,927	40,303	8,093,141,626	6,066,295,558	1,717,055,002	4,349,240,556	54%
Brevard	347,724	112,744,432,760	47,917	12,201,475,724	146,608,523	395,641	125,092,517,007	93,875,265,947	25,915,684,655	67,959,581,292	54%
Putnam	98,363	10,092,469,714	3,559	3,543,364,128	18,642,984	101,922	13,654,476,826	9,630,391,077	2,128,500,942	7,501,890,135	55%
Marion	282,529	58,980,702,791	21,473	2,801,733,095	29,269,418	304,002	61,811,705,304	43,438,520,634	9,441,915,982	33,996,604,652	55%
Clay	**101,833**	**30,801,753,130**	**5,107**	**2,190,700,920**	**17,375,080**	**106,940**	**33,009,829,130**	**24,741,180,783**	**6,188,733,003**	**18,552,447,780**	**56%**

Statewide Property Value by County

Document 2A

2024

	Real Property		Personal Property		Central Assessmen	All Property					
County	**Number of Parcels**	**Just Value**	**Number of Accounts**	**Just Value**	**Just Value**	**Number of Parcels & Accounts**	**Just Value**	**Total Assessed Value**	**Total Exemption Value**	**Total Taxable Value**	% of Value
Saint Lucie	186,379	64,240,349,218	14,444	6,445,735,248	81,634,792	200,823	70,767,719,258	49,638,271,627	9,667,399,448	39,970,872,179	56%
Suwannee	38,773	3,982,996,424	1,108	1,020,358,467	4,320,899	39,881	5,007,675,790	3,617,851,049	781,297,055	2,836,553,994	57%
Franklin	18,510	5,998,117,886	608	100,939,073	716,952	19,118	6,099,773,911	4,675,680,627	1,184,376,928	3,491,303,699	57%
Santa Rosa	119,701	29,236,925,363	7,986	1,114,529,586	4,255,211	127,687	30,355,710,160	23,329,322,470	5,680,127,764	17,649,194,706	58%
Volusia	309,281	99,346,431,942	51,606	5,138,464,349	69,688,025	360,887	104,554,584,316	77,508,854,615	16,562,318,793	60,946,535,822	58%
Leon	112,292	40,805,626,755	12,620	2,613,669,250	6,109,604	124,912	43,425,405,609	37,217,020,294	11,810,431,637	25,406,588,657	59%
Nassau	58,833	26,148,401,285	4,447	1,879,337,761	51,621,095	63,280	28,079,360,141	19,934,136,656	3,422,970,843	16,511,165,813	59%
Pasco	324,386	88,494,919,522	19,322	3,860,812,293	23,235,239	343,708	92,378,967,054	67,461,044,345	13,055,461,697	54,405,582,648	59%
Pinellas	436,614	221,153,732,607	56,738	7,415,414,139	13,545,958	493,352	228,582,692,704	163,850,377,565	28,588,631,798	135,261,745,767	59%
Escambia	171,277	46,264,479,889	13,849	5,022,819,875	33,836,945	185,126	51,321,136,709	41,601,339,496	10,892,500,012	30,708,839,484	60%
Indian River	94,364	47,284,755,595	10,022	1,307,557,308	50,990,963	104,386	48,643,303,866	33,994,066,603	4,708,597,910	29,285,468,693	60%
Charlotte	219,008	51,113,483,408	21,371	1,909,406,404	3,214,895	240,379	53,026,104,707	38,293,197,837	6,300,172,851	31,993,024,986	60%
Martin	97,066	53,044,322,388	11,288	3,791,305,163	104,068,102	108,354	56,939,695,653	39,514,227,827	4,681,124,906	34,833,102,921	61%
Miami-Dade	935,094	745,419,129,920	116,832	23,108,619,496	214,047,318	1,051,926	768,741,796,734	538,647,190,865	65,332,210,901	473,314,979,964	62%
Palm Beach	655,691	498,721,179,218	58,134	15,146,961,932	249,016,352	713,825	514,117,157,502	361,130,036,467	43,351,009,199	317,779,027,268	62%
Flagler	85,715	25,639,111,797	6,223	1,034,213,437	24,611,217	91,938	26,697,936,451	20,329,410,345	3,806,808,384	16,522,601,961	62%
Hillsborough	524,712	255,892,646,090	41,494	14,500,974,270	130,872,997	566,206	270,524,493,357	210,443,865,962	42,012,909,570	168,430,956,392	62%
Lake	205,393	62,038,000,331	33,372	2,614,142,584	5,410,561	238,765	64,657,553,476	49,668,453,253	9,391,632,676	40,275,961,636	62%
Polk	420,842	96,091,007,103	84,427	10,286,661,123	129,393,257	505,269	106,507,061,483	82,212,242,463	15,849,381,847	66,362,860,616	62%
Duval	395,502	157,460,806,088	30,862	16,947,250,544	219,336,517	426,364	174,627,393,149	142,399,971,483	33,300,220,131	109,099,751,352	62%
Lee	558,221	212,330,626,639	80,888	7,150,791,547	5,532,912	639,109	219,486,951,098	159,559,802,143	21,420,814,285	138,138,987,858	63%
Broward	755,595	458,035,155,020	90,095	12,279,633,737	112,111,277	845,690	470,426,900,034	348,003,308,119	51,488,346,833	296,514,961,286	63%
Saint Johns	163,604	82,849,762,295	11,503	2,261,232,775	37,560,861	175,107	85,148,555,931	62,899,921,161	9,031,655,433	53,868,265,728	63%
Monroe	89,782	70,908,935,447	13,008	1,099,785,695		102,790	72,008,721,142	52,685,957,056	6,532,317,487	46,153,639,569	64%
Seminole	180,547	80,137,148,245	13,497	3,447,244,641	12,372,188	194,044	83,596,765,074	63,330,016,436	9,642,413,474	53,687,602,962	64%
Osceola	205,495	76,496,838,519	27,447	3,629,680,397	6,913,311	232,942	80,133,432,227	62,912,104,954	10,458,727,409	52,453,377,545	65%
Manatee	221,654	101,998,559,512	27,521	4,922,378,253	8,591,883	249,175	106,929,529,648	79,726,530,021	9,580,987,379	70,145,542,642	66%
Orange	489,529	312,252,548,967	59,072	19,355,683,980	126,239,185	548,601	331,734,472,132	270,667,257,726	52,126,938,369	218,540,319,357	66%
Sarasota	302,287	150,486,397,900	22,846	3,852,987,857	956,717	325,133	154,340,342,474	119,120,158,824	15,325,103,587	103,795,055,237	67%
Okaloosa	112,907	41,865,803,287	11,526	1,251,236,331	4,540,327	124,433	43,121,579,945	35,470,182,383	6,460,673,709	29,009,508,674	67%
Sumter	96,284	31,283,595,538	2,809	1,594,821,386	17,474,765	99,093	32,895,891,689	26,282,241,851	4,010,995,460	22,271,246,391	68%
Bay	127,223	40,898,319,155	13,397	2,822,227,514	34,804,014	140,620	43,755,350,683	35,783,536,713	6,148,489,990	29,635,046,723	68%
Collier	293,555	219,264,448,968	18,424	3,397,445,196	206,925	311,979	222,662,101,089	165,846,838,261	13,793,169,828	152,053,668,433	68%
Walton	91,910	57,051,180,911	14,258	1,013,578,258	3,678,311	106,168	58,068,437,480	45,690,998,059	3,212,567,104	42,478,430,955	73%
Statewide	**10,946,206**	**4,971,103,197,753**	**1,160,611**	**239,271,940,101**	**2,275,633,498**	**12,106,817**	**5,212,650,771,352**	**3,859,258,916,230**	**637,296,582,375**	**3,221,961,418,042**	62%

Data Extract: November 2024

Type	Name	FY24-FY25 Adopted Operating Expense	FY24-FY25 Adopted Reserves		Notes - Document 3
1. Operating	FD1000 General Fund	$ 140,000,041	$ 23,858,617	17.04%	
1. Operating	FD1001 Transportation Trust Fund	$ 13,692,978	$ 964,021	7.04%	
1. Operating	FD1002 Sheriff - Countywide Fund	$ 53,350,064	$ 1,534,226	2.88%	
1. Operating	FD1007 Law Enforcement Trust Fund	$ -	$ 90,618		
1. Operating	FD1009 Tourism (1st 2nd and 3rd Cent)	$ 2,131,303	$ 3,052,902	143.24%	Future projects/upgrades
1. Operating	FD1012 Free Library Fund	$ 69,600	$ 533,860	767.04%	Future Library Location
1. Operating	FD1015 SHIP Program Fund	$ 1,845,480	$ 4,148,994	224.82%	
1. Operating	FD1022 Unincorporated Municipal Services MSTU Fund	$ 6,471,172	$ 498,220	7.70%	
1. Operating	FD1023 911 - Wireless Fund	$ 1,373,537	$ 1,671,282	121.68%	Future Construction
1. Operating	FD1028 Building Fund	$ 12,203,495	$ 5,523,103	45.26%	Used for Economic Development Building
1. Operating	FD1029 Law Enforcement MSTU Fund	$ 43,581,166	$ 1,543,076	3.54%	
1. Operating	FD1030 Fire Control MSTU Fund	$ 13,824,551	$ 1,080,016	7.81%	
1. Operating	FD1031 Fire Inspection Fund	$ 132,314	$ 133,618	100.99%	
1. Operating	FD1071 Tourism (4th and 6th Cent)	$ 934,238	$ 2,299,469	246.13%	Future projects/upgrades
1. Operating	FD1072 Radio System Towers and Maintenance	$ 439,565	$ 798,937	181.76%	Future Upgrades to System
1. Operating	FD4000 Solid Waste Fund	$ 24,275,297	$ 40,542,200	167.01%	Future Improvements\transfer stations\Hurricane Impacts
1. Operating	FD4001 Universal Collection Fund	$ 16,980,007	$ 3,634,370	21.40%	Hurricane Impacts

Electricity Providers-Residential							
Company	Monthly Fee	Rates/kWh - Tier 1-1000	Rates/kWh - Tier > 1000	Power Cost Adjustment (PCA) or Fuel Rates (adjustable) per kWh	Avg bill using 1000kWh	Comments	
JEA	$ 17.50	$ 0.06846	$ 0.08346	$ 0.03345	$ 135.93	Effective April 1 - 14% increase	Fuel rates adjust and are pass through
	$ 19.25	$ 0.07237	$ 0.08987	$ 0.03417	$ 143.27	Efective October 2025 - 6% increase	Fuel rates adjust and are pass through
City of Green Cove Springs	$ 18.81	$ 0.13531	$ 0.14343	$ -	$ 154.12	Effective June 1, 2025 If approved by City Council May 20 - 14% increase	Uses a PCA per kWh which may fluctuate monthly but not listed on website.
	$ 19.94	$ 0.14072	$ 0.14916	$ -	$ 160.66	Effective October 1, 2025 - 6% increase	Uses a PCA per kWh which may fluctuate monthly but not listed on website.
FPL	$ 10.92	$ 0.08185	$ 0.09185	0.02408/0.03408	$ 142.37	Proposed Jan 1, 2026	Uses a tiered fuel surcharge
	$ 11.72	$ 0.08810	$ 0.09810		$ 148.29	Proposed Jan 1, 2027	Proposed rate increase for 26, 27, 28, & 29
Clay Electric	$ 34.00	$ 0.0820	$ 0.0913	$ 0.0160	$ 139.90	Uses a PCA per kWh which may fluctuate monthly	Non Profit - Members receive electricity at cost. Purchases from wholesale power provider Seminole Electric
Beaches Energy	$ 4.50	$ 0.09124		$ 0.02405	$ 95.74	Uses a PCA per kWh which may fluctuate monthly	Serves more than 35,000 customers in Jax Beach, Neptune Beach, Ponte Vedra, & Palm Valley

Electric Usage - Green Cove Springs			Document 9
		FY25 w/o Increase:	1,493,668.02
		FY25 w/increase:	1,561,175.28
		Impact of 14% for the remaining 3 Months	67,507.26
Start 6% Increase + Full Year 14%		Total FY26:	1,792,401.62
		Impact of both increases (20%):	231,226.34

Document 6

Project	Grant	Fund	Cost Center	Spend Category	Budget Amount
PRJ100568 Boating Improvements Projects (Placeholder)	(Blank)	FD1003 Florida Boating Improvement Fund	CC1189 Florida Boating Improvement	Infrastructure (563000)	805,766.00
PRJ100568 Boating Improvements Projects (Placeholder)	(Blank)	FD1003 Florida Boating Improvement Fund	CC1189 Florida Boating Improvement	Repairs and Maintenance (546100)	200,000.00
PRJ100717 Lake Brooklyn Site Improvements	(Blank)	FD1003 Florida Boating Improvement Fund	CC1189 Florida Boating Improvement	Infrastructure (563000)	175,000.00
PRJ100718 Lake Geneva Site Improvements	(Blank)	FD1003 Florida Boating Improvement Fund	CC1189 Florida Boating Improvement	Infrastructure (563000)	200,000.00
(Blank)	(Blank)	FD1003 Florida Boating Improvement Fund	CC9999 All Reserve Roll Up	Reserve - Cash Balance (599200)	118,944.00
(Blank)	(Blank)	FD1003 Florida Boating Improvement Fund	CC9999 All Reserve Roll Up	Reserve - Contingency (599100)	138,076.00
					1,637,786.00

CONTRACT BETWEEN CLAY COUNTY BOARD OF COUNTY COMMISSIONERS AND STATE OF FLORIDA DEPARTMENT OF HEALTH FOR OPERATION OF THE CLAY COUNTY HEALTH DEPARTMENT CONTRACT YEAR 2024-2025

This contract is made and entered into between the State of Florida, Department of Health ("State"), and the Clay County Board of County Commissioners ("County"), through their undersigned authorities, effective October 1, 2024. State and County are jointly referred to as the "parties".

RECITALS

A. Pursuant to Chapter 154, Florida Statutes, the intent of the legislature is to "promote, protect, maintain, and improve the health and safety of all citizens and visitors of this state through a system of coordinated county health department services."

B. County Health Departments were created throughout Florida to satisfy this legislative intent through the "promotion of the public's health, the control and eradication of preventable diseases, and the provision of primary health care for special populations."

C. Clay County Health Department ("CHD") is one of the created County Health Departments.

D. It is necessary for the parties hereto to enter into this contract to ensure coordination between the State and the County in the operation of the CHD.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. RECITALS. The parties mutually agree that the foregoing recitals are true and correct and incorporated herein by reference.

2. TERM. The parties mutually agree that this contract shall be effective from October 1, 2024, through September 30, 2025, or until a written contract replacing this contract is entered into between the parties, whichever is later, unless this contract is otherwise terminated according to the termination provisions outlined in paragraph 8. below.

3. SERVICES MAINTAINED BY THE CHD. The parties mutually agree that the CHD shall provide those services as outlined in Part III of Attachment II hereof, to maintain the following three levels of service pursuant to section 154.01(2), Florida Statutes, as defined below:

a. "Environmental health services" are those services that are organized and operated to protect the health of the general public by monitoring and regulating activities in the environment that may contribute to the occurrence or transmission of disease. Environmental health services shall be supported by available federal, state, and local funds and shall include

those services mandated on a state or federal level. Examples of environmental health services include but are not limited to, food hygiene, safe drinking water supply, sewage, and solid waste disposal, swimming pools, group care facilities, migrant labor camps, toxic material control, radiological health, and occupational health.

b. "Communicable disease control services" are those services that protect the health of the general public through the detection, control, and eradication of diseases that are transmitted primarily by human beings. Communicable disease services shall be supported by available federal, state, and local funds and shall include those services mandated on a state or federal level. Such services include, but are not limited to, epidemiology, sexually transmissible disease detection and control, HIV/AIDS, immunization, tuberculosis control, and maintenance of vital statistics.

c. "Primary care services" are acute care and preventive services that are made available to well and sick persons who are unable to obtain such services due to lack of income or other barriers beyond their control. These services are provided to benefit individuals, improve the collective health of the public, and prevent and control the spread of disease. Primary health care services are provided at home, in group settings, or in clinics. These services shall be supported by available federal, state, and local funds and shall include services mandated on a state or federal level. Examples of primary health care services include but are not limited to first contact acute care services; chronic disease detection and treatment; maternal and child health services; family planning; nutrition; school health; supplemental food assistance for women, infants, and children; home health; and dental services.

4. FUNDING. The parties further agree that funding for the CHD will be handled as follows:

a. The funding to be provided by the parties and any other sources is outlined in Part II of Attachment II hereof. This funding will be used as shown in Part I of Attachment II.

i. The State's appropriated responsibility *(direct contribution excluding any state fees, Medicaid contributions, or any other funds not listed on the Schedule C)* as provided in Attachment II, Part II is an amount not to exceed $ 5,024,520 *(State General Revenue, State Funds, Other State Funds and Federal Funds listed on the Schedule C)*. The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

ii. The County's appropriated responsibility *(direct contribution excluding any fees, other cash, or local contributions)* as provided in Attachment II, Part II is an amount not to exceed $ 1,059,097 *(amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment)*.

b. Overall expenditures will not exceed available funding or budget authority, whichever is less, (either the current year or from surplus trust funds) in any service category. Unless requested otherwise, any surplus at the end of the term of this contract in the County Health Department Trust Fund that is attributed to the CHD shall be carried forward to the next contract period.

c. Either party may establish service fees as allowed by law to fund activities of the CHD. Where applicable, such fees shall be automatically adjusted to at least the Medicaid fee schedule.

d. Either party may increase or decrease funding of this contract during the term hereof by notifying the other party in writing of the amount and purpose for the change in funding. If the State initiates the increase or decrease, the CHD will revise Attachment II and send a copy of the revised pages to the County and the State's Office of Budget and Revenue Management. If the County initiates the increase or decrease, the County shall notify the CHD in writing. The CHD will then revise Attachment II and send a copy of the revised pages to the State's Office of Budget and Revenue Management.

e. The name and address of the official payee to whom payments shall be made is:

County Health Department Trust Fund
Clay County Health Department
P.O. Box 578
Green Cove Springs, FL 32043

5. CHD DIRECTOR or ADMINISTRATOR. Both parties agree the director or administrator of the CHD shall be a State employee or under contract with the State and will be under the day-to-day direction of the State's Deputy Secretary for County Health Systems. The director or administrator shall be selected by the State with the concurrence of the County. The director or administrator of the CHD shall ensure that non-categorical sources of funding are used to fulfill public health priorities in the community and the Long-Range Program Plan.

6. ADMINISTRATIVE POLICIES AND PROCEDURES. The parties hereto agree that the following standards should apply in the operation of the CHD:

a. The CHD and its personnel shall follow all State policies and procedures, except to the extent permitted for the use of County purchasing procedures as outlined in subparagraph b., below. All CHD employees shall be State or State-contract personnel subject to State personnel laws, rules, and procedures. Employees will report time in the Health Management System compatible format by program component as specified by the State.

b. The CHD shall comply with all applicable provisions of federal and state laws and regulations relating to its operation with the exception that the use of County purchasing procedures shall be allowed when it will result in a better price or service and no statewide purchasing contract has been implemented for those goods or services. In such cases, the CHD director or administrator must sign a justification, therefore, and all County purchasing procedures must be followed in their entirety, and such compliance shall be documented. Such justification and compliance documentation shall be maintained by the CHD following the terms of this contract. State procedures must be followed for all leases on facilities not enumerated in Attachment IV.

c. The CHD shall maintain books, records, and documents following the Generally Accepted Accounting Principles, as promulgated by the Governmental Accounting Standards Board, and the requirements of federal or state law. These records shall be maintained as

required by the State's Policies and Procedures for Records Management and shall be open for inspection at any time by the parties and the public, except for those records that are not otherwise subject to disclosure as provided by law which is subject to the confidentiality provisions of paragraphs 6.i. and 6.k., below. Books, records, and documents must be adequate to allow the CHD to comply with the following reporting requirements:

i. The revenue and expenditure requirements in the Florida Accounting Information Resource System; and

ii. The client registration and services reporting requirements of the minimum data set as specified in the most current version of the Client Information System/Health Management Component Pamphlet; and

iii. Financial procedures specified in the State's Accounting Procedures Manuals, Accounting memoranda, and Comptroller's memoranda; and

iv. The CHD is responsible for assuring that all contracts with service providers include provisions that all subcontracted services be reported to the CHD in a manner consistent with the client registration and service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Pamphlet.

d. All funds for the CHD shall be deposited in the County Health Department Trust Fund maintained by the state treasurer. These funds shall be accounted for separately from funds deposited for other CHDs and shall be used only for public health purposes in Clay County.

e. That any surplus or deficit funds, including fees or accrued interest, remaining in the County Health Department Trust Fund account at the end of the contract year shall be credited or debited to the State or County, as appropriate, based on the funds contributed by each and the expenditures incurred by each. Expenditures will be charged to the program accounts by State and County based on the ratio of planned expenditures in this contract and funding from all sources is credited to the program accounts by State and County. The equity share of any surplus or deficit funds accruing to the State and County is determined each month and at the contract year-end. Surplus funds may be applied toward the funding requirements of each party in the following year. However, in each such case, all surplus funds, including fees and accrued interest, shall remain in the trust fund until accounted for in a manner that clearly illustrates the amount which has been credited to each party. The planned use of surplus funds shall be reflected in Attachment II, Part I of this contract, with special capital projects explained in Attachment V.

f. There shall be no transfer of funds between the three levels of services without a contract amendment unless the CHD director or administrator determines that an emergency exists wherein a time delay would endanger the public's health and the State's Deputy Secretary for County Health Systems have approved the transfer. The State's Deputy Secretary for County Health Systems shall forward written evidence of this approval to the CHD within 30 days after an emergency transfer.

g. The CHD may execute subcontracts for services necessary to enable the CHD to carry out the programs specified in this contract. Any such subcontract shall include all aforementioned audit and record-keeping requirements.

h. At the request of either party, an audit may be conducted by an independent certified public accountant on the financial records of the CHD, and the results made available to the parties within 180 days after the close of the CHD fiscal year. This audit will follow requirements contained in OMB Circular A-133, as revised, and may be in conjunction with audits performed by the County government. If audit exceptions are found, then the director or administrator of the CHD will prepare a corrective action plan and a copy of that plan and monthly status reports will be furnished to the contract managers for the parties.

i. The CHD shall not use or disclose any information concerning a recipient of services except as allowed by federal or state law or policy.

j. The CHD shall retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for five years after termination of this contract. If an audit has been initiated and audit findings have not been resolved at the end of five years, the records shall be retained until the resolution of the audit findings.

k. The CHD shall maintain the confidentiality of all data, files, and records that are confidential under the law or are otherwise exempted from disclosure as a public record under Florida law. The CHD shall implement procedures to ensure the protection and confidentiality of all such records and shall comply with sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes, and all other state and federal laws regarding confidentiality. All confidentiality procedures implemented by the CHD shall be consistent with the State's Information Security Policies, Protocols, and Procedures. The CHD shall further adhere to any amendments to the State's security requirements and shall comply with any applicable professional standards of practice concerning client confidentiality.

l. The CHD shall abide by all State policies and procedures, which by this reference are incorporated herein as standards to be followed by the CHD.

m. The CHD shall establish a system through which applicants for services and current clients may present grievances over denial, modification, or termination of services. The CHD will advise applicants of the right to appeal a denial or exclusion from services, of failure to take account of a client's choice of service, and right to a fair hearing to the final governing authority of the CHD. Specific references to existing laws, rules, or program manuals are included in Attachment I of this contract.

n. The CHD shall comply with the provisions contained in the Civil Rights Compliance and Non-Discrimination Certificate, hereby incorporated into this contract as Attachment III.

o. The CHD shall submit quarterly reports to the County that shall include at least the following:

i. The DE385L1 Contract Management Variance Report and the DE580L1 Analysis of Fund Equities Report; and

ii. A written explanation to the County of service variances reflected in the year-end DE385L1 report if the variance exceeds or falls below 25 percent of the planned expenditure amount for the contract year. However, if the amount of the service-specific variance between actual and planned expenditures does not exceed three percent of the total planned expenditures for the level of service in which the type of service is included, a variance explanation is not required. A copy of the written explanation shall be sent to the State's Office of Budget and Revenue Management.

p. The dates for the submission of quarterly reports to the County shall be as follows unless the generation and distribution of reports are delayed due to circumstances beyond the CHD's control:

i. March 1, 2025, for the reporting period of October 1, 2024, through December 31, 2024; and

ii. June 1, 2025, for the reporting period of October 1, 2024, through March 31, 2025; and

iii. September 1, 2025, for the reporting period of October 1, 2024 through June 30, 2025; and

iv. December 1, 2025, for the reporting period of October 1, 2024 through September 30, 2025.

7. FACILITIES AND EQUIPMENT. The parties mutually agree that:

a. CHD facilities shall be provided as specified in Attachment IV to this contract and the County shall own the facilities used by the CHD unless otherwise provided in Attachment IV.

b. The County shall ensure adequate fire and casualty insurance coverage for County-owned CHD offices and buildings and all furnishings and equipment in CHD offices through either a self-insurance program or insurance purchased by the County.

c. All vehicles will be transferred to the ownership of the County and registered as County vehicles. The County shall ensure insurance coverage for these vehicles is available through either a self-insurance program or insurance purchased by the County. All vehicles will be used solely for CHD operations. Vehicles purchased through the County Health Department Trust Fund shall be sold at fair market value when they are no longer needed by the CHD and the proceeds returned to the County Health Department Trust Fund.

8. TERMINATION.

a. Termination at Will. This contract may be terminated by either party without cause upon no less than 180 calendar days' notice in writing to the other party unless a lesser time is mutually agreed upon in writing by both parties.

b. Termination Because of Lack of Funds. In the event funds to finance this contract become unavailable, either party may terminate this contract upon no less than 24 hours' notice.

c. Termination for Breach. This contract may be terminated by either party for a material breach of an obligation hereunder, upon no less than 30 days' notice. Waiver of a breach of any provisions of this contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this contract.

9. MISCELLANEOUS. The parties further agree:

a. Availability of Funds. If this contract, any renewal hereof, or any term, performance, or payment hereunder, extends beyond the CHD fiscal year beginning July 1, 2024, it is agreed that the performance and payment under this contract are contingent upon an annual appropriation by the Legislature, under section 287.0582, Florida Statutes.

b. Contract Managers. The name and addresses of the contract managers for the parties under this contract are as follows:

For the State:	For the County:
Amy G. Alvarado, Asst CHD Director	Karen Smith, Director A&CS
Title	Title
P. O. Box 578	P. O. Box 1366
Green Cove Springs, FL 32043	Green Cove Springs, FL 32043
Address	Address
amy.alvarado@flhealth.gov	karen.thomas@claycountygov.com
Email Address	Email Address
(904) 529-2811	(904) 278-3735
Telephone	Telephone

If different contract managers are designated after the execution of this contract, the name, address, email address, and telephone number of the new representative shall be furnished in writing to the other parties and attached to the originals of this contract.

c. Captions. The captions and headings contained in this contract are for the convenience of the parties only and do not in any way modify, amplify, or give additional notice of the provisions hereof.

d. Notices. Any notices provided under this contract must be delivered by certified mail, return receipt requested, in person with proof of delivery, or by email to the email address of the respective party identified in Section 9.b., above.

In WITNESS THEREOF, the parties hereto have caused this eight page contract, with its attachments as referenced, including Attachment I (two pages), Attachment II (six pages), Attachment III (one page), Attachment IV (one page), and Attachment V (one page), to be executed by their undersigned officials as duly authorized effective the 1st day of October 2024.

BOARD OF COUNTY COMMISSIONERS FOR CLAY COUNTY

SIGNED BY: Jim Renninger

NAME: Jim Renninger

TITLE: Chairman

DATE: 9/24/2024

STATE OF FLORIDA DEPARTMENT OF HEALTH

SIGNED BY: for

NAME: Joseph A. Ladapo, M.D., Ph.D.

TITLE: State Surgeon General

DATE: 11-21-24

ATTESTED TO:

SIGNED BY: Tara S. Green

NAME: Tara S. Green

TITLE: Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

DATE: 9/24/2024

SIGNED BY: Huffman

NAME: Heather Huffman

TITLE: CHD Health Officer & Administrator

DATE: 10/16/2024

ATTACHMENT I

CLAY COUNTY HEALTH DEPARTMENT

PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the Personal Health Coding Pamphlet (DHP 50-20), Environmental Health Coding Pamphlet (DHP 50-21) and FLAIR requirements because of federal or state law, regulation or rule. If a county health department is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below:

	Service	Requirement
1.	Sexually Transmitted Disease Program	Requirements as specified in F.A.C. 64D-3, F.S. 381 and F.S. 384.
2.	Dental Health	Periodic financial and programmatic reports as specified by the program office.
3.	Special Supplemental Nutrition Program for Women, Infants and Children (including the WIC Breastfeeding Peer Counseling Program)	Service documentation and monthly financial reports as specified in DHM 150-24* and all federal, state and county requirements detailed in program manuals and published procedures.
4.	Healthy Start/ Improved Pregnancy Outcome	Requirements as specified in the 2007 Healthy Start Standards and Guidelines and as specified by the Healthy Start Coalitions in contract with each county health department.
5.	Family Planning	Requirements as specified in Public Law 91-572, 42 U.S.C. 300, et seq., 42 CFR part 59, subpart A, 45 CFR parts 74 & 92, 2 CFR 215 (OMB Circular A-110) OMB Circular A-102, F.S. 381.0051, F.A.C. 64F-7, F.A.C. 64F-16, and F.A.C. 64F-19. Requirements and Guidance as specified in the Program Requirements for Title X Funded Family Planning Projects (Title X Requirements)(2014) and the Providing Quality Family Planning Services (QFP): Recommendations of CDC and the U.S. Office of Population Affairs published on the Office of Population Affairs website. Programmatic annual reports as specified by the program office as specified in the annual programmatic Scope of Work for Family Planning and Maternal Child Health Services, including the Family Planning Annual Report (FPAR), and other minimum guidelines as specified by the Policy Web Technical Assistance Guidelines.
6.	Immunization	Periodic reports as specified by the department pertaining to immunization levels in kindergarten and/or seventh grade pursuant to instructions contained in the Immunization Guidelines-Florida Schools, Childcare Facilities and Family Daycare Homes (DH Form 150-615) and Rule 64D-3.046, F.A.C. In addition, periodic reports as specified by the department pertaining to the surveillance/investigation of reportable vaccine-preventable diseases, adverse events, vaccine accountability, and assessment of immunization

ATTACHMENT I (Continued)

		levels as documented in Florida SHOTS and supported by CHD Guidebook policies and technical assistance guidance.
7.	Environmental Health	Requirements as specified in Environmental Health Programs Manual 150-4* and DHP 50-21*
8.	HIV/AIDS Program	Requirements as specified in F.S. 384.25 and F.A.C. 64D-3.030 and 64D-3.031. Case reporting should be on Adult HIV/AIDS Confidential Case Report CDC Form DH2139 and Pediatric HIV/AIDS Confidential Case Report CDC Form DH2140. Requirements as specified in F.A.C. 64D-2 and 64D-3, F.S. 381 and F.S. 384. Socio-demographic and risk data on persons tested for HIV in CHD clinics should be reported on Lab Request DH Form 1628 in accordance with the Forms Instruction Guide. Requirements for the HIV/AIDS Patient Care programs are found in the Patient Care Contract Administrative Guidelines.
9.	School Health Services	Requirements as specified in the Florida School Health Administrative Guidelines (May 2012). Requirements as specified in F.S. 381.0056, F.S. 381.0057, F.S. 402.3026 and F.A.C. 64F-6.
10.	Tuberculosis	Tuberculosis Program Requirements as specified in F.A.C. 64D-3 and F.S. 392.
11.	General Communicable Disease Control	Carry out surveillance for reportable communicable and other acute diseases, detect outbreaks, respond to individual cases of reportable diseases, investigate outbreaks, and carry out communication and quality assurance functions, as specified in F.A.C. 64D-3, F.S. 381, F.S. 384 and the CHD Epidemiology Guide to Surveillance and Investigations.
12.	Refugee Health Program	Programmatic and financial requirements as specified by the program office.

*or the subsequent replacement if adopted during the contract period.

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES

		Estimated State Share of CHD Trust Fund Balance	Estimated Count Share of CHD Tru Fund Balanc
1.	CHD Trust Fund Ending Balance 09/30/24	0	98626
2.	Drawdown for Contract Year October 1, 2024 to September 30, 2025	0	-26967
3.	Special Capital Project use for Contract Year October 1, 2024 to September 30, 2025	0	-22107
4.	Balance Reserved for Contingency Fund October 1, 2024 to September 30, 2025	0	49551

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mc

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2024 to September 30, 2025

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE						
015040	AIDS PREVENTION & SURVEILLANCE - GENERAL REVENUE	24,288	0	24,288	0	24,288
015040	CHD - TB COMMUNITY PROGRAM	43,787	0	43,787	0	43,787
015040	FAMILY PLANNING GENERAL REVENUE	73,550	0	73,550	0	73,550
015040	PRIMARY CARE PROGRAM	174,754	0	174,754	0	174,754
015040	RACIAL & ETHNIC DISPARITIES - CHD EXPENSES	52,000	0	52,000	0	52,000
015040	SCHOOL HEALTH SERVICES	264,786	0	264,786	0	264,786
015050	CHD GENERAL REVENUE NON-CATEGORICAL	1,777,219	0	1,777,219	0	1,777,219
GENERAL REVENUE TOTAL		2,410,384	0	2,410,384	0	2,410,384
2. NON GENERAL REVENUE - STATE						
015010	ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	9,082	0	9,082	0	9,082
015010	TOBACCO STATE & COMMUNITY HEALTHY BABY	10,000	0	10,000	0	10,000
NON GENERAL REVENUE TOTAL		19,082	0	19,082	0	19,082
3. FEDERAL FUNDS - STATE						
007000	AIDS DRUG ASSISTANCE PROGRAM ADMIN HQ	121,668	0	121,668	0	121,668
007000	WIC BREASTFEEDING PEER COUNSELING PROG	61,560	0	61,560	0	61,560
007000	COMPREHENSIVE COMMUNITY CARDIO - PHBG	35,006	0	35,006	0	35,006
007000	ELC COVID ENHANCED DETECTION EXPANSION GRANT	56,621	0	56,621	0	56,621
007000	ELC COVID HAI/AR	10,008	0	10,008	0	10,008
007000	ELCCOVID NURSING HOME & LTC FACILITY STRIKE TEAM	2,781	0	2,781	0	2,781
007000	ELC COVID OTHER & LONG TERM CARE FAC STRIKE TEAM	6,135	0	6,135	0	6,135
007000	FAMILY PLANNING TITLE X - GRANT	98,100	0	98,100	0	98,100
007000	HEALTH DISPARITIES GRANT COVID-19	904	0	904	0	904
007000	PUBLIC HLTH INFRASTRUCTURE & WORKFORCE/CENTRAL I	175,654	0	175,654	0	175,654
007000	IMMUNIZATION & VACCINES CHILDREN COVID 19 RESPON	150,864	0	150,864	0	150,864
007000	IMMUNIZATION & VFC COVID RESPONSE FOR VACCINES	2,547	0	2,547	0	2,547
007000	INFANT MORTALITY	12,781	0	12,781	0	12,781
007000	IMMUNIZATION ACTION PLAN	36,965	0	36,965	0	36,965
007000	MCH SPECIAL PROJECT PRAMS	12,781	0	12,781	0	12,781
007000	OVERDOSE TO ACTION - PREVENTION	74,331	0	74,331	0	74,331
007000	BASE COMMUNITY PREPAREDNESS CAPABILITY	131,723	0	131,723	0	131,723
007000	BASE PUB HLTH SURVEILLANCE & EPI INVESTIGATION	127,360	0	127,360	0	127,360
007000	POOL SAFELY GRANT PROGRAM	4,121	0	4,121	0	4,121
007000	RYAN WHITE TITLE II GRANT/CHD CONSORTIUM	176,114	0	176,114	0	176,114
007000	WIC PROGRAM ADMINISTRATION	1,172,735	0	1,172,735	0	1,172,735
015075	SCHOOL HEALTH SERVICES	124,295	0	124,295	0	124,295
FEDERAL FUNDS TOTAL		2,595,054	0	2,595,054	0	2,595,054
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE						
001020	CHD STATEWIDE ENVIRONMENTAL FEES	109,282	0	109,282	0	109,282
001092	ON SITE SEWAGE DISPOSAL PERMIT FEES	160,000	0	160,000	0	160,000
001092	CHD STATEWIDE ENVIRONMENTAL FEES	4,297	0	4,297	0	4,297
001206	ON SITE SEWAGE DISPOSAL PERMIT FEES	13,609	0	13,609	0	13,609
001206	SANITATION CERTIFICATES (FOOD INSPECTION)	2,641	0	2,641	0	2,641
001206	SEPTIC TANK RESEARCH SURCHARGE	1,315	0	1,315	0	1,315

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2024 to September 30, 2025

		State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001206	PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	1,488	0	1,488	0	1,488
001206	DRINKING WATER PROGRAM OPERATIONS	689	0	689	0	689
001206	REGULATION OF BODY PIERCING SALONS	45	0	45	0	45
001206	TANNING FACILITIES	433	0	433	0	433
001206	ONSITE SEWAGE TRAINING CENTER	1,141	0	1,141	0	1,141
001206	TATTO PROGRAM ENVIRONMENTAL HEALTH	1,354	0	1,354	0	1,354
001206	MOBILE HOME & RV PARK FEES	542	0	542	0	542
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL		296,836	0	296,836	0	296,836
5. OTHER CASH CONTRIBUTIONS - STATE:						
031005	GENERAL CLINIC RABIES SERVICES & DRUG PURCHASES	3,755	0	3,755	0	3,755
090001	DRAW DOWN FROM PUBLIC HEALTH UNIT	0	0	0	0	0
OTHER CASH CONTRIBUTION TOTAL		3,755	0	3,755	0	3,755
6. MEDICAID - STATE/COUNTY:						
001057	CHD CLINIC FEES	0	78,100	78,100	0	78,100
MEDICAID TOTAL		0	78,100	78,100	0	78,100
7. ALLOCABLE REVENUE - STATE:						
		0	0	0	0	0
ALLOCABLE REVENUE TOTAL		0	0	0	0	0
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE						
	ADAP	0	0	0	274,474	274,474
	PHARMACY DRUG PROGRAM	0	0	0	3,708	3,708
	WIC PROGRAM	0	0	0	4,119,454	4,119,454
	BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	24,774	24,774
	IMMUNIZATIONS	0	0	0	591,443	591,443
OTHER STATE CONTRIBUTIONS TOTAL		0	0	0	5,013,853	5,013,853
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT						
008005	CHD LOCAL REVENUE & EXPENDITURES	0	1,059,097	1,059,097	0	1,059,097
DIRECT COUNTY CONTRIBUTIONS TOTAL		0	1,059,097	1,059,097	0	1,059,097
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY						
001077	CHD CLINIC FEES	0	108,700	108,700	0	108,700
001094	CHD LOCAL ENVIRONMENTAL FEES	0	122,285	122,285	0	122,285
001110	VITAL STATISTICS CERTIFIED RECORDS	0	230,000	230,000	0	230,000
FEES AUTHORIZED BY COUNTY TOTAL		0	460,985	460,985	0	460,985
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY						
001029	CHD CLINIC FEES	0	1,070	1,070	0	1,070
010500	CHD CLINIC FEES	0	600	600	0	600
010500	CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	6,795	6,795	0	6,795
090002	DRAW DOWN FROM PUBLIC HEALTH UNIT	0	269,670	269,670	0	269,670
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL		0	278,135	278,135	0	278,135
12. ALLOCABLE REVENUE - COUNTY						
		0	0	0	0	0

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2024 to September 30, 2025

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
COUNTY ALLOCABLE REVENUE TOTAL	0	0	0	0	0
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	522,650	522,650
OTHER (Specify)	0	0	0	0	0
UTILITIES	0	0	0	0	0
BUILDING MAINTENANCE	0	0	0	2,400	2,400
GROUNDS MAINTENANCE	0	0	0	8,000	8,000
INSURANCE	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	533,050	533,050
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	7,000	7,000
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	7,000	7,000
GRAND TOTAL CHD PROGRAM	5,325,111	1,876,317	7,201,428	5,553,903	12,755,331

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2024 to September 30, 2025

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan 1st	2nd	3rd	4th	State	County	Grand Total
				(Whole dollars only)						
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	4.98	3,548	4,548	110,537	94,752	110,537	96,318	267,238	144,906	412,144
SEXUALLY TRANS. DIS. (102)	4.94	635	947	119,066	102,063	119,066	103,750	0	443,945	443,945
HIV/AIDS PREVENTION (03A1)	0.01	0	0	341	292	341	297	0	1,271	1,271
HIV/AIDS SURVEILLANCE (03A2)	0.94	0	61	18,956	16,249	18,956	16,516	70,677	0	70,677
HIV/AIDS PATIENT CARE (03A3)	2.47	342	485	68,328	58,570	68,328	59,539	254,765	0	254,765
ADAP (03A4)	1.75	175	183	44,283	37,959	44,283	38,586	165,111	0	165,111
TUBERCULOSIS (104)	1.77	302	724	49,851	42,732	49,851	43,440	43,787	142,087	185,874
COMM. DIS. SURV. (106)	5.85	0	1,322	119,313	102,275	119,313	103,965	444,866	0	444,866
HEPATITIS (109)	0.04	116	116	959	822	959	837	0	3,577	3,577
PREPAREDNESS AND RESPONSE (116)	3.24	0	0	76,543	65,612	76,543	66,697	285,395	0	285,395
REFUGEE HEALTH (118)	0.00	0	0	0	0	0	0	0	0	0
VITAL RECORDS (180)	1.67	6,957	25,017	38,229	32,770	38,229	33,313	0	142,541	142,541
COMMUNICABLE DISEASE SUBTOTAL	27.66	12,075	33,403	646,406	554,096	646,406	563,258	1,531,839	878,327	2,410,166
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	0.98	0	147	27,175	23,294	27,175	23,679	101,323	0	101,323
WIC (21W1)	16.09	7,354	47,788	436,677	374,318	436,677	380,504	1,628,176	0	1,628,176
TOBACCO USE INTERVENTION (212)	0.00	0	0	2,682	2,299	2,682	2,337	10,000	0	10,000
WIC BREASTFEEDING PEER COUNSELING (21W2)	3.17	0	6,768	54,146	46,414	54,146	47,182	201,888	0	201,888
FAMILY PLANNING (223)	3.98	645	1,106	98,333	84,291	98,333	85,684	171,650	194,991	366,641
IMPROVED PREGNANCY OUTCOME (225)	0.38	0	0	9,859	8,451	9,859	8,591	36,760	0	36,760
HEALTHY START PRENATAL (227)	0.00	0	0	0	0	0	0	0	0	0
COMPREHENSIVE CHILD HEALTH (229)	2.57	1,150	1,225	65,625	56,254	65,625	57,183	0	244,687	244,687
HEALTHY START CHILD (231)	0.00	0	0	0	0	0	0	0	0	0
SCHOOL HEALTH (234)	6.08	0	548,670	152,193	130,459	152,193	132,614	429,911	137,548	567,459
COMPREHENSIVE ADULT HEALTH (237)	1.69	209	326	36,788	31,534	36,788	32,056	135,537	1,629	137,166
COMMUNITY HEALTH DEVELOPMENT (238)	7.86	0	76	200,323	171,716	200,323	174,554	746,916	0	746,916
DENTAL HEALTH (240)	0.00	0	0	0	0	0	0	0	0	0
PRIMARY CARE SUBTOTAL	42.80	9,358	606,106	1,083,801	929,030	1,083,801	944,384	3,462,161	578,855	4,041,016
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.00	0	0	0	0	0	0	0	0	0
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.31	78	284	9,388	8,047	9,388	8,179	8,072	26,930	35,002
PUBLIC WATER SYSTEM (358)	0.02	0	0	526	451	526	460	0	1,963	1,963
PRIVATE WATER SYSTEM (359)	0.18	77	794	5,271	4,518	5,271	4,592	1,006	18,646	19,652
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	3.95	1,088	1,552	104,782	89,819	104,782	91,303	160,000	230,686	390,686
Group Total	4.46	1,243	2,630	119,967	102,835	119,967	104,534	169,078	278,225	447,303
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.32	146	63	7,902	6,773	7,902	6,885	29,462	0	29,462
FOOD HYGIENE (348)	0.68	145	398	17,851	15,302	17,851	15,555	25,100	41,459	66,559
BODY PIERCING FACILITIES SERVICES (349)	0.05	4	6	1,343	1,152	1,343	1,171	5,009	0	5,009
GROUP CARE FACILITY (351)	0.13	92	93	3,487	2,989	3,487	3,038	0	13,001	13,001

ATTACHMENT II

CLAY COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2024 to September 30, 2025

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan 1st	2nd	3rd	4th	State	County	Grand Total
				(Whole dollars only)						
MIGRANT LABOR CAMP (352)	0.03	2	11	1,047	898	1,047	912	3,904	0	3,904
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0
MOBILE HOME AND PARK (354)	0.03	29	24	1,071	918	1,071	935	3,995	0	3,995
POOLS/BATHING PLACES (360)	0.43	94	398	11,223	9,620	11,223	9,778	31,125	10,719	41,844
BIOMEDICAL WASTE SERVICES (364)	0.87	354	371	22,139	18,978	22,139	19,292	32,582	49,966	82,548
TANNING FACILITY SERVICES (369)	0.08	24	37	2,038	1,747	2,038	1,776	7,599	0	7,599
Group Total	2.62	890	1,401	68,101	58,377	68,101	59,342	138,776	115,145	253,921
Groundwater Contamination										
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	0	0	0	0	0	0	0
SUPER ACT SERVICES (356)	0.00	0	0	0	0	0	0	0	0	0
Group Total	0.00	0	0	0	0	0	0	0	0	0
Community Hygiene										
COMMUNITY ENVIR. HEALTH (345)	0.05	0	468	1,561	1,338	1,561	1,362	0	5,822	5,822
INJURY PREVENTION (346)	0.00	0	0	0	0	0	0	0	0	0
LEAD MONITORING SERVICES (350)	0.02	4	6	529	453	529	460	0	1,971	1,971
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0
SANITARY NUISANCE (365)	0.01	0	0	440	377	440	382	0	1,639	1,639
RABIES SURVEILLANCE (366)	0.00	0	0	164	141	164	143	0	612	612
ARBORVIRUS SURVEIL. (367)	0.00	0	0	0	0	0	0	0	0	0
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0
WATER POLLUTION (370)	0.01	0	0	469	402	469	410	0	1,750	1,750
INDOOR AIR (371)	0.01	0	0	279	239	279	242	0	1,039	1,039
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0
TOXIC SUBSTANCES (373)	0.11	0	49	3,037	2,604	3,037	2,647	0	11,325	11,325
Group Total	0.21	4	523	6,479	5,554	6,479	5,646	0	24,158	24,158
ENVIRONMENTAL HEALTH SUBTOTAL	7.29	2,137	4,554	194,547	166,766	194,547	169,522	307,854	417,528	725,382
D. NON-OPERATIONAL COSTS:										
NON-OPERATIONAL COSTS (599)	0.00	0	0	0	0	0	0	0	0	0
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	6,238	5,347	6,238	5,434	23,257	0	23,257
MEDICAID BUYBACK (611)	0.00	0	0	431	369	431	376	0	1,607	1,607
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	6,669	5,716	6,669	5,810	23,257	1,607	24,864
TOTAL CONTRACT	77.75	23,570	644,063	1,931,423	1,655,608	1,931,423	1,682,974	5,325,111	1,876,317	7,201,428

ATTACHMENT III

CLAY COUNTY HEALTH DEPARTMENT

CIVIL RIGHTS COMPLIANCE AND NON-DISCRIMINATION CERTIFICATE

1. The CHD agrees to complete the Civil Rights Compliance Questionnaire, DH Forms 946 A and B (or the subsequent replacement if adopted during the contract period), if so requested by the Department.

2. The CHD assures that it will comply with the Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.

3. Assurance of Civil Rights Compliance: The CHD hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.); Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Title II and Title III of the Americans with Disabilities Act (ADA) of 1990, as amended by the ADA Amendment Act of 2008 (42 U.S.C. 12131-12189) and as implemented by Department of Justice regulations at 28 CFR Parts 35 and 36; Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency" (August 11, 2000); all provisions required by the implementing regulations of the U.S. Department of Agriculture (7 CFR Part 15 et seq.); and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, age, sex, or disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the agency receives Federal financial assistance from FNS; and hereby gives assurance that it will immediately take measures necessary to effectuate this agreement.

   By providing this assurance, the CHD agrees to compile data, maintain records and submit records and reports as required to permit effective enforcement of the nondiscrimination laws, and to permit Department personnel during normal working hours to review and copy such records, books and accounts, access such facilities, and interview such personnel as needed to ascertain compliance with the non-discrimination laws. If there are any violations of this assurance, the Department of Agriculture shall have the right to seek judicial enforcement of this assurance.

   This assurance is given in consideration of and for the purpose of obtaining any and all Federal financial assistance, grants, and loans of Federal funds, reimbursable expenditures, grant or donation of Federal property and interest in property, the detail of Federal personnel, the sale and lease of, and the permission to use Federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration that is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with Federal financial assistance extended to the Program applicant by USDA. This includes any Federal agreement, arrangement, or other contract that has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.
   This assurance is binding on the CHD, its successors, transferees, and assignees as long as it receives or retains possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the CHD.

4. Confidentiality of Data, Files, and Records: The CHD agrees to restrict the use and disclosure of confidential USDA, Women, Infant, and Children (WIC) applicant and participant information as specified in 7 CFR § 246.26(d)(1)(i) in accordance with 7 CFR § 246.26(d)(1)(ii), as applicable.

Attachment IV

Fiscal Year - 2024 - 2025

Clay County Health Department

Facilities Utilized by the County Health Department

Complete Location (Street Address, City, Zip)	Facility Description And Offical Building Name (if applicable) (Admin, Clinic, Envn Hlth, etc.)	Lease/ Agreement Number	Type of Agreement (Private Lease thru State or County, other - please define)	Complete Legal Nam of Owner
1845 Town Center Blvd, Fleming Island, Fl. 32003	Building 600 Fleming Island	010:9001	County Core Contract	Board of Coun Commissioner
1845 Town Center Blvd, Fleming Island, Fl. 32003	Building 400 Fleming Island	010:9001	County Core Contract	Board of Coun Commissioner
477 Houston Street Green Cove Springs, Florida 32043	Clay County Admin Bldg (Env Health)	010:9009	County Core Contract	Board of Coun Commissioner

Facility *- a fixed site managed by DOH/CHD personnel for the purpose of providing or supporting public health services. Includes count leased facilites. Includes DOH/CHD warehouse and administrative sites. Includes facilities managed by DOH/CHD that may be shared v Does not include schools, jails or other facilities where DOH/CHD staff are out-posted or sites where services are provided on an episoo*

ATTACHMENT V
CLAY COUNTY HEALTH DEPARTMENT
SPECIAL PROJECTS SAVINGS PLAN

CASH RESERVED OR ANTICIPATED TO BE RESERVED FOR PROJECTS

CONTRACT YEAR	STATE	COUNTY	TOTAL
2023-2024*	$ 0	$ 337920	$ 337920
2024-2025**	$ 0	$ 221077	$ 221077
2025-2026***	$ 0	$ 0	$ 0
2026-2027***	$ 0	$ 0	$ 0
PROJECT TOTAL	$ 0	$ 558997	$ 558997

SPECIAL PROJECTS CONSTRUCTION/RENOVATION PLAN

PROJECT NUMBER: 82310100

PROJECT NAME: CLAY CHD-GENERATOR REPLACEMENT

LOCATION/ADDRESS:

PROJECT TYPE:

NEW BUILDING		ROOFING	
RENOVATION		PLANNING STUDY	
NEW ADDITION		OTHER	X

SQUARE FOOTAGE: 0

PROJECT SUMMARY: *Describe scope of work in reasonable detail.*
Installation of new emergency power generator at new CHD location.

START DATE *(Initial expenditure of funds)* :

COMPLETION DATE:

DESIGN FEES: $ 0

CONSTRUCTION COSTS: $ 0

FURNITURE/EQUIPMENT: $ 0

TOTAL PROJECT COST: $ 558997

COST PER SQ FOOT: $ 0

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects and mobile health vans.

* Cash balance as of 9/30/24
** Cash to be transferred to FCO account.
*** Cash anticipated for future contract years.

2023-2024-315 FDOH Clay County Operating Agreement FY24-25

Final Audit Report 2024-12-12

Created:	2024-12-12
By:	Lisa Osha (Lisa.Osha@claycountygov.com)
Status:	Accepted
Transaction ID:	CBJCHBCAABAAQC5oNtjy2iWOH1AsWFf9dOHreQxcCvRY

"2023-2024-315 FDOH Clay County Operating Agreement FY24-25" History

Document created by Lisa Osha (Lisa.Osha@claycountygov.com)
2024-12-12 - 2:56:25 PM GMT

Document emailed to Rick Dingle (dingler@clayclerk.com) for acceptance
2024-12-12 - 2:56:40 PM GMT

Email viewed by Rick Dingle (dingler@clayclerk.com)
2024-12-12 - 2:58:07 PM GMT

Document accepted by Rick Dingle (dingler@clayclerk.com)
Acceptance Date: 2024-12-12 - 2:58:14 PM GMT - Time Source: server

Agreement completed.
2024-12-12 - 2:58:14 PM GMT

Powered by
Adobe
Acrobat Sign

May 9, 2025

Teresa Anderson
Sr. Account Executive
The Bailey Group, an NFP company
1200 Plantation Island Dr S | Suite 210
St. Augustine, FL 32080
tanderson@mbaileygroup.com

Under the Medicare Secondary Payer Regulations on the federal level, an employer with 20 or more employees is prohibited from taking an individual's Medicare status into consideration. Individuals aged 65 and older must be eligible for the group health plan on the same terms and conditions as other employees. The employer is further prohibited from providing a financial incentive for a Medicare eligible individual to not enroll or terminate group coverage to make Medicare primary.

From our understanding of the Florida State Statues a plan is required to offer their retirees the same coverage offered to active employees. Retiree-only plans operate a little differently from group health plans and do have more flexibility when it comes to eligibility terms. It is possible that a retiree plan can be structured for the plan design to limit eligibility to only those not Medicare-eligible (so a pre 65 retiree plan). Where it will be more difficult and why our team would suggest legal counsel or not moving in that direction yet, will be determining how to amend the existing program and have retirees who may still be on the plan. Since the retiree plan covers spouses or children you will want to remember how this will impact them with the retiree losing coverage at 65. So, the short answer is yes, it is possible to make the changes to move Medicare eligible off your Retiree only (NOT active) but consider seeking legal counsel on a step-by-step process. As you know any change on the retiree side can be complex and sometimes litigious, especially if reducing or removing benefits that were previously offered to them. However, employers do have the option to charge these members a higher cost, up to the COBRA premium.

The only way to delay Medicare enrollment without a penalty is if the individual is covered under the group health plan as an **active employee or spouse of an active employee**. Retiree coverage is not considered active coverage, so if retirees are still on the retiree plan who are 65+ and not yet enrolled in Medicare they may have late enrollment issues to contend with. If they are just using the county retiree plan as a supplement and already have Medicare alongside, they will be fine.

Transitioning retirees from the group health plan to Medicare can result in significant cost savings for the county. It is important to note that Medicare eligibility often provides lower cost options, especially with Medicare Advantage plans. Educating the Medicare eligible population at ALL onsite enrollment meetings would be key to ensure members can see a side-by-side comparison of their overall premiums as well as those on FRS that may benefit.

To facilitate the transition to Medicare and ensure retirees make informed decisions, we recommend the following actions, while remaining compliant under the State of Florida:

- **Educate the Medicare-eligible population at all onsite enrollment meetings**. Provide cost savings and where the FRS amounts come into play for some members. Any Retiree 65+ that is not yet enrolled in Medicare should work directly with our individual representative to ensure next steps are followed.
- **Change the subsidy amount issued to the population aged 65 and older**. Lower the county subsidy allowed for members per plan within Medicare eligibility age.
- **We are unaware of any other county retiree opt out allowances.** Under The Bailey Group book of business there are currently no county entities who provide an opt-out allowance for their retirees, but it is permissible if it is equivalent to the opt-out for Active.

Sincerely,
Teresa Anderson
The Bailey Group, an NFP company

Document 8

Solid Waste Assessment Exemption Survey

May 2025

County	Solid Waste Assessment	Veteran Exemption	Hardship Exemption	Eligibility Criteria	Exemption Amount
Clay County	Yes	Yes	Yes	Permanent & Total Service Disability Household income <= 150% poverty level	100%
Alachua County	Yes	No	Yes	Household income <= 150% poverty level	100%
Baker County	Yes	No	Yes	100% disabled or over age 65	25%
Bradford County	Yes	Yes	No	Permanent & Total Service Disability	100%
Duval County	Yes	No	New for 2025	Household income <= 150% poverty level	Freezes fee at 2024 rate $12.65 / mo
Putnam County	Yes	No	No		-
St. John County	Yes	No	No		-
Marion County	Yes	No	No		-
Nassau County	No	n/a	n/a		-
Escambia County	No	n/a	n/a		-
Okaloosa County	No	n/a	n/a		-
Bay County	No	n/a	n/a		-
Walton County	No	n/a	n/a	1% of Gas Tax funds Solid Waste, excess goes to Public Works	

Solid Waste Exemptions

Tax Year	2022	2023	2024	2025 as of May 1
Hardship Exemptions	76	97	104	116
Value	$ 17,708	$ 34,010	$ 37,232	$ 41,528
Veteran Exemptions	1,068	2,030	2,589	3,697
Value	$ 232,767	$ 622,404	$ 879,606	$ 1,281,998
Total Exemptions	1,144	2,127	2,693	**3,813**
Total Value	$ 250,475	$ 653,184	$ 916,838	**$ 1,323,526**
Increase year over year	-	86%	27%	42%

Property Appraiser	2022	2023	2024	2025 as of May 1	
Veteran Exemptions	-	2,875	3,828	4,565	
Eligible w/o SW exemption	-	845	1,239	**868**	19%
Value	-	-	-	$ 310,744	
Value - all eligible exemptions				**$ 1,634,270**	

Attachment
“C”
Letter from
Florida Commerce

FLORIDACOMMERCE

Ron DeSantis GOVERNOR
J. Alex Kelly SECRETARY

May 9, 2025

The Honorable Betsy Condon
Chairman, Clay County
Board of County Commissioners
PO Box 1366
Green Cove Springs, Florida 32043

Dear Chairman Condon,

FloridaCommerce has completed its review of the comprehensive plan amendment for Clay County adopted by Ordinance No. 2025-10 on March 25, 2025 (Amendment No. 24-03ER), which was received and determined complete on March 31, 2025. We have reviewed the amendment in accordance with the state coordinated review process set forth in sections 163.3184(2) and (4), Florida Statutes (F.S.), and have determined that the adopted amendment meets the requirements of Chapter 163, Part II, F.S., for compliance, as defined in section 163.3184(1)(b), F.S. FloridaCommerce is therefore issuing a Notice of Intent to find the comprehensive plan amendment "In Compliance." A copy of the Notice of Intent is enclosed and will be posted on FloridaCommerce's Internet website. You may access the Notice of Intent at: http://floridajobs.force.com/orc.

FloridaCommerce's Notice of Intent to find a plan amendment "In Compliance" is deemed to be a final order if no timely petition challenging the amendment has been filed. If this plan amendment is challenged by an affected person, the amendment will not become effective until FloridaCommerce or the Administration Commission enters a final order determining the amendment to be "In Compliance."

If you have any questions concerning this review, please contact Avian Williams, Planning Analyst, by telephone at (850)-717-8504 or by email at avian.williams@commerce.fl.gov.

Sincerely,

James D. Stansbury, Chief
Bureau of Community Planning and Growth

JDS/aw

Enclosure: Notice of Intent

cc: Dodie Selig, AICP, Chief Planner, Clay County Planning Division
Elizabeth Payne, AICP, Chief Executive Officer, Northeast Florida Regional Council

An equal opportunity employer/program. Auxiliary aids and service are available upon request to individuals with disabilities. All voice telephone numbers on this document may be reached by persons using TTY/TTD equipment via the Florida Relay Service at 711.

FLORIDA DEPARTMENT OF COMMERCE
THE STATE LAND PLANNING AGENCY
NOTICE OF INTENT TO FIND THE
CLAY COUNTY
COMPREHENSIVE PLAN AMENDMENT
IN COMPLIANCE
DOCKET NO. 24-03ER-NOI-10-01-(A)-(I)

The Department gives notice of its intent to find the Amendment to the Comprehensive Plan for Clay County, adopted by Ordinance No. 2025-10 on March 25, 2025, IN COMPLIANCE, pursuant to Section 163.3184(4), F.S.

If a timely petition challenging the Amendment is not filed within thirty (30) days after the local government adopted the Amendment, the Amendment become effective upon the posting of this Notice of Intent on the Department's Internet Website. If a timely petition is filed, the Amendment does not become effective until the Department or the Administration Commission enters a final order determining that the Amendment is in compliance.

James D. Stansbury, Chief
Bureau of Community Planning and Growth
Division of Community Development
Florida Department of Commerce
107 East Madison Street
Tallahassee, Florida 32399

FLORIDA DEPARTMENT OF COMMERCE
THE STATE LAND PLANNING AGENCY
NOTICE OF INTENT TO FIND THE
CLAY COUNTY
COMPREHENSIVE PLAN AMENDMENT
IN COMPLIANCE
DOCKET NO. 24-03ER-NOI-10-01-(A)-(I)

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James D. Stansbury, Chief
Bureau of Community Planning and Growth
Division of Community Development
Florida Department of Commerce
107 East Madison Street
Tallahassee, Florida 32399

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: The Clerks Office

SUBJECT: The Finance Department business is submitted to request approval and ratification by the Board for various warrants and disbursements in order to meet the requirements of Ch. 136.06 (1) FL Statute. Acceptance and disposal of various Board property and various documents are submitted for the Board's information. At times, approval is requested for various finance related issues.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Backup documentation is available on request at the Clay County Administration Building, located at 477 Houston Street, Green Cove Springs.

ATTACHMENTS:

Description	Type	Upload Date	File Name

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Budget Office	Streeper, Lisa	Approved	5/21/2025 - 3:06 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: Administrative and Contractual Services

SUBJECT:
Approval to post Notice of Intent to Award Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station to Kent Bros, Inc. in the amount of $132,611.56.
Approval of award will be effective after the 72-hour protest period has expired.
Final Completion shall be achieved no later than 145 days from Notice to Proceed.

Funding Source:
Sheriff County Wide Fund / Buildings - Jail Law Enforcement / Infrastructure

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The County requested Bids from qualified Contractors for the removal and replacement of the lift station at the Clay County Sheriff's Office, Middleburg Substation located at 3799 Irvin Court.

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

1,004 Suppliers were notified
44 Suppliers downloaded the Request for Bids
3 Bids were received
1 No-Bid was received
4 Contractors attended the Mandatory Pre-Bid Meeting

Pursuant to Chapter 5, Section C of the Purchasing Policy, the County Manager is authorized to approve and execute the Agreement on behalf of the Board following Board approval of the award.

Is Funding Required (Yes/No):
Yes

If Yes, Was the item budgeted (Yes\No\N/A):
Yes

Funding Source:
Sheriff County Wide Fund - Buildings - Jail Law Enforcement - Infrastructure

Account Number:
FD1002 - CC1152 - 563000

Sole Source (Yes\No):
No

Advanced Payment (Yes\No):
No

Planning Requirements:
Public Hearing Required (Yes\No):
No

Hearing Type:

Initiated By:

N/A

ATTACHMENTS:

Description	Type	Upload Date	File Name
BidBackup	Backup Material	5/21/2025	Bid_Backup_Bid_No._2425-076.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Purchasing	Streeper, Lisa	Approved	5/21/2025 - 3:06 PM	Item Pushed to Agenda

BID RECOMMENDATION FORM

TITLE:

RFB 24/25-076 Sheriff's Office Middleburg Substation Replacement of Lift Station

DATE OF RECOMMENDATION:

May 16, 2025

BIDDERS	BID TOTAL
Air Solutions Heating and Cooling, Inc	NO BID
C.A.P. Contracting, Inc	345,840.00
DB Civil Construction	248,950.00
Kent Bros, Inc	132,611.56

FUNDING SOURCE: FD1002/ CC1152 / SC563000 / PRJ100671

Sheriff County Wide Fund / Buildings - Jail Law Enforcement / Infrastructure / Middleburg Substation Lift Station

RECOMMENDATION:

After review of all submittal' s, we found that Kent Bros, Inc. has met all the qualifications associated with this project. We recommend moving forward with Kent Bros, Inc for completing the replacement of the lift station.

If only one Bid is received, state reason why accepted and not rebidding:

N/A

Staff Assigned to Tabulate Bids and Make Recommendations:

NAME/TITLE:	SIGNATURE:
Tony Saunders Facilities Manager	Tony Saunders

DASHER HURST
ARCHITECTS

ARCHITECTURE PLANNING INTERIOR DESIGN
1022 Park Street, Suite 208
Jacksonville, Florida 32204

May 21, 2025

Mr. Daniel Loos
Clay County Board of County Commissioners
477 Houston Street
Green Cove Springs, Florida 32043

Re: Sheriff's Office Middleburg Substation Replacement of Lift Station
Award of Contract for Construction

Mr. Loos

Upon review of the bids received for the Sheriff's Office Middleburg Substation Replacement of Lift Station (RFB no. 24/25-076), and the analysis done by the County, "Kent Bros Inc." is the low bidder. We understand that the bidder meets the requirements of the Clay Co RFB and have provided the necessary documentation, including proof of licensure and insurance.

Seeing no apparent gaps in their scope of work or any other reason to object, Dasher Hurst recommends award of the project to:

Summerville Systems, a Division of Kent Bros., Inc.
108 Jax Lane Palatka, Florida 32177

Total Bid Value:
$132,611.56

Please contact me with any questions or comments.
Respectfully,

Tom Hurst, AIA, LEED AP BD&C
Principal

BID TABULATION FORM

Bid: 24/25-076 Date: May 9, 2025

Proj: Sheriff's Office Middleburg Substation Replacement of Lift Station Time Open: 9:00 A.M.

Ad: Clay Today, April 10, 2025 Time Close: 9:05 A.M.

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

Bidder		Bid Bond	Addendum	Base Bid Total
1	Air Solutions Heating and Cooling INC	No Bid	No Bid	No Bid
2	C.A.P. Contracting, Inc	✓	N/A	345,840.00
3	DB Civil Construction	✓	N/A	248,950.00
4	Kent Bros, Inc	✓	N/A	132,611.56

Clay County

Purchasing / Administrative and Contractual Services

477 Houston Street, Green Cove Springs, FL 32043

EVALUATION TABULATION

RFB No. 24/25-076

Sheriff's Office Middleburg Substation Replacement of Lift Station

RESPONSE DEADLINE: May 8, 2025 at 4:00 pm

SELECTED VENDOR TOTALS

Vendor	Total
Kent Bros Inc	$132,611.56
DB Civil Construction	$248,950.00
C.A.P. Contracting Inc.	$345,840.00

SHERIFF'S OFFICE MIDDLEBURG SUBSTATION REPLACEMENT OF LIFT STATION

Sheriff's Office Middleburg Substation Replacement of Lift Station				C.A.P. Contracting Inc.	DB Civil Construction	Kent Bros Inc
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost
X	1	Maintenance of Traffic	Lump Sum	$24,000.00	$3,500.00	$2,652.23
X	2	Sediment Barrier	Lump Sum	$37,500.00	$4,500.00	$1,326.12
X	3	Fiberglass Lift Station	Lump Sum	$52,000.00	$116,300.00	$23,870.08
X	4	Lift Station Control Panel	Lump Sum	$50,000.00	$11,000.00	$10,608.92
X	5	Lift Station Valve Box	Lump Sum	$33,000.00	$4,550.00	$7,956.69

Sheriff's Office Middleburg Substation Replacement of Lift Station				C.A.P. Contracting Inc.	DB Civil Construction	Kent Bros Inc
Selected	Line Item	Description	Unit of Measure	Unit Cost	Unit Cost	Unit Cost
X	6	Connect Existing Gravity to New LS	Lump Sum	$11,000.00	$7,000.00	$7,956.69
X	7	Decommission Existing Septic Tank	Lump Sum	$10,000.00	$16,000.00	$13,261.16
X	8	Direct Bury 2" FM	Lump Sum	$35,000.00	$14,500.00	$27,848.43
X	9	Horizontal Drill 4" FM	Lump Sum	$12,340.00	$27,000.00	$11,935.04
X	10	Direct Bury 4" Gravity	Lump Sum	$10,500.00	$3,200.00	$5,304.46
X	11	Tap to Existing Main	Lump Sum	$10,000.00	$3,400.00	$9,282.81
X	12	Seed and Mulch	Lump Sum	$15,000.00	$9,000.00	$1,326.12
X	13	Haul Unsuitable Soil	Lump Sum	$12,500.00	$2,500.00	$3,978.35
X	14	Backfill, Light Soil	Lump Sum	$10,000.00	$2,500.00	$2,652.23
X	15	Mobilization	Lump Sum	$23,000.00	$24,000.00	$2,652.23
Total				$345,840.00	$248,950.00	$132,611.56

[KENT BROS INC] RESPONSE DOCUMENT REPORT

RFB No. 24/25-076

Sheriff's Office Middleburg Substation Replacement of Lift Station

RESPONSE DEADLINE: May 8, 2025 at 4:00 pm

Kent Bros Inc Response

CONTACT INFORMATION

Company:
Kent Bros Inc

Email:
rkent@kb-usa.com

Contact:
Ron Kent

Address:
108 Jax Lane
Palatka, FL 32177

Phone:
(386) 328-1965

Website:
KB-USA.com

Submission Date:
May 6, 2025 5:40 PM (Eastern Time)

PRICE TABLES

SHERIFF'S OFFICE MIDDLEBURG SUBSTATION REPLACEMENT OF LIFT STATION

Line Item	Description	Unit of Measure	Unit Cost
1	Maintenance of Traffic	Lump Sum	$2,652.23
2	Sediment Barrier	Lump Sum	$1,326.12
3	Fiberglass Lift Station	Lump Sum	$23,870.08
4	Lift Station Control Panel	Lump Sum	$10,608.92
5	Lift Station Valve Box	Lump Sum	$7,956.69
6	Connect Existing Gravity to New LS	Lump Sum	$7,956.69
7	Decommission Existing Septic Tank	Lump Sum	$13,261.16
8	Direct Bury 2" FM	Lump Sum	$27,848.43
9	Horizontal Drill 4" FM	Lump Sum	$11,935.04
10	Direct Bury 4" Gravity	Lump Sum	$5,304.46
11	Tap to Existing Main	Lump Sum	$9,282.81
12	Seed and Mulch	Lump Sum	$1,326.12
13	Haul Unsuitable Soil	Lump Sum	$3,978.35
14	Backfill, Light Soil	Lump Sum	$2,652.23
15	Mobilization	Lump Sum	$2,652.23

[DB CIVIL CONSTRUCTION] RESPONSE DOCUMENT REPORT

RFB No. 24/25-076

Sheriff's Office Middleburg Substation Replacement of Lift Station

RESPONSE DEADLINE: May 8, 2025 at 4:00 pm

DB Civil Construction Response

CONTACT INFORMATION

Company:
DB Civil Construction

Email:
estimating@dbcivilconstruction.com

Contact:
David Borchert

Address:
4475 US-1 South, Suite 707
St Augustine, FL 32086

Phone:
(386) 256-7460

Website:
N/A

Submission Date:
May 8, 2025 2:10 PM (Eastern Time)

PRICE TABLES

SHERIFF'S OFFICE MIDDLEBURG SUBSTATION REPLACEMENT OF LIFT STATION

Line Item	Description	Unit of Measure	Unit Cost
1	Maintenance of Traffic	Lump Sum	$3,500.00
2	Sediment Barrier	Lump Sum	$4,500.00
3	Fiberglass Lift Station	Lump Sum	$116,300.00
4	Lift Station Control Panel	Lump Sum	$11,000.00
5	Lift Station Valve Box	Lump Sum	$4,550.00
6	Connect Existing Gravity to New LS	Lump Sum	$7,000.00
7	Decommission Existing Septic Tank	Lump Sum	$16,000.00
8	Direct Bury 2" FM	Lump Sum	$14,500.00
9	Horizontal Drill 4" FM	Lump Sum	$27,000.00
10	Direct Bury 4" Gravity	Lump Sum	$3,200.00
11	Tap to Existing Main	Lump Sum	$3,400.00
12	Seed and Mulch	Lump Sum	$9,000.00

Line Item	Description	Unit of Measure	Unit Cost
13	Haul Unsuitable Soil	Lump Sum	$2,500.00
14	Backfill, Light Soil	Lump Sum	$2,500.00
15	Mobilization	Lump Sum	$24,000.00

[C.A.P. CONTRACTING INC.] RESPONSE DOCUMENT REPORT

RFB No. 24/25-076

Sheriff's Office Middleburg Substation Replacement of Lift Station

RESPONSE DEADLINE: May 8, 2025 at 4:00 pm

C.A.P. Contracting Inc. Response

CONTACT INFORMATION

Company:
C.A.P. Contracting Inc.

Email:
peggyjohnson@capcontracting.com

Contact:
Peggy Johnson

Address:
1115 Edgewood Avenue West
Jacksonville, FL 32208

Phone:
(904) 765-1155

Website:
www.capcontracting.com

Submission Date:
May 8, 2025 3:35 PM (Eastern Time)

PRICE TABLES

SHERIFF'S OFFICE MIDDLEBURG SUBSTATION REPLACEMENT OF LIFT STATION

Line Item	Description	Unit of Measure	Unit Cost
1	Maintenance of Traffic	Lump Sum	$24,000.00
2	Sediment Barrier	Lump Sum	$37,500.00
3	Fiberglass Lift Station	Lump Sum	$52,000.00
4	Lift Station Control Panel	Lump Sum	$50,000.00
5	Lift Station Valve Box	Lump Sum	$33,000.00
6	Connect Existing Gravity to New LS	Lump Sum	$11,000.00
7	Decommission Existing Septic Tank	Lump Sum	$10,000.00
8	Direct Bury 2" FM	Lump Sum	$35,000.00
9	Horizontal Drill 4" FM	Lump Sum	$12,340.00
10	Direct Bury 4" Gravity	Lump Sum	$10,500.00
11	Tap to Existing Main	Lump Sum	$10,000.00
12	Seed and Mulch	Lump Sum	$15,000.00

Line Item	Description	Unit of Measure	Unit Cost
13	Haul Unsuitable Soil	Lump Sum	$12,500.00
14	Backfill, Light Soil	Lump Sum	$10,000.00
15	Mobilization	Lump Sum	$23,000.00

3. Scope of Work

3.1 Purpose

The Clay County Board of County Commissioners (County) is seeking a licensed, qualified Contractor for providing and installing the lift station at the Clay County Sheriff's Office, Middleburg Substation located at 3799 Irvin Court - Middleburg, Florida 32068.

3.2 Mandatory Pre-Bid Meeting

A Mandatory Pre-Bid Meeting will be held on site at the Sheriff's Office Middleburg Substation - 3799 Irvin Court, Middleburg, April 22,2025 with a start time of 10:00 a.m.. Attendees from the public are required to sign in upon arrival, with the sign-in sheet provided by a Purchasing Department representative. Once the sign-in sheet has been collected, the Pre-Bid Meeting will officially commence. Please note that no additional attendees will be allowed to sign in or participate in the meeting after the sign-in sheet has been collected.

3.3 Scope

This project includes all associated work listed below, in the pricing proposal, and shall be constructed per the plans and specifications located in the Attachment section, listed as J-2425-076 Plans_Specs. The Licensed Contractor shall verify all connection components with the Clay County Utility Authority (CCUA), obtain all necessary permits and must pass all inspections required by CCUA and the Clay County Building Department. Contractor shall also provide all necessary labor and materials, including any not explicitly stated in this Scope of Work to ensure the successful completion of the project.

- Provide and install fiberglass pump station with necessary connections
- Provide and install piping from the lift station to the existing CCUA connection point
- Provide and install electrical panel, supports, circuit breakers and grounding system to adequately support pump station
- Provide and install any and all water, sewer and electrical connection components that may be required
- Backfill grade and seed all pipe trenches per Florida Department of Transportation (FDOT) specifications

3.4 Site Inspections

It is incumbent upon all Bidders to examine the site and insure that they are aware of all conditions that may affect the contract work. The County will not be responsible for conclusions made by the Contractor. No claims for additional compensation will be considered

on behalf of any Contractor, subcontractor, materials suppliers or others on account of that person's failure to be fully informed of all requirements of all parts of this RFB.

3.5 Work Hours

Workdays and hours – Normal work hours of Monday through Friday, 7:30 a.m. to 5:00 p.m. unless approved by the County Project Manager or designee.

Any work performed outside of the normal County business hours will require prior County approval and payment to the County for all expenses incurred by the County may be required.

3.6 Permit & Fees

The Contractor shall comply with all applicable State and local laws, ordinances, codes, and regulations. The Contractor is required to familiarize themselves with all permits required that pertain to the Scope of Work specified in this RFB. If a County permit is required, this project is not exempt from permit fees and permit fees must be paid to the County Building Department by the Contractor.

For questions about Clay County permitting please contact:

Clay County Building Department

Phone: (904) 269-6307

Email: permits@claycountygov.com

Website: https://www.claycountygov.com/government/building

All applicable permits, fees, licenses, and final County and municipality inspections are the responsibility of and will be paid for by the Contractor as specified in the plans.

All other permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of the awarded Contract are the responsibility of and will be paid for by the Contractor, including any related inspection fees. Utility service connection fees shall be paid for by the County.

3.7 Clean up & Restoration of Site

Contractor shall remove all debris from site and dispose of the debris appropriately at the Contractors expense.

Contractor shall maintain work site in a safe manner, and daily clear construction debris.

3.8 Workmanship

Where not more specifically described in this document, workmanship shall conform to all of the methods and operations of best standards and accepted practices of the trade or trades

involved, and shall include all items of fabrication, construction or installation regularly furnished or required for completion of the services.

3.9 Contractor and Subcontractor Requirements

1. The Contractor shall be licensed to perform all work listed in the Scope of Work provided.

2. Contractor shall obtain all permits to complete the project in accordance with the contract documents.

3. All work will be performed in accordance with the most applicable state and local regulations.

4. The Contractor shall own or have full access to the appropriate personnel and equipment to complete the project requested.

5. The County reserves the right to approve all subcontractors for this contract. If subcontractors are to be utilized, the subcontractors must possess an active and valid license issued by the Florida Department of Business and Professional Regulation in the appropriate category. Subcontractors may be added during the contract period only with PRIOR WRITTEN PERMISSION from the County, and only for reasonable cause, as judged by the County. Responsibility for the performance of the contract remains with the main Contractor exclusively.

6. The Contractor and subcontractors may be requested to provide a list of equipment with identification (i.e. serial #, VIN, etc.), personnel with their position (e.g. foreman, laborer, etc.), and percentage of work performed.

7. Contractors must have been in business for a minimum of 5 years doing similar work.

3.10 Self-Performed Work

The awarded Contractor is required to self-perform with its own workforce a minimum of forty-percent (40%) of the overall awarded Contract.

3.11 Damage to Public or Private Property

The Contractor is responsible for anything damaged due to the direct result of installation or construction. Remove all debris from site and dispose of appropriately at Contractor expense. If property (public or private) is damaged while Contractor is performing work specified or is removed for the convenience of the work, it shall be repaired or replaced at the expense of the Contractor in a manner acceptable to the County prior to the final acceptance of the work. Contractor will be responsible for applying and securing any permits that may be required to complete such repairs.

Contractor must provide protection necessary to prevent damage to property being repaired or replaced.

If the work site has any pre-existing damage, the Contractor shall notify the County Project Manager in writing. Failure to do so shall obligate the Contractor to make repairs per the above section. Any damage to property (public or private) caused by the action of the Contractor shall be repaired or replaced at the expense of the Contractor to the satisfaction of the County. Failure to restore said property within five (5) working days following notification will result in a deduction from the final payment invoice. All damages which occur as a result of the Contractor's application of materials shall be remedied by the Contractor at no additional cost to the County. Repairs made as a result of damage must be guaranteed for a period of thirty (30) days. Should the replacement be damaged within the thirty (30) day period, the Contractor shall replace the materials continually until the area is re-established.

Should the County have any expenses incurred due to the Contractor not restoring the property/damage within said time, any appropriate labor, material, and/or equipment use or rental to restore damaged property to its original condition will be deducted from the final Invoice prior to a payment being made.

3.12 Compliance with Occupation Safety and Health Act

The Contractor warrants that the product(s) and/or service(s) supplied to Clay County shall conform in all respects to the standards set forth in the Occupational Safety and Health Act (OSHA) of 1970 as amended and the failure to comply will be considered a breach of contract. Clay County shall be held harmless against any unsafe conditions and contractor employee incidents.

Contractor certifies that all material, equipment, services, etc., furnished in this Bid meets all OSHA requirements for the applicable Sectors. Contractor further certifies that, if the successful Bidder, and the material, equipment, service, etc., delivered or provided is subsequently found to be deficient in any OSHA requirement in effect on date of delivery or service fulfillment date, all costs necessary to bring the material, equipment, service, etc., into compliance with the aforementioned requirements shall be borne by the Bidder. All Personal Protective Equipment used by the Contractor and their employees shall be ANSI certified and meet OSHA standards.

3.13 Unsatisfactory Equipment and/or Services

The County will discuss all instances of unacceptable equipment and/or services with the awarded Contractor. This shall be immediately rectified by the Contractor at no charge to the County, to include any labor and materials as it may apply.

During this time, the County may suspend service with the Contractor until the problem(s) are corrected or may elect to use another company on an emergency basis. A record of failure to perform or of an unsatisfactory performance may result in supplier debarment.

3.14 Payment

The Contractor may request payment no more than once monthly, based on the amount of work completed. All partial estimates and payments found to be in error shall be subject to correction in the estimates and payments subsequent thereto, and in the final estimate and payment. Payments will be made in accordance with the Florida Local Government Prompt Payment Act.

The amount of such payments shall be the total value of the project work completed to the date of the estimate, based on the quantities and the Contract unit and/or lump sum prices, less an amount retained and less payments previously made. The amount retained shall be determined in accordance with Section 255.078, Florida Statutes.

3.15 Warranty

The Contractor shall provide a Warranty for all the workmanship and materials for a period of two (2) years unless a longer manufacturer warranty / guarantee time is given or specified elsewhere in the plans and specifications associated with this bid.

3.16 Term

Final completion must be obtained by one hundred forty-five (145) days from the Notice to Proceed.

3.17 Liquidated Damages

The Contractor shall be assessed Liquidated Damages (LD) of $500.00 for each day past final completion date set by the contract.

3.18 Performance Evaluation

A work performance evaluation will be conducted periodically to ensure compliance with the Contract.

3.19 Cancellation of Contract

If the awarded Contractor fails to maintain acceptable product quality or to perform adequately in accordance with the terms, conditions and specifications established in this Request for Bid, the County reserves the right to cancel the contract upon thirty (30) days written notice to the Contractor.

3.20 Value Engineering

The County reserves the right to engage in value engineering discussions prior to the award of the RFB.

The County will give the lowest qualified Bidder the opportunity to determine if viable options exist to meet the budget threshold without substantially reducing the scope of the project as designed and solicited.

3.21 Additional Services

If the County and/or awarded Contractor identifies any additional services to be provided by Contractor that are not covered under the Agreement but are beneficial to the County, such additional services shall be mutually negotiated between the County and the Contractor.

Project View Count

831

Vendor Funnel

Followers	22
Downloaders	46
Applicants	5
No Bids	1
Submissions	3

Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
2K Property Services LLC No *josh@2kpropertyservices.net*		✔			
A&B Groundworks llc *ashleyh1892@gmail.com*	✔	✔	✔		
ACOUSTI ENGINEERING COMF *jessicacarman@acousti.com*	✔	✔			
Air Solutions Heating and Cooling *p.quillen@airsolutions-jax.net*		✔	✔	✔	
Ajax Building Company, LLC I *kasey.diehl@ajaxbuilding.com*		✔			
Alligood Electric Company *jalligood@alligoodelectric.com*		✔			
C&T Contracting Services, LLC *ctcontractingservicesllc@gmail.com*		✔			
C.A.P. Contracting Inc. No Rev *peggyjohnson@capcontracting.com*	✔	✔	✔		✔
Cathcart Construction Company - *cathcart01@yahoo.com*	✔	✔			

ConstructConnect No Reviews *content@constructconnect.com*	✔	✔			
Construction Bid Source *tgephart@constructionbidsource.con*		✔			
DB Civil Construction No Revi *estimating@dbcivilconstruction.com*	✔	✔	✔		✔
DF Interactive LLC *david@davidfine.dev*		✔			
DF Interactive NC LLC *bids+opengov@davidfine.dev*		✔			
Dodge Data And Analytics No *jayalakshmil@construction.com*	✔	✔			
Engineered Air No Reviews *brad.kroger@engineeredair.com*	✔	✔			
Florida Surety Bonds, Inc. No *kim@floridasuretybonds.com*	✔				
Florida Surety Bonds, Inc. No *sarah@floridasuretybonds.com*	✔	✔			
Garney Companies No Review *flestimating@garney.com*		✔			
Gervais Ventures LLC *ngervais@gervaisventures.com*	✔	✔			
Green Administrative Services *haroldgreen197410@gmail.com*		✔			
Gt plumbing-mechanical llc *garrett@gtplumbing.com*	✔	✔			
Horus Construction Services, Inc. *marketing@horus-cs.com*	✔	✔			
JBrown Professional Group, Inc. *login.mbd@jbpro.com*		✔			
K & G CONSTRUCTION CO INC *milissa@kandgcontractors.com*		✔			
Kent Bros Inc No Reviews	✔	✔	✔		✔

rkent@kb-usa.com					
Lincoln Surety Group *mark@lincolnsuretygroup.com*	✔	✔			
McGee Company No Reviews *governmentsales@mcgeecompany.c*	✔	✔			
Mid State Builders Exchange Inc *hugh@bxplanroom.com*	✔	✔			
Miller Electric Company No Re *wtutwiler@mecojax.com*	✔	✔			
North America Procurement Cour *notifications@napc.me*		✔			
Plexi-Chemie *kaylag@plexi-chemie.com*		✔			
Prime Vendor Inc. No Reviews *primevendor124@gmail.com*		✔			
R. H. Moore & Associates, Inc. *jadon@rhmooreassociates.com*		✔			
RAB Secure Entry *mbell.ringabell@gmail.com*	✔	✔			
RevStar Consulting No Review *nastassia.barkouskaya@revstarcons*		✔			
Ring Power Corp - WCC 3.3 *sarah.griffith@ringpower.com*		✔			
Source Management No Revie *sourcemanagement@deltek.com*		✔			
Southeastern Pump No Review *bid@sepump.com*		✔			
Southeastern Surveying and Map *marketing@ssmc.us*	✔				
Southeastern Surveying and Map *rtriplett@southeasternsurveying.com*	✔	✔			
THWilson Bonds No Reviews *thwbonds@outlook.com*		✔			

UES *jhoff@teamues.com*		✔			
US Water Services Corporation *ccrego@uswatercorp.net*		✔			
VendorLink, LLC No Reviews *bids@evendorlink.com*		✔			
Visual *visualbidalerts@gmail.com*		✔			
bidnet *gbs@bidnet.com*	✔	✔			
n/a *footbaall2000@gmail.com*		✔			

In Partnership With

OPENGOV

Mandatory Pre-Proposal Meeting

Request for Bids No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station

April 22, 2025 at 10:00 a.m.

Company	First Name	Last Name	Phone Number	Email Address
Kent Bro's	Logan	Cox	(386) 916-8910	
KENT BROS	John Kent	[illegible]	(386) 569-1214	JKent@KB-USA.com
DB Civil	Connie	Baylor	(386) 931-1944	estimating@DBCivilconstruction.com
Carroll Mechanical	Caleb	Carroll	(904) 214 4050	office@carrollmpi.com
Carroll Mechanical	David	Carroll	(904) 545-7401	
L.A.P. Contracting	Peggy	Johnson	(904) 765-1153	info@capcontracting.com
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			( )	
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			( )	
			( )	
			( )	
			( )	
			( )	
			( )	
			( )	

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 1/7/2025

FROM: Teddy Meyer

SUBJECT:
-TDC unanimously (8-0 vote) recommends Moosehaven 2025 4th of July - July 4, 2025 at Moosehaven. $3,500 Event Marketing Grant.
-TDC unanimously (8-0 vote) recommends Rodeo at the Ranch - May 17, 2025 at Seamark Ranch. $3,500 Event Marketing Grant.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
Moosehaven 2025 4th of July - July 4, 2025 at Moosehaven.
Requesting $3,500
Rodeo at the Ranch - May 17, 2025 at Seamark Ranch.
Requesting $2,000

Planning Requirements:
Public Hearing Required (Yes\No):
No

Hearing Type:

Initiated By:

Funding Source: FD1071/CC1253/Reimbursement Grants (548005)
FD1071- CC1253- SC548005
Amount: $7,000

ATTACHMENTS:

Description	Type	Upload Date	File Name
2025 Moosehaven 4th of July Scoresheet	Backup Material	5/21/2025	4th_of_July_Grant_Scoresheet.ADA.pdf
Rodeo at the Ranch Grant Scoresheet	Backup Material	5/21/2025	Rodeo_Grant_Scoresheet.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Tourism and Film Development	Streeper, Lisa	Approved	5/21/2025 - 3:06 PM	Item Pushed to Agenda

2025 Moosehaven 4th of July

Special Event Grant Application Scoring

- ☑ 1. **Room night goal** - Maximum award of $2,000 based on $20 per verified room night or zip code - __5__ rooms x __1__ nights = __5__ x $20 = $__100__
- ☑ 2. **Contributes to the Quality of Life** – $1,000
- ☑ 3. **Support Does Not Exceed 5 Years** - $1,000
- ☑ 4. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –$1,000

Staff Recommendation: $3,100

Rodeo at the Ranch

Special Event Grant Application Scoring

- [ ] 1. **Room night goal** - Maximum award of $2,000 based on $20 per verified room night or zip code - ____ rooms x ___ nights = _____ x $20 = $_____
- [x] 2. **Contributes to the Quality of Life** – $1,000
- [x] 3. **Support Does Not Exceed 5 Years** - $1,000
- [ ] 4. **Need period** - Event occurs during Need Period (Jan, Feb, June, July, Aug, Sept, Nov, Dec) –$1,000

Staff Recommendation: $2,000

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Jessica Leighton, Director of Personnel

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
2025 BCC Employee Holiday Schedule	Cover Memo	5/27/2025	2025_BCC_EMPLOYEE_HOLIDAY_SCHEDULE_-_Revisedada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:07 PM	Item Pushed to Agenda

2025 BCC EMPLOYEE HOLIDAY SCHEDULE

New Year's Day

Wednesday, January 1, 2025

(Observance of New Year's Day)

Martin Luther King, Jr. Day

Monday, January 20, 2025

(Observance of Martin Luther King, Jr. Day)

President's Day

Monday, February 17, 2025

(Observance of President's Day)

Good Friday

Friday, April 18, 2025

(Observance of Good Friday)

****ONLY Team Members not covered by a collective bargaining agreement****

Memorial Day

Monday, May 26, 2025

(Observance of Memorial Day)

Juneteenth Day

Thursday, June 19, 2025

(Observance of Juneteenth Day)

Independence Day

Friday, July 4, 2025

(Observance of Independence Day)

Labor Day

Monday, September 1, 2025

(Observance of Labor Day)

Veteran's Day

Tuesday, November 11, 2025

(Observance of Veteran's Day)

Thanksgiving Day & Friday After

Thursday, November 27, 2025

(Observance of Thanksgiving Day)

Friday, November 28, 2025

(Observance of Friday After Thanksgiving Day)

Christmas Eve & Christmas Day

Thursday, December 25, 2025

(Observance of Christmas Day)

Friday, December 26, 2025

(Observance of Christmas Eve)

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners

DATE:

FROM: Jessica Leighton, Director of Personnel

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Veterans Preference Policy with Resolution	Resolution Letter	5/21/2025	Veterans_Preference_Policy_with_Resolution_05.27.25.ADA.pdf
BCC Veteran Recruitment Plan	Backup Material	5/21/2025	BCC_Veteran_Recruitment_Plan.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:07 PM	Item Pushed to Agenda

RESOLUTION NO. 2024/2025 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, ADOPTING A VETERANS PREFERENCE POLICY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida and Federal Law provide that veterans shall be given preference in relation to employment; and

WHEREAS, to ensure that veterans' preference is provided to those eligible, a policy has been prepared to outline such process; and,

WHEREAS, the Board of County Commissioners desires to adopt and implement a veteran's preference policy in regards to its hiring process.

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners of Clay County, Florida, as follows:

Section 1. The Board hereby adopts a Veterans Preference Policy as set forth in the Veterans Preference Policy attached hereto as Exhibit A. The County's hiring process shall be governed by, and be consistent with, the Veterans Preference Policy, which supersedes any and all prior policies of the Board related to veteran's preference.

Section 2. This Resolution shall take effect upon its adoption.

DULY ADOPTED by the Board of County Commissioners, Clay County, Florida, this 27th day of May, 2025.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

Attest:

By:_____
Betsy Condon, Its Chairman

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

EXHIBIT A

Veterans Preference Policy

Policy Statement: Clay County is committed to providing veterans with preference in employment opportunities in accordance with Florida State Law and Federal Regulations. As part of our dedication to supporting veterans, we ensure that qualified veterans are given preferential treatment in our hiring process, subject to the criteria outlined below.

Purpose: This policy is designed to ensure that veterans, as defined by Florida Statutes, are provided an advantage in the County's hiring process, thereby recognizing their service to our country. The policy reflects Clay County's commitment to hiring qualified veterans and promoting a fair and inclusive workforce.

Eligibility: Veterans who are eligible for veterans' preference under this policy must meet the following criteria:

1. **Veteran:** A person who served in the active military, naval, or air service and who was discharged or released under honorable conditions only or who later received an upgraded discharge under honorable conditions, notwithstanding any action by the United States Department of Veterans Affairs on individuals discharged or released with other than honorable discharges. To receive benefits as a wartime Veteran, a Veteran must have served in a campaign or expedition for which a campaign badge has been authorized or during one of the following periods of wartime service.
2. **Eligible Spouse or Widow/Widower:** A spouse of a veteran who has a service-connected disability or a widow/widower of a veteran who died in service or as a result of service-connected injuries may also be eligible for preference under specific conditions outlined in Florida Statutes.

Preference Criteria: Veterans' preference will be granted as outlined below for all qualified applicants:

1. **Veterans with a disability rating of 10% or more** will receive the highest preference in the hiring process.
2. **Other veterans** who meet Florida statute 110.2135 preference requirements will receive preference following those with a disability rating.
3. **Spouses of disabled veterans** or surviving spouses of veterans who died in service will also receive preference under applicable circumstances.

Application Process: To claim veterans' preference, applicants must:

- Provide a copy of their DD Form 214 (Certificate of Release or Discharge from Active Duty) to verify military service.
- If applicable, submit documentation of a service-connected disability rating from the U.S. Department of Veterans Affairs (VA) or other supporting documentation, such as the VA's letter of eligibility or a spouse's marriage certificate.

Employment Consideration: veterans' preference will be applied at each stage of the hiring process, including:

- Review of applications
- Selection for interviews
- Consideration for employment offers

Veterans' preference does not guarantee employment, but it ensures veterans are given a fair and equal opportunity for employment based on their qualifications. Veterans' preference will be applied as long as the applicant meets the minimum qualifications for the position.

Limitations of Preference: Veterans' preference may not be granted if:

- The applicant does not meet the minimum qualifications for the position.
- The applicant has already received a veterans' preference for a previous hire with the County.
- The veterans' preference would conflict with other state or federal laws.

Notice of Rights: Applicants who believe they were denied veterans' preference or feel their preference was not properly applied during the hiring process may file a written complaint to the Personnel Department. The complaint should detail the applicant's qualifications, the position applied for, and the reasons for the appeal. The Director of Personnel will review and make a final determination.

Contact Information: For more information regarding veterans' preference, or if you have questions about how to apply, please contact the Clay County Personnel Department:

	Internal County Policies/Procedures	County Manager Approved Procedure Date(s) 05/13/2025
	Veteran Recruitment Plan	Personnel Department

A. PURPOSE

The purpose of this Veteran Recruitment Plan is to promote the recruitment, employment, and retention of veterans in accordance with the requirements of Florida Statutes, section 295.07. This statute ensures that preference in appointment and retention is given to eligible veterans and other covered individuals.

B. Scope

This plan applies to all departments under the Clay County Board of County Commissioners and any other hiring authority within the County government subject to the provisions of Chapter 295, Florida Statutes.

I. Commitment to Veterans' Preference

Clay County is committed to honoring the service of veterans by providing employment opportunities and ensuring they receive appropriate preference in hiring and retention as outlined in Florida Statutes, section 295.07. This includes:

- Veterans with an honorable discharge

- Spouses of veterans who are unable to qualify for employment due to service-connected disability

- Un-remarried widows/widowers of veterans who died as a result of service-connected disability

- Parents, legal guardians, or spouses of service members who died in the line of duty under combat-related conditions as defined in Florida Statutes, section 295.071

II. Recruitment Strategies

To support the employment of veterans, Clay County will:

1. Job Postings

- Include statements in all job advertisements and postings indicating that veterans' preference is given.

- Ensure job postings are shared on veteran-focused platforms, such as:

• Employ Florida Vets

• Department of Veterans' Affairs job board

• Local military transition programs

• Veterans' service organizations

2. Outreach and Engagement

- Establish relationships with military bases, Florida Department of Veterans' Affairs (FDVA), and local workforce development boards to identify potential veteran candidates.

- Participate in veteran-specific job fairs and career events.

3. Application Process

- Educate applicants on how to claim veterans' preference.

- Provide clear instructions in job postings for submitting documentation to verify eligibility (e.g., DD-214 forms).

III. Selection and Hiring Process

1. Veterans' Preference Procedures

- Veterans' preference will be applied in accordance with Rule 55A-7, Florida Administrative Code, in the appointment, retention, and promotion of eligible applicants.

- All candidates claiming preference will be considered in the same manner as all applicants but shall be given preference during the hiring process when equally qualified.

2. Documentation

- Maintain records of how veterans' preference was applied in hiring decisions.

- Require applicants to submit valid documentation of preference eligibility with their application materials.

IV. Training and Awareness

- All hiring managers and personnel staff will be trained on veterans' preference laws and the proper procedures to ensure compliance.

- Annual refresher training will be provided to ensure continued awareness and consistency.

V. Monitoring and Reporting

- Personnel will track veteran applicants and hires for reporting purposes.

- The County will review and assess veteran recruitment outcomes annually to ensure effectiveness and identify areas for improvement.

- Data will be used to measure progress toward veteran hiring goals and to ensure compliance with state requirements.

VI. Non-Discrimination Statement

- In addition to applying preference as required by law, Clay County Board of County Commissioners ensures that no individual is discriminated against based on veteran status or military service and upholds equal employment opportunity for all applicants and employees.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: Administrative and Contractual Services

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

Funding Source:
Health Insurance Trust Fund

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The details of the amendment are as follows:
1) Section I, subsection 1.1 is amended to extend the term of the Agreement until December 31, 2028.
2) Section 3.9, Providers Outside the State of Florida of Section III Duties and Responsibilities is deleted and replaced effective January 1, 2025.
3) Section 6.5, Waiver of Breach of Section VI Miscellaneous Provisions, is deleted and Intentionally Omitted from Section 6.5 effective January 1, 2025.
4) Section 6.7, Notices of Section VI Miscellaneous Provisions, is amended effective January 1, 2025.
5) Exhibit B Financial Arrangements is deleted in its entirety and replaced effective January 1, 2026.
6) Exhibit C HIPAA-AS Addendum to Administrative Services Agreement is deleted in its entirety and replaced with the Exhibit C HIPAA Business Association Agreement Addendum effective January 1, 2025.

Is Funding Required (Yes/No):
Yes

If Yes, Was the item budgeted (Yes\No\N/A):
Yes

Funding Source:
Health Insurance Trust Fund

Sole Source (Yes\No):
No

Advanced Payment (Yes\No):
No

ATTACHMENTS:

Description	Type	Upload Date	File Name
Contracts_Florida Blue AM10	Agreement/Contract	5/21/2025	Florida_Blue_Amendment_Ten_-_Final_-_02.04.2025_-_signed.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and	Streeper, Lisa	Approved	5/21/2025 - 3:07 PM	Item Pushed to Agenda

Contractural
Services

Clay County Agreement/Contract No.: 10/11-57 AM10

AMENDMENT 10 TO ADMINISTRATIVE SERVICES AGREEMENT

This Amendment Ten ("Amendment No.10"), amends the Administrative Services Agreement effective as of October 1, 2010 by and between Clay County, a political subdivision of the State of Florida, by and through its Board of County Commissioners ("Employer") and Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue ("Florida Blue"") ("Agreement"), each a "Party" and together the "Parties". The terms and conditions of this Amendment No. 10 are incorporated by reference into and made a part of the Agreement. Capitalized terms used in this Amendment No. 10 that are not otherwise defined in this Amendment No. 10 will have the meanings set forth in the Agreement.

NOW, THEREFORE, in consideration of the mutual and reciprocal promises in this Amendment No. 10 contained, the parties agree to amend the Agreement as follows:

1. Section I, subsection 1.1, is hereby amended to extend the term of the Agreement until December 31, 2028, unless the Agreement is terminated earlier in accordance with the terms of the Agreement.

2. Effective as of January 1, 2025, Section 3.9 Providers Outside the State of Florida of Section III Duties and Responsibilities of Florida Blue is deleted in its entirety and replaced with the following Section III Duties and Responsibilities of Florida Blue, Section 3.9 Providers Outside the State of Florida:

   Section 3.9 Providers Outside the State of Florida

   A. Inter-Plan Arrangements

      Florida Blue has a variety of relationships with other Blue Cross and/or Blue Shield Licensees referred to generally as "Inter-Plan Arrangements." These Inter-Plan Arrangements operate under rules and procedures issued by the Blue Cross Blue Shield Association ("Association"). Whenever members access healthcare services outside the geographic area Florida Blue serves, the claim for those services may be processed through one of these Inter-Plan Arrangements. The Inter-Plan Arrangements are described generally below.

      Typically, when accessing care outside the geographic area Florida Blue serves, members obtain care from healthcare providers that have a contractual agreement ("participating providers") with the local Blue Cross and/or Blue Shield Licensee in that other geographic area ("Host Blue"). In some instances, members may obtain care from healthcare providers in the Host Blue geographic area that do not have a contractual agreement ("nonparticipating providers") with the Host Blue. Florida Blue remains responsible for fulfilling our contractual obligations to Employer. Florida Blue payment practices in both instances are described below.

      This disclosure describes how claims are administered for Inter-Plan Arrangements and the fees that are charged in connection with Inter-Plan Arrangements. (Note that Dental Care Benefits, except when not paid as medical claims/benefits, and those Prescription Drug Benefits or Vision Care Benefits that may be administered by a third party contracted by Florida Blue to provide the specific service or services are not processed through Inter-Plan Arrangements.)

B. BlueCard® Program

The BlueCard® Program is an Inter-Plan Arrangement. Under this Arrangement, when members access covered healthcare services within the geographic area served by a Host Blue, the Host Blue will be responsible for contracting and handling all interactions with its participating healthcare providers. The financial terms of the BlueCard Program are described generally below.

1. Liability Calculation Method Per Claim – In General

a. Member Liability Calculation

Unless subject to a fixed dollar copayment, the calculation of the member liability on claims for covered healthcare services will be based on the lower of the participating provider's billed covered charges or the negotiated price made available to Florida Blue by the Host Blue.

b. Employer Liability Calculation

The calculation of Employer liability on claims for covered healthcare services processed through the BlueCard Program will be based on the negotiated price made available to Florida Blue by the Host Blue (under the contract between the Host Blue and the provider). Sometimes, this negotiated price may be greater for a given service or services than the billed charge in accordance with how the Host Blue has negotiated with its participating healthcare provider(s) for specific healthcare services. In cases where the negotiated price exceeds the billed charge, Employer may be liable for the excess amount even when the member's deductible has not been satisfied. This excess amount reflects an amount that may be necessary to secure (a) the provider's participation in the network and/or (b) the overall discount negotiated by the Host Blue. In such a case, the entire contracted price is paid to the provider, even when the contracted price is greater than the billed charge.

2. Claims Pricing

Host Blues determine a negotiated price, which is reflected in the terms of each Host Blue's provider contracts. The negotiated price made available to Florida Blue by the Host Blue may be represented by one of the following:

(i) An actual price. An actual price is a negotiated rate of payment in effect at the time a claim is processed without any other increases or decreases; or

(ii) An estimated price. An estimated price is a negotiated rate of payment in effect at the time a claim is processed, reduced or increased by a percentage to take into account certain payments negotiated with the provider and other claim- and non-claim-related transactions. Such transactions may include, but are not limited to, anti-fraud and abuse recoveries, provider refunds not applied on a claim-specific basis, retrospective settlements and performance related bonuses or incentives; or

(iii) An average price. An average price is a percentage of billed covered charges in effect at the time a claim is processed representing the aggregate payments negotiated by the Host Blue with all of its healthcare providers or a

similar classification of its providers and other claim- and non-claim-related transactions. Such transactions may include the same ones as noted above for an estimated price.

The Host Blue determines whether it will use an actual, estimated or average price. The use of estimated or average pricing may result in a difference (positive or negative) between the price Employer pays on a specific claim and the actual amount the Host Blue pays to the provider. However, the BlueCard Program requires that the amount paid by the member and Employer is a final price; no future price adjustment will result in increases or decreases to the pricing of past claims.

Any positive or negative differences in estimated or average pricing are accounted for through variance accounts maintained by the Host Blue and are incorporated into future claim prices. As a result, the amounts charged to Employer will be adjusted in a following year, as necessary, to account for over- or underestimation of the past years' prices. The Host Blue will not receive compensation from how the estimated price or average price methods, described above, are calculated. Because all amounts paid are final, neither positive variance account amounts (funds available to be paid in the following year), nor negative variance amounts (the funds needed to be received in the following year), are due to or from Employer. If Employer terminates, you will not receive a refund or charge from the variance account.

Variance account balances are small amounts relative to the overall paid claims amounts and will be liquidated over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of claims processed and variance account balance. Variance account balances may earn interest at the federal funds or similar rate. Host Blues may retain interest earned on funds held in variance accounts.

3. BlueCard Program Fees and Compensation

Employer understands and agrees to reimburse Florida Blue for certain fees and compensation which Florida Blue is obligated under the BlueCard Program to pay to the Host Blues, to the Association and/or to vendors of BlueCard Program related services. The specific BlueCard Program fees and compensation that are charged to Employer are set forth in Exhibit B. BlueCard Program Fees and compensation may be revised from time to time.

Only the BlueCard Program access fee may be charged separately each time a claim is processed through the BlueCard Program. All other BlueCard Program related fees are included in the Administrative Fee.

The access fee is charged by the Host Blue to Florida Blue for making its applicable provider network available to Employer's. The access fee will not apply to non-participating provider claims. The access fee is charged on a per claim basis and is charged as a percentage of the discount/differential Florida Blue receives from the applicable Host Blue subject to a maximum of $2,000 per claim. When charged, Florida Blue passes the access fee directly on to Employer.

Instances may occur in which the claim payment is zero or Florida Blue pays only a small amount because the amounts eligible for payment were applied to

patient cost sharing (such as a deductible or coinsurance). In these instances, Florida Blue will pay the Host Blue's access fee and pass it along directly to Employer as stated above even Employer paid little or had no claim liability.

An Administrative Fee encompasses fees Florida Blue charges to Employer for administering Employer's benefit plan. They may include both local (within Florida Blue's service area) and Inter-Plan fees. For purposes of this Agreement, they include the following BlueCard Program related fees other than the BlueCard Program access fee: namely, administrative expense allowance (AEA) fee, central financial agency fee, ITS transaction fee, toll free number fee, PPO provider directory fee and Blue Cross Blue Shield Global® Core Program Fees, if applicable.

C. Special Cases: Value-Based Programs

This section will apply if Employer elects to participate in any value-based programs.

Value-Based Programs Definitions

Accountable Care Organization (ACO): A group of healthcare providers who agree to deliver coordinated care and meet performance benchmarks for quality and affordability in order to manage the total cost of care for their member populations.

Global Payment/Total Cost of Care: A payment methodology that is defined at the patient level and accounts for either all patient care or for a specific group of services delivered to the patient such as outpatient, physician, ancillary, hospital services and prescription drugs.

Patient-Centered Medical Home (PCMH): A model of care in which each patient has an ongoing relationship with a primary care physician who coordinates a team to take collective responsibility for patient care and, when appropriate, arranges for care with other qualified physicians.

Shared Savings: A payment mechanism in which the provider and payer share cost savings achieved against a target cost budget based upon agreed upon terms and may include downside risk.

Value-Based Program (VBP): An outcomes-based payment arrangement and/or a coordinated care model facilitated with one or more local providers that is evaluated against cost and quality metrics/factors and is reflected in provider payment.

Value-Based Programs Overview

Employer's members may access covered healthcare services from providers that participate in a Host Blue's Value-Based Program. Value-Based Programs may be delivered either through the BlueCard Program or a Negotiated Arrangement. These Value-Based Programs may include, but are not limited to, Accountable Care Organizations, Global Payment/Total Cost of Care arrangements, Patient Centered Medical Homes and Shared Savings arrangements.

Value-Based Programs under the BlueCard Program

Under Value-Based Programs, a Host Blue may pay providers for reaching agreed upon cost/quality goals in the following ways:

The Host Blue may pass these provider payments to Florida Blue, which Florida Blue will pass directly on to Employer as either an amount included in the price of the claim or an amount charged separately in addition to the claim.

When such amounts are included in the price of the claim, the claim may be billed using one of the following pricing methods, as determined by the Host Blue:

(i) Actual Pricing: The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is part of the claim. These charges are passed to Employer via an enhanced provider fee schedule.

(ii) Supplemental Factor: The charge to accounts for Value-Based Programs incentives/Shared Savings settlements is a supplemental amount that is included in the claim as an amount based on a specified supplemental factor (e.g., a small percentage increase in the claim amount). The supplemental factor may be adjusted from time to time.

When such amounts are billed separately from the price of the claim, they may be billed as follows:

(i) Per Member Per Month (PMPM) Billings: Per member per month billings for Value-Based Programs incentives/Shared Savings settlements to accounts are outside of the claim system. Florida Blue will pass these Host Blue charges directly through to Employer as a separately identified amount on the group billings; or,

(ii) Where Host Blues pass on the costs of Value-Based Programs to Florida Blue as PMPM amounts not attached to specific claims, Florida Blue may elect to pass these amounts to Employer as a claim amount.

The amounts used to calculate either the supplemental factors for estimated pricing or PMPM billings are fixed amounts that are estimated to be necessary to finance the cost of a particular Value-Based Program. Because amounts are estimates, there may be positive or negative differences based on actual experience, and such differences will be accounted for in a variance account maintained by the Host Blue (in the same manner as described in the BlueCard claim pricing section above) until the end of the applicable Value-Based Program payment and/or reconciliation measurement period. The amounts needed to fund a Value-Based Program may be changed before the end of the measurement period if it is determined that amounts being collected are projected to exceed the amount necessary to fund the program or if they are projected to be insufficient to fund the program.

At the end of the Value-Based Program payment and/or reconciliation measurement period for these arrangements, Host Blues will take one of the following actions:

- Use any surplus in funds in the variance account to fund Value-Based Program payments or reconciliation amounts in the next measurement period.

- Address any deficit in funds in the variance account through an adjustment to the PMPM billing amount or the reconciliation billing amount for the next measurement period.

The Host Blue will not receive compensation resulting from how estimated, average or PMPM price methods, described above, are calculated. If Employer terminates, you will not receive a refund or charge from the variance account. This is because any resulting surpluses or deficits would be eventually exhausted through prospective adjustment to the settlement billings in the case of Value-Based Programs. The measurement period for determining these surpluses or deficits may differ from the term of this Agreement.

Variance account balances are small amounts relative to the overall paid claims amounts and will be liquidated over time. The timeframe for their liquidation depends on variables, including, but not limited to, overall volume/number of claims processed and variance account balance. Variance account balances may earn interest, and interest is earned at the federal funds or similar rate. Host Blues may retain interest earned on funds held in variance accounts.

Note: Members will not bear any portion of the cost of Value-Based Programs except when a Host Blue uses either average pricing or actual pricing to pay providers under Value-Based Programs.

Care Coordinator Fees

Host Blues may also bill Florida Blue for care coordinator fees for provider services which we will pass on to Employer as follows:

1. PMPM billings; or

2. Individual claim billings through applicable care coordination codes from the most current editions of either Current Procedural Terminology (CPT) published by the American Medical Association (AMA), or Healthcare Common Procedure Coding System (HCPCS) published by the U.S. Centers for Medicare and Medicaid Services (CMS).

As part of this Agreement, Florida Blue and Employer will not impose member cost sharing for care coordinator fees.

{Return of Recoveries Overpayments

Under the BlueCard Program, recoveries of overpayments from a Host Blue or its participating and nonparticipating providers from post-payment review activities can arise in several ways, including, but not limited to, antifraud and abuse recoveries, audits, healthcare provider audits, hospital bill audits, credit balance audits, utilization review refunds and/or unsolicited refunds. In some cases, the Host Blue will engage a third party to assist in identification or collection of recovery overpayment amounts. The fees of such a third party may be netted against the recovery. Recovery amounts determined in this way will be applied in accordance with applicable Inter-Plan Program policies, which generally require correction on a claim-by-claim or prospective basis.

Unless otherwise agreed to by the Host Blue, Florida Blue may request adjustments from the Host Blue for full refunds from the healthcare providers due to the retroactive cancellations of membership but only for one year after the date

of the Inter-Plan financial settlement process for the original claim. In some cases, recovery of the claim payments associated with a retroactive cancellation may not be possible if, as an example, the recovery conflicts with the Host Blue's state law or healthcare provider contracts or would jeopardize its relationship with its healthcare providers.

D. Inter-Plan Programs: Federal/State Taxes/Surcharges/Fees

In some instances, federal or state laws or regulations may impose a surcharge, tax or other fee that applies to self-funded accounts. If applicable, Florida Blue will disclose any such surcharge, tax or other fee to Employer, which will be Employer's liability.

E. Nonparticipating Providers Outside Florida Blue's Service Area

1. Member Liability Calculation

a. In General

When covered healthcare services are provided outside of Florida Blue's service area by nonparticipating providers, the amount(s) a member pays for such services will be based on either the Host Blue's nonparticipating healthcare provider local payment or the pricing arrangements required by applicable state law. In these situations, the member may be responsible for the difference between the amount that the nonparticipating provider bills and the payment Florida Blue will make for the covered services as set forth in this paragraph. Payments for out-of-network emergency services will be governed by applicable federal and state law.

b. Exceptions

In some exception cases, at Employer's direction, Florida Blue may pay claims from nonparticipating healthcare providers outside of Florida Blue's service area based on the provider's billed charge. This may occur in situations where a member did not have reasonable access to a participating provider, as determined by Florida Blue (in Florida Blue's sole and absolute discretion) or by applicable state law. In other exception cases, (at Employer's direction) Florida Blue may pay such claims based on the payment Florida Blue would make if Florida Blue were paying a nonparticipating provider inside of Florida Blue's service area, as described elsewhere in this Agreement. This may occur where the Host Blue's corresponding payment would be more than Florida Blue's in-service area nonparticipating provider payment. Florida Blue may choose to negotiate a payment with such a provider on an exception basis.

Unless otherwise stated, in any of these exception situations, the member may be responsible for the difference between the amount that the nonparticipating healthcare provider bills and the payment Florida Blue will make for the covered services as set forth in this paragraph.

2. Fees and Compensation

Employer understands and agrees to reimburse Florida Blue for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blues, to the Association and/or to vendors of Inter-Plan Arrangement-related services. The specific fees and compensation that are charged to Employer are set forth in Exhibit B if applicable. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time.

F. Blue Cross Blue Shield Global® Core

1. General Information

If members are outside the United States, (the Commonwealth of Puerto Rico and the U.S. Virgin Islands) (hereinafter: "BlueCard service area"), they may be able to take advantage of the Blue Cross Blue Shield Global® Core Program when accessing covered healthcare services. The Blue Cross Blue Shield Global® Core Program is unlike the BlueCard Program available in the BlueCard service area in certain ways. For instance, although the Blue Cross Blue Shield Global® Core Program assists members with accessing a network of inpatient, outpatient and professional providers, the network is not served by a Host Blue. As such, when members receive care from providers outside the BlueCard service area, the members will typically have to pay the providers and submit the claims themselves to obtain reimbursement for these services.

- Inpatient Services

  In most cases, if members contact the Blue Cross Blue Shield Global® Core Service Center for assistance, hospitals will not require members to pay for covered inpatient services, except for their cost-share amounts. In such cases, the hospital will submit member claims to the Blue Cross Blue Shield Global® Core Service Center to initiate claims processing. However, if the member paid in full at the time of service, the member must submit a claim to obtain reimbursement for covered healthcare services. Members must contact Florida Blue to obtain precertification for non-emergency inpatient services.

- Outpatient Services

  Physicians, urgent care centers and other outpatient providers located outside the BlueCard service area will typically require members to pay in full at the time of service. Members must submit a claim to obtain reimbursement for covered healthcare services.

- Submitting a Blue Cross Blue Shield Global® Core Claim

  When members pay for covered healthcare services outside the BlueCard service area, they must submit a claim to obtain reimbursement. For institutional and professional claims, members should complete a Blue Cross Blue Shield Global® Core International claim form and send the claim form with the provider's itemized bill(s) to the Blue Cross Blue Shield Global® Core Service Center address

on the form to initiate claims processing. The claim form is available from Florida Blue, the Blue Cross Blue Shield Global® Core Service Center, or online at www.bcbsglobalcore.com. If members need assistance with their claim submissions, they should call the Blue Cross Blue Shield Global® Core Service Center at (800) 810-BLUE (2583) or call collect at (804) 673.1177, 24 hours a day, seven days a week.

2. Blue Cross Blue Shield Global® Core Program-Related Fees

Employer understands and agrees to reimburse Florida Blue for certain fees and compensation which we are obligated under applicable Inter-Plan Arrangement requirements to pay to the Host Blues, to the Association and/or to vendors of Inter-Plan Arrangement related services. The specific fees and compensation that are charged to Employer under the Blue Cross Blue Shield Global® Core Program are set forth in Exhibit B, if applicable. Fees and compensation under applicable Inter-Plan Arrangements may be revised from time to time.

3. Effective as of January 1, 2025, Section 6.7 Notices of Section VI Miscellaneous Provisions, is hereby amended as follows to update Florida Blue's notice to address:

Section 6.7 Notices

Any notice required to be given pursuant to this Agreement shall be in writing, postage pre-paid, and shall be sent by certified or registered mail, return receipt requested, or by Federal Express or other overnight mail delivery for which evidence of delivery is obtained by the sender, to Florida Blue or Employer at the addresses indicated on the first page of this Agreement, or such other addresses that the parties may hereafter designate. The notice shall be effective on the date the notice was posted.

To: Blue Cross and Blue Shield of Florida, Inc.
4800 Deerwood Campus Parkway
Jacksonville, FL 32246
Attention: Vice President, Sales

Courtesy Copy: (which does not constitute legal notice)
Blue Cross and Blue Shield of Florida, Inc.
4800 Deerwood Campus Parkway, DCC 100-7
Jacksonville, FL 32246
Attention: Deputy General Counsel, Legal Department

4. Effective as of January 1, 2025, Section 6.5 Waiver of Breach of Section VI Miscellaneous Provisions is deleted in its entirety from the Agreement and replaced with Intentionally Omitted for Section 6.5 of Section VI Miscellaneous Provisions.

5. Effective as of January 1, 2025, Section VI Miscellaneous Provisions is amended to incorporate a new section into the Agreement: Section VI Miscellaneous Provisions 6.15 Waiver:

   6.15 Waiver

   A party's failure or any delay on the part of a party to exercise any right, remedy, power or privilege under this Agreement shall not operate as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power or privilege preclude any other or further exercise of the same or of any other right, remedy, power or privilege with respect to any occurrence or be construed as a waiver of such right, remedy, power or privilege with respect to any other occurrence. No term or provision of this Agreement may be waived or modified unless such waiver or modification is in writing and signed by the party against whom such waiver or modification is sought to be enforced.

6. Effective as of January 1, 2026, Exhibit B Financial Arrangements is deleted in its entirety and replaced with the Exhibit B Financial Arrangements attached hereto.

7. Effective as of January 1, 2025, Exhibit C HIPAA-AS Addendum to Administrative Services Agreement is deleted in its entirety and replaced with the Exhibit C HIPAA Business Association Agreement Addendum attached hereto.

8. Except as specially amended herein, all other the terms and conditions of the Agreement shall remain unchanged and in full force and effect.

9. To the extent that this Amendment No. 10 conflicts with the terms and conditions of the Agreement, including any prior amendments, addendum, exhibits, this Amendment No. 10 will govern.

Each party has caused its duly authorized representative to execute this Amendment No. 10 on its behalf, effective as of the Effective Date.

IN WITNESS WHEREOF, the parties have the authority necessary to bind the entities identified and have caused this Amendment No. 10 to be executed by their duly authorized representatives.

Clay County, a political subdivision of the State of Florida, by and through its Board of County Commissioners	Blue Cross and Blue Shield of Florida, Inc. d/b/a Florida Blue
By: _____	By: _____
Name: Betsy Condon	Name: Joseph C. Gregor
Title: Chairman	Title: Vice President, Sales
Date: _____	Date: Apr 25, 2025

ATTEST:

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

EXHIBIT B

FINANCIAL ARRANGEMENTS

I. Effective Date - The effective date of this Exhibit B is January 1, 2026 through December 31, 2028.

II. Payments

A. Each month, Florida Blue will notify Employer of the amount due to satisfy the previous month's paid claims liability. Florida Blue will provide Employer with a detailed report of the previous month's claims payments. Employer agrees to pay the full amount of the bill within ten (10) calendar days of the written notification. If the payment is not received by Florida Blue by the payment due date, the payment will be considered past due and subject to a late payment charge, as set forth below. Additionally, Florida Blue will immediately suspend claims until payment is received by Florida Blue.

B. Employer agrees to pay to Florida Blue, each month during and after the term of this Agreement, an administrative fee, as set forth below. Employer agrees to pay to Florida Blue, each month, the administrative fee within ten (10) calendar days of the written notification of the amount due. If payment is not received by Florida Blue by the due date, the payment will be considered past due and subject to a late payment charge, as set forth below. Additionally, Florida Blue will immediately suspend claims until payment is received by Florida Blue.

III. Funding Information - Method of Funding Transfer: ACH

IV. Administrative Fees:
The Administrative Fees ("Administrative Fees") applicable to this Agreement include a base administrative fee and administrative charges for other fees and services as described in Sections A and B directly below.

A. Administrative base fees during the term of the Agreement:

- $51.40 per employee per month from January 1, 2026 through December 31, 2026
- $51.40 per employee per month from January 1, 2027 through December 31, 2027
- $52.94 per employee per month from January 1, 2028 through December 31, 2028

B. Administrative fees after the termination of the Agreement: 0% of claims paid.

C. Florida Blue will pay Employer an annual wellness contribution in the amount of $100,000 to be utilized by Employer for any wellness related initiatives or activities.

Access fees of up to 1.84%, of Network Savings for PPO provider claims and 3.62% of Network savings for Traditional provider claims may be assessed for claims incurred in states under the BlueCard program as explained in more detail under Section 3.9 below. This access fee will not exceed two thousand dollars ($2,000) for any one claim and will not apply in Florida, or in Consortium Plan Service Areas which is the geographic area where enrolled members reside as long as enrollment continues to be equal to or greater than one thousand (1,000) contracts. On the first

anniversary date after enrollment falls below one thousand (1,000) contracts, access fees will apply in those Consortium Plan service areas where enrolled members reside and Consortium fees were not previously established. Access fees will also apply in Consortium Plan service areas where no enrolled members reside. A determination of the Consortium Plan service areas that will not apply access fees for services rendered to members will be made on the basis of enrollment on each subsequent anniversary of this Agreement's effective date. Access fees will be applied on the basis of where the service was incurred, and not where the member resides.

Network Savings is defined as the total of the amounts computed by subtracting each "allowed amount" for a particular service under the terms of a participating provider's written agreement from each "billed amount" for such service. In no event shall the term "Network Savings" include duplicate charges or billed amounts for services or supplies not covered under the Employer's Plan. The term "allowed amount" means the amount received as payment in full by a participating provider, under that provider's written agreement, from both Florida Blue and covered individuals under Employer's Plan for claims submitted to, and paid by Florida Blue for a particular covered service, and the term "billed amount" means the amount which would be received by such provider for the same covered service utilizing that provider's charges.

VI. Late Payment Penalty

A. A daily charge of .00038 times the amount of overdue payment.

VII. Expected Enrollment

A. The administrative fees referenced above are based on an expected enrollment of: 1400.

B. If the actual enrollment is materially different from this expected enrollment, Florida Blue reserves the right to adjust the administrative fees as set forth in the Agreement. Administrative fees will be charged based on actual enrollment.

EXHIBIT C
HIPAA BUSINESS ASSOCIATE AGREEMENT ADDENDUM

The provisions of this HIPAA Business Associate Agreement Addendum ("BAA") address applicable requirements of the implementing regulations, codified at 45 Code of Federal Regulations ("C.F.R.") Parts 160-64, for the Administrative Simplification provisions of Title II, Subtitle F of the Health Insurance Portability and Accountability Act of 1996 (collectively, "HIPAA"), so that the parties may meet their compliance obligations under HIPAA, and include additional provisions that the parties desire to have as part of the Agreement.

1. DEFINITIONS

1.1. All capitalized terms in this BAA that are not defined herein or otherwise in the Agreement will have the meanings ascribed to them by HIPAA.

2. FLORIDA BLUE'S RESPONSIBILITIES

2.1. ***Preservation of Privacy***. Florida Blue will take reasonable steps to protect the confidentiality of all PHI in the performance of its duties under the Agreement and this BAA.

2.2. ***Prohibition on Non-Permitted Use or Disclosure***. Florida Blue will neither Use nor Disclose PHI except (1) as permitted or required by this BAA; (2) as permitted or required in writing by the Plan; or (3) as permitted or required by Applicable Law.

2.3. ***Permitted Uses and Disclosures***. Florida Blue may Use or Disclose Protected Health Information as follows:

2.3.1. For the performance of services set forth in the Agreement including, but not limited to, Payment activities, Health Care Operations, and Data Aggregation.

2.3.2. In accordance with 45 C.F.R. § 164.506(c) for the Payment activities of another Covered Entity or Health Care Provider, for the qualifying Health Care Operations of another Covered Entity, and for the Treatment activities of a Health Care Provider.

2.3.3. In accordance with an authorization or other permission granted by a Member (or the Member's Personal Representative) in accordance with 45 C.F.R. § 164.508 or 45 C.F.R. § 164.510, as applicable.

2.3.4. For Florida Blue's proper management and administration or to carry out Florida Blue's legal responsibilities. Disclosure of PHI for Florida Blue's proper management and administration or to carry out Florida Blue's legal responsibilities is permitted only if (i) the Disclosure is Required by Law, or (ii) before the Disclosure, Florida Blue obtains from the entity to which the Disclosure is to be made reasonable assurance, evidenced by written contract, that the entity will (1) hold PHI in confidence, (2) Use or further Disclose PHI only for the purposes for which Florida Blue disclosed it to the entity or as Required by Law; and (3) notify Florida Blue of any instance of which the entity becomes aware in which the confidentiality of any PHI was Breached.

2.3.5. To create De-Identified Health Information in conformance with 45 C.F.R. § 164.514(b). Florida Blue may use and disclose De-Identified Health Information for any purpose, including after any termination of the Agreement and this BAA.

2.3.6. To create a Limited Data Set.

2.4. ***Minimum Necessary.*** Florida Blue**,** in the performance of services under the Agreement, will make reasonable efforts to comply with the minimum necessary standard for PHI under HIPAA***.***

2.5. ***Disclosure to* Florida Blue's *Subcontractors.*** Florida Blue may disclose PHI to a Subcontractor. Florida Blue will require each Subcontractor and agent to which Florida Blue may disclose PHI to provide reasonable assurance, evidenced by written contract, that such Subcontractor or agent will comply with the similar but no less restrictive privacy and security obligations with respect to PHI as this BAA applies to Florida Blue.

2.6. ***Reporting Non-Permitted Use or Disclosure and Security Incidents.***

2.6.1. *Privacy Breach.* Florida Blue will report to the Plan within ten (10) calendar days any use or disclosure of PHI of which Florida Blue becomes aware that is not permitted by this BAA and that constitutes a Breach of Unsecured PHI. The Plan hereby delegates to Florida Blue (i) the responsibility for determining whether any use or disclosure of Protected Health Information under this BAA constitutes a Breach of Unsecured PHI, and (ii) the implementation of notification and reporting obligations associated with a Breach of Unsecured PHI in accordance with relevant legal requirements.

2.6.2. *Security Incidents.* Florida Blue will report to the Plan within ten (10) calendar days any incident of which Florida Blue becomes aware that is (a) a successful unauthorized access, use or disclosure of EPHI; or (b) a successful major (i) modification or destruction of EPHI or (ii) interference with system operations in an Information System that results in a Breach of unsecured EPHI.

2.7. ***Duty to Mitigate****.* Florida Blue will mitigate to the extent reasonably practicable any harmful effect of which Florida Blue is aware that is caused by any use or disclosure of Protected Health Information in violation of this BAA.

2.8. ***Return or Destruction of PHI***. Upon termination of the Agreement, Florida Blue will, if Florida Blue determines it is feasible, return to the Plan or destroy, all PHI in Florida Blue's custody or control (or in the custody or control of any subcontractor or agent to which Florida Blue disclosed Protected Health Information). Florida Blue will limit its (and, by its written contract pursuant to Section 2.5 above, any subcontractor's or agent's) further use or disclosure of PHI to those purposes that make return or destruction infeasible and to those uses or disclosures Required by Law. Florida Blue's obligations to preserve the privacy and safeguard the security of PHI as specified in this BAA will survive termination or other conclusion of the Agreement and this BAA.

2.9. ***Access to PHI.*** Florida Blue will, consistent with 45 C.F.R. § 164.524(b)(2), make available to the Member for inspection and copying any of the PHI about the Member that qualifies as part of a Designated Record Set that Florida Blue has in its custody or control,

and that is not exempted from access by 45 C.F.R. § 164.524(a), so that the Plan can meet its access obligations under 45 C.F.R. § 164.524.

2.10. ***Amendment.*** Florida Blue will, consistent with 45 C.F.R. § 164.526(b)(2), permit a Member to make a written request to amend any portion of PHI about the Member that qualifies as part of a Designated Record Set.

2.11. ***Disclosure Accounting.*** Disclosure Tracking. Florida Blue will comply with the PHI Disclose Tracking requirements under 45 C.F.R. § 164.528.

2.12. ***Restriction Requests.*** Florida Blue will permit a Member to request restriction on the use of their PHI, in accordance with 45 C.F.R. § 164.522.

2.13. ***Confidential Communications.*** Florida Blue will provide a process for a Member to request that Florida Blue confidential communications consistent with 45 C.F.R. § 164.522(b).

2.14. ***Complaint Process.*** Florida Blue will, consistent with 45 C.F.R. § 164.530(d) and on behalf of the Plan, provide a process for Members to make complaints concerning Florida Blue's policies and procedures.

2.15. ***Safeguarding PHI****.*

2.15.1. *Privacy.* Florida Blue will maintain reasonable and appropriate administrative, physical, and technical safeguards, consistent with 45 C.F.R. § 164.530(c) and any other implementing regulations issued by DHHS that are applicable to Florida Blue as the Plan's Business Associate, to protect against reasonably anticipated threats or hazards to the security and integrity of PHI, to protect against reasonably anticipated unauthorized use or disclosure of PHI, and to reasonably safeguard PHI from any intentional or unintentional Use or Disclosure in violation of this BAA.

2.15.2. *Security.* Florida Blue will develop, implement, maintain, and use administrative, technical, and physical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of EPHI that Florida Blue creates, receives, maintains, or transmits on behalf of the Plan consistent with the Security Rule, 45 C.F.R. Part 164, Subpart C.

2.16. ***Inspection of Internal Practices, Books and Records.*** Florida Blue will make its internal practices, books, and records relating to its Use and Disclosure of PHI available to DHHS to determine the Plan's compliance with 45 C.F.R. Part 164, Subpart E "Privacy of Individually Identifiable Health Information."

2.17. ***Summary Health Information*****.** Upon Employer's written request to either (A) obtain premium bids for providing health insurance coverage under the Plan, or (B) modify, amend, or terminate the Plan, Florida Blue will provide Summary Health Information regarding the Members participating in the Plan to Employer.

3. EMPLOYER'S RESPONSIBILITIES

3.1. ***Enrollment Data and Disenrollment Data***. Employer may electronically exchange data with Florida Blue regarding the enrollment and disenrollment of Members.

3.2. ***Employer's Certification***. Employer hereby makes the certification specified in Schedule C-1 so that Employer may request and receive the minimum necessary PHI from Florida Blue for those plan administration functions that Employer will perform for the Plan. The

Plan authorizes Florida Blue to disclose the minimum necessary PHI to those authorized representatives of Employer as specified in Schedule C-2 for the plan administration functions that Employer will perform for the Plan as specified in the Plan's Plan Document as amended and in Schedule C-2. Employer acknowledges and agrees that Florida Blue is relying on Employer's certification and the Plan's authorization that Employer has provided the requisite certification and that Florida Blue is not responsible for verifying (1) that the Plan's Plan Document has been amended to comply with the requirements of 45 C.F.R. § 164.504(f)(2), 45 C.F.R. § 164.314(b)(2), or this Section 3, or (2) that Employer is complying with the Plan's Plan Document as amended.

Notice of Privacy Practices("NPP"). The Plan hereby adopts the Florida Blue Notice of Privacy Practices as the Plan's own NPP in accordance with 45 C.F.R. § 164.520(c). The current Florida Blue "Notice of Privacy Practices" is available at: https://www.floridablue.com/disclaimer/hipaa-notice-privacy-practice.

Florida Blue reserves the right to amend its NPP and the web address where it is located at any time.

4. MISCELLANEOUS

4.1. ***Amendment to Conform to Applicable Law.*** Upon the compliance date of any final regulation or amendment to final regulation with respect to Protected Health Information, Standard Transactions, the security of Health Information, or other aspects of HIPAA applicable to this BAA or to the Agreement, the parties will mutually agree to amend such that the obligations imposed on Employer, the Plan, and Florida Blue to remain in compliance with such regulations, unless Florida Blue elects to terminate the Agreement by providing Employer and the Plan notice of termination in accordance with the Agreement at least 90 days before the compliance date of such final regulation or amendment to final regulation.

4.2. ***Conflicts.*** The provisions of this BAA will override and control any conflicting provision of the Agreement. All nonconflicting provisions of the Agreement will remain in full force and effect.

Schedule C-1

EMPLOYER'S CERTIFICATION
To **EXHIBIT C**

HIPAA BUSINESS ASSOCIATE AGREEMENT ADDENDUM

PART 1 – Employer to Amend Plan Documents for Privacy Provisions

Employer certifies that Employer has amended the Plan's Plan Document to incorporate the provisions required by 45 C.F.R. § 164.504(f)(2), as set forth below, and agrees to comply with the Plan's Plan Document as amended.

1. Neither use nor further disclose Protected Health Information, except as permitted or required by the Plan's Plan Document or as required by law.

2. Neither use nor disclose Protected Health Information for any employment-related action or decision, or in connection with any other benefit or employee benefit plan of Employer.

3. Ensure adequate separation between Employer and the Plan by (a) describing those employees or classes of employees or other persons under Employer's control who will be given access to Protected Health Information to perform plan administration functions for the Plan, (b) restricting the access to and use of Protected Health Information by such employees or other persons to the plan administration functions that Employer will perform for the Plan, and (c) instituting an effective mechanism for resolving any noncompliance with the Plan's Plan Document by such employees or other persons.

4. Ensure that any subcontractor or agent to which Employer provides Protected Health Information agrees to the restrictions and conditions of the Plan's Plan Document with respect to Protected Health Information.

5. Report to the Plan any use or disclosure of Protected Health Information of which Employer becomes aware that is inconsistent with the uses and disclosures allowed by the Plan's Plan Document.

6. Make Protected Health Information available to the Plan or, at the Plan's direction, to the Member who is the subject of Protected Health Information (or the Member's Personal Representative) so that the Plan can meet its access obligations under 45 C.F.R. § 164.524.

7. Make Protected Health Information available to the Plan for amendment and, on notice from the Plan, amend Protected Health Information, so that the Plan can meet its amendment obligations under 45 C.F.R. § 164.526.

8. Record Disclosure Information as defined above for each disclosure that Employer makes of Protected Health Information that is not excepted from disclosure accounting and provide that Disclosure Information to the Plan on request so that the Plan can meet its disclosure accounting obligations under 45 C.F.R. § 164.528.

9. Make its internal practices, books, and records relating to its use and disclosure of Protected Health Information available to the Plan and to DHHS to determine the Plan's compliance with 45 C.F.R. Part 164, Subpart E "Privacy of Individually Identifiable Health Information."

10. Return to the Plan or destroy if feasible all Protected Health Information in whatever form or medium that Employer (and any subcontractor or agent of Employer) received from the

Plan or Florida Blue , including all copies thereof and all data, compilations, and other works derived there from that allow identification of any present or past Member who is the subject of Protected Health Information, when Employer no longer needs Protected Health Information for the plan administration functions for which the Employer received Protected Health Information. Employer will limit the use or disclosure of any of Protected Health Information that Employer (or any subcontractor or agent of Employer) cannot feasibly return to the Plan or destroy to the purposes that make its return to the Plan or destruction infeasible.

PART 2 - Employer to Amend Plan Documents for Security Provisions

Employer further certifies that Employer has amended the Plan's Plan Document to incorporate the provisions required by 45 C.F.R. § 164.314(b)(2), as set forth below, and agrees to comply with the Plan's Plan Document as amended.

1. Implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of Electronic Protected Health Information that Employer creates, receives, maintains or transmits on the Plan's behalf.

2. Ensure that the adequate separation between Employer and the Plan required by 45 C.F.R. § 164.504(f)(2)(iii) (as described in item 3 above) is supported by reasonable and appropriate Security Measures.

3. Ensure that any subcontractor or agent to which Employer provides Electronic Protected Health Information agrees to implement reasonable and appropriate Security Measures to protect the Electronic Protected Health Information.

4. Report to the Plan any incident of which Employer becomes aware that is (a) a successful unauthorized access, use or disclosure of Electronic Protected Health Information; or (b) a successful major (i) modification or destruction of Electronic Protected Health Information or (ii) interference with system operations in an Information System containing or having access to Electronic Protected Health Information. Upon the Plan's request, Employer will report any incident of which Employer becomes aware that is a successful minor (a) modification or destruction of Electronic Protected Health Information or (b) interference with system operations in an Information System containing or having access to Electronic Protected Health Information.

Schedule C-2 (f.k.a Exhibit 3)

to **EXHIBIT C**
HIPAA BUSINESS ASSOCIATE AGREEMENT ADDENDUM

DISCLOSURE OF PROTECTED HEALTH INFORMATION FOR PLAN ADMINISTRATION

The Plan must promptly notify Florida Blue in writing if any of the information contained in this Schedule C-2 changes.

PART 1

Name(s) and Title(s) of Employer representatives (i.e., employees of Employer) authorized by the Employer to request and receive Summary Health Information from Florida Blue to perform Plan administrative functions:

PART 2

Identify the name(s), title(s) and company name(s) of any individual(s) from other Business Associates of the Plan that Employer, on behalf of the Plan, hereby authorizes to request and receive Protected Health Information:

Company Name	Type of Service Performed (Example: stop-loss carrier, reinsurer, agent, broker)	Name of Individual Performing Service	Title of Individual Performing Service

Employer acknowledges and agrees that, for purposes of these types of disclosures to third parties, Florida Blue may require the Business Associate of the Plan to enter into a confidentiality and indemnification agreement with Florida Blue in a form acceptable by Florida Blue. Florida Blue may require the Employer and/or the Plan to be a party to this agreement.

PART 3

The Employer, on behalf of the Plan, affirms that all authorization forms that may be required from the Plan's Members authorizing the use and/or release of protected or other confidential personal health information by Florida Blue or its Designated Agent in order to perform its obligations under the Agreement have been obtained.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: Richard Smith, Director of Engineering

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

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The applicant is requesting that the Board accept the final plat of the Murray Farms. The plat consist of 87 lots and is located off of County Road 220, Middleburg.

Is Funding Required (Yes/No):
No

If Yes, Was the item budgeted (Yes\No\N/A):
No

Not Applicable

Sole Source (Yes\No):
No

Advanced Payment (Yes\No):
No

Planning Requirements:
Public Hearing Required (Yes\No):
No

Hearing Type:

Initiated By:Applicant

Pulte Home Company

ATTACHMENTS:

Description	Type	Upload Date	File Name
Murray Farms Final Plat	Backup Material	5/21/2025	Murray_Farms_Final_Plat_May_2025.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Plots	Streeper, Lisa	Approved	5/7/2025 - 5:13 PM	Item Pushed to Agenda

MURRAY FARMS

A PORTION OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 SECTION 34, TOWNSHIP 4 SOUTH, RANGE 25 EAST, CLAY COUNTY, FLORIDA

PLAT BOOK PAGE

CAPTION

A PORTION OF SECTION 34, TOWNSHIP 4 SOUTH, RANGE 25 EAST, CLAY COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 13, GLEN LAUREL UNIT THREE, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 32, PAGES 37 THROUGH 40, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA; THENCE SOUTH 00°17'13" EAST, ALONG THE WEST LINE OF SAID LOT 13 AND ITS SOUTHERLY PROLONGATION THEREOF, A DISTANCE OF 401.33 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 00°17'13" EAST, ALONG SAID SOUTHERLY PROLONGATION AND ALONG THE PLAT OF GLEN LAUREL UNIT ONE, AS RECORDED IN PLAT BOOK 31, PAGES 52 THROUGH 55, OF THE PUBLIC RECORDS OF SAID COUNTY, A DISTANCE OF 1207.14 FEET TO THE NORTHEAST CORNER OF TRACT "B", AS SHOWN ON SAID PLAT OF GLEN LAUREL UNIT ONE; THENCE NORTH 89°44'00" WEST, ALONG THE NORTH LINE OF SAID TRACT "B", A DISTANCE OF 42.13 FEET TO THE EAST LINE OF LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 2466, PAGE 1959, OF SAID PUBLIC RECORDS OF SAID COUNTY; THENCE NORTH 00°17'42" WEST, ALONG SAID EAST LINE, A DISTANCE OF 63.50 FEET; THENCE SOUTH 89°38'38" WEST, A DISTANCE OF 372.42 FEET TO THE WEST LINE OF LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 3727, PAGE 1858 OF SAID PUBLIC RECORDS OF SAID COUNTY; THENCE SOUTH 00°53'01" EAST, ALONG SAID WEST LINE, A DISTANCE OF 158.68 FEET; THENCE SOUTH 10°51'18" WEST, A DISTANCE OF 161.20 FEET TO A POINT ON A NON-TANGENT CURVE LYING ON THE NORTHEASTERLY RIGHT OF WAY LINE OF COUNTY ROAD C-220 (A 100' PUBLIC RIGHT OF WAY), SAID CURVE HAVING A RADIAL BEARING OF SOUTH 21°22'14" EAST, BEING CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 11509.16 FEET; THENCE NORTHWESTERLY, ALONG AND AROUND THE ARC OF SAID CURVE AN ARC DISTANCE OF 211.29 FEET, SAID ARC BEING SUBTENDED BY A CHORD BEARING AND DISTANCE OF NORTH 69°09'20" WEST, 211.29 FEET TO THE EASTERLY LINE OF LANDS DESCRIBED AND RECORDED IN OFFICIAL RECORDS BOOK 2707, PAGE 72 OF SAID PUBLIC RECORDS OF SAID COUNTY AND A POINT OF NON-TANGENCY OF LAST SAID CURVE; THENCE NORTH 12°43'46" EAST, DEPARTING SAID NORTHEASTERLY RIGHT OF WAY LINE AND ALONG THE EAST LINE OF LAST SAID LANDS, A DISTANCE OF 245.63 FEET; THENCE NORTH 89°47'02" EAST, CONTINUING ALONG SAID EAST LINE, A DISTANCE OF 21.75 FEET TO THE NORTHEASTERLY LINE OF SAID OFFICIAL RECORDS BOOK 2707, PAGE 72; THENCE NORTH 72°33'22" WEST, ALONG SAID NORTHEASTERLY LINE, A DISTANCE OF 114.99 FEET TO THE NORTHWEST CORNER OF LAST SAID LANDS; THENCE NORTH 00°00'07" EAST, A DISTANCE OF 28.25 FEET; THENCE NORTH 72°38'28" WEST, A DISTANCE OF 126.99 FEET; THENCE NORTH 00°01'27" WEST, A DISTANCE OF 1047.98 FEET; THENCE SOUTH 89°56'50" EAST, A DISTANCE OF 789.67 FEET TO THE POINT OF BEGINNING.

CONTAINING: 21.9± ACRES, MORE OR LESS.

COUNTY COMMISSIONER'S APPROVAL

EXAMINED AND APPROVED ON THIS _____ DAY OF _____, 2025, BY THE BOARD OF COUNTY COMMISSIONERS, CLAY COUNTY, FLORIDA.

_____
BETSY CONDON, CHAIRPERSON OF THE BOARD

_____
TARA S. GREEN
CLAY COUNTY CLERK OF COURT AND
COMPTROLLER EX OFFICIO CLERK TO THE BOARD

CERTIFICATE OF CLERK

I CERTIFY THAT THIS PLAT IS RECORDED IN PLAT BOOK _____ PAGES _____, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA ON THIS _____ DAY OF _____, 2025.

_____
TARA S. GREEN
CLAY COUNTY CLERK OF COURT AND COMPTROLLER EX OFFICIO CLERK TO THE BOARD

SURVEYOR'S CERTIFICATE OF REVIEW

THE UNDERSIGNED SURVEYOR HEREBY CERTIFIES THAT THEY HAVE REVIEWED THIS PLAT ON BEHALF OF CLAY COUNTY, FLORIDA, IN ACCORDANCE WITH THE REQUIREMENTS OF CHAPTER 177.081(1), FLORIDA STATUTES, AND HAS DETERMINED THAT SAID PLAT CONFORMS WITH THE REQUIREMENTS OF CHAPTER 177, FLORIDA STATUTES. THE UNDERSIGNED DID NOT PREPARE THIS PLAT. THIS CERTIFICATE IS MADE AS OF THE _____ DAY OF _____, 2025.

_____
BOB PITTMAN, P.S.M.
PROFESSIONAL SURVEYOR AND MAPPER NO. 4827
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD, JACKSONVILLE, FLORIDA 32258

SURVEYOR'S CERTIFICATE

KNOW ALL YE MEN BY THESE PRESENTS, THAT THE UNDERSIGNED, BEING CURRENTLY LICENSED AND REGISTERED BY THE STATE OF FLORIDA AS A PROFESSIONAL SURVEYOR AND MAPPER, DOES HEREBY CERTIFY THAT THE ABOVE PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SURVEYED, PLATTED AND DESCRIBED, AND WAS MADE UNDER THE UNDERSIGNED'S RESPONSIBLE DIRECTION AND SUPERVISION, AND THAT THE PLAT COMPLIES WITH ALL OF THE SURVEY REQUIREMENTS OF PART 1, CHAPTER 177 FLORIDA STATUTES. SIGNED AND SEALED THIS ___ DAY OF _____, 2025.

_____
NATHAN P. PERRET, P.S.M.
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER NO. 6900
PERRET AND ASSOCIATES, INC.

VICINITY MAP

DEPARTMENT OF ECONOMIC AND DEVELOPMENT SERVICES

EXAMINED AND APPROVED ON THIS _____ DAY OF _____, 2025.

_____
T. CHEREESE STEWART, DIRECTOR

COUNTY ENGINEER'S APPROVAL

EXAMINED AND APPROVED ON THIS _____ DAY OF _____, 2025.

_____
RICHARD SMITH, P.E., COUNTY ENGINEER

SUBDIVISION IMPROVEMENT GUARANTEE:

AS A CONDITION PRECEDENT TO THE RECORDATION OF THIS PLAT IN THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, THE UNDERSIGNED DEDICATOR OF THIS SUBDIVISION DOES HEREBY GUARANTEE TO EACH AND EVERY PERSON, FIRM, COPARTNERSHIP OR CORPORATION, THEIR HEIRS, SUCCESSORS AND ASSIGNS, WHO SHALL PURCHASE A LOT OR LOTS IN SAID SUBDIVISION FROM SAID DEDICATOR, THAT SAID DEDICATOR SHALL WITHIN 24 MONTHS OF THE DATE OF ACCEPTANCE OF THE STREET AND DRAINAGE IMPROVEMENTS BY CLAY COUNTY THEREOF FULLY COMPLY WITH EACH AND EVERY REGULATION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, COVERING SUBDIVISIONS IN EFFECT AT THE TIME OF THE FILING OF THIS FINAL PLAT INSOFAR AS THE SAME AFFECTS A LOT OR LOTS SOLD.
TIME OF SUCH PERFORMANCE BEING OF THE ESSENCE, SAID GUARANTEE SHALL BE PART OF EACH DEED OF CONVEYANCE OR CONTRACT OF SALE COVERING LOTS IN SAID SUBDIVISION, EXECUTED BY SAID DEDICATOR TO THE SAME EXTENT AND PURPOSE AS IF SAID GRANTEE WERE INCORPORATED VERBATIM IN EACH SAID CONVEYANCE OR CONTRACT OF SALE.

THE UNDERSIGNED DEDICATOR HAS CAUSED THESE PRESENTS TO BE SIGNED AS FOLLOWS:

PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY

BY:_____ WITNESS: _____
JUSTIN DUDLEY
ITS VICE PRESIDENT OF LAND ACQUISITION

PRINT NAME:_____

WITNESS: _____

PRINT NAME:_____

STATE OF FLORIDA, COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF □ PHYSICAL PRESENCE OR □ ONLINE NOTARIZATION, THIS _____ DAY OF _____, 2025, BY JUSTIN DUDLEY AS VICE PRESIDENT OF LAND ACQUISITION OF PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY. HE IS ( ) PERSONALLY KNOWN TO ME OR WHO ( ) PRODUCED _____ AS IDENTIFICATION.

_____
NOTARY PUBLIC, STATE OF FLORIDA AT LARGE

PRINT NAME:_____

COMMISSION NO.:_____

MY COMMISSION EXPIRES:_____

NOTARY STAMP

ADOPTION AND DEDICATION

THIS IS TO CERTIFY THAT PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY ("DEDICATOR"), IS THE LAWFUL OWNER OF THE LANDS DESCRIBED IN THE CAPTION HEREON KNOWN AS MURRAY FARMS, HAVING CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED. THIS PLAT BEING MADE IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS A TRUE AND CORRECT PLAT OF THOSE LANDS. SUE MEADOW LANE, AND MICKEY WAY (THE "RIGHTS-OF-WAYS") AND THE DRAINAGE EASEMENTS THROUGH AND OVER THE LAKES AND FILTRATION SYSTEMS SHOWN ON THIS PLAT ARE HEREBY IRREVOCABLY DEDICATED TO CLAY COUNTY, ITS SUCCESSORS AND ASSIGNS, AND ARE SUBJECT TO THE FOLLOWING COVENANTS WHICH SHALL RUN WITH THE LAND.

THE DRAINAGE EASEMENTS HEREBY DEDICATED SHALL PERMIT CLAY COUNTY, ITS SUCCESSORS AND ASSIGNS, TO DISCHARGE INTO SAID LAKES AND FILTRATION SYSTEMS WHICH THESE EASEMENTS TRAVERSE, ALL WATER WHICH MAY FALL OR COME UPON ALL RIGHTS OF WAY HEREBY DEDICATED, TOGETHER WITH ALL SOIL, NUTRIENTS, CHEMICALS AND ALL OTHER SUBSTANCES WHICH MAY FLOW OR PASS FROM SAID TRAILS, COURTS, LANES AND STREETS, FROM ADJACENT LAND OR FROM ANY OTHER SOURCE OF PUBLIC WATERS INTO OR THROUGH SAID LAKES AND FILTRATION SYSTEMS, WITHOUT ANY LIABILITY WHATSOEVER ON THE PART OF CLAY COUNTY, ITS SUCCESSORS AND ASSIGNS FOR ANY DAMAGE, INJURIES OR LOSSES TO PERSONS OR PROPERTY RESULTING FROM THE ACCEPTANCE OR USE OF THESE DRAINAGE EASEMENTS BY CLAY COUNTY, ITS SUCCESSORS AND ASSIGNS.

CLAY COUNTY, ITS SUCCESSORS AND ASSIGNS SHALL NOT BE LIABLE NOR RESPONSIBLE FOR THE CREATION, OPERATION, FAILURE OR DESTRUCTION OF WATER LEVEL CONTROL EQUIPMENT WHICH MAY BE CONSTRUCTED OR INSTALLED BY THE DEDICATOR OR ANY OTHER PERSON WITHIN THE AREA OF THE LANDS HEREBY PLATTED, OR OF THE LAKES AND FILTRATION SYSTEMS SHOWN ON THIS PLAT, BUT SHALL HAVE THE RIGHT TO MODIFY THE EXISTENCE OF THE LAKES AND FILTRATION SYSTEMS AND THAT WHICH RETAINS IT TO EFFECT ADEQUATE DRAINAGE INCLUDING, BUT NOT LIMITED TO, THE RIGHT TO REMOVE ANY WATER LEVEL CONTROL STRUCTURES OR ANY PART THEREOF. THE DEDICATOR, AS OWNER OF THE LANDS DESCRIBED AND CAPTIONED HEREON, SHALL INDEMNIFY CLAY COUNTY AND SAVE IT HARMLESS FROM SUITS, ACTION, DAMAGES, LIABILITY AND EXPENSE IN CONNECTION WITH LOSS OF LIFE, BODILY OR PERSONAL INJURY OR PROPERTY DAMAGE OR ANY OTHER DAMAGE ARISING FROM OR OUT OF ANY OCCURRENCE IN, UPON, AT OR FROM THE LAKES AND FILTRATION SYSTEMS DESCRIBED ABOVE, OR ANY PART THEREOF, OCCASIONED WHOLLY OR IN PART BY ANY ACT OR OMISSION OF THE DEDICATOR, ITS AGENTS, CONTRACTORS, EMPLOYEES, SERVANTS, LICENSEES OR CONCESSIONAIRES WITHIN MURRAY FARMS. THIS INDEMNIFICATION SHALL RUN WITH THE LAND AND THE DEDICATOR AND THE SUCCESSORS OF DEDICATOR IN OWNERSHIP OF THE LAND SHALL BE SUBJECT TO IT FOR MATTERS ARISING DURING SUCH PARTY'S OWNERSHIP OF THE LAKES AND FILTRATION SYSTEMS DESCRIBED ABOVE.

NONE OF THE FOREGOING SHALL PROHIBIT CLAY COUNTY, FROM ESTABLISHING A MUNICIPAL SERVICE TAXING UNIT, MUNICIPAL SERVICE BENEFIT UNIT, STORMWATER UTILITY, TRANSPORTATION UTILITY, OR ANY OTHER SPECIAL ASSESSMENT/FEE SYSTEM WITHIN ANY SUBDIVISION FOR THE FURNISHING OF ROADS, STREETS, DRAINAGE, OR OTHER BENEFITS. NOR SHALL ANY OF THE FOREGOING PROHIBIT THE ACCEPTANCE FOR MAINTENANCE OF ROADS OR COMMON FACILITIES BY THE CLAY COUNTY COMMISSION IF AFTER ANY FILING OF ANY PLAT THE FACILITIES TO BE ACCEPTED BY THE BOARD FOR MAINTENANCE ARE UPGRADED TO COUNTY ACCEPTANCE STANDARDS BY CONTRIBUTION OF THE LOCAL DEVELOPER OR HOMEOWNERS OR BY ESTABLISHMENT OF A MUNICIPAL SERVICE BENEFIT DISTRICT.

UPON FAILURE OF THE COMMUNITY DEVELOPMENT DISTRICT, HOMEOWNERS' ASSOCIATION, OR ANY OTHER SUCH ENTITY THAT HAS ASSUMED THE OBLIGATION OF MAINTENANCE PERTAINING TO ANY STORMWATER MANAGEMENT FACILITIES, DRAINAGE EASEMENTS, ROADS, STREETS, RIGHTS-OF-WAY, TRACTS, OR ANY OTHER PORTION OF A PARCEL AS SHOWN HEREON THE PLAT, THE OBLIGATION WOULD THEN EQUALLY FALL ON THE LOT OWNERS AS SHOWN HEREON THE PLAT.

TRACT "A" (COMMON AREA), TRACT "B" (COMMON AREA), TRACT "C" (COMMON AREA), TRACT "D" (COMMON AREA), TRACT "E" (ACTIVE RECREATION AREA), AND TRACT "F" (SWMF) SHALL REMAIN PRIVATELY OWNED AND THE SOLE AND EXCLUSIVE PROPERTY OF DEDICATOR, ITS SUCCESSORS AND ASSIGNS; PROVIDED HOWEVER, DEDICATOR RESERVES THE RIGHT TO CONVEY TITLE TO SAID TRACTS TO AN ENTITY OR ENTITIES, INCLUDING WITHOUT LIMITATION, A PROPERTY OWNERS' ASSOCIATION, A MUNICIPAL SERVICES TAXING UNIT, COMMUNITY DEVELOPMENT DISTRICT, OR SUCH ENTITY AS WILL ASSUME ALL OBLIGATION OF MAINTENANCE AND OPERATION THEREOF UNDER THIS PLAT.

THE EASEMENTS DESCRIBED IN GENERAL NOTES 5 THROUGH 9 HEREIN, SHALL BE IRREVOCABLY DEDICATED AS STATED THEREIN.

ALL EASEMENTS SHOWN ON THIS PLAT, OTHER THAN THOSE SPECIFICALLY DEDICATED HEREIN, ARE AND SHALL REMAIN PRIVATELY OWNED AND THE SOLE AND EXCLUSIVE PROPERTY OF DEDICATOR, ITS SUCCESSORS AND ASSIGNS, IF ANY, OF SAID EASEMENTS. DEDICATOR RETAINS THE OBLIGATION FOR MAINTENANCE OF ALL EASEMENTS SHOWN ON THIS PLAT FOR DRAINAGE PURPOSES; PROVIDED HOWEVER, DEDICATOR RESERVES THE RIGHT TO ASSIGN THE OBLIGATION FOR MAINTENANCE OF SAID EASEMENTS TO A PROPERTY OWNERS' ASSOCIATION OR OTHER SUCH ENTITY AS WILL ASSUME ALL OBLIGATION OF MAINTENANCE AND OPERATION THEREOF UNDER THE PLAT.

IN WITNESS THEREOF, _____ OF PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY

HAS CAUSED THESE PRESENTS TO BE SIGNED THIS_____ DAY OF _____ , 2025, ON BEHALF OF THE COMPANY.

_____
WITNESS

OWNER: PULTE HOME COMPANY, LLC,
A MICHIGAN LIMITED LIABILITY COMPANY

PRINT NAME:_____

BY:_____
JUSTIN DUDLEY
ITS VICE PRESIDENT OF LAND ACQUISITION

_____
WITNESS

PRINT NAME:_____

STATE OF FLORIDA, COUNTY OF _____

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME BY MEANS OF □ PHYSICAL PRESENCE OR □ ONLINE NOTARIZATION, THIS _____ DAY OF _____ , 2025, BY JUSTIN DUDLEY AS VICE PRESIDENT, OF PULTE HOME COMPANY, LLC, A MICHIGAN LIMITED LIABILITY COMPANY. HE IS ( ) PERSONALLY KNOWN TO ME OR WHO ( ) PRODUCED _____ AS IDENTIFICATION.

_____
NOTARY PUBLIC, STATE OF FLORIDA AT LARGE

PRINT NAME:_____

COMMISSION NO.:_____

MY COMMISSION EXPIRES:_____

NOTARY STAMP

PREPARED BY:
PERRET AND ASSOCIATES, INC.
1484 MONTICELLO ROAD
JACKSONVILLE, FLORIDA 32207; PHONE (904) 805-0030
L.B. NO. 6715

MURRAY FARMS

A PORTION OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 SECTION 34, TOWNSHIP 4 SOUTH, RANGE 25 EAST, CLAY COUNTY, FLORIDA

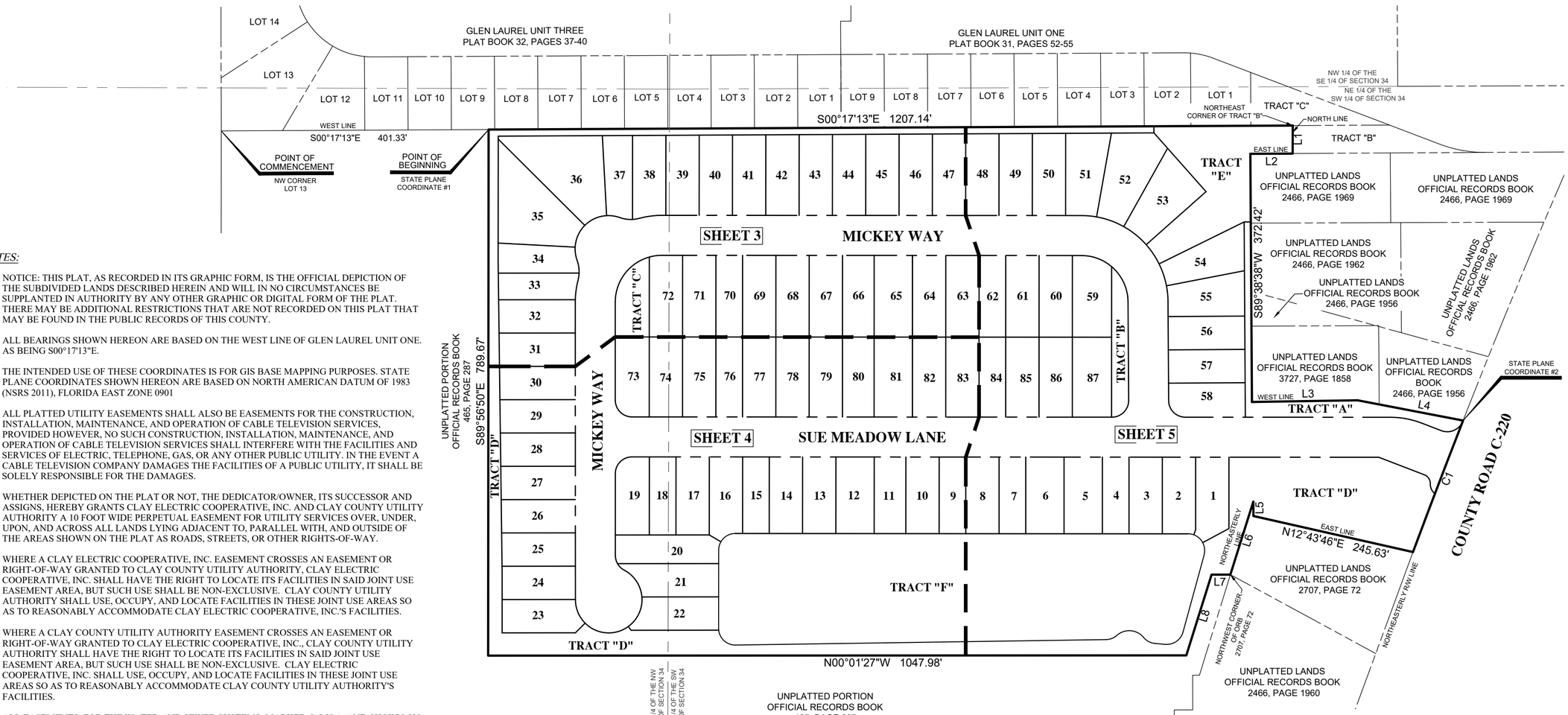
PLAT BOOK PAGE

GRAPHIC SCALE

0 60 120 240 360

(IN FEET)
1 inch = 120 ft.

STATE PLANE COORDINATES TABLE			
POINT	NORTHING	EASTING	DESCRIPTION
1	2100168.9560	406631.3750	POINT OF BEGINNING
2	2098706.2383	406194.6369	SOUTHEAST CORNER OF TRACT "A"



NOTES:

1.) NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

2.) ALL BEARINGS SHOWN HEREON ARE BASED ON THE WEST LINE OF GLEN LAUREL UNIT ONE. AS BEING S00°17'13"E.

3.) THE INTENDED USE OF THESE COORDINATES IS FOR GIS BASE MAPPING PURPOSES. STATE PLANE COORDINATES SHOWN HEREON ARE BASED ON NORTH AMERICAN DATUM OF 1983 (NSRS 2011), FLORIDA EAST ZONE 0901

4.) ALL PLATTED UTILITY EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES, PROVIDED HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF ELECTRIC, TELEPHONE, GAS, OR ANY OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES.

5.) WHETHER DEPICTED ON THE PLAT OR NOT, THE DEDICATOR/OWNER, ITS SUCCESSOR AND ASSIGNS, HEREBY GRANTS CLAY ELECTRIC COOPERATIVE, INC. AND CLAY COUNTY UTILITY AUTHORITY A 10 FOOT WIDE PERPETUAL EASEMENT FOR UTILITY SERVICES OVER, UNDER, UPON, AND ACROSS ALL LANDS LYING ADJACENT TO, PARALLEL WITH, AND OUTSIDE OF THE AREAS SHOWN ON THE PLAT AS ROADS, STREETS, OR OTHER RIGHTS-OF-WAY.

6.) WHERE A CLAY ELECTRIC COOPERATIVE, INC. EASEMENT CROSSES AN EASEMENT OR RIGHT-OF-WAY GRANTED TO CLAY COUNTY UTILITY AUTHORITY, CLAY ELECTRIC COOPERATIVE, INC. SHALL HAVE THE RIGHT TO LOCATE ITS FACILITIES IN SAID JOINT USE EASEMENT AREA, BUT SUCH USE SHALL BE NON-EXCLUSIVE. CLAY COUNTY UTILITY AUTHORITY SHALL USE, OCCUPY, AND LOCATE FACILITIES IN THESE JOINT USE AREAS SO AS TO REASONABLY ACCOMMODATE CLAY ELECTRIC COOPERATIVE, INC.'S FACILITIES.

7.) WHERE A CLAY COUNTY UTILITY AUTHORITY EASEMENT CROSSES AN EASEMENT OR RIGHT-OF-WAY GRANTED TO CLAY ELECTRIC COOPERATIVE, INC., CLAY COUNTY UTILITY AUTHORITY SHALL HAVE THE RIGHT TO LOCATE ITS FACILITIES IN SAID JOINT USE EASEMENT AREA, BUT SUCH USE SHALL BE NON-EXCLUSIVE. CLAY ELECTRIC COOPERATIVE, INC. SHALL USE, OCCUPY, AND LOCATE FACILITIES IN THESE JOINT USE AREAS SO AS TO REASONABLY ACCOMMODATE CLAY COUNTY UTILITY AUTHORITY'S FACILITIES.

8.) ALL EASEMENTS, FOR THE WATER AND SEWER SYSTEMS, MARKED C.C.U.A. AND SHOWN ON THE PLAT, ARE HEREBY IRREVOCABLY AND WITHOUT RESERVATION DEDICATED TO CLAY COUNTY UTILITY AUTHORITY (C.C.U.A.), ITS SUCCESSORS AND ASSIGNS.

9.) ALL EASEMENTS FOR THE UNDERGROUND ELECTRICAL DISTRIBUTION SYSTEM, MARKED C.E.C. AND SHOWN ON THE PLAT, ARE HEREBY IRREVOCABLY AND WITHOUT RESERVATION DEDICATED TO CLAY ELECTRIC COOPERATIVE, INC. (C.E.C.).

10.) THE DRAINAGE AND MAINTENANCE EASEMENTS SHOWN HEREON SHALL REMAIN TOTALLY UNOBSTRUCTED BY ANY PERMANENT IMPROVEMENTS WHICH MAY IMPEDE THE USE OF SAID EASEMENT BY CLAY COUNTY. THE CONSTRUCTION OF DRIVEWAYS AND THE INSTALLATION OF FENCES, HEDGES AND LANDSCAPING ARE PERMISSIBLE BUT SUBJECT TO REMOVAL BY THE CITY AT THE EXPENSE OF EACH LOT OWNER FOR THE REMOVAL AND/OR REPLACEMENT OF SUCH ITEMS."

11.) SITE DATA

LAND USE: UC-10
ZONING DESIGNATION: PUD
AREA: 21.9± ACRES
NUMBER OF LOTS: 87
MINIMUM LOT SIZE: 40'x100'
MINIMUM LOT AREA: 4,000 SQUARE FEET
MAXIMUM LOT COVERAGE: 60%

SETBACKS

FRONT: 20 FEET
SIDE: 5 FEET
REAR: 10 FEET

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	42.13'	N89°44'00"W
L2	63.50'	N00°17'42"W
L3	158.68'	S00°53'01"E
L4	161.20'	S10°51'18"W
L5	21.75'	N89°47'02"E
L6	114.99'	N72°33'22"W
L7	28.25'	N00°00'07"E
L8	126.99'	N72°38'28"W

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C1	211.29'	11509.16'	1°03'07"	N69°09'20"W	211.29'

LEGEND

◉	DENOTES SET PERMANENT REFERENCE MONUMENT STAMPED L.B. 6715.
●	DENOTES SET PERMANENT CONTROL POINT STAMPED L.B. 6715
C1	DENOTES TABULATED CURVE DATA
L1	DENOTES TABULATED LINE DATA
P.C.	DENOTES POINT OF CURVATURE
P.T.	DENOTES POINT OF TANGENCY
P.R.C.	DENOTES POINT OF REVERSE CURVE
P.C.C.	DENOTES POINT OF COMPOUND CURVE
P.O.C.	POINT ON CURVE
(R)	DENOTES RADIAL LINE
(N)	NORTHING
(E)	EASTING
R/W	RIGHT-OF-WAY
C/L	CENTERLINE
CB	CHORD BEARING
D	DELTA
R.P.	RADIUS POINT
(100.1)	DENOTES DISTANCE TO EASEMENT
CEC	CLAY ELECTRIC COOPERATIVE
CCUA	CLAY COUNTY UTILITY AUTHORITY
SWMF	STORMWATER MANAGEMENT FACILITY
ORB	OFFICIAL RECORDS BOOK
POB	POINT OF BEGINNING
PRM	PERMANENT REFERENCE MONUMENT

UTILITIES SUPPLIERS:

WATER & SEWER: CLAY COUNTY UTILITY AUTHORITY
3176 OLD JENNINGS RD.
MIDDLEBURG, FL 32068

ELECTRIC: CLAY ELECTRIC COOPERATIVE, INC.
P.O. BOX 308
KEYSTONE HEIGHTS, FL 32656

OWNER: PULTE HOME COMPANY, LLC
12724 GRAN BAY PARKWAY WEST, SUITE #200
JACKSONVILLE, FL 32258

ENGINEER: KIMLEY-HORN AND ASSOCIATES, INC.
12740 GRAN BAY PARKWAY WEST, SUITE 2350
JACKSONVILLE, FL 32258

SURVEYOR: PERRET AND ASSOCIATES, INC.
1484 MONTICELLO ROAD
JACKSONVILLE, FL 32207

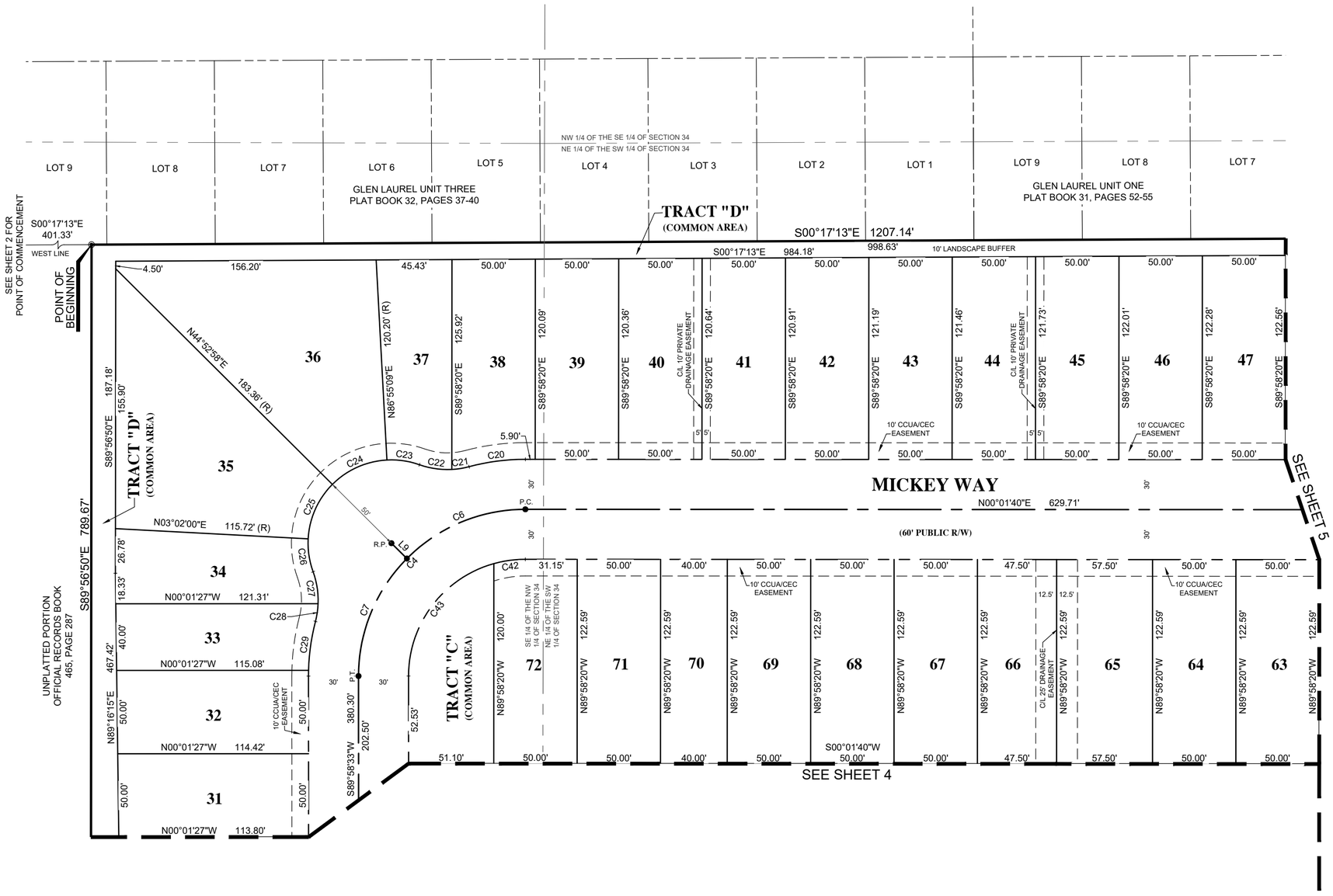
PREPARED BY:
PERRET AND ASSOCIATES, INC.
1484 MONTICELLO ROAD
JACKSONVILLE, FLORIDA 32207; PHONE (904) 805-0030
L.B. NO. 6715

MURRAY FARMS

A PORTION OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 AND THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 SECTION 34, TOWNSHIP 4 SOUTH, RANGE 25 EAST, CLAY COUNTY, FLORIDA

PLAT BOOK PAGE

SHEET 3 OF 5 SHEETS
(SEE SHEET 2 FOR GENERAL NOTES)



GRAPHIC SCALE

0 25 50 100 150

(IN FEET)
1 inch = 50 ft.

LINE TABLE		
LINE #	LENGTH	DIRECTION
L9	13.07'	N44°46'51"E

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C4	157.17'	100.00'	90°03'07"	N44°59'53"W	141.49'
C6	78.97'	100.00'	45°14'47"	N22°35'44"W	76.93'
C7	78.20'	100.00'	44°48'18"	N67°37'18"W	76.22'
C20	34.17'	130.00'	15°03'29"	N07°30'05"W	34.07'
C21	10.47'	50.00'	11°59'55"	N09°01'51"W	10.45'
C22	19.77'	50.00'	22°39'13"	N08°17'43"E	19.64'
C23	19.81'	50.00'	22°42'10"	N08°16'14"E	19.68'
C24	36.68'	50.00'	42°02'11"	N24°05'56"W	35.87'
C25	36.52'	50.00'	41°50'59"	N66°02'31"W	35.71'
C26	20.15'	50.00'	23°05'36"	S81°29'12"W	20.02'
C27	19.49'	50.00'	22°20'05"	S81°06'26"W	19.37'
C28	10.75'	50.00'	12°19'03"	N81°34'00"W	10.73'
C29	29.75'	130.00'	13°06'37"	N81°57'47"W	29.68'
C42	19.09'	70.00'	15°37'32"	N07°47'06"W	19.03'
C43	90.93'	70.00'	74°25'35"	N52°48'39"W	84.67'

PREPARED BY:
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L.B. NO. 6715

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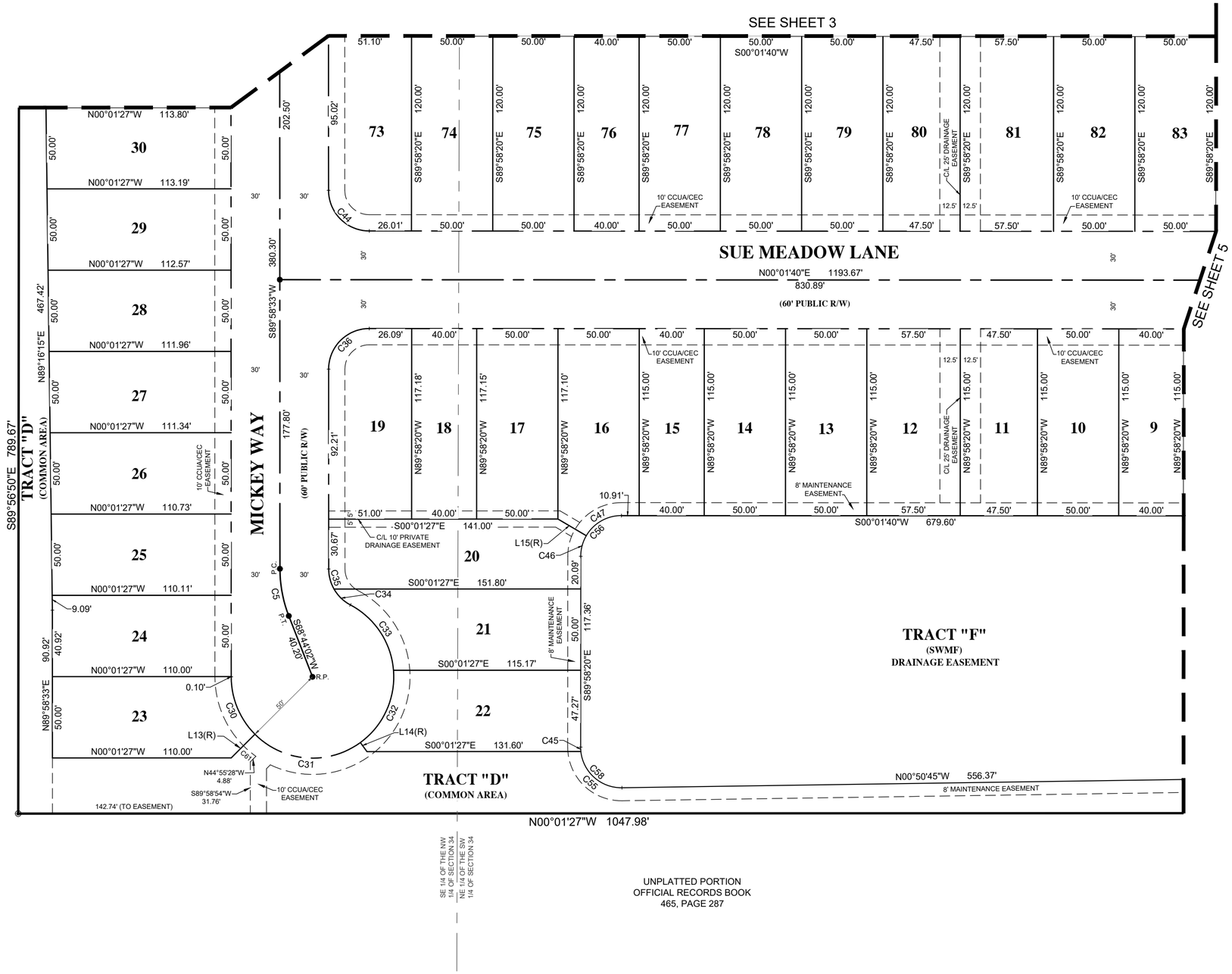
PLAT BOOK PAGE

(SEE SHEET 2 FOR GENERAL NOTES)



GRAPHIC SCALE

0 25 50 100 150

(IN FEET)
1 inch = 50 ft.

LINE TABLE		
LINE #	LENGTH	DIRECTION
L13(R)	20.59'	N44°55'28"W
L14(R)	6.91'	S53°54'08"W
L15(R)	20.30'	S30°23'11"W

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C5	29.66'	80.00'	21°14'31"	S79°21'18"W	29.49'
C30	39.26'	50.00'	44°59'14"	S67°34'09"W	38.26'
C31	70.84'	50.00'	81°10'24"	S04°29'20"W	65.06'
C32	51.07'	50.00'	58°30'59"	S65°21'21"E	48.87'
C33	50.26'	50.00'	57°35'31"	N56°35'24"E	48.17'
C34	14.24'	25.00'	32°37'38"	N44°06'27"E	14.04'
C35	12.90'	25.00'	29°33'17"	N75°11'55"E	12.75'
C36	39.29'	25.00'	90°03'07"	N44°59'54"W	35.37'
C44	39.25'	25.00'	89°56'53"	S45°00'06"W	35.34'
C45	2.73'	25.00'	6°15'36"	S86°53'52"W	2.73'
C46	13.25'	25.00'	30°21'31"	N74°47'34"W	13.09'
C47	26.02'	25.00'	59°38'29"	N29°47'34"W	24.86'
C55	36.92'	25.00'	84°36'49"	S41°27'40"W	33.66'
C56	39.27'	25.00'	90°00'00"	S44°58'20"E	35.36'
C58	39.65'	25.00'	90°52'25"	N44°35'28"E	35.62'
C61	10.05'	60.00'	9°35'39"	S40°16'43"W	10.04'

PREPARED BY:
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PLAT BOOK PAGE

SHEET 5 OF 5 SHEETS
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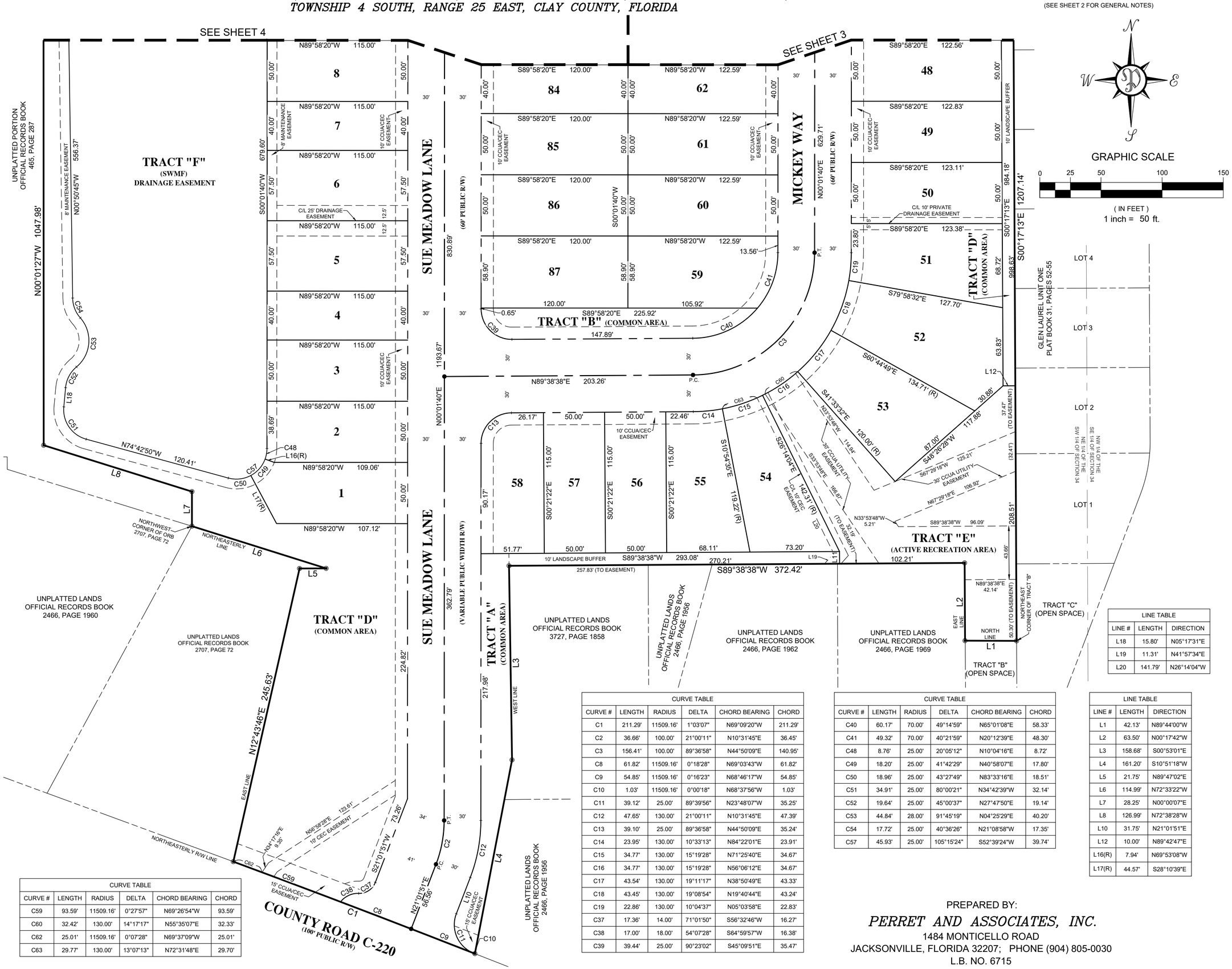


CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C1	211.29'	11509.16'	1°03'07"	N69°09'20"W	211.29'
C2	36.66'	100.00'	21°00'11"	N10°31'45"E	36.45'
C3	156.41'	100.00'	89°36'58"	N44°50'09"E	140.95'
C8	61.82'	11509.16'	0°18'28"	N69°03'43"W	61.82'
C9	54.85'	11509.16'	0°16'23"	N68°46'17"W	54.85'
C10	1.03'	11509.16'	0°00'18"	N68°37'56"W	1.03'
C11	39.12'	25.00'	89°39'56"	N23°48'07"W	35.25'
C12	47.65'	130.00'	21°00'11"	N10°31'45"E	47.39'
C13	39.10'	25.00'	89°36'58"	N44°50'09"E	35.24'
C14	23.95'	130.00'	10°33'13"	N84°22'01"E	23.91'
C15	34.77'	130.00'	15°19'28"	N71°25'40"E	34.67'
C16	34.77'	130.00'	15°19'28"	N56°06'12"E	34.67'
C17	43.54'	130.00'	19°11'17"	N38°50'49"E	43.33'
C18	43.45'	130.00'	19°08'54"	N19°40'44"E	43.24'
C19	22.86'	130.00'	10°04'37"	N05°03'58"E	22.83'
C37	17.36'	14.00'	71°01'50"	S56°32'46"W	16.27'
C38	17.00'	18.00'	54°07'28"	S64°59'57"W	16.38'
C39	39.44'	25.00'	90°23'02"	S45°09'51"E	35.47'

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C40	60.17'	70.00'	49°14'59"	N65°01'08"E	58.33'
C41	49.32'	70.00'	40°21'59"	N20°12'39"E	48.30'
C48	8.76'	25.00'	20°05'12"	N10°04'16"E	8.72'
C49	18.20'	25.00'	41°42'29"	N40°58'07"E	17.80'
C50	18.96'	25.00'	43°27'49"	N83°33'16"E	18.51'
C51	34.91'	25.00'	80°00'21"	N34°42'39"W	32.14'
C52	19.64'	25.00'	45°00'37"	N27°47'50"E	19.14'
C53	44.84'	28.00'	91°45'19"	N04°25'29"E	40.20'
C54	17.72'	25.00'	40°36'26"	N21°08'58"W	17.35'
C57	45.93'	25.00'	105°15'24"	S52°39'24"W	39.74'

LINE TABLE		
LINE #	LENGTH	DIRECTION
L18	15.80'	N05°17'31"E
L19	11.31'	N41°57'34"E
L20	141.79'	N26°14'04"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
L1	42.13'	N89°44'00"W
L2	63.50'	N00°17'42"W
L3	158.68'	S00°53'01"E
L4	161.20'	S10°51'18"W
L5	21.75'	N89°47'02"E
L6	114.99'	N72°33'22"W
L7	28.25'	N00°00'07"E
L8	126.99'	N72°38'28"W
L10	31.75'	N21°01'51"E
L12	10.00'	N89°42'47"E
L16(R)	7.94'	N69°53'08"W
L17(R)	44.57'	S28°10'39"E

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD
C59	93.59'	11509.16'	0°27'57"	N69°26'54"W	93.59'
C60	32.42'	130.00'	14°17'17"	N55°35'07"E	32.33'
C62	25.01'	11509.16'	0°07'28"	N69°37'09"W	25.01'
C63	29.77'	130.00'	13°07'13"	N72°31'48"E	29.70'

PREPARED BY:

PERRET AND ASSOCIATES, INC.

1484 MONTICELLO ROAD
JACKSONVILLE, FLORIDA 32207; PHONE (904) 805-0030
L.B. NO. 6715

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/12/2025

FROM: Courtney Grimm

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Right-of-Way Easement to Clay Electric re: Animal Shelter	Agreement/Contract	5/22/2025	Clay_County_Animal_Control.dn.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/21/2025 - 3:07 PM	Item Pushed to Agenda

Prepared by and Return to
Dave Nichols

Real Estate Division
Clay Electric Cooperative, Inc.
P. O. Box 308
Keystone Heights, Florida 32656

Clay Electric Property No:
Clay County Animal Control
W.O. No: 314898

Tax Parcel No.:
02-05-25-008976-000-00

Space above for recording data

RIGHT-OF-WAY EASEMENT

Clay Electric Cooperative, Inc.

GRANTORS, (whether singular or plural) Clay County, a political subdivision of the State of Florida

whose mailing address is: P.O. Box 1366

City Green Cove Springs State Florida Zip Code 32043

in Consideration of one dollar and other good and valuable Considerations, the receipt of which is hereby acknowledged, do(es) hereby grant, bargain, sell and convey to Clay Electric Cooperative, Inc., a Florida Corporation, of P.O. Box 308, Keystone Heights, Florida, 32656, hereinafter called the Cooperative, its successors and assigns, a perpetual easement more particularly described as follows:

A Non-exclusive easement ten (10) feet in width being five (5) feet on each side of the centerline of an underground electrical distribution system and associated facilities over, under, upon and across a parcel of land lying in Sections 02, Township 05 South, Range 25 East,

Said parcel being more particularly described on the attached Exhibit “A”.

A sketch of approximate easement location is show on the attached Exhibit “B”

together with a perpetual easement over, under, upon and across all streets, roads, alleys, easements and rights-of-way in any plat or subdivision of which the above-described property is a part, to the extent of Grantor’s interest therein. The Cooperative shall have the following rights and uses in the Easement Area: the right to construct, rebuild, operate, and maintain electric lines and systems on or under the above described lands (Easement Area) for the transmission of electric power and the distribution thereof; the right to inspect, repair, change, alter, improve, remove, and add to such facilities and systems as the Cooperative deems advisable, including, by way of example, and not by way of limitation, the right to alter, modify, increase or decrease the number and size of conduits, wires, voltage, poles, cables, down guys, transformers, transformer enclosures, regulators, and all necessarily related equipment; the right to cut, trim, remove, and control the growth of trees, shrubberies, and other plants in the easement area by all means available, and not prohibited by law, that may, in the judgement of the Cooperative, interfere with, threaten or endanger the operation and maintenance of the Cooperative’s facilities and systems; the right to keep the easement clear of all buildings, structures or other obstructions except citrus trees and low-growing shrubbery that do not otherwise in the judgement of the Cooperative interfere with Cooperative’s use of the easement and right-of-way; the right to license, permit, or otherwise agree to the joint use or occupancy of the easement, facilities or system whether over land or under ground by other utilities, persons, associations, or corporations, and the right to enter upon, cross, and use other lands of the Grantors to provide reasonable access to the easement granted herein. Grantor agrees that all equipment, poles, wire, facilities, and other tangible personal property, together with any other improvements to the easement and right-of-way installed by or on behalf of the Cooperative, shall remain the sole and exclusive property of the Cooperative, and shall not be subject to any interest or claim of Grantor. Grantor covenants with the Cooperative that Grantor is lawfully seized of the land in fee simple, that Grantor has good, right and lawful authority to grant, bargain, sell, and convey the land and the interest herein conveyed. Grantor reserves the right to use the underlying fee for farming, citrus grove, or pasture purposes, provided that such use shall not include the construction, placement or location of any structures in the easement area, nor any use that would, in the judgement of the Cooperative, interfere with the Cooperative’s use and enjoyment of the easement. Grantor agrees that this right-of-way easement is perpetual and shall run with the land, and that any abandonment or interruption of the use of the easement and right-of-way shall not terminate or impair the interests hereby conveyed to the Cooperative.

signatures on next page

IN WITNESS WHEREOF, the Grantors have hereunto affixed their hands and seals this _____ day of _____, 2025.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

First,
Witness Signature: _____

Also,
Type/Print Name: _____

Address: _____

Second,
Witness Signature: _____

Also,
Address: _____

By _____ (seal)
Type/Print Name
and Title: Besty Condon, Board Chair (seal)

Attest: _____
Type/Print Name
and Title: Tara S. Green, Clay County Clerk of Court and Comptroller, Ex Officio Clerk of the Board

STATE OF Florida
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this

_____ by Betsy Condon, Board Chair of Clay County, a political subdivision of the State of Florida
(date)

He/she is personally known to me or has produced _____ as identification.
(type of identification)

_____
Notary Public

[Notary Seal]

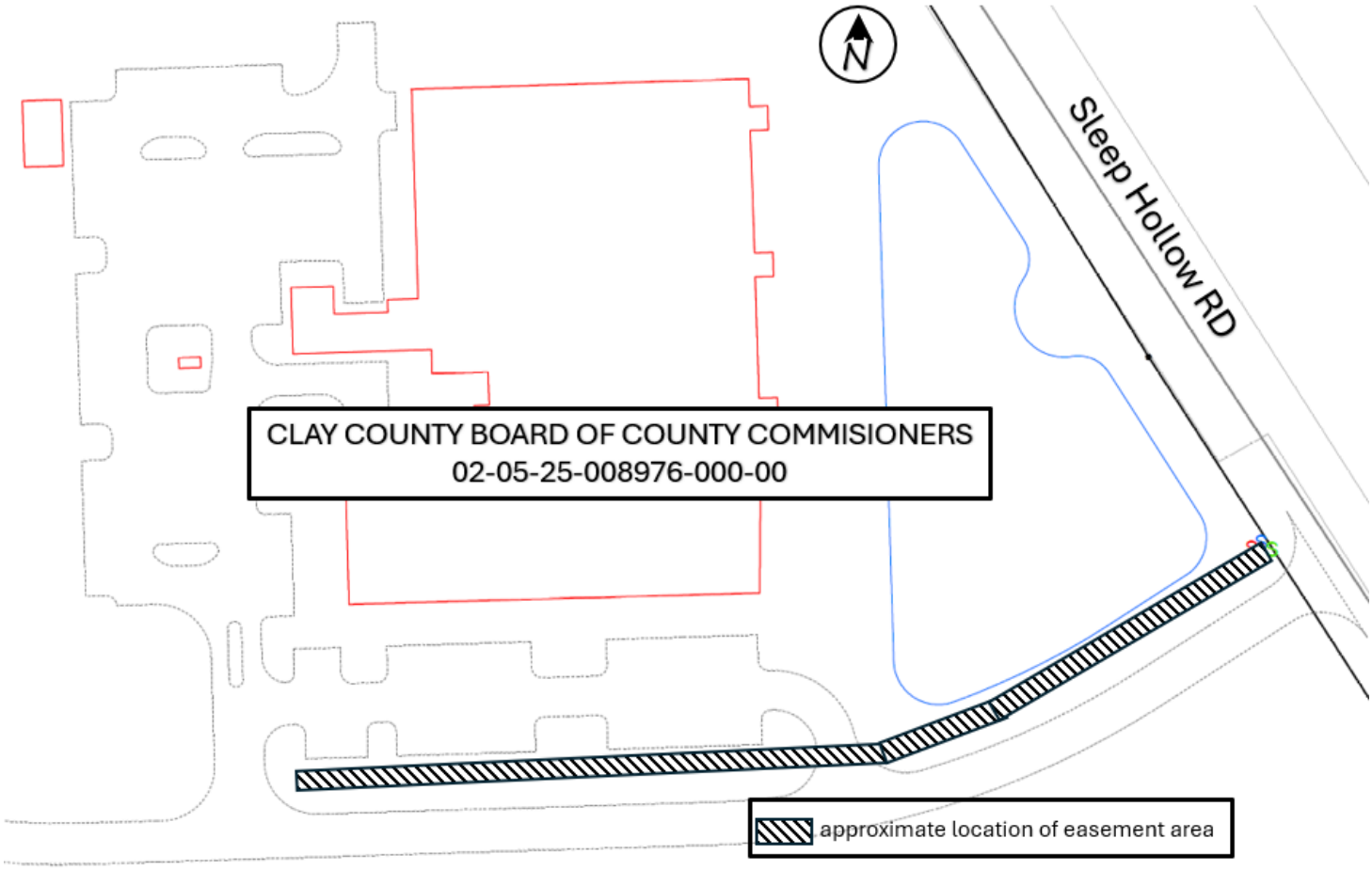
_____
Name typed, printed or stamped

Exhibit "A"

A parcel of land consisting of a portion of Blocks 2. 3 and 4. Doctors Inlet. Clay County. Florida. according to plat thereof recorded in Plat Book 2. page 4 of the public records of said county. together with a portion of those unnamed roads. avenues and rights-of-way lying adjacent to said blocks. said parcel being more particularly described as follows:

Begin at the northwest corner of Lot 51. Tara. according to Plat Book 7. page 47 of said public records; thence North 89 degrees 55 minutes 25 seconds West. along a north line of said Tara. 720.00 feet to an east line thereof; thence on said east line. North 00 degrees 14 minutes 35 seconds West. 1270.87 feet to the south line of County Road No. 220; thence on said south line. South 89 degrees 55 minutes 00 seconds East. 763.48 feet to the southwesterly line of County Road No. 220-C; thence on said southwesterly line. South 30 degrees 10 minutes 45 seconds East. 805.16 feet to the northwesterly line of those lands described in Official Records Book 133. page 64 (Parcel 4) of said public records; thence on said northwesterly line. and on a southwesterly extension thereof. South 59 degrees 49 minutes 15 seconds West. 250.00 feet; thence South 30 degrees 10 minutes 45 seconds East. 210.00 feet; thence North 59 degrees 49 minutes 15 seconds East. 30.00 feet to the southwesterly line of those lands described in Official Records Book 984. page 111; thence on said southwesterly line. and on a southeasterly extension thereof. South 30 degrees 10 minutes 45 seconds East. 310.30 feet to the north line of those lands described in Official Records Book 325. page 498 of said public records; thence on said north line. North 89 degrees 55 minutes 25 seconds West. 154.20 feet to the west line thereof; thence on said west line. South 00 degrees 04 minutes 35 seconds West. 15.00 feet to said north line of Tara; thence on said north line. North 89 degrees 55 minutes 25 seconds West. 360.00 feet to the point of beginning;

Exhibit “B”


N
Sleep Hollow RD
CLAY COUNTY BOARD OF COUNTY COMMISIONERS
02-05-25-008976-000-00
approximate location of easement area

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/14/2025

FROM: Megan Covey, Grants Director

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

A. Authorize the submission of a grant application to the Florida Department of State, Division of Historical Resources, under the Special Category Grant Program (50% match required) for the reconstruction of the historic Middleburg Colored School;

B. Authorize the County Manager to execute and submit the application on the County's behalf; and

C. Approve the accompanying resolution in support of the grant application.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Resolution	Resolution Letter	5/21/2025	FINALSpecialCategoryGrant2025Resolution.ADA.pdf
Special Category Grant Middleburg Colored School	Backup Material	5/23/2025	Memo_Special_Category_Grant_-_Middleburg_Colored_School_publicada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:08 PM	Item Pushed to Agenda

RESOLUTION NO. 2024/2025- ____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE FLORIDA DEPARTMENT OF STATE, DIVISION OF HISTORICAL RESOURCES FOR FUNDING UNDER THE SPECIAL CATEGORY GRANT PROGRAM FOR THE RECONSTRUCTION OF THE HISTORIC MIDDLEBURG COLORED SCHOOL.

WHEREAS, the Department of State, Division of Historical Resources, provides state funds to governments to preserve and promote Florida's historical and archaeological resources; and

WHEREAS, the Middleburg Colored School is a historic wooden schoolhouse located in Hunter-Douglas Park that serves as a cultural landmark as the first formal educational facility for Black residents in Middleburg, Florida; and

WHEREAS, the Clay County Board of County Commissioners recognizes the historical importance of the Middleburg Colored School and the community's interest in restoring and reopening the site as an educational and cultural facility; and

WHEREAS, the reconstruction of the historic Middleburg Colored School serves the best interests of Clay County and its residents by preserving an important cultural and educational landmark, and such restoration would not be feasible without the funding support provided under the Special Category Grant Program; and

WHEREAS, the required 50% match under the Special Category Grant Program will be available and unencumbered at the time of the grant award to Clay County; and

WHEREAS, funding provided under the Special Category Grant Program is sufficient and will be available to complete the reconstruction of the historic Middleburg Colored School; and

WHEREAS, Clay County desires to submit a grant application to the Department of State, Division of Historical Resources for funding assistance under the Special Category Grant Program for the reconstruction of the historic Middleburg Colored School and authorize the County Manager to execute and submit the application.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are hereby adopted as the findings of the Board of County Commissioners of Clay County, Florida (the "Board") and are incorporated herein by reference.

Section 2. The Board hereby authorizes Clay County to submit a grant application to

the Department of State, Florida Division of Historical Resources, to request funding under the Special Category Grant Program for the reconstruction of the historic Middleburg Colored School.

Section 3. The Board hereby authorizes and delegates authority to the County Manager to execute and submit the grant application for and in the name of Clay County to the Department of State, Division of Historical Resources, along with any other necessary documents, forms, or certifications associated with the grant application.

Section 4. Should Clay County be awarded a grant under the Special Category Grant Program for the referenced improvements, the Board hereby authorizes the County's Grants Director to serve as the project manager to administer the grant on behalf of Clay County.

Section 5. This Resolution shall become effective immediately upon its adoption.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 27th day of May, 2025.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

By: _____
Betsy Condon, Its Chairman

ATTEST:

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

Grants Division

477 Houston St.
Green Cove Springs, FL
32043

Phone: 904-529-4211

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

www.claycountygov.com

MEMORANDUM

To: Board of County Commissioners

From: Megan Covey, Grants Director

Date: May 27, 2025

Re: Approval to Submit Grant Application for the Florida Department of State Division of Historical Resources Special Category Grant for the Historic Middleburg Colored School

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The Grants Division requests approval to apply for the following grant:

Special Category Grant

Grantor Name: Florida Department of State, Division of Historical Resources

Application Deadline: June 2, 2025

Funding Type: State

Grant Request: $137,374.50

Matching Requirements: 1:1 ($137,374.50)

Purpose of Grant: Repair and refurbish the Historic Middleburg Colored School located at 4393 Longmire Road in Middleburg, Florida, to make it accessible to the public. The scope of work includes a new HVAC system to preserve the structure and its contents, as well as a historically appropriate reconstruction of the building's foundation, roof, and envelope, including period appropriate doors and windows. The project cost estimate is based on the Historic Structures Report that was prepared by Dasher Hurst Architects in 2024.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/16/2025

FROM: Courtney Grimm

SUBJECT:

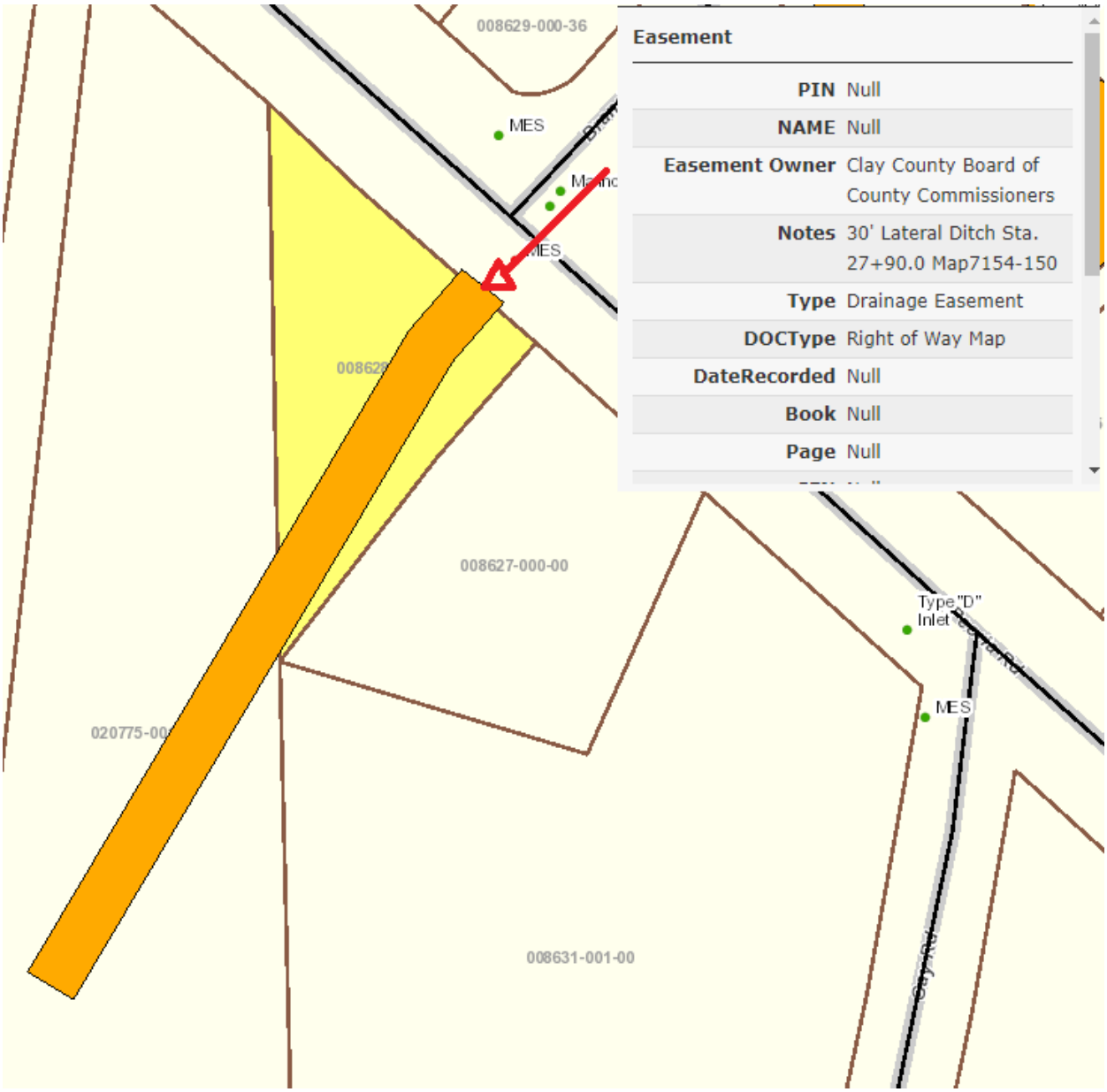
AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Peoria Road Easement Release Figure	Backup Material	5/23/2025	Peoria_Road_Easement_Release_Figure_revada.pdf
Release of Lateral Ditch Easement	Backup Material	5/23/2025	Peoria_Road_Release_of_Lateral_Ditch_Easement_final_revada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/21/2025 - 3:08 PM	Item Pushed to Agenda


008629-000-36
MES
MES
008627-000-00
Type "D"
Inlet
MES
020775-00
008631-001-00
Easement
PIN Null
NAME Null
Easement Owner Clay County Board of County Commissioners
Notes 30' Lateral Ditch Sta. 27+90.0 Map7154-150
Type Drainage Easement
DOCType Right of Way Map
DateRecorded Null
Book Null
Page Null

This instrument prepared by and
Record and Return to:
Clay County Attorney's Office
Post Office Box 1366
Green Cove Springs, Florida 32043

Portion of R. E. Parcel Nos.:
40-04-25-020775-001-00
26-04-25-008628-000-00
26-04-25-008627-000-00
26-04-25-008631-001-00

[Reserved for Recording Department]

RELEASE OF LATERAL DITCH EASEMENT

THIS **RELEASE OF LATERAL DITCH EASEMENT** is made and executed as of this _____ day of May, 2025, by CLAY COUNTY, a political subdivision of the State of Florida (the "County"), in favor of and for the benefit of the affected parcels, as follows:

Recitals

WHEREAS, pursuant to that certain State of Florida State Road Department, Right of Way Map, Section No 7154-150, related to Road No. S-224-A, Clay County, Florida, and filed April 17, 1957, the County was granted a lateral ditch easement for the purposes of drainage over, under, and across the lands as more particularly described on the Right of Way Map; and,

WHEREAS, the lateral ditch easement is obsolete and no longer serves a drainage function; and,

WHEREAS, the County intends by means of this Release of Lateral Ditch Easement to release the lateral ditch easement described in the attached legal description, Exhibit A, hereto.

WITNESSETH: That the County, for and in consideration of the foregoing Recitals, and other good and valuable consideration, receipt whereof is hereby acknowledged, does hereby forever release, remise, surrender, cancel and quitclaim all right, title and interest the County may have in and to that certain easement described in the attached Exhibit A.

IN WITNESS WHEREOF, the County has caused this Release of Lateral Ditch Easement to be executed as of the date and year first above written.

CLAY COUNTY a political subdivision of the
State of Florida, by its Board of
County Commissioners

Attest:

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

_____
Betsy Condon, its Chairman

Exhibit A

The 30.00’ lateral ditch easement, Sta. 27+90.0 as shown on State of Florida State Road Department Right of Way Map, Section No. 7154-150, filed April 17, 1957.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: Administrative and Contractual Services

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

-
Funding Source:
FD1000 - CC1188 - PRJ100826 - 546100

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The responsibilities of the City of Keystone Heights are as follows:
1) Contractor procurement
2) Contract execution and administration (including insurance, indemnification, and compliance clauses)
3) Project management and oversight
4) Payment of all work by contractors

The responsibilities of Clay County are as follows:
1) Assist with survey support
2) Assistance with preparation and drafting of bid documents
3) Flagging of trees
4) Site inspections
5) Assistance with project oversight
6) Contribute an amount not to exceed $99,400.00 toward the cost of the project, payable upon receipt of an invoice from the City

ATTACHMENTS:

Description	Type	Upload Date	File Name
Interlocal Agreement	Backup Material	5/23/2025	KH_Interlocal_re_Lake_Geneva_Restorationada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractural Services	Streeper, Lisa	Approved	5/21/2025 - 3:08 PM	Item Pushed to Agenda

Clay County Agreement/Contract No. 2024/2025-____

INTERLOCAL AGREEMENT BETWEEN CLAY COUNTY, FLORIDA AND THE CITY OF KEYSTONE HEIGHTS, FLORIDA REGARDING LAKE GENEVA RESTORATION PROJECT

This Interlocal Agreement between Clay County, Florida and the City of Keystone Heights, Florida regarding Lake Geneva Restoration Project ("Agreement") is entered into this ____ day of May, 2025 ("Effective Date"), and is between Clay County, a political subdivision of the State of Florida (the "County"), and the City of Keystone Heights, Florida, a municipal corporation (the "City").

RECITALS

WHEREAS, Chapter 163, Florida Statutes, permits the parties to make the most efficient use of their respective powers, resources and capabilities by cooperating in the use of such; and

WHEREAS, the Black Creek Water Resource Development Project (Black Creek Project), undertaken by the St. Johns River Water Management District ("SJRWMD") in Clay County, will recharge the Upper Floridan Aquifer and also benefit water levels in Lakes Brooklyn and Geneva to help support their minimum flows and level; and

WHEREAS, the City is working with Save Our Lakes Organization (SOLO), a Florida nonprofit organization located in Keystone Heights, Florida, on a collaborative project to restore Lake Geneva and increase its water levels; and

WHEREAS, part of the restoration includes the removal of trees and vegetation that have grown within Lake Geneva along with the installation of erosion control measures in preparation for the pumping phase of the Black Creek Project, hereinafter referred to as the "Lake Geneva Restoration Project" or the "Project"; and

WHEREAS, restoring Lake Geneva and increasing its water levels serve the public interest by enhancing the overall well-being of the community, supporting environmental sustainability, and helping to replenish the Florida Aquifer – a critical source of drinking water and ecological stability for the region; and

WHEREAS, the County and the City share a mutual interest in restoring Lake Geneva, and the City has requested assistance and funding from the County to support and facilitate the execution of the Project, with such funding to be provided from funds allocated for Lake Geneva Restoration in the County's Fiscal Year 2024/2025 budget, and subject to the terms and conditions set forth in this Agreement.

NOW THEREFORE in consideration of the premises and mutual covenants contained herein, and for other good and valuable consideration, the receipt and the adequacy of which are mutually acknowledged, with each party accordingly waiving any challenge to the sufficiency of

such consideration, it is mutually covenanted, promised and agreed by the parties hereto as follows:

1. **Florida Interlocal Cooperation Act.** This Agreement is entered into pursuant to the provisions of Section 163.01, Florida Statutes, commonly known as the "Florida Interlocal Cooperation Act of 1969", and all applicable portions of the Act are made a part hereof and incorporated herein as if set forth in full, including, but not limited to, the following specific provisions:

(a) All of the privileges and immunities and limitations from liability, exemptions from laws, ordinances and rules, and all pensions and relief, disability, workers' compensation and other benefits which apply to the activity of officers, agents, or employees of the parties hereto when performing their respective functions within their respective territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such officers, agents or employees extra-territorially under the provisions of this Agreement.

(b) This Agreement does not and shall not be deemed to relieve any of the parties hereto of any of their respective obligations or responsibilities imposed upon them by law except to the extent of the actual and timely performance of those obligations or responsibilities by one or more of the parties to this Agreement, in which case performance provided hereunder may be offered in satisfaction of the obligation or responsibility.

(c) As a condition precedent to its effectiveness, and pursuant to Section 163.01(11), Florida Statutes, this Agreement and any subsequent amendments hereto shall be filed with the Clerk of the Circuit Court of the County.

2. **Incorporation of Recitals.** The recitals set forth above are hereby incorporated into this Agreement by reference and form an integral part of this Agreement.

3. **Term.** The term of this Agreement shall commence on the Effective Date and shall remain in effect until completion of the Project, unless sooner terminated as provided herein.

4. **The Project.**

(a) The Lake Geneva Restoration Project, as described in this Agreement, consists of the removal of trees and vegetation that have grown within Lake Geneva and the installation of erosion control measures in preparation for the pumping phase of the Black Creek Project.

(b) The Project shall be conducted in accordance with, and shall comply with, Permit No. 232368-1 issued to the County by the SJRWMD on March 28, 2025, described as the consolidated Environmental Resource Permit (ERP) and written authorization to Use State-Owned Sovereign Submerged Lands (SSL), which is attached hereto as **Exhibit A** and incorporated herein by reference (the "Permit"). The County has met all advertising requirements of the Permit and has paid the associated permitting and advertising fees.

(c) The Project will employ four access points to remove trees and vegetation from the permitted areas as set forth in the Access Point Memorandum attached hereto as **Exhibit B** and incorporated herein by reference. The access points will be required to meet the erosion and sediment control measures noted in the Construction Techniques Memorandum, attached hereto as **Exhibit C** and incorporated herein by reference, and will be subject to regular inspections performed by the County. If any additional access points are used by the contractor selected by the City, the City acknowledges that the same rules and regulations will be enforced. A copy of the Lake Geneva Area Map that identifies access points and restoration areas for the Project is attached hereto as **Exhibit D** and incorporated herein by reference. A copy of the Lake Geneva Wetland Disturbance Map is attached hereto as **Exhibit E** and incorporated herein by reference.

(d) Mutual Obligations. The City and the County mutually agree to be responsible for the following in support of the Project:

i. Respective Obligations. The City and the County mutually agree to be responsible for their respective roles in performing the obligations set forth in this Agreement.

ii. Cooperation and Coordination. The City and the County will cooperate and coordinate in good faith to ensure timely and effective completion of the Project. The City and County will promptly address any issues or delays that may arise in the course of the Project.

iii. Sharing of Information. The City and the County will share relevant information and documentation necessary to monitor progress and compliance of the Project.

iv. Compliance. The City and the County will ensure that, with respect to its respective obligations under this Agreement, the work is conducted in accordance with applicable local, state, and federal laws, and in full compliance with the terms of this Agreement and the Permit.

(e) Obligations of the City. The City will be responsible for the following in support of the Project:

i. Contractor Procurement. The City shall procure the contractor for the Project in accordance with all applicable local, state, and federal procurement laws and regulations. The City shall provide the County with all bid submittals received in connection with the Project for review. The County shall have the right to participate in the evaluation of the bids and in the selection process of the contractor. The City agrees to coordinate with the County and consider its input in good faith prior to awarding any contract for the Project. In the event the County does not concur with the City's proposed award of the bid for the Project, whether due to bid price or otherwise, the County shall have the right to terminate this Agreement upon written notice to the City.

ii. Contract Execution and Administration. Upon award of the bid, the City will enter into a written contract with the selected contractor for the performance of the

Project. The City shall ensure that the contract includes all necessary terms to complete the Project in compliance with the scope, the Permit, the Construction Techniques Memorandum, the Access Point Memorandum, and this Agreement.

iii. Project Management and Oversight. The City shall be responsible for the overall management and oversight of the Project. This includes overseeing the contract administration, coordinating restoration activities, ensuring compliance with applicable laws, regulations, and Permit conditions, and serving as the primary point of contact for the contractor during the course of the work.

iv. The City shall ensure that the contract includes a requirement that the contractor shall look solely to the City, and not to the County, for payment of all work associated with the Project.

v. Contractor Insurance. The City shall ensure that the contract includes a requirement that the contractor shall maintain throughout the term of the contract commercial general liability insurance, business automobile liability, and workers compensation and employer's liability insurance in the amounts required by the County and the City which will be set forth in the bid documents. The contract shall also require the contractor to provide certificates of insurance for the required coverages which names both the County and the City as additional insureds. Specifically, the certificates of insurance, except for workers compensation and employers liability insurance, shall name the County as follows: "**Clay County, a political subdivision of the State of Florida, and The Board of County Commissioners, Clay County, Florida, its employees, agents, boards and commissions, as their interests may appear**" as "**Additional Insureds**." The parties do not anticipate that payment or performance bonds will be necessary for this Project due to the amount of the Project. However, to the extent that a bond is required by law, regulation, or otherwise deemed necessary by the City or the County, the contractor shall furnish both a payment bond and a performance bond, in a form and amount acceptable to the City and County. The bonds shall include provisions, or be accompanied by documentation, expressly allowing for assignment to the County. In the event of defective work, failure to perform, or failure to complete the Project, the bonds shall be assignable to the County, and the County shall have the right to pursue any and all remedies available under the bonds as if it were the original obligee.

vi. Contractor Indemnification. The City shall require, as a condition of its contract with the selected contractor, that the contractor indemnify, defend, and hold harmless both the City and the County, and their respective officers, agents, and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the contract. The indemnification

obligation shall survive the completion of the Project and the termination or expiration of the contract.

vii. Contractor Compliance. The City shall ensure that the selected contractor performs all work in compliance with the Permit (Exhibit A) and all applicable regulatory requirements and adheres to the measures outlined in the Construction Techniques Memorandum (Exhibit C) and Access Point Memorandum (Exhibit B) attached hereto.

(f) Obligations of the County. The County will be responsible for the following in support of the Project:

i. Survey Support. The County has provided survey markings for the Project site to assist with planning and implementation.

ii. Bid Assistance. The County will assist the City with the preparation and drafting of bid documents for the Project. The County will participate in the pre-bid meeting. The City shall retain final approval authority over the bid package and procurement process.

iii. Flagging of Trees. The County will identify and flag trees at the Project site using stakes and paint to delineate the boundaries where removal is authorized in accordance with the Permit along with identifying the trees that are to remain and are located outside the delineated removal boundary.

iv. Site Inspections. The County will provide regular inspections of the restoration areas and access points by certified erosion and sediment control inspectors employed and/or retained by the County. The County's inspectors will observe the work and may offer input; however, the City shall remain responsible for oversight of contractor compliance with the terms and specifications of the contract.

v. Assistance with Project Oversight. The County will assist the City in overseeing the Project and managing day-to-day activities to ensure that the work is carried out in compliance with this Agreement, the Permit, and all applicable regulatory requirements.

5. **County's Funding Contribution.**

(a) The County agrees to contribute an amount not to exceed $99,400.00 toward the cost of the Project. In no event shall the County be obligated to provide funding in excess of this amount, except as may be expressly authorized by a written amendment to this Agreement executed by all parties.

(b) The City acknowledges that it is responsible for compliance with this Agreement and with all laws, rules, and regulations applicable to the funding provided to the City in accordance with this Agreement.

(c) The City acknowledges that in the budget for each fiscal year of the County during which the term of this Agreement is in effect a limited amount of funds are appropriated which are available to make payments arising under the Agreement. Any other provisions of the Agreement to the contrary notwithstanding, and pursuant to the provisions of Section 129.07, Florida Statutes, the maximum payment that the County is obligated to make under the Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year. Nothing in this Agreement shall obligate the County to the City to expand appropriations or to enter into any contract or other obligation.

6. **Funding Process.**

(a) The City shall be paid the total funding amount upon submission of an invoice to the County. The amount requested under such invoice shall be based on the actual bid price awarded to the selected contractor. The City shall not submit the invoice until bids have been received and a contractor has been selected; however, the invoice must be submitted prior to the commencement of work on the Project. The invoice shall be submitted to Clay County Comptroller's office by Email at invoices@clayclerk.com or U.S. Mail at Clay County BOCC, PO Box 988, Green Cove Springs, FL 32043 ATTN: Accounts Payable. All payments will be governed by the Local Government Prompt Payment Act, which provides that payments will be made not later than 45 days from receipt of proper invoice. The invoice for payment must include the following information:

i. The City's name, address and phone number, including payment remittance address.
ii. Reference to this Agreement by its title and number as designated by the County.
iii. Total amount being requested under invoice based on the actual bid price awarded to the selected contractor.
iv. Any additional documents to support or document the invoice as may be requested by the County.

(b) Upon completion of the Project, the City shall provide the County with a final accounting of all Project expenditures. The City shall return to the County any unexpended funds previously disbursed by the County.

7. **Termination.**

(a) Mutual Termination. The parties may agree to terminate this Agreement for their mutual convenience through a written amendment to this Agreement. The amendment will state the effective date of termination and the procedures for proper closeout of the Agreement. In the event of termination under this provision, the City shall return any unexpended funds previously disbursed by the County.

(b) Termination for Insufficient Funding or Non-Concurrence with Bid Award. The County shall have the right in its sole discretion to terminate this Agreement, in whole or in part, without penalty, if the bids received by the City for the Project result in a price that exceeds the amount of funding available to the County or if the County does not concur with the City's proposed award of the bid for the Project. Such termination shall be effective upon written notice to the City. Upon such termination, the County shall have no further obligation to provide funding for the Project.

8. **Insurance.** The parties shall, throughout the term of this Agreement, provide, maintain, and keep in force a program of insurance or self-insurance covering its liabilities. The City shall ensure that the work for the Project is insured against casualty and liability loss during the work.

9. **Liability and Sovereign Immunity.** Each party shall be responsible for its own actions and those of its officers, employees, agents, or representatives in the performance of this Agreement to the extent allowed by law. Neither party shall be responsible for claims or damages arising from the acts or omissions of the other party, or its contractors, employees, or agents. Nothing in this Agreement shall be construed as a waiver of either party's sovereign immunity or an extension of liability beyond the limits established in Section 768.28, Florida Statutes.

10. **Public Records and Audit.**

(a) The access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State or Federal law. The parties shall comply with all requirements of Chapter 119, Florida Statutes, to the extent applicable to the records and documents associated with this Agreement that are in its possession or under its control. A request to inspect or copy public records relating to the Agreement must be made directly to the County.

(b) The parties shall retain all records relating to this Agreement for a period of at least five (5) years after the Agreement ends or terminates, whichever occurs first. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. The County, upon written reasonable notice, shall have the right to audit and inspect any records of the City relating to this Agreement to ensure compliance with the terms of this Agreement.

IF THE CITY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CITY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (904) 529-3604, publicrecords@claycountygov.com, POST OFFICE BOX 1366, GREEN COVE SPRINGS, FLORIDA 32043.

11. **Further Assurances.** Each of the parties shall cooperate with one another, shall do and perform such actions and things, and shall execute and deliver such agreements, documents and instruments, as may be reasonable and necessary to effectuate the purposes and intents of this Agreement.

12. **Dispute Resolution.** The parties will attempt to settle any dispute arising from this Agreement through negotiation and a spirit of mutual cooperation. The parties will use reasonable efforts to arrange meetings as needed, at mutually convenient times and places, to address and work toward resolution of issues that arise in the performance of this Agreement. The dispute will be escalated to appropriate higher-level managers of the parties, if necessary. If the parties are unable to reach a resolution on their own, they may seek the assistance of a neutral third-party mediator or facilitator to help them find a mutually acceptable solution. Each party shall have the right to seek the judicial enforcement and interpretation of this Agreement.

13. **Governing Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any litigation, mediation, or other action proceeding between the parties arising out of this Agreement lies in Clay County, Florida.

14. **Attorneys' Fees.** In the event either party shall retain an attorney to litigate on its behalf against the other party regarding the enforcement or interpretation of this Agreement or regarding the rights, remedies, or obligations of the parties arising under this Agreement, the party prevailing on the majority of its claims, or which successfully defends against a majority of the other party's claims, shall be entitled to an award of reasonable attorney's fees, costs, and expenses against the other party, including fees, costs, and expenses incurred from the date of referral of the dispute to the prevailing party's attorney through the conclusion of litigation, or incurred in bankruptcy or on appeal. Nothing contained herein is intended to serve as a waiver of sovereign immunity and extend the County's liability beyond the limits established in Section 768.28, Florida Statutes.

15. **Notice.** Any notice required or desired to be given hereunder (excluding day-to-day communication in the administration and management of this Agreement in the ordinary course) may be served or delivered personally or by certified mail, return receipt requested, postage prepaid, or by any reliable and nationally recognized overnight delivery service, addressed as follows:

<u>To City:</u>
City Manager
City of Keystone Heights
555 S. Lawrence Blvd.
Keystone Heights, Florida 32656

<u>To County:</u>
County Manager
Clay County Administration Building
477 Houston Street
Post Office Box 1366
Green Cove Springs, Florida 32043

Notice may also be delivered to such other address as the party to be served may direct by written notice to the other party. If such notice is sent or delivery is made by registered or certified mail, such notice or delivery shall be deemed as served, made and effective seventy-two (72) hours after posting.

16. **No Third-Party Beneficiaries.** Any other provisions of this Agreement to the contrary notwithstanding, no third-party beneficiaries are intended or contemplated under this Agreement, and no third-party shall be deemed to have rights or remedies arising under this Agreement against either party to this Agreement.

17. **Amendment.** This Agreement may be amended from time to time only by written agreement duly authorized and executed by the parties hereto.

18. **Waiver.** No waiver by either party of any term or condition of this Agreement will be deemed or construed as a waiver of any other term or condition, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, subparagraph, clause, phrase, or other provision of this Agreement.

19. **Severability.** If any provisions of this Agreement shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Agreement, and this Agreement shall be enforced as if such invalid and unenforceable provision had not been contained herein. In no event shall the City or its assigns have any cause of actions against the officers or employees of the County, or against any elected official of the County based upon or materially related to any finding by any court that any or all provisions of this instrument violate Florida law.

20. **Entire Agreement.** This Agreement, including all exhibits, attachments, and any properly executed amendments, constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, negotiations, representations, understandings, and communications, whether written or oral.

21. **Authority.** The parties to this Agreement agree to utilize electronic signatures and that the digital signatures of the parties set forth below are intended to authenticate this Agreement and have the same force and effect as manual written signatures. Each person signing on behalf of the parties to the Agreement represents and warrants that he/she has full authority to execute this Agreement on behalf of such party and that the Agreement will constitute a legal and binding obligation of such party.

[Signatures appear on the following page.]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date stated in the introductory paragraph.

CLAY COUNTY, a political subdivision of the State of Florida

By: _____
Betsy Condon
Its Chairman

ATTEST:

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

CITY OF KEYSTONE HEIGHTS, FLORIDA

By: _____

Print Name: _____

Print Title: _____

ATTEST:

_____
City Clerk

F:\Contract\Interlocal\kh\KH Interlocal re Lake Geneva Restoration.doc

EXHIBIT A

St. Johns River
Water Management District
Michael A. Register, P.E., Executive Director

4049 Reid Street • P.O. Box 1429 • Palatka, FL 32178-1429 • 386-329-4500 • www.sjrwmd.com

March 28, 2025

Richard C. Smith
Clay County Board of County Commissioners
477 Houston St
Green Cv Spgs, FL 32043-2438

SUBJECT: 232368-1
Lake Geneva Restoration Project

Dear Sir/Madam:

Enclosed is your consolidated Environmental Resource Permit (ERP) and written authorization to Use State Owned Sovereign Submerged Lands (SSL) issued by the St. Johns River Water Management District on March 28, 2025. This permit is a legal document and should be kept with your other important documents. Permit issuance does not relieve you from the responsibility of obtaining any necessary permits from any federal, state, or local agencies for your project.

Technical Staff Report:
If you wish to receive a copy of a Technical Staff Report (TSR) that provides the District staff's analysis of the permit application, go to our ePermit portal on the District's website at https://permitting.sjrwmd.com/ep/#/ep, and then click on "Regulatory Search" from the Search option on the blue bar. From the search page, enter the Application/Permit #, and the Sequence # in the appropriate boxes and then click on Search. Click on the application/permit number hyperlink, to take you to a listing of all documents, including the TSR, for this permit.

Noticing Your Permit:
For noticing instructions, please refer to the noticing materials in this package regarding closing the point of entry for someone to challenge the issuance of your permit. Please note that if a timely petition for administrative hearing is filed, your permit will become nonfinal and any activities that you choose to undertake pursuant to your permit will be at your own risk. Please refer to the attached Notice of Rights to determine any legal rights you may have concerning the District's agency action.

Compliance with Permit Conditions:
To submit your required permit compliance information, go to our ePermit portal on the District's website at https://permitting.sjrwmd.com/ep/#/ep. Once you have logged in to your account go to the "Processed Applications" panel and click on the hyperlink in the "Items Due" column. If you don't see your permit on this panel, you can add it as a "Favorite" by clicking on the "Favorite" icon at the top of the dashboard. This hyperlink will take you to a list of pending submittals due, and choose the appropriate submittal and click on the "Edit" icon to add necessary documents or information, and then submit. You can also submit this compliance

GOVERNING BOARD
Rob Bradley, CHAIR FLEMING ISLAND
Maryam H. Ghyabi-White, VICE CHAIR ORMOND BEACH
J. Chris Peterson, SECRETARY WINTER PARK
Cole Oliver, TREASURER MERRITT ISLAND
Ryan Atwood MOUNT DORA
Doug Bournique VERO BEACH
Douglas Burnett ST. AUGUSTINE
Ron Howse COCOA
Janet Price FERNANDINA BEACH

data from the "Services" menu after logging in to your account. You will find the link under "Miscellaneous" services menu. The associated compliance forms to comply with your permit conditions are available at https://www.sjrwmd.com/documents/permitting/ .

Transferring Your Permit:
Your permit requires you to notify the District within 30 days of any change in ownership or control of the project or activity covered by the permit, or within 30 days of any change in ownership or control of the real property on which the permitted project or activity is located or occurs. You will need to provide the District with the information specified in rule 62-330.340, Florida Administrative Code (F.A.C.). Generally, this will require you to complete and submit Form 62-330.340(1), "Request to Transfer Permit," available at https://www.sjrwmd.com/documents/permitting/. You can apply for a permit transfer on our the District's ePermit portal at https://permitting.sjrwmd.com/ep/#/ep. Once you have logged in, click on "Transfer Request" from the "SWERP/ERP Applications" Services menu.

Thank you and please let us know if you have additional questions. For general questions contact e-permit@sjrwmd.com or (386) 329-4570.

Sincerely,

Jeff Prather, Division Director
Division of Regulatory Services
St. Johns River Water Management District
2501 S. Binion Rd
Apopka, Fl 32703
321-676-6609

Enclosures: Permit
Notice of Rights
List of Newspapers for Publication

cc: District Permit File

Consultant: Jeff Littlejohn
Adams and Reese, LLP
150 S Monroe St
Ste 300
Tallahassee, FL 32301-1561

Richard C. Smith
Clay County Board of County Commissioners
477 Houston St
Green Cv Spgs, FL 32043-2438

ST. JOHNS RIVER WATER MANAGEMENT DISTRICT
Post Office Box 1429
Palatka, Florida 32178-1429

PERMIT NO: 232368-1 **DATE ISSUED:** March 28, 2025
PROJECT NAME: Lake Geneva Restoration Project
AN ENVIRONMENTAL RESOURCE PERMIT (ERP) AUTHORIZING:
Construction and operation pursuant to Chapter 62-330.474, F.A.C., General Permit for Minor Activities, for a project known as Lake Geneva Restoration Project as per plans received by the District on February 27, 2025 as clarified by plans received by the District on March 26, 2025.

AUTHORIZATION TO USE SOVEREIGN SUBMERGED LANDS (SSL):

Authorization to use Sovereign Submerged Lands in the form of a letter of consent for a 2392.78-acre habitat restoration project known as Lake Geneva Restoration Project in accordance with the plans received by the District on February 27, 2025 as clarified by plans received by the District on March 26, 2025.

LOCATION:
Section(s): 0 Township(s): 8S Range(s): 23E
Clay County

ISSUED TO:
Clay County Board of County Commissioners
477 Houston St
Green Cv Spgs, FL 32043-2438

Permittee agrees to hold and save the St. Johns River Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all plans and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to permittee any property rights nor any rights or privileges other than those specified herein, nor relieve the permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies. All structures and works installed by permittee hereunder shall remain the property of the permittee.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes:

ENVIRONMENTAL RESOURCE PERMIT AND SOVEREIGN SUBMERGED LANDS AUTHORIZATION IS CONDITIONED UPON:
See conditions on attached "Exhibit A", dated March 28, 2025
AUTHORIZED BY: St. Johns River Water Management District

By: Melissa B. Parsons

Melissa Parsons
Supervising Professional Engineer

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 232368-1
Lake Geneva Restoration Project
DATED March 28, 2025

REGULATORY CONDITIONS – ENVIRONMENTAL RESOURCE PERMIT (ERP):

1. The general permit is valid only for the specific activity indicated. Any deviation from the specified activity and the conditions for undertaking that activity shall constitute a violation of the permit and may subject the permittee to enforcement action and revocation of the permit under Chapter 373, F.S.

2. The general permit does not eliminate the necessity to obtain any required federal, state, local and special district authorizations prior to the start of any construction, alteration, operation, maintenance, removal or abandonment authorized by this permit; and it does not authorize any violation of any other applicable federal, state, local, or special district laws (including, but not limited to, those governing the “take” of listed species).

3. The general permit does not convey to the permittee or create in the permittee any property right, or any interest in real property, nor does it authorize any entrance upon or activities on property which is not owned or controlled by the permittee, or convey any rights or privileges other than those specified in the general permit.

4. The general permit does not relieve the permittee from liability and penalties when the permitted activity causes harm or injury to: human health or welfare; animal, plant or aquatic life; or property. It does not allow the permittee to cause pollution that violates state water quality standards.

5. Section 253.77, F.S., provides that a person may not commence any excavation, construction, or other activity involving the use of state-owned or other lands of the state, the title to which is vested in the Board of Trustees of the Internal Improvement Trust Fund without obtaining the required consent, lease, easement, or other form of authorization authorizing the proposed use. Therefore, the permittee is responsible for obtaining any necessary authorizations from the Board of Trustees prior to commencing activity on state-owned lands.

6. The authorization to conduct activities under a general permit may be modified, suspended or revoked in accordance with Chapter 120, F.S., and Section 373.429, F.S.

7. The general permit is not transferable to a third party. To be used by a different permittee, a new notice to use a general permit must be submitted in accordance with Rule 62-330.402, F.A.C. Activities constructed in accordance with the terms and conditions of a general permit are automatically authorized to be operated and maintained by the permittee and subsequent owners in accordance with subsection 62-330.340(1), F.A.C. Any person holding the general permit, persons working under the general permit, and owners of land while work is conducted under the general permit shall remain liable for any corrective actions that may be required as a result of any permit violations prior to sale, conveyance, or other transfer of ownership or control of the permitted project, activity, or the real property at which the permitted project or activity is located.

8. Upon reasonable notice to the permittee, Agency staff with proper identification shall have permission to enter, inspect, sample and test the permitted system to ensure conformity with the plans and specifications approved by the general permit.

9. The permittee shall maintain any permitted project or activity in accordance with the plans submitted to the Agency and authorized in the general permit.

10. A permittee's right to conduct a specific activity under the general permit is authorized for a duration of five years.

11. Activities shall be conducted in a manner that does not cause or contribute to violations of state water quality standards. Performance-based erosion and sediment control best management practices shall be implemented and maintained immediately prior to, during, and after construction as needed to stabilize all disturbed areas, including other measures specified in the permit to prevent adverse impacts to the water resources and adjacent lands. Erosion and sediment control measures shall be installed and maintained in accordance with the State of Florida Erosion and Sediment Control Designer and Reviewer Manual (Florida Department of Environmental Protection and Florida Department of Transportation June 2007), available at https://www.flrules.org/Gateway/reference.asp?No=Ref-04227, and the Florida Stormwater Erosion and Sedimentation Control Inspector's Manual (Florida Department of Environmental Protection, Nonpoint Source Management Section, Tallahassee, Florida, July 2008), available at http://publicfiles.dep.state.fl.us/DEAR/Stormwater_Training_Docs/erosion-inspectors-manual.pdf.

12. Unless otherwise specified in the general permit, temporary vehicular access within wetlands during construction shall be performed using vehicles generating minimum ground pressure to minimize rutting and other environmental impacts. Within forested wetlands, the permittee shall choose alignments that minimize the destruction of mature wetland trees to the greatest extent practicable. When needed to prevent rutting or soil compaction, access vehicles shall be operated on wooden, composite, metal, or other non-earthen construction mats. In all cases, access in wetlands shall comply with the following:
    a. Access within forested wetlands shall not include the cutting or clearing of any native wetland tree having a diameter 4 inches or greater at breast height;
    b. The maximum width of the construction access area shall be limited to 15 feet;
    c. All mats shall be removed as soon as practicable after equipment has completed passage through, or work has been completed, at any location along the alignment of the project, but in no case longer than seven days after equipment has completed work or passage through that location; and
    d. Areas disturbed for access shall be restored to natural grades immediately after the maintenance or repair is completed.

13. Barges or other work vessels used to conduct in-water activities shall be operated in a manner that prevents unauthorized dredging, water quality violations, and damage to submerged aquatic communities.

14. The construction, alteration, or use of the authorized project shall not adversely impede navigation or create a navigational hazard in the water body.

15. Except where specifically authorized in the general permit, activities must not:

a. Impound or obstruct existing water flow, cause adverse impacts to existing surface water storage and conveyance capabilities, or otherwise cause adverse water quantity or flooding impacts to receiving water and adjacent lands; or
b. Cause an adverse impact to the maintenance of surface or ground water levels or surface water flows established pursuant to Section 373.042, F.S., or a Works of the District established pursuant to Section 373.086, F.S.

16. If prehistoric or historic artifacts, such as pottery or ceramics, projectile points, stone tools, dugout canoes, metal implements, historic building materials, or any other physical remains that could be associated with Native American, early European, or American settlement are encountered at any time within the project site area, the permitted project shall cease all activities involving subsurface disturbance in the vicinity of the discovery. The permittee or other designee shall contact the Florida Department of State, Division of Historical Resources, Compliance Review Section (DHR), at (850) 245-6333, as well as the appropriate permitting agency office. Project activities shall not resume without verbal or written authorization from the Division of Historical Resources. If unmarked human remains are encountered, all work shall stop immediately and the proper authorities notified in accordance with Section 872.05, F.S.

17. The activity must be capable, based on generally accepted engineering and scientific principles, of being performed and of functioning as proposed, and must comply with any applicable District special basin and geographic area criteria.

18. The permittee shall comply with the following when performing work within waters accessible to federally- or state-listed aquatic species, such as manatees, marine turtles, smalltooth sawfish, and Gulf sturgeon:
(a) All vessels associated with the project shall operate at “Idle Speed/No Wake” at all times while in the work area and where the draft of the vessels provides less than a four-foot clearance from the bottom. All vessels will follow routes of deep water whenever possible.
(b) All deployed siltation or turbidity barriers shall be properly secured, monitored, and maintained to prevent entanglement or entrapment of listed species.
(c) All in-water activities, including vessel operation, must be shut down if a listed species comes within 50 feet of the work area. Activities shall not resume until the animal(s) has moved beyond a 50-foot radius of the in-water work, or until 30 minutes elapses since the last sighting within 50 feet. Animals must not be herded away or harassed into leaving. All on-site project personnel are responsible for observing water-related activities for the presence of listed species.
(d) Any listed species that is killed or injured by work associated with activities performed shall be reported immediately to the Florida Fish and Wildlife Conservation Commission (FWC) Hotline at 1(888)404-3922 and ImperiledSpecies@myFWC.com.
(e) Whenever there is a spill or frac-out of drilling fluid into waters accessible to the above species during a directional drilling operation, the FWC shall be notified at imperiledspecies@myfwc.com with details of the event within 24 hours following detection of the spill or frac-out.

19. The permittee shall hold and save the Agency harmless from any and all damages, claims, or liabilities which may arise by reason of the construction, alteration, operation, maintenance, removal, abandonment or use of any activity authorized by the general permit.

20. The permittee shall immediately notify the Agency in writing of any submitted information that is discovered to be inaccurate.

PROPRIETARY CONDITIONS - SOVEREIGN SUBMERGED LANDS (SSL):

Notice Of Rights

1. A person whose substantial interests are or may be affected has the right to request an administrative hearing by filing a written petition with the St. Johns River Water Management District (District). Pursuant to Chapter 28-106 and Rule 40C-1.1007, Florida Administrative Code, the petition must be filed (received) either by delivery at the office of the District Clerk at District Headquarters, P. O. Box 1429, Palatka Florida 32178-1429 (4049 Reid St., Palatka, FL 32177) or by e-mail with the District Clerk at Clerk@sjrwmd.com, within fourteen (14) days of the District depositing the notice of District decision in the mail (for those persons to whom the District mails actual notice), within fourteen (14) days of the District emailing the notice of District decision (for those persons to whom the District emails actual notice), or within fourteen (14) days of newspaper publication of the notice of District decision (for those persons to whom the District does not mail or email actual notice). A petition must comply with Sections 120.54(5)(b)4. and 120.569(2)(c), Florida Statutes, and Chapter 28-106, Florida Administrative Code. The District will not accept a petition sent by facsimile (fax), as explained in paragraph no. 4 below.

2. Please be advised that if you wish to dispute this District decision, mediation may be available and that choosing mediation does not affect your right to an administrative hearing. If you wish to request mediation, you must do so in a timely-filed petition. If all parties, including the District, agree to the details of the mediation procedure, in writing, within 10 days after the time period stated in the announcement for election of an administrative remedy under Sections 120.569 and 120.57, Florida Statutes, the time limitations imposed by Sections 120.569 and 120.57, Florida Statutes, shall be tolled to allow mediation of the disputed District decision. The mediation must be concluded within 60 days of the date of the parties' written agreement, or such other timeframe agreed to by the parties in writing. Any mediation agreement must include provisions for selecting a mediator, a statement that each party shall be responsible for paying its pro-rata share of the costs and fees associated with mediation, and the mediating parties' understanding regarding the confidentiality of discussions and documents introduced during mediation. If mediation results in settlement of the administrative dispute, the District will enter a final order consistent with the settlement agreement. If mediation terminates without settlement of the dispute, the District will notify all the parties in writing that the administrative hearing process under Sections 120.569 and 120.57, Florida Statutes, is resumed. Even if a party chooses not to engage in formal mediation, or if formal mediation does not result in a settlement agreement, the District will remain willing to engage in informal settlement discussions.

3. A person whose substantial interests are or may be affected has the right to an informal administrative hearing pursuant to Sections 120.569 and 120.57(2), Florida Statutes, where no material facts are in dispute. A petition for an informal hearing must also comply with the requirements set forth in Rule 28-106.301, Florida Administrative Code.

4. A petition for an administrative hearing is deemed filed upon receipt of the complete petition by the District Clerk at the District Headquarters in Palatka, Florida during the District's regular business hours. The District's regular business hours are 8:00 a.m. – 5:00 p.m., excluding weekends and District holidays. Petitions received by the District Clerk after the District's regular business hours shall be deemed filed as of 8:00 a.m. on the District's next regular business day. The District's acceptance of petitions filed by e-mail is subject to certain conditions set forth in the District's Statement of Agency Organization and Operation (issued pursuant to Rule 28-101.001, Florida Administrative Code), which is available for viewing at sjrwmd.com. These conditions include, but are

not limited to, the petition being in the form of a PDF or TIFF file and being capable of being stored and printed by the District. Further, pursuant to the District's Statement of Agency Organization and Operation, attempting to file a petition by facsimile is prohibited and shall not constitute filing.

5. Failure to file a petition for an administrative hearing within the requisite timeframe shall constitute a waiver of the right to an administrative hearing. (Rule 28-106.111, Florida Administrative Code).

6. The right to an administrative hearing and the relevant procedures to be followed are governed by Chapter 120, Florida Statutes, Chapter 28-106, Florida Administrative Code, and Rule 40C-1.1007, Florida Administrative Code. Because the administrative hearing process is designed to formulate final agency action, the filing of a petition means the District's final action may be different from the position taken by it in this notice. A person whose substantial interests are or may be affected by the District's final action has the right to become a party to the proceeding, in accordance with the requirements set forth above.

7. Pursuant to Section 120.68, Florida Statutes, a party to the proceeding before the District who is adversely affected by final District action may seek review of the action in the District Court of Appeal by filing a notice of appeal pursuant to Rules 9.110 and 9.190, Florida Rules of Appellate Procedure, within 30 days of the rendering of the final District action.

8. A District action is considered rendered, as referred to in paragraph no. 7 above, after it is signed on behalf of the District and filed by the District Clerk.

9. Failure to observe the relevant timeframes for filing a petition for judicial review as described in paragraph no. 7 above will result in waiver of that right to review.

NOTICING INFORMATION

Please be advised that the St. Johns River Water Management District has not published a notice in the newspaper advising the public that it has issued a permit for this project.

Newspaper publication, using the District's form, notifies members of the public of their right to challenge the issuance of the permit. If proper notice is given by newspaper publication, then there is a 14-day time limit to file a petition challenging the issuance of the permit.

To close the point of entry for filing a petition, you may publish (at your own expense) a one-time notice of the District's decision in a newspaper of general circulation within the affected area as defined in Section 50.011 of the Florida Statutes. If you do not publish a newspaper notice, the time to challenge the issuance of your permit will not expire.

A copy of the notice and a partial list of newspapers of general circulation are attached for your convenience. However, you are not limited to those listed newspapers. If you choose to close the point of entry and the notice is published, the newspaper will return to you an affidavit as proof of publication. Please submit a scanned copy of the affidavit by emailing *compliancesupport@sjrwmd.com* (preferred method) or send the original affidavit of publication to:

Office of Records and Regulatory Support
4049 Reid Street
Palatka, FL 32177

If you have any questions, please contact the Office of Records and Regulatory Support at (386) 329-4570.

NOTICE OF AGENCY ACTION TAKEN BY THE
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT

Notice is given that the following permit was issued on _____:

(Name and address of applicant) _____
permit#_____. The project is located in _____County, Section _____, Township _____ South, Range _____ East. The permit authorizes a surface water management system on _____ acres for _____ known as _____. The receiving water body is _____.

A person whose substantial interests are or may be affected has the right to request an administrative hearing by filing a written petition with the St. Johns River Water Management District (District). Pursuant to Chapter 28-106 and Rule 40C-1.1007, Florida Administrative Code (F.A.C.), the petition must be filed (received) either by delivery at the office of the District Clerk at District Headquarters, P.O. Box 1429, Palatka FL 32178-1429 (4049 Reid St, Palatka, FL 32177) or by e-mail with the District Clerk at Clerk@sjrwmd.com, within fourteen (14) days of the District depositing the notice of intended District decision in the mail (for those persons to whom the District mails actual notice), within fourteen (14) days of the District emailing notice of intended District decision (for those persons to whom the District emails actual notice), or within fourteen (14) days of newspaper publication of the notice of intended District decision (for those persons to whom the District does not mail or email actual notice). A petition must comply with Sections 120.54(5)(b)4. and 120.569(2)(c), Florida Statutes (F.S.), and Chapter 28-106, F.A.C. The District will not accept a petition sent by facsimile (fax). Mediation pursuant to Section 120.573, F.S., is not available.

A petition for an administrative hearing is deemed filed upon receipt of the complete petition by the District Clerk at the District Headquarters in Palatka, Florida during the District's regular business hours. The District's regular business hours are 8 a.m. – 5 p.m., excluding weekends and District holidays. Petitions received by the District Clerk after the District's regular business hours shall be deemed filed as of 8 a.m. on the next regular District business day. The District's acceptance of petitions filed by e-mail is subject to certain conditions set forth in the District's Statement of Agency Organization and Operation (issued pursuant to Rule 28-101.001, Florida Administrative Code), which is available for viewing at www.sjrwmd.com. These conditions include, but are not limited to, the petition being in the form of a PDF or TIFF file and being capable of being stored and printed by the District. Further, pursuant to the District's Statement of Agency Organization and Operation, attempting to file a petition by facsimile (fax) is prohibited and shall not constitute filing.

The right to an administrative hearing and the relevant procedures to be followed are governed by Chapter 120, Florida Statutes, Chapter 28-106, Florida Administrative Code, and Rule 40C-1.1007, Florida Administrative Code. Because the administrative hearing process is designed to formulate final agency action, the filing of a petition means the District's final action may be different from the position taken by it in this notice. **Failure to file a petition for an administrative hearing within the requisite time frame shall constitute a waiver of the right to an administrative hearing. (Rule 28-106.111, F.A.C.).**

If you wish to do so, please visit http://www.sjrwmd.com/noticeofrights/ to read the complete Notice of Rights to determine any legal rights you may have concerning the District's intended decision(s) on the permit application(s) described above. You can also request the Notice of Rights by contacting the Director of Office of Records and Regulatory Support, 4049 Reid St., Palatka, FL 32177-2529, tele. no. (386) 329-4570.

NEWSPAPER ADVERTISING

ALACHUA
The Alachua County Record, Legal Advertising
P. O. Box 806
Gainesville, FL 32602
352-377-2444/ fax 352-338-1986

BAKER
Baker County Press, Legal Advertising
P. O. Box 598
Maclenny, FL 32063
904-259-2400/ fax 904-259-6502

BRAFORD
Bradford County Telegraph, Legal Advertising
P. O. Drawer A
Starke, FL 32901
904-964-6305/ fax 904-964-8628

BREVARD
Florida Today, Legal Advertising
P. O. Box 419000
Melbourne, FL 32941-9000
321-242-3832/ fax 321-242-6618

CLAY
Clay Today, Legal Advertising
1560 Kinsley Ave., Suite 1
Orange Park, FL 32073
904-264-3200/ fax 904-264-3285

DUVAL
Daily Record, Legal Advertising
P. O. Box 1769
Jacksonville, FL 32201
904-356-2466 / fax 904-353-2628

FLAGLER
Flagler Tribune, c/o News Journal
P. O. Box 2831
Daytona Beach, FL 32120-2831
386- 681-2322

INDIAN RIVER
Treasure Coast News
760 NW Enterprise Dr.
Port St. Lucie, FL 34986
772-283-5252

LAKE
Daily Commercial, Legal Advertising
P. O. Drawer 490007
Leesburg, FL 34749
352-365-8235/fax 352-365-1951

MARION
Ocala Star Banner, Legal Advertising
2121 SW 19th Avenue Road
Ocala, FL 34474
352-867-4010/fax 352-867-4126

NASSAU
News-Leader, Legal Advertising
P. O. Box 766
Fernandina Beach, FL 32035
904-261-3696/fax 904-261-3698

OKEECHOBEE
Okeechobee News, Legal Advertising
P. O. Box 639
Okeechobee, FL 34973-0639
863-763-3134/fax 863-763-5901

ORANGE
Sentinel Communications, Legal Advertising
633 N. Orange Avenue
Orlando, FL 32801
407-420-5160/ fax 407-420-5011

OSCEOLA
Little Sentinel, Legal Advertising
633 N. Orange Avenue
Orlando, FL 32801
407-420-5160/ fax 407-420-5011

PUTNAM
Palatka Daily News, Legal Advertising
P. O. Box 777
Palatka, FL 32178
386-312-5200/ fax 386-312-5209

ST. JOHNS
St. Augustine Record, Legal Advertising
P. O. Box 1630
St. Augustine, FL 32085
904-819-3436

SEMINOLE
Sanford Herald, Legal Advertising
300 North French Avenue
Sanford, FL 32771
407-323-9408

VOLUSIA
News Journal Corporation, Legal Advertising
P. O. Box 2831
Daytona Beach, FL 32120-2831
(386) 681-2322

EXHIBIT B

Engineering Department

P.O. Box 1366
477 Houston Street
Green Cove Springs, FL
32043

Area Code: 904
Phone: 269-6347
Fax: 278-4731

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com

MEMORANDUM

Date: March 25, 2025

To: Christine Wentzel, Regulatory Manager
Bureau of Environmental Resource Regulation
St. Johns Water Management District
Jacksonville Service Center
7775 Baymeadows Way, Suite 1002
Jacksonville, Florida 32256

From: Mr. Richard C. Smith, Jr, P.E., Director of Engineering

RE: Lake Geneva Restoration Project GSSL-019-232368-1 PAC Access Point Memo

Ms. Wentzel,

The Lake Geneva Restoration Project will employ four access points to remove trees and vegetation from the permitted areas. The access points will be required to meet the erosion and sediment control measures noted in the Construction Techniques Memo, and will be subject to regular Clay County Engineering Department inspections. If any additional access points are used by the contractor, the same rules and regulations will be enforced.

Access Point A: 5th Street boat ramp. A Clay County owned facility will be used to access Restoration Area 1. The ramp will be closed to the public during the restoration project.

Access Point B: 6312 Baker Road. A privately-owned, undeveloped parcel that will be used to access Restoration Area 2. Written authorization is included.

Access Point C: 7941 Breezy Point Road West. A privately-owned parcel that will be used to access Restoration Area 3 and Restoration Area 4. Written authorization is included.

Access Point D: 4413 State Road 21. A privately-owned, parcel that will be used to access Restoration Area 5. Written authorization is included.

The Clay County Engineering Department will provide regular inspections of the access points by certified erosion and sediment control inspectors.

EXHIBIT C

Engineering Department

P.O. Box 1366
477 Houston Street
Green Cove Springs, FL
32043

Area Code: 904
Phone: 269-6347
Fax: 278-4731

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com

MEMORANDUM

Date: March 25, 2025

To: Christine Wentzel, Regulatory Manager
Bureau of Environmental Resource Regulation
St. Johns Water Management District
Jacksonville Service Center
7775 Baymeadows Way, Suite 1002
Jacksonville, Florida 32256

From: Mr. Richard C. Smith, Jr, P.E., Director of Engineering

RE: Lake Geneva Restoration Project GSSL-019-232368-1 PAC Construction Techniques Memo

Ms. Wentzel,

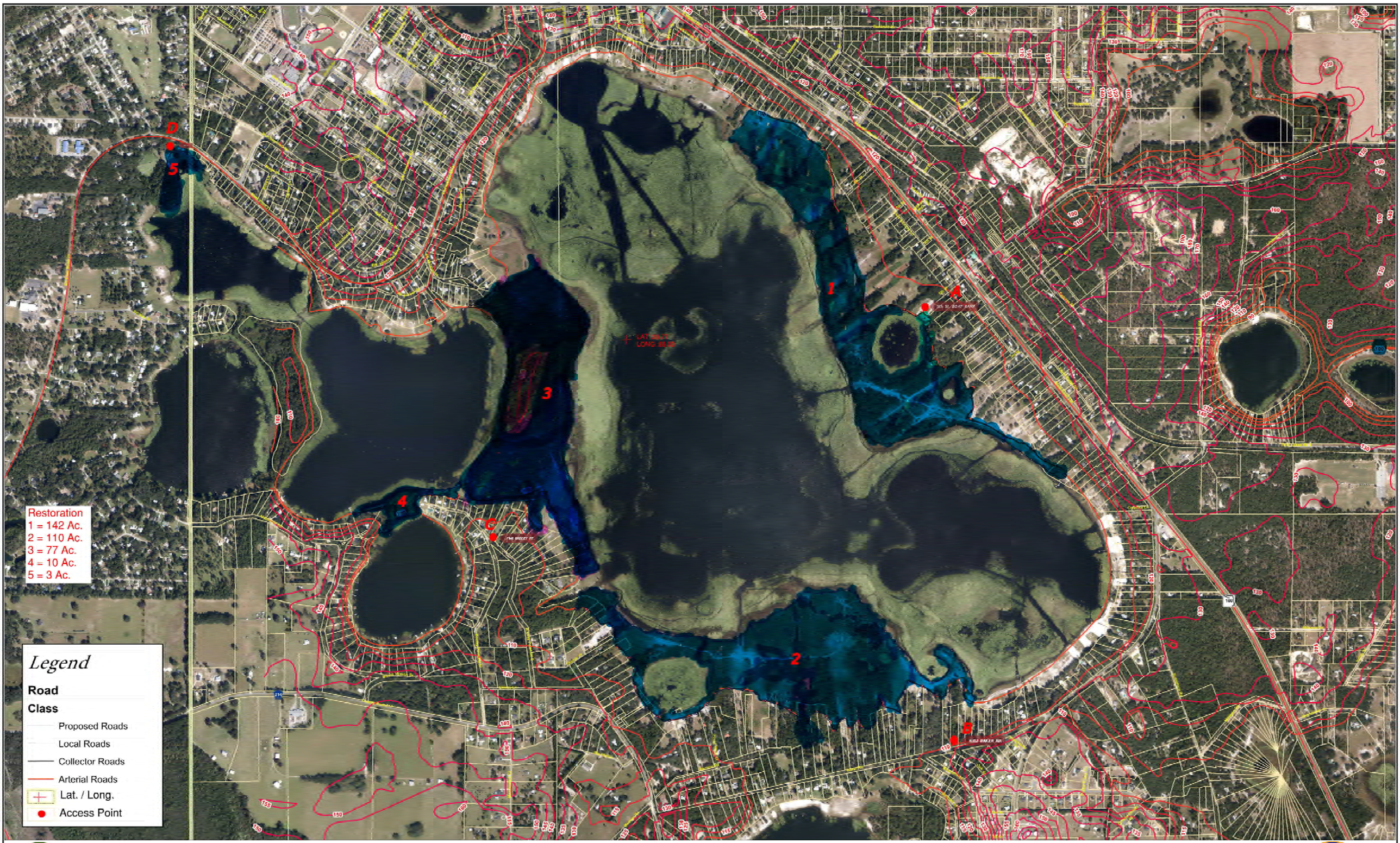
The tree removal methods, and installation of erosion control measures by the contractor will ensure the proposed Lake Geneva Restoration Project will not result in violations to the state water quality standards.

Prior to any removal of vegetation in a restoration area, the contractor shall place silt fence, in accordance with Florida Department of Transportation (FDOT) Standards and Specifications (latest revision), along perimeter areas that border the existing waters edge. The location of the proposed silt fence is shown on the drawing included.
Additionally, the contractor shall adhere to the following measures:

- **Access within the wetland/surface water for tree/vegetation removal shall not damage, alter the soil surface or rut the wetlands/surface waters. This includes all areas waterward of the wetland delineation, safe upland line and/or ordinary high-water line, whichever is higher.**
- **Trees and shrubs shall be cut off at the ground surface or higher. Stumps must remain in place. Any removal of stumps, root raking or alteration to the soil surface is prohibited.**
- **All debris, including the fallen trees, branches, shrubs, leaf material, etc. from the downed vegetation the wetland/surface water must be disposed of in an upland area**
- **All removal of trees and shrubs must be kept within the requestor's property lines. If removal of vegetation is proposed below the established ordinary high-water line, work must be limited to the property owner's direct, apparent riparian interest on the lake.**
- **All access points to the restoration area must also adhere to FDOT erosion control specifications, including prevention of tracking sediment onto a paved roadway.**

The Clay County Engineering Department will provide regular inspections of the restoration areas and access points by certified erosion and sediment control inspectors.

EXHIBIT D



This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.

File Name: USGS 10 FT Contour Lake Geneva Area Map Map_24x36_landscape

Lake Geneva Area Map

Clay County Florida

Created by GIS Department
Map Prepared: 1/24/2008

EXHIBIT E

8'X12' ACCESS CROSSING
Total Disturbance Area = 96 sq. ft.

Legend

Road

Class

- Proposed Roads
- Local Roads
- Collector Roads
- Arterial Roads

ELEVATION

- 103 ft
- Boundary County
- Clay.DBO.Parcel_Detail
- Lat. / Long.
- Access Point

250 125 0 250 500 Feet

This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.

File Name: 1 FT Contour Lake Geneva Area Map 6_24x36_landscape

Wetland Disturbance Map, Lake Geneva
Clay County, Florida

Created By GIS Department
Map Prepared: 2/8/2023

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:09 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO:

DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Digital Speed Sign Brochure	Cover Memo	5/23/2025	Digital_Speed_Sign_Brochureada.pdf
Speed Limit Digital	Cover Memo	5/23/2025	Speed_Limit_Digitalada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:09 PM	Item Pushed to Agenda

SPEEDCHECK-15/18

Radar Speed Sign Data Sheet

carmanah®

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

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

Fully Compliant, Ultra-clear Display

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

Long-lasting, Reliable Operation

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

Easy Installation and Connectivity

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

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

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

MUTCD compliant

Buy America compliant

3-year limited warranty

Solar-sized for every location

Up to 1000 feet radar detection

SPEEDCHECK-15/18

Radar Speed Sign Data Sheet

1.844.412.8395 | traffic@carmanah.com | carmanah.com

carmanah®

"YOUR SPEED" STATIC SIGN

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

SPEEDCHECK-15 | **SPEEDCHECK-18**

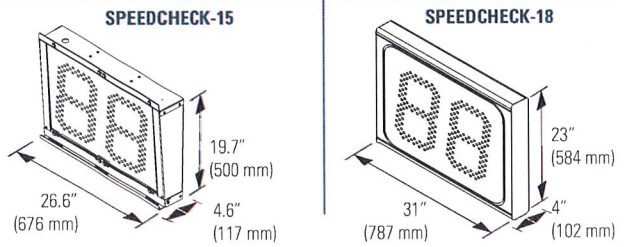
30" x 30" (762 mm x 762 mm) | 30" x 42" (762 mm x 1067 mm) | 36" x 48" (914 mm x 1219 mm) | 48" x 60" (1219 mm x 1524 mm)

OPTIONAL PRODUCT FEATURES

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

LED DISPLAY

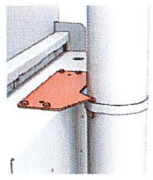
SPEEDCHECK-15 | **SPEEDCHECK-18**



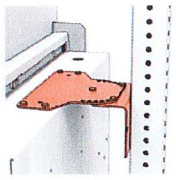
LED Display	Meets MUTCD legibility standards for character height and LED color for roadways with speed limits under 45 mph and 45 mph and over
	Seven-segment digit design using amber LEDs LEDs automatically dim during nighttime operation, minimizing light bounce into neighboring windows
	Includes stealth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

LED DISPLAY MOUNTS

Standard Banding or U-Bolt



Flat Bracket



COMMUNICATION AND DATA COLLECTION

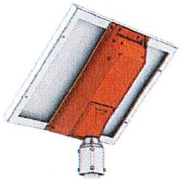
Local Communication	Bluetooth, direct serial (cable) and third-party device communication options available
Remote Monitoring	Optional StreetHub model includes fully integrated monitoring unit from the factory and Glance cloud-based software for two-way communication

POWER OPTIONS

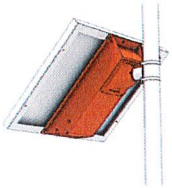
Solar	**12 VDC operation, solar sized to specific geographic location** Includes 12-month Solar Power Report to ensure system sustainability
	System designed for 5+ year battery life
	Integrated solar kit option: includes solar panel, charge controller and batteries; lower cost option
	Separate solar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

INTEGRATED SOLAR KITS AND MOUNTS

Top of Pole Mount



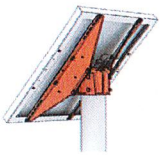
Side of Pole Mount



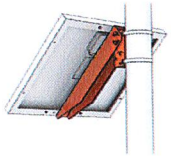
PANEL	LENGTH	WIDTH
30 W	21.5" (545 mm)	15.7" (400 mm)
50 W	26.3" (668 mm)	21.2" (538 mm)

SEPARATED SOLAR PANEL/CABINET AND MOUNTS

Top of Pole Mount



Side of Pole Mount



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

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

INCLUDED WITH EVERY SIGN

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

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Document: Carmanah_DATA_SPEEDCHECK-15-18_RevB

Department of Engineering and Traffic Operations

Engineering Division

Post Office Box 1366
Green Cove Springs, FL
32043

Area Code: 904
Phone: 284-6301
Fax: 278-4708

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Dr. Kristen Burke
District 5

www.claycountygov.com

Memorandum

Date: May 20, 2025

To: Clay County Board of County Commissioners

From: Mr. Richard C. Smith, Jr, P.E., Director of Engineering

Re: Digital Readout Speed Limit Signs Update

Commissioner:

The Traffic Operations Division of the Clay County Engineering Department is scheduled to receive 18 Digital Readout Speed Limit signs in mid-June, 2025. Placement of the signs will begin immediately following receipt. The criteria for Digital Speed Limit sign placement locations is as follows:

- **Road must be a County owned and maintained road.**
- **Road must be classified as a collector road (no local or neighborhood roads)**
- **Road must have a current posted speed limit of 20 mph or higher.**

The following locations are recommended by the Engineering Department for the initial placement of Digital Speed Limit Signs:

District 1 – two (2) signs along Eagle Harbor Parkway. One sign will be placed along the westbound lane between US 17 and the intersection of Town Center Boulevard, and the second will be placed along the eastbound lane just east of Waterford Landing Drive.

District 2 – one (1) sign along southbound Oakleaf Plantation Parkway, just south of Clay County Fire Station No. 26, and another sign along northbound Camp Francis Johnson Road, between Elderwood Street and Elmwood Street.

District 3 - one (1) sign along northbound Constitution Drive, just north of Carter Braxton Road, and another sign along Debarry Avenue (at a location to be determined).

District 4 - one (1) sign along northbound County Road 315C, just north of Wrangler Trail, and another sign along eastbound CR 214, just east of Annis Road.

District 5 - one (1) sign along northbound County Road 209 (Russell Road), just north of Oak Stream Drive, and another sign along eastbound CR 209 (Russell Road), near Mariners Road.

Please review these recommendations and send me any comments. Also, please let me know of any additional locations in the County that should be considered for placement of Digital Readout Speed Limit Signs. The Engineering Department will have approximately 8 signs available following our initial installation. If approved, the FY 25/26 budget allocates an additional 10-12 signs to be available as early as November, 2025. Therefore, feel free to include as many as three additional recommended sign placement locations.

Thank You,

Richard C. Smith, Jr. P.E.

Director of Engineering

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: DATE:

FROM:

SUBJECT:

AGENDA ITEM TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Streeper, Lisa	Approved	5/21/2025 - 3:09 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/20/2025

FROM: Courtney Grimm

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Clarification Letter	Backup Material	5/23/2025	Clarification_Letter_Special_Magistrate_F.S._70.51ada.pdf
Coversheet	Backup Material	5/27/2025	Coversheet_5.13.25_Agendaada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/21/2025 - 3:09 PM	Item Pushed to Agenda

BLOCKER LAW, P.A.

ATTORNEY AND COUNSELOR AT LAW

May 23, 2025

Zach Miller, Esq.
3203 Old Barn Court
Ponte Vedra Beach, FL 32082
Jacksonville, FL 3225
zwmillerlaw@gmail.com
Sent via electronic mail

Courtney Grimm, Esq.
Clay County Attorney
P.O. Box 1366
Green Cove Springs, FL 32043
Courtney.grimm@claycountygov.com

RE: Clarification Memo re: Fleming Island Preserve PUD Application No. 24-0006

Dear Ladies and Gentlemen,

This letter confirms our conference call on Tuesday, May 20, 2025, to address a request for clarification on the Final Special Magistrate Order, ("Report").

To summarize, the recommendations in the Report specifically request that a re-hearing be held to address ex parte communications by the Board of Clay County Commissioners, ("BOCC") and for a final decision to list the enumerated criteria for the denial or approval of PUD application # 24-0006. Having the application go through the full staff review process was not contemplated or considered.

The intent was to have the current application presented to the BOCC for a new hearing without new evidence presented. The rehearing should follow the normal procedures and should address the procedural defects from the hearing that resulted in a denial identified in the Report.

Please contact me directly if you have any questions or need further clarification.

Kind regards,

JEREMIAH R. BLOCKER, ESQ.
Blocker Law, P.A.
101 Marketside Avenue
Suite 404 - 195
Ponte Vedra, FL 32081
Telephone: 352-362-9317
Email: jeremiah@dhclawyers.com
Florida Bar No. 99305

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 13 4:00 PM

TO: Board of County Commissioners DATE: 5/5/2025

FROM: Courtney Grimm

SUBJECT:

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

On December 10, 2024, the Board unanimously voted to deny PUD 24-0006 which sought to put 156 single-family homes on approximately 62 acres on Old Hard Road. The property is owned by Diane Partridge Soha, Doris Doreen Partridge, and Linda Alderson (collectively "Owners"). Owners retained Maronda Homes to act as Owners' Agent for pursuing PUD 24-0006, the rezoning to develop the neighborhood to be known as Fleming Island Preserve.

On January 6, 2025, Owners filed a request for relief from the Board's denial of the PUD under §70.51, Florida Statutes. In accordance with the request for relief, the Owners and the County selected a Special Magistrate. As required by the statute, Owners and the County engaged in mediation. The mediation did not result in a mutually acceptable solution to Owners and the County. Therefore, a hearing before the Special Magistrate was held on April 1, 2025.

On April 30, 2025, the Special Magistrate entered the *Final Special Magistrate Report & Recommendations.*

The Special Magistrate's Findings following the Hearing were as follows:

1. The record supports that the BOCC did not rely on competent substantial evidence in support of their denial. Though there was competent substantial evidence available in the record, it is not possible to make a determination that the BOCC relied on this evidence. Therefore, it is impossible to rule out the decision being arbitrary, discriminatory or unreasonable.
2. The final decision to deny the application did not cite to or reference any of the enumerated criteria in the Clay County Land Development Code. This creates an Ad Hoc Decision which violates the due process rights of the Petitioner.
3. The BOCC failed to make formal ex parte disclosures that are required for a quasi-judicial proceeding involving a rezoning. This is prejudicial to the Petitioner.

The Special Magistrate's Recommendations for the Board to consider were as follows:

1. The Clay County Board of County Commissioners should hold a new hearing for PUD 24-0006 to remedy the ineffective ex parte disclosure per *Jennings v. Dade County*, 589 So. 2d 1337 (3d DCA, 1991)

and in accordance with Florida Statutes. At the rehearing, it is recommended that the BOCC consider an ordinance or resolution codifying the ex parte procedures in quasi-judicial matters.

2. At the rehearing, County Commissioners should base their decision by citing to specific criteria enumerated in the Clay County Land Development Code in accordance with Florida Statutes and case law governing due process rights for a rezoning application. If the BOCC enters a decision denying the application at the rehearing, competent substantial evidence should be relied on to demonstrate that the decision to deny is not arbitrary, discriminatory or unreasonable.

3. In addition, Clay County Board of County Commissioners should consider revising the language of the Land Development Code to ensure that enumerated standards are not simply permissive.

Thus, pursuant to Section 70.51(19)(b)(10), Florida Statutes, subject to approval of this recommendation by Petitioner, it is recommended that the BOCC hold a rehearing on an application for rezoning the Property to planned unit development with at least one-hundred forty (140) lots on a revised site plan submitted by Petitioner with lots similar in size to what was previously presented to the BOCC.

Further, pursuant to Section 70.51(19)(b)(1), Florida Statutes, the BOCC, in considering the revised submittal, shall only consider the criteria specifically enumerated in Section 12-9, LDC. Prior to taking any vote on the revised PUD, the BOCC members shall make detailed ex parte disclosures.

In accordance with §70.51(21), Fla. Stat., the Board has 45 days after receipt of the Special Magistrate's recommendation to accept, modify, or reject the Special Magistrate's recommendations.

On May 2, 2025, counsel for Owners and their agent advised as follows: "I am writing to formally consent on behalf of the owner/applicant to the special magistrate's recommendation pursuant to Section 70.51(19)(b), Florida Statutes."

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/7/2025 - 5:14 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/16/2025

FROM: Dodie Selig, AICP, Chief Planner

SUBJECT: Appointment of 11 members to the new Land Conservation Committee (LCC).

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff Report - LCC appointments	Cover Memo	5/21/2025	BCC_Staff_Report_-_LCC_appointments-ada.pdf
All Applicants (alphabetical list)	Backup Material	5/21/2025	All_Applicants_(alphabetical_list)ada.pdf
Short Bios (Agriculture Experience)	Backup Material	5/22/2025	Short_Bios_(Agricultural_Experience)ada.pdf
Short Bios (Environmental Experience)	Backup Material	5/21/2025	Short_Bios_(Environmental_Experience)ada.pdf
Short Bios (Conservation Volunteer Experience)	Backup Material	5/21/2025	Short_Bios_(Conservation_Experience)ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Streeper, Lisa	Approved	5/21/2025 - 3:36 PM	Item Pushed to Agenda

Appointment of the Land Conservation Committee (LCC) members

Owner / Applicant Information:

The Applicant is Clay County, Economic and Development Services

Introduction:

The Land Conservation Committee (LCC) was created on October 22, 2024, by Ordinance 2024-48. The ordinance was recently amended to increase the number of committee members from 7 to 11.

Summary of LCC seats to be filled:

The committee is now comprised of the following:

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

Summary of Applicants:

Information about the 61 applications has been provided for the Board's review in several formats:

- An alphabetical listing of all applicants by name.
- A list of all applicants sorted by their qualifications to fill one of the three LCC member categories.
- A pdf for each of the 3 LCC member categories containing a short biographical summary of the relevant experience for each qualified applicant. (This information comes directly from the individual's application form.)

- A pdf for each of the 3 LCC member categories containing the application form for each qualified applicant.

Selection Process

The selection process described below was laid out in the "Blueprint for Success" provided by the North Florida Land Trust and presented to the Board in October 2023.

> "The qualifications of all applicants/nominees to the LCC responding to a call by the County Commissioners for LCC volunteers shall be reviewed by the County staff. A qualified list of applicants/nominees shall be established from the available pool of applicants/nominees. County staff will provide the list of all applicants/nominees to the BoCC for review. The BoCC shall review the qualifications of the qualified nominees and give each nominee a score from 1 - 3. County staff shall tabulate the evaluation scores. Those nominees with the highest scores shall be appointed to the LCC. In cases of tied scores, the BoCC Chairperson will choose members or alternatives by drawing from a box the names of those with tied scores."

Staff have provided the list of qualified applicants along with additional information as mentioned in the previous section. Scoring sheets are also provided to the Board for each of the applicant qualification categories. This process will work very similarly to the scoring of nominees under a RFP. The Chair should announce the first qualification category and entertain discussion. Once the Board is ready to render their votes, Staff will ask each Board member to state their ranking of all applicants within the first category. The commissioner's scores will be entered into a spreadsheet that will rank the applicants based on the scores received. Staff will then provide the results of the ranking to the Chair to be shared with the public. After each commissioner has given their scores for the first qualification category, the process will repeat for the second and third.

An applicant not selected under the first qualification category may be considered for the second qualification category or the third qualification category if the Board feels that the applicant's experience extends to one of those qualification categories. Likewise, applicants not selected under the second qualification category may be considered for the third qualification category if the Board so chooses.

Recommendation:

Staff requests that the Board appoint to the LCC the eleven applicants they feel are most suited to fill these positions.

Alphabetical Listing of all LCC Applicants

Camille Arensdorf

Micah Barth

Joe E. Basset

Christy A. Carter

Thomas K Cauvel

Mr. Edgar C. Cohen, Jr.

Douglas P. Conkey

Kenneth Conrad

Matthew K. Corby

Helana Cormier

Lisa Shedd Daniels

Renae Kimberly DeVine

Dr. Michael A. Edwards

Jo Emanuel

Josh Farley

Chris Farrell (St. Johns County resident)

Mark Feagle

Michael Fluent

Sophie A. Fogg

Ekaterina W. Glenn

Luke Glisson

Colin D. Groff

Lori Gunn

Matthew Hansknecht

Jenny T Hertel

Anne “Christie” C. Hingst

Charles W. Hodges

Bryan N. Johnson

Richard W. Klinzman

Michael A. Ladd

Catherine (Katie) Lane

Cherelle N. Lapinski

Daniel P Mahla

Angela J Mallory

Ryan Marcyes

Karrie Massee

William D. McMahon

Bill G. Merryman

Ronald R Moody

Patrick Cooper Murphy

Shannon Murphy

Heather F. Nagy

Carol Newbern

Stephan J. Nix, PhD

Randolph Padgett

Rebecca Perry

Crawford Powell

Dr. Craig Price, DVM

Troy Rentz (Volusia County resident)

Jeremy Russell

Tina T. Sachs

Shannon Sears

Charles Sims

Melissa Smith

Sydney Stephens

Thomas P. Termer

Ronald S. Terry, Jr.

April J. Thomas

Suzanne Tomlinson

Samantha Nichols Wernet

JD Wilson

LCC Applicants Short Bio – Agricultural Qualification category

All biographical information provided for each applicant is copied directly from that individual's application form.

The following applicants meet the requirements for the AGRICULTURAL EXPERIENCE positions:

JOSH FARLEY

Work Experience

As a lifelong resident of Clay County, I derive my livelihood as a cattle rancher and managing the land they graze on. I understand first hand how important it is to care for the land & wildlife as well as how grazing cattle & conservation of land can easily go hand-in-hand. I implement practices such as control burning as well as refrain from over grazing which promotes growth as well as prevents stress on the environment that both wildlife & cattle depend on to flourish.

Education

Clay High School - 1995-1999 Abraham Baldwin Agricultural College - 1999-2000

Volunteer Work, Civic, Professional, and other Activities

Florida Farm Bureau Young Farmers and Ranchers Leadership Committee, Clay County Farm Bureau Board of Directors, National Cattlemen's Beef Association member, Florida Cattlemen's Association member, Clay County Agricultural Fair Superintendent & Volunteer, and Florida Farm Credit Nominating Committee, Farm-City Celebration Sponsor, 4-H/FFA Sponsor

Additional knowledge, skill, education or experience

As a landowner in Clay County, I know & understand the importance of conserving and protecting lands as well as the wildlife habitat and water quality. As a rancher, all of these components are first & foremost in my mind when making decisions on the ranchland I make my living. My farming and ranching operation was recognized by Florida Farm Bureau with the "This Farm Cares" award for demonstrate exemplary efforts to protect Florida's natural resources by implementing Best Management Practices.

CHARLES W. HODGES

Work Experience

I have owned a forestry company as well as a marine construction company. I have been a large land owner in clay county with a farm, and I am familiar with the eco systems of clay county.

Education

Forrest high school.

Volunteer Work, Civic, Professional, and other Activities

Member of the local Moose lodge. I have hosted and been a part of several local charities.

Additional knowledge, skill, education or experience

I am a well known resident of Clay County and very familiar with projects in the county as well as local government. As a long time Clay county business owner and land owner I am familiar with growth in the county. As a former owner of a timber company I am familiar with nature and terrain in Clay county as well as the waterways and wetlands. I also served on the Clay county charter review committee.

BRYAN N. JOHNSON

Work Experience

My family's heritage is based in Farming in Southern Arkansas along the Mississippi River; Growing up in the Mississippi River Delta, I personally experienced the benefits of land conservation and drainage projects which protected citizens personal property and enabled the local economy. During my 28-year career in Pulp and Paper I have held a focus on environmental protection through understanding of regulation and implementing industry best practices to ensure environmental sustainability.

Education

BS in Electrical Engineering Technology from Louisiana Tech University - 1997

Volunteer Work, Civic, Professional, and other Activities

Scoutmaster - Boy Scouts of America 2004 through 2009 Ordained Deacon in Several Baptist Churches International and Local Missions

Additional knowledge, skill, education or experience

As a Capital Project Manager, I am responsible for developing teams to evaluate and develop multiple projects with significant environmental, safety, and economic impacts to the company and surrounding community. I would bring these skills alongside my fellow committee members to evaluate the broad impact of Clay County's Conservation needs for the purpose of serving my fellow citizens to sustain the environment and provide economic growth for our communities.

DANIEL P MAHLA

Work Experience

I own a farm in Clay County were I have raised black angus cattle and horse boarding. I am currently the farm manager for the Spurlin Farm in Clay Co. The Spurlin farm is a 700 acre siviculture farm (pine tree forest). I am the liason for converting the entire farm into a conservation easement. I have worked with USDA and North Florida Land Trust for the past 12 months and we should be conservation compliant by April 2025.

Education

Robert E. Lee High School, Vincennes University (Minor in Public Safety), Columbia College (Bachelor of Science in Criminal Justice

Volunteer Work, Civic, Professional, and other Activities

Clay County Cattlemen’s, Farm Bureau, Police Athletic League, Quigley House

Additional knowledge, skill, education or experience

I have gained an incredible amount of knowledge in working the North Florida Land Trust and USDA in all aspects of the conservation program. It has been a long journey that will pay big dividends in transforming the Spurlin Farm to an area that will be conserved forever. My knowledge of the county, having worked for the Clay County Sheriff's Office for 30 years, and my relationships with a bulk of CLay County governement would greatly assist with serving on the Consevation Committee.

PATRICK COOPER MURPHY

Work Experience

Over the past 24 years, I have managed more than 120,000 acres of timberland in northeast Florida for multiple landowners. My expertise spans forest and wildlife management, including reforestation, harvesting, prescribed burning, and the management of both game and non-game species. In addition, my current role provides me with a rare combination of experience in zoning, land use, and development. I am passionate about contributing to the to the preservation of what makes Clay County special.

Education

Auburn University - B.S. Forest Engineering

Volunteer Work, Civic, Professional, and other Activities

Clay County 4H - Board of Directors (~12 years)

Additional knowledge, skill, education or experience

Throughout my career, I've dedicated myself to working closely with landowners to help them achieve their individual goals. I have extensive experience collaborating with organizations such as the ACOE, SJRWMD, FDEP, Clay Electric, FP&L, and the Florida Forest Service, as well as numerous private landowners. My expertise includes utility easements, conservation easements, mineral rights, development rights, buffers, and mitigation banking.

RANDOLPH PADGETT

Work Experience

I was born into a logging family & worked in the forestry/timber industry my entire life. I started with my father & brother's logging business when I was 12 years old. For over 50 years, I have worked as a forester including Callahan Timber Co (7 years) & variations of Jefferson Smurfit/Smurfit-Stone/Container Corp where I reached the level of district manager/procurement forester over 59,000 acres of timberland. I was responsible for the cutting, site-prep, & replanting of 1,800 acres a year.

Education

Orange Park High School - graduated 1969 - High School Diploma

Volunteer Work, Civic, Professional, and other Activities

FL Farm Bureau - State Director, Oversight Committee, Forestry Advisory Committee, Clay County Farm Bureau & Clay County Cattlemen - Past Presidents & current Board of Directors, Clay County Ag Fair - Past Executive Committee Member & Honorary Board Member, FL Forestry Association Member and Logger of the Year Award Committee, Florida Cattlemen's Association Member, Southeastern Wood Producers Assoc. member, FL Forest Service Jennings State Forest past Advisory Board Member, 4-H/FFA Sponsor

Additional knowledge, skill, education or experience

I have over 50 years of experience in the forest industry & serving in local & state forestry & agricultural organizations & government advisory committees. My family's farm produces timber & we have a small cattle herd. Our farm is one of the tour stops on the FL Forestry Association/FL Forest Service Teacher's Tour each summer. Our family has been recognized by FL Farm Bureau with the "This Farm CARES" Award for demonstrating exemplary efforts to protect FL's natural resources through BMPs.

DR. CRAIG PRICE, DVM

Work Experience

Mixed animal Veterinarian - 39 years - Clay county , Land owner -Silviculture , Familiar with animal husbandry wildlife and domestic animals Current property is a conservation easement

Education

Forrest HS - 1976 / Univ of Florida 1980 Bachelor of Science- Animal Sciences- College of Agriculture/ UF - College of Veterinary Medicine - DVM

Volunteer Work, Civic, Professional, and other Activities

Jacksonville Veterinary Medical Society - since 1986 - Treasurer 10 years - multiple commitees Florida Veterinary Medical Association - since 1982 American Veterianry Medical Association - Since 1982 Clay County Cattlemans Association- Board of Directors Admissions Committee- College Of Veterinary Medicine UF 2 terms

Additional knowledge, skill, education or experience

Active in community - Clay County Fair / 4H/ FFA students

JEREMY RUSSELL

Work Experience

For over 25 years I have lived on our family farm where we bale hay, raise cattle, prescribe burn & implement BMP’s to ensure sustainability & efficiency in silviculture and agriculture operations. Cattle BMPs include strategies such as rotational grazing, maintaining riparian buffers to protect water sources, implementing proper manure management to reduce runoff, burning to prevent wildfires, and provide adequate forage to ensure livestock health while minimizing environmental impact.

Education

Trinity Christian Academy - Graduated 2000 Florida State College at Jacksonville - Bachelors in Public Administration - Graduated 2017

Volunteer Work, Civic, Professional, and other Activities

Westside Baptist Church - deacon 2021 - present Clay County Cattlemen Corporation - Treasurer 2019 – present Farm Bureau Member

Additional knowledge, skill, education or experience

Florida ranchers own and control approximately seventy percent of the total farm acres in Florida. Our farm's commitment to BMPs has reinforced my appreciation for conservation &sustainable agriculture. Managing hay production has taught me the importance of soil fertility and erosion control, while raising cattle has provided firsthand experience in herd health, nutrition, and rotational grazing. These practices not only improve productivity but also contribute to long-term land conservation.

THOMAS P. TERMER

Work Experience

43 years of broad geographic multi-function forestry experience. Natural resources, land management, agriculture, silviculture, etc. have been my life for over 40 years!

Education

1. SUNY College of Environmental Science and Forestry. Wanakena Campus (1979). AAS Forest Technology. 2. SUNY College of Environmental Science and Forestry (Syracuse Campus) 1981. BS Forest Management 3. Jacksonville University. 1995. MBA.

Volunteer Work, Civic, Professional, and other Activities

Guardian Ad Litem. Clay County. (2009-2014) Florida Forestry Assn. Board Member. 2007-2021 Log-A-Load Chairman NE FL. 14 years. St. John's Riverkeeper member. HOA. Tree care and Lawn Maintenance committee member

Additional knowledge, skill, education or experience

Former responsibilities include: 1.Acquisition of large timber holdings 2. Improve efficiencies of transportation programs. 3. Administered the purchase of raw materials maintaining quality control standards.

LCC Applicants Short Bio – ENVIRONMENTAL Qualification category

All biographical information provided for each applicant is copied directly from that individual's application form.

The following applicants meet the requirements for the ENVIRONMENTAL EXPERIENCE positions:

MATTHEW K. CORBY

Work Experience

For 24 years I have been working in the field of Land Management. I am a certified Forester from the University of Florida and spent 8 years as such at the Camp Blanding Joint Training Center (CBJTC) focused on silviculture and timber operations. In 2007, I moved to the SJRWMD and spent 7 years as the Land Manager of their Northern District. In 2014 I returned to CBJTC as the Conservation Manager and currently act as the Installation Environmental Manager.

Education

1996-2000, University of Florida. Received a Bachelor of Science degree in Forest Resource and Conservation.

Volunteer Work, Civic, Professional, and other Activities

I am an NWCG Certified Wildland Firefighter and a Certified FL Prescribed Burn Manager for over 20 years. I also volunteer my time coaching youth recreation soccer for the Clay County Soccer Club located on Fleming Island for the last 5 years.

Additional knowledge, skill, education or experience

I have always focused on managing land to meet multiple objectives. Success, for me, is defined as balancing economic and ecological need. I believe good land management can do both simultaneously. I am also the lead for the Compatible Use Buffer Program at CBJTC with an understanding of real estate transactions focused to preserve and protect land, as fee simple or easement. Additionally, I respect the value of working lands on the landscape and would like to help protect them in Clay County.

JO EMANUEL

Work Experience

I am a native Floridian and have spent my entire 24-year career working in natural resources in Florida and the southeastern United States. I am a wildlife biologist skilled in the management of imperiled wildlife, native habitats, invasive species, and nature-based recreation. Prior to my current position with the US Fish and Wildlife Service, I worked in the land resources division with the St. Johns River Water Management District managing all aspects of conservation lands including prescribe

Education

Oregon State University - MS Natural Resource Management - present Rollins College - BS Environmental Science

Volunteer Work, Civic, Professional, and other Activities

Prairie Creek Conservation Cemetery - Volunteer Appalachian Trail Hikers - Volunteer Christmas Bird Count - Volunteer Florida Native Plant Society - Volunteer/Member

Additional knowledge, skill, education or experience

My combination of education and experience positions me well to help navigate the challenges of managing natural lands within the context of an expanding human population. My first-hand knowledge of natural lands within Clay County as well as contacts with relevant land managing agencies will be beneficial to this committee.

WILLIAM D. MCMAHON

Work Experience

For four years I worked for the Florida Department of Environmental Protection's (FDEP) Florida Communities Trust (FCT) program, and have familiarity with the FRDAP, LWCF, and RTP programs. FCT is a state-funded land acquisition program responsible for acquiring land for local governments to manage. While completing my master's degree in Global Sustainability, I interned with the Florida Wildlife Corridor Foundation, helping to identify lands for protection and connectivity within the corridor.

Education

Bishop's University, 2014-2019, Bachelor's Degree in Environmental Studies and Geography University of South Florida, 2022-2024, Master's Degree in Global Sustainability

Volunteer Work, Civic, Professional, and other Activities

I've volunteered with several local environmental organizations in various capacities including the St. Johns Riverkeeper, the Duval Audubon Society, and Camp Chowenwaw. I was a member of The Honor Society of Phi Kappa Phi while completing my master's degree.

Additional knowledge, skill, education or experience

I have a robust knowledge of land acquisition procedures, including both fee simple and less than fee. Working with FCT, I was directly responsible for managing over 50,000 acres and led the acquisition of nearly 400 more. My familiarity with state and federal land acquisition programs will be useful in helping to leverage matching funding to acquire more land for Clay County. I know how to work with landowners and sellers to achieve positive outcomes and how to manage land once acquired.

SHANNON MURPHY

Work Experience

I have worked for federal, state, county and private land management agencies: Wildlife technician with FWC, wildland firefighter with USFWS, as an independent environmental subcontractor and field biologist. Agricultural experience: working as a farm hand for Swallow Tail Farms, the UCF Arboretum and volunteering with Fleet Farming Orlando. Animal husbandry experience working for the UCF MTRG and Jungle Adventures Animal Park.

Education

University of Central Florida Graduate, 2015-2020 Biology Bachelors of Science with a Minor in Environmental Studies. Santa Fe College Graduate, 2013-2015 AS in Environmental Science New Smyrna Beach High School Graduate, 2009-2013 Wildland fire certifications: S-130, S-190, S-131, S-211, S-290, S-212. Completed Florida Master Naturalist Program: Wildlife Monitoring Course.

Volunteer Work, Civic, Professional, and other Activities

Southeast Volusia Audubon Society: Board Member and Outreach Coordinator. Fleet Farming Orlando: Volunteer and Intern. UCF Arboretum: Intern and volunteer. Jungle Adventures Animal Park: Volunteer.

Additional knowledge, skill, education or experience

I have a unique combination of practical experience, formal education and personal passion which give me the ability to establish and maintain meaningful relationships within the community. My experience in the industry also allows me to consider varying perspectives encouraging cooperation. As a wildland firefighter I have learned how to communicate essential information clearly and concisely, as well as the ability to triage tasks and situations.

HEATHER F. NAGY

Work Experience

I work within the acquisitions department at the North Florida Land Trust (NFLT). In my role, I determine the highest priority conservation lands throughout Northeast Florida using GIS analysis and our partnerships with other conservation organizations. I work daily with the GIS data that is used to assess the natural resource and agricultural values of a property. I am skilled in conducting GIS analyses and conducting site visits to assess a property for its conservation values.

Education

University of Florida, Bachelor of Arts in Anthropology and Environmental Science, 2005 and Duke University, Master of Environmental Management and Certificate in Geospatial Analysis, 2007

Volunteer Work, Civic, Professional, and other Activities

I am a member of the Duval Audubon Society, the University of Florida Alumni Association and the Gator Band Alumni Association. Professionally I am also a member of several conservation groups, including the Northeast Florida Estuarine Restoration Team, Resilient First Coast and the Florida Wildlife Corridor Foundation. Finally, I am completing the Natural Resources Leadership Institute program in April 2025.

Additional knowledge, skill, education or experience

I have extensive skills and experience in analyzing properties for their conservation values using GIS. In prior roles at NFLT, I have worked directly with landowners interested in conserving their land, from conducting background research on a property to completing site visits where the property is assessed for its conservation values. I am knowledgeable in determining if a property is a high value conservation property, and whether it should be considered for conservation.

STEPHAN J. NIX, PHD

Work Experience

I have taught courses, conducted research, and consulted in the following areas: Environmental systems, environmental resources management, stormwater management, water quality engineering, water resources engineering, hydrology, air pollution, solid and hazardous waste engineering, operations research, computer modeling, and resource economics. I have also published over 75 journal articles, research reports, and conference papers in many of these same areas.

Education

Bachelor of Science, Engineering Science (with Honors), University of Florida, 1970-74; Master of Engineering, Environmental Engineering Sciences, University of Florida, 1975-76; Doctor of Philosophy, Environmental Engineering Sciences, University of Florida, 1977-82

Volunteer Work, Civic, Professional, and other Activities

This is a very small sample of my service activities: American Institute of Hydrology, President, 2013-14; American Water Resources Assoc., President, 1997; Boys and Girls Club-Kingsville (TX), BoD, 2011-17, President, 2014-16; Florida Water Environment Assoc.; Leadership Jacksonville, 2006; NE Florida Regional Science & Engrg. Fair, BoD, 2006-09; Onondaga County (NY) Scholastic Science Fair, Judges Chair, 1990-93; Rotary Club-Kingsville (TX), 2011-17; Rotary Club-Green Cove Springs, 2024

Additional knowledge, skill, education or experience

I have served on several pertinent technical advisory bodies, some of which are listed below: Onondaga County (NY) Water Quality Management Agency, 1987-94; Onondaga County (NY) Urban Soil Erosion & Sediment Control Task Force, 1991-92; Coconino Plateau (AZ) Water Advisory Council, 2000-01; South Miami-Dade Watershed Study Technical Review Comm., 2003-06; Lower St. Johns River TMDL Executive Comm., 2006-07; Lower Rio Grande Valley (TX) Stormwater Task Force, 2011-16

REBECCA PERRY

Work Experience

I have over 20 years of experience in natural resource protection as a conservation real estate practitioner where I have successfully collaborated with federal, state, and local governments, as well as private entities, to secure over 25,000 of land throughout Florida. My expertise includes negotiating real estate transactions for conservation purposes, securing funding from public and private sources, and managing relationships with landowners and key stakeholders.

Education

University of North Florida — Jacksonville, FL Graduate Certificate in Nonprofit Management 2019 - 2022 Rollins College — Winter Park, FL Bachelor of Arts, Environmental and Growth Management Studies 2002 - 2005 Valencia Community College — Orlando, FL 1998 - 2002 Associate of Science, Paralegal Studies

Volunteer Work, Civic, Professional, and other Activities

Secretary, Alliance of Florida Land Trust

Additional knowledge, skill, education or experience

Over the course of my career, I have worked under service agreement contracts with multiple counties and city governments, where I helped to implement land acquisition programs like the Forests and Farms Conservation Land Program. In that capacity, I have presented projects and reported to committees similar to the LLC. This experience will give me a unique insight into project evaluation, and program processes. In addition, I have experience obtaining multiple sources of match funding.

APRIL J. THOMAS

Work Experience

My experience is in evaluating natural resources and ensuring compliance with state and federal regulations for species, habitats, wetlands, and more. Additionally, I have experience partnering with agencies on resiliency solutions such as wildlife crossings and in matrix creation for determining locations of best practicability. I am familiar with species management plans, invasive species control, ecosystem restoration, watershed management, and agriculture BMPs for species and water quality.

Education

Ridgeview High School; 2015-2019; International Baccalaureate Programme University of North Florida; 2019-2022; Bachelor of Science in Biology concentrated in Coastal Environmental Science, Minor in Community Leadership University of Florida; 2023-2025 (To Graduate: Spring 2025); Master of Fisheries and Aquatic Sciences

Volunteer Work, Civic, Professional, and other Activities

Professional participant / member of (1+ years): FL Aquatic Connectivity Team Southeast Atlantic Salt Marsh Initiative: Florida Implementation Team Northeast and Big Bend Estuarine Restoration Teams Volunteer (1+ years): FL Native Plant Society: Threatened/Endangered Plant Relocation FL Master Naturalist Program: Shoreline Restoration, Invasive Plants Duval Audubon Society: North Florida Lights Out Duval Soil & Water Conservation District: Project Assistant Jax Zoo: Conservation Specialist (2 y)

Additional knowledge, skill, education or experience

I previously worked in FDEP permitting for 2 years and was a Certified Wetland Evaluator. I have experience in habitat and species assessments and surveys, conservation easements, and water quality policy. I regularly use GIS apps and data for analysis, map-making, and in-field use. My education covers policy, economics, and management of resources. I'm familiar with the county's geologic hydrology, waters, biodiversity, and local issues (lake water levels, flooding, loss of rural lands, etc.).

LCC Applicants Short Bio - Conservation Volunteer Qualification category

All biographical information provided for each applicant is copied directly from that individual's application form.

The following applicants meet the requirements for the CONSERVATION EXPERIENCE positions:

JOE E. BASSETT

Work Experience

Over forty years of outdoor and wilderness experience. The last 5 years as a backpacking and wilderness adventure guide. Certification in Leave No Trace. Previous work experience includes 5 years as The Salvation Army Eastern Territory Camping Bureau Director, Nature and Pioneering Director, and Program Director for Camp Sebago Wilderness Camp.

Education

Asbury University, 1983-1987, Bachelors of Science in Education

Volunteer Work, Civic, Professional, and other Activities

Clay County Amateur Radio Emergency Service; Salvation Army Team Emergency Radio Network – Southern Territory Assistant Coordinator for Operations; Army Military Auxiliary Radio System Region Four Training Officer; North Florida ARRL Assistant Section Manager for Training

Additional knowledge, skill, education or experience

Extensive experience working with volunteers and equipping 501(c)(3) leaders; frequent public speaker and corporate leadership/team development facilitator.

MR. EDGAR C. COHEN, JR.

Work Experience

I own 20 acres of woods and my wife and I ensure the water on my property is clean for all the animals that are being pushed out by development in the area. My wife is a chemist and we test the groundwater and soils for changes. I am downhill from my neighbor's properties and receive a great deal of runoff. I also have a spring-fed creek down the backside of my property.

Education

Vocational degree in electrical mechanics. IT professional with A+, Network+, Security+, AXIS , Genetec and Avigilon security platforms, Briefcam, certified professional. I hold over 20 different certifications. I hold a business license of Contractor All Types in Jacksonville since 1989.

Volunteer Work, Civic, Professional, and other Activities

I ran a CBA for over 10 yrs, Jacksonville Area Maintenance Professionals. I hold a US Utility patent for an animal pilling device. The process of getting a patent is very arduous and requires patience and understanding of litigation processes. I feel this is a testament to perserverance.

Additional knowledge, skill, education or experience

I want to preserve Clay County fishing and wildlife for future generations. I have 14 acres of wild Florida habitat property that is undeveloped for the animals in my area. I have performed litigation for over 10 years between numerous firms and a team of simulator technicians for their pay and welfare monies. I have lived in Clay County for over 30 years.

KENNETH CONRAD

Work Experience

Certified Master Naturalist (University of Florida), Member Ixia Chapter Florida Native Plant Society

Education

Purdue University (Bachelor of Science, Industrial Engineering), Indiana University (Doctor of Medicine), University of North Florida (Master of Public Health)

Volunteer Work, Civic, Professional, and other Activities

The Way Medical Clinic (volunteer staff)

Additional knowledge, skill, education or experience

wilderness hiking, camping

MARK FEAGLE

Work Experience

With over 25 years of experience in residential and commercial contracting, I have developed a strong foundation in construction management, project oversight, and quality assurance. This includes six years as a DOT bridge and dirtwork inspector, where I managed multiple projects across Clay and Duval counties, ensuring compliance with safety standards and regulatory requirements. In addition, I have seven years of experience as a real estate professional, specializing in land acquisitions, investment properties, and residential home sales. My expertise in market analysis, negotiations, and property development allows me to provide strategic guidance to clients, maximizing their investments and achieving their real estate goals. Beyond my professional career, I am deeply committed to environmental conservation. Since 2020, I have led Clean Up Florida Waters, a statewide initiative in collaboration with Florida Realtors, organizing Florida's largest waterway cleanup effort. Under my leadership, the initiative has removed over 150,000 pounds of debris from waterways across the state. I also serve as a volunteer with the Coastal Conservation Association (CCA) at both the local and state levels, where I contribute to conservation and habitat restoration projects. My responsibilities as the local chapter president include fundraising, coordinating local habitat initiatives such as eelgrass restoration in the St. Johns River, oyster reef restoration in the Intracoastal Waterway, and the release of over 35,000 redfish into local waters. Additionally, I have played a key role in offshore artificial reef projects like Ripper Reef and have organized major cleanup events, including the Ghost Trap Rodeo and Cleanup NE Florida Waters. On the state level I service on the state management committee in charge of approving budgets and finances.

Education

Santa Fe College, Construction Management

Volunteer Work, Civic, Professional, and other Activities

Coastal Conservation Association, Florida Realtors Community Engagement, NEFAR Candidate Screening, NEFAR Community Affairs

Additional knowledge, skill, education or experience

I feel my experiences in conservation, construction and real estate combined are a perfect fit for what this committee is trying to accomplish.

SOPHIE A. FOGG

Work Experience

I have experience in land management and conservation through internships with North Florida Land Trust, Alachua Conservation Trust, and Kokomo Farms. I conducted property monitoring, habitat management, and trail maintenance, using GIS for land analysis. I also led community engagement events and facilitated environmental education. My work in these roles provided valuable skills in land stewardship, conservation practices, and public outreach, directly supporting the duties of the committee.

Education

1. Clay High School (4): High School Diploma 2. University of Florida (4): Bachelor of Arts in Medical Geography in Global Health, Bachelor of Arts in Anthropology, Minor in Sustainability Studies, Certificates in Medical Anthropology and GIS

Volunteer Work, Civic, Professional, and other Activities

Past: UF Anthropology Student Association (University and Gainesville Ambassador), UF Geography Club, Delta Nu Zeta Service Sorority Current: Clay County Gator Club

Additional knowledge, skill, education or experience

Born and raised in Clay County, I have experience in local conservation efforts through internships with North Florida Land Trust, as well as working directly in agritourism with Kokomo Farms. As a City Planner I for Jacksonville within the Planning and Development Department, I have gained knowledge in land use policies and responsible urban planning. These roles, combined with my local roots and GIS skills, give me valuable insight into land use and conservation efforts in the area.

EKATERINA W. GLENN

Work Experience

Volunteered in college removing invasive plants from local area. Cultivated a small backyard garden, growing vegetables and fruit trees. Composting and canning vegetables from the garden. Exposed to gardening and farming since childhood by my father who is a master gardener and former cow farmer.

Education

College of Lake County, Grayslake, IL. From 2016-2018 received associates in art degree. American Military University, Charles Town, WV (online school) 2024-current. Working towards bachelor's degree in accounting.

Volunteer Work, Civic, Professional, and other Activities

Meals on Wheels NHC HealthCare Nursing Home Hospital Volunteer/candy striper

Additional knowledge, skill, education or experience

Motivated to volunteer in my community. Passion for environmental, hands-on experience, and to collaborate with others in supporting sustainable practices and promoting the health of natural landscapes.

JENNY T HERTEL

Work Experience

Member: EarthJustice.org - writing to my state legislators, U.S. senators and Congressional representatives about environmental concerns Contributor: Cornell Lab of Ornithology Project FeederWatch (yearly participation); Great Backyard Bird Count; Audubon. Frequent visitor and hiker: Camp Chowenwaw, Jennings State Forest trails, Bayard Conservation Area

Education

Master of Arts in English & Linguistics: University of Colorado, Denver, CO 1998 Bachelor of Arts: Hamilton College, Clinton, NY 1974

Volunteer Work, Civic, Professional, and other Activities

Grace Anglican Church (missions' committee acting chair, secretary; prayer ministry-writing congregational prayers; small group facilitator) Massachusetts Writing Project: co-chair

Additional knowledge, skill, education or experience

I can record notes of meetings with clarity and thoroughness (I was secretary for various committees) as well as write professional and technical reports, having had some grant-writing experience. I'm an active listener, able to consider and mediate disparate opinions. I've lived in 12 U.S. states, where I camped and hiked, observing natural areas, wilderness areas, national, state and local park structures, which gives me a broad overview of natural conservation.

CHERELLE N. LAPINSKI

Work Experience

I am a highly effective teacher with 19 years of experience designing curriculum encouraging conservation. I have partnered with White Oak Conservation, FWC, Clearwater Marine Aquarium, Save the Manatees Club, St. Johns Riverkeeper, Ixia Chapter of the Florida Native Plant Society, Mike Roess Gold Head Branch State Park, Camp Chowenwaw, and the Jacksonville Zoo to promote classroom learning and community awareness of environmental issues pertaining to Clay County, Florida, and beyond.

Education

University of Florida - 1995 - Bachelor of Science in Mathematics

Volunteer Work, Civic, Professional, and other Activities

Duval Audubon Society, Lights Out Northeast Florida

Additional knowledge, skill, education or experience

I attended Spring School 2023 (Florida Springs Institute), and learned about the health of Florida springs and the Floridan aquifer. I have instructed and modeled lessons on habitats and ecosystems. I have put up nest boxes, built an aquaponic garden, and planted pollinator gardens at my school. I created and organized a Manatee Appreciation Night for my school community with representatives from the Clearwater Marine Aquarium, the FWC, the St. Johns Riverkeeper, and the Jacksonville Zoo.

BILL G. MERRYMAN

Work Experience

9+ years in U.S. Navy as a Sonar Tech, performing underwater acoustic analysis functions to identify, track, and prosecute submarines. 7+ years of experience in municipal human resources administration interpreting and applying codes, policies, and procedures to develop recommendations for senior leadership.

Education

M.B.A. University of Phoenix, 2017 B.S. HR Management, University of Phoenix, 2015

Volunteer Work, Civic, Professional, and other Activities

N/A

Additional knowledge, skill, education or experience

Adversely affected by developer project (Pine Ridge Stormwater Pond). Was licensed as a nursery through FDACS and permitted to grow hemp. Credentials allowed to expire due to water table draw down caused by project. I have joined several social media groups of other county residents who have also been adversely affected by rapid development. I have a small farm including 15+ goats, 30+ chickens, and various agricultural trials to determine what crops grow best on 6+ acres.

TINA T. SACHS

Work Experience

While growing up in Illinois my family owned and operated an 800 acre cattle ranch and grew corn and soybeans. Recently I co-owned a 300 acre ranch in Putnam County raising goats and cattle in a silviculture environment. I am an educator and teach Earth Science and educate students on natural resources and agriculture. I am a past member of the White Oak Conservation Education Committee in Yulee, Fl. I am a 35 year resident and land owner in Clay County.

Education

Illinois Sate University BS 1974-1978 Northern Illinois University 1980 University of Chicago School of Law JD 1980 -1983

Volunteer Work, Civic, Professional, and other Activities

White Oak Conservation Education Committee past member 4-H Leader current

Additional knowledge, skill, education or experience

As a long time resident of Clay County I am familiar with the challenges that the county faces in growth, and conservation. I believe my past experiences would be valuable to the board. My ranch is Putnam county was featured on the Slow Farm Tour and an example of sustainable agriculture. I have taken the Jane Goodall Master class on conservation and the Kiss the Ground course on sustainable land maintenance.

CHARLES SIMS

Work Experience

8 years of experience as an engineer working in the aerospace industry for the US Navy.

Education

University of Florida, 2011-2016, BS in Chemical Engineering

Volunteer Work, Civic, Professional, and other Activities

Member of the Arbor Day Foundation -Member of the Sierra Club -Facebook admin for Clay County Conservation: https://www.facebook.com/share/g/1FFMTS3cD7/

Additional knowledge, skill, education or experience

I have experience advocating for conservation with local and state governments as well as communicating with the public. I attended the workshops given by North Florida Land Trust.

MELISSA SMITH

Work Experience

I am continuously learning and researching about Florida's natural ecosystem through various agency seminars, volunteering with conservation groups, conducting online research through accurate reliable sources, and participating in native wildlife and plant observations.

I research what environments (soil types, nutrients, sun requirements, water requirements, fire requirements, etc.) that native plants and wildlife require to be sustainable. I restore native plants to their proper environment and remove invasives. I have become familiar with planting natives from seed and cuttings. I have become familiar with how pollution, dredging, pesticides, invasive plants, water waste, over development, land clearing, and altering native soil has impacted our ecosystem. I have spoken in front of the Clay county commissioners meeting, sent letters to officials, and signed petitions to fight over development. I have reached out to a land owner and convinced him to communicate to a land conservation group to possibly have his wetland property purchased for conservation. I report illegal situations that harm our environment. I also continuously use social media platforms to educate the public on what they can do to protect Florida's precious ecosystem.

My own personal property in Clay county are wetlands that contain native carnivorous plants, bog mosses, and many other wetland native plants. I also have my property registered with the National Wildlife Federation as a certified wildlife habitat.

I'm currently an active member of the Florida Native Plant Society and the Clay County Beekeepers Association. I'm mildly affiliated with the North Florida Land Trust through volunteer activities, events and acquainted with some staff (if one connects with them about me, you may need to refer to me by my nickname Missy).

Education

Florida State College of Jacksonville (Associates of Arts), Florida State College of Jacksonville (Associate of Science, Registered Nursing)

Volunteer Work, Civic, Professional, and other Activities

North Florida Land Trust (volunteer), Florida Native Plant Society, National Wildlife Federation, The Clay County Beekeeper Association

Additional knowledge, skill, education or experience

I use phone applications to help me learn and identify plants, birds (bird sounds), and other wildlife. I report my findings to programs that help fight for conservation.

SYDNEY STEPHENS

Work Experience

I have a degree in landscape architecture, and I work as a designer under a landscape architect at an engineering/site development firm in Clay County. I am involved in the industry from both the conservation and development sides- I have done design work for a National Forest and for multi-use residential developments. My work has given me a familiarity with what developers want, and ways we can work with them while still maintaining an environmental balance. As a part of my position, I follow environmental and development projects across the area. I studied natural resource management and am familiar with the local ecosystems of North Florida and their requirements, including which kinds of environments are at-risk and most in need of conservation. My work in landscape architecture has also given me an understanding of the functionality of public land while still conserving natural resources, such as the recreational areas I designed for Ocala National Forest.

Education

University of Florida (Bachelors of Landscape Architecture), Fleming Island High School (High School Diploma and AICE Certificate)

Volunteer Work, Civic, Professional, and other Activities

American Society of Landscape Architects

Additional knowledge, skill, education or experience

I have worked with the Alachua County Forever land conservation program. My team and I worked with county government members to identify and propose potential areas for conservation. We used the county's list of priorities to create parameters and searched the county for potential sites that supported the overlap of conservation and cultural heritage. Our selection of four sites throughout Alachua County that had the potential to be acquired by the county was presented to a board of land management and environmental protection staff members.

SUZANNE TOMLINSON

Work Experience

I am a Certified Florida Master Naturalist. I completed all modules (freshwater, coastal, uplands) via the UF/FMNP program. I also served as an assistant instructor for FMNP upon completion. Additionally, I taught dozens of classes as a volunteer for local families to educate them on our natural resources throughout Clay County.

Education

Graduated with a BS in Communications from UNF in 2002

Volunteer Work, Civic, Professional, and other Activities

Previously an assistant instructor with Florida Master Naturalist Program and a volunteer nature guide, 2016-2019 ADP List Mentor 2021- present • SAFE Animal Shelter, board VP, 2010-2011 • Clay Literacy Coalition, reading tutor, 2010-2012

Additional knowledge, skill, education or experience

I have knowledge of the various ecosystems in our county. I'm aware of delicate areas where uncommon/protected plant populations exist. I'm familiar with the geography of the entire county, not just the area I live in. I'm know how the water cycle works in Clay, in relation to our wetlands, waterways, and the aquifer.

Camille Arensdorf

Work Experience

I was in 4-H and FFA in high school and have started a "backyard homestead".

Education

Harmony High School 2004-2008

Volunteer Work, Civic, Professional, and other Activities

Voting member of Fleming Island St Johns Classical Academy Lion's Club (PTA)

Additional knowledge, skill, education or experience

NA

Micah Barth

Work Experience

Structural Steel Fabrication. General Contracting. Project Management. Director of Plant Operations. Bachelor's Degree in Construction Management. Emergency Management

Education

W. E. Cherry Elementary School, OPJH, OPHS (c/0 96), JU, UF, UNF (c/0 2003) Bachelor's degree in Construction management

Volunteer Work, Civic, Professional, and other Activities

Recently resigned from the Citizens Advisory Committee for the City of Green Cove. Green Cove Business League, NEFBA.

Additional knowledge, skill, education or experience
Vast experience in Land Development, and General Construction /Design

Christy A. Carter

Work Experience
I've been on a crusade fighting for conservation in not only my own area but also other counties that are affecting the massive amounts of hazardous waste that's being pumped into our areas because of companies like DuPont Cecil Field and Camp Blanding. The amount of species that are being evicted from their habitats is not only cruel but a huge problem for the future generations that deserve to live in a place that supports the advocacy for the wildlife, species like the Black Creek Cray Fish.

Education
JL Wilkinson k-1 Clay Hill Elementary 2-6 Wilkinson Jr 7-9 Middleburg High 10-12

Volunteer Work, Civic, Professional, and other Activities
President of the Save Maxville Association and secretary of the Clay Hill Community Association Volunteer for the Clay county Historical Society

Additional knowledge, skill, education or experience
I am passionate about keeping our rural communities rural. I believe that communities deserve to have a say in say a huge subdivision backing up to Jennings Forest in the most rural place in Clay or Duval. I believe we are stewards of this Earth to pass on to our children. At the rate we are "growing" our children will have nothing left. There must be conservation.

Thomas K Cauvel

Work Experience
Other than a love for nature and sharing the natural world with my kids. I spent time as a land surveyor exploring the northeast Florida jungles. I have a fondness for animals and gardening. I also am an avid drone pilot and would love to fly for the county.

Education
sandalwood hs 2002 hsd fullsail 2004 as film

Volunteer Work, Civic, Professional, and other Activities
new small drone and photography service small business owner. recently spent 3 years in Northern Ireland as a missionary. before that was a leader at my church Fathom and my workplace at action news in the master control operations.

Additional knowledge, skill, education or experience
I have served in numerous committees through my years at different churches. I would say note taking as well as an In depth knowledge on how to run audio video equipment have served me well over the years. I get as a committee member I don't get to play with the equipment, but I will get to interact with the other board members and i am most excited about that.

Douglas P. Conkey

Work Experience

Clay County Commissioner, District 2 2006-2014, Intergovernmental Coordinator SJRWMD, covering NEFL/Lower St Johns River Basin, Nov '21 – present, Member of the NEFRC RCI Board, chaired the Cultivation Committee which reviewed agriculture, fishing and silviculture in NEFL

Education

United States Naval Academy (BS/Political Science)

Volunteer Work, Civic, Professional, and other Activities

Rotary Noon and OP Sunrise, Clay County Chamber of Commerce

Additional knowledge, skill, education or experience

As a county commissioner, I became well versed in the various parts of the county and how they play importance to our future. Extensive growth has stressed the county in many ways so this land conservation committee has an opportunity to protect areas of the county vital to protecting our natural resources. My current role with the SJRWMD allows me to bring my new passion for protecting our natural resources along with access to many subject matter experts to the land conservation committee. Prioritizing the many parcels that will be evaluated will be vital to make sure limited resources are used wisely allowing Clay to protect key lands for generations and preserve the cultural traditions that make Clay a special place.

Helana Cormier

Work Experience

Some of my experience comes from living in Clay County for the past 24 years. As a realtor, I am knowledgable of land conservation and development. These two areas play hand in hand with trying to protect our consevations but being realistic about the growth & development in a growing county. It is extremely important that our county makes wise decisions with the land conservation while we are growing at exponemtial growth rates. I believe my experience in Clay County will assist this committee.

Education

I graduated in 2016 with my Bachelors Degree from SJRState College in Organizational Management-Supervision and Management

Volunteer Work, Civic, Professional, and other Activities

I volunteer at Russell Baptist Church, Clay County Chamber of Commerce, the Impact Clay Train, and in many other areas in Clay County. I am a Supervisor for the Rolling Hills CDD and serve on the Lake Asbury/Penney Farms Citizens Advisory Council.

Additional knowledge, skill, education or experience

As I have already stated, my experience in our county and knowledge as a realtor would assist in the duties of this committee.

Lisa Shedd Daniels

Work Experience

I was raised in Clay County and have been in the banking and mortgage industry for 33 years. My extensive experience in finance has equipped me with a deep understanding of economic principles and financial management, which are crucial for effective decision-making and resource allocation.

In addition to my professional background, I have a strong personal connection to the land and community. Growing up in Clay County, I developed a profound appreciation for our natural resources and the importance of sustainable land management. Although my career has been centered around banking, I have actively engaged in local conservation efforts and have a keen interest in agriculture and land stewardship.

My skills in financial analysis, strategic planning, and community engagement will be valuable assets to the committee. I am committed to leveraging my expertise to support initiatives that promote sustainable practices and the responsible use of our natural resources. I am eager to contribute to the committee's goals and help ensure the long-term health and vitality of our environment.

Education

Graduated from Clay High School, St John Community College

Volunteer Work, Civic, Professional, and other Activities

Rotarian, 4H Board Member (Clay County), Varius Real Estate Board over the years.

Additional knowledge, skill, education or experience

My knowledge if my love for this County, my whole career in banking has been here. I love helping people and seek to understand ways to give back. I would love the opportunity to do this on this board.

Renae Kimberly DeVine

Work Experience

I have been actively documenting Clay County for over 7 years every day. I have spent hours upon hours with wildlife and lands, including manatees, bears, bobcats, turkeys, peacocks, rabbits, alligators, marine life, eagles, herons, egrets, and much more! I have a true care and concern and am honored to have a huge impact and trust within our community, especially in regards to safety, conservation, decision making, documenting our now, past and future. I work every day with our community. Ty

Education

Peniel Baptist Academy Living Faith Christian Academy Heritage Christian Acamdey SJRCC- FSCCJ Kent Campus-Concorde- CNA- NA-MA-Billing/Coding-Phlebotomy-Infectious Diseases (retired medical field) Marketing/Networking/Business Management- Master Editor Full time photographer/historian with clearances, award, courses and certificates.

Volunteer Work, Civic, Professional, and other Activities

Northeast Florida Camp Cadet Board Member GCSPD/City of GCS Citizen Recognition/Volunteer Award winning Clay County Fair Photographer for 4 years in a row - Shriners Kid (double leg surgery) Great Granddaughter/Rainbow Girl under Mason & Eastern Star Great Grandparents Mr.& Mrs. S.R.

Vermeulen Published with the Florida State Parks, Urban Forestry, Explore Clay, Florida Times Union, Neighbor to Neighbor, Clay Today, Pageant Magazine, Voyager Jacksonville x2, Hidden Gems, and more.

Additional knowledge, skill, education or experience
I work for my community 7 days a week, blessed to be able to split my life between my work and my volunteering in the same field of interest … I have an eye for Clay and a passion for community, to listen to and tell our stories- and take actions NOW! I work very well with others - always ready and eager to learn, yet stand back and make sure I have my information and focus on the task at hand with rhyme and reason! I am committed and dedicated to serve!

Dr. Michael A. Edwards

Work Experience
As a physician in the community, I am acutely aware of the impact of changing environments on the health of the citizens of the county. My undergraduate degree is in biology and included courses in ecology, animal physiology, health and nutrition, and other relevant fields. As such, I have relevant education to assist with effective decision making. Lastly, I am a sportsman who has grown up in northern Florida and have watched as the environment has been compromised by unplanned developments.

Education
Episcopal School of Jacksonville 1990-1997 HS diploma, Villanova University 1997-2000 BS Biology, Nova Southeastern College of Osteopathic Medicine 2001-2005 Doctor of Osteopathic Medicine

Volunteer Work, Civic, Professional, and other Activities
Clay County Medical Society, Duval County Medical Society

Additional knowledge, skill, education or experience
Preserving the natural resources of Clay County is paramount to preserving the health of the citizens of the county. As per above I have lead medical teams including serving as chief of staff of OPMC as well as chief medical officer as coastal health has given me years of experience leading decision making which provides for the common good.

Michael Fluent

Work Experience
My experience in land management is admittedly limited. However, I have been a lifetime sportsman in all outdoor activities. This has given me a profound understanding of the value that wild places add to community. This understanding combined with my ability to quickly understand policy, excel in a board environment, and the passion I bring to all endeavor would make me a valuable addition to this board.

Education
BA in Business Administration & Management from Excelsior University awarded Dec 2021. Attended Columbia College from 2016-2019

Volunteer Work, Civic, Professional, and other Activities
Volunteered as a trainer in Applied Suicide Intervention Skills Training from Jun 2019-Jun 2022. Achieved master trainer certification and trained over 700 students. Served as a Tragedy Assistance

Program for Survivors mentor. Served as an Outward Bound mentor for US Naval Academy Spring Course.

Additional knowledge, skill, education or experience
In Dec. of '21 I retired from the military. At the end of that career I reached the pinnacle of what could be achieved for an enlisted person in the Navy. My last duty assignment was as the Command Master Chief of all Navy facilities in Okinawa Japan. In that capacity I sat on numerous boards dedicated to the sustainment and growth of the U.S. Military presence in Japan. I frequently worked with gov. agencies, NGOs and foreign governments to coordinate policy recommendations for elected leaders.

Luke Glisson

Work Experience
Built relationships with customers in the Agriculture sector for the past 26 years, by selling, advising, and collaborating with farmers and business owners.

Education
University of Florida (BS in Agricultural Operations Management), St. Johns River Community College (AA), Clay High School (Diploma)

Volunteer Work, Civic, Professional, and other Activities
PAL Football Program and Green Cove Springs Athletic Associations

Additional knowledge, skill, education or experience

Colin D. Groff

Work Experience
I am a Professional Engineer with a Civil Engineering degree, and I have worked in both public and private sector implementing regulations to conserve land, working with landowners to maintain environmentally sensitive lands, providing assessments for parcels offered for conservation, managed multiple types of conservation/park lands and reviewed and approved agricultural use permits in compliance with codes and regulations. I also have experience in wetland and protected species conservation.

Education
University of South Florida - Civil Engineering (Environmental Engineering emphasis), 1986

Volunteer Work, Civic, Professional, and other Activities
Lake Asbury/Penney Farms Citizen Advisory Committee Member, Water Environment Federation Member, American Water Works Association Member, Florida Farm Bureau

Additional knowledge, skill, education or experience
I have developed skills in assessing land for development, farming and conservation for clients and government agencies to determine the best value and best use for property while maintaining compatibility with surrounding areas. I have also served as staff for several agency conservation land programs providing expert opinions on the economic and environmental value of parcels offered for purchase. I also have worked with many appraisers on developing accurate evaluations to use for purchase.

Lori Gunn

Work Experience
I am also a 25year real estate agent

Education
Graduated from UF Aug 1990

Volunteer Work, Civic, Professional, and other Activities

Additional knowledge, skill, education or experience
I am very interested and feel I could contribute alot to this committee

Matthew Hansknecht

Work Experience
During my 20 year military career of rendering safe and using explosives in training and operational situations, I was required to be knowledgeable of the residual environmental hazards that could be caused. After retiring from the Navy, I worked as a contractor for the Army Corps of Engineers. I assisted in locating, identifying and rendering "safe" unexploded WWII ordnance at Camp Hale in Colorado. I was also an instructor for CNRSE Port Ops for waterborne HAZMAT and Oil Spill Response.

Education
Orange Park High School: Orange Park, FL, 1980-1984, H.S. Diploma; Trident Technical College: Charleston SC, 2005-2007, Assoc. Degree in Occupational Technology

Volunteer Work, Civic, Professional, and other Activities
Member of the Florida Artist Blacksmith Assoc. (14 yrs) Member of the Phillip Simons Artist Blacksmith Guild (19 yrs) Volunteer/serve as an Acolyte/trainer at Grace Anglican Church (9 yrs) Member of the Lake Asbury/Penny Farms Citizens Advisory Committee (3 yrs)

Additional knowledge, skill, education or experience
Besides the numerous Boards and Committees I've served on during my military career, I have served on the LA/PF CAC for the past 3 years.

Anne “Christie” C. Hingst

Work Experience
As a student at FSU, I interned for the City of Tallahassee-Leon County Comprehensive Planning. As a Senior Class President, I worked with the architectural design committee to found “Leave a Legacy with a Westcott Brick,” which is still thriving today. I earned a Master’s in Public Administration and worked as an Environmental Planner in Hampton Roads, VA. I am also a partner in a family-owned real estate company in Little Rock, AR.

Education
Alternative Certification for Teachers Program (grades 6-12) / Social Studies, Virginia Wesleyan Completed: 12/2004, Virginia Wesleyan College; Master of Public Administration, 1998, George Washington University; Bachelor of Arts in Communication, 1996, Florida State University

Volunteer Work, Civic, Professional, and other Activities

PFA Vice-President, 2012-2013, Fleming Island Elementary School; Daughters of the American Revolution Scholarship Chair, Sophia Fleming Chapter, 9/2012 to 5/2022; Clay County Young Life Leader, Fleming Island, FL 9/2015 to 6/2021; Clay County Young Life Board Member 9/2024 to present; Young Life Africa (Tanzania) Regional Team 2017 to present; 100+ Women Who Care (Clay County), 09/2020 to present; Waste Not Want Not volunteer 9/2023 to present; Grace Anglian Church, 08/2005 to present

Additional knowledge, skill, education or experience

I have always had an interest and passion for city planning and land conservation. In 2005, my husband left the Navy and we relocated to Clay County. It has been a joy to raise our family in this beautiful area that has so much to offer. I would love to give back to my community and feel I would bring a unique perspective to this committee, given my background and interests.

Richard W. Klinzman

Work Experience

I spent my entire adult life working in two research and development laboratories. One for paper research at St Regis Paper Co and second at Betz Paperchem developing new polymers for paper mills to make the process more efficient and profitable. Both of these companies were absorbed by other companies over the years.

Education

Phoenix University taking a course in computer repair. Rockland Community College where I earned an AA degree. Greece-Olympia High school graduated in 1968

Volunteer Work, Civic, Professional, and other Activities

Currently on the Value Adjustment Board in Clay County, Florida Served on two consecutive Charter Review Commissions.

Additional knowledge, skill, education or experience

I have been involved in several issues in Clay County where I served to support the Board of County Commissioners in determining how to influence a positive outcome for the county.

Michael A. Ladd

Work Experience

Masters degree in Environmental Management. Career army officer specializing in HAZMAT, toxic chemicals / materials and weapons of mass destruction.

Education

US Army War College, MS Strategic Military Studies 2019 Webster University, MS Environmental Management 2001 Florida Tech, BS Business Communications 1992

Volunteer Work, Civic, Professional, and other Activities

Life Member VFW, Member of American Legion Post 250, Volunteer at Dreams Come True

Additional knowledge, skill, education or experience

Community involvement and desire to yield recommendations based in objectivity and thorough analysis

Catherine (Katie) Lane

Work Experience

I have been a stay at home mom, homeschooling mom, business owner mom, have raised chickens (animal husbandry) and garden as organically as possible. My B.A. degree is in Interdisciplinary Social Science with a focus on library science and communicative disorders. My education and library background would assist me and the community in the duties of the committee.

Education

Dunedin High School, 1989-1993, Diploma University of South Florida, 1998-2008, B.A. degree, Interdisciplinary Social Science

Volunteer Work, Civic, Professional, and other Activities

National Society, Daughters of the American Revolution, Sophia Fleming Chapter, Orange Park, Florida. I am the Junior American Citizens Committee Chair. Wreaths Across America, Location Coordinator.

Additional knowledge, skill, education or experience

I am a seventh generation Floridian. Been a Clay County resident for over 20+ years. I just self published an eBook on our families expedition of 40 Florida State Parks during my 40th birthday year. With an interdisciplinary degree, I have the ability to work across disciplines and seek an integrated approach to reach the best solutions.

Angela J Mallory

Work Experience

Board member- Friends of Environmental Education- Maryland- 2022-2023; Environmental Law Journal-Washington and Lee 2001- 2002

Education

University of South Alabama (Mobile Alabama) Class of 1999- Political Science and Psychology (Summa Cum Laude) Washington and Lee Law (Lexington VA)- class of 2002- Juris Doctor US Army War College- class of 2020- Master of Strategic Studies (Distinguished Honors Graduate)

Volunteer Work, Civic, Professional, and other Activities

Board Member- Friends of Environmental Education (2022-2023); North Carolina State Bar (2002-present); Volunteer cross country coach- St John's Classical Academy (2002-present)

Additional knowledge, skill, education or experience

Juris Doctorate and Master of Strategic Studies degrees

Ryan Marcyes

Work Experience

I am currently on The Springs CAC which has numerous acres of rural land inside of it. I have also dealt with land management issues while in the US Army as part of the Battalion Operations (S-3) at the 1/506th INF 101st ABN DIV. Also a Volunteer Firefighter in rural areas of Clarksville, TN

Education

Saint Johns State College 2014-2017, A.A.

Volunteer Work, Civic, Professional, and other Activities

The Springs CAC (Citizens Advisory Committee) Blueways, Bikeways and Trails Committee (BBT) REAL MAN Mentor Group at Green Cove Spring Jr. High School River Christian Church (RCC) Parking Team

Additional knowledge, skill, education or experience

I have been the Chairman of The Springs CAC for the past year. As part of my A.A. degree I took year of Environmental Science which has led me to more involved with our counties rural lands and be part of the BBT Committee for going on 3 years.

Karrie Massee

Work Experience

As a serious gardener (presently President of the Jacksonville Rose Society) I have traveled thru out the world, seeing an immense variety of gardens and landscapes. I was particularly impressed by the efforts on conservation made in New Zealand. It made me aware of how inadequately we work on preserving our land.

Education

B A Duke University in economics and political Science 1974, MBA University of N. Florida 1982

Volunteer Work, Civic, Professional, and other Activities

American Red Cross (helping military families) five years: Currently on the board of Duval County Salvation Army, Menniak Club of Jacksonville more than10 years

Additional knowledge, skill, education or experience

My family has lived, and worked in Clay County for over 100 years. This long history has helped me with local knowledge, connections and strong commitment to the preservation and well-being of our environment.

Ronald R Moody

Work Experience

NA

Education

Clay High School 3yrs diploma

Volunteer Work, Civic, Professional, and other Activities

Baseball coach 26 yrs, umpire 15yrs, worked at Gator Logging 2yrs, USArmy 6 years

Additional knowledge, skill, education or experience

Gator logging

Carol Newbern

Work Experience

Current: Member Florida Native Plant Society (since 2018) Attend events/workshops: Permaculture Jax, Eat Your Yard Jax, Eden Gardens, Tour de Farm, American Homesteadhers. Homegrown National Park member since 2022. Past: Master Gardener 1999/2000, ACE Hardware Garden shop employee (9years), Nature Conservancy Member.

Education

Florida State University 4 years (Graduated 1973) BS Mass Communications/Psychology

Volunteer Work, Civic, Professional, and other Activities

Shepherd's Center of OP Lead TaiChiGung class since 2012 Grace Anglican Church Volunteer 10 years+ (including Kitchen of GCS) Clay County SOE Poll Worker/Trainer 2024 election cycle Clay Sheriff's Net Member 3+ years

Additional knowledge, skill, education or experience

Desire to give back to our community, and a lifelong love of nature.

Crawford Powell

Work Experience

Work with private industry to locate or expand operations in Clay County

Education

Valdosta State College, BBA minors in Biology & Chemistry

Volunteer Work, Civic, Professional, and other Activities

None currently

Additional knowledge, skill, education or experience

I have been an elected official previously and I understand the needs of the County aligning with the desires of the residents. I also understand the need for a community to grow and develop while maintaining its character and history.

Shannon Sears

Work Experience

Cash Handling Head of Charity Programs Accounting Inventory Developed Fund Raising Programs Profit and Loss Prevention, and Report's Supervising Customer Relation's Wildlife and Landscape Shown in Reptile and Outdoor Magazine's, Creative Writing Photography Graphic Design Microsoft Office, Creative Lightroom, Cloud Services, Adobe Programs I have assisted in cauterizing, birthing, feeding, vaccinations, grooming, and fertility of livestock.

Education

Oak Harbor High School 1986 to 1989 High School Diploma Skagit Valley Community College 1987 to 1989 L.P.N Certification Brigham Young University 1988 to 1989 Creative Writing New York Photography Institute 1990 to 1993 Professional Photography Certification

Volunteer Work, Civic, Professional, and other Activities

I help with the stray cats in the Fleming Island area. I donate to Wildlife Organizations.

Additional knowledge, skill, education or experience

I have developed fundraising and charity organizations in the past, as well as a rewards program for employees, and helped find educational services.

Ronald S. Terry, Jr.

Work Experience

I am very passionate about land conservation. About 31% of Florida is being preserved in some way under conservations. Clay county only has 20% of it's land preserved. On average counties in Florida are closer to 30%. The mass development recently in Clay County has impacted our ecosystem. Black Creek is at higher risk of pollution by silt and clay, which would impact The Black Creek Crawfish species that are found primarily in Clay, south Duval and North Putnam counties.

Education

GED, I pursued a career within Amazon. I am currently working to go back to school for a associates degree.

Volunteer Work, Civic, Professional, and other Activities

I have volunteered with the humane society, Jacksonville botanical gardens, K9 for warriors and habitats for humanity.

Additional knowledge, skill, education or experience

From my role at Amazon I have years of experience with Large scale projects , Policies, Metric supported documention, Procurement, Public Speaking, People Experience, Business Relationships

Samantha Nichols Wernet

Work Experience

I am a lifelong resident of Clay County and a business owner with roots in land development and conservation. As the daughter and granddaughter of former developers and builders, I grew up immersed in land management, construction, and regulatory compliance. Additionally, my experience growing up on a farm provided me with firsthand knowledge of agriculture, farm animals, and sustainable land use. Through my work with my father, I gained practical experience navigating environmental regulations.

Education

Available upon request

Volunteer Work, Civic, Professional, and other Activities

Chair Clay County Young Republicans. Director of Communications Clay GOP.

Additional knowledge, skill, education or experience

Research and analytics experience in Florida law and government accountability and compliance.

JD Wilson

Work Experience

3rd generation lifelong resident of Clay County. Graduate of Middleburg Highschool and St Johns State College. Began my career at the Clay County Sheriff's Office and became a sworn deputy sheriff. Lifelong hunter, fisherman and outdoorsman. Very versed in land management. Very knowledgeable in natural animal habitats and routines. Outstanding respect for Clay County, Clay's natural resources and Clay County's residents.

Education

Middleburg High School class of 2006 St Johns State College - AS degree- 2008 Multiple local, state and federal trainings/certifications varying in specialty. Several leadership/executive trainings and certifications.

Volunteer Work, Civic, Professional, and other Activities

Very involved in public service and assisting local charities/missions. Always assisting in community events and fundraisers.

Additional knowledge, skill, education or experience

Growing up here in Clay County, I have lived through several changes and growth expansions from multiple levels. I have always strived to be a servant for the community. I was able to transition from a full time deputy sheriff to a private position that still lets me help to serve our community. My experience and education is a great fit for helping to be a resource to our decision makers in representing the county and the residents. I understand the importance of both growth and conservation.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE:

FROM: Administrative and Contractual Services

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

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

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

Funding Source:
Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement Element - Oakleaf Library - Buildings & General Fund - Libraries Administration - Oakleaf Library - Buildings

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
At the May 13th BCC meeting, the Board requested presentations from the top five ranked Consultants. Presentations will be given in alphabetical order. A committee consisting of the Director of Library Services, Building Division Director, and Capital Projects Department Project Manager performed the evaluation and ranking of the submittals received.

The County solicited qualifications from Consultants to provide professional architectural services for the design of a new two-story Oakleaf Library. Building size will be approximately eighteen thousand (18,000) square feet.

Is Funding Required (Yes/No):
Yes

If Yes, Was the item budgeted (Yes\No\N/A):
Yes

Funding Source:
Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement Element - Oakleaf Library - Buildings & General Fund - Libraries Administration - Oakleaf Library - Buildings

Account No.:
FD3003 - CC1232 - PRJ100526 - SC562000
FD1000 - CC1190 - PRJ100526 - SC562000

Sole Source (Yes\No): Advanced Payment (Yes\No):

ATTACHMENTS:

Description	Type	Upload Date	File Name
Bid Backup	Cover Memo	5/22/2025	

Bid_Backup_RFQ_No._2425-052_Public.ADA_(1).pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractural Services	Streeper, Lisa	Approved	5/21/2025 - 3:10 PM	Item Pushed to Agenda

BID RECOMMENDATION FORM

TITLE:

RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library

DATE OF RECOMMENDATION:

May 06, 2025

BIDDER	BID TOTAL
Akel Logan Shafer, PA	To Be Determined
Borrelli + Partners, Inc.	To Be Determined
Brame Heck Architects, Inc.	To Be Determined
Doherty Sommers Architects Engineers, Inc.	To Be Determined
Fleischman and Garcia & Planners, AIA, PA	To Be Determined
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK	To Be Determined
PQH Group Design, Inc.	To Be Determined
RDB INVISION Architecture, LLC	To Be Determined
The Haskell Company	No Bid
Walker Architects, Inc.	To Be Determined

FUNDING SOURCE: Capital Improvement Plan (CIP) Project Fund -Non Capital Improvement Element - Oakleaf Library - Buildings & General Fund - Libraries Administration - Oakleaf Library - Buildings

RECOMMENDATION:

Review of Staff's ranking of the submittals received for RFQ No. 24/25-052, Professional Architectural Services for the Oakleaf Library.

If only one Bid is received, state reason why accepted and not rebidding:

Staff Assigned to Tabulate Bids and Make Recommendations:

NAME/TITLE:	SIGNATURE:
Craig Singleton, Capital Projects - Project Manager	Craig Singleton
Mary Canfield, Library Director	Mary Canfield Digitally signed by Mary Canfield Date: 2025.05.07 10:25:09 -04'00'

bid rec 052

Final Audit Report 2025-05-07

Created:	2025-05-07
By:	Jessica Loos (jessica.loos@claycountygov.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5HXL3jrznIL8k7rgRLeKJ6zlFGLgjTNJ

"bid rec 052" History

Document created by Jessica Loos (jessica.loos@claycountygov.com)
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Document e-signed by Craig Singleton (craig.singleton@claycountygov.com)
Signature Date: 2025-05-07 - 2:50:36 PM GMT - Time Source: server

Agreement completed.
2025-05-07 - 2:50:36 PM GMT

BID TABULATION FORM

RFQ: 24/25-052 Date: April 1, 2025

Proj: **Professional Architectural Services for the Oakleaf Library** Time Open: 9:00 AM

Ad: Clay Today, February 27, 2025 Time Close: 9:02 AM

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

	Bidder	Bid Total
1	Akel Logan Shafer, PA	To Be Determined
2	Borrelli + Partners, Inc.	To Be Determined
3	Brame Heck Architects, Inc.	To Be Determined
4	Doherty Sommers Architects Engineers, Inc.	To Be Determined
5	Fleischman and Garcia & Planners, AIA, PA	To Be Determined
6	Harvard Jolly, Inc.	To Be Determined
7	RDB Invision Architecture, LLC	To Be Determined
8	PQH Group Design, Inc.	To Be Determined
9	The Haskell Company	No Bid
10	Walker Architects, Inc.	To Be Determined
11		
12		

Clay County

Purchasing / Administrative and Contractual Services

477 Houston Street, Green Cove Springs, FL 32043

EVALUATION TABULATION

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

CONSENSUS SCORECARD SUMMARY

Vendor	COMPETENCE: Firm Capabilities; Professional, Technical, Educational Achievements - 4 POINTS	COMPETENCE: Accuracy of Engineer's Estimates on Recent Projects - 1 POINT	COMPETENCE: Licensure & Training - 1 POINT	COMPETENCE: Description of Equipment and Facilities - 1 POINT	COMPETENCE: Applicable Experience of Proposed Staff Gained on Similar Projects - 3 POINTS	CURRENT WORK LOAD: Number and Size of Current Projects - 1 POINT	CURRENT WORK LOAD: Personnel Assigned - 0.5 POINTS	CURRENT WORK LOAD: Stage of Completion - 0.5 POINTS	CURRENT WORK LOAD: Status Relative to Deadlines; Reasons for Tardiness - 1 POINT
Akel Logan Shafer, PA	2.92	1	0.75	1	3	1	0.5	0.5	1
Borrelli + Partners, Inc.	3.67	0	1	1	3	1	0.5	0.5	0
Brame Heck Architects Inc.	2.83	0.58	1	1	2.83	1	0.5	0.5	1
Doherty Sommers Architects Engineers, Inc.	2.33	0	1	1	1.83	1	0.5	0.08	0
Fleischman And Garcia & Planners, AIA, PA	4	0.17	0.83	1	3	1	0.08	0.5	1

Vendor	COMPETENCE: Firm Capabilities; Professional, Technical, Educational Achievements - 4 POINTS	COMPETENCE: Accuracy of Engineer's Estimates on Recent Projects - 1 POINT	COMPETENCE: Licensure & Training - 1 POINT	COMPETENCE: Description of Equipment and Facilities - 1 POINT	COMPETENCE: Applicable Experience of Proposed Staff Gained on Similar Projects - 3 POINTS	CURRENT WORK LOAD: Number and Size of Current Projects - 1 POINT	CURRENT WORK LOAD: Personnel Assigned - 0.5 POINTS	CURRENT WORK LOAD: Stage of Completion - 0.5 POINTS	CURRENT WORK LOAD: Status Relative to Deadlines; Reasons for Tardiness - 1 POINT
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK	4	0.17	1	1	3	1	0.5	0.5	0.33
PQH Group Design, Inc.	2.75	0.58	0.67	0.83	2.42	1	0.5	0.5	0.67
RDB | INVISION	2.5	0.33	1	0.83	2.58	0	0.5	0.08	0
Walker Architects	3	0.17	0.83	0.83	2.83	1	0.5	0.5	0

Vendor	CURRENT WORK LOAD: Projected Personnel Availability - 7 POINTS	FINANCIAL RESPONSIBILITY: Years in Business - 4 POINTS	FINANCIAL RESPONSIBILITY: Bank Reference - 1 POINTS	FINANCIAL RESPONSIBILITY: Balance Sheet - 5 POINTS	ABILITY: Ability and Experience of Consultant and Assigned Personnel in Observing and Monitoring Construction Projects - 6 POINTS	ABILITY: Ensuring that Construction is Proceeding in Accordance With The Plans and Specifications - 2 POINTS	ABILITY: Ability to Interpret Specifications as Evidenced by Response to this Request for Qualifications - 2 POINTS	VOLUME OF WORK FOR CLAY COUNTY - 5 POINTS	PROFESSIONAL ACCOMPLISHMENTS: Significant List of Completed Projects Similar In Scope, Including References and Outstanding Accomplishments - 10 Points
Akel Logan Shafer, PA	4	4	1	1	5.67	2	2	5	4.67
Borrelli + Partners, Inc.	5.33	4	1	3	5.67	2	2	5	5.17
Brame Heck Architects Inc.	6	4	1	1	3	1	0.67	5	3.77
Doherty Sommers Architects Engineers, Inc.	6.67	4	1	1	4.33	0.67	1	5	2.67
Fleischman And Garcia & Planners, AIA, PA	6.33	4	1	5	5.33	1	1.67	5	3.51

Vendor	CURRENT WORK LOAD: Projected Personnel Availability - 7 POINTS	FINANCIAL RESPONSIBILITY: Years in Business - 4 POINTS	FINANCIAL RESPONSIBILITY: Bank Reference - 1 POINTS	FINANCIAL RESPONSIBILITY: Balance Sheet - 5 POINTS	ABILITY: Ability and Experience of Consultant and Assigned Personnel in Observing and Monitoring Construction Projects - 6 POINTS	ABILITY: Ensuring that Construction is Proceeding in Accordance With The Plans and Specifications - 2 POINTS	ABILITY: Ability to Interpret Specifications as Evidenced by Response to this Request for Qualifications - 2 POINTS	VOLUME OF WORK FOR CLAY COUNTY - 5 POINTS	PROFESSIONAL ACCOMPLISHMENTS: Significant List of Completed Projects Similar In Scope, Including References and Outstanding Accomplishments - 10 Points
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK	6.67	4	1	1	5.33	1.67	1.67	5	4.43
PQH Group Design, Inc.	6.67	4	1	1	3	1	1	5	5
RDB | INVISION	4.67	4	0	5	2.67	1	0.67	5	3.7
Walker Architects	6.67	4	1	5	5.67	1.67	1.67	1	9.77

Vendor	LOCATION - 10 POINTS Points Based 10 Points	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (A.) - 3 POINTS	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (B.) - 2 POINTS	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (C.) - 5 POINTS	APPROACH AND WORK PLAN: Understanding of Scope and Objectives - 15 POINTS	APPROACH AND WORK PLAN: Approach To The Services Required / Workplan - 5 POINTS	APPROACH AND WORK PLAN: Organization, Management, and the Responsibilities - 5 POINTS	TIME AND BUDGET(A.) - 3 POINTS	TIME AND BUDGET(B.) - 7 POINTS
Akel Logan Shafer, PA	8	3	2	5	11	2.67	3	3	4.33
Borrelli + Partners, Inc.	1	3	2	5	14.33	5	4.5	2.5	6.67
Brame Heck Architects Inc.	8	3	2	1	13	4.33	4.33	2.83	4.5
Doherty Sommers Architects Engineers, Inc.	8	3	1	1	7.33	3.33	2.67	2	4.83
Fleischman And Garcia & Planners, AIA, PA	1	3	2	3	12	4.67	4.67	3	6
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK	1	3	2	1	14	4.67	4.67	3	6.33

Vendor	LOCATION - 10 POINTS Points Based 10 Points	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (A.) - 3 POINTS	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (B.) - 2 POINTS	SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (C.) - 5 POINTS	APPROACH AND WORK PLAN: Understanding of Scope and Objectives - 15 POINTS	APPROACH AND WORK PLAN: Approach To The Services Required / Workplan - 5 POINTS	APPROACH AND WORK PLAN: Organization, Management, and the Responsibilities - 5 POINTS	TIME AND BUDGET(A.) - 3 POINTS	TIME AND BUDGET(B.) - 7 POINTS
PQH Group Design, Inc.	8	3	1	5	12.67	4.33	3.33	2	3.33
RDB | INVISION	1	3	2	1	12.33	4.67	3.33	1.33	3
Walker Architects	8	3	2	1	13.33	4	4	2.5	4.83

Vendor	Total Score (Max Score 111)
Akel Logan Shafer, PA	83
Borrelli + Partners, Inc.	87.8
Brame Heck Architects Inc.	79.7
Doherty Sommers Architects Engineers, Inc.	67.2
Fleischman And Garcia & Planners, AIA, PA	83.8
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK	81.9
PQH Group Design, Inc.	80.3
RDB | INVISION	66.2
Walker Architects	88.8

EVALUATORS

Name	Title
Mary Canfield	Director of Library Services
Steve Schoeff	Building Division Director
Craig Singleton	Capital Projects Manager

AGGREGATE SCORES SUMMARY

Vendor	Mary Canfield	Steve Schoeff	Craig Singleton	Total Score (Max Score 111)
Walker Architects **(Headquarters: Gainesville, FL)**	89.2	91.4	85.7	**88.77**
Borrelli + Partners, Inc. **(Headquarters: Orlando, FL)**	88.5	86	89	**87.83**
Fleischman And Garcia & Planners, AIA, PA **(Headquarters: Tampa, FL)**	86.5	83.5	81.3	**83.76**
Akel Logan Shafer, PA **(Headquarters: Jacksonville, FL)**	81.3	84.5	83.3	**83**
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK **(Headquarters: St. Petersburg, FL)**	85	80	80.8	**81.93**
PQH Group Design, Inc. **(Headquarters: Jacksonville, FL)**	76.8	82.5	81.5	**80.25**
Brame Heck Architects Inc. **(Headquarters: Gainesville, FL)**	79.1	78.3	81.8	**79.68**
Doherty Sommers Architects Engineers, Inc. **(Headquarters: Jacksonville, FL)**	43.5	81.5	76.8	**67.25**
RDB | INVISION **(Headquarters: Des Moines, IA)**	62.6	68.5	67.6	**66.2**

EVALUATION CRITERIA

Criteria	Scoring Method	Weight (Points)
COMPETENCE: Firm Capabilities; Professional, Technical, Educational Achievements - 4 POINTS	Points Based	4

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

Prime Consultant qualifications and experience in the management of comparable projects in size and scope.

The specific role of the firm in any project, which is referred to with regard to the firm's experience.

The following information was also included: client name, address, telephone, contact person, description of work, contract period, a statement as to whether the firm was the prime consultant or subconsultant, and the result of the project.

Criteria	Scoring Method	Weight (Points)
COMPETENCE: Accuracy of Engineer's Estimates on Recent Projects - 1 POINT	Points Based	1

Description:
Engineers Estimate and Actual Cost were accurate.

Criteria	Scoring Method	Weight (Points)
COMPETENCE: Licensure & Training - 1 POINT	Points Based	1

Description:
Documentation which demonstrates that the Consultant is licensed under Florida Statutes to perform the professional services sought in this Request for Qualifications.

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

Criteria	Scoring Method	Weight (Points)
COMPETENCE: Description of Equipment and Facilities - 1 POINT	Points Based	1

Description:
Description of Consultant's equipment and facilities, which will be used to perform these services.

Criteria	Scoring Method	Weight (Points)
COMPETENCE: Applicable Experience of Proposed Staff Gained on Similar Projects - 3 POINTS	Points Based	3

Description:
Number and size of staff, names and resumes of those individuals to be assigned to these services.

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

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

Criteria	Scoring Method	Weight (Points)
CURRENT WORK LOAD: Number and Size of Current Projects - 1 POINT	Points Based	1

Description:
Number and size of projects currently being performed in the Consultant's office was provided.

Criteria	Scoring Method	Weight (Points)
CURRENT WORK LOAD: Personnel Assigned - 0.5 POINTS	Points Based	1

Description:
Personnel assigned to the projects listed above was provided.

Criteria	Scoring Method	Weight (Points)
CURRENT WORK LOAD: Stage of Completion - 0.5 POINTS	Points Based	1

Description:
Stage of completion of the projects listed was provided.

Criteria	Scoring Method	Weight (Points)
CURRENT WORK LOAD: Status Relative to Deadlines; Reasons for Tardiness - 1 POINT	Points Based	1

Description:
Status of each project relative to completion schedules and a list of reasons for any delayed projects.

Criteria	Scoring Method	Weight (Points)
CURRENT WORK LOAD: Projected Personnel Availability - 7 POINTS	Points Based	7

Description:
Projected personnel availability for the services being sought.

Criteria	Scoring Method	Weight (Points)
FINANCIAL RESPONSIBILITY: Years in Business - 4 POINTS	Points Based	4

Description:
>10 Years = (4) 5-10 Years = (3) 4-5 Years = (2) <4 Years = (1)

The form of business, i.e., proprietorship, partnership, corporation; years in business, changes in ownership.

Criteria	Scoring Method	Weight (Points)
FINANCIAL RESPONSIBILITY: Bank Reference - 1 POINTS	Points Based	1

Description:
YES = 1 NO = 0

Bank Reference(s) were provided.

Criteria	Scoring Method	Weight (Points)
FINANCIAL RESPONSIBILITY: Balance Sheet - 5 POINTS	Points Based	5

Description:
7 Figures = (5) HIGH 6 Figures= (3) LOW 6 Figures. = (2) 5 Figures. = (1) NONE = (0)

Criteria	Scoring Method	Weight (Points)
ABILITY: Ability and Experience of Consultant and Assigned Personnel in Observing and Monitoring Construction Projects - 6 POINTS	Points Based	6

Description:
The ability and experience of Consultant and assigned personnel in observing and monitoring construction projects.

Criteria	Scoring Method	Weight (Points)
ABILITY: Ensuring that Construction is Proceeding in Accordance With The Plans and Specifications - 2 POINTS	Points Based	2

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

Criteria	Scoring Method	Weight (Points)
ABILITY: Ability to Interpret Specifications as Evidenced by Response to this Request for Qualifications - 2 POINTS	Points Based	2

Description:
Consultant's ability to interpret specifications as evidenced by the preparation of a response to this Request for Qualifications.

Criteria	Scoring Method	Weight (Points)
VOLUME OF WORK FOR CLAY COUNTY - 5 POINTS	Points Based	5

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

Provide a list of all Clay County Board of County Commissioners (BCC) projects on which Consultant has been awarded fees during the past five (5) years. Include only those in which consultant was the prime consultant (do not delete fees paid to subconsultants or others) If the Consultant has not performed work for the BCC during the past five (5) years, the response should so clearly state.

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

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

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

The ADJUST TOTAL(s) provide the following Points:

$1,000,000.00 to $875,000.00 = 1 Point

$625,000.00 to $875,000.00 = 2 Points

$375,000.00 to $625,000.00 = 3 Points

$125,000.00 to $375,000.00 = 4 Points

$0.00 to $125,000.00 = 5 Points

Criteria	Scoring Method	Weight (Points)
PROFESSIONAL ACCOMPLISHMENTS: Significant List of Completed Projects Similar In Scope, Including References and Outstanding Accomplishments - 10 Points	Points Based	10

Description:
Completed projects similar in scope to the projects under consideration, previously performed by Consultant, and references to include owner's contact person and telephone number.

Any outstanding accomplishments of the Consultant that relates to the specific services being sought.

A description of all projects on which the Consultant has performed work during the past 5 years for Clay County as the Prime Consultant.

If the Consultant has performed no work for Clay County in the past five (5) years, the response should so clearly state.

(EMPLOYEE 1 & 2) / 2 = "AVERAGE"

(PROFESSIONAL ACCOMPLISHMENTS + WEIGHTED AVERAGE) / 2 = "TOTAL"

Determined in "VOLUME OF WORK FOR CLAY COUNTY SECTION"

	A	B	C	D	E	F	G	H
1	FIRM	PROFESSIONAL ACCOMPLISHMENTS		PAST PERFORMANCE USING AGENCY				
2		SIGNIFICANT LIST OF COMPLETED PROJECTS SIMILAR IN SCOPE, INCLUDING REFERENCES AND OUTSTANDING ACCOMPLISHMENTS (10)	TOTAL (Ave. of Professional Accomplishments and Past Performance)	AVERAGE	VOLUME	WEIGHTED AVERAGE	Employee 1	Employee 2
3	Firm 1	0.00	0.00	0.00	0.00	0	0.00	0.00
4	Firm 2	0.00	0.00	0.00	0.00	0	0.00	0.00
5	Firm 3	0.00	0.00	0.00	0.00	0	0.00	0.00
6	Firm 4	0.00	0.00	0.00	0.00	0	0.00	0.00
7	Firm 5	0.00	0.00					

If Volume = 1-2, Add 2 Points to Average
If Volume = 3, No Adjustment
If Volume = 4, Deduct 2 Points from Average
If Volume = 5, Weighted Average = 1

Criteria	Scoring Method	Weight (Points)
LOCATION - 10 POINTS	Points Based	10

Description:
The location of the Consultant 's corporate headquarters was disclosed.

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

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

The following consideration will be given for location:

- Consultant's Headquarters in Clay County shall receive the maximum score of ten (10) points (regardless of the size of the staff or the number of years in business).
- If a Consultant is Headquartered in surrounding counties, award the score of eight (8) points. (regardless of the size of the staff or the number of years in business).
- If a Consultant is not Headquartered in Clay or surrounding counties, award the minimum score of one (1) point.
- If a Consultant does have a local branch office in Clay County, award three (3) points plus additional points based on the chart below.
- If a Consultant does have a local branch office in surrounding counties, award one (1) point plus additional points based on the chart below.

Maximum score for a Consultant with a local branch office in Clay County is 3 + 6 = 9 points

Maximum score for a Consultant with a local branch office in surrounding counties is 1 + 6 = 7 points

Table - Local Branch Office	Number of Years with Local Office									
	1	2	3	4	5	6	7	8	9	10
Number of Employees*										
1	0	0	0	0	1	1	1	1	1	1
2	0	0	1	1	1	1	1	2	2	2
3	0	1	1	1	2	2	2	2	3	3
4	0	1	1	2	2	2	3	3	4	4
5	1	1	2	2	3	3	4	4	5	5
over 5	1	1	2	2	3	4	4	5	5	6

*Note: Qualifying employees are those who have been assigned to the local office and have lived in Clay County over the previous 12 months. This information shall be clearly stated in the response.

Criteria	Scoring Method	Weight (Points)
SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (A.) - 3 POINTS	Points Based	3

Description:
PRIME CONSULTANT

Past and present commitment to minority, women-owned, small businesses or utilization of firms located in Clay County was indicated. The responses to this evaluation criterion included, statements that document the Firms:

A.) Commitment to diversity among the directors, officers, members and/or employees that make up its firm.

Criteria	Scoring Method	Weight (Points)
SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (B.) - 2 POINTS	Points Based	2

Description:
B.) Commitment to diversity within Clay County community and beyond.

Criteria	Scoring Method	Weight (Points)
SMALL AND MINORITY BUSINESSES & CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (C.) - 5 POINTS	Points Based	5

Description:
SUB-CONSULTANT

C.) Utilization of minority, women-owned, small business and/or utilizing a firm located in Clay County for the project solicitation in question. Responses must include the percent of work being performed by Sub-Consultants.

Scoring Criteria

Utilization Sub-Consultant headquartered in Clay County, FL = 5 Points

Utilization of a Sub-Consultant NOT headquartered in Clay County, Florida: (% of work being performed):

Sub-Consultant Performs 50 % of the work = 5 Points

Sub-Consultant Performs 40% - 49% of the work = 4 Points

Sub-Consultant Performs 30% to 39 %o f the work = 3 Points

Sub-Consultant Performs 20% to 29 % of the work= 2 Points

Sub-Consultant Performs 10 % to 19% of the work = 1 Points

Sub-Consultant Performs less than 10% of the work = 0 Points

Definition of a Small Business: Firm may not exceed an average of $5 million in sales volume averaged over the previous 3 years.

Criteria	Scoring Method	Weight (Points)
APPROACH AND WORK PLAN: Understanding of Scope and Objectives - 15 POINTS	Points Based	15

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

Criteria	Scoring Method	Weight (Points)
APPROACH AND WORK PLAN: Approach To The Services Required / Workplan - 5 POINTS	Points Based	5

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

Criteria	Scoring Method	Weight (Points)
APPROACH AND WORK PLAN: Organization, Management, and the Responsibilities - 5 POINTS	Points Based	5

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

Criteria	Scoring Method	Weight (Points)
TIME AND BUDGET(A.) - 3 POINTS	Points Based	3

Description:
Statements and references demonstrating that the proposer met both time and budget requirements on seven (7) projects of similar size and scope that were completed by the proposer within the past three (3) years and that the proposer is meeting both time and budget requirements on multiple concurrent projects of similar size and scope that are currently being performed by the proposer ("Reference Projects"). As part of its response to this evaluation criterion, the proposer:

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

Criteria	Scoring Method	Weight (Points)
TIME AND BUDGET(B.) - 7 POINTS	Points Based	7

Description:
B.) Should submit, without limitation, project narratives, schedules, design and construction cost and fee summaries and owner references for any Reference Projects. Any Reference Project which has been completed or for which construction is underway will segregate and identify any design-related schedule or budget impacts. Design schedule and budget information will include both the original and the current or completed schedule and cost data.

[AKEL LOGAN SHAFER, PA] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Akel Logan Shafer, PA Response

CONTACT INFORMATION

Company:
Akel Logan Shafer, PA

Email:
wbishop@alsarchitects.com

Contact:
William Bishop

Address:
704 Rosselle Street
Jacksonville, FL 32204

Phone:
(904) 356-2654

Website:
www.alsarchitects.com

Submission Date:
Mar 31, 2025 3:56 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[BORRELLI + PARTNERS, INC.] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Borrelli + Partners, Inc. Response

CONTACT INFORMATION

Company:
Borrelli + Partners, Inc.

Email:
lzawadzki@borrelliarchitects.com

Contact:
Laura Zawadzki

Address:
150 North Orange Avenue
Suite 120
Orlando, FL 32801

Phone:
(407) 418-1338

Website:
N/A

Submission Date:
Mar 31, 2025 3:23 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[BRAME HECK ARCHITECTS INC.] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Brame Heck Architects Inc. Response

CONTACT INFORMATION

Company:
Brame Heck Architects Inc.

Email:
admin@brameheck.com

Contact:
Kaitlynn James

Address:
606 NE 1st Street
Gainesville, FL 32601

Phone:
N/A

Website:
www.brameheck.com

Submission Date:
Mar 31, 2025 10:38 AM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[DOHERTY SOMMERS ARCHITECTS ENGINEERS, INC.] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Doherty Sommers Architects Engineers, Inc. Response

CONTACT INFORMATION

Company:
Doherty Sommers Architects Engineers, Inc.

Email:
jillw@dsae.net

Contact:
Jill Weisblatt

Address:
370 15th Ave. South
Units A&B
Jacksonville Beach, FL 32250

Phone:
(904) 249-0698

Website:
https://dsae.net/

Submission Date:
Mar 26, 2025 9:44 AM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[FLEISCHMAN AND GARCIA & PLANNERS, AIA, PA] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Fleischman And Garcia & Planners, AIA, PA Response

CONTACT INFORMATION

Company:
Fleischman And Garcia & Planners, AIA, PA

Email:
marketing@fgmfla.com

Contact:
Wendy Christenson

Address:
324 South Hyde Park Avenue
Suite 300
Tampa, FL 33606

Phone:
(813) 251-4400

Website:
fgplusm.com

Submission Date:
Mar 28, 2025 2:19 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[HARVARD JOLLY, INC. D/B/A HARVARD JOLLY | PBK] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK Response

CONTACT INFORMATION

Company:
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK

Email:
marketing@harvardjolly.com

Contact:
Gina Tecilla

Address:
6196 Lake Gray Blvd., Suite 105
Jacksonville, FL 32244

Phone:
(904) 396-3300

Website:
www.harvardjolly.com

Submission Date:
Mar 31, 2025 2:07 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[PQH GROUP DESIGN, INC.] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

PQH Group Design, Inc. Response

CONTACT INFORMATION

Company:
PQH Group Design, Inc.

Email:
glennong@pqh.com

Contact:
Grace Glennon

Address:
4141 Southpoint Drive East
Suite #200
Jacksonville, FL 32216

Phone:
(904) 224-0001

Website:
www.PQH.com

Submission Date:
Mar 31, 2025 1:47 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[RDB | INVISION] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

RDB | INVISION Response

CONTACT INFORMATION

Company:
RDB | INVISION

Email:
stevenb@invisionarch.com

Contact:
steven breslin

Address:
6420 southpoint parkway
Suite 120
Jacksonville, FL 32216

Phone:
(904) 398-3939

Website:
www.rdbi.net

Submission Date:
Mar 31, 2025 3:09 PM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

[THE HASKELL COMPANY] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Report Generated: Wednesday, May 7, 2025

The Haskell Company Response

CONTACT INFORMATION

Company:
The Haskell Company

Email:
nihal.alwakeel@haskell.com

Contact:
Nihal Alwakeel

Address:
111 Riverside Ave
Jacksonville, FL 32202

Phone:
N/A

Website:
www.haskell.com

"No Bid" submitted on Mar 27, 2025 12:13 PM for the following reason:
The response process is too difficult/too many forms

[WALKER ARCHITECTS] RESPONSE DOCUMENT REPORT

RFQ No. No. 24/25-052

Professional Architectural Services for the Oakleaf Library

RESPONSE DEADLINE: March 31, 2025 at 4:00 pm

Walker Architects Response

CONTACT INFORMATION

Company:
Walker Architects

Email:
acellini@walker-arch.com

Contact:
Andrea Cellini

Address:
2035 NW 13th St
Gainesville, FL 32653

Phone:
N/A

Website:
https://walker-arch.com/

Submission Date:
Mar 31, 2025 11:48 AM (Eastern Time)

ADDENDA CONFIRMATION

No addenda issued

3. Scope of Work

3.1. Purpose

The Clay County Board of County Commissioners (County) is requesting qualifications from interested firms to provide professional architectural design services for a new Two-story Clay County Oakleaf Library and other related services. Building size will be approximately eighteen thousand (18,000) square feet.

The purpose of this RFQ is to evaluate, rank, and shortlist firms for the complete design of the Clay County Oakleaf Library and other related services. Interested respondents must be qualified and experienced in architectural design services of similar size and scope of the proposed Project. Firms must provide evidence of required qualifications, experience, and financial capability and stability in accordance with the information specified in this document. The intent of this RFQ is to qualify firms using the established selection criteria provided herein.

The awarded Consultant may be requested coordinate the design effort to include input and recommendations from County Staff and possibly a Construction Manager at Risk (CMAR) in order to maximize the constructability of the final design, and to incorporate the most cost effective and functional design components given the location, population, needs of the County as well as the target customer base.

3.2. Geographic Information

Clay County, located southwest of Jacksonville along the St. Johns River, is experiencing significant growth and is expected to grow substantively over the next ten (10) years. Clay County is conveniently accessible via interstate, federal and state highways. US Highway 17 (SR 15) and SR 21 are primary arteries that connect to Interstate 295. SR 23, known as the First Coast Expressway, bisects the County and when completed will provide a connection between Interstates 10 and 95. Clay County is made up of four (4) municipalities (Orange Park, Green Cove Springs, Keystone Heights and Penney Farms) and various communities (Middleburg, Fleming Island and Oakleaf).

3.3. Scope of Work

The County requires a qualified architect to provide all necessary architectural, mechanical, electrical, networking and data, civil and structural designs, specifications and drawings required for permitting, bidding, and construction for this project. The design shall comply with all applicable City, County, State, and Federal regulations, standards, and building codes for public libraries.

Services may include, but are not limited to:

- Prepare conceptual drawings and renderings, including interior and façade;
- Complete design, including civil, geotechnical, environmental, surveying, structural, architectural, and mechanical;
- Site plans depicting locations of all utilities, amenities, setbacks, etc.;
- Interior design services, space design and programming;

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

3.4. Plans Submittals

The Firm shall furnish plans and documents as required in the contract so that the County may adequately review, coordinate, and approve the plans.

The Firm shall prepare all plans and permit applications for all required permits, as well as respond to the permitting agency's requests for additional information.

The Firm shall assist the County in all negotiations and communications required during the processing of these permits.

The Firm shall provide copies of the required plans and documents for each Phase Review. Prior to each Phase Review, the County's Project Manager or designee will determine the specific number of copies required prior to each submittal.

The Firm shall distribute phase submittals as shown:

Phase I - 30% & 60% Submittal

- Submit three (3) copies of 11"x17" plans (all required components).

- Submit three (3) copies of draft of all permits, which will need to be acquired to construct the project along with any application fee.
- All information above (design documents & CADD drawing files) shall also be submitted in digital format on a flash drive.
- Submit preliminary cost estimates.
- All QC plans and documents for each component shall be electronic in pdf format.

Phase II - 90% Submittal

- Submit three (3) copies of 11”x17” plans (all required components).
- Submit two (2) copies of all design documentation
- Submit preliminary cost estimates.
- All information above (design documents & CADD drawing files) shall also be submitted in digital format on a flash drive.
- All QC plans and documents for each component shall be electronic in .pdf format.

Phase III (Final) - 100% Submittal

- Submit three (3) signed and sealed 11”x17” plans (all required components).
- Submit two (2) cost estimates based on signed and sealed plans.
- Submit two (2) signed and sealed design documentation once the 100% submittal is approved and accepted by the County.
- Submit signed and sealed technical special provisions (if applicable).
- All information above (design documents & CADD drawing files) shall also be submitted in digital format on a flash drive.
- Provide an engineer’s estimate along with an approximate timeline for construction completion.
- All QC plans and documents for each component shall be electronic in .pdf format.
- The Firm shall deliver final construction plans and documents in digital format. The final construction plans and documents shall be digitally signed and sealed and delivered to the County on acceptable electronic media, as determined by the County.
- If the plans are rejected and the County requires more than two (2) resubmittals a meeting will be held to resolve any outstanding issues or comments.
- Provide two (2) set of 18"x24" printed conformed plans to the County upon the approval of the final design .

Payment will not be made until each Phase of submittals have been reviewed and approved.

The Internal Review Committee (IRC) and the Development Review Committee (DRC) will be utilized for reviewing all plans, specifications, services, etc. to ensure compliance that all applicable codes and regulations are adhered to.

3.5. Project Bidding and Negotiating

The Firm shall coordinate the preparation of a bid package and specifications for the construction bidding of this project. If a CMAR can not be negotiated, a traditional construction bid will be let. The Firm will be responsible to assist with either method. Said bidding shall be in accordance with the County's normal bidding procedures. The Firm will be responsible for responding to questions during the bidding phase of the project and shall anticipate processing one or more addendum/clarification to the bid. Upon bid submittal, the Firm shall assist with the review of the bids and prepare a recommendation of the lowest qualified bidder. The entire bidding process shall be coordinated between the Firm and the Clay County Purchasing Department. The County shall provide to the consultant, all recent standard bid documentation and specifications.

3.6. Term

The County's objective is to have a complete design of the library no later than twelve (12) months of execution of a Contract with an awarded Consultant.

3.7. Performance Evaluation

A work performance evaluation will be conducted periodically and at the completion of each various project.

Financial consequences may be assessed should the Firm(s) fail to perform as specified in the awarded agreement or fail to meet the deliverables schedule. These consequences would impose a monetary damage assessment on the Firm for failure to perform under the agreement.

3.8. Additional Services

If the County identifies any additional services or projects to be provided by the firm that are not covered under the agreement that are beneficial to the County, such additional services shall be mutually negotiated between the County and the Firm.

3.9. Selection Criteria / Evaluation Committee

The Professional Services Evaluation Committee shall determine qualifications, interest and availability by reviewing all Bids received that express an interest in performing these services, and when deemed necessary, by conducting formal interviews of selected Bidders that are determined to be best qualified based upon the evaluation of the Bids.

Bidders are advised that lengthy or overly verbose or redundant submissions are not necessary. Compliance with all requirements will be solely the responsibility of the Bidder. Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the Bid

as non-responsive. The response to each of the criteria will be evaluated relative to the other responses received and the RFB shall be awarded to the most qualified Bidder that meets all requirements of the RFB. Bidders are encouraged to arrange their Bids in a format that will offer ready review and evaluation of each criterion. The Board of County Commissioners reserves the right to request oral presentations from one or more selected Bidders.

Unless there is a clear statement provided within Bidders Bid, all other Consultants listed will be considered as subconsultants.

Please note **Project Approach** and **Work Plan** has 25 points maximum, **Volume of Work for Clay County** has 5 points maximum, and all other categories have 10 points maximum.

Project View Count

921

Vendor Funnel

Followers	40
Downloaders	63
Applicants	12
No Bids	1
Submissions	9

Vendors

Vendor	Followed	Downloaded	Applied	No Bid	Submitted
ALL SOUTH UNDERGROUND LLC *sales@allsouthunderground.com*	✔	✔			
Akel Logan Shafer, PA No Reviews *wbishop@alsarchitects.com*	✔	✔	✔		✔
Axias No Reviews *lokell@axiasinc.com*		✔			
Baker Consulting & Engineering LLC, Baker Design Build No Reviews *kvojtech@bdbjax.com*	✔	✔			
Bhide & Hall Architects No Reviews *tthomas@bhide-hall.com*	✔	✔			
Borrelli + Partners, Inc. No Reviews *lzawadzki@borrelliarchitects.com*	✔	✔	✔		✔
Brame Heck Architects Inc. No Reviews *admin@brameheck.com*	✔	✔	✔		✔
Castle Bay Design Studio - Landscape Architecture No Reviews *jonathan@castlebaydesignstudio.com*		✔			
Catalyst Design Group No Reviews *kcorcoran@catalyst-dg.com*		✔			
Charles Perry Partners, Inc. No Reviews *marcom@cppi.com*		✔			
ConstructConnect No Reviews *content@constructconnect.com*	✔	✔			
Construction Bid Source *tgephart@constructionbidsource.com*		✔			
DF Interactive LLC *david@davidfine.dev*		✔			
DLZ Florida, LLC No Reviews *kmelander@dlz.com*		✔			
Dewberry Architects Inc. 4 *aacquaah@dewberry.com*	✔	✔			
Dodge Data And Analytics No Reviews *jayalakshmil@construction.com*		✔			

Doherty Sommers Architects Engineers, Inc. *csommers@dsae.net*	✔	✔		
Doherty Sommers Architects Engineers, Inc. *jillw@dsae.net*	✔	✔	✔	✔
Entram No Reviews *contact@envirobidnet.com*	✔	✔		
Fleischman And Garcia Architecture & Planners, AIA, PA No Reviews *marketing@fgmfla.com*	✔	✔	✔	✔
H2Engineering No Reviews *lwilliams@h2engineering.com*		✔		
H2Engineering No Reviews *sphelps@h2engineering.com*	✔	✔		
HBM Architects No Reviews *renee@hbmarchitects.com*	✔	✔	✔	
Hanson Professional Services Inc. No Reviews *ewidholm@hanson-inc.com*	✔	✔		
Hanson Professional Services, Inc. *cbowen@hanson-inc.com*	✔	✔		
Harvard Jolly, Inc. d/b/a Harvard Jolly | PBK No Reviews *marketing@harvardjolly.com*	✔	✔	✔	✔
IMEG Corp *wayne.d.mangum@imegcorp.com*	✔	✔		
IMS No Reviews *cawr@imsinfo.com*		✔		
INVISION Architecture, LLC *stevenb@invisionarch.com*	✔	✔	✔	✔
Introba *chris.jann@introba.com*	✔	✔		
JRA Architects, Inc. No Reviews *djoiner@jra-arch.net*	✔	✔		
Kimley-Horn and Associates, Inc. No Reviews *florida.marketing@kimley-horn.com*		✔		
LARC Marketing *susan@larcmarketing.com*	✔	✔	✔	
LS3P *laurenliston@ls3p.com*		✔		
MLM-Martin Architects, Inc. No Reviews *mjmartin@mlm-martin.com*	✔	✔		
Matthews Design Group, LLC No Reviews *marketing@mdginc.com*		✔		
Mid State Builders Exchange Inc No Reviews *hugh@bxplanroom.com*	✔	✔		
Miller Legg No Reviews *cpasquale@millerlegg.com*	✔	✔		
NV5 *shelby.paul@nv5.com*	✔			

NV5, Inc. No Reviews *marketingfla@nv5.com*		✔		
None *martin.larinas@gmail.com*		✔		
North America Procurement Council Inc., PBC No Reviews *notifications@napc.me*		✔		
PQH Group Design, Inc. No Reviews *marketing@pqh.com*	✔	✔	✔	✔
PWXPress No Reviews *bids@pwxpress.com*	✔	✔		
Place Services, Inc. No Reviews *christina.munger@psi.works*	✔	✔		
Prime Vendor Inc. No Reviews *primevendor124@gmail.com*		✔		
RevStar Consulting No Reviews *nastassia.barkouskaya@revstarconsulting.com*		✔		
Rowe Architects, LLC No Reviews *c.giardina@rowearchitects.com*	✔	✔		
SGM Engineering, Inc. No Reviews *marketing@sgmengineering.com*		✔		
Saboungi Construction, Inc. No Reviews *mahmood@saboungiconstruction.com*		✔		
Short Elliott Hendrickson, Inc. No Reviews *rbanhunyadi@sehinc.com*	✔	✔		
Source Management No Reviews *sourcemanagement@deltek.com*	✔	✔		
Southeastern Surveying and Mapping Corporation No Reviews *marketing@ssmc.us*	✔	✔		
The Galante Architecture Studio, Inc. No Reviews *tl@galantearchitecture.com*	✔	✔		
The Haskell Company No Reviews *morgan.hooks@haskell.com*		✔		
The Haskell Company No Reviews *nihal.alwakeel@haskell.com*	✔	✔	✔	✔
The Haskell Company No Reviews *aidana.mercier@haskell.com*	✔			
VendorLink, LLC No Reviews *bids@evendorlink.com*		✔		
Visual *visualbidalerts@gmail.com*		✔		
WGI, Inc. No Reviews *busdev@wginc.com*	✔	✔		
Walker Architects No Reviews *acellini@walker-arch.com*	✔	✔	✔	✔
Wannemacher Jensen Architects, Inc. No Reviews *marie.hartney@wjarc.com*		✔		

eda consultants, inc. No Reviews *ascannella@edafl.com*	✔	✔			
kevin daly Architects *info@kevindalyarchitects.com*	✔	✔			
n/a *footbaall2000@gmail.com*		✔			

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 3/28/2025

FROM: Courtney Grimm

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

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

Based upon the evidence offered by Governors Park Property Holdings, LLC, and any other evidence that may be offered by staff or interested third parties, the Board will make the determination whether to grant the petition and approve an ordinance creating the CDD. Section 190.005(1)(e), Florida Statutes, sets forth the factors to be considered by the Board in making such determination. These factors are as follows:

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

The proposed ordinance, if adopted, would establish the Governors Park North Community Development District. Consistent with Section 190.005, Florida Statutes, the ordinance itself establishes the CDD, describes its boundaries, provides for expansion of the district with sufficiently contiguous lands, and designates the initial members of the CDD's Board of Supervisors. The regular powers and duties of the CDD are specifically set forth in Chapter 190, Florida Statutes, as provided for in the ordinance.

ATTACHMENTS:

Description	Type	Upload Date	File Name
Petition to Establish Governors Park North CDD	Backup Material	5/23/2025	PETITI~2.PDF
Pre-filed Testimony-Wrathell	Backup Material	5/23/2025	Prefiled_Testimony_Craig_Wrathell_Governors_Park_North_5.5.2025_(Executed)ada.pdf
Pre-filed Testimony-Kramer	Backup Material	5/23/2025	Prefiled_Testimony_Kevin_Kramer_Governors_Park_North_5.6.2025_(Executed)ada.pdf
Pre-filed Testimony-Ma	Backup Material	5/23/2025	Prefiled_Testimony_Peter_Ma_Governors_Park_North_5.15.2025_(Executed).pdf
Ordinance Establishing Governors	Backup Material	5/23/2025	Draft_Ordinance_Establishing_Governors_Park_North_CDDada.pdf

Park North CDD			
PowerPoint Presentation	Backup Material	5/23/2025	Clay_BOCC_Agenda_Presentation_-_Governors_Park_Northada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/21/2025 - 3:10 PM	Item Pushed to Agenda

PETITION TO ESTABLISH GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

Submitted by: Michael C. Eckert
Florida Bar No. 080314
Michael.Eckert@kutakrock.com
Kate V. John
Florida Bar No. 1039396
Kate.John@kutakrock.com
107 West College Avenue
Tallahassee, Florida 32301
(850) 692-7300 (telephone)
(850) 692-7319 (facsimile)

BEFORE THE BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

PETITION TO ESTABLISH THE GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

Petitioner, Governors Park Property Holdings, LLC, a Delaware limited liability company authorized to transact business in the state of Florida (hereafter "**Petitioner**"), hereby petitions the Clay County Board of County Commissioners pursuant to the "Uniform Community Development District Act of 1980," Chapter 190, *Florida Statutes*, to establish a community development district (hereafter "**District**") with respect to the land described herein. In support of this petition, Petitioner states:

1. Location and Size. The proposed District is located entirely within Clay County, Florida. **Exhibit 1** depicts the general location of the project. The proposed District covers approximately 802 acres of land. The site is generally located north of State Road No. 23, northwest of U.S. Highway 17S, west of County Road 15A, and south of County Road 16A. The metes and bounds description and sketch of the proposed external boundaries of the District is set forth in **Exhibit 2**.

2. Excluded Parcels. There are no excluded parcels located within the external boundaries of the proposed District.

3. Future Expansion Parcel. Pursuant to Section 190.046(1)(h), *Florida Statutes*, Exhibit 1 identifies a certain "Expansion Parcel" that may be added to the boundaries of the district within 10 years after establishment. A portion (totaling 285 acres) of the following parcel may be included as an Expansion Parcel at a future date:

Parcel Identification Number	**Acreage**	**Current Owner**	**Current Land Use Designation**
38-06-26-016516-000-00	1786.203	Governors Park Property Holdings, LLC	SMI/IMP PA (6200)

The metes and bounds description of the Expansion Parcel is set forth in **Exhibit 3**. At least 14 days prior to the County's establishment hearing, the Petitioner will give the current owners of the Expansion Parcel notice of filing of this petition, the date and time of the public hearing on the petition, and the name and address of the Petitioner, and the Petitioner shall otherwise comply with the requirements of Section 190.046(1)(h), *Florida Statutes* with respect to seeking to amend the District's boundaries to add the Expansion Parcel.

3. Landowner Consent. Petitioner has obtained written consent to establish the District from the owners of one hundred percent (100%) of the real property located within the boundaries of the proposed District, in accordance with Section 190.005, *Florida Statutes*. Documentation of ownership and consent to the establishment of a community development district is contained in **Exhibit 4**.

4. Initial Board Members. The five persons designated to serve as initial members of the Board of Supervisors of the proposed District are as follows:

Name: Noah Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Justin Onorato
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Samantha Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Kevin Kramer

Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Joshua Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

All of the above-listed persons are residents of the state of Florida and citizens of the United States of America.

5. Name. The proposed name of the District is Governors Park North Community Development District.

6. Future Land Uses. The general distribution, location, and extent of the public and private future land uses proposed for the District, in accordance with the future land use plan element of the County's Future Land Use Plan, is identified in **Exhibit 5.** The proposed land uses for lands contained within the proposed District are consistent with the approved Clay County Future Land Use Plan.

7. Major Water and Wastewater Facilities. **Composite Exhibit 6** shows the existing and proposed major trunk water mains and sewer connections serving the lands within and around the proposed District.

8. District Facilities and Services. **Exhibit 7** describes the type of facilities Petitioner presently expects the proposed District to finance, fund, construct, acquire and/or install, as well as the anticipated entity responsible for ownership and maintenance. The estimated costs of constructing the infrastructure serving land within the proposed District are identified in **Exhibit 8**. At present, these improvements are estimated to be made, acquired, constructed and/or installed in three phases between 2025 and 2029. Actual construction timetables and expenditures will likely vary, due in part to the effects of future changes in the economic conditions upon costs such as labor, services, materials, interest rates and market conditions.

9. Statement of Estimated Regulatory Costs. **Exhibit 9** is the statement of estimated regulatory costs ("SERC") prepared in accordance with the requirements of Section 120.541, *Florida Statutes*. The SERC is based upon presently available data. The data and methodology used in preparing the SERC accompany it.

10. Authorized Agent. The Petitioner is authorized to do business in Florida. **Exhibit 10** identifies the authorized agents for the Petitioner. Copies of all correspondence and official notices should be sent to:

Michael C. Eckert (Michael.Eckert@kutakrock.com)
Kate V. John (Kate.John@kutakrock.com)
Kutak Rock LLP
107 West College Avenue
Tallahassee, Florida 32301

11. This petition to establish the Governors Park North Community Development District should be granted for the following reasons:

a. Establishment of the District and all land uses and services planned within the proposed District are not inconsistent with applicable elements or portions of the effective State Comprehensive Plan or the Clay County Comprehensive Plan.

b. The area of land within the proposed District is part of a planned community. It is of a sufficient size and is sufficiently compact and contiguous to be developed as one functional and interrelated community.

c. The establishment of the District will prevent the general body of taxpayers in Clay County from bearing the burden for installation of the infrastructure and the maintenance of certain facilities within the development encompassed by the District. The District is the best alternative for delivering community development services and facilities to the proposed community without imposing an additional burden on the general population of the local general-purpose government.

Establishment of the District in conjunction with a comprehensively planned community, as proposed, allows for a more efficient use of resources.

d. The community development services and facilities of the District will not be incompatible with the capacity and use of existing local and regional community development services and facilities. In addition, the establishment of the District will provide a perpetual entity capable of making reasonable provisions for the operation and maintenance of the District's services and facilities.

e. The area to be served by the proposed District is amenable to separate special-district government.

WHEREFORE, Petitioner respectfully requests the County Commission of Clay County, Florida to:

a. schedule a public hearing in accordance with the requirements of Section 190.005(2)(b), *Florida Statutes*;

b. grant the petition and adopt an ordinance establishing the District pursuant to Chapter 190, *Florida Statutes*;

c. consent to the District's exercise of certain additional powers to finance, fund, plan, establish, acquire, construct, reconstruct, enlarge or extend, equip, operate, and maintain systems and facilities for: (1) parks and facilities for indoor and outdoor recreational, cultural, and educational uses, as authorized and described; and (2) security, including but not limited to, guardhouses, fences and gates, electronic intrusion-detection systems, and patrol cars, each as authorized and described by Section 190.012(2), *Florida Statutes*

d. grant such other relief as appropriate.

RESPECTFULLY SUBMITTED, this 14th day of March 2025.

KUTAK ROCK LLP

BY: _____

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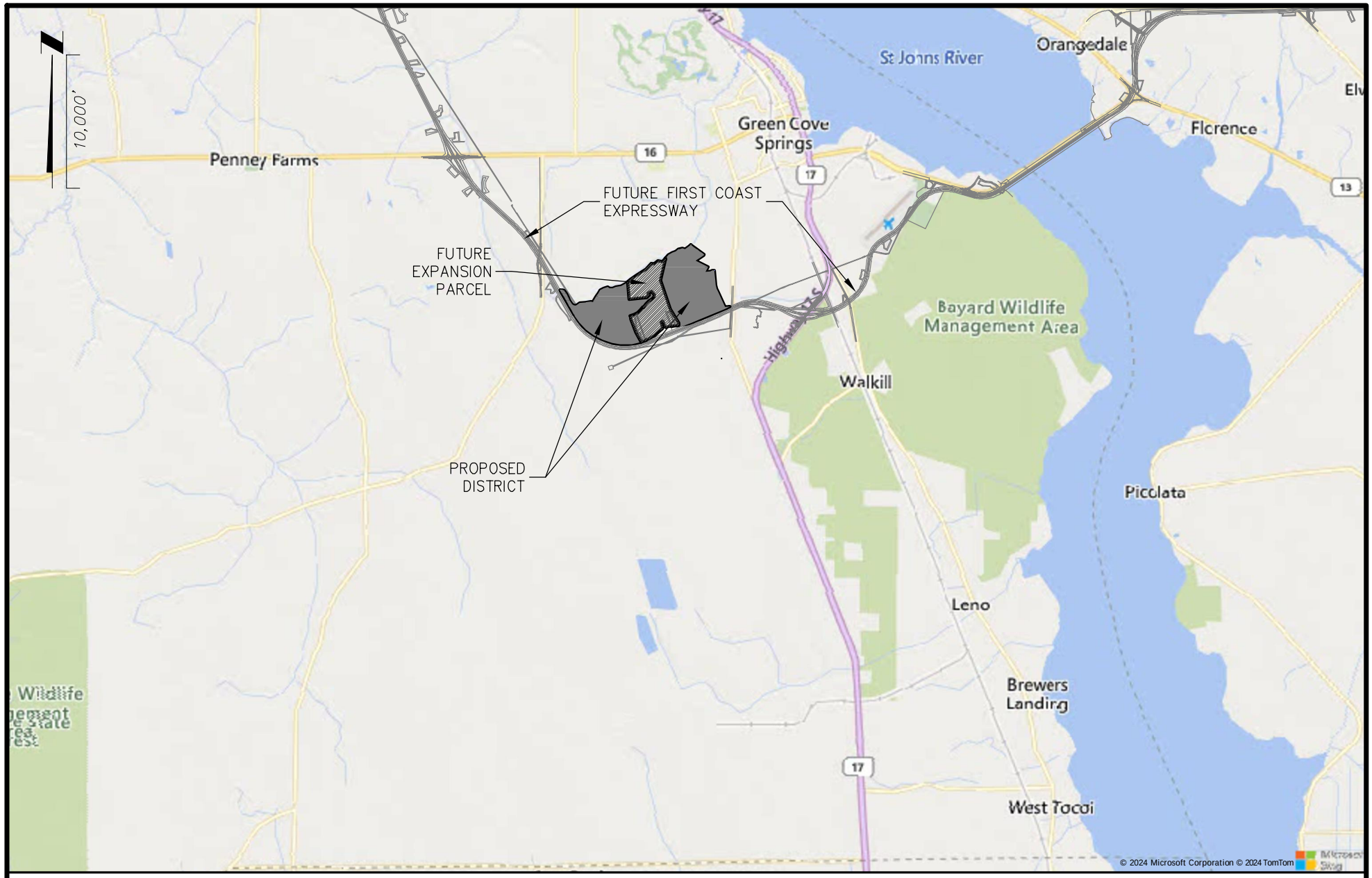
1



ETM

VISION - EXPERIENCE - RESULTS

ENGLAND - THIMS & MILLER, INC.

14775 Old St. Augustine Road, Jacksonville, FL 32258

TEL: (904) 642-8990, FAX: (904) 646-9485

REG - 2584 LC - 0000316

LOCATION MAP

GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

CLAY COUNTY, FLORIDA

ETM NO. 18-127-22

DRAWN BY: MBG

DATE: JANUARY 2025

DRAWING NO. ----

T:\2018\18-127\18-127-22 Mass Grading and CDD\LandDev\Design\Plots\Exhibits\NORTH CDD\CDD_Location_map.dwg PLOTTED: February 4, 2025 - 3:41 PM, BY: Matthew Guilbeault

2

Revised January 22, 2025
January 8, 2025 Work Order No. 24-694.00
 File No. 130G-36.00A

Governors Park North CDD

Parcel 1

A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence South 65°19'52" West, along said Northerly limited access right of way line, 149.77 feet to the Point of Beginning.

From said Point of Beginning, thence continue South 65°19'52" West, along said Northerly limited access right of way line of State Road No. 23, a distance of 273.64 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; thence Southwesterly, continuing along said Northerly limited access right of way line and along the arc of said curve, through a central angle of 02°59'49", an arc length of 2083.81 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 66°49'46" West, 2083.57 feet; thence South 70°41'19" West, departing said Northerly limited access right of way line, 89.92 feet; thence South 70°45'12" West, 210.10 feet; thence South 68°27'45" West, 341.88 feet to the point of curvature of a curve concave Northerly having a radius of 3876.00 feet; thence Westerly along the arc of said curve, through a central angle of 15°51'22", an arc length of 1072.66 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 76°23'27" West, 1069.24 feet; thence North 07°47'44" West, along a non-tangent line, 195.70 feet; thence North 31°17'17" West, 1213.37 feet; thence North 18°58'40" West, 2278.07 feet; thence North 13°21'02" East, 1600.00 feet to a point hereinafter referred to as Reference Point "C"; thence continue North 13°21'02" East, 103 feet, more or less, to its intersection with the centerline of Governor's Creek; thence Northeasterly along said centerline, 2215 feet, more or less, to a point lying on the Southwesterly line of those lands described and recorded in Official Records Book 103, page 322, of said Public Records; thence South 53°37'18" East, departing said centerline and along said Southwesterly line, 25 feet, more or less, to a point which bears North 60°48'10" East, 2220.23 feet from said Reference Point "C"; thence continue South 53°37'18" East, along said Southwesterly line, 1211.33 feet to a point lying on the Westerly line of those lands described and recorded in Official Records Book 1417, page 134, of said Public Records; thence South 36°22'51" West, departing said Southwesterly line and along said Westerly line, 85.41 feet; thence South 56°51'17" West, continuing along said Westerly line, 703.73 feet to the Westerly most corner of said Official Records Book 1417, page 134; thence South 62°57'04" East, along the Southerly line of said Official Records Book 1417, page 134, a distance of 1037.62 feet to the Southeast corner of said Official Records Book 1417, page 134, said corner lying on the Westerly

Governors Park North CDD (continued)

line of those lands described and recorded in Official Records Book 2357, page 1242, of said Public Records; thence South 24°40’58” West, along said Westerly line, 411.05 feet to a point in the centerline of Sweet Bay Branch, said point hereinafter referred to as Reference Point “B”; thence Northeasterly, along the meanderings of said centerline, said line also being the Southerly line of said Official Records Book 2357, page 1242, a distance of 670 feet, more or less, to a point lying on the Westerly right of way line of Telegraph Road (also known as Rowell Road), a 50 foot right of way as presently established; thence Southeasterly along said Westerly right of way line the following 5 courses: Course 1, thence South 05°17’50” East, departing said centerline and said Southerly line, 10 feet, more or less, to a point which bears North 81°13’18” East, 662.16 feet from said Reference Point “B”; Course 2, thence continue South 05°17’50” East, 1114.64 feet; Course 3, thence South 16°59’18” East, 245.56 feet; Course 4, thence South 24°53’14” East, 223.88 feet; Course 5, thence South 23°54’49” East, 1281.90 feet to a point lying on the Westerly prolongation of the Southerly line of those lands described and recorded in Official Records Book 2295, page 1295, of said Public Records; thence North 86°39’39” East, departing said Westerly right of way line, along said Westerly prolongation and along said Southerly line, 364.40 feet to the Point of Beginning.

Containing 430 acres, more or less.

Parcel 2
A portion of Section 38 of the George I.F. Clarke Grant (Clarke’s Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence Westerly along said Northerly limited access right of way line the following 4 courses: Course 1, thence South 65°19’52” West, 423.41 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; Course 2, thence Southwesterly along the arc of said curve, through a central angle of 03°07’54”, an arc length of 2177.42 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 66°53’48” West, 2177.15 feet; Course 3, thence South 68°27’45” West, 4268.97 feet to the point of curvature of a curve concave Northerly having a radius of 4422.00 feet; Course 4, thence Westerly along the arc of said curve, through a central angle of 11°26’04”, an arc length of 882.49 feet to the Point of Beginning, said arc being subtended by a chord bearing and distance of South 74°10’47” West, 881.02 feet.

From said Point of Beginning, thence continue along said Northerly limited access right of way line of State Road No. 23 the following 3 courses: Course 1, thence Westerly along the arc of a curve concave Northerly having a radius of 4422.00 feet, through a central angle of 70°51’21”, an

Governors Park North CDD (continued)

arc length of 5468.55 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 64°40’30” West, 5126.68 feet; Course 2, thence North 29°14’50” West, 1990.00 feet to a point hereinafter referred to as Reference Point “A”; Course 3, thence continue North 29°14’50” West, 100 feet, more or less, to its intersection with the centerline of Governor’s Creek; thence Southeasterly, departing said Northerly limited access right of way line and along said centerline, 1745 feet, more or less; thence Northeasterly, continuing along said centerline, 4702 feet, more or less; thence South 04°55’40” East, departing said centerline, 106 feet, more or less, to a point which bears North 83°21’57” East, 5040.46 feet from said Reference Point “A”; thence continue South 04°55’40” East, 1198.05 feet to a point lying on the Northerly line of that certain 100 Foot Right of Way Easement described and recorded in Official Records Book 89, page 229, of said Public Records; thence North 84°39’31” East, along said Northerly line, 1340.70 feet; thence North 43°52’29” East, departing said Northerly line, 296.33 feet; thence North 43°28’46” West, 118.62 feet; thence North 49°06’50” East, 280.03 feet; thence South 41°21’12” East, 381.37 feet; thence South 18°21’25” West, 203.95 feet; thence South 53°16’37” West, 403.17 feet to a point on a non-tangent curve concave Southeasterly having a radius of 2100.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 18°12’08”, an arc length of 667.15 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 43°02’53” West, 664.35 feet; thence South 33°56’49” West, 10.19 feet to the point of curvature of a curve concave Northwesterly having a radius of 1590.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 43°14’13”, an arc length of 1199.85 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 55°33’55” West, 1171.59 feet; thence South 04°55’40” East, 227.67 feet; thence South 21°47’10” East, 1048.01 feet; thence South 28°44’09” East, 841.75 feet to a point on a non-tangent curve concave Northerly having a radius of 4410.00 feet; thence Westerly along the arc of said curve, through a central angle of 02°08’54”, an arc length of 165.36 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 75°15’39” West, 165.35 feet; thence South 75°36’50” West, along a non-tangent line, 274.74 feet to the Point of Beginning.

Containing 372 acres, more or less.

SKETCH TO ACCOMPANY DESCRIPTION OF

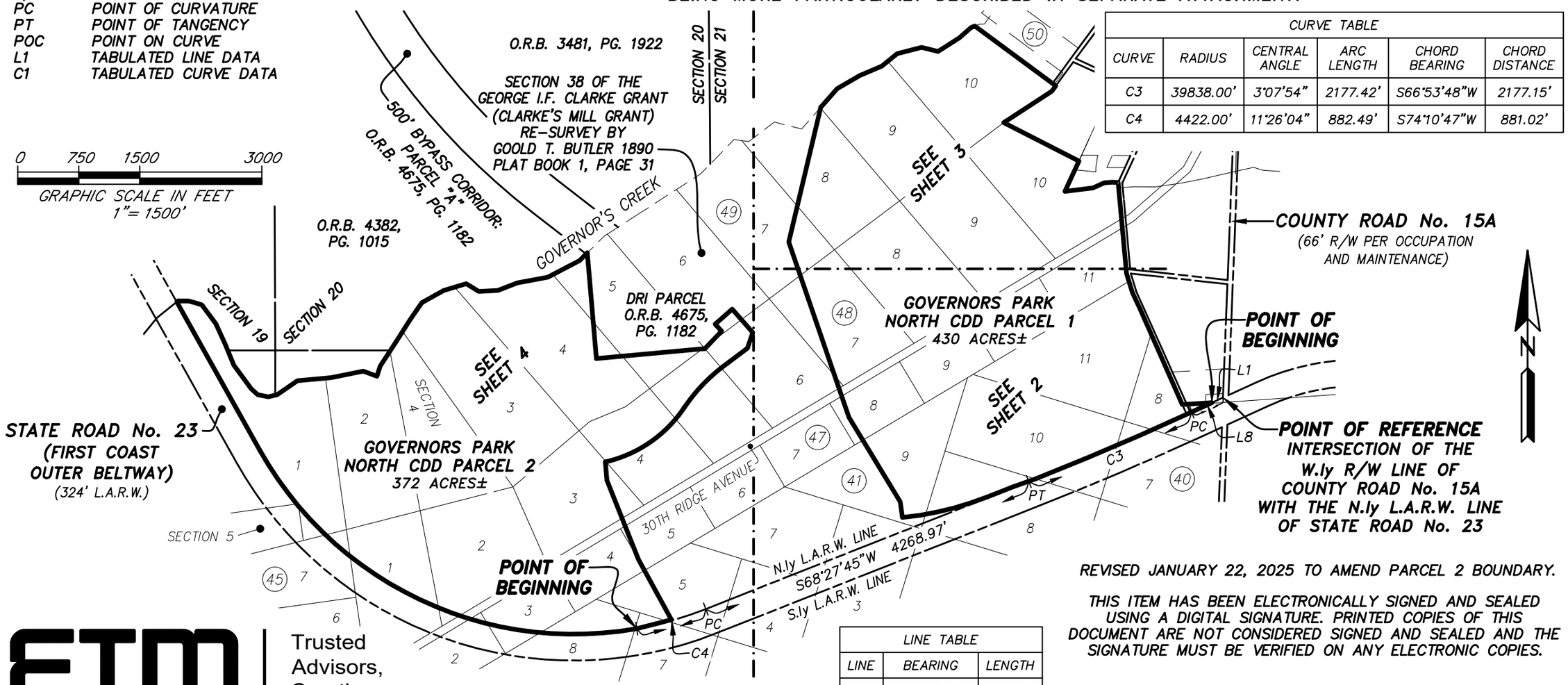
A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT (CLARKE'S MILL GRANT), AS SUBDIVIDED IN THE RE-SURVEY BY GOOLD T. BUTLER, RECORDED IN PLAT BOOK 1, PAGE 31, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, TOWNSHIP 6 SOUTH, RANGE 26 EAST, SAID CLAY COUNTY, BEING MORE PARTICULARLY DESCRIBED IN SEPARATE ATTACHMENT.

LEGEND:

O.R.B.	OFFICIAL RECORDS BOOK
PG.	PAGE
L.A.R.W.	LIMITED ACCESS RIGHT OF WAY
R/W	RIGHT OF WAY
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
POC	POINT ON CURVE
L1	TABULATED LINE DATA
C1	TABULATED CURVE DATA

0 750 1500 3000

GRAPHIC SCALE IN FEET
1"= 1500'



CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C3	39838.00'	3°07'54"	2177.42'	S66°53'48"W	2177.15'
C4	4422.00'	11°26'04"	882.49'	S74°10'47"W	881.02'

LINE TABLE		
LINE	BEARING	LENGTH
L1	S65°19'52"W	149.77'
L8	S65°19'52"W	423.41'

REVISED JANUARY 22, 2025 TO AMEND PARCEL 2 BOUNDARY.

THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED USING A DIGITAL SIGNATURE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

ETM SURVEYING & MAPPING

Trusted Advisors, Creating Community®

14775 Old St. Augustine Rd.
Jacksonville, Florida 32258
(904) 642-8550
www.etminc.com
Certificate of Authorization No: LB 3624

SHEET 1 OF 4

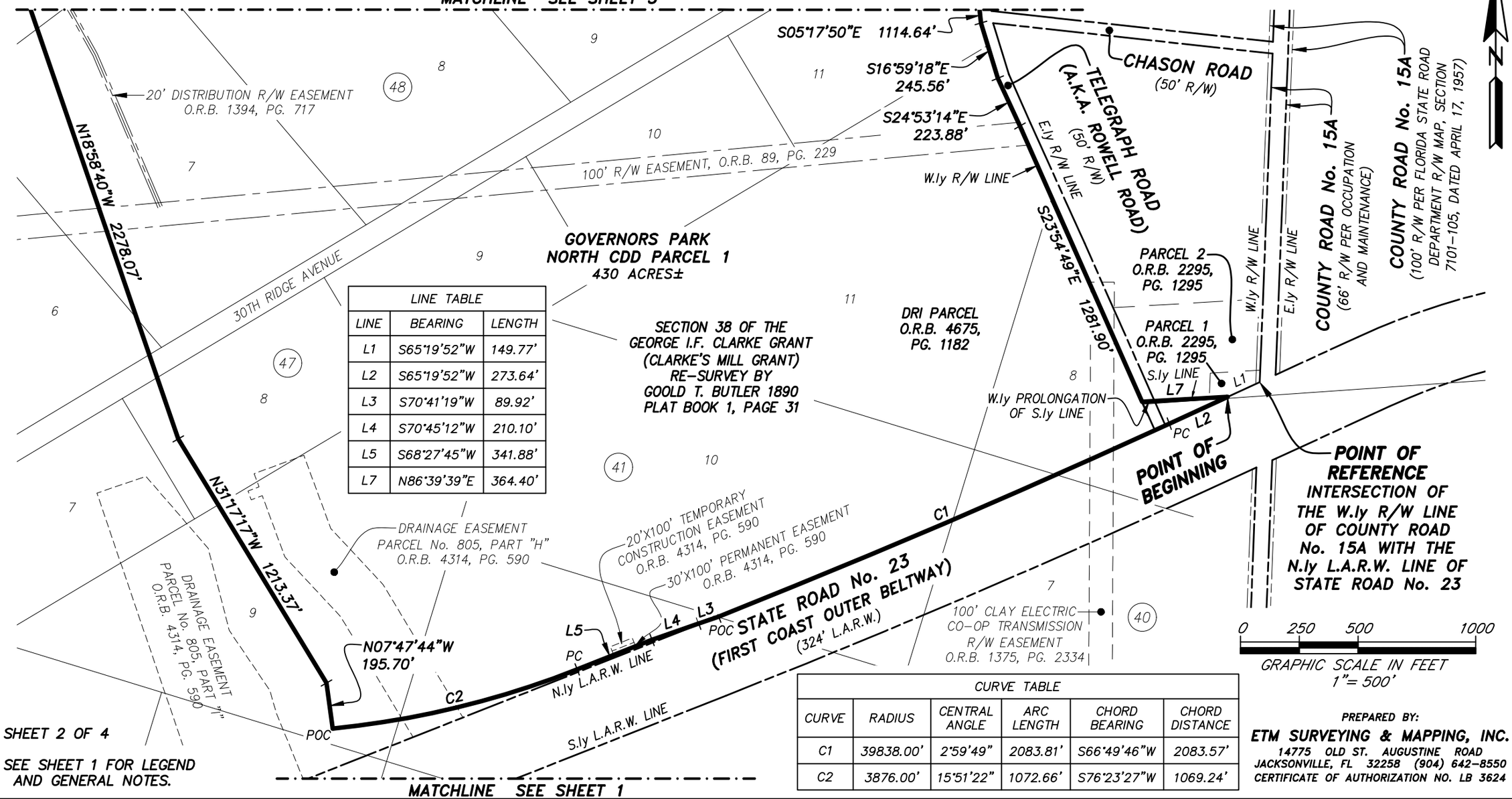
GENERAL NOTES:
1) THIS IS NOT A SURVEY.
2) BEARINGS BASED ON THE NORTHEASTERLY RIGHT OF WAY LINE OF STATE ROAD No. 23 AS BEING SOUTH 68°27'45" WEST.

SCALE: 1"=1500'
DATE: JANUARY 8, 2025

G. C. COLYER III
PROFESSIONAL SURVEYOR AND MAPPER
STATE of FLORIDA LS No. 6963

CAD FILE: I:\Survey\RMAproj\Gustafsons\Sketches\Governors Park North CDD Rev3.dwg
DRAWN BY: BAC ORDER NO.: 24-694.00 FILE NO.: 130G-36.00A

A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT (CLARKE'S MILL GRANT), AS SUBDIVIDED IN THE RE-SURVEY BY GOOLD T. BUTLER, RECORDED IN PLAT BOOK 1, PAGE 31, OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, TOWNSHIP 6 SOUTH, RANGE 26 EAST, SAID CLAY COUNTY.



LINE TABLE		
LINE	BEARING	LENGTH
L1	S65°19'52"W	149.77'
L2	S65°19'52"W	273.64'
L3	S70°41'19"W	89.92'
L4	S70°45'12"W	210.10'
L5	S68°27'45"W	341.88'
L7	N86°39'39"E	364.40'

CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C1	39838.00'	2°59'49"	2083.81'	S66°49'46"W	2083.57'
C2	3876.00'	15°51'22"	1072.66'	S76°23'27"W	1069.24'

SHEET 2 OF 4

SEE SHEET 1 FOR LEGEND AND GENERAL NOTES.

PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

CAD FILE: I:\Survey\RMAproj\Gustafsons\Sketches\Governors Park North CDD Rev3.dwg

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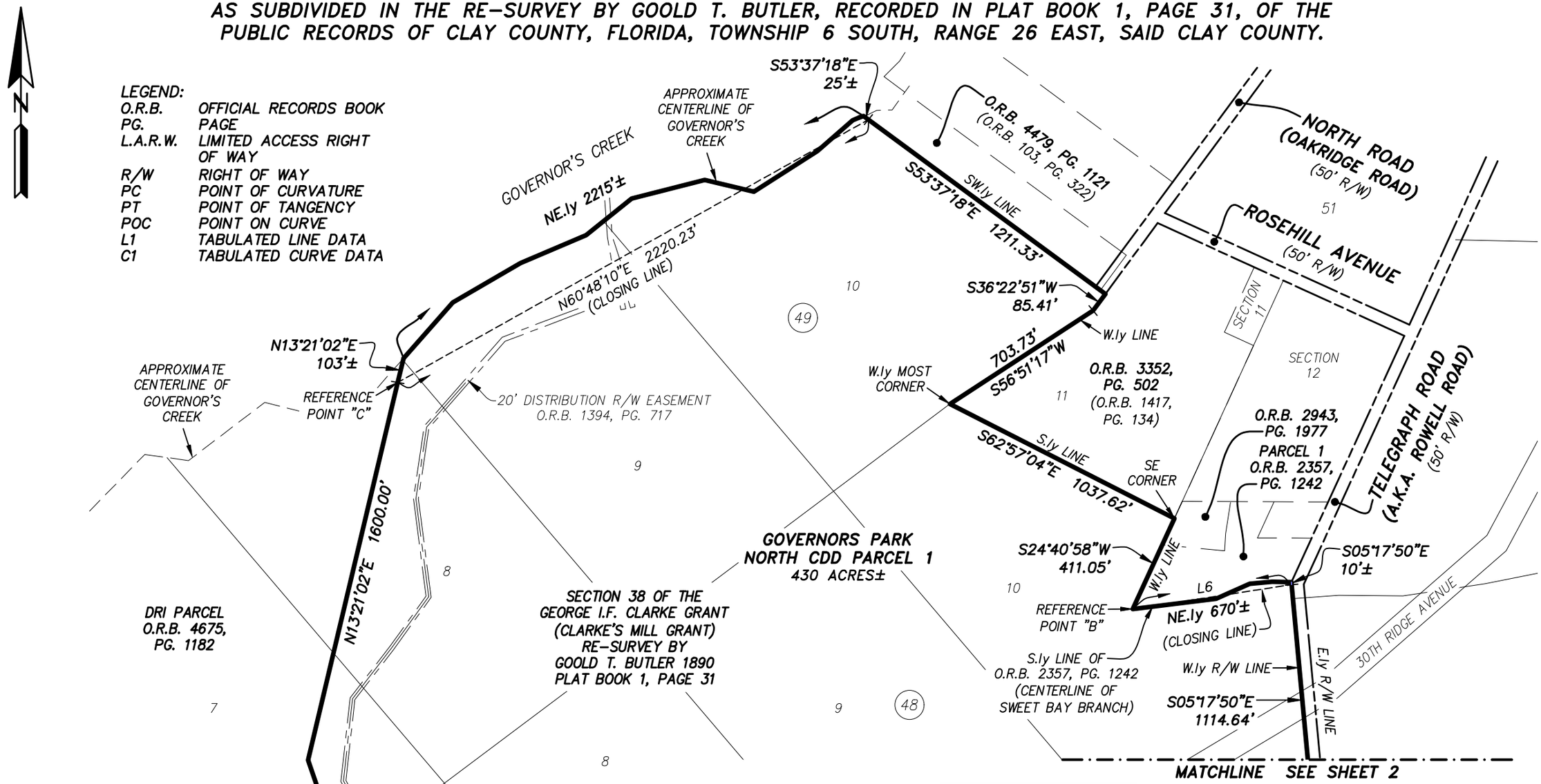

LINE TABLE		
LINE	BEARING	LENGTH
L6	N81°13'18"E	662.16'

SHEET 3 OF 4

SEE SHEET 1 FOR GENERAL NOTES.

PREPARED BY:
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JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

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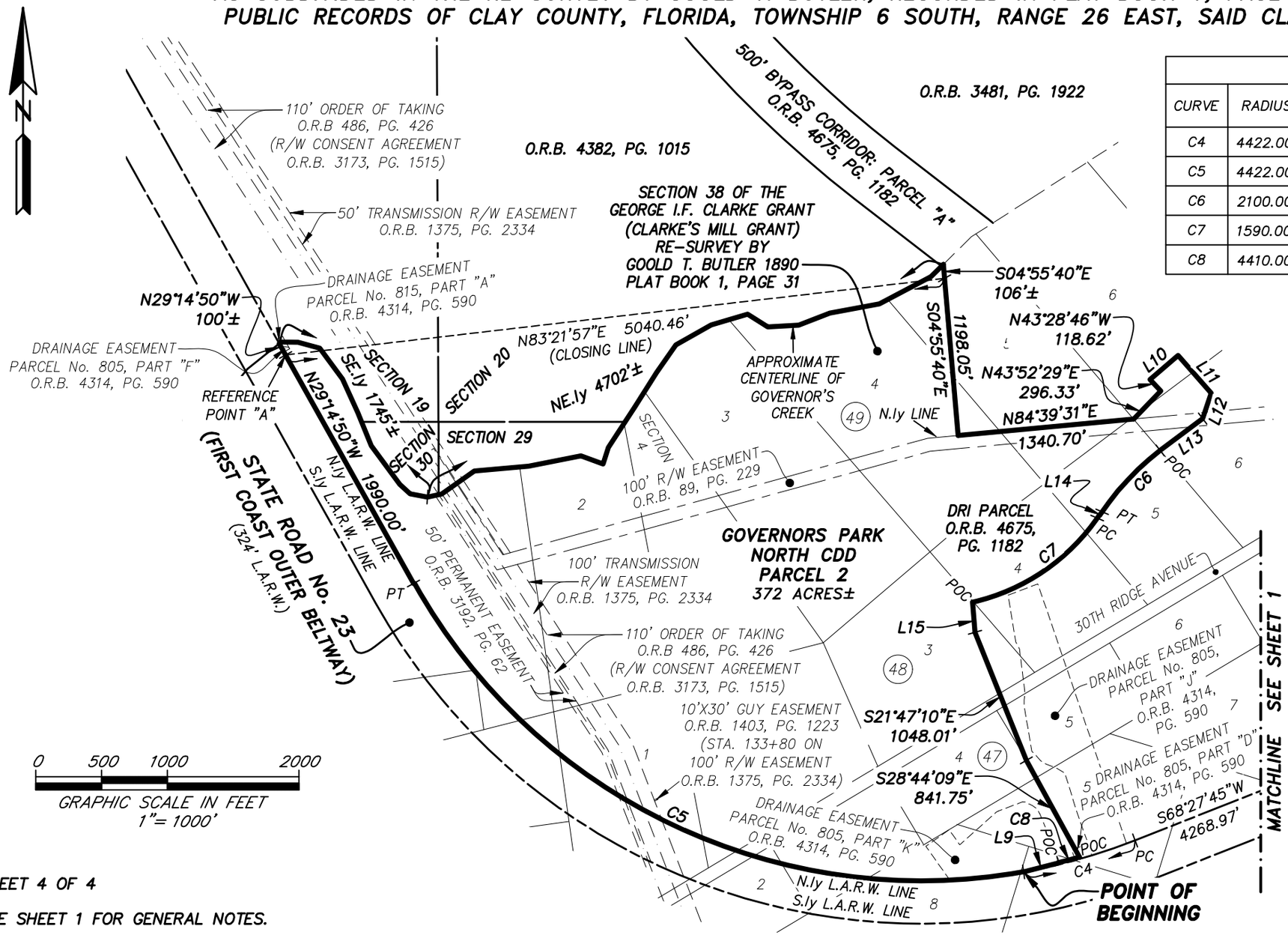

CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C4	4422.00'	11°26'04"	882.49'	S74°10'47"W	881.02'
C5	4422.00'	70°51'21"	5468.55'	N64°40'30"W	5126.68'
C6	2100.00'	18°12'08"	667.15'	S43°02'53"W	664.35'
C7	1590.00'	43°14'13"	1199.85'	S55°33'55"W	1171.59'
C8	4410.00'	2°08'54"	165.36'	S75°15'39"W	165.35'

LINE TABLE		
LINE	BEARING	LENGTH
L9	S75°36'50"W	274.74'
L10	N49°06'50"E	280.03'
L11	S41°21'12"E	381.37'
L12	S18°21'25"W	203.95'
L13	S53°16'37"W	403.17'
L14	S33°56'49"W	10.19'
L15	S04°55'40"E	227.67'

LEGEND:

O.R.B.	OFFICIAL RECORDS BOOK
PG.	PAGE
L.A.R.W.	LIMITED ACCESS RIGHT OF WAY
R/W	RIGHT OF WAY
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
POC	POINT ON CURVE
L1	TABULATED LINE DATA
C1	TABULATED CURVE DATA

SHEET 4 OF 4

SEE SHEET 1 FOR GENERAL NOTES.

PREPARED BY:

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CAD FILE: I:\Survey\RMAproj\Gustafsons\Sketches\Governors Park North CDD Rev3.dwg

DRAWN BY: BAC ORDER NO.: 24-694.00 FILE NO.: 130G-36.00A

3

Work Order No. 24-694.02
File No. 130G-36.02A

Commercial Area

A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), Township 6 South, Range 26 East, Clay County, Florida, as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of said county, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence South 65°19'52" West, along said Northerly limited access right of way line, 423.41 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; thence Southwesterly, continuing along said Northerly limited access right of way line and along the arc of said curve, through a central angle of 02°59'49", an arc length of 2083.81 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 66°49'46" West, 2083.57 feet; thence South 70°41'19" West, departing said Northerly limited access right of way line, 89.92 feet; thence South 70°45'12" West, 210.10 feet; thence South 68°27'45" West, 341.88 feet to the point of curvature of a curve concave Northerly having a radius of 3876.00 feet; thence Westerly along the arc of said curve, through a central angle of 15°51'22", an arc length of 1072.66 feet to the Point of Beginning, said arc being subtended by a chord bearing and distance of South 76°23'27" West, 1069.24 feet.

From said Point of Beginning, thence Westerly along the arc of a curve concave Northerly having a radius of 3876.00 feet, through a central angle of 00°44'27", an arc length of 50.11 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 84°41'21" West, 50.11 feet; thence South 85°03'35" West, 388.78 feet to the point of curvature of a curve concave Southerly having a radius of 2324.00 feet; thence Westerly along the arc of said curve, through a central angle of 02°57'16", an arc length of 119.83 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 83°34'57" West, 119.82 feet; thence North 85°29'26" West, along a non-tangent line, 42.62 feet; thence North 86°00'28" West, 10.97 feet to a point on a non-tangent curve concave Southerly having a radius of 2336.00 feet; thence Westerly along the arc of said curve, through a central angle of 09°23'28", an arc length of 382.89 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 76°07'32" West, 382.46 feet; thence North 64°38'11" West, along a non-tangent line, 96.84 feet; thence North 19°38'11" West, 425.84 feet; thence South 70°21'49" West, 155.00 feet; thence South 19°38'11" East, 272.50 feet; thence South 70°21'49" West, 5.75 feet; thence South 19°38'11" East, 15.00 feet; thence North 70°21'49" East, 5.75 feet; thence South 19°38'11" East, 138.34 feet; thence South 25°21'49" West, 103.26 feet; thence South 47°36'49" West, 306.47 feet; thence South 47°43'28" West, 535.37 feet to a point on a non-tangent curve concave Northwesterly having a radius of 2326.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 15°44'20", an arc length of 638.95 feet to a point of compound curvature,

Commercial Area (continued)

said arc being subtended by a chord bearing and distance of South 60°48’28” West, 636.94 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 4410.00 feet, through a central angle of 05°30’34”, an arc length of 424.07 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 71°25’55” West, 423.90 feet; thence North 28°44’09” West, along a non-tangent line, 841.75 feet; thence North 21°47’10” West, 1048.01 feet; thence North 04°55’40” West, 227.67 feet to a point on a non-tangent curve concave Northwesterly having a radius of 1590.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 43°14’13”, an arc length of 1199.85 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 55°33’55” East, 1171.59 feet; thence North 33°56’49” East, 10.19 feet to the point of curvature of a curve concave Southeasterly having a radius of 2100.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 18°12’08”, an arc length of 667.15 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 43°02’53” East, 664.35 feet; thence North 53°16’37” East, 403.17 feet; thence North 18°21’25” East, 203.95 feet; thence North 41°21’12” West, 381.37 feet; thence South 49°06’50” West, 280.03 feet; thence South 43°28’46” East, 118.62 feet; thence South 43°52’29” West, 296.33 feet; thence South 84°39’31” West, 1340.70 feet; thence North 04°55’40” West, 1198.05 feet to a point hereinafter referred to as Reference Point “D”; thence continue North 04°55’40” West, 106 feet, more or less, to its intersection with the centerline of Governor’s Creek; thence Northeasterly along said centerline, 3572 feet, more or less; thence South 13°21’02” West, departing said centerline, 102 feet, more or less, to a point hereinafter referred to as Reference Point “C” which bears North 57°39’39” East, 3357.37 feet from said Reference Point “D”; thence continue South 13°21’02” West, 1600.00 feet; thence South 18°58’40” East, 2278.07 feet; thence South 31°17’17” East, 1213.37 feet; thence South 07°47’44” East, 195.70 feet to the Point of Beginning.

Containing 285 acres, more or less.

SKETCH TO ACCOMPANY DESCRIPTION OF

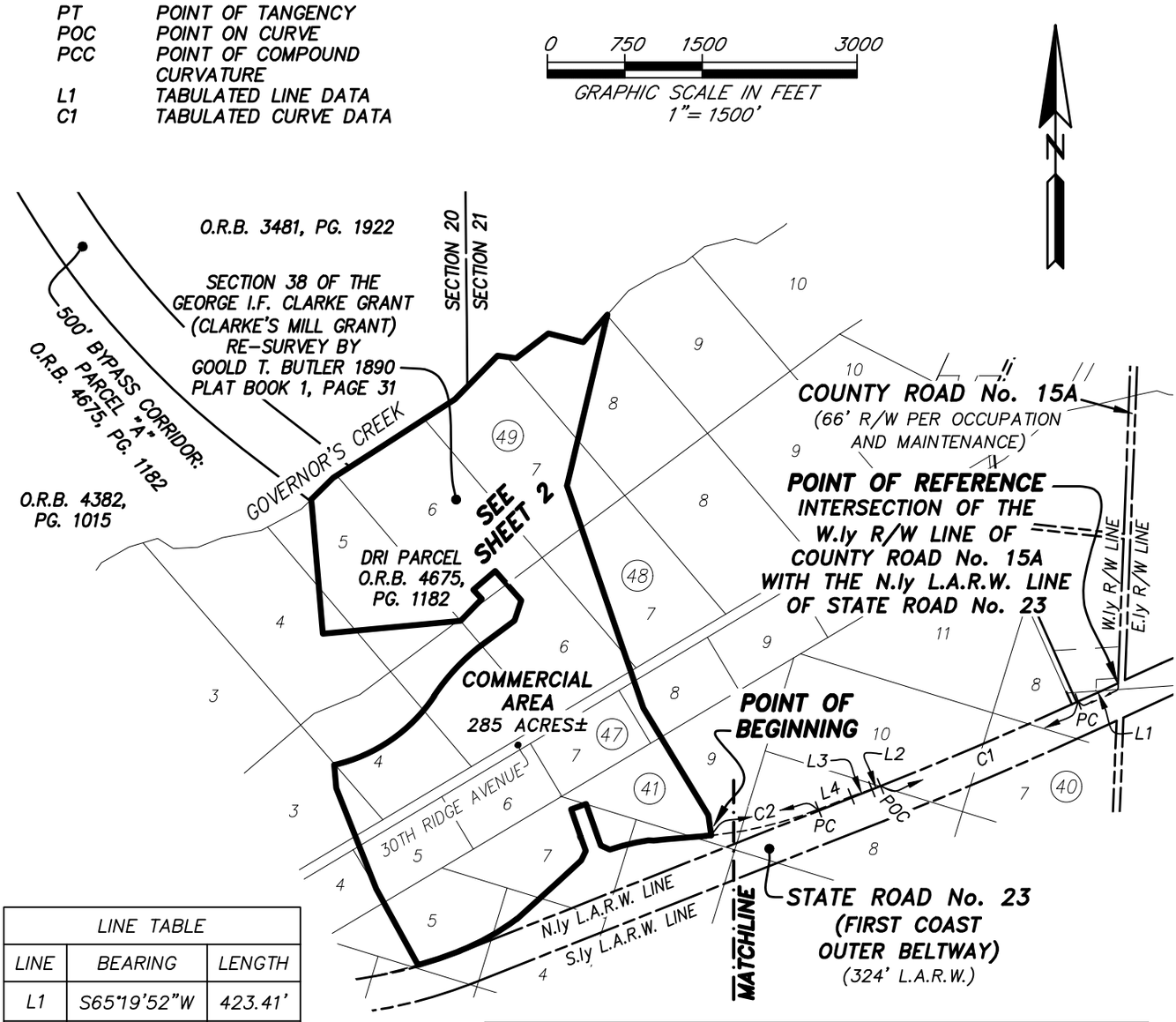
A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT (CLARKE'S MILL GRANT), TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, AS SUBDIVIDED IN THE RE-SURVEY BY GOOLD T. BUTLER, RECORDED IN PLAT BOOK 1, PAGE 31, OF THE PUBLIC RECORDS OF SAID COUNTY, BEING MORE PARTICULARLY DESCRIBED IN SEPARATE ATTACHMENT.

LEGEND:

O.R.B.	OFFICIAL RECORDS BOOK
PG.	PAGE
L.A.R.W.	LIMITED ACCESS RIGHT OF WAY
R/W	RIGHT OF WAY
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
POC	POINT ON CURVE
PCC	POINT OF COMPOUND CURVATURE
L1	TABULATED LINE DATA
C1	TABULATED CURVE DATA

0 750 1500 3000

GRAPHIC SCALE IN FEET
1"= 1500'



LINE TABLE		
LINE	BEARING	LENGTH
L1	S65°19'52"W	423.41'
L2	S70°41'19"W	89.92'
L3	S70°45'12"W	210.10'
L4	S68°27'45"W	341.88'

CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C1	39838.00'	2°59'49"	2083.81'	S66°49'46"W	2083.57'
C2	3876.00'	15°51'22"	1072.66'	S76°23'27"W	1069.24'

GENERAL NOTES:

1) THIS IS NOT A SURVEY.
2) BEARINGS BASED ON THE NORTHEASTERLY LIMITED ACCESS RIGHT OF WAY LINE OF STATE ROAD No. 23 AS BEING SOUTH 65°19'52" WEST.

SHEET 1 OF 3

THIS ITEM HAS BEEN ELECTRONICALLY SIGNED AND SEALED USING A DIGITAL SIGNATURE. PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

ETM SURVEYING & MAPPING

Trusted Advisors, Creating Community.

14775 Old St. Augustine Rd.
Jacksonville, Florida 32258
(904) 642-8550
www.etminc.com
Certificate of Authorization No: LB 3624

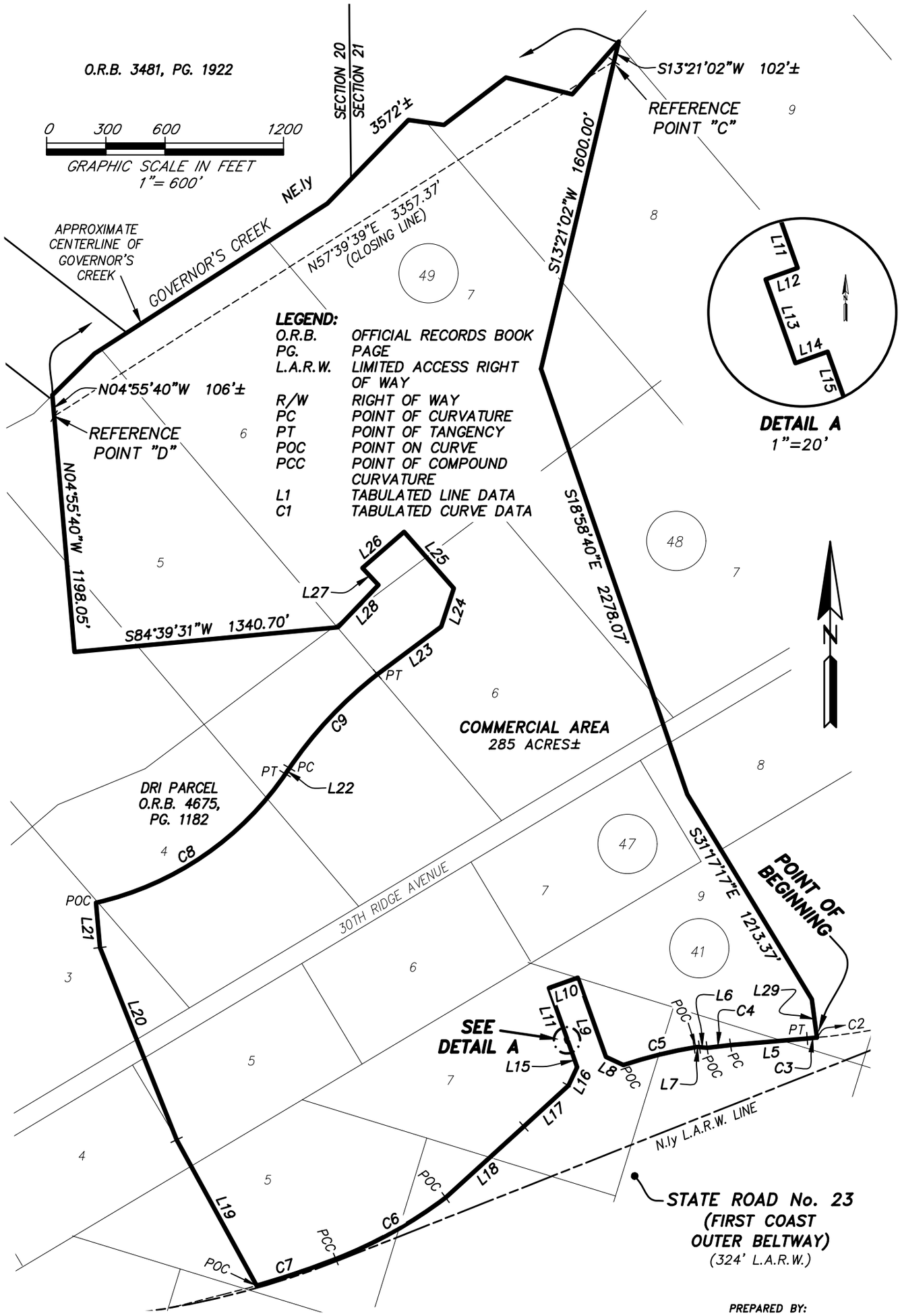
SCALE: 1"=1500'

DATE: JANUARY 23, 2025

G. C. COLYER III
PROFESSIONAL SURVEYOR AND MAPPER
STATE of FLORIDA LS No. 6963

ORDER NO.: 24-694.02 FILE NO.: 130G-36.02A DRAWN BY: DMS CAD FILE: I:\Survey\RMAproj\Gustafsons\Sketches\Governors Park Commercial Area.dwg

A PORTION OF SECTION 38 OF THE GEORGE I.F. CLARKE GRANT (CLARKE'S MILL GRANT), TOWNSHIP 6 SOUTH, RANGE 26 EAST, CLAY COUNTY, FLORIDA, AS SUBDIVIDED IN THE RE-SURVEY BY GOOLD T. BUTLER, RECORDED IN PLAT BOOK 1, PAGE 31, OF THE PUBLIC RECORDS OF SAID COUNTY,



SHEET 2 OF 3
SEE SHEET 1 FOR GENERAL NOTES.
SEE SHEET 3 FOR LINE AND CURVE TABLES.

PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

ORDER NO.: 24-694.02 FILE NO.: 130G-36.02A DRAWN BY: DMS CAD FILE: I:\Survey\RMAproj\Gustafsons\Sketches\Governors Park Commercial Area.dwg

LINE TABLE		
LINE	BEARING	LENGTH
L5	S85°03'35"W	388.78'
L6	N85°29'26"W	42.62'
L7	N86°00'28"W	10.97'
L8	N64°38'11"W	96.84'
L9	N19°38'11"W	425.84'
L10	S70°21'49"W	155.00'
L11	S19°38'11"E	272.50'
L12	S70°21'49"W	5.75'
L13	S19°38'11"E	15.00'
L14	N70°21'49"E	5.75'
L15	S19°38'11"E	138.34'
L16	S25°21'49"W	103.26'
L17	S47°36'49"W	306.47'

LINE TABLE		
LINE	BEARING	LENGTH
L18	S47°43'28"W	535.37'
L19	N28°44'09"W	841.75'
L20	N21°47'10"W	1048.01'
L21	N04°55'40"W	227.67'
L22	N33°56'49"E	10.19'
L23	N53°16'37"E	403.17'
L24	N18°21'25"E	203.95'
L25	N41°21'12"W	381.37'
L26	S49°06'50"W	280.03'
L27	S43°28'46"E	118.62'
L28	S43°52'29"W	296.33'
L29	S07°47'44"E	195.70'

CURVE TABLE					
CURVE	RADIUS	CENTRAL ANGLE	ARC LENGTH	CHORD BEARING	CHORD DISTANCE
C1	39838.00'	2°59'49"	2083.81'	S66°49'46"W	2083.57'
C2	3876.00'	15°51'22"	1072.66'	S76°23'27"W	1069.24'
C3	3876.00'	0°44'27"	50.11'	S84°41'21"W	50.11'
C4	2324.00'	2°57'16"	119.83'	S83°34'57"W	119.82'
C5	2336.00'	9°23'28"	382.89'	S76°07'32"W	382.46'
C6	2326.00'	15°44'20"	638.95'	S60°48'28"W	636.94'
C7	4410.00'	5°30'34"	424.07'	S71°25'55"W	423.90'
C8	1590.00'	43°14'13"	1199.85'	N55°33'55"E	1171.59'
C9	2100.00'	18°12'08"	667.15'	N43°02'53"E	664.35'

SHEET 3 OF 3
SEE SHEET 1 FOR GENERAL NOTES.

PREPARED BY:
ETM SURVEYING & MAPPING, INC.
14775 OLD ST. AUGUSTINE ROAD
JACKSONVILLE, FL 32258 (904) 642-8550
CERTIFICATE OF AUTHORIZATION NO. LB 3624

4

Consent and Joinder of Landowner
to the Establishment of a Community Development District

The undersigned is the owner of certain lands more fully described in **Exhibit A** attached hereto and made a part hereof ("**Property**").

As an owner of lands that are intended to constitute all or a part of the Community Development District, the undersigned understands and acknowledges that pursuant to the provisions of Section 190.005, *Florida Statutes*, Petitioner is required to include the written consent to the establishment of the Community Development District of one hundred percent (100%) of the owners of the lands to be included within the Community Development District.

The undersigned hereby consents to the establishment of a Community Development District that will include the Property within the lands to be a part of the Community Development District and agrees to further execute any documentation necessary or convenient to evidence this consent and joinder during the application process for the establishment of the Community Development District.

The undersigned acknowledges that the consent will remain in full force and effect until the Community Development District is established or three years from the date hereof, whichever shall first occur. The undersigned further agrees that, in the event all or any portion of the Property is sold before the Community Development District is established, it will provide to the next purchaser or successor in interest of all or any portion of the Property a copy of this consent form and obtain, if requested by Petitioner, a consent to the establishment of the Community Development District in substantially this form.

The undersigned hereby represents and warrants that it has taken all actions and obtained all consents necessary to duly authorize the execution of this consent and joinder by the officer executing this instrument.

[signatures on following page]

Executed this 11th day of February 2025.

Witnessed:

Print Name: Nicholas Ballas

Print Name: Jess Monegro

Print Name: Nicholas Ballas

Print Name: Jess Monegro

GOVERNORS PARK PROPERTY HOLDINGS, LLC, a Delaware limited liability company

By:
Printed Name: Steven A. Russell
Title: Vice President

By:
Printed Name: Marc Porosoff
Title: Vice President and Secretary

STATE OF Connecticut
COUNTY OF Fairfield

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 11th day of February 2025, by Steven A. Russell, as VP of Governors Park Property Holdings, LLC, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

Margaret Ficano
NOTARY PUBLIC, STATE OF ~~FLORIDA~~ Connecticut

Name:_____
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

MARGARET FICANO
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

STATE OF Connecticut
COUNTY OF Fairfield

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 1st day of February 2025, by Marc Porosoff, as VP & Secretary of Governors Park Property Holdings, LLC, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

Margaret Ficano
NOTARY PUBLIC, STATE ~~OF FLORIDA~~ Connecticut

Name:_____
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

MARGARET FICANO
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

EXHIBIT A

Revised January 22, 2025
January 8, 2025 Work Order No. 24-694.00
 File No. 130G-36.00A

Governors Park North CDD

Parcel 1

A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence South 65°19'52" West, along said Northerly limited access right of way line, 149.77 feet to the Point of Beginning.

From said Point of Beginning, thence continue South 65°19'52" West, along said Northerly limited access right of way line of State Road No. 23, a distance of 273.64 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; thence Southwesterly, continuing along said Northerly limited access right of way line and along the arc of said curve, through a central angle of 02°59'49", an arc length of 2083.81 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 66°49'46" West, 2083.57 feet; thence South 70°41'19" West, departing said Northerly limited access right of way line, 89.92 feet; thence South 70°45'12" West, 210.10 feet; thence South 68°27'45" West, 341.88 feet to the point of curvature of a curve concave Northerly having a radius of 3876.00 feet; thence Westerly along the arc of said curve, through a central angle of 15°51'22", an arc length of 1072.66 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 76°23'27" West, 1069.24 feet; thence North 07°47'44" West, along a non-tangent line, 195.70 feet; thence North 31°17'17" West, 1213.37 feet; thence North 18°58'40" West, 2278.07 feet; thence North 13°21'02" East, 1600.00 feet to a point hereinafter referred to as Reference Point "C"; thence continue North 13°21'02" East, 103 feet, more or less, to its intersection with the centerline of Governor's Creek; thence Northeasterly along said centerline, 2215 feet, more or less, to a point lying on the Southwesterly line of those lands described and recorded in Official Records Book 103, page 322, of said Public Records; thence South 53°37'18" East, departing said centerline and along said Southwesterly line, 25 feet, more or less, to a point which bears North 60°48'10" East, 2220.23 feet from said Reference Point "C"; thence continue South 53°37'18" East, along said Southwesterly line, 1211.33 feet to a point lying on the Westerly line of those lands described and recorded in Official Records Book 1417, page 134, of said Public Records; thence South 36°22'51" West, departing said Southwesterly line and along said Westerly line, 85.41 feet; thence South 56°51'17" West, continuing along said Westerly line, 703.73 feet to the Westerly most corner of said Official Records Book 1417, page 134; thence South 62°57'04" East, along the Southerly line of said Official Records Book 1417, page 134, a distance of 1037.62 feet to the Southeast corner of said Official Records Book 1417, page 134, said corner lying on the Westerly

Governors Park North CDD (continued)

line of those lands described and recorded in Official Records Book 2357, page 1242, of said Public Records; thence South 24°40’58” West, along said Westerly line, 411.05 feet to a point in the centerline of Sweet Bay Branch, said point hereinafter referred to as Reference Point “B”; thence Northeasterly, along the meanderings of said centerline, said line also being the Southerly line of said Official Records Book 2357, page 1242, a distance of 670 feet, more or less, to a point lying on the Westerly right of way line of Telegraph Road (also known as Rowell Road), a 50 foot right of way as presently established; thence Southeasterly along said Westerly right of way line the following 5 courses: Course 1, thence South 05°17’50” East, departing said centerline and said Southerly line, 10 feet, more or less, to a point which bears North 81°13’18” East, 662.16 feet from said Reference Point “B”; Course 2, thence continue South 05°17’50” East, 1114.64 feet; Course 3, thence South 16°59’18” East, 245.56 feet; Course 4, thence South 24°53’14” East, 223.88 feet; Course 5, thence South 23°54’49” East, 1281.90 feet to a point lying on the Westerly prolongation of the Southerly line of those lands described and recorded in Official Records Book 2295, page 1295, of said Public Records; thence North 86°39’39” East, departing said Westerly right of way line, along said Westerly prolongation and along said Southerly line, 364.40 feet to the Point of Beginning.

Containing 430 acres, more or less.

Parcel 2
A portion of Section 38 of the George I.F. Clarke Grant (Clarke’s Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence Westerly along said Northerly limited access right of way line the following 4 courses: Course 1, thence South 65°19’52” West, 423.41 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; Course 2, thence Southwesterly along the arc of said curve, through a central angle of 03°07’54”, an arc length of 2177.42 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 66°53’48” West, 2177.15 feet; Course 3, thence South 68°27’45” West, 4268.97 feet to the point of curvature of a curve concave Northerly having a radius of 4422.00 feet; Course 4, thence Westerly along the arc of said curve, through a central angle of 11°26’04”, an arc length of 882.49 feet to the Point of Beginning, said arc being subtended by a chord bearing and distance of South 74°10’47” West, 881.02 feet.

From said Point of Beginning, thence continue along said Northerly limited access right of way line of State Road No. 23 the following 3 courses: Course 1, thence Westerly along the arc of a curve concave Northerly having a radius of 4422.00 feet, through a central angle of 70°51’21”, an

Governors Park North CDD (continued)

arc length of 5468.55 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 64°40’30” West, 5126.68 feet; Course 2, thence North 29°14’50” West, 1990.00 feet to a point hereinafter referred to as Reference Point “A”; Course 3, thence continue North 29°14’50” West, 100 feet, more or less, to its intersection with the centerline of Governor’s Creek; thence Southeasterly, departing said Northerly limited access right of way line and along said centerline, 1745 feet, more or less; thence Northeasterly, continuing along said centerline, 4702 feet, more or less; thence South 04°55’40” East, departing said centerline, 106 feet, more or less, to a point which bears North 83°21’57” East, 5040.46 feet from said Reference Point “A”; thence continue South 04°55’40” East, 1198.05 feet to a point lying on the Northerly line of that certain 100 Foot Right of Way Easement described and recorded in Official Records Book 89, page 229, of said Public Records; thence North 84°39’31” East, along said Northerly line, 1340.70 feet; thence North 43°52’29” East, departing said Northerly line, 296.33 feet; thence North 43°28’46” West, 118.62 feet; thence North 49°06’50” East, 280.03 feet; thence South 41°21’12” East, 381.37 feet; thence South 18°21’25” West, 203.95 feet; thence South 53°16’37” West, 403.17 feet to a point on a non-tangent curve concave Southeasterly having a radius of 2100.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 18°12’08”, an arc length of 667.15 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 43°02’53” West, 664.35 feet; thence South 33°56’49” West, 10.19 feet to the point of curvature of a curve concave Northwesterly having a radius of 1590.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 43°14’13”, an arc length of 1199.85 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 55°33’55” West, 1171.59 feet; thence South 04°55’40” East, 227.67 feet; thence South 21°47’10” East, 1048.01 feet; thence South 28°44’09” East, 841.75 feet to a point on a non-tangent curve concave Northerly having a radius of 4410.00 feet; thence Westerly along the arc of said curve, through a central angle of 02°08’54”, an arc length of 165.36 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 75°15’39” West, 165.35 feet; thence South 75°36’50” West, along a non-tangent line, 274.74 feet to the Point of Beginning.

Containing 372 acres, more or less.

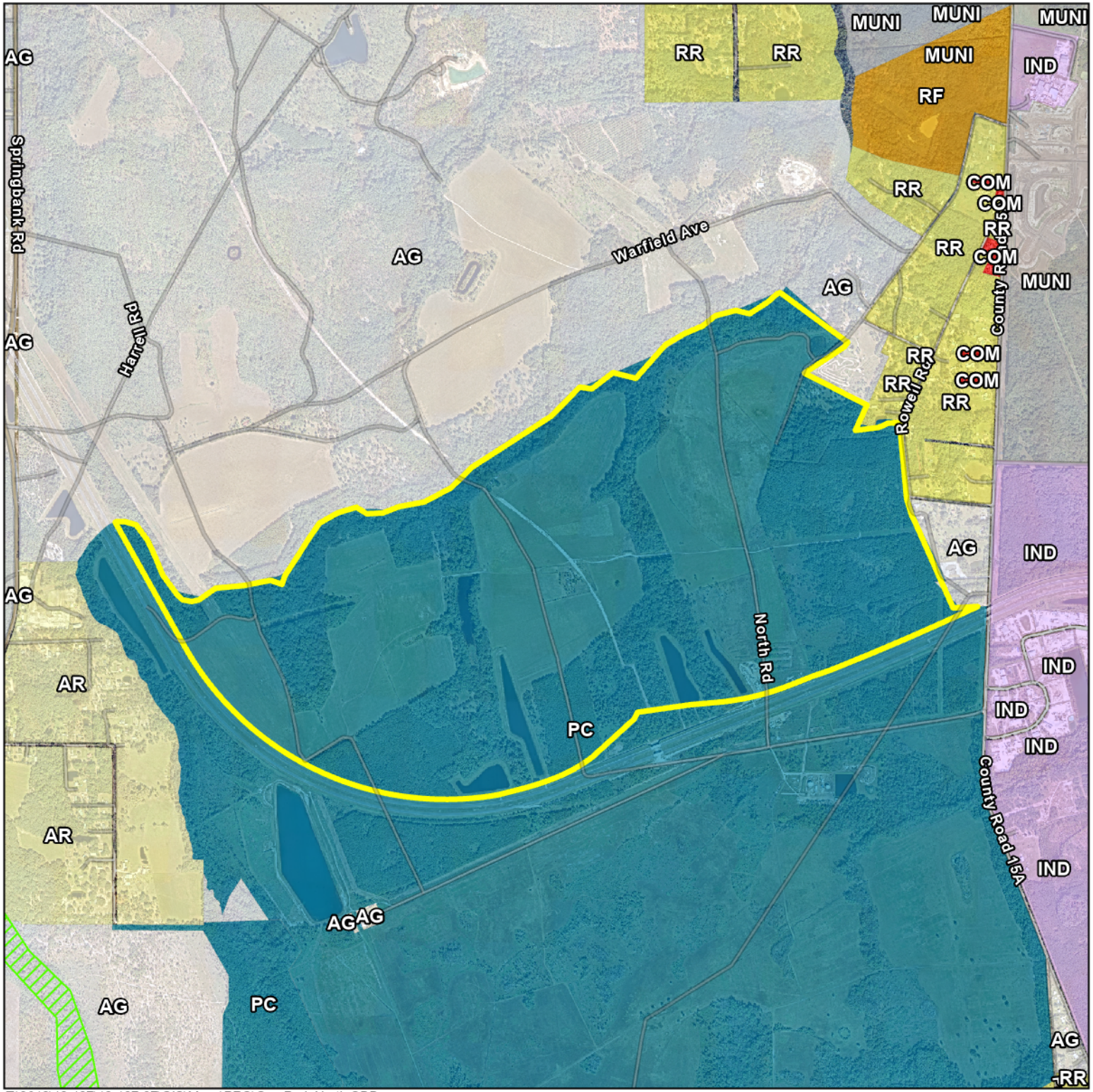
5

Governors Park North Community Development District

Future Land Use

Source: ETM, Clay County

- Subject Property
- Clay County Conservation Overlay
- AR: AGRICULTURE/RESIDENTIAL
- RR: RURAL RESIDENTIAL
- RF: RURAL FRINGE
- COM: COMMERCIAL
- IND: INDUSTRIAL
- PC: PLANNED COMMUNITY
- MUNI: MUNICIPAL
- AG: AGRICULTURE



N
W E
S

0 2,000 4,000

Feet

DISCLAIMER: INFORMATION ON THIS MAP IS SUBJECT TO CONTINUOUS MODIFICATION AND UPDATING. ENGLAND-THIMS & MILLER, INC. (ETM) OFFERS NO WARRANTY EITHER EXPRESSED OR IMPLIED OF THE CONTENT, ACCURACY, OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE INFORMATION INCLUDED HEREON. LIKEWISE, ETM SHALL NOT BE RESPONSIBLE IN ANY WAY FOR ACCURACY OR COMPLETENESS OF THE INFORMATION CONTAINED HEREON. NOT AUTHORIZED FOR DISTRIBUTION OR REPRODUCTION IN ANY FORM.

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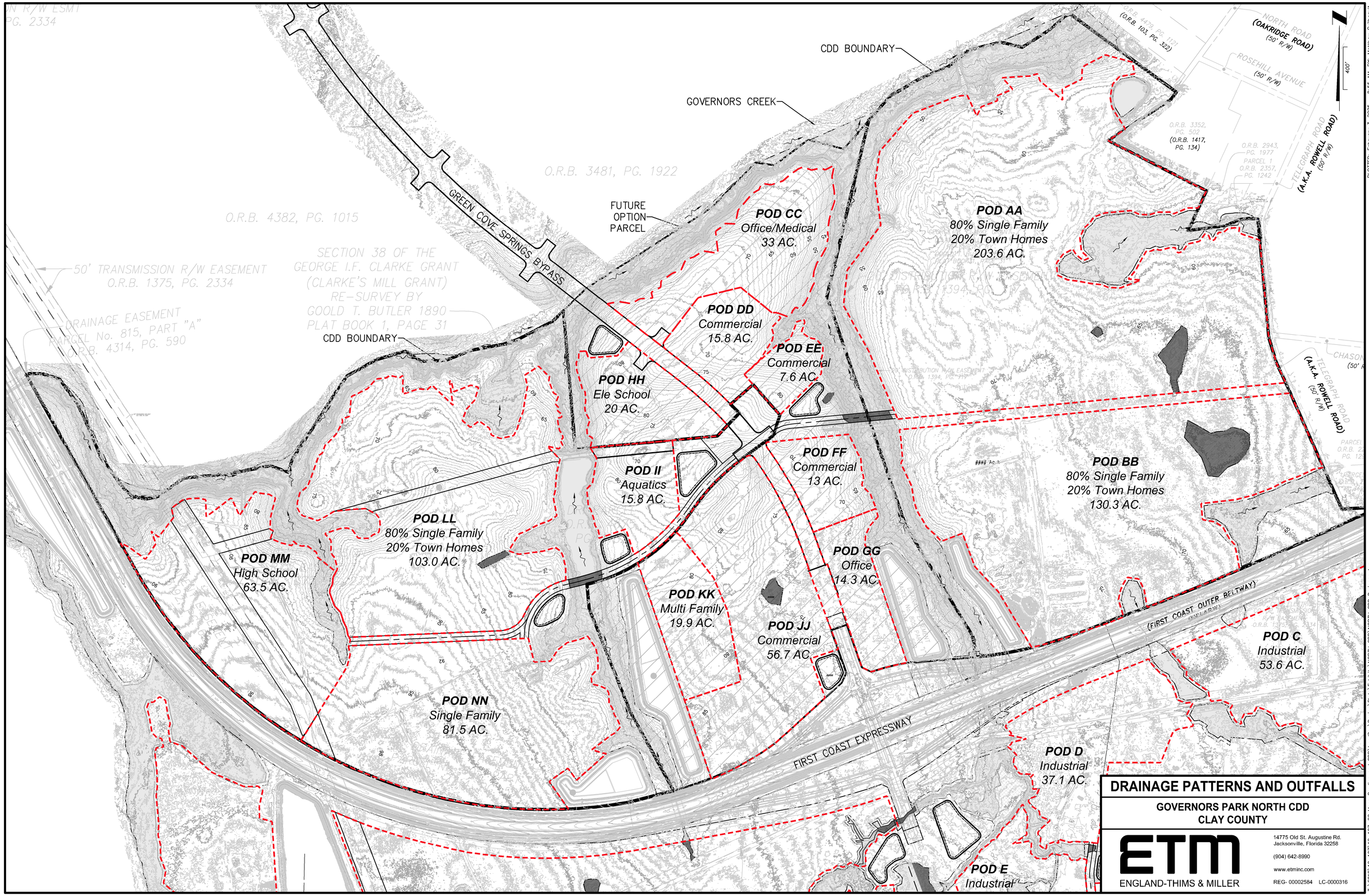
Date: 2/3/2025

6



DRAINAGE PATTERNS AND OUTFALLS

GOVERNORS PARK NORTH CDD
CLAY COUNTY

ETM
ENGLAND-THIMS & MILLER
14775 Old St. Augustine Rd.
Jacksonville, Florida 32258
(904) 642-8990
www.etminc.com
REG- 00002584 LC-0000316

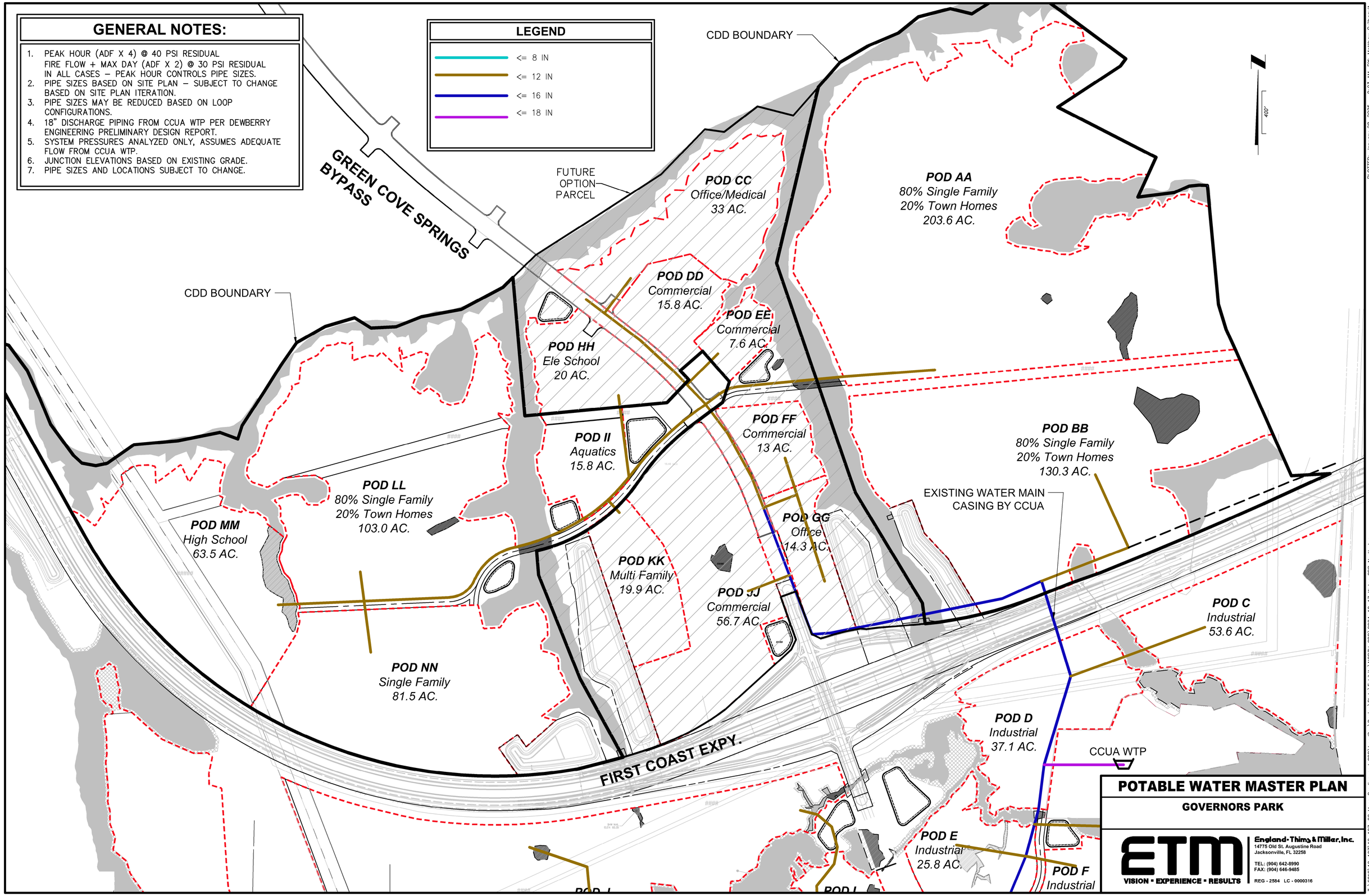
PLOTTED: February 3, 2025 – 8:55 AM, BY: Matthew Guilbeault
T:\2018\18-127\18-127-22 Mass Grading and CDD\LandDev\Design\Plots\Exhibits\NORTH CDD\NORTH CDD Drainage.dwg

GENERAL NOTES:

1. PEAK HOUR (ADF X 4) @ 40 PSI RESIDUAL
   FIRE FLOW + MAX DAY (ADF X 2) @ 30 PSI RESIDUAL
   IN ALL CASES – PEAK HOUR CONTROLS PIPE SIZES.
2. PIPE SIZES BASED ON SITE PLAN – SUBJECT TO CHANGE BASED ON SITE PLAN ITERATION.
3. PIPE SIZES MAY BE REDUCED BASED ON LOOP CONFIGURATIONS.
4. 18" DISCHARGE PIPING FROM CCUA WTP PER DEWBERRY ENGINEERING PRELIMINARY DESIGN REPORT.
5. SYSTEM PRESSURES ANALYZED ONLY, ASSUMES ADEQUATE FLOW FROM CCUA WTP.
6. JUNCTION ELEVATIONS BASED ON EXISTING GRADE.
7. PIPE SIZES AND LOCATIONS SUBJECT TO CHANGE.

LEGEND

- <= 8 IN
- <= 12 IN
- <= 16 IN
- <= 18 IN



POTABLE WATER MASTER PLAN

GOVERNORS PARK

ETM
VISION • EXPERIENCE • RESULTS
England-Thims & Miller, Inc.
14775 Old St. Augustine Road
Jacksonville, FL 32258
TEL: (904) 642-8990
FAX: (904) 646-9485
REG - 2584 LC - 0000316

PLOTTED: January 28, 2025 – 9:03 AM, BY: Matthew Guilbeault
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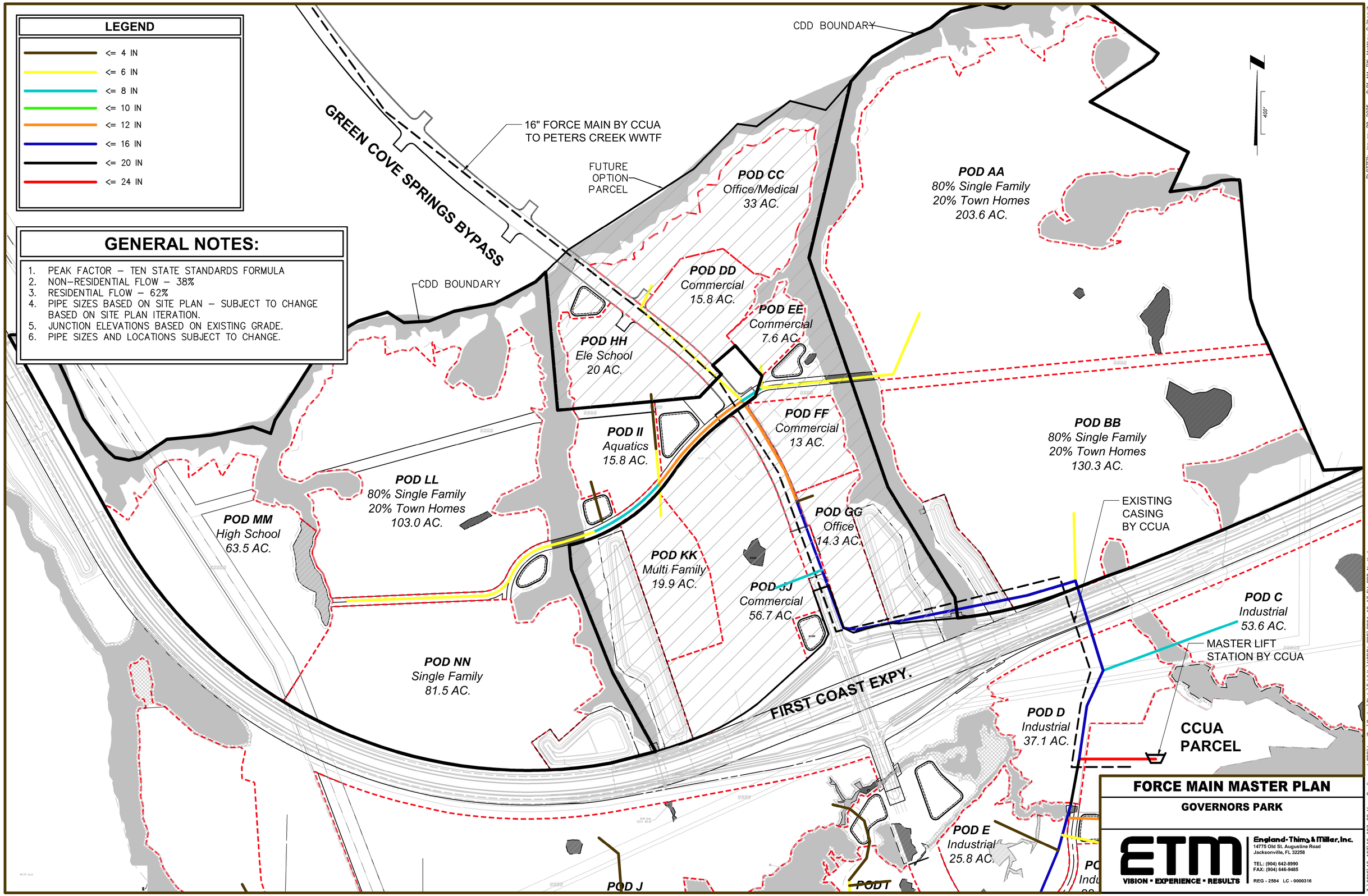
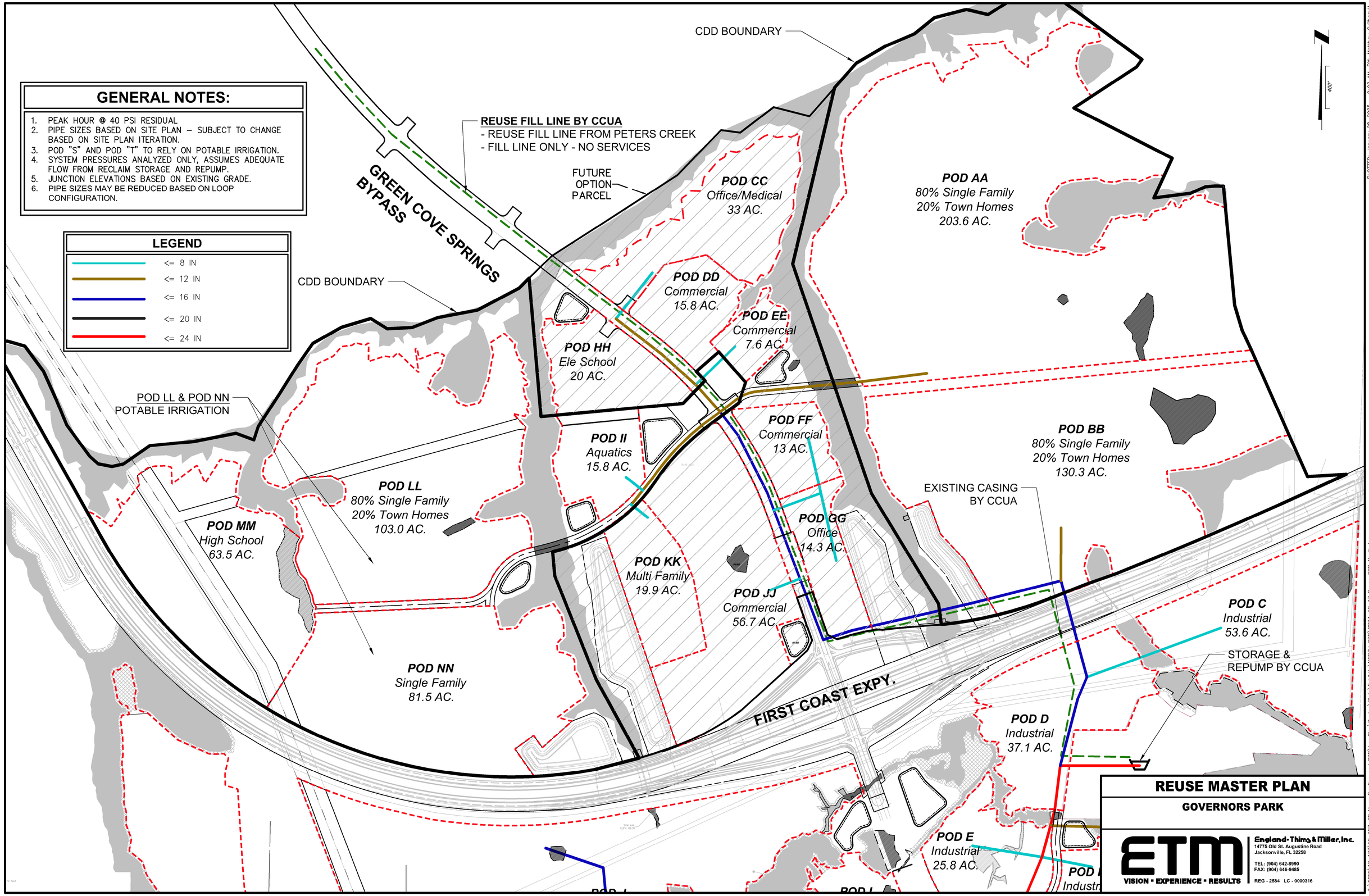

LEGEND
<= 4 IN
<= 6 IN
<= 8 IN
<= 10 IN
<= 12 IN
<= 16 IN
<= 20 IN
<= 24 IN
GENERAL NOTES:
1. PEAK FACTOR – TEN STATE STANDARDS FORMULA
2. NON-RESIDENTIAL FLOW – 38%
3. RESIDENTIAL FLOW – 62%
4. PIPE SIZES BASED ON SITE PLAN – SUBJECT TO CHANGE BASED ON SITE PLAN ITERATION.
5. JUNCTION ELEVATIONS BASED ON EXISTING GRADE.
6. PIPE SIZES AND LOCATIONS SUBJECT TO CHANGE.
GREEN COVE SPRINGS BYPASS
16" FORCE MAIN BY CCUA TO PETERS CREEK WWTF
FUTURE OPTION PARCEL
CDD BOUNDARY
CDD BOUNDARY
POD CC
Office/Medical
33 AC.
POD AA
80% Single Family
20% Town Homes
203.6 AC.
POD DD
Commercial
15.8 AC.
POD EE
Commercial
7.6 AC.
POD HH
Ele School
20 AC.
POD FF
Commercial
13 AC.
POD II
Aquatics
15.8 AC.
POD BB
80% Single Family
20% Town Homes
130.3 AC.
POD LL
80% Single Family
20% Town Homes
103.0 AC.
POD MM
High School
63.5 AC.
POD GG
Office
14.3 AC.
EXISTING CASING BY CCUA
POD KK
Multi Family
19.9 AC.
POD JJ
Commercial
56.7 AC.
POD C
Industrial
53.6 AC.
MASTER LIFT STATION BY CCUA
POD NN
Single Family
81.5 AC.
FIRST COAST EXPY.
POD D
Industrial
37.1 AC.
CCUA PARCEL
POD E
Industrial
25.8 AC.
POD J
POD T
400'
FORCE MAIN MASTER PLAN
GOVERNORS PARK
ETM
VISION • EXPERIENCE • RESULTS
England-Thims & Miller, Inc.
14775 Old St. Augustine Road
Jacksonville, FL 32258
TEL: (904) 642-8990
FAX: (904) 646-9485
REG - 2584 LC - 0000316
PLOTTED: January 28, 2025 – 9:01 AM, BY: Matthew Guilbeault
T:\2018\18-127\18-127-22 Mass Grading and CDD\LandDev\Design\Plots\Exhibits\NORTH CDD\2024-12-17 FM CDD North.dwg

GENERAL NOTES:

1. PEAK HOUR @ 40 PSI RESIDUAL
2. PIPE SIZES BASED ON SITE PLAN – SUBJECT TO CHANGE BASED ON SITE PLAN ITERATION.
3. POD "S" AND POD "T" TO RELY ON POTABLE IRRIGATION.
4. SYSTEM PRESSURES ANALYZED ONLY, ASSUMES ADEQUATE FLOW FROM RECLAIM STORAGE AND REPUMP.
5. JUNCTION ELEVATIONS BASED ON EXISTING GRADE.
6. PIPE SIZES MAY BE REDUCED BASED ON LOOP CONFIGURATION.

LEGEND

- <= 8 IN
- <= 12 IN
- <= 16 IN
- <= 20 IN
- <= 24 IN



REUSE MASTER PLAN

GOVERNORS PARK

ETM
VISION • EXPERIENCE • RESULTS
England-Thims & Miller, Inc.
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Jacksonville, FL 32258
TEL: (904) 642-8990
FAX: (904) 646-9485
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PLOTTED: January 28, 2025 – 9:02 AM, BY: Matthew Guilbeault

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EXHIBIT 7
SUMMARY OF PROPOSED DISTRICT FACILITIES

Description	Construction	Ownership	Capital Financing*	O&M Entity
Stormwater Management Facilities	District	District	District Bonds	District/County
Potable Water System	District	CCUA	District Bonds	CCUA
Reclaimed Water System	District	CCUA	District Bonds	CCUA
Sanitary Sewer System	District	CCUA	District Bonds	CCUA
Onsite Roadways	District	District	District Bonds	District
Offsite Roadways	District	County/State	District Bonds	District/County/State
Undergrounding of Electric	District	CEC	District Bonds	CEC
Common Area Landscape, Hardscape, Aquatics Complex, Irrigation, Site Amenities **	District	District	District Bonds	District

* Developer may contribute toward development costs
** Common area includes parks, open space, conservation area, buffers, etc.

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EXHIBIT 8
ESTIMATED CONSTRUCTION COSTS

CATEGORY	COST
Stormwater System	$22,952,400
Utility Improvements*	$41,776,700
Sewage Pump Stations	$3,300,000
Hardscape/ Landscape/Irrigation/Fencing/Entry Feature	$5,000,000
Undergrounding of Electrical Conduit	$1,105,000
Amenity Center and Aquatics Center	$40,000,000
On-Site Roadways	$19,833,800
Collector Road	$5,000,000
Off-Site Improvements**	$110,510,000
Wetland Mitigation	$3,000,000
Contingency	$58,069,900
Professional Fees	$37,871,700
Total	**$348,419,500**

*Utility Improvements include potable water, sewer, reclaimed water transmission, and drainage collection

**Off-Site Improvements include roadway improvements, utilities, undergrounding of electrical conduit, hardscape, landscape, irrigation, fencing, and signage

9

GOVERNORS PARK NORTH
COMMUNITY DEVELOPMENT DISTRICT

Statement
of
Estimated Regulatory Costs

January 31, 2025

Provided by

Wrathell, Hunt and Associates, LLC
2300 Glades Road, Suite 410W
Boca Raton, FL 33431
Phone: 561-571-0010
Fax: 561-571-0013
Website: www.whhassociates.com

STATEMENT OF ESTIMATED REGULATORY COSTS

1.0 Introduction

1.1 Purpose and Scope

This Statement of Estimated Regulatory Costs ("SERC") supports the petition to establish the Governors Park North Community Development District ("District") in accordance with the "Uniform Community Development District Act of 1980," Chapter 190, Florida Statutes (the "Act"). The proposed District will comprise approximately 802 +/- acres of land located within Clay County, Florida (the "County") and is projected to contain approximately 1,945 residential dwelling units, which will make up the Governors Park North development ("Project"). The limitations on the scope of this SERC are explicitly set forth in Section 190.002(2)(d), Florida Statutes ("F.S.") (governing the District establishment) as follows:

> "*That the process of establishing such a district pursuant to uniform general law be fair and based only on factors material to managing and financing the service delivery function of the district, so that any matter concerning permitting or planning of the development is not material or relevant* (emphasis added)."

1.2 Overview of the Governors Park North Community Development District

The District is designed to provide public infrastructure, services, and facilities, along with operation and maintenance of the same, to a master planned residential development currently anticipated to contain a total of approximately 1,945 residential dwelling units. Tables 1 and 2 under Section 5.0 detail the improvements and ownership/maintenance responsibilities the proposed District is anticipated to construct, operate and maintain.

A community development district ("CDD") is an independent unit of special purpose local government authorized by the Act to plan, finance, construct, operate and maintain community-wide infrastructure in planned community developments. CDDs provide a "solution to the state's planning, management and financing needs for delivery of capital infrastructure in order to service projected growth without overburdening other governments and their taxpayers." Section 190.002(1)(a), F.S.

A CDD is not a substitute for the local, general purpose government unit, i.e., the city or county in which the CDD lies. A CDD does not have the permitting, zoning or policing powers possessed by general purpose governments. A CDD is an alternative means of financing, constructing, operating and maintaining public infrastructure for developments, such as Governors Park North.

1.3 Requirements for Statement of Estimated Regulatory Costs

Section 120.541(2), F.S., defines the elements a statement of estimated regulatory costs must contain:

(a) An economic analysis showing whether the rule directly or indirectly:
1. Is likely to have an adverse impact on economic growth, private sector job creation or employment, or private sector investment in excess of $1 million in the aggregate within 5 years after the

implementation of the rule;
2. Is likely to have an adverse impact on business competitiveness, including the ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation in excess of $1 million in the aggregate within 5 years after the implementation of the rule; or
3. Is likely to increase regulatory costs, including any transactional costs, in excess of $1 million in the aggregate within 5 years after the implementation of the rule.

(b) A good faith estimate of the number of individuals and entities likely to be required to comply with the rule, together with a general description of the types of individuals likely to be affected by the rule.

(c) A good faith estimate of the cost to the agency, and to any other state and local government entities, of implementing and enforcing the proposed rule, and any anticipated effect on state or local revenues.

(d) A good faith estimate of the transactional costs likely to be incurred by individuals and entities, including local government entities, required to comply with the requirements of the rule. As used in this section, "transactional costs" are direct costs that are readily ascertainable based upon standard business practices, and include filing fees, the cost of obtaining a license, the cost of equipment required to be installed or used or procedures required to be employed in complying with the rule, additional operating costs incurred, the cost of monitoring and reporting, and any other costs necessary to comply with the rule.

(e) An analysis of the impact on small businesses as defined by s. 288.703, and an analysis of the impact on small counties and small cities as defined in s. 120.52. The impact analysis for small businesses must include the basis for the agency's decision not to implement alternatives that would reduce adverse impacts on small businesses. (Clay County, according to Census 2020, has a population of 218,245; therefore, it is not defined as a small county for the purposes of this requirement.)

(f) Any additional information that the agency determines may be useful.

(g) In the statement or revised statement, whichever applies, a description of any regulatory alternatives submitted under paragraph (1)(a) and a statement adopting the alternative or a statement of the reasons for rejecting the alternative in favor of the proposed rule.

Note: the references to "rule" in the statutory requirements for the Statement of Estimated Regulatory Costs also apply to an "ordinance" under section 190.005(2)(a), F.S.

2.0 An economic analysis showing whether the ordinance directly or indirectly:

1. Is likely to have an adverse impact on economic growth, private sector job creation or employment, or private sector investment in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance;

2. Is likely to have an adverse impact on business competitiveness, including the ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance; or

3. Is likely to increase regulatory costs, including any transactional costs, in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance.

The ordinance establishing the District is not anticipated to have any direct or indirect adverse impact on economic growth, private sector job creation or employment, private sector investment, business competitiveness, ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation. Any increases in regulatory costs, principally the anticipated increases in transactional costs as a result of imposition of special assessments by the District will be the direct result of facilities and services provided by the District to the landowners within the District. However, as property ownership in the District is voluntary and all additional costs will be disclosed to prospective buyers prior to sale, such increases should be considered voluntary, self-imposed and offset by benefits received from the infrastructure and services provided by the District.

2.1 Impact on economic growth, private sector job creation or employment, or private sector investment in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance.

The purpose for establishment of the District is to provide public facilities and services to support the development of a new, master planned residential development. The development of the approximately 802 +/- acres anticipated to be within the District will promote local economic activity, create local value, lead to local private sector investment and is likely to result in local private sector employment and/or local job creation.

Establishment of the District will allow a systematic method to plan, fund, implement, operate and maintain, for the benefit of the landowners within the District, various public facilities and services. Such facilities and services, as further described in Section 5, will allow for the development of the land within the District. The provision of District's infrastructure and the subsequent development of land will generate private economic activity, economic growth, investment and employment, and job creation. The District intends to use proceeds of indebtedness to fund construction of public infrastructure, which will be constructed by private firms, and once constructed, is likely to use private firms to operate and maintain such infrastructure and provide services to the landowners and residents of the District. The private developer of the land in the District will use its private funds to conduct the private land development and construction of an anticipated approximately 1,945 residential dwelling units, the construction, sale, and continued use/maintenance of which will involve private firms. While similar economic growth, private sector job creation or employment, or private sector investment could be achieved in absence of the District by the private sector alone, the fact that the establishment of the District is initiated by the private developer means that the private developer considers the establishment and continued operation of the District as beneficial to the process of land development and the future economic activity taking place within the District, which in turn will lead directly or indirectly to economic growth, likely private sector job growth and/or support private

sector employment, and private sector investments.

2.2 Impact on business competitiveness, including the ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance.

When assessing the question of whether the establishment of the District is likely to directly or indirectly have an adverse impact on business competitiveness, including the ability of persons doing business in the state to compete with persons doing business in other states or domestic markets, productivity, or innovation, one has to compare these factors in the presence and in the absence of the District in the development. When the question is phrased in this manner, it can be surmised that the establishment of the District is likely to not have a direct or indirect adverse impact on business competitiveness, productivity, or innovation versus that same development without the District. Similar to a purely private solution, District contracts will be bid competitively as to achieve the lowest cost/best value for the particular infrastructure or services desired by the landowners, which will ensure that contractors wishing to bid for such contracts will have to demonstrate to the District the most optimal mix of cost, productivity and innovation. Additionally, the establishment of the District for the development is not likely to cause the award of the contracts to favor non-local providers any more than if there was no District. The District, in its purchasing decisions, will not vary from the same principles of cost, productivity and innovation that guide private enterprise.

2.3 Likelihood of an increase in regulatory costs, including any transactional costs, in excess of $1 million in the aggregate within 5 years after the implementation of the ordinance.

The establishment of the District will not increase any regulatory costs of the State by virtue that the District will be one of many already existing similar districts within the State. As described in more detail in Section 4, the proposed District will pay a one-time filing fee to the County to offset any expenses that the County may incur in holding a local public hearing on the petition. Similarly, the proposed District will pay annually the required Special District Filing Fee, which fee is meant to offset any State costs related to its oversight of all special districts in the State.

The establishment of the District will, however, directly increase regulatory costs to the landowners within the District. Such increases in regulatory costs, principally the anticipated increases in transactional costs as a result of likely imposition of special assessments and use fees by the District, will be the direct result of facilities and services provided by the District to the landowners within the District. However, as property ownership in the District is completely voluntary, all current property owners must consent to the establishment of the District and all initial prospective buyers will have such additional transaction costs disclosed to them prior to sale, as required by State law. Such costs, however, should be considered voluntary, self-imposed, and as a tradeoff for the enhanced service and facilities provided by the District.

The District will incur overall operational costs related to services for infrastructure maintenance, landscaping, amenity operation and similar items. In the initial stages of development, the costs will likely be minimized. These operating costs will be funded by the landowners through direct funding agreements or special assessments levied by the District. Similarly, the District may incur costs associated with the issuance and repayment of special assessment revenue bonds. While these costs in the aggregate may approach the stated threshold over a five-year period, this would not be unusual for a Project of this nature and the infrastructure and services proposed to be provided by the District will

be needed to serve the Project regardless of the existence of the District. Thus, the District-related costs are not additional development costs. Due to the relatively low cost of financing available to CDDs, due to the tax-exempt nature of CDD debt, certain improvements can be provided more efficiently by the District than by alternative entities. Furthermore, it is important to remember that such costs would be funded through special assessments paid by landowners within the District, and would not be a burden on the taxpayers outside the District nor can the District debt be a debt of the County or the State.

3.0 A good faith estimate of the number of individuals and entities likely to be required to comply with the ordinance, together with a general description of the types of individuals likely to be affected by the ordinance.

The individuals and entities likely to be required to comply with the ordinance or affected by the proposed action (i.e., adoption of the ordinance) can be categorized, as follows: 1) The State of Florida and its residents, 2) Clay County and its residents, 3) current property owners, and 4) future property owners.

a. The State of Florida

The State of Florida and its residents and general population will not incur any compliance costs related to the establishment and on-going administration of the District, and will only be affected to the extent that the State incurs those nominal administrative costs outlined herein. The cost of any additional administrative services provided by the State as a result of this project will be incurred whether the infrastructure is financed through a CDD or any alternative financing method.

b. Clay County, Florida

The County and its residents not residing within the boundaries of the District will not incur any compliance costs related to the establishment and on-going administration of the District other than any one-time administrative costs outlined herein, which will be offset by the filing fee submitted to the County. Once the District is established, these residents will not be affected by adoption of the ordinance. The cost of any additional administrative services provided by the County as a result of this development will be incurred whether the infrastructure is financed through the District or any alternative financing method.

c. Current Property Owners

The current property owners of the lands within the proposed District boundaries will be affected to the extent that the District allocates debt for the construction of infrastructure and undertakes operation and maintenance responsibility for that infrastructure.

d. Future Property Owners

The future property owners are those who will own property in the proposed District. These future property owners will be affected to the extent that the District allocates debt for the construction of infrastructure and undertakes operation and maintenance responsibility for that infrastructure.

The proposed District will serve land that comprises an approximately 802 +/- acre master planned residential development currently anticipated to contain a total of approximately 1,945 residential

dwelling units, although the development plan can change. Assuming an average density of 3.5 persons per residential dwelling unit, the estimated residential population of the proposed District at build out would be approximately 6,808 +/- and all of these residents as well as the landowners within the District will be affected by the ordinance. The County, the proposed District and certain state agencies will also be affected by or required to comply with the ordinance as more fully discussed hereafter.

4.0 A good faith estimate of the cost to the agency, and to any other state and local government entities, of implementing and enforcing the proposed ordinance, and any anticipated effect on state or local revenues.

The County is establishing the District by ordinance in accordance with the Act and, therefore, there is no anticipated effect on state or local revenues.

4.1 Costs to Governmental Agencies of Implementing and Enforcing Ordinance

Because the result of adopting the ordinance is the establishment of an independent local special purpose government, there will be no significant enforcing responsibilities of any other government entity, but there will be various implementing responsibilities which are identified with their costs herein.

State Governmental Entities

The cost to state entities to review or enforce the proposed ordinance will be very modest. The District comprises less than 2,500 acres and is located within the boundaries of Clay County. Therefore, the County (and not the Florida Land and Water Adjudicatory Commission) will review and act upon the Petition to establish the District, in accordance with Section 190.005(2), F.S. There are minimal additional ongoing costs to various state entities to implement and enforce the proposed ordinance. The costs to various state entities to implement and enforce the proposed ordinance relate strictly to the receipt and processing of various reports that the District is required to file with the State and its various entities. Appendix A lists the reporting requirements. The costs to those state agencies that will receive and process the District's reports are minimal because the District is only one of many governmental units that are required to submit the various reports. Therefore, the marginal cost of processing one additional set of reports is inconsequential. Additionally, pursuant to section 189.064, F.S., the District must pay an annual fee to the State of Florida Department of Economic Opportunity which offsets such costs.

Clay County, Florida

The proposed land for the District is located within Clay County, Florida and consists of less than 2,500 acres. The County and its staff may process, analyze, conduct a public hearing, and vote upon the petition to establish the District. These activities will absorb some resources; however, these costs incurred by the County will be modest for a number of reasons. First, review of the petition to establish the District does not include analysis of the project itself. Second, the petition itself provides most, if not all, of the information needed for a staff review. Third, the County already possesses the staff needed to conduct the review without the need for new staff. Fourth, there is no capital required to review the petition. Fifth, the potential costs are offset by a filing fee included with the petition to offset any expenses the County may incur in the processing of this petition. Finally, the County already processes similar petitions, though for entirely different subjects, for land uses and zoning changes that are far more complex than the petition to establish a community development district.

The annual costs to the County, because of the establishment of the District, are also very small. The District is an independent unit of local government. The only annual costs the County faces are the minimal costs of receiving and reviewing the reports that the District is required to provide to the County, or any monitoring expenses the County may incur if it establishes a monitoring program for governmental entities.

4.2 Impact on State and Local Revenues

Adoption of the proposed ordinance will have no negative impact on state or local revenues. A CDD is an independent unit of local government. It is designed to provide infrastructure facilities and services to serve the development project and it has its own sources of revenue. No state or local subsidies are required or expected.

Any non-ad valorem assessments levied by the District will not count against any millage caps imposed on other taxing authorities providing services to the lands within the District. It is also important to note that any debt obligations the District may incur are not debts of the State of Florida or any other unit of local government, including the County. By Florida law, debts of the District are strictly its own responsibility.

5.0 A good faith estimate of the transactional costs likely to be incurred by individuals and entities, including local government entities, required to comply with the requirements of the ordinance.

Table 1 provides an outline of the various facilities and services the proposed District may provide. Financing for these facilities is projected to be provided by the District.

Table 2 illustrates the estimated costs of construction of the capital facilities, outlined in Table 1. Total costs of construction for those facilities that may be provided are estimated to be approximately $348,419,500. The District may levy non-ad valorem special assessments (by a variety of names) and may issue special assessment bonds to fund the costs of these facilities. These bonds would be repaid through non-ad valorem special assessments levied on all developable properties in the District that may benefit from the District's infrastructure program as outlined in Table 2.

Prospective future landowners in the proposed District may be required to pay non-ad valorem special assessments levied by the District to provide for facilities and secure any debt incurred through bond issuance. In addition to the levy of non-ad valorem special assessments which may be used for debt service, the District may also levy a non-ad valorem assessment to fund the operations and maintenance of the District and its facilities and services. However, purchasing a property within the District or locating in the District by new residents is completely voluntary, so, ultimately, all landowners and residents of the affected property choose to accept the non-ad valorem assessments as a tradeoff for the services and facilities that the District will provide. In addition, state law requires all assessments levied by the District to be disclosed by the initial seller to all prospective purchasers of property within the District.

Table 1
GOVERNORS PARK NORTH
COMMUNITY DEVELOPMENT DISTRICT
Proposed Facilities and Services

FACILITY	FUNDED BY	OWNED BY	MAINTAINED BY
Stormwater Management Facilities	CDD	CDD	CDD/County
Potable Water System	CDD	CCUA	CCUA
Reclaimed Water System	CDD	CCUA	CCUA
Sanitary Sewer System	CDD	CCUA	CCUA
Onsite Roadways	CDD	CDD	CDD
Offsite Roadways	CDD	County/State	CDD/County/State
Undergrounding of Electric	CDD	CEC	CEC
Common Area Landscape, Hardscape, Aquatics Complex, Irrigation, Site Amenities/Aquatic Center **	CDD	CDD	CDD

CDD-Governors Park North Community Development District
CEC-Clay Electrical Cooperative
CCUA-Clay County Utility Authority

A CDD provides the property owners with an alternative mechanism of providing public services; however, special assessments and other impositions levied by the District and collected by law represent the transactional costs incurred by landowners as a result of the establishment of the District. Such transactional costs should be considered in terms of costs likely to be incurred under alternative public and private mechanisms of service provision, such as other independent special districts, County or its dependent districts, or County management but financing with municipal service benefit units and municipal service taxing units, or private entities, all of which can be grouped into three major categories: public district, public other, and private.

Table 2
GOVERNORS PARK NORTH
COMMUNITY DEVELOPMENT DISTRICT
Estimated Costs of Construction

CATEGORY	COST
Stormwater System	$22,952,400
Utility Improvements*	$41,776,700
Sewage Pump Stations	$3,300,000
Hardscape/Landscape/Irrigation/Fencing/Entry Feature	$5,000,000
Undergrounding of Electrical Conduit	$1,105,000
Amenity Center and Aquatics Center	$40,000,000
On-Site Roadways	$19,833,800
Collector Road	$5,000,000
Off-Site Improvements**	$110,510,000
Wetland Mitigation	$3,000,000
Contingency	$58,069,900
Professional Fees	$37,871,700
Total	**$348,419,500**

*Utility Improvements include potable water, sewer, reclaimed water transmission, and drainage collection
**Off-Site Improvements include roadway improvements, utilities, undergrounding of electrical conduit, hardscape, landscape, irrigation, fencing, and signage

With regard to the public services delivery, dependent and other independent special districts can be used to manage the provision of infrastructure and services, however, they are limited in the types of services they can provide, and likely it would be necessary to employ more than one district to provide all services needed by the development.

Other public entities, such as counties, are also capable of providing services, however, their costs in connection with the new services and infrastructure required by the new development and, transaction costs, would be borne by all taxpayers, unduly burdening existing taxpayers. Additionally, other public entities providing services would also be inconsistent with the State's policy of "growth paying for growth".

Lastly, services and improvements could be provided by private entities. However, their interests are primarily to earn short-term profits and there is no public accountability. The marginal benefits of tax-exempt financing utilizing CDDs would cause the CDD to utilize its lower transactional costs to enhance the quality of infrastructure and services.

In considering transactional costs of CDDs, it shall be noted that occupants of the lands to be included within the District will receive three major classes of benefits.

First, those residents in the District will receive a higher level of public services which in most instances will be sustained over longer periods of time than would otherwise be the case.

Second, a CDD is a mechanism for assuring that the public services will be completed concurrently

with development of lands within the development. This satisfies the revised growth management legislation, and it assures that growth pays for itself without undue burden on other consumers. Establishment of the District will ensure that these landowners pay for the provision of facilities, services and improvements to these lands.

Third, a CDD is the sole form of local governance which is specifically established to provide CDD landowners with planning, construction, implementation and short and long-term maintenance of public infrastructure at sustained levels of service.

The cost impact on the ultimate landowners in the development is not the total cost for the District to provide infrastructure services and facilities. Instead, it is the incremental costs above, if applicable, what the landowners would have paid to install infrastructure via an alternative financing mechanism.

Consequently, a CDD provides property owners with the option of having higher levels of facilities and services financed through self-imposed revenue. The District is an alternative means to manage necessary development of infrastructure and services with related financing powers. District management is no more expensive, and often less expensive, than the alternatives of various public and private sources.

6.0 An analysis of the impact on small businesses as defined by Section 288.703, F.S., and an analysis of the impact on small counties and small cities as defined by Section 120.52, F.S.

There will be little impact on small businesses because of the establishment of the District. If anything, the impact may be positive because the District must competitively bid all of its contracts and competitively negotiate all of its contracts with consultants over statutory thresholds. This affords small businesses the opportunity to bid on District work.

Clay County has a population of 218,245 according to the Census 2020 conducted by the United States Census Bureau and is therefore not defined as a "small" county according to Section 120.52, F.S. It can be reasonably expected that the establishment of community development district for the Governors Park North development will not produce any marginal effects that would be different from those that would have occurred if the Governors Park North development was developed without a community development district established by the County.

7.0 Any additional useful information.

The analysis provided above is based on a straightforward application of economic theory, especially as it relates to tracking the incidence of regulatory costs and benefits. Inputs were received from the Petitioner's Engineer and other professionals associated with the Petitioner.

In relation to the question of whether the proposed Governors Park North Community Development District is the best possible alternative to provide public facilities and services to the project, there are several additional factors which bear importance. As an alternative to an independent district, the County could establish a dependent district for the area or establish an MSBU or MSTU. Either of these alternatives could finance the improvements contemplated in Tables 1 and 2 in a fashion similar to the proposed District.

There are a number of reasons why a dependent district is not the best alternative for providing public facilities and services to the Governors Park North development. First, unlike a CDD, this alternative

would require the County to administer the project and its facilities and services. As a result, the costs for these services and facilities would not be directly and wholly attributed to the land directly benefiting from them, as the case would be with a CDD. Administering a project of the size and complexity of the development program anticipated for the Governors Park North development is a significant and expensive undertaking.

Second, a CDD is preferable from a government accountability perspective. With a CDD, residents and landowners in the District would have a focused unit of government ultimately under their direct control. The CDD can then be more responsive to resident needs without disrupting other City responsibilities. By contrast, if the County were to establish and administer a dependent special district, then the residents and landowners of the Governors Park North development would take their grievances and desires to the County Commission meetings.

Third, any debt of an independent CDD is strictly that CDD's responsibility. While it may be technically true that the debt of a County-established, dependent special district is not strictly the County 's responsibility, any financial problems that a dependent special district may have may reflect on the County. This will not be the case if a CDD is established.

Another alternative to a CDD would be for a Property Owners' Association (POA) to provide the infrastructure as well as operations and maintenance of public facilities and services. A CDD is superior to a POA for a variety of reasons. First, unlike a POA, a CDD can obtain low-cost financing from the municipal capital market. Second, as a government entity a CDD can impose and collect its assessments along with other property taxes on the County's real estate tax bill. Therefore, the District is far more assured of obtaining its needed funds than is a POA. Third, the proposed District is a unit of local government. This provides a higher level of transparency, oversight and accountability and the CDD has the ability to enter into interlocal agreements with other units of government.

8.0 A description of any regulatory alternatives submitted under section 120.541(1)(a), F.S., and a statement adopting the alternative or a statement of the reasons for rejecting the alternative in favor of the proposed ordinance.

No written proposal, statement adopting an alternative or statement of the reasons for rejecting an alternative have been submitted.

Based upon the information provided herein, this Statement of Estimated Regulatory Costs supports the petition to establish the Governors Park North Community Development District.

APPENDIX A
LIST OF REPORTING REQUIREMENTS

REPORT	FL. STATUTE CITATION	DATE
Annual Financial Audit	190.008/218.39	9 months after end of Fiscal Year
Annual Financial Report	190.008/218.32	45 days after the completion of the Annual Financial Audit but no more than 9 months after end of Fiscal Year
TRIM Compliance Report	200.068	no later than 30 days following the adoption of the property tax levy ordinance/resolution (if levying property taxes)
Form 1 - Statement of Financial Interest	112.3145	within 30 days of accepting the appointment, then every year thereafter by 7/1 (by "local officers" appointed to special district's board); during the qualifying period, then every year thereafter by 7/1 (by "local officers" elected to special district's board)
Public Facilities Report	189.08	within one year of special district's creation; then annual notice of any changes; and updated report every 7 years, 12 months prior to submission of local government's evaluation and appraisal report
Public Meetings Schedule	189.015	quarterly, semiannually, or annually
Bond Report	218.38	when issued; within 120 days after delivery of bonds
Registered Agent	189.014	within 30 days after first meeting of governing board
Proposed Budget	190.008	annually by June 15
Adopted Budget	190.008	annually by October 1
Public Depositor Report	280.17	annually by November 30
Notice of Establishment	190.0485	within 30 days after the effective date of an ordinance establishing the District
Notice of Public Financing	190.009	file disclosure documents in the property records of the county after financing

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AUTHORIZATION OF AGENT

This letter shall serve as a designation of Michael Eckert and Kate John of Kutak Rock LLP, whose address is 107 West College Avenue, Tallahassee, Florida 32301, to act as agents for Governors Park Property Holdings, LLC, with regard to any and all matters pertaining to the Petition to the Board of County Commissioners of Clay County, Florida, to establish a Community Development District pursuant to Chapter 190, *Florida Statutes*. The petition is true and correct. This authorization shall remain in effect until revoked in writing.

[SIGNATURE PAGES TO FOLLOW]

Executed this 11th day of February 2025.

Witnessed:

Print Name: Nicholas Ballas

Print Name: Jess Monego

Print Name: Nicholas Ballas

Print Name: Jess Monego

GOVERNORS PARK PROPERTY HOLDINGS, LLC, a Delaware limited liability company

By:
Printed Name: Steven A. Russell
Title: Vice President

By:
Printed Name: Marc Porosoff
Title: Vice President and Secretary

STATE OF Connecticut
COUNTY OF Fairfield

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 11th day of February 2025, by Steven A. Russell, as VP of Governors Park Property Holdings, LLC, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

Margaret Ficano
NOTARY PUBLIC, STATE OF ~~FLORIDA~~ Connecticut

Name:_____
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

MARGARET FICANO
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

STATE OF Connecticut
COUNTY OF Fairfield

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 14th day of February 2025, by Marc Porosoff, as _____ of Governors Park Property Holdings, LLC, who appeared before me this day in person, and who is either personally known to me, or produced _____ as identification.

Margaret Ficano
NOTARY PUBLIC, STATE OF ~~FLORIDA~~ Connecticut

Name:_____
(Name of Notary Public, Printed, Stamped or Typed as Commissioned)

MARGARET FICANO
Notary Public, State of Connecticut
My Commission Expires July 31, 2025

BEFORE THE COUNTY COMMISSION
CLAY COUNTY, FLORIDA

IN RE:	A Petition to Establish the Governors Park North Community Development District	)))

AFFIDAVIT ADOPTING WRITTEN, PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF Palm Beach

I, Craig Wrathell ("Affiant"), being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.

2. My name is Craig Wrathell and I am the Managing Member of Wrathell, Hunt & Associates, LLC.

3. The prepared written, pre-filed testimony consisting of nine (9) pages, submitted under my name to the County Commission of Clay County relating to the Petition to Establish ("Petition") the Governors Park North Community Development District ("District") and attached hereto, is true and correct.

4. If I were asked the questions contained in the pre-filed testimony orally at the District establishment hearing, my oral answers would be substantially the same as the written answers presented in my pre-filed testimony.

5. My credentials, experience and qualifications concerning my work are accurately set forth in my pre-filed testimony.

6. My pre-filed testimony addresses the various managerial, operational and financial aspects related to the Petition.

7. No corrections or amendments to my pre-filed testimony are required.

Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Executed this 5th day of May 2025.

Craig Wrathell

SWORN TO and SUBSCRIBED before me by means of ☑ physical presence or ☐ online notarization, this 5th day of May 2025 by the Affiant.

MADISON TAPPA
Notary Public - State of Florida
Commission # HH 442300
My Comm. Expires Sep 11, 2027
Bonded through National Notary Assn.

[notary seal]

Madison Tappa
(Official Notary Signature)

Name: Madison Tappa

Personally Known _____

OR Produced Identification _____

Type of Identification _____

TESTIMONY OF CRAIG WRATHELL FOR THE ESTABLISHMENT OF THE GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

1. Please state your name and business address.

My name is Craig Wrathell. My business address is 2300 Glades Road, Suite 410W, Boca Raton, Florida 33431.

2. By whom are you employed and in what capacity?

I am the Managing Member of Wrathell, Hunt & Associates, LLC.

3. What is the nature of your firm's business?

Wrathell, Hunt and Associates, LLC, is a management and financial consulting firm. The firm provides four (4) types of general services to its clients:

(1) Management and Financial Accounting Services for Community Development Districts
(2) Economic studies including Statement of Estimated Regulatory Costs, sales tax, and assessment analysis
(3) Long Term Strategic Planning for clients
(4) Preparation of Special Assessment Methodologies

4. Do you work with both public and private sector clients?

Yes. I work with a number of public sector clients that include community development districts ("CDDs") across the state. I also work with various private companies as well.

5. Please describe your educational background.

I received a Master of Arts degree in International Studies, from the University of Miami in 1997. I earned a Bachelor of Arts degree in Political Science from Florida Atlantic University in 1995.

6. Please describe your work with CDDs in Florida.

I currently serve as District Manager for over 20 CDDs, while managing an office responsible for over 230 CDDs and special districts.

I have served as District Manager for over 150 Community Development and Special Act Districts throughout the State of Florida, developing and administered budgets, totaling over $250 million in annual revenues, to fund administrative, operational and maintenance needs, water and wastewater utility operations, and debt service obligations. I also administered the issuance of over $2.8 billion in tax exempt municipal bonds for community improvements.

My company serves as the Assessment Methodology Consultant to the CDDs serviced by my personnel. Accordingly, I generally am a primary point of contact for the CDD with respect to all issues related to CDD finance and assessments, which is a process that begins at the establishment phase, and continues through the issuance of bonds, and collection of assessment revenues from landowners. As such, I engage in tasks which include, but are not limited to, preparing Statements of Estimated Regulatory Costs, and consulting on the bond financing process and related assessments.

Prior to the creation of Wrathell, Hunt and Associates, LLC in January 2005, I worked for Severn Trent Services for over six years and Special District Services for approximately a year. During my 27-year professional career, I have managed community development districts, stewardship districts, special act districts and other forms of special districts as well as served as the first City Manager for the City of Marathon in the Florida Keys.

7. What has been your role with respect to the proposed Governors Park North Community Development District ("Proposed District") establishment proceeding?

My firm serves as a financial, economic, and management consultant relating to the establishment of the proposed District. Specifically, we prepared Exhibit 9, the Statement of Estimated Regulatory Costs ("SERC"), of the Petition to Establish ("Petition") the Proposed District.

DISTRICT MANAGEMENT

8. At this point, I will ask you to address certain matters that relate to CDD management. Please describe the general manner in which a CDD actually operates.

CDDs are governed by a five-member Board of Supervisors ("Board"). These Board members are initially appointed by the establishment entity in its ordinance. Within 90 days of the establishment of the CDD, a new board is elected by the landowner in the CDD. The Board is the governing body of the CDD. The Board employs a district manager, who supervises the district's services, facilities, and administrative functions. The Board annually considers and, after public notice and hearing, adopts a budget. The CDD submits a copy of the proposed budget to the applicable local general-purpose government for review and optional comment prior to its adoption each year.

9. Are there requirements, such as the open meetings and public records laws, imposed upon CDDs in order to safeguard the public that are similar to those imposed upon other general purpose local governments?

Yes, there are.

10. Please describe these requirements and safeguards.

It is important to note that the establishment of a CDD does not change any requirements for governmental approval of construction within the CDD. Any land development requirements and all state and local development regulations still apply.

Members of the Board must be residents of Florida and citizens of the United States. After the Board shifts to being elected by the resident electors of the CDD, the supervisors must also be residents and electors of the CDD. Board members must annually file similar financial disclosure forms and undergo ethics training like other local officials.

Under the Government in the Sunshine laws, all CDD Board meetings are open to the public, and other restrictions are imposed under Chapter 286, *Florida Statutes*. Further, all documents of the CDD are available to the public upon request, in accordance with Florida public records law. Additionally, like other political subdivisions, a CDD is required to send financial reports to the Department of Financial Services. Also, a CDD is audited by an independent certified public accountant every year.

Finally, to impose special or non-ad valorem assessments under Chapter 170, *Florida Statutes*, a CDD must provide published and mailed notice to those who are assessed. That assessment process entails preparation of a methodology that fairly and equitably allocates the cost of the CDD's projects.

11. Please describe in general terms how a CDD operates financially.

In the early stages, particularly when a CDD is formed in mid-year, the CDD's operating funds may be funded by a "funding agreement" between the CDD and the landowner/developer in lieu of assessments that the CDD might have imposed on property within the CDD.

In order to provide long term financing of capital projects, CDDs often issue bonds. All bonds issued by CDDs must be secured by a trust agreement, and any bond maturing over a period of more than five years must be validated and confirmed by court decree pursuant to Chapter 75, *Florida Statutes*. The CDD also may borrow funds on a long or short-term basis.

Debt may be retired by the district through non-ad valorem or special assessments imposed on benefited properties, or rates, fees, and charges imposed on users of CDD facilities and services. By law, debt of the CDD cannot become debt of any other government (city, county or state), without that government's consent.

12. What alternatives, other than CDDs, are you familiar with that might be available to provide community infrastructure for the lands within the Proposed District?

In my opinion there are two alternatives that might provide community infrastructure such as the roads, utilities, drainage, and other improvements contemplated for the Proposed District. First, the general-purpose local government could finance the improvements utilizing special assessments and general funds. Alternatively, the developer could provide infrastructure through private means, including private financing if available. As discussed later in my testimony, neither of these alternatives is preferable to the use of the CDD concept.

13. Do you have an opinion, as someone experienced in district management and operations, as to whether the Proposed District is the best available alternative for delivering community services and facilities to the areas that will be served by the Proposed District?

Yes. For this project, the Proposed District is the best alternative available for delivering the proposed services and facilities to the area that will be served. These improvements include but are not limited to stormwater management facilities, potable water system, reclaimed water system, sanitary sewer system, onsite roadways, offsite roadways, streetlighting and undergrounding of electric, and common area landscape, hardscape, irrigation, and site amenities.

14. What is the basis for your opinion?

Clay County ("County") could finance the roadway and drainage improvements utilizing special assessments or general funds. The developer and/or a homeowner's association could provide these facilities, as well as the water and sewer facilities, through private financing.

In evaluating these alternatives, it is important to consider whether the alternative can provide focused services, can effectively and efficiently manage and maintain the facilities, and whether the alternative can secure low cost, long-term public financing. The County clearly provides the long-term perspective and is a stable and relatively low cost source of financing and provider of services at sustained levels. However, the County has substantial demands over a broad geographical area that places a heavy management delivery load on its staff. In addition, if dependent district financing were used, the County would be responsible for all administrative aspects of the dependent district. By using a dependent district mechanism, the County would be increasing its responsibility, and hence liability, for the variety of actions that will take place in the Governors Park North development. By contrast, a CDD can be created to provide focused attention to a specific area in a cost-effective manner. It also allows the County to focus staff time, finances, and other resources elsewhere and does not burden the general body of taxpayers in the County with the debt associated with this growth.

The other alternative is the use of private means – either through a property owner's association or through the developer, or both in combination. This combination can clearly satisfy the high demand for focused service and facilities and managed delivery. However, only a public entity can assure a long-term perspective, act as a stable provider of services and facilities, qualify as a lower cost source of financing and pay for services at sustained levels. Property owners' associations lack the ability to effectively finance these types of improvements. Their ability to assure adequate funds for sustained high levels of maintenance is less than with a CDD.

Furthermore, neither the developer nor a POA would be required to conduct all actions relating to the provision of these improvements in the "Sunshine" as a CDD must, or abide by other public access requirements that are incumbent upon a CDD and its Board. Also, provision and long term operation and maintenance of these improvements, particularly

the recreation and drainage activities, by a CDD ensures that residents have guaranteed access to the body or entity making decisions about these facilities, and in fact will one day sit as the five member Board making the decisions that impact their community directly.

A CDD is an independent, special-purpose unit of local government designed to focus its attention on providing the best long-term service to its specific benefited properties and residents. It has limited power and a limited area of jurisdiction. The Proposed District will be governed by its own Board and managed by those whose sole purpose is to provide the Proposed District long term planning, management and financing of these services and facilities. This long-term management capability extends to the operation and maintenance of the facilities owned by the Proposed District. Further, the sources for funding and manner of collection of funds will assure that the Proposed District's facilities will be managed at the sustained levels of quality desired by residents well into the future.

15. As someone experienced in district management, is the area to be included within the Proposed District of sufficient size, compactness, and sufficiently contiguous to be developable as one functional, interrelated community?

Yes. From a management perspective, the area to be included within the Proposed District is of sufficient size, compactness and is sufficiently contiguous to be developable as one functional, interrelated community.

16. What does the term "functionally interrelated community" mean?

Local governments provide developments with the criteria for the elements of infrastructure to provide for the facilities and services, including stormwater drainage, water, sewer, and other facilities and services. Functional unification means that each provided facility and service has a mutual reinforcing relationship to one another, with each facility and service designed to contribute to the development and maintenance of the community as a whole. Each facility and service must meet the growth and development of the community, so a management capability and a funding source are required for each service and facility. Thus, each of these necessary facilities and services must be integrated, unified, and connected into a long-range plan.

17. What is the basis for your opinion?

First, the lands to be included within the Proposed District have sufficient infrastructure needs to be developable as a functionally interrelated community. Second, this necessary infrastructure can be provided by the Proposed District in a cost-effective manner based upon the specific design of the community. Furthermore, the use of one development plan whose infrastructure is implemented by a CDD to provide the community services and facilities will ensure that the proposed improvements are provided and maintained in an efficient, functional and integrated manner.

The lands within the Proposed District will consist of approximately 802 acres of land. The purpose of this statutory requirement is to ensure successful and efficient delivery of services and facilities to the property. Based upon my previous experience with special

districts, the Proposed District is suitably configured to maximize the timely and cost efficient delivery of the necessary services and facilities.

18. Do you have an opinion, as someone experienced in district management and operations, as to whether the area that will be served by the Proposed District is amenable to separate special district government?

Yes.

19. What is your opinion?

The Proposed District is of sufficient size, compactness and contiguity. Therefore, the area to be served by the Proposed District is well suited to separate special district governance.

20. What is the basis for your opinion?

Two criteria are needed to evaluate a land area as amenable to separate special district government. One, does the land area have need for the facilities and services and will its owners and residents benefit from facilities that the special district could provide? Two, is the land area of sufficient size, sufficiently compact and sufficiently contiguous to be the basis for a functional interrelated community?

Under both criteria, the Proposed District is a planned community of sufficient size with a need for the facilities and improvements that are presently expected to be provided by the Proposed District. As described in the Petition, the Proposed District will construct and maintain certain needed facilities and services. Other facilities and improvements may be constructed by the Proposed District and ultimately maintained by the County. Based on my experience, CDDs of this size are large enough to effectively provide and manage services. From a management and operations perspective, the land area is well suited to the provision of the proposed services and facilities.

21. Do you have an opinion, as someone experienced in district management and operations, as to whether the community development services and facilities of the Proposed District will be incompatible with the capacity and use of existing local and regional community development services and facilities?

Yes.

22. What is your opinion?

The proposed services and facilities of the Proposed District are not incompatible with the capacity and uses of existing local or regional community development services and facilities.

23. What is the basis for your opinion?

Petitioner presently expects the Proposed District to finance and construct stormwater management facilities, potable water system, reclaimed water system, sanitary sewer system, onsite roadways, offsite roadways, streetlighting and undergrounding of electric, and common area landscape, hardscape, irrigation, and site amenities. None of the facilities expected to be provided by the Proposed District presently exist. There will be no overlap or incompatibility because the facilities and improvements expected to be provided by the Proposed District do not exist today.

ECONOMICS AND FINANCING

24. Are you familiar with the Petition filed by Governors Park Property Holdings, LLC ("Petitioner"), to establish the Proposed District?

Yes, I have reviewed the petition and all of the attached exhibits. Specifically, we prepared Petition Exhibit 9, which is the SERC, a requirement of Chapter 190, *Florida Statutes*.

25. Based on your review of Petition Exhibit 9 (Statement of Estimated Regulatory Costs), are there any updates that need to be made at this time?

No updates are necessary at this time.

26. What exactly is a Statement of Estimated Regulatory Costs ("SERC")?

It is a requirement under Section 120.541(2), *Florida Statutes*, which has been incorporated into the law on establishment of CDDs.

27. In general terms, please summarize the economic analyses presented in the SERC.

An understanding of the SERC requires the recognition of the scope of review and evaluation for the establishment of a CDD as set out in Chapter 190, *Florida Statutes*. Section 190.002(2)(d), *Florida Statutes*, states "that the process of establishing such a district pursuant to uniform general law [must] be fair and based only on factors material to managing and financing the service-delivery function of the district, so that any matter concerning permitting or planning of the development is not material or relevant." Thus, the scope of the economic analysis included in the SERC addresses only the establishment of the Proposed District, and not the planning or development of the property itself.

The economic analysis sets out the assumptions about the development within the Proposed District and the anticipated infrastructure to be provided by it. The analysis addresses each of the potentially affected parties defined in the statute and evaluates the impact of the Proposed District on each such group.

The Proposed District is a limited and highly specialized unit of local government. It is a special-purpose unit of local government with a single objective: the provision and maintenance of infrastructure and services for a planned new community. Its economic benefits exceed its economic cost to Petitioner, the County, and to all subsequent purchasers and landowners of the community - in short, to all affected parties.

Once the Proposed District is established, there are no direct costs to the County. While the Proposed District will provide certain reports and budgets to the County for its discretionary review, there are no requirements that it incur any obligations or expense associated with its review. In addition, to the extent the Proposed District utilizes the services of the Property Appraiser or Tax Collector under the provisions of Chapter 197, *Florida Statutes*, to collect its assessments the Proposed District must pay the administrative costs associated with those services.

It is important to note that under Chapter 190, *Florida Statutes*, the debt of the Proposed District cannot become the debt of the County or the State of Florida. Since the Proposed District will be an independent unit of government and will issue its own bonds, the Proposed District will not have any affect on the bonding capacity of the County or the State of Florida.

28. Please describe briefly the data and methodology used in preparing the SERC and related analyses.

The data for the analysis came from the landowner, other experts working on the Petition, and from the Petition itself. The methodology is standard economic impact assessment.

29. From and economic and financial perspective, do you have an opinion regarding the financial viability and feasibility of the Proposed District?

Yes, I do.

30. What is that opinion?

In my opinion, based on my experience with other CDDs, the Proposed District is expected to be financially viable and feasible.

31. The Petition identifies a future "Expansion Parcel" pursuant to Section 190.046(1)(h), Florida Statutes, that may be added to the boundaries of the Proposed District within ten (10) years after establishment. If you were asked to apply Questions 13 through 30 herein to the Expansion Parcel, would your answers be substantially the same as the answers provided above?

Yes, they would.

32. Does this conclude your testimony?

Yes, it does.

BEFORE THE COUNTY COMMISSION
CLAY COUNTY, FLORIDA

IN RE:	A Petition to Establish the Governors Park North Community Development District	)))

AFFIDAVIT ADOPTING WRITTEN, PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF Orange

I, Kevin Kramer ("Affiant'), being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.

2. My name is Kevin Kramer and I am employed by BTI Partners.

3. The prepared written, pre-filed testimony consisting of seven (7) pages, submitted under my name to the County Commission of Clay County relating to the establishment of the Governors Park North Community Development District ("District") and attached hereto, is true and correct.

4. If I were asked the questions contained in the pre-filed testimony orally at the District establishment hearing my oral answers would be the same as the written answers presented in my pre-filed testimony.

5. My credentials, experience and qualifications concerning the Petition, its exhibits, and the reasons for establishing the District are accurately set forth in my pre-filed testimony.

6. My pre-filed testimony addresses the various statutory requirements and an overview of the proposed development within the proposed District.

7. No other corrections or amendments to my pre-filed testimony are required.

Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Executed this 6th day of May 2025.

Kevin Kramer

SWORN TO and SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this 6th day of May 2025 by the Affiant.

(Official Notary Signature)

Name: Jody F. Pino

Personally Known ✓

OR Produced Identification —

Type of Identification —

NOTARY PUBLIC STATE OF FLORIDA
JODY F. PINO
MY COMMISSION # HH 472373
EXPIRES: April 12, 2028

[notary seal]

TESTIMONY OF KEVIN KRAMER FOR THE ESTABLISHMENT OF THE GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

1. Please state your name and business address.

My name is Kevin Kramer and my business address is Baldwin III, 4798 New Broad Street, Suite 220, Orlando, Florida 32814.

2. By whom are you employed and in what capacity?

I am the Director of Land Development for BTI Partners, which is a partner in the development of the Governors Park North project.

3. Briefly summarize your duties, responsibilities and qualifications.

I oversee our firm's development efforts throughout Florida, including but not limited to real estate design, entitlement and development. I am a licensed professional engineer with 30 years of experience. Prior to joining my current firm, I worked as a consulting civil engineer on a variety of project types including residential, resort/hotel, commercial retail and municipal parks.

4. Who is the petitioner in this proceeding?

The petitioner is Governors Park Property Holdings, LLC ("Petitioner").

5. Are you familiar with the Petition to Establish ("Petition") the Governors Park North Community Development District ("Proposed District") filed by the Petitioner?

Yes. I reviewed the Petition and accompanying documents.

6. Are there any changes or corrections to any of the documents attached to the Petition at this time?

Yes, subsequent to the filing of the Petition on March 14, 2025, Petitioner's Agent submitted a revised "Exhibit 7, Summary of Proposed District Facilities" to the County on April 15, 2025.

7. Please generally describe each of the documents attached to the Petition.

The Petition describes the Petitioner's request for establishment of a community development district. Attached to the Petition are the following exhibits:

Exhibit 1 is a map showing the general location in which the Proposed District is located, as well as a future expansion parcel expected to be added to the Proposed District within 10 years of establishment.

Exhibit 2 is a sketch and metes and bounds description of the boundaries of the Proposed District.

Exhibit 3 is the metes and bounds legal description for a future expansion parcel, expected to be added to the Proposed District within 10 years of establishment.

Exhibit 4 is a consent of the landowner to the CDD establishment, executed by Governors Park Property Holdings, LLC, which represents the consent of one hundred percent (100%) of the owners of the lands to be included within the District.

Exhibit 5 contains a map depicting the future general distribution, location and extent of the public and private land uses within the proposed District by the future land use plan element.

Composite Exhibit 6 contains maps showing outfall and proposed stormwater management systems, and proposed water, reuse, and force main distribution systems serving the lands within and around the proposed District.

Exhibit 7 (as revised) provides a list of facilities the proposed District anticipates it will provide, identifying the anticipated owner and entity responsible for ultimate maintenance.

Exhibit 8 is a summary of the estimated costs for construction of the proposed District improvements.

Exhibit 9 is the Statement of Estimated Regulatory Costs prepared by Wrathell, Hunt & Associates, LLC.

Exhibit 10 is an authorization of agent form which authorizes Michael C. Eckert and Kate V. John to act as the agents for the Petitioner during these proceedings.

8. Were these documents attached to the Petition prepared by you or under your supervision?

Yes.

9. To the best of your knowledge, is the general location map identified as Exhibit 1 to the Petition a true and accurate depiction of the general location of the Proposed District and future Expansion Parcel?

Yes.

10. To the best of your knowledge is the metes and bounds description included in Exhibit 2 to the Petition a true and accurate recitation of the land area to be included within the Proposed District?

Yes.

11. To the best of your knowledge is the metes and bounds description included in Exhibit 3 to the Petition a true and accurate recitation of the land area to be included with the future Expansion Parcel to be included within the Proposed District within 10 years after establishment?

Yes.

12. To the best of your knowledge, is Exhibit 4 to the Petition a true and accurate copy of the consent obtained from the owners of one hundred percent (100%) of the lands to be included within the proposed District?

Yes.

13. To the best of your knowledge, is the map included in Exhibit 5 a true and accurate depiction of the future general distribution, location and extent of public and private land uses within the proposed District?

Yes.

14. To the best of your knowledge, are the maps included in Composite Exhibit 6 true and accurate depictions of the proposed utilities serving the lands within and around the proposed District?

Yes.

15. To the best of your knowledge, does the revised Exhibit 7 truly and accurately list the facilities and services that the proposed District is expected to finance, fund, construct, acquire and/or install, as well as the anticipated owner and entity responsible for operation and maintenance thereof?

Yes.

16. To the best of your knowledge, does Exhibit 8 truly and accurately list the estimated costs of constructing the infrastructure serving land within the proposed District?

Yes.

17. To the best of your knowledge, is Exhibit 9 a true and accurate copy of the Statement of Estimated Regulatory Costs?

Yes.

18. To the best of your knowledge, is Exhibit 10 a true and accurate copy of the Authorization of Agent form?

Yes.

19. Are the contents of the Petition and the exhibits attached to it, as described herein, true and correct to the best of your knowledge?

Yes.

20. Are you familiar with the area that is to be included within the Proposed District?

Yes, I am familiar with the general area and the site specifically.

21. Approximately how large is the Proposed District in acres?

The Proposed District is located entirely within the unincorporated limits of the Clay County ("County"), Florida, and covers approximately 802 acres of land.

22. What is the "Expansion Parcel"?

The Expansion Parcel consists of sufficiently contiguous land that the Petitioner currently anticipates adding to the boundaries of the Proposed District within ten (ten) years after the effective date of the ordinance that will create the Proposed District. Section 190.046(1)(h), Florida Statutes, specifically allows the Petitioner to include such information. The legal description and acreage of the Expansion Parcel, along with current owner, are identified in the Petition and Petition Exhibit 3.

23. Is Consent and Joinder to Establishment of the Proposed District from the current owner of the Expansion Parcel necessary for the County's review of the Petition?

No; Section 190.046(1)(h), Florida Statutes, only requires the legal description of each additional parcel and its acreage and the current owner of each parcel to be included in the Petition. Furthermore, this Section was generally intended to facilitate the orderly addition of lands to a district in situations where a petitioner anticipates adding additional land to such district at a time it files the petition to establish the same. Once the Proposed District is established and Petitioner is ready to submit a petition to amend its boundaries to include the Expansion Parcel, the Petitioner would be required at that time to submit an executed consent form from the then-owner of the Expansion Parcel.

24. What steps were taken with respect to filing the Petition with the County Commission of the Clay County?

On March 14, 2025, the Petitioner formally filed the Petition and Exhibits with the County through the County's online portal. A filing and processing fee was also paid to

the County. Exhibit 7 to the Petition was subsequently revised and provided to the County on April 15, 2025.

25. Who are the five persons designated in the Petition to serve as the initial Board of Supervisors?

The five persons are Noah Breakstone, Justin Onorato, Samantha Breakstone, Kevin Kramer, and Joshua Breakstone.

26. Do you know each of these persons personally?

Yes, and I am one of the nominated supervisors.

27. Are each of the persons designated to serve as the initial Board of Supervisors residents of the State of Florida and citizens of the United States?

Yes, they are.

28. Are there residential units planned for development within the Proposed District?

Yes. There are approximately 1,945 residential dwelling units currently planned for development within the Proposed District.

29. Would you please describe the proposed timetable for development of land within the Proposed District?

The proposed timetable for the construction of infrastructure to develop the land is expected to occur in three (3) phases from 2025 to 2029.

30. Would you generally describe the services and facilities you currently expect the Proposed District to provide?

The Petitioner presently intends for the Proposed District to participate in the acquisition or construction of certain improvements including but not limited to stormwater management facilities, potable water system, reclaimed water system, sanitary sewer system, onsite roadways, offsite roadways, undergrounding of electric, and common area landscape, hardscape, irrigation, aquatics complex, and site amenities. Capital costs of these improvements, including associated contingencies and professional fees, will be borne by the Proposed District. The Petitioner's good faith estimation of the costs associated with the acquisition or construction of such improvements is itemized in Exhibit 8 to the Petition.

31. In general, what financing methods does the Petitioner propose for the Proposed District to pay for the anticipated facilities and services?

The Petitioner presently expects that the Proposed District will finance certain services and improvements through the issuance of tax-exempt bonds. The debt issued by the Proposed District is expected to be retired by "non-ad valorem" or "special" assessments on benefitted property within the Proposed District. Ongoing maintenance and operational activities are expected to be funded by maintenance assessments.

32. Who will be responsible for paying the Proposed District's assessments?

Only property owners within the Proposed District will be responsible for paying assessments. We do not expect the Proposed District to issue general obligation debt which pledges its full faith and credit.

33. Will these Proposed District debts be an obligation of the Clay County or the State of Florida?

No. Florida law provides that community development district debt cannot become the obligation of a county, a city, or the state without the consent of that government.

34. Why is the Petitioner seeking to have a community development district established for this area?

According to information provided by the Florida Department of Commerce, there are more than 1000 active community development districts ("CDD(s)") in Florida. CDDs are an efficient, effective way to provide infrastructure and have become accepted in the marketplace of homebuyers.

From our perspective, the establishment of a CDD is logical for this project. It is a long-term, stable, financially-secure entity. The Proposed District is a structured, formal entity, with the legal ability to respond to future changes in the circumstances and desires of its residents. Under Florida law, the Proposed District has access to the county tax collection mechanisms which helps ensure that the facilities will be maintained. In that sense, to us, it is preferable to a property owners' association.

Additionally, a CDD has the ability to enter into interlocal agreements with other government entities. These allow a CDD to work with other government entities to complete projects that benefit residents within the CDD boundaries while also assisting local governments in completing infrastructure necessary to serve growth.

In addition, the Proposed District has the financial capability to assist in the provision of necessary capital improvements sooner than might otherwise be the case. The County, developers, builders, and residents will all benefit from these improvements in terms of access, traffic flow, safety, and general property enhancement.

Additionally, a CDD is the entity preferred by many regulatory agencies, including many water management districts, to operate and maintain the stormwater management and other similar systems. This is because the CDD is a perpetual entity, operating in open

meetings, with the financial ability to ensure that the maintenance of these important environmental facilities and amenities is accomplished.

Given the nature of this project, in my opinion, a CDD is a logical, prudent, and desirable way to ensure this needed infrastructure is maintained.

35. Does this conclude your testimony?

Yes.

BEFORE THE COUNTY COMMISSION
CLAY COUNTY, FLORIDA

IN RE:	A Petition to Establish the Governors Park North Community Development District	)))

AFFIDAVIT ADOPTING WRITTEN, PRE-FILED TESTIMONY

STATE OF FLORIDA
COUNTY OF Duval

I, Peter Ma ("Affiant"), being first duly sworn, do hereby state for my affidavit as follows:

1. I have personal knowledge of the matters set forth in this affidavit.

2. My name is Peter Ma and I am the Executive Vice-President/Shareholder of England-Thims & Miller, Inc., and a Florida Professional Engineer.

3. The prepared written, pre-filed testimony consisting of eight (8) pages submitted under my name to the County Commission of Clay County relating to the Petition to Establish ("Petition") the Governors Park North Community Development District ("District") and attached hereto, is true and correct.

4. If I were asked the questions contained in the pre-filed testimony orally at the District establishment hearing, my oral answers would be the same as the written answers presented in my pre-filed testimony.

5. My credentials, experience and qualifications concerning land development and the construction of public infrastructure as a professional engineer and related matters are accurately set forth in my pre-filed testimony.

6. No corrections or amendments to my pre-filed testimony are required.

Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true and correct to the best of my knowledge and belief.

Executed this 15th day of May 2025.

Peter Ma, P.E.

SWORN TO and SUBSCRIBED before me by means of ☒ physical presence or ☐ online notarization, this 15 day of May 2025 by the Affiant.

(Official Notary Signature)

Name: _____

Personally Known ✓

OR Produced Identification _____

Type of Identification _____

[notary seal]

GLORIA J. STEPHENS
Notary Public, State of Florida
My Comm. Expires 09/25/2025
Commission No. HH151695

TESTIMONY OF PETER MA, P.E., FOR ESTABLISHMENT OF GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT

1. Please state your name and business address.

My name is Peter Ma, P.E., and my business address is 14775 Old St. Augustine Road, Jacksonville, Florida 32258.

2. By whom are you employed and in what capacity?

I am employed by England-Thims & Miller, Inc. as Executive Vice President/Shareholder.

3. How long have you held that position?

I have held that position for approximately fifteen (15) years.

4. Please give your educational background, with degrees earned, major areas of study and institutions attended.

I graduated in 1988 from the University of Florida with a Bachelor of Science degree in Civil Engineering.

5. Do you have any professional licenses, registrations, or certifications?

Yes. I am a licensed professional engineer in the State of Florida. My license number is 0046661.

6. Are you a member of any professional associations?

Yes, I am a member of the Florida Engineering Society.

7. Have you been involved in any developments of the type and nature contemplated within the proposed Governors Park North Community Development District ("District")?

Yes.

8. Are you familiar with the Petition to Establish the Governors Park North Community Development District ("Petition") filed by Governors Park Property Holdings, LLC ("Petitioner"), seeking the establishment of the proposed District?

Yes, I have reviewed the Petition and exhibits.

9. Are you generally familiar with the geographical area, type, and scope of

development and the available services and facilities in the vicinity of the proposed District?

Yes, I am.

10. Which documents did you prepare or have others prepare under your supervision?

Exhibits 1, 2, 3, 5, Composite 6, 7, and 8 attached to the Petition.

11. Do any of those exhibits require any change or correction?

Subsequent to the filing of the Petition, a revised Exhibit 7 was provided to the County on April 15, 2025.

12. Are Exhibits 1, 2, 3, 5, Composite 6, 7, and 8 to the Petition true and correct?

Yes, to the best of my knowledge.

13. In general, what do Exhibits 1, 2, 3, 5, Composite 6, 7, and 8 to the Petition demonstrate?

Exhibit 1 is a map showing the general location in which the Proposed District is located.

Exhibit 2 is a sketch and metes and bounds description of the boundaries of the Proposed District.

Exhibit 3 is the metes and bounds legal description for a future expansion parcel, expected to be added to the proposed District within 10 years of establishment.

Exhibit 5 contains a map depicting the future general distribution, location and extent of the public and private land uses within the proposed District by the future land use plan element.

Composite Exhibit 6 contains maps showing outfall and proposed stormwater management systems, and proposed water, reuse, and force main distribution systems serving the lands within and around the proposed District.

Exhibit 7 (as revised) provides a list of facilities the proposed District anticipates it will provide, identifying the anticipated owner and entity responsible for ultimate maintenance.

Exhibit 8 is a summary of the estimated costs for construction of the proposed District improvements.

14. What capital facilities are presently expected to be provided by the District?

Based on information provided by Petitioner and as more fully described in Petition Exhibit 7, it is presently expected that the District will construct or acquire stormwater management facilities, potable water system, reclaimed water system, sanitary sewer system, onsite roadways, offsite roadways, undergrounding of electric, and common area landscape, hardscape, irrigation, aquatics complex, and site amenities.

15. Based upon your training and experience as an engineer, do you have an opinion as to whether the proposed District is of sufficient size, compactness, and sufficient contiguity to be developed as a functional interrelated community?

Yes, based on my experience, the proposed District is of sufficient size, compactness and contiguity to be developed as one functional interrelated community.

16. What is the basis for your opinion?

For many reasons the proposed District facilities can be provided in an efficient, functional and integrated manner.

First, there are sufficient, significant infrastructure needs for the area within the proposed District to allow development as a functionally interrelated community.

Second, the specific design of the community allows infrastructure to be provided in a cost-effective manner. The land included within the proposed District area is sufficiently contiguous, which facilitates an efficient and effective planned development.

Third, the provision of services and facilities through the use of one development plan provides a contiguous and homogenous method of providing services to lands throughout the District.

17. In your opinion, you said the proposed District is sufficiently compact and contiguous to be developable as a functionally interrelated community. Would you please explain what you mean when stating that the proposed District is of sufficient compactness?

The District will encompass approximately 802 acres and will provide a range of residential and residential-support land uses that require the necessary elements of infrastructure including stormwater management facilities, potable water system improvements, reclaimed water system improvements, sanitary sewer system improvements, onsite roadways, offsite roadways, undergrounding of electric, common area landscape, hardscape, irrigation, aquatics complex, and site amenities, and other improvements described in the Petition. The proposed District will have sufficient overall residential density to require all the above-mentioned necessary elements of infrastructure of a comprehensive community. These facilities and services require adequate planning,

design, financing, construction, and maintenance to provide the community with appropriate infrastructure. The preferred method of developing land, especially for higher density residential uses, is for the development to be spatially compact. This augments the District's ability to construct and maintain improvements, and provide services, in a cost-efficient manner.

18. As a professional engineer, do you have an opinion as to whether the Proposed District is the best alternative to provide the proposed community development services and facilities to the area that will be served?

Yes.

19. What is your opinion?

It is my opinion that the proposed District is the best alternative to provide the proposed services and facilities within the proposed District.

20. What is the basis of your opinion?

The proposed District is a long-term, stable, perpetual entity capable of funding, constructing and, in some cases, maintaining the facilities over the lifetime of the facilities because the proposed District has the advantage of being a unit of local government, which has access to the tax-exempt bond market. Neither a property owners' nor homeowners' association (POA/HOA) has the ability to finance infrastructure of the nature and scope contemplated here, or manage the construction, acquisition or maintenance of the public infrastructure. Neither is authorized to place a first lien on property if the owner does not pay its maintenance assessments. Overall, the proposed District would be a more timely, reliable and cost-efficient mechanism to deliver and maintain the needed community improvements.

21. Can you provide an example of a service or facility and explain why a community development district is a preferred alternative for long-term operation and maintenance?

Yes. An example would be a stormwater management system. By statute, CDDs and property owners' associations are permitted to operate and maintain these systems. However, homeowners' associations are generally required by typical water management district rules to provide significantly more information and documentation before they are authorized to operate and maintain a stormwater management system. Such documentation generally must (i) indicate that the association has the required financial capabilities, (ii) mandate that the association will operate and maintain such systems and (iii) provide that the association cannot be dissolved until another entity is found to maintain the system.

A CDD, which is generally considered to be a more secure financial, legal and administrative entity, generally must simply provide a letter to the water management district committing that the district will accept operation and maintenance responsibility. All things being equal, a CDD is preferred over a homeowners' or property owners' association for operation and maintenance of a stormwater management system.

22. Based on your experience, do you have an opinion as to whether the services and facilities to be provided by the proposed District will be incompatible with the capacities and uses of existing local and regional community facilities and services?

Yes. It is my opinion that the proposed services and facilities of the proposed District will not be incompatible with the capacity and uses of existing local or regional community development services and facilities.

23. What is the basis for your opinion?

Currently, none of the planned infrastructure improvements that the proposed District plans to provide exist on the subject property in a manner that is useful to the proposed development. Each of the elements of infrastructure for the necessary services and facilities will connect into the County's existing, surrounding systems according to criteria, review and approval of the County; there will be no incompatibility issue.

24. Based on your experience, do you have an opinion as to whether the area to be included within the proposed District is amenable to being served by a separate special district government?

Yes. In my opinion, and to the best of my knowledge, the area identified in the petition is amenable to being served by a separate special district government.

25. What is the basis for your opinion?

The proposed District is limited in purpose and the infrastructure improvements to be provided by the proposed District are limited in scope. This infrastructure is expected to directly benefit the development and may be adequately served by a special district government. In addition, special district governance provides a mechanism whereby long-term maintenance obligations can be satisfied by the persons primarily using the facilities and services.

26. In the course of your work in Florida, have you had an opportunity to work with the State Comprehensive Plan found in Chapter 187, *Florida Statutes*?

Yes, I have often referred to the State Comprehensive Plan in rendering consultation to clients.

27. In the course of your work in Florida, have you had an opportunity to review local

government comprehensive plans?

Yes.

28. What types of land development projects have you worked on that involved analyzing consistency with the state and local comprehensive plans?

All commercial, industrial and residential projects my firm is involved with must be consistent with the State and Local Comprehensive Plans prior to design and permitting.

29. Do you have an opinion, as someone familiar with the State Comprehensive Plan, as to whether the establishment of the proposed District is inconsistent with any applicable element or portion of the state comprehensive plan?

Yes.

30. What is that opinion?

It is my opinion that the establishment of the District is not inconsistent with any applicable element or portion of the state comprehensive plan.

31. What is the basis for that opinion?

I have reviewed, from a planning perspective, applicable portions of the State Comprehensive Plan that relate to the establishment of a community development district.

The State of Florida Comprehensive Plan, (Chapter 187, F.S.), "provides long-range policy guidance for the orderly social, economic, and physical growth of the state." The State Plan sets forth 25 subjects, goals, and numerous policies. Three subjects are particularly relevant, from a planning perspective, to the establishment of the District: No. 15- Land Use, No. 20- Governmental Efficiency, and No. 25- Plan Implementation.

32. What is Subject 15 and why is it relevant?

Subject 15 recognizes the importance of locating development in areas that have the fiscal abilities and service capacity to accommodate growth. It is relevant because community development districts are designed to provide infrastructure services and facilities in a fiscally responsible manner to the areas that can accommodate development. The proposed District is not inconsistent with this goal because the District will have the fiscal capability to provide the specified services and facilities in this growth area. In particular, Policy 1 promotes efficient development activities in areas that will have the capacity to service new populations and commerce. The proposed District will be a vehicle to provide a high quality of infrastructure facilities and services

in an efficient and focused manner at sustained levels over the long-term life of the community.

33. What is Subject 20 and why is it relevant?

This goal recognizes the importance of Florida governments economically and efficiently providing the amount and quality of services required by the public. The establishment of the proposed district would economically and efficiently provide the infrastructure, facilities and services necessary for community development within its boundaries.

34. You also mentioned Subject 25. What is this and why is it relevant?

This subject calls for systematic planning capabilities to be integrated into all levels of government throughout the state, with particular emphasis on improving inter-governmental coordination and maximizing citizen involvement. The proposed District will be able to finance and construct (and in some cases operate and maintain) the contemplated infrastructure improvements as authorized under Chapter 190, F.S., subject to and not inconsistent with the local government comprehensive plan and land development regulations. Citizen involvement is maximized since District Board meetings are publicly advertised, open to the public and all District property owners and residents can be involved in the provision of the improvements. Additionally, establishment of the District will enhance governmental coordination since Section 189.08, F.S., requires the District to file public facilities reports with the County, and to annually update such reports to the extent there are any changes, which reports and updates the County may rely upon in any revisions to its local comprehensive plan.

35. Are there any other subjects within the State Comprehensive Plan which are relevant?

Yes. Subject 17, which addresses public facilities, is also relevant. The goal of Subject 17 is to finance new facilities in a timely, orderly and efficient manner. In particular, Policy 3 states that the cost of new public facilities should be allocated to existing and future residents on the basis of the benefits received. Policy 6 also encourages the identification and implementation of innovative but fiscally sound and cost-effective techniques for financing public facilities. Establishment of the proposed district will further this goal and related policies.

36. Do you have an opinion as to whether the District will be inconsistent with any portion or element of the Clay County Comprehensive Plan adopted pursuant to Chapter 163, Florida Statutes?

Yes, I do.

37. What is your opinion?

It is my opinion that the District will not be inconsistent with any applicable element or portion of the Clay County Comprehensive Plan.

38. What is the basis for your opinion?

My opinion is based upon years of experience reviewing comprehensive plans (including for purposes of this project the current Clay County Comprehensive Plan) and there not being any provisions that would render a CDD inconsistent. Furthermore, Chapter 190, *Florida Statutes*, prohibits any CDD from acting in a way that is inconsistent with the local government's comprehensive plan, the exercising of any power must be done with the comprehensive plan in mind.

It is my opinion, therefore, that with respect to the establishment of the proposed District, the proposed District will not be inconsistent with any applicable element or portion of the Clay County Comprehensive Plan.

39. The Petition identifies a future "Expansion Parcel" pursuant to Section 190.046(1)(h), Florida Statutes, that may be added to the boundaries of the Proposed District within ten (10) years after establishment. If you were asked to apply Questions 12 through 38 herein to the Expansion Parcel, would your answers be substantially the same as the answers provided above?

Yes, they would

40. Does this conclude your testimony?

Yes.

ORDINANCE NO. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, ESTABLISHING A COMMUNITY DEVELOPMENT DISTRICT, TO BE KNOWN AS GOVERNORS PARK NORTH COMMUNITY DEVELOPMENT DISTRICT, PURSUANT TO CHAPTER 190, FLORIDA STATUTES; NAMING THE DISTRICT; DESCRIBING THE EXTERNAL BOUNDARIES OF THE DISTRICT; DESCRIBING THE FUNCTIONS AND POWERS OF THE DISTRICT; PROVIDING FOR THE EXPANSION OF THE DISTRICT WITH SUFFICIENTLY CONTIGUOUS LANDS; DESIGNATING FIVE PERSONS TO SERVE AS THE INITIAL MEMBERS OF THE DISTRICT'S BOARD OF SUPERVISORS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

Recitals

WHEREAS, Governors Park Property Holdings, LLC (the "Petitioner"), having obtained written consent to the establishment of the Governors Park North Community Development District (the "District") by the owners of one hundred percent (100%) of the real property to be included in the District, petitioned the Board of County Commissioners (the "Board") of Clay County, Florida (the "County") pursuant to Sections 190.005(2)(a) and 190.046(1)(h), *Florida Statutes*, to adopt an ordinance establishing the District pursuant to Chapter 190, *Florida Statutes*; and

WHEREAS, the Petitioner is a limited liability company with an address of 401 East Las Olas Boulevard, Suite 1870, Fort Lauderdale, Florida 33301; and

WHEREAS, all interested persons and affected units of general-purpose local government were afforded an opportunity to present oral and written comments on the petition at a duly noticed public hearing conducted by the Board pursuant to Sections 190.005(2)(b) and 190.046(1)(h), *Florida Statutes*, on May 27, 2025; and

WHEREAS, upon consideration of the record established at that hearing, the Board determined that the statements within the Petition are true and correct, that the establishment of the District is not inconsistent with any applicable element or portion of the state comprehensive plan or the County's comprehensive plan, that the land within the District is of sufficient size, is sufficiently compact, and is sufficiently contiguous to be developable as a functionally interrelated community, that the District is the best alternative available for delivering community development services and facilities to the area that will be served by the District, that the community development services and facilities of the District will not be incompatible with the capacity and uses of existing local and regional community development services and facilities, and that the area that will be served by the District is amenable to separate special-district governance; and

WHEREAS, the establishment of the District shall not act to amend any land development approvals governing the land area to be included within the District; and

WHEREAS, the establishment of the District will constitute a timely, efficient, effective, responsive, and economic way to deliver community development services in the area described in the petition; and

WHEREAS, the Board has determined that the initial members of the District's Board of Supervisors set forth in Section 6 of this Ordinance are residents of the State of Florida and citizens of the United States of America.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Authority. This Ordinance is adopted in compliance with and pursuant to the Uniform Community Development District Act of 1980 codified in Chapter 190, *Florida Statutes*. Nothing contained herein shall constitute an amendment to any land development approvals for the land area included within the District.

Section 2. District Name. There is hereby created a community development district situated entirely within a portion of the unincorporated area of Clay County, Florida, which shall be known as the "Governors Park North Community Development District", and which shall be referred to in this Ordinance as the "District".

Section 3. District External Boundaries. The external boundaries of the District are described in Appendix A attached hereto, said boundaries encompassing 802 acres, more or less.

Section 4. District Powers and Functions. The powers and functions of the District are described in Chapter 190, *Florida Statutes*. Consent is hereby given to the District's Board of Supervisors to finance, fund, plan, establish, acquire, construct, reconstruct, enlarge, or extend, equip, operate, and maintain systems and facilities for parks and facilities for indoor and outdoor recreational, cultural, and educational uses, and for security, all as authorized and described by Section 190.012(2)(a) and (2)(d), *Florida Statutes*.

Section 5. Expansion of District with Sufficiently Contiguous Lands. Pursuant to Section 190.046(1)(h), *Florida Statutes*, within ten (10) years of the effective date of this Ordinance, the Governors Park North Community Development District, or another petitioner, may petition the County for an amendment to expand the boundaries of the Governors Park North Community Development District to include any or all of the sufficiently contiguous lands identified in Appendix "B". A filing fee may not be charged for this petition.

Section 6. Board of Supervisors. The five persons designated to serve as initial members of the District's Board of Supervisors are as follows:

Name: Noah Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Justin Onorato
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Samantha Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Kevin Kramer
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Name: Joshua Breakstone
Address: 401 East Las Olas Boulevard, Suite 1870
Fort Lauderdale, Florida 33301

Section 7. Severability. If any provision of this Ordinance, or the application thereof, is finally determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be deemed to be severable and the remaining provisions shall continue in full force and effect provided that the invalid, illegal or unenforceable provision is not material to the logical and intended interpretation of this Ordinance.

Section 8. Effective Date. This Ordinance shall become effective as prescribed by Florida general law.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this 27th day of May 2025.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

BY: _____
Betsy Condon, Its Chair

ATTEST:

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

Appendix A

LEGAL DESCRIPTION

ETM SURVEYING & MAPPING
14775 Old St. Augustine Road, Jacksonville, Florida 32258
etminc.com | 904.642.8550

Revised January 22, 2025
January 8, 2025
Page 1 of 3

Work Order No. 24-694.00
File No. 130G-36.00A

Governors Park North CDD

Parcel 1

A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence South 65°19'52" West, along said Northerly limited access right of way line, 149.77 feet to the Point of Beginning.

From said Point of Beginning, thence continue South 65°19'52" West, along said Northerly limited access right of way line of State Road No. 23, a distance of 273.64 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; thence Southwesterly, continuing along said Northerly limited access right of way line and along the arc of said curve, through a central angle of 02°59'49", an arc length of 2083.81 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 66°49'46" West, 2083.57 feet; thence South 70°41'19" West, departing said Northerly limited access right of way line, 89.92 feet; thence South 70°45'12" West, 210.10 feet; thence South 68°27'45" West, 341.88 feet to the point of curvature of a curve concave Northerly having a radius of 3876.00 feet; thence Westerly along the arc of said curve, through a central angle of 15°51'22", an arc length of 1072.66 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 76°23'27" West, 1069.24 feet; thence North 07°47'44" West, along a non-tangent line, 195.70 feet; thence North 31°17'17" West, 1213.37 feet; thence North 18°58'40" West, 2278.07 feet; thence North 13°21'02" East, 1600.00 feet to a point hereinafter referred to as Reference Point "C"; thence continue North 13°21'02" East, 103 feet, more or less, to its intersection with the centerline of Governor's Creek; thence Northeasterly along said centerline, 2215 feet, more or less, to a point lying on the Southwesterly line of those lands described and recorded in Official Records Book 103, page 322, of said Public Records; thence South 53°37'18" East, departing said centerline and along said Southwesterly line, 25 feet, more or less, to a point which bears North 60°48'10" East, 2220.23 feet from said Reference Point "C"; thence continue South 53°37'18" East, along said Southwesterly line, 1211.33 feet to a point lying on the Westerly line of those lands described and recorded in Official Records Book 1417, page 134, of said Public Records; thence South 36°22'51" West, departing said Southwesterly line and along said Westerly line, 85.41 feet; thence South 56°51'17" West, continuing along said Westerly line, 703.73 feet to the Westerly most corner of said Official Records Book 1417, page 134; thence South 62°57'04" East, along the Southerly line of said Official Records Book 1417, page 134, a distance of 1037.62 feet to the Southeast corner of said Official Records Book 1417, page 134, said corner lying on the Westerly

Governors Park North CDD (continued)

line of those lands described and recorded in Official Records Book 2357, page 1242, of said Public Records; thence South 24°40'58" West, along said Westerly line, 411.05 feet to a point in the centerline of Sweet Bay Branch, said point hereinafter referred to as Reference Point "B"; thence Northeasterly, along the meanderings of said centerline, said line also being the Southerly line of said Official Records Book 2357, page 1242, a distance of 670 feet, more or less, to a point lying on the Westerly right of way line of Telegraph Road (also known as Rowell Road), a 50 foot right of way as presently established; thence Southeasterly along said Westerly right of way line the following 5 courses: Course 1, thence South 05°17'50" East, departing said centerline and said Southerly line, 10 feet, more or less, to a point which bears North 81°13'18" East, 662.16 feet from said Reference Point "B"; Course 2, thence continue South 05°17'50" East, 1114.64 feet; Course 3, thence South 16°59'18" East, 245.56 feet; Course 4, thence South 24°53'14" East, 223.88 feet; Course 5, thence South 23°54'49" East, 1281.90 feet to a point lying on the Westerly prolongation of the Southerly line of those lands described and recorded in Official Records Book 2295, page 1295, of said Public Records; thence North 86°39'39" East, departing said Westerly right of way line, along said Westerly prolongation and along said Southerly line, 364.40 feet to the Point of Beginning.

Containing 430 acres, more or less.

Parcel 2
A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of Clay County, Florida, Township 6 South, Range 26 East, said Clay County, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence Westerly along said Northerly limited access right of way line the following 4 courses: Course 1, thence South 65°19'52" West, 423.41 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; Course 2, thence Southwesterly along the arc of said curve, through a central angle of 03°07'54", an arc length of 2177.42 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 66°53'48" West, 2177.15 feet; Course 3, thence South 68°27'45" West, 4268.97 feet to the point of curvature of a curve concave Northerly having a radius of 4422.00 feet; Course 4, thence Westerly along the arc of said curve, through a central angle of 11°26'04", an arc length of 882.49 feet to the Point of Beginning, said arc being subtended by a chord bearing and distance of South 74°10'47" West, 881.02 feet.

From said Point of Beginning, thence continue along said Northerly limited access right of way line of State Road No. 23 the following 3 courses: Course 1, thence Westerly along the arc of a curve concave Northerly having a radius of 4422.00 feet, through a central angle of 70°51'21", an

Governors Park North CDD (continued)

arc length of 5468.55 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 64°40'30" West, 5126.68 feet; Course 2, thence North 29°14'50" West, 1990.00 feet to a point hereinafter referred to as Reference Point "A"; Course 3, thence continue North 29°14'50" West, 100 feet, more or less, to its intersection with the centerline of Governor's Creek; thence Southeasterly, departing said Northerly limited access right of way line and along said centerline, 1745 feet, more or less; thence Northeasterly, continuing along said centerline, 4702 feet, more or less; thence South 04°55'40" East, departing said centerline, 106 feet, more or less, to a point which bears North 83°21'57" East, 5040.46 feet from said Reference Point "A"; thence continue South 04°55'40" East, 1198.05 feet to a point lying on the Northerly line of that certain 100 Foot Right of Way Easement described and recorded in Official Records Book 89, page 229, of said Public Records; thence North 84°39'31" East, along said Northerly line, 1340.70 feet; thence North 43°52'29" East, departing said Northerly line, 296.33 feet; thence North 43°28'46" West, 118.62 feet; thence North 49°06'50" East, 280.03 feet; thence South 41°21'12" East, 381.37 feet; thence South 18°21'25" West, 203.95 feet; thence South 53°16'37" West, 403.17 feet to a point on a non-tangent curve concave Southeasterly having a radius of 2100.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 18°12'08", an arc length of 667.15 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 43°02'53" West, 664.35 feet; thence South 33°56'49" West, 10.19 feet to the point of curvature of a curve concave Northwesterly having a radius of 1590.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 43°14'13", an arc length of 1199.85 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 55°33'55" West, 1171.59 feet; thence South 04°55'40" East, 227.67 feet; thence South 21°47'10" East, 1048.01 feet; thence South 28°44'09" East, 841.75 feet to a point on a non-tangent curve concave Northerly having a radius of 4410.00 feet; thence Westerly along the arc of said curve, through a central angle of 02°08'54", an arc length of 165.36 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 75°15'39" West, 165.35 feet; thence South 75°36'50" West, along a non-tangent line, 274.74 feet to the Point of Beginning.

Containing 372 acres, more or less.

Appendix B

LEGAL DESCRIPTION OF EXPANSION PARCEL

ETM SURVEYING & MAPPING
14775 Old St. Augustine Road, Jacksonville, Florida 32258
etminc.com | 904.642.8550

January 23, 2025
Page 1 of 2

Work Order No. 24-694.02
File No. 130G-36.02A

Commercial Area

A portion of Section 38 of the George I.F. Clarke Grant (Clarke's Mill Grant), Township 6 South, Range 26 East, Clay County, Florida, as subdivided in the re-survey by Goold T. Butler, recorded in Plat Book 1, page 31, of the Public Records of said county, being a portion of DRI Parcel, as described and recorded in Official Records Book 4675, page 1182, of said Public Records, being more particularly described as follows:

For a Point of Reference, commence at the intersection of the Westerly right of way line of County Road No. 15A, a 66 foot right of way per occupation and maintenance, with the Northerly limited access right of way line of State Road No. 23 (First Coast Outer Beltway), a 324 foot limited access right of way as presently established; thence South 65°19'52" West, along said Northerly limited access right of way line, 423.41 feet to the point of curvature of a curve concave Northwesterly having a radius of 39,838.00 feet; thence Southwesterly, continuing along said Northerly limited access right of way line and along the arc of said curve, through a central angle of 02°59'49", an arc length of 2083.81 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 66°49'46" West, 2083.57 feet; thence South 70°41'19" West, departing said Northerly limited access right of way line, 89.92 feet; thence South 70°45'12" West, 210.10 feet; thence South 68°27'45" West, 341.88 feet to the point of curvature of a curve concave Northerly having a radius of 3876.00 feet; thence Westerly along the arc of said curve, through a central angle of 15°51'22", an arc length of 1072.66 feet to the Point of Beginning, said arc being subtended by a chord bearing and distance of South 76°23'27" West, 1069.24 feet.

From said Point of Beginning, thence Westerly along the arc of a curve concave Northerly having a radius of 3876.00 feet, through a central angle of 00°44'27", an arc length of 50.11 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of South 84°41'21" West, 50.11 feet; thence South 85°03'35" West, 388.78 feet to the point of curvature of a curve concave Southerly having a radius of 2324.00 feet; thence Westerly along the arc of said curve, through a central angle of 02°57'16", an arc length of 119.83 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 83°34'57" West, 119.82 feet; thence North 85°29'26" West, along a non-tangent line, 42.62 feet; thence North 86°00'28" West, 10.97 feet to a point on a non-tangent curve concave Southerly having a radius of 2336.00 feet; thence Westerly along the arc of said curve, through a central angle of 09°23'28", an arc length of 382.89 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 76°07'32" West, 382.46 feet; thence North 64°38'11" West, along a non-tangent line, 96.84 feet; thence North 19°38'11" West, 425.84 feet; thence South 70°21'49" West, 155.00 feet; thence South 19°38'11" East, 272.50 feet; thence South 70°21'49" West, 5.75 feet; thence South 19°38'11" East, 15.00 feet; thence North 70°21'49" East, 5.75 feet; thence South 19°38'11" East, 138.34 feet; thence South 25°21'49" West, 103.26 feet; thence South 47°36'49" West, 306.47 feet; thence South 47°43'28" West, 535.37 feet to a point on a non-tangent curve concave Northwesterly having a radius of 2326.00 feet; thence Southwesterly along the arc of said curve, through a central angle of 15°44'20", an arc length of 638.95 feet to a point of compound curvature,

Commercial Area (continued)

said arc being subtended by a chord bearing and distance of South 60°48'28" West, 636.94 feet; thence Westerly along the arc of a curve concave Northerly having a radius of 4410.00 feet, through a central angle of 05°30'34", an arc length of 424.07 feet to a point on said curve, said arc being subtended by a chord bearing and distance of South 71°25'55" West, 423.90 feet; thence North 28°44'09" West, along a non-tangent line, 841.75 feet; thence North 21°47'10" West, 1048.01 feet; thence North 04°55'40" West, 227.67 feet to a point on a non-tangent curve concave Northwesterly having a radius of 1590.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 43°14'13", an arc length of 1199.85 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 55°33'55" East, 1171.59 feet; thence North 33°56'49" East, 10.19 feet to the point of curvature of a curve concave Southeasterly having a radius of 2100.00 feet; thence Northeasterly along the arc of said curve, through a central angle of 18°12'08", an arc length of 667.15 feet to the point of tangency of said curve, said arc being subtended by a chord bearing and distance of North 43°02'53" East, 664.35 feet; thence North 53°16'37" East, 403.17 feet; thence North 18°21'25" East, 203.95 feet; thence North 41°21'12" West, 381.37 feet; thence South 49°06'50" West, 280.03 feet; thence South 43°28'46" East, 118.62 feet; thence South 43°52'29" West, 296.33 feet; thence South 84°39'31" West, 1340.70 feet; thence North 04°55'40" West, 1198.05 feet to a point hereinafter referred to as Reference Point "D"; thence continue North 04°55'40" West, 106 feet, more or less, to its intersection with the centerline of Governor's Creek; thence Northeasterly along said centerline, 3572 feet, more or less; thence South 13°21'02" West, departing said centerline, 102 feet, more or less, to a point hereinafter referred to as Reference Point "C" which bears North 57°39'39" East, 3357.37 feet from said Reference Point "D"; thence continue South 13°21'02" West, 1600.00 feet; thence South 18°58'40" East, 2278.07 feet; thence South 31°17'17" East, 1213.37 feet; thence South 07°47'44" East, 195.70 feet to the Point of Beginning.

Containing 285 acres, more or less.

Agenda Item #22

Petition to Establish the Governors Park North Community Development District

May 27, 2025

Governors Park North CDD

Request

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

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

Governors Park North CDD

Presentation Outline

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

Governors Park North CDD

Review – Establishment Process

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

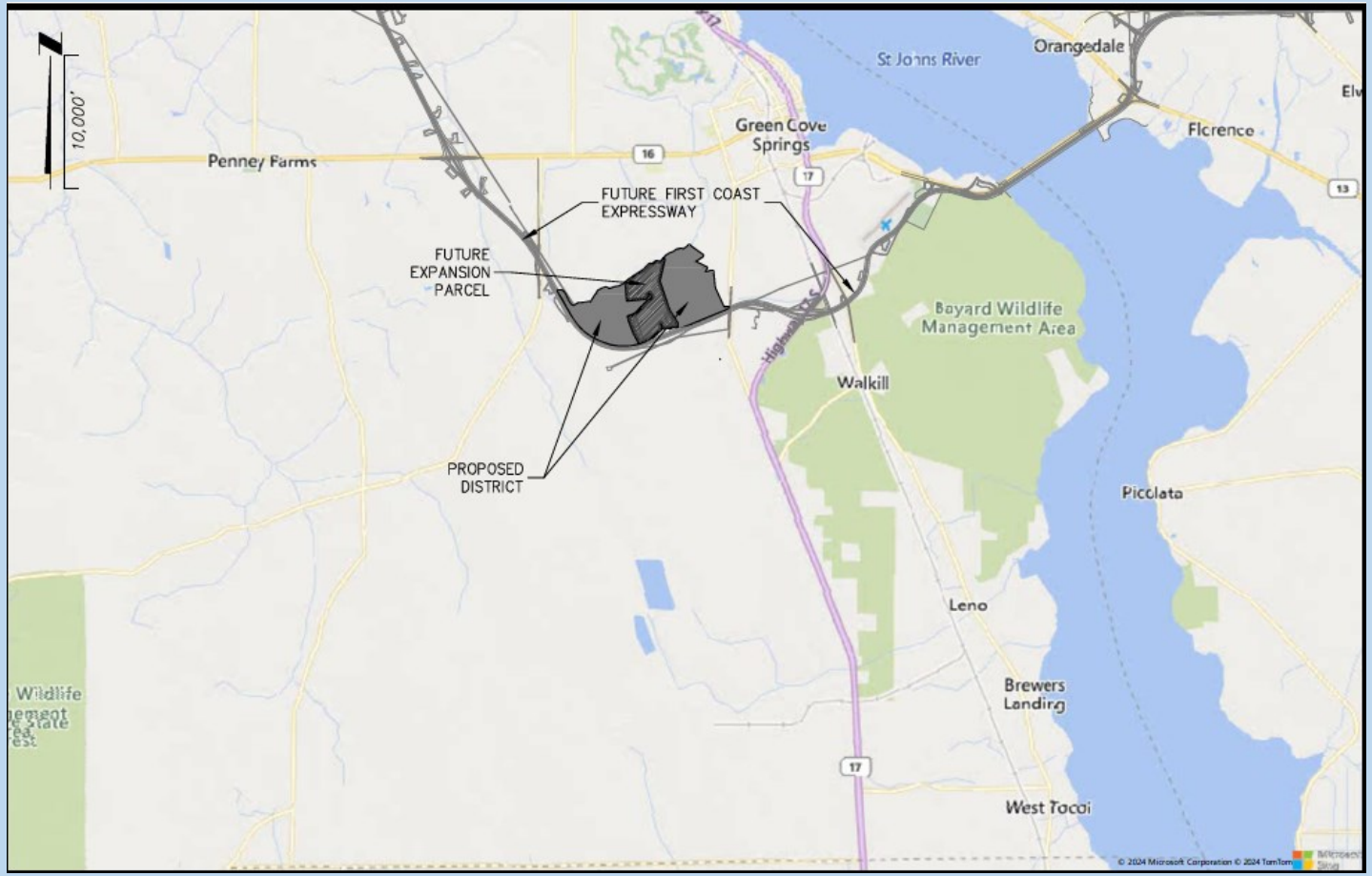
Governors Park North CDD

Review – General Location

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

Governors Park North CDD

Review – General Location Map



Governors Park North CDD

Review – Proposed Infrastructure

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

Governors Park North CDD

Analysis

- Chapter 190 provides that a community development district less than 2,500 acres in size may be approved by the Board of County Commissioners, which shall consider **six factors** in the establishment:

  1) Whether all statements contained within the petition have been found to be true and correct.

  2) Whether the establishment of the district is inconsistent with any applicable element or portion of the state comprehensive plan or of the effective local government comprehensive plan.

  3) Whether the area of land within the proposed district is of sufficient size, is sufficiently compact, and is sufficiently contiguous to be developable as one functional interrelated community.

Governors Park North CDD

Analysis Continued

(*Chapter 190's six factors continued*):

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

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

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

Governors Park North CDD

Analysis Continued

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

Governors Park North CDD

Findings

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

Governors Park North CDD

Conclusion

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

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

Questions?

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

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 3/31/2025

FROM: Courtney Grimm

SUBJECT:

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Application	Backup Material	5/23/2025	Rocky_Mountain_Holdings_Applicationada.pdf
Fire Chief Memo	Backup Material	5/23/2025	Rock_Mountain_Holdings_COPCN_-_Fire_Chief_Memo_to_the_BCCada.pdf
MD Memo	Backup Material	5/23/2025	MD1_Signed_memoada.pdf
OMB Memo	Backup Material	5/23/2025	OMB_Memoada.pdf
Rocky Mountain Alternate Site	Backup Material	5/23/2025	Rocky_Mountain_Holdingd_Alternate_Site_for_Operationsada.pdf
COPCN Certificate	Backup Material	5/27/2025	COPCN_Certificate-Class_B_C_Dada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
County Attorney	Streeper, Lisa	Approved	5/21/2025 - 3:10 PM	Item Pushed to Agenda

January 15, 2025

Clay County Board of Commissioners
P.O. Box 1366
Green Cove Springs, FL 32043
Attn: Chief Jason Boree

RE: Rocky Mountain Holdings, LLC (d/b/a Jacksonville Baptist LifeFlight South) Application for Certificate of Public Convenience and Necessity

Dear Chief Boree,

Air Methods looks forward to the opportunity of providing emergency air medical services within Clay County, Florida (the "County"). With nearly 45 years of air medical experience, Air Methods is the nation's largest Part 135 air medical provider under a single air carrier certificate. The Air Methods fleet averages nearly 160,000 total flight hours, performs approximately 500,000 take-offs and landings, and transports over 100,000 patients annually.

Enclosed please find Rocky Mountain Holdings, LLC's (d/b/a Jacksonville Baptist LifeFlight South) application for a Certificate of Public Convenience and Necessity for the County for your review. We are happy to provide any additional information that may be required. I hereby certify that, to the best of my knowledge, the information provided in this application is true and correct.

Sincerely,

Matt Turner
Vice President, Field Operations
Air Methods, LLC

State of Florida
County of Hillsborough

The foregoing instrument was acknowledged before me this 26 day of January, 2025 by MATTHEW E TURNER

(Notary Official Signature)

11/15/2027
(Commission Expiration)

(Seal)

Sayany M. Cabrera Bengoa
Notary Public
State of Florida
Comm# HH464765
Expires 11/15/2027

March 17, 2025

Clay County Board of County Commissioners
P. O. Box 1366
Green Cove Springs, FL 32043
Attn Chief Jason Boree

RE: Rocky Mountain Holdings, LLC (d/b/a Jacksonville Baptist LifeFlight South) Application for Certificate of Public Convenience and Necessity

Dear Chief Boree:

Please consider this letter our request to apply for Class G, H, and I, listed below, as part of our COPCN application.

Class G: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services at the ALS or BLS level.

Class H: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services requiring on-board clinical capabilities which may exceed those of a conventionally equipped and staffed ALS air ambulance which services originate within the County pursuant to a physician's order.

Class I: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services, interfacility neonatal transport and emergency or nonemergency organ/blood transport, including the transport of transplant teams or other emergency or nonemergency interfacility medical transport services at the ALS or BLS level between two (2) establishments licensed as hospitals pursuant to Chapter 395, Florida Statutes.

Sincerely,

Angela Burdette
Field Operations Manager
Air Methods

Application for a Certificate of Public Convenience and Necessity for Clay County, Florida

(1) *The name and address of the applicant; if the applicant is a partnership, the business name of the partnership and name and address of each partner; if the applicant is a corporation, the names and addresses of all officers, directors, and stockholders of the applicant and a statement that the corporate applicant is in good standing in the State of Florida; if the applicant is a municipality, the name of the municipality and the name and addresses of all senior administrative officials to include, but not limited to, mayor, manager, council members, senior administrative fire chiefs and any management personnel to be contacted in the event of emergencies.*

This application is being submitted for a Certificate of Public Convenience and Necessity ("COPCN") for air medical services by Rocky Mountain Holdings, LLC d/b/a Jacksonville Baptist LifeFlight South ("Rocky Mountain Holdings"). Rocky Mountain Holdings, LLC is a wholly owned subsidiary of Air Methods, LLC (formerly, Air Methods Corporation) ("Air Methods").

Rocky Mountain Holdings, LLC

Officers	**Title**	**Address**
Robert Hamilton	President	5500 S. Quebec St., Suite 300, Greenwood Village, CO 80111
Jonathan Cook	Vice President	5500 S. Quebec St., Suite 300, Greenwood Village, CO 80111
Christopher Brady	Secretary	5500 S. Quebec St., Suite 300, Greenwood Village, CO 80111
Mark Smolenski	CFO	5500 S. Quebec St., Suite 300, Greenwood Village, CO 80111

Base Locations - Rocky Mountain Holdings, LLC - Florida

Base Location	Address	City	State	Zip
Apopka, FL	2720 West Orange Ave	Apopka	FL	32703
Bartow, FL	5581 Airport Road	Bartow	FL	33830
Defuniak Springs, FL	1931US Highway 90 West	Defuniak Springs	FL	32433
Fort Myers, FL	2390 North Airport Road	Fort Myers	FL	33907
Fort Pierce, FL	3105 Airmans Dr	Fort Pierce	FL	34946
Inverness, FL	3528 S. Airport RD	Inverness	FL	34450
Jacksonsville, FL	14546 Old St. Augustine Rd. Suite 403	Jacksonville	FL	32258
Jacksonsville, FL	9102 Herlong Road	Jacksonville	FL	32221
Kissimmee, FL	4120 Aviation Drive	Kissimmee	FL	34741
Leesburg, FL	8701 Airport Blvd Suite 101	Leesburg	FL	34788
Live Oak, FL	13500 80th Terrace	Live Oak	FL	32060
Marianna, FL	3689 Industrial Park Dr.	Marianna	FL	32446
Niceville, FL	1005 West College Blvd, Suite D	Niceville	FL	32578
North Port, FL	4980 City Center Blvd	North Port	FL	34286
Pensacola, FL	55 Service Center Road	Pensacola	FL	32504
Pensacola, FL (FW)	55 Service Center Road	Pensacola	FL	32504
Stuart, FL	1865 SE Flying Fortress Lane	Stuart	FL	34996
Tampa, FL	3051 W. Dr. Martin Luther King Jr. Blvd	Tampa	FL	33607

(2) *The service area which the applicant desires to serve includes the approximate population of the area and documentation of the need for the service and benefits of such service.*

The service area will encompass a 100-mile radius around Green Cove Springs, Florida. Approximate population for the various counties is as follows:

Clay County, FL	232,439
Duval County, FL	1,031,000
St. John County, FL	320,110

AIR METHODS
5500 SOUTH QUEBEC STREET, SUITE 300 | GREENWOOD VILLAGE, CO 80111
303.792.7400 | AIRMETHODS.COM

(3) *The financial ability of the applicant to render safe and quality services to include the following information:*

(a) *The ability to maintain or place the equipment required by the state and by this chapter, specifically including operation of two (2) fully staffed operating ambulances with at least one (1) spare ambulance.*

Air Methods will operate one (1) Bell 407 as the primary aircraft and (1) Bell 407 as a spare aircraft.

(b) *The ability to maintain insurance for the payment of personal injury, death and property damage claims.*

Willis Towers Watson Northeast, Inc.
d/b/a Willis Aerospace

200 Liberty Street, 6th Floor
New York, NY 10281

CERTIFICATE OF INSURANCE

This is To Certify To:
Clay County Board of County Commissioners
P.O. Box 1366
Green Cove, FL 32043

(Sometimes referred to herein as the Certificate Holder(s))

That the insurers listed, each for their own part, and not one for the other, are providing the following insurance:

NAMED INSURED	Air Methods LLC , et al, and Enchantment Aviation, Inc. dba Southwest Air Ambulance, dba Southwest Med Evac, CHPPR Holdings Inc., CHPPR GuarantorCo Inc., CHPPR MidCo Inc., CHPR AcquisitionCo Inc., ASP AMC Intermediate Holdings, LLC, Air Methods Telemedicine, LLC, AirMD, LLC, dba LifeSave, dba LifeSave Kupono, and/or any associated, subsidiary, affiliated, managed, owned or controlled companies or entities appearing above, or any company or entity for whom the Insured has agreed to be responsible for.
ADDRESS	5500 S. Quebec St., Suite 300 Greenwood Village, CO 80111
COVERAGES	Aircraft Hull and Liability and Aviation General Liability Insurance
TERRITORY	Worldwide
POLICY PERIOD	July 1, 2024 to July 1, 2025 on both dates at 12:01 AM LST
EQUIPMENT	Any and all aircraft operated by the Named Insured including the aircraft specifically listed on the Fleet and/or Equipment Schedule below.
INSURERS	National Union Fire Insurance Company of Pittsburgh, PA through AIG Aerospace Insurance Services, Inc. and other US and Lloyds Companies – 100% (For more detailed SECURITY (the "Insurers") information, please see Addendum 0001)

LIMITS OF LIABILITY	
Aircraft Liability and Aviation General Liability	
Combined Single Limit for Bodily Injury, Personal Injury and/or Property Damage:	USD $50,000,000 per occurrence. Personal Injury is sub limited to USD $25,000,000 any offense and in the aggregate.
including AVN52 (War Liability), the sublimit is:	USD $50,000,000 per occurrence and in the aggregate, except with respect to passengers which the full policy limit to apply (this limit is included within the policy limit and not in addition to).
Additional Coverages:	

Certificate No. 2024-2771

(c) The financial completeness and stability of the applicant's EMS administrative and operational plan.

Rocky Mountain Holdings is wholly owned subsidiary of Air Methods, and the assets and liabilities of Air Methods are therefore more appropriate to describe for purposes of demonstrating Rocky Mountain Holdings' financial status. Air Methods is a private equity-owned company and is a wholly owned subsidiary of CHPPR Holdings, Inc. In October 2023, Air Methods entered into a restructuring agreement with the overwhelming support of its lenders to improve our company's financial position and position Air Methods for long term success. In December 2023, Air Methods successfully completed the financial restructuring and has been operating as normal. With the emergence from our restructuring, Air Methods Corporation converted to Air Methods, LLC for tax structure purposes. CHPPR Holdings, Inc. is a Delaware corporation and a leading U.S. private equity firm that is investing approximately $185 million of new capital into Air Methods.

As a privately held entity, Air Methods is not required to publicly disclose its financial information, and company policy prevents us from releasing any confidential or proprietary information, including financial information, in the absence of a non-disclosure agreement. Accordingly, we are submitting this information about Air Methods and our owners in lieu of providing detailed financial information which the county is unable to keep confidential due to Florida's Sunshine Law.

Key Financial Health Indicators

Air Methods emerged from Chapter 11 bankruptcy in December 2023, and reduced its debt by 75%.

- The restructuring plan strengthened our company's financial position and includes financial flexibility to support the business and additional capital to invest in the company's infrastructure.

Air Methods has continued to deliver strong financial results during and after the restructuring process.

- Air Methods' EBITDA is up double digits over prior as the company is continuing to operate its fleet of 357 medical helicopters and fixed-wing aircraft from 275 bases serving 48 states.

Air Methods completed its 2023 financial audit with a clean opinion.

- Ernst & Young delivered a clean audit opinion for Air Methods' fiscal year 2023.

Air Methods' credit rating has improved.

- In the first quarter of 2024, S&P improved Air Methods' credit rating and assigned the company a B- rating, which will continue to be monitored and improved as Air Methods reaches and delivers on its future financial goals.

Air Methods' Air Medical Services Division is the largest provider of air medical transport services in the United States, serving 46 states with over 275 bases of operations. Air Methods operates over 400 helicopters and fixed wing aircraft. Air Methods transports approximately 100,000 patients per year and has over $1 billion in annual revenue. Our Tourism Division is comprised of Blue Hawaiian Helicopters and Blue Hawaiian Activities, which provide helicopter tours and charter flights and concierge and activity desk services, respectively, in Hawaii. Our United Rotorcraft Division specializes in the design and manufacture of aeromedical and aerospace technology. Our Clinical Education Division, Ascend, offers industry-leading hands-on and online EMS training for

paramedics, nurses, and other emergency medical personnel seeking to obtain or renew clinical certifications.

The private equity investors which own Air Methods have a combined hundreds of billions of dollars in assets under management and have extensive experience owning and managing large, profitable businesses.

We trust that the above information provides Clay County with sufficient assurance that Air Methods and its subsidiaries (including Rocky Mountain Holdings) are financially sound and secure.

Please also see attachment for a letter confirming Air Methods is in good standing financially.

(4) *The location and description of the place or places from which the applicant will operate to include any proposed locations or substations as well as the maximum number of units the applicant proposes to place at the locations and whether the locations will provide additional coverage or improved total response times.*

Air Methods proposes 987 Bunker Ave, Green Cove Springs, Florida, near Reynolds Airfield as the location for service. Response time will vary depending on the location of the call. Air Methods is currently the process of negotiating a lease agreement, but such location may change.

(5) *Copy of applicant's application for State of Florida EMS license including the names and certification numbers of all EMTs and paramedics utilized by the applicant to provide emergency medical services and the record of compliance with vehicle inspection standards under the applicable Florida Administrative Code for Chapter 401, Florida Statutes.*

(a) *If applicable, the past performance or service record of the applicant, obtained from sources such as, but not limited to, hospitals, local public safety agencies and Clay County Fire Rescue.*

Not applicable.

STATE OF FLORIDA
DEPARTMENT OF HEALTH
BUREAU OF EMERGENCY MEDICAL OVERSIGHT

AIR AMBULANCE SERVICE LICENSE

This is to certify that: **ROCKY MOUNTAIN HOLDINGS, LLC** **Provider Number # 7003**
Name of Provider

4375 NE 48TH AVENUE, GAINESVILLE, FLORIDA 32609
Address

has complied with Chapter 401, Florida Statutes, and Chapter 64J-1, Florida Administrative Code, and is authorized to operate as an Air Ambulance Service subject to any and all limitations specified in the applicable Certificate(s) of Public Convenience and Necessity and/or Mutual Aid Agreements for the County(s) listed below:

COLUMBIA; DUVAL; ESCAMBIA; GADSDEN; HAMILTON; JACKSON; LAKE; LEE; MARTIN; OKALOOSA; OKEECHOBEE; ORANGE; OSCEOLA; POLK; ST. JOHNS; ST. LUCIE; SEMINOLE; SUWANEE & WALTON
County(s)

Michael Hall, Section Administrator
Emergency Medical Services
Florida Department of Health

THIS CERTIFICATE EXPIRES ON: 03/30/2026
This certificate shall be posted in the above mentioned establishment

LIFE FLIGHT CREW

2024	Nurse	FL Medic	GA Medic
Eric Soules	-	PMD529668	P032183
Jacob Scarbrough	GN	PMD536069	P032083
Matt Wolfe	-	PMD518202	P024311
Tiara Davidson	-	PMD528824	P030173
Alex Thompson	RN9418419 compact	PMD539937	-
Angie Schoonover	RN9188229 compact	PMD524287	-
Beth Blake	RN2910442 compact	PMD206480	-
Lea Reyes	RN9409955 compact	PMD536020	-
Jacob Tymon	RN9532963 Compact	PMD527160	-
Isaac Long	RN9603311 Compact	-	-

(6) *The name and address of medical director along with a copy of the proposed contract, an executed copy of which shall be provided prior to the certificate issuance date.*

Below please find a copy of an executed copy of such medical director contract.

FIFTH AMENDMENT TO THE
PHYSICIAN MEDICAL DIRECTOR SERVICES AGREEMENT

This Fifth Amendment to the Physician Medical Director Services Agreement (this "Fifth Amendment") is entered into as of the last date of signature below, but made effective as of August 1, 2024 (the "Amendment Effective Date") by and between **Air Methods, LLC** (fka Air Methods Corporation), a Delaware limited liability company ("AIR METHODS"), having its principal place of business at 5500 South Quebec Street, Greenwood Village, CO, 80111 and **EMED Care Solutions & Consulting, LLC**, having an address at 24 Bluff View Drive, Richmond Hill, GA 31324 ("EMED" and together, with AIR METHODS, the "Parties" and individually, a "Party").

WHEREAS, AIR METHODS and EMED previously entered into a Physician Medical Director Services Agreement dated March 1, 2022, as amended (collectively, the "Agreement"), pursuant to which EMED's employee, Dr. Charles Ussery ("Doctor") serves as a Physician Medical Director and provides medical supervision and medical control for AIR METHODS programs; and

WHEREAS, the Parties now desire to amend the Agreement in order to update the Service Location and adjust Doctor's monthly compensation and required hours of Services.

NOW, THEREFORE, in exchange for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **Capitalized Terms**. Any capitalized terms used but not otherwise defined herein shall have the same meaning as set forth in the Agreement.

2. **Amendment to First Whereas Clause**. The Parties hereby agree to temporarily amend the First Whereas Clause to update the assigned Service Location starting on the Amendment Effective Date through February 28, 2025, to include Marianna, Florida in addition to Doctor's assigned Service Location of Jacksonville, Florida and Live Oak, Florida. Unless earlier modified or amended, effective March 1, 2025, Doctor's assigned Service Location shall revert to Jacksonville, Florida and Live Oak, Florida.

3. **Amendment to Section 8.a., Compensation**. In consideration of the temporarily amended Service Location set forth above, the Parties agree to temporarily amend Section 8.a. starting on the Amendment Effective Date through March 1, 2025, to increase Doctor's monthly compensation for the provision of the Services to Four Thousand Eight Hundred Dollars ($4,800.00) each month. In exchange for such compensation, Doctor will provide an average of twenty-eight (28) hours of Services each month. Unless earlier modified or amended, effective March 1, 2025, Doctor's monthly compensation and average hours of Services shall revert to Four Thousand Dollars ($4,000.00) each month and twenty-four (24) hours of Services, respectively.

5. **Effect of Amendment**. Except as specifically set forth herein, all other terms and provisions of the Agreement shall remain unaffected by this Fifth Amendment and continue in full force and effect. On and after the Amendment Effective Date, each reference in the Agreement to "this Agreement" or similar terms will mean the Agreement as amended by this Fifth Amendment.

6. **Further Amendment**. This Fifth Amendment may not be amended, modified, or supplemented except upon execution and delivery of a written instrument executed by the Parties.

AIR METHODS
5500 SOUTH QUEBEC STREET, SUITE 300 | GREENWOOD VILLAGE, CO 80111
303.792.7400 | AIRMETHODS.COM

7. **Counterparts**. This Fifth Amendment may be executed in one or more counterparts (including by .pdf or other electronic means), each of which will be deemed an original and all of which together will constitute one and the same agreement.

IN WITNESS WHEREOF, the Parties have executed this Fifth Amendment as of the last date set forth below.

AIR METHODS, LLC	**EMED CARE SOLUTIONS & CONSULTING, LLC**
By: Stephanie Queen	By:
Name: Stephanie Queen, DNP	Name: Dr Charles Ussery
Title: CNO / SVP Clinical Services	Title: CEO
Date: 9 December 2024	Date: 8-1-24

(7) *A description, type and condition of the applicant's telephone and radio communication system, including its assigned frequency, call number, mobiles, portables, range and hospital communications ability to determine if such systems are adequate or compatible with other systems that may interact with the applicant.*

All aircraft are equipped with UHF/VHF/9100 radios. They can also make satellite calls, and personnel are provided with cellular phones. Please see email attachment.

(8) *A description of the geographical area including the name of any municipalities that the applicant has previously been authorized to serve within the county as well as all other counties and municipalities within Florida or any area outside the State of Florida.*

Air Methods, which owns and controls Rocky Mountain Holdings, owns and operates the aircraft which will be operated pursuant to this COPCN. Air Methods' fleet of owned, leased or maintained aircraft over 400 helicopters and fixed-wing aircraft operating in most states across the county. Locally, Air Methods and Rocky Mountain Holdings serve the following counties across the Florida panhandle.

Escambia County, FL	Bay County, FL
Okaloosa County, FL	Jackson County, FL
Walton County, FL	Gadsden County, FL
Holmes County, FL	Calhoun County, GA
Washington County, FL	Liberty County, GA

(9) *An agreement by the applicant to file, in the event that a certificate shall be granted and prior to the certificate issuance date, copies of policies of public liability, property damage and malpractice insurance as required by the applicable Florida Administrative Code for Chapter 401, Florida Statutes and this chapter, naming the board as an additional named insured.*

Please see the Certificate of Insurance provided in Response 3 above.

AIR METHODS

5500 SOUTH QUEBEC STREET, SUITE 300 | GREENWOOD VILLAGE, CO 80111

303.792.7400 | AIRMETHODS.COM

(a) *A private applicant shall additionally provide a willingness to hold harmless and indemnify the board and county for the service provided under any certificate approved.*

Air Methods is willing to hold harmless and indemnify Clay County, Florida and its board of county commissioners for the service Air Methods provides under an approved COPCN.

(10) *A copy of the applicant's EMS standard operating policies and procedures and medical treatment protocols, which all shall include all general and/or specific instructions to personnel as to the exact nature of their duties and responsibilities, when applicable, and under what conditions, as well as a copy of the applicant's equipment list.*

Please see email attachments.

EMERGENCY AIRWAY MODULE	
Laryngoscope Handle (Verify Working)	1
Macintosh blades (3, 4)	1 Each
Miller blades (0 / 1 / 2 / 3 / 4)	1 Each
60 cc Luer Lock Syringe	1
Chloraprep Swab Stick	2
King Airway (sizes 0, 1, 2, 2.5, 3, 4, 5)	1 Each
Lung Decompression Needle 10G	2
Lung Decompression Needle 14G	2
Needle Cric Kit (14 ga IV/Syringe/7.5 Connector	1
Scalpel #10	2
Surgical Cric Kit	1
Shiley 6.0	1

PRIMARY BAG	
TOP POCKET	
BVM (Adult/Peds/Infant)	1 Each
PEEP Valve	1
TOP INSIDE POCKET	
Chloraprep Swab Stick	1
Lung Decompression Needle 10G and 14 GA	2 Each
HEMORRHAGE CONTROL POCKET - LEFT	
4x4 Gauze	5
Abd Pads	2
Pelvic Binder - Std 32-50"	1
CAT tourniquet	4
Celox	2
Roller Gauze	2
Sam Splint	1
Trauma Dressing 10x30	1
Vaseline Gauze	2
OXYGENATION POCKET - RIGHT	
Dual Head Stethoscope	1
EtCO2 Nasal Cannula (Adult)	1
Nasal Cannula (Adult, Peds, Infant)	1
Nebulizer Kit	1
Non-Rebreather (Adult, Peds)	1
Trauma Sheers	1
Broselow Tape	1
GLUCOMETER KIT (INSIDE O2 POCKET)	
2x2 Gauze	2
Alcohol Prep Pads	5
Glucometer	1
Lancets	5
Test Strips (Bottle)	1
Test Strip Instruction Papers (CLIA Requiremer	1
MAIN COMPARTMENT	
Soft Restraints	2 Pairs
Laredal LCSU4 (Charged/Operational)	1
Ducanto Suction Tip	1
Suction Cath #16	1
Suction Tubing	1
Shiley (for use w/ surgical cric kit)	1

INTRAVENOUS MODULE	
3-way Stopcock	2
Alcohol Prep Pads	5
Arm board	1
Chloraprep Swab Stick	2
EZ IO Fluorescent IDs	2
EZ IO Stabilizer	2
EZ-IO 15mm Needle (Pink)	2
EZ-IO 25mm Needle (Blue)	2
EZ-IO 45mm Needle (Yellow)	2
EZ-IO Drill	1
IV Catheters (14 / 16 / 18 / 20 / 22 / 24)	2 Each
IV Extension Set (~7" w/ Luer Activated Valve)	2
IV Pressure Bag	1
IV Start Kit	2
Lidocaine - Syringe	1
Normal Saline Flush - 10mL	2
Straight Tubing	1
Normal Saline 500 ml	1

INTUBATION MODULE	
10 mL syringe	1
Bougie #10	1
Bougie #15	1
CMAC Mac 2 Blade/handle	1
CMAC Mac 4 Blade/handle	1
CMAC Miller 1	1
CMAC Screen (Charged)	1
Ducanto Suction Tip	1
ET Tube Holder (Adult)	1
ET Tube Holder (Pediatric)	1
EtCO2 Filterline	1
ETT (adult sizes 6 / 6.5 / 7 / 7.5 / 8 / 8.5)	1 Each
ETT (pedi sizes 2.5 / 3 / 3.5 / 4 / 4.5 / 5 / 5.5)	1 Each

RSI MODULE	
18G Needle	1
21G Needle	1
1 mL Syringe	2
3 mL Twin Pak Syringes	2
10 mL Twin Pak Syringes	2
20 mL Syringe	1
3-way Stopcock	1
Alcohol Prep Pads	5
Blunt Fill Needles 18G 1 & 1/2"	1
Atropine	1
Epinephrine 1 mg/10ml	1
Etomidate	40 mg
Ondansetron	4 mg
Metoclopramide	10 mg
Rocuronium	200 mg
Succinylcholine	200 mg
Phenylephrine	10 mg
Vasopressin	20 units
Normal Saline 100 ml bag	1
Normal Saline Prefilled Syringes	2

MEDICATION BAG	Maximum	MEDICATION BAG	Maximum
Medication Added Label	5 Labels	Ipratropium Bromide	2 mg
18G Needles	4	Keppra (Levetiracetam)	2000 mg
21G needles	2	Labetalol	300 mg
1 mL Syringes	2	Lidocaine -Prefilled Syringe	200 mg
3 mL Twin Pak Syringes	2	Magnesium Sulfate	10 grams
5 mL Twin Pak Syringes	2	Metoprolol	25 mg
10mLTwin Pak Syringes	2	Naloxone	10 mg
20mL Syringe	1	Nicardipine	100 mg
3-way Stopcock	1	Nitroglycerin - 5mg/ml - 10ml Vial	50 mg
Filter Line Extension	2	Nitroglycerin - Sublingual	1 Bottle
Filter Straws	4	Norepinephrine	8 mg
Pump Tubing	2	Normal Saline Prefilled Syringes	2
Adenosine	30 mg	Ondansetron- IV (may include MDV vials)	4 vials
Albuterol	10 mg	Ondansetron- ODT (If IV Unavailable)	16 mg
Amiodarone	600 mg	Oxytocin	20 Units
Aspirin	1 Bottle	Phenylephrine	20 mg
Atropine	4 mg	Racemic Epi - 2.25% 0.5 ml inhaltion solution	2 units
Calcium Gluconate	2 grams	Reglan	20 mg
Cefazolin	2 grams	Sodium Bicarb 8.4%	150 mL
Dexamethasone	10 mg	Terbutaline	1 mg
Dextrose 10%	250 mL	Tranexamic Acid	2 grams
Diltiazem	100 mg	Tylenol (Children's)	1 Bottle (4 oz)
Diphenhydramine	50 mg	Vasopressin	40 Units
Dobutamine	250 mg	100mL Dextrose 5% in Water	1
Dopamine	200 mg	100ml NS ADD-Vantage Bag	1
Epinephrine 1mg/mL	5 mg	100mL Normal Saline	1
Epinephrine 1mg/10mL	4 mg	250mL Dextrose 5% in Water	2
Etomidate	80 mg	250mL Normal Saline	1
Hydralazine	40 mg	500mL Dextrose 5% Normal Saline	1
Hypertonic 3% Saline	500 mL	500mL Normal Saline	1

(11) *An agreement that should a temporary situation arise or a declaration of emergency be declared due to a serious or imminent threat to the public health, safety, welfare, or public need and convenience, the applicant shall offer assistance and abide by the orders of the fire chief.*

Should a temporary situation arise, or a declaration of emergency be declared due to a serious or imminent threat to the public health, safety, welfare, or public need and convenience, to the extent of Air Methods' capabilities, we agree to offer assistance and shall abide by the orders of the fire chief.

(12) *If the applicant or any officer, principal or owner thereof has been convicted of a felony, information regarding nature and seriousness of the offense and the circumstances under which the felony occurred.*

Not applicable.

(13) *Proof that the applicant possesses all required federal and/or State of Florida licenses and permits.*

Department of Health | FLHealthSource.gov | Public Data Portal | New Licensed Health Care Practitioners | Search Home

Rocky Mountain Holdings, L.L.C.

License Number: AIR7003

Data As Of 1/10/2025

License Information | Secondary Locations | Discipline/Admin Action | Supervising Practitioners | Subordinate Practitioners

Name	Relationship	Profession	License	Effective Date
N134AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1750	3/6/2014
N135NP	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1736	10/1/2013
N200HN	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1881	5/22/2017
N213SH	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2056	1/6/2022
N237SH	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2103	4/10/2023
N253AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1497	8/9/2010
N272MJ	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2160	12/20/2024
N273AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2039	7/1/2021
N284AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1793	5/13/2015
N372AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2102	2/28/2023
N383AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2111	7/20/2023
N398AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1779	11/6/2014
N407HC	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2108	6/12/2023
N408SH	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1861	3/10/2017
N470WC	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2060	2/8/2022
N506LF	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2035	6/9/2021
N895CR	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1829	3/28/2016
N908AC	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2071	8/26/2022
N911BF	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2126	2/6/2024
N917AC	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1742	12/18/2013
N927AM	PERMIT	VEHICLE PERMIT (AIRCRAFT)	2046	9/13/2021
N935AC	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1743	12/18/2013
N986LF	PERMIT	VEHICLE PERMIT (AIRCRAFT)	1827	3/23/2016

(14) *A schedule of proposed rates for transportation or treatment of patients.*

Rocky Mountain Holdings currently bills patients' commercial insurance providers and other applicable payors, the below amounts for air medical services, except as otherwise required by regulation, including Medicare and Medicaid:

Liftoff	$51,223.80
Loaded mileage	$615.66

Due to the "No Surprises Act", Rocky Mountain Holdings does not balance bill patients for air ambulance transports. Patients' commercial insurance providers, Medicare, Medicaid, or other applicable payors are responsible for paying the bill for a patient's air ambulance transport, patients are solely responsible for paying their copay, coinsurance, and deductible.

PNC

January 23, 2025

To Whom it may concern,

RE: Financial Reference

This letter is in response to a Clay County, Florida request for financial reference. Air Methods LLC and related entities have held accounts with PNC Bank, NA since at least 2013 and are currently in good standing.

For any questions, please do not hesitate to contact me at 720-291-4024 or via email at Jason.weston@pnc.com

Sincerely,

Jason Weston

Jason Weston

Senior Vice President

PNC Bank

Willis Towers Watson Northeast, Inc.
d/b/a Willis Aerospace

200 Liberty Street, 6th Floor
New York, NY 10281

CERTIFICATE OF INSURANCE

This is To Certify To:
Clay County Board of County Commissioners
P.O. Box 1366
Green Cove, FL 32043

(Sometimes referred to herein as the Certificate Holder(s))

That the insurers listed, each for their own part, and not one for the other, are providing the following insurance:

NAMED INSURED	Air Methods LLC , et al, and Enchantment Aviation, Inc. dba Southwest Air Ambulance, dba Southwest Med Evac, CHPPR Holdings Inc., CHPPR GuarantorCo Inc., CHPPR MidCo Inc., CHPR AcquisitionCo Inc., ASP AMC Intermediate Holdings, LLC, Air Methods Telemedicine, LLC, AirMD, LLC, dba LifeSave, dba LifeSave Kupono, and/or any associated, subsidiary, affiliated, managed, owned or controlled companies or entities appearing above, or any company or entity for whom the Insured has agreed to be responsible for.
ADDRESS	5500 S. Quebec St., Suite 300 Greenwood Village, CO 80111
COVERAGES	Aircraft Hull and Liability and Aviation General Liability Insurance
TERRITORY	Worldwide
POLICY PERIOD	July 1, 2024 to July 1, 2025 on both dates at 12:01 AM LST
EQUIPMENT	Any and all aircraft operated by the Named Insured including the aircraft specifically listed on the Fleet and/or Equipment Schedule below.
INSURERS	National Union Fire Insurance Company of Pittsburgh, PA through AIG Aerospace Insurance Services, Inc. and other US and Lloyds Companies – 100% (For more detailed SECURITY (the "Insurers") information, please see Addendum 0001)

LIMITS OF LIABILITY	
Aircraft Liability and Aviation General Liability	
Combined Single Limit for Bodily Injury, Personal Injury and/or Property Damage:	USD $50,000,000 per occurrence. Personal Injury is sub limited to USD $25,000,000 any offense and in the aggregate.
including AVN52 (War Liability), the sublimit is:	USD $50,000,000 per occurrence and in the aggregate, except with respect to passengers which the full policy limit to apply (this limit is included within the policy limit and not in addition to).
Additional Coverages:	

Certificate No. 2024-2771

SPECIAL PROVISIONS

Subject always to the scope of the policies noted above and all the policies' declarations, insuring agreements, definitions, terms, conditions, limitations, exclusions, deductibles, warranties and endorsements thereof remaining paramount: Solely as respects: (i) The Coverage(s) noted above; (ii) the Contract(s) (and then only to the extent of the Named Insured's obligation to provide insurance under the terms of the Contract(s)); and (iii) the operations of the Named Insured; the following provision(s) apply(ies):

The use of the terms "Additional Insured" / "Additional Insureds", when used in the context of coverages other than Liability Coverage(s), are solely for the purpose of identifying parties and does not, by virtue of the use of these terms, convey any benefits or rights not provided for under the policies.

Solely as respects Liability Coverage(s) and Solely when Required by Contract: Certificate Holder(s),Clay County Board of County Commissioners is/are included as Additional Insureds (collectively, the Additional Insureds, individually, an Additional Insured) as their respective interests may appear, warranted no operational interest. The insurance extended by this policy shall not apply to, and the Certificate Holder shall not be insured for bodily injury or property damage which arises from the design, manufacture, modification, repair, sale, handling or servicing of the aircraft by the Certificate Holder.

Fleet and/or Equipment Schedule

Additional Notes

As respects each Certificate Holder(s) respective interests, this Certificate of Insurance shall automatically terminate upon the earlier of: (i) Policy expiration; (ii) Cancellation of the policies prior to policy expiration, as notified to the Certificate Holder(s) as required herein; (iii) agreed termination of the Contract(s); and/or in the case of physical damage insurance relating to those Certificate Holder(s) who have an insurable interest in the Equipment as of the date of issuance of this Certificate of Insurance: agreed termination of the Named Insured's and/or the Certificate Holder(s) insurable interest in the Equipment

This Certificate of Insurance is issued as summary of the insurances under the policies noted above and confers no rights upon the Certificate Holders as regards the insurances other than those provided by the policies. The undersigned has been authorized by the above insurers to issue this certificate on their behalf and is not an insurer and has no liability of any sort under the above policies as an insurer as a result of this certification.

Hilary Wheatley

Date of Issue: July 1, 2024

Hilary Wheatley, Authorized Representative
Willis Towers Watson, Northeast, Inc. - Aerospace
CertificateRequestAirMethods@wtwco.com

Certificate No. 2024-2771

CLAY COUNTY
FLORIDA

Public Safety Department

Mailing Address:
P.O. Box 1366
Green Cove Springs, FL
32043

Physical Address:
2519 State Road 16 West
Green Cove Springs, FL
32043

Area code: 904
Phone: 284-7703
Fax: 284-7144

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com

Memorandum

TO: Clay County Board of County Commissioners

FROM: Lorin L. Mock, Fire Chief LLM

DATE: May 20, 2025

SUBJECT: **Clay County Fire Rescue Review of Rocky Mountain Holdings Application for Class G/H/I Certificates of Public Convenience and Necessity for Emergency Medical Care and/or Transportation within Clay County**

Issue: Pursuant to Chapter 401, Florida Statutes, counties are responsible for the provision of emergency medical services to their citizens. Clay County has done so by promulgating Chapter 7.3 of the Clay County Ordinance Code by which it establishes standards for issuing certificates of public convenience and necessity (COPCNs) for emergency and nonemergency non-transport and transport prehospital services, advanced life support services (ALS), basic life support services (BLS), emergency inter-facility medical transport services, and nonemergency inter-facility medical transport.

In February 2025, the Fire Rescue Department received an application from Rocky Mountain Holdings, requesting the issuance of a Class G, H and I COPCN for emergency medical care and/or transportation, or nonemergency transportation within Clay County. A Class G Certificate permits private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services at the ALS or BLS level. A Class H Certificate permits private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services requiring on-board clinical capabilities which may exceed those of a conventionally equipped and staffed ALS air ambulance which services originate within the County pursuant to a physician's order. A Class I Certificate permits private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services, interfacility neonatal transport and emergency or nonemergency organ/blood transport, including the transport of transplant teams or other emergency or nonemergency interfacility medical transport services at the ALS or BLS level between two (2) establishments licensed as hospitals pursuant to Chapter 395, Florida Statutes.

Background: The Ordinance requires that when an application is submitted, the Fire Chief is to conduct an investigation of the application in order to determine: 1) the public need for the proposed service in the geographical area requested, and 2) other pertinent facts which the Clay County Fire Rescue Department may deem relevant in determining the fitness of the applicant to receive a certificate.

The Ordinance additionally requires that the County's Medical Director and the County's Office of Management and Budget assist in the analysis. The

County's Medical Director is to review the applicant's standard operating policies and procedures and medical treatment protocols as well as its equipment list to insure full compatibility with Clay County Fire Rescue's existing response operation. Similarly, the Office of Management and Budget is charged with providing an analysis of the financial implications to the County if the COPCN application is approved, including what modifications would be necessary to the current County EMS operation.

In addition to the issuance of a Class G, H and I COPCN for emergency medical care and/or transportation, or nonemergency transportation within Clay County, the application submitted by Rocky Mountain Holdings sought to place an air ambulance in operation at Reynolds Park in Green Cove Springs. Due to delays in a lease agreement subsequent to the submission of their application, the applicant revised the request to add Baptist Clay as a daytime operational location until such time as the lease agreement is reached at Reynolds Park.

Finding:

Application Renewal Review: In accordance with the requirements of the Ordinance both Medical Director and the Office of Management and Budget conducted their respective reviews and analyses of the application and found it to be in order. Their respective reports are attached for consideration as appropriate by the Board.

Additionally, the investigation by the Fire Rescue Department of Rocky Mountain Holdings application was also found to be complete and in order with the following exceptions/concerns noted:

> **Section 7.3-5(3)(a) requires that the applicant detail the "financial ability of the applicant to render safe and quality services to include the following information." This includes "The ability to maintain or place the equipment required by the state and by this Chapter, specifically including operation of 2 fully staffed operating ambulances with at least 1 spare ambulance, and whether for a municipality only seeking Certificates E or F or for an air ambulance service seeking Certificates G, H, or I any circumstances justify an exception to these requirements."**

The application specifies the applicant will only operate one (1) Bell 407 as the primary aircraft and one (1) Bell 407 as a spare.

Recommendation:

General Analysis of the Application: Rocky Mountain Holdings is considered to be fully competent and proficient and, as such, is judged to be financially, administratively and operationally capable of the operation of an air ambulance service in Clay County. It is further noted that the service requested by Rocky Mountain Holdings is not a service that is currently provided by Clay County Fire Rescue, however, it is utilized from time to time to transport patients with the County.

Accordingly, it is my recommendation that it is in the best interest of the County for the Board to grant the requested COPCN's to Rocky Mountain Holdings to operate an air ambulance service from the two identified locations, along with an exemption from the afore cited requirement of maintaining "2 fully staffed operating ambulances."

Action:

The Board is charged, based upon competent, substantial evidence presented at the public hearing, as well as consideration of all of the factors and information provided in the application, as required by Section 7.3-5 of the Ordinance, with finding whether the residents of the County would best be served by granting or denying this application. Accordingly, the Board shall recommend one of the following:

1) that a certificate is necessary to protect health, safety, and welfare of the citizens of the County and it shall be issued, along with the exemption as recommended by the Fire Chief; or

2) that a certificate is not necessary to protect health, safety, and welfare of the citizens of the County and the request for a certificate be denied;

cc: Howard Wanamaker, County Manager (w/o attachments)

CLAY COUNTY
FLORIDA

Public Safety Department

Mailing Address:
P.O. Box 1366
Green Cove Springs, FL
32043

Physical Address:
2519 State Road 16 West
Green Cove Springs, FL
32043

Area code: 904
Phone: 284-7703
Fax: 284-7144

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com

May 9, 2025

David Motes, Acting Fire Chief
Clay County Fire Rescue Department
PO Box 1366
2519 State Road 16 West
Green Cove Springs, Florida

RE: Review and Approval of Medical Policies, Procedures, Protocols and equipment list for Rocky Mountain Holdings, LLC

This letter is to inform you that I have reviewed the proposed policies, procedures, protocols and equipment list provided to me for Rocky Mountain Holdings, LLC, and approve them.

Should you have any questions, please feel free to contact me directly.

Respectfully,

Justin Deaton, M.D.
Clay County Medical Director

Department

Division **if needed**

Address
Green Cove Springs, FL
32043

Area Code: 904
Phone:000-0000
Fax: 000-0000

County Manager
Howard Wanamaker

Commissioners:

John Sgromolo
District 1

Alexandra Compere
District 2

Jim Renninger
District 3

Betsy Condon
District 4

Kristen Burke, DC
District 5

claycountygov.com

MEMORANDUM

To: David E. Motes
Assistant County Manager/ Acting Fire Chief

From: Debbie Sileo DS
Office of Management & Budget Director

Date: March 21, 2025

Subject: Rocky Mountain Holdings, LLC, DBA Baptist Lifeflight

The County does not currently provide an air ambulance service and therefore there would not be an impact if the company discontinued the service.

Clay County Board of County Commissioners
P. O. Box 1366
Green Cove Springs, FL 32043

RE: Rocky Mountain Holdings, LLC (d/b/a Jacksonville Baptist LifeFlight South) Intent for optional day basing.

Dear Chief Boree,

I am writing to formally express our intent to obtain a COPCN for the purpose of establishing an optional temporary day base at Baptist Clay Hospital, located at 1771 Baptist Clay Dr, Fleming Island, FL 32003. This arrangement would remain in effect while we await the finalization of the property lease at Reynolds Park Airfield.

Additionally, we currently hold a PPA with Baptist Health, who has granted their full support and approval to proceed with this plan.

We appreciate your consideration of this request and look forward to your guidance on the next steps.

Sincerely,
Angela Burdette
Field Operations Manager
AirMethods

CLAY COUNTY BOARD OF COUNTY COMMISSIONERS
CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY

The Board of County Commissioners of Clay County hereby issues a Certificate of Public Convenience and Necessity to Rocky Mountain Holdings, L.L.C., to provide services with limitations as prescribed herein:

1) Class G: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services at the ALS or BLS level.

2) Class H: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services requiring on-board clinical capabilities which may exceed those of a conventionally equipped and staffed ALS air ambulance which services originate within the County pursuant to a physician's order.

3) Class I: Certificates for private or municipal providers of air ambulances to conduct emergency or nonemergency interfacility medical transport or transport services, interfacility neonatal transport and emergency or nonemergency organ/blood transport, including the transport of transplant teams or other emergency or nonemergency interfacility medical transport services at the ALS or BLS level between two (2) establishments licensed as hospitals pursuant to Chapter 395, Florida Statutes.

4) Exemption approved in connection with this COPCN as set forth in the Recommendation from the Fire Chief in the May 20, 2025, Memorandum to the Board.

The above-named service affirms that it will maintain compliance with Ordinance No. 2018-23, as amended.

Effective: May 27, 2025

Date of Expiration: May 26, 2027 (Unless suspension or revocation is prior thereto)

ATTEST:

Tara S. Green Clay County Clerk of Court and Comptroller Ex Officio Clerk to the Board	Betsy Condon, Chairman Board of County Commissioners

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 2/27/2025

FROM: Dodie Selig, AICP, Chief Planner

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

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

AGENDA ITEM TYPE:

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Streeper, Lisa	Approved	5/21/2025 - 3:37 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Planning Commission DATE: 3/26/2025

FROM: Jenni Bryla, Zoning Chief

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

A. COMP 25-0006
This application is a FLUM Amendment to change 16.34 acres from Rural Residential (RR) to Urban Core 10 (UC-10).
B. ZON 25-0005
This application is a Rezoning to change from Agricultural/Residential (AR) to Multi-Family Residential District (RD-2).

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The application is proposed to construct 65 detached single-family residential units.

Is Funding Required (Yes/No): If Yes, Was the item budgeted (Yes\No\N/A):

The subject parcel is located west of Blanding Blvd and north of CR 218, just north of the intersection of Pine Tree Lane and CR 218.

Sole Source (Yes\No): Advanced Payment (Yes\No):

Planning Requirements:
Public Hearing Required (Yes\No):

Hearing Type:

Initiated By:

Roland R Townsend Jr, Todd A Townsend, Jamie L Hudson: Owner
Frank Miller: Agent

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff Report for COMP 25-0006	Cover Memo	4/30/2025	COMP_25-0006-_PC_Staff_Report_-_final_jb.pdf
Ordinance	Ordinance	4/30/2025	COMP_25-0006-_ordinance_-finalada.pdf
Staff Report for ZON 25-0005	Cover Memo	4/30/2025	ZON_25-0005_-_PC_Staff_Report_-finalada.pdf
Ordinance ZON 25-0005	Ordinance	4/30/2025	ZON_25-0005_-_Ordinanceada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments

Economic and Development Services	Carson, Beth	Approved	5/14/2025 - 8:44 AM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/14/2025 - 9:26 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/15/2025 - 6:57 AM	AnswerNotes

COMP 25-0006

Staff Report

Copies of the application are available at the Clay County Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043

Owner / Applicant Information:

Owner: Roland R Townsend Jr, Todd A Townsend, Jamie L Hudson
Agent: Frank Miller
Phone# 904-354-1980
Email: **fmiller@gunster.com**
Address: 1 Independent Dr, Ste 2300
Jacksonville, Fl 32202

Property Information

Parcel ID: 14-05-24-006355-000-00
Current Land Use: RR (Rural Residential)
Proposed Land Use: UC-10 (Urban Core 10)
Commission District: 4, Comm. Condon
Address: 2169 Pine Tree Lane, Middleburg, FL
Current Zoning: AR (Agricultural Residential)
Acres: 16.0 +/- acres
Planning District: Middleburg-Clay Hill

Introduction:

This application is a Small-Scale Comprehensive Plan Amendment to the 2045 Future Land Use Map (FLUM). The application would change a single parcel of land from RR (Rural Residential) to UC-10(Urban Core 10). This could equate to a density of 10 units to the acre depending on the zoning district. The Applicant intends to build approximately 65 detached single-family homes.

The subject parcel is located west of Blanding Blvd and north of CR 218, just north of the intersection of Pine Tree Lane and CR 218. The property to the north of the subject parcel has a future land use of Rural Fringe (RF) and underwent a rezoning of the land from AR to RB in 2003. The 29-acre parcel has an approximate density of 3 units to the acre. A companion Rezoning application from AR to RD-2 follows this comprehensive plan amendment. This zoning designation would equate to a density of 4 units to the acre.

24

Figure 1 – Location Map

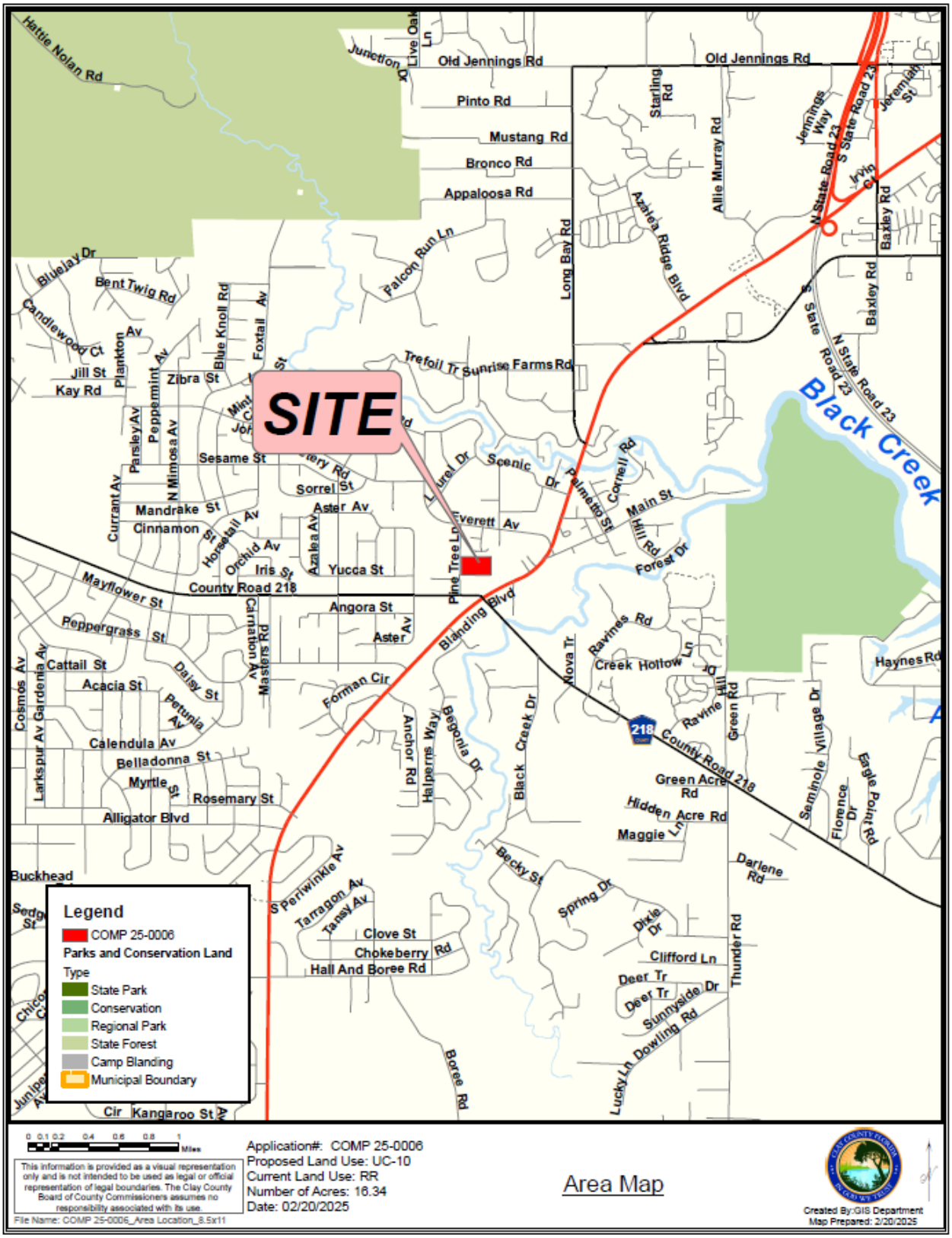


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Figure 2 – Parcel Map

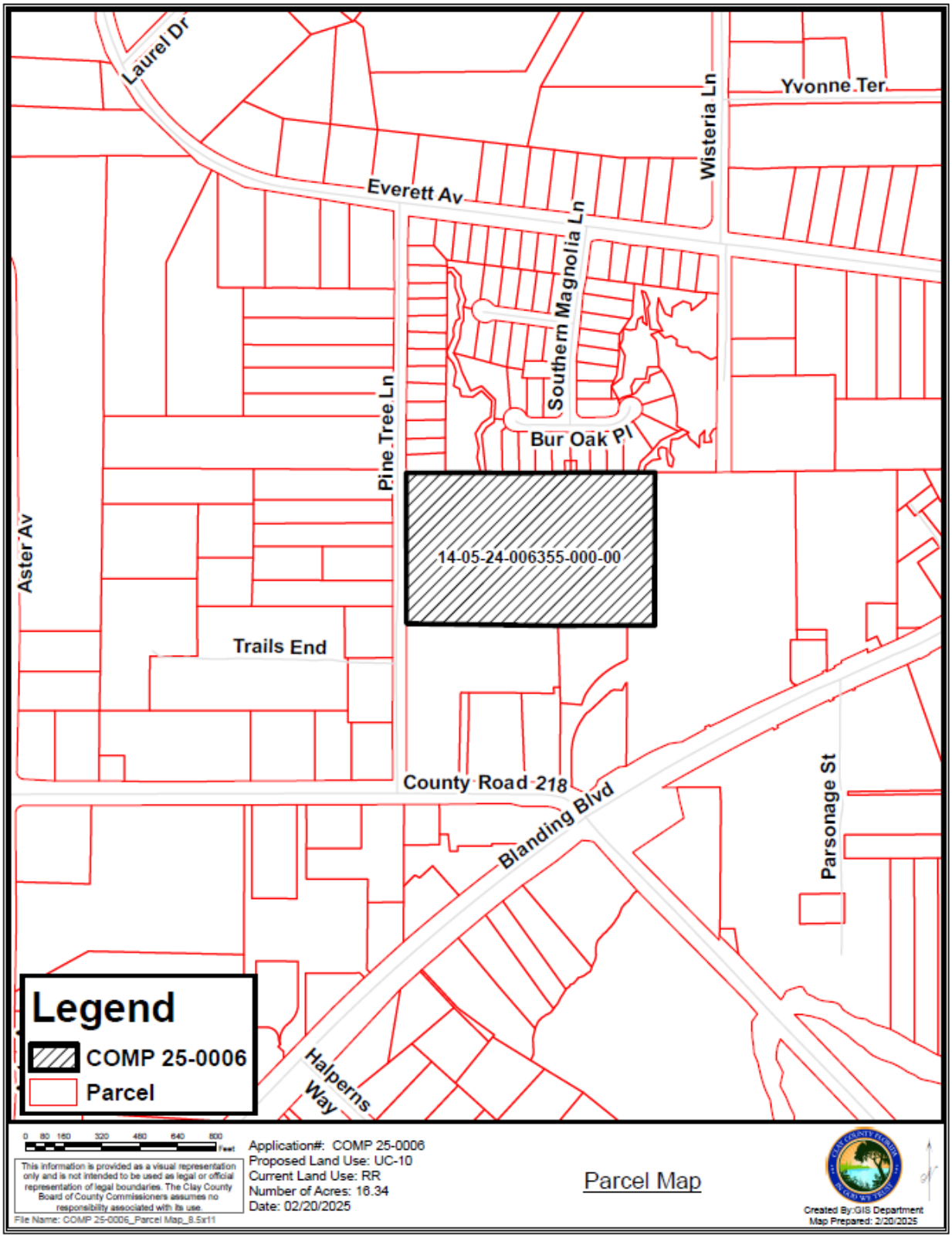

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Figure 3 - Aerial Photo

Figure 4 – Existing Future Land Use Designation Map

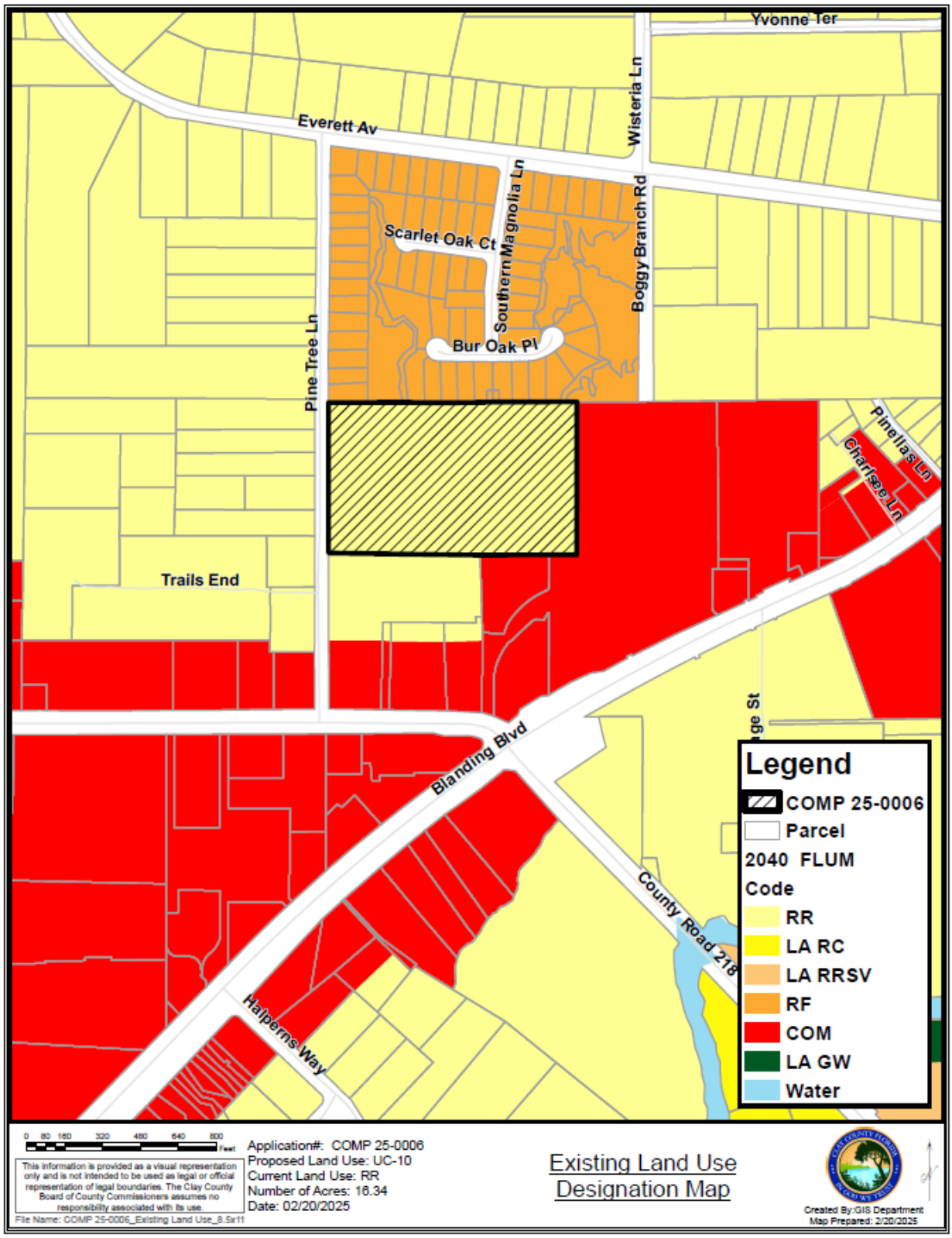


Figure 5 – Proposed Future Land Use Designation Map

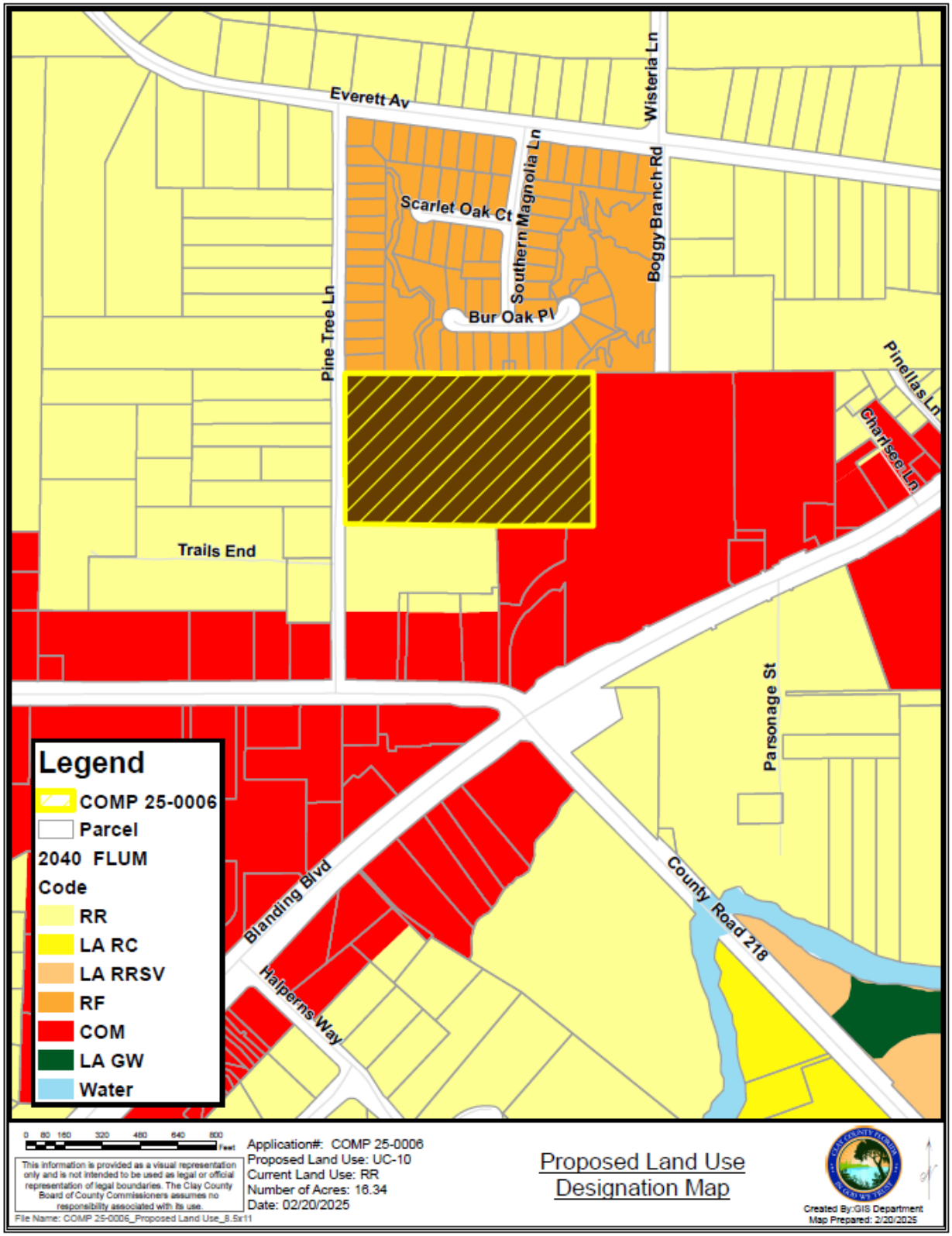
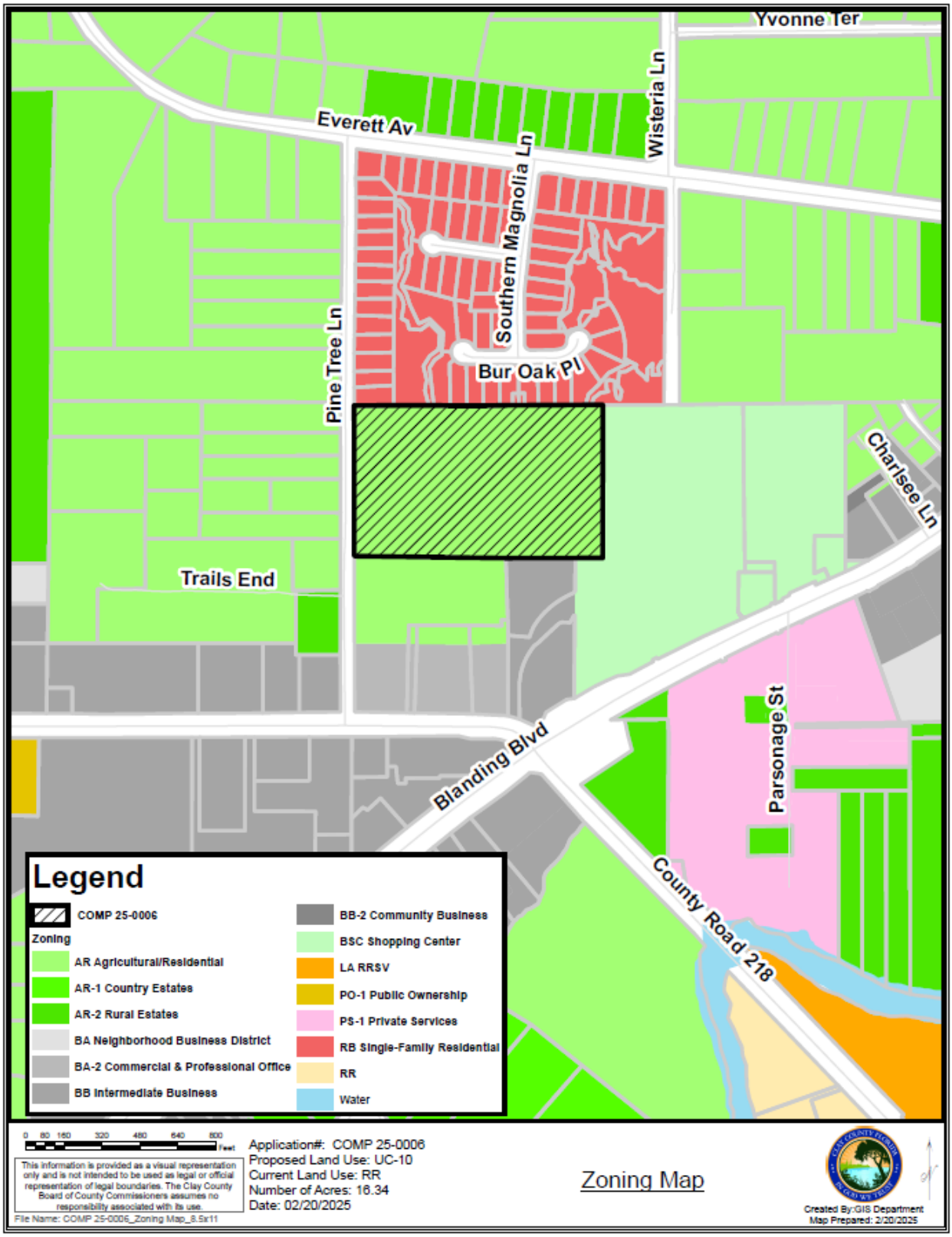


Figure 6 – Zoning Map



Availability of Services

Traffic Facilities:
The County's Mobility Fee will apply to development of this property.

Schools:
The project will be subject to School Impact Fees. There should be adequate student station capacity to accommodate the project.

Recreation:
Clay County managed recreation facilities on a County wide basis. In addition to any passive recreational opportunities that will be presented with this project, the County is on track to meets it LOS recreational standards presented in the Recreation and Open Space Element of the County's Comprehensive Plan.

Water and Wastewater:
Water and sewer services are both available for the proposed development.

Stormwater/Drainage:
Stormwater management for any new construction will need to meet County and Water Management District standards.

Solid Waste:
Clay County has existing solid waste capacity to service to the area.

Land Suitability:

Soils:
See Figure 7.

Flood Plain:
The southwest portion of the parcel is in Flood Zone "A". The Applicant will be required to establish a base flood elevation for this area based on FEMA standards. Development impacts within any floodplain area on the subject parcel will be required to be mitigated. See Figure 8.

Topography:
The subject parcel has roughly ten to fifteen feet of slope from a high along the northern edge of the property to the southern portion moving toward the floodway in the southwestern corner of the site. Drainage for each lot will need to be accommodated consistent with the SJRWMD standards. See Figure 9.

Regionally Significant Habitat:
The site is relatively devoid of lands for wildlife habitat or habitat corridors as the area surrounding the subject property has been developed. See Figure 10.

Historic Resources:

There are no historic resource structures currently on the subject parcel although historic structure locations have been mapped to the east and south of the subject parcel. See Figure 11.

Compatibility with Military Installations:

The subject property is not located near Camp Blanding.

78 Figure 7 – Soil Map

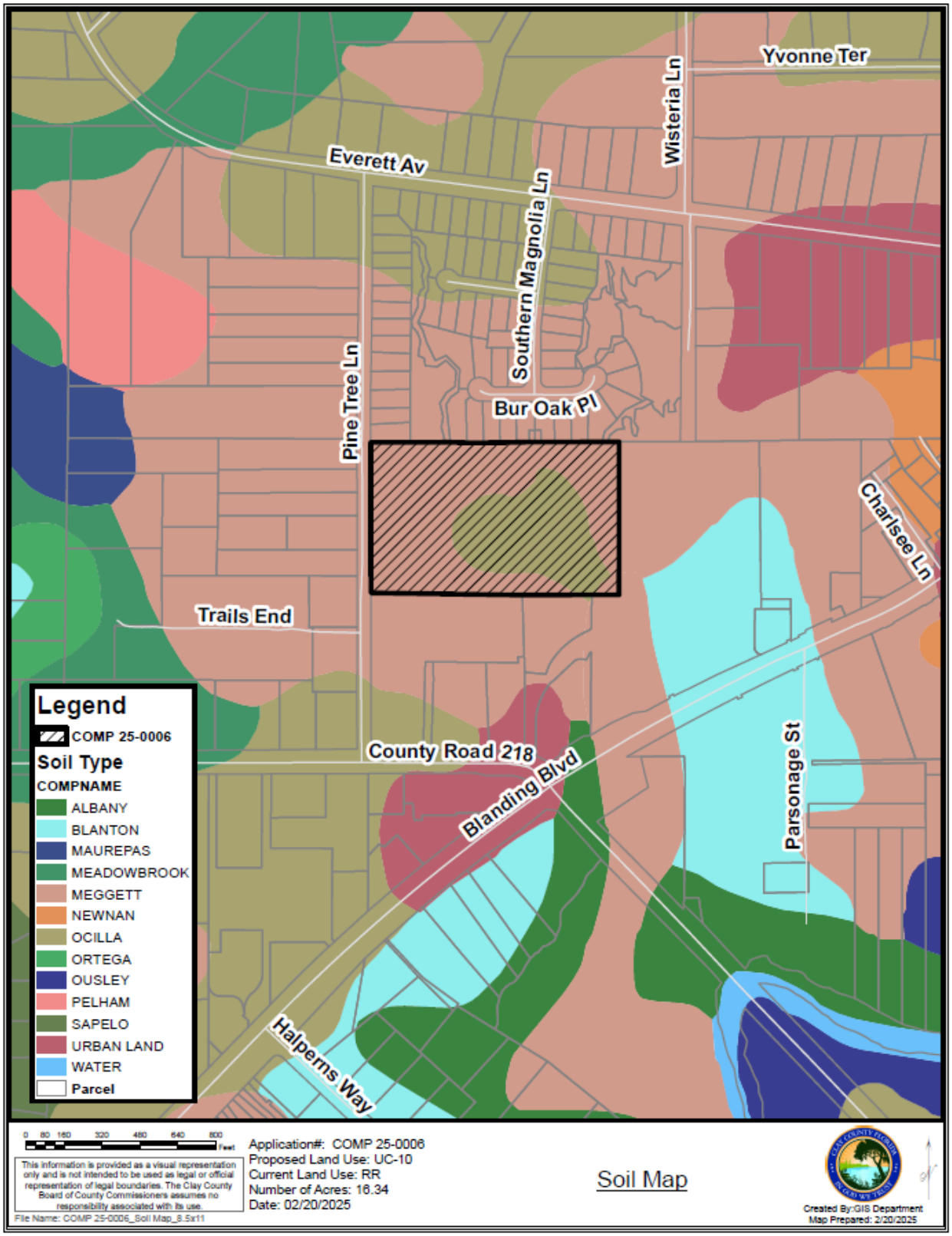


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Figure 8 – Flood Zone Map

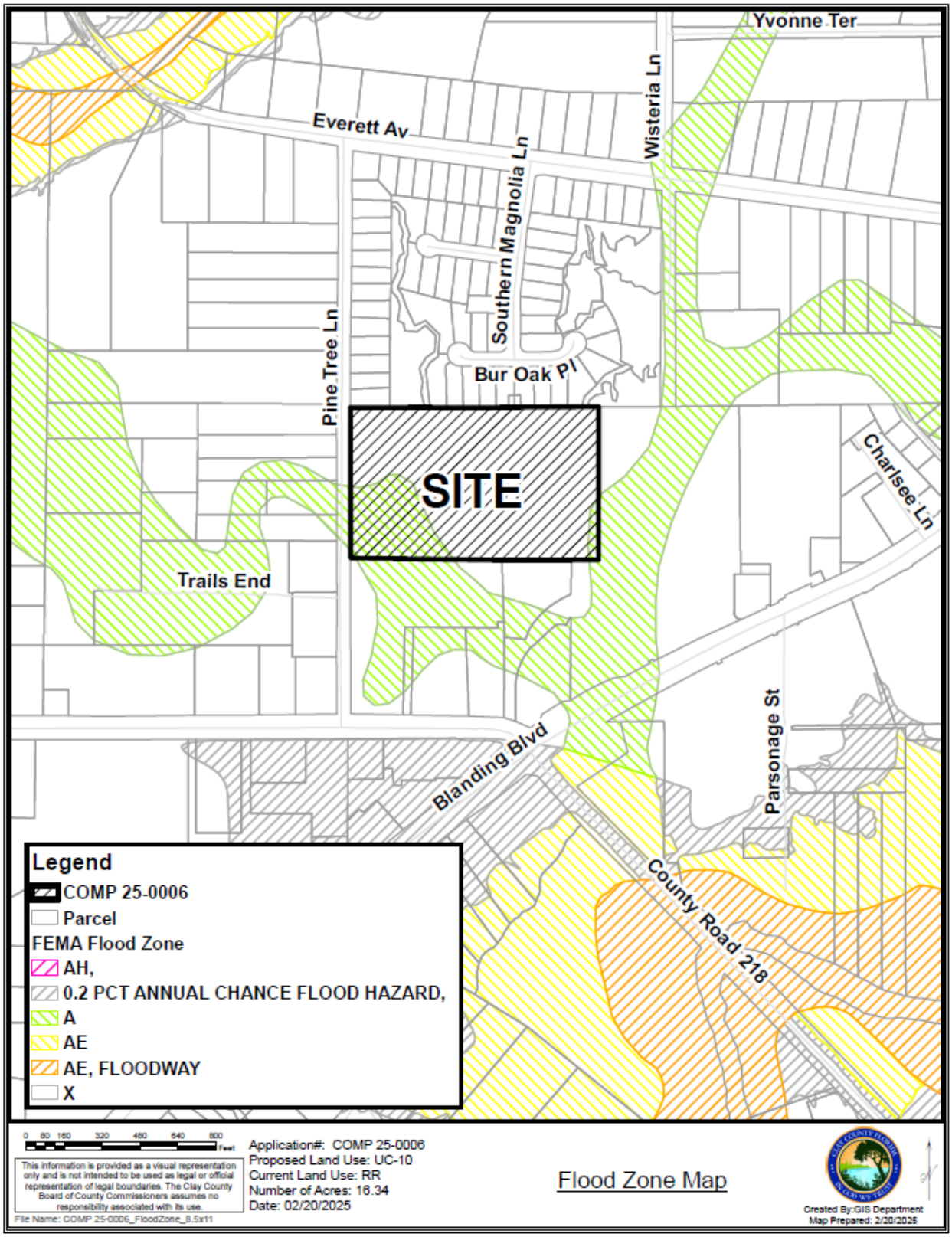

Figure 9 – Topography Map

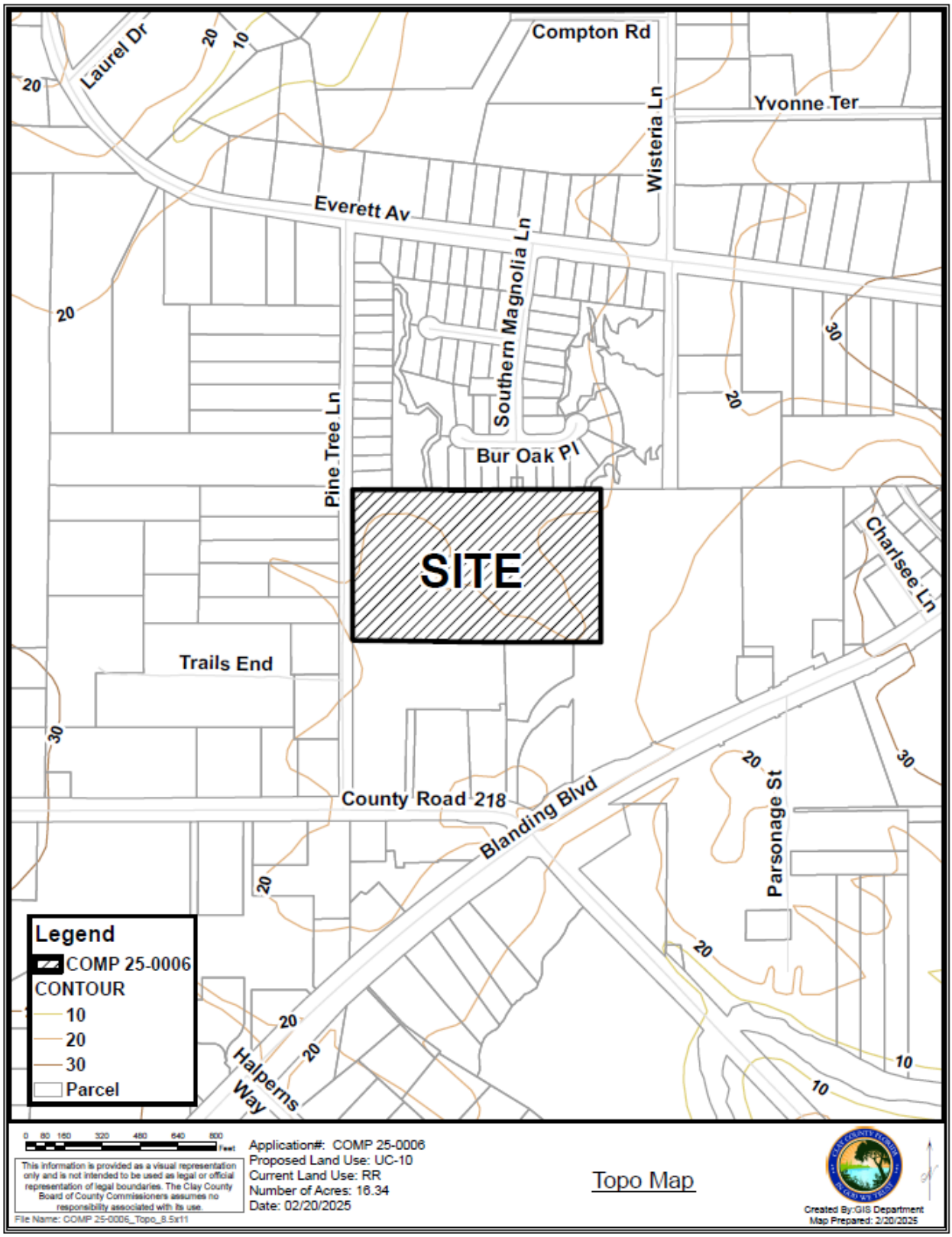

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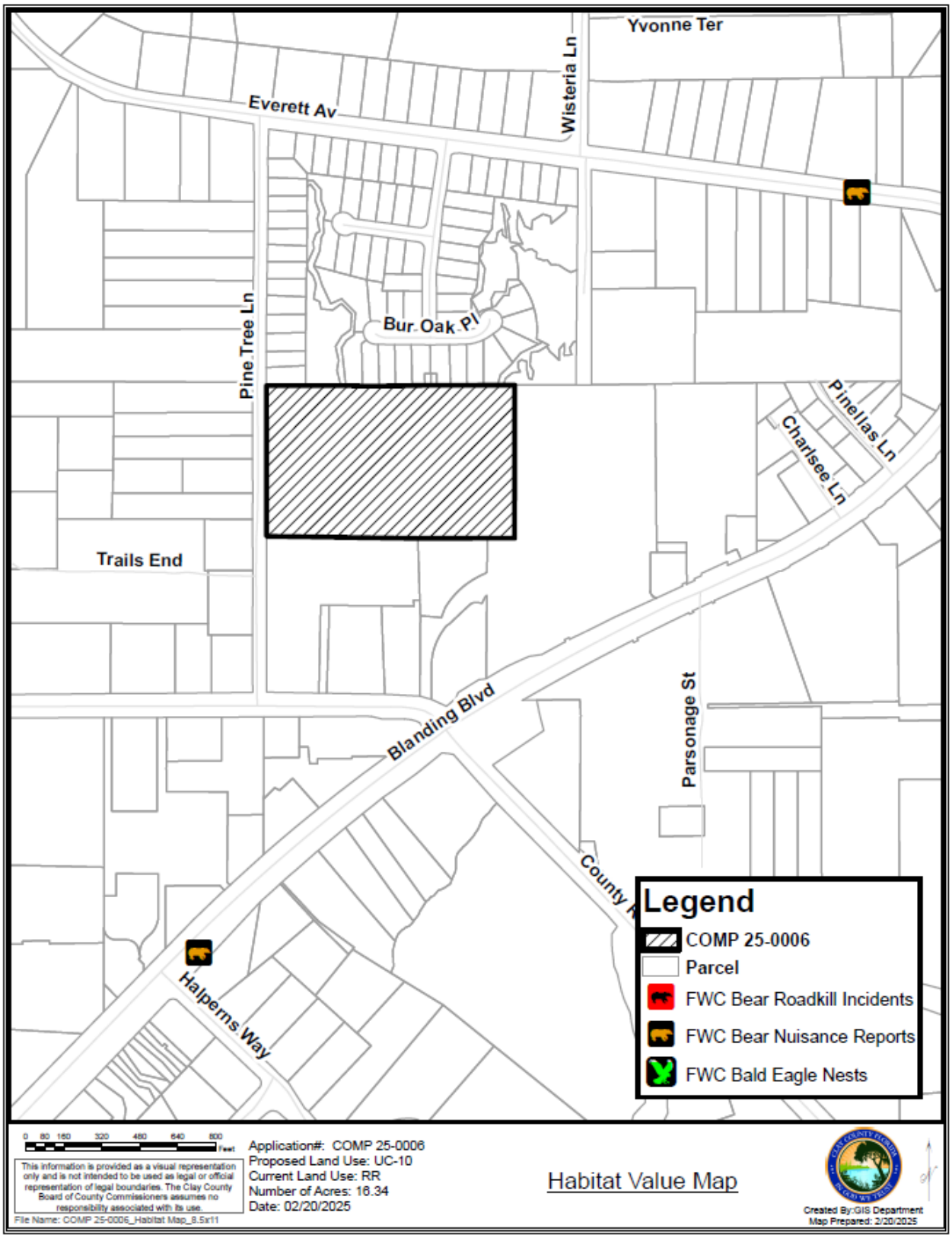
Figure 10 – Habitat Value Map



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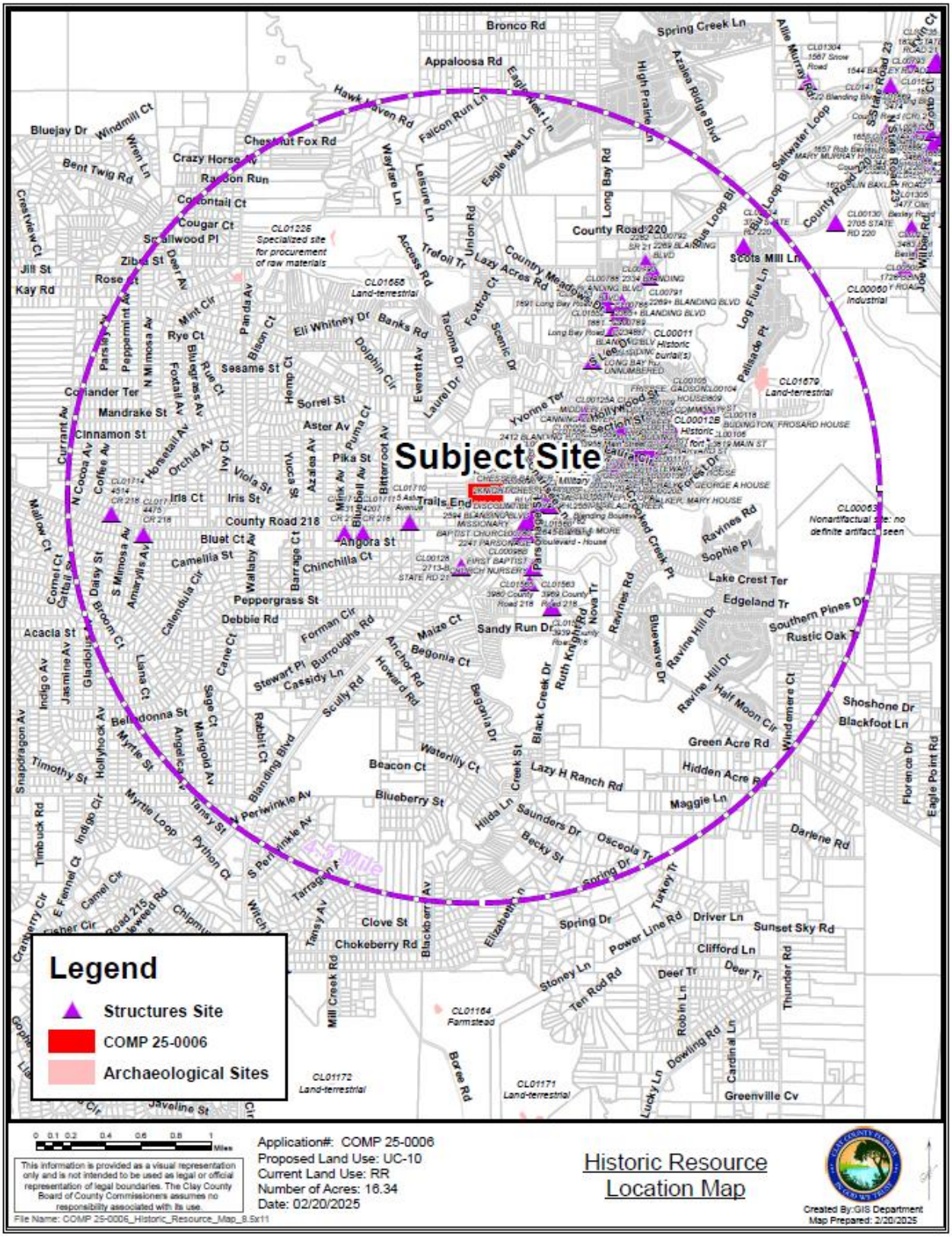
86 Figure 11 - Historical Resources



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Relevant Clay County 2040 Comprehensive Plan Policies

The following Goals/Objective/Policies relate to the proposed Comprehensive Plan Amendment:

FLU Policy 1.4.1.7 Urban Core (10) (UC-10)

This designation is intended for land within the core of urban service areas and accessible to employment centers. Densities in this area shall range from a minimum of two units per net acre and a maximum of ten units per net acre. This classification includes single-family detached and attached, cluster and zero lot line dwellings, and multi-family housing. Areas within this category may be suitable for a higher intensity use, upward to a maximum of ten units per net acres. Densities from seven to ten units per net acre may be approved if the location meets required points and the development provides central water and sewer system. Review of specific densities shall be directed toward preserving the stability and integrity of established residential development and toward providing equitable treatment of lands with similar characteristics. Design techniques of landscaping, screening and buffering shall be employed to assure a smooth transition in residential structure types and densities. A maximum density of 16 units per net acre may be allowed within the Urban Core (10) designation on the Future Land Use Map for the provision of housing for the elderly or handicapped and housing for very low-, low-income and moderate-income households. Location shall be based on need and criteria assessing proximity to the following: employment, mass transit, health care, parks, commercial services, and central utility services, as detailed in the Housing Element and land development regulations. A maximum 15 units per net acre may also be allowed if it is a proposed infill development meeting criteria of a Traditional Neighborhood Development.

HOU OBJ 1.1

Clay County shall provide appropriate land use categories and land development regulations to allow for a variety of housing types and values for the additional dwelling units needed to meet the projected rise in population by the year 2040.

HOU POLICY 1.1.1

The County shall provide incentives for "in-fill" development in existing urbanized areas in order to discourage unwarranted urban sprawl.

Analysis Regarding Urban Sprawl

It is the intent of Clay County to discourage the proliferation of Urban Sprawl. As required by FS 163.3177, all proposed comprehensive plan amendments are to be analyzed to ensure that urban sprawl and its negative impacts are not promoted.

1. *Promotes, allows, or designates for development substantial areas of the jurisdiction to develop as low-intensity, low-density, or single-use development or uses.*

Staff Finding: The proposed future land use change although a single use project, it would allow the property to be developed as in-fill development, taking advantage of the mixture of commercial uses that already surround the subject parcel.

2. *Promotes, allows, or designates significant amounts of urban development to occur in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.*

Staff Finding: The subject property is currently undeveloped land and is available and suitable for development based on the presence of existing utilities and the parcel's general location at the intersection of two major collector roadways. Therefore, the project is not requesting rural lands to be developed in an urban manner.

3. *Promotes, allows, or designates urban development in radial, strip, isolated, or ribbon patterns generally emanating from existing urban developments.*

Staff Finding: The proposed amendment is an infill development project located adjacent commercial uses and relatively dense residential developments. The Land Use of UC 10 allows for a "step-down" or transition from the Commercial Land Uses to the east and south.

4. *Fails to adequately protect and conserve natural resources, such as wetlands, floodplains, native vegetation, environmentally sensitive areas, natural groundwater aquifer recharge areas, lakes, rivers, shorelines, beaches, bays, estuarine systems, and other significant natural systems.*

Staff Finding: Future development of the subject parcels will be required to ensure no that natural systems are negatively impacted by the development.

Analysis of Surrounding Uses

The proposed future land use amendment would change the parcel acreage (15.01 acres) from RF (Rural Fringe) to UC 10 (Urban Core 10). This change would be in keeping with the existing character of the surrounding districts as shown in the table below:

	Future Land Use	Zoning District
North	Rural Fringe	RB (Single-Family Development)
South	Commercial and Rural Residential	BA-2 (Commercial & Professional Office) and AR (Agricultural Residential)
East	Commercial	BSC (Shopping Center District)
West	Rural Residential	AR (Agricultural Residential)

Recommendation

The Application was heard by the Middleburg / Clay Hill Citizens Advisory Committee on April 21st, during which they offered a recommendation of denial 9-0.

Based on the analysis in the Report, Staff finds that the request is consistent with the 2045 Comprehensive Plan and consistent with the intent of the Land Development Code and therefore recommends approval of COMP 25-0006.

Ordinance No. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE CLAY COUNTY 2045 COMPREHENSIVE PLAN INITIALLY ADOPTED PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184, FLORIDA STATUTES, UNDER ORDINANCE NO. 2025-10, AS SUBSEQUENTLY AMENDED, IN ORDER TO AMEND THE FUTURE LAND USE MAP TO CHANGE THE FUTURE LAND USE DESIGNATION OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 14-05-24-006355-000-00), TOTALING APPROXIMATELY 16.34 ACRES, FROM RURAL RESIDENTIAL (RR) TO URBAN CORE 10 (UC-10); PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 25, 2025, the Board of County Commissioners of Clay County, Florida (the "Board"), adopted Ordinance No. 2025-10, which adopted the Clay County 2045 Comprehensive Plan (the "Plan"); and,

WHEREAS, Section 163.3184, Florida Statutes, outlines the process for the adoption of comprehensive plans or amendments thereto and provides that Section 163.3187, Florida Statutes, may be followed for plan amendments qualifying as small-scale development; and,

WHEREAS, Application COMP 25-0006 requests an amendment to the Plan; and,

WHEREAS, the Board desires to amend the Plan as provided for below.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Clay County Ordinance No. 2025-10, as amended, is amended as provided in Section 2 hereof.

Section 2. The adopted Future Land Use Map of the Plan is hereby amended such that the Future Land Use designation for a single parcel of land (tax parcel identification # 14-05-24-006355-000-00), totaling approximately 16.34 acres, described in Exhibit "A-1", and depicted in Exhibit "A-2" is hereby changed from RURAL RESIDENTIAL (RR) to URBAN CORE 10 (UC-10).

Section 3. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 4. The effective date of this Plan amendment shall be 31 days after adoption unless the amendment is challenged pursuant to 163.3187, Florida Statutes. If challenged, the effective date of this amendment shall be the date a final order is issued by the Department of Commerce or the Administration Commission finding the amendment in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 27, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Its Chairman

ATTEST:

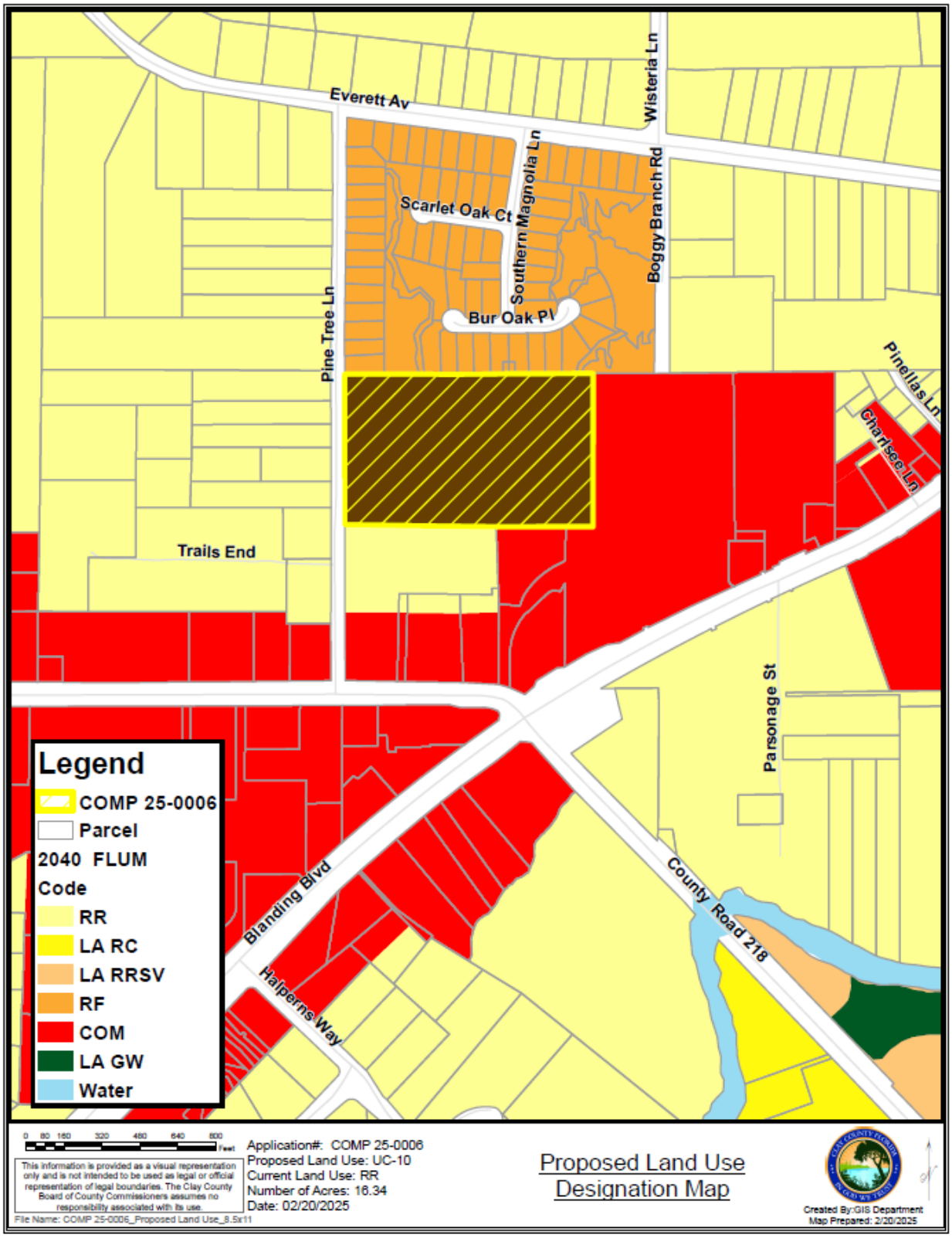
By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

A parcel of land situated In the North 1/2 Government Lot 6, Section 14, Township 5 South, Range 24 East, Clay County, Florida, said parcel being more particularly described as follows;

Commence at the Southwest corner of said Government Lot 6 thence on the West line thereof, North 00 degrees 04 minutes 30 seconds West, 668.93 feet to the South line of the North 1/2 of said Government Lot 6 and the point of beginning; thence continue North 00 degrees 04 minutes 30 seconds West, 668.93 feet to the South line of Honeysuckle Hill, according to plat thereof recorded In Plat Book 45, pages 28 and 29 of the public records of said county; thence on said South line, and on the South line of Magnolia Heights, according to plat thereof recorded in Plat Book 52, pages 50 through 54 of said public records, North 89 degrees 24 minutes 00 seconds East, 1066.45 feet to the West line of those lands described in Official Records Book 3604, page 1582 of said public records; thence on said West line South 00 degrees 00 minutes 30 seconds East, 666.85 feet to said South line of the North 1/2 of Government Lot 6; thence on said South line, South 89 degrees 17 minutes 20 seconds West, 1065.70 feet to the point of beginning.

Exhibit "A-2"


Everett Av
Wisteria Ln
Scarlet Oak Ct
Southern Magnolia Ln
Boggy Branch Rd
Bur Oak Pl
Pine Tree Ln
Pinellas Ln
Charlsee Ln
Trails End
Parsonage St
Blanding Blvd
County Road 218
Halperns Way
Legend
COMP 25-0006
Parcel
2040 FLUM
Code
RR
LA RC
LA RRSV
RF
COM
LA GW
Water
0 80 160 320 480 640 800 Feet
This information is provided as a visual representation only and is not intended to be used as legal or official representation of legal boundaries. The Clay County Board of County Commissioners assumes no responsibility associated with its use.
File Name: COMP 25-0006_Proposed Land Use_8.5x11
Application#: COMP 25-0006
Proposed Land Use: UC-10
Current Land Use: RR
Number of Acres: 16.34
Date: 02/20/2025
Proposed Land Use Designation Map
Created By:GIS Department
Map Prepared: 2/20/2025

Staff Report and Recommendations for ZON 25-0005

Copies of the application are available at the Clay County Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043

Owner / Applicant Information:

Owner: Todd A Townsend ETAL
Agent: Frank Miller, Gunster
Phone: 904-354-1980
Email: fmiller@gunster.com

Property Information

Parcel ID: 14-05-24-006355-000-00
Current Zoning: AR
Proposed Zoning: RD-2

Parcel Address: 2169 Pine Tree Lane
Current Land Use: RR
Total Acres: 16.00 +/- acres
Planning District: Middleburg-Clay Hill

Commission District: 4, Comm. Condon

Introduction:

This application is a request to rezone a parcel of land (16.00±/- acres) from Agricultural Residential (AR) to Multi-family Residential (RD2). Although the request states that RD-2 Zoning District is a multi-family district, the Applicant is actually proposing a 65 unit detached single-family development.

The subject parcel is located west of Blanding Blvd and north of CR 218, just north of the intersection of Pine Tree Lane and CR 218. A companion Comprehensive Plan Amendment application preceded this application and this zoning application is required for compatibility sake.

Figure 1 – Location Map

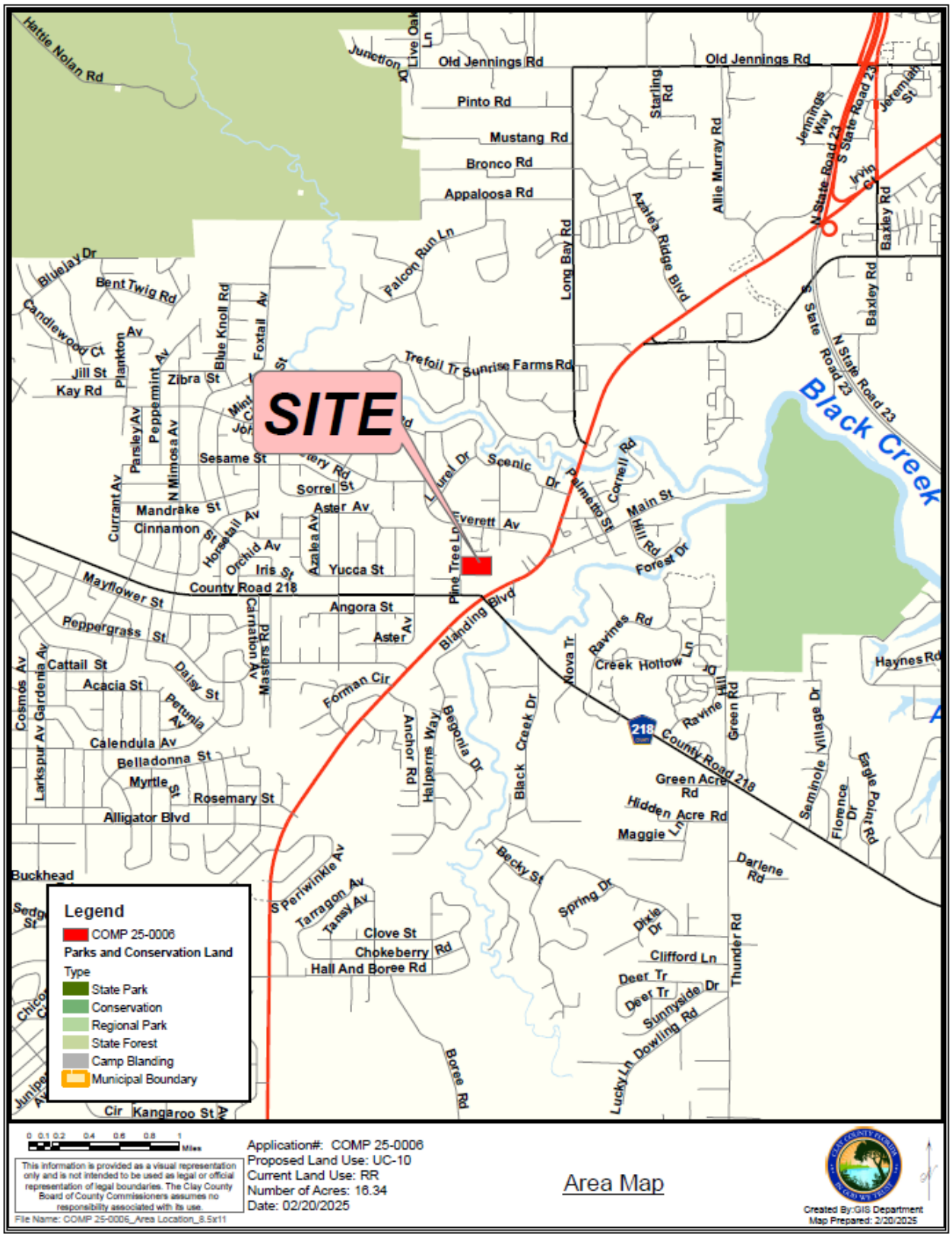
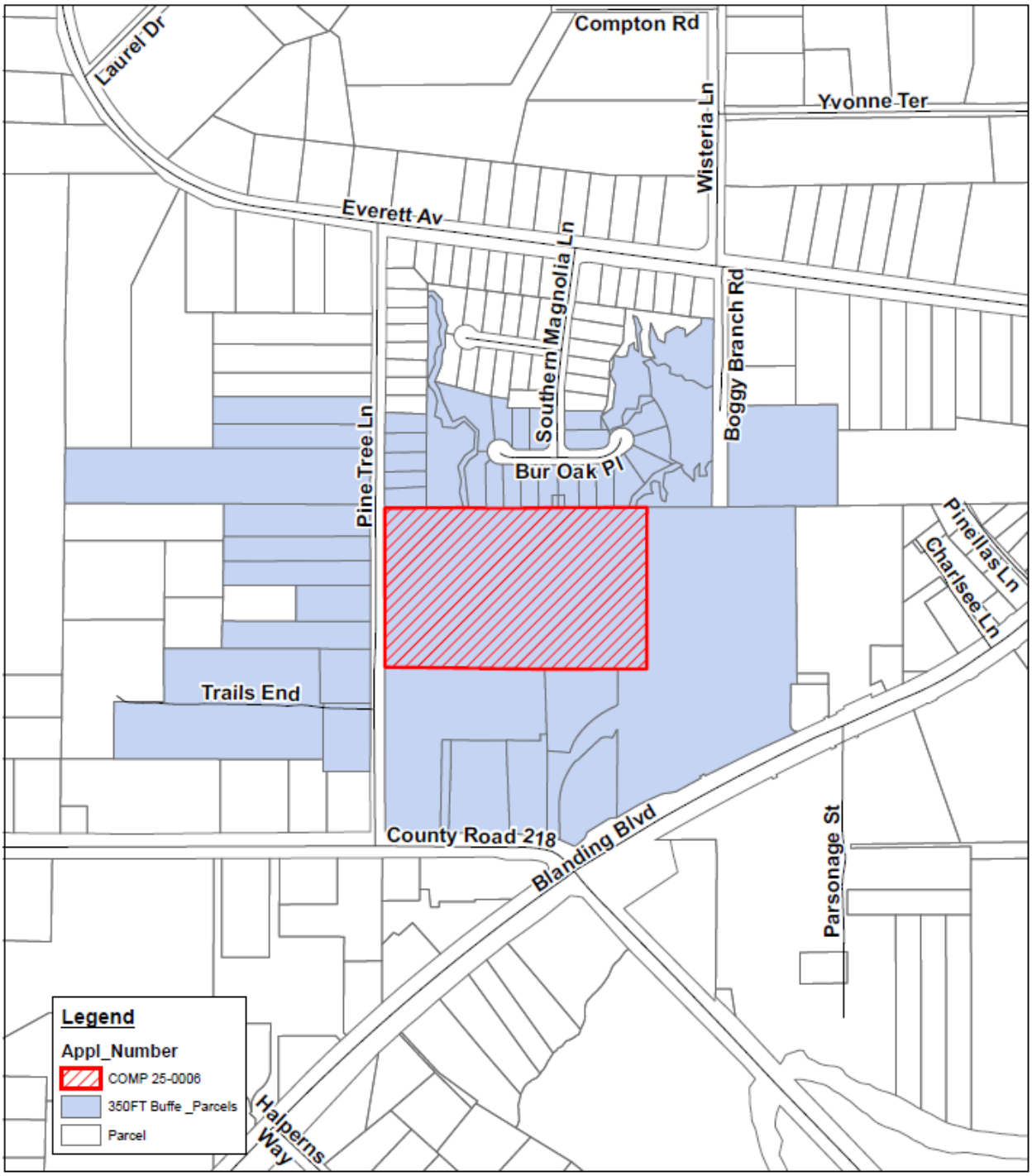


Figure 2 – Parcel Map



350' Parcel Notifications Map
ZON 25-0005

0 255 510 1,020 Feet

Figure 3 - Aerial Photo

0 500 1,000 2,000 Feet

Rezoning: ZON 25-0005
from AR to RD-2

Figure 4 – Existing Zoning Map

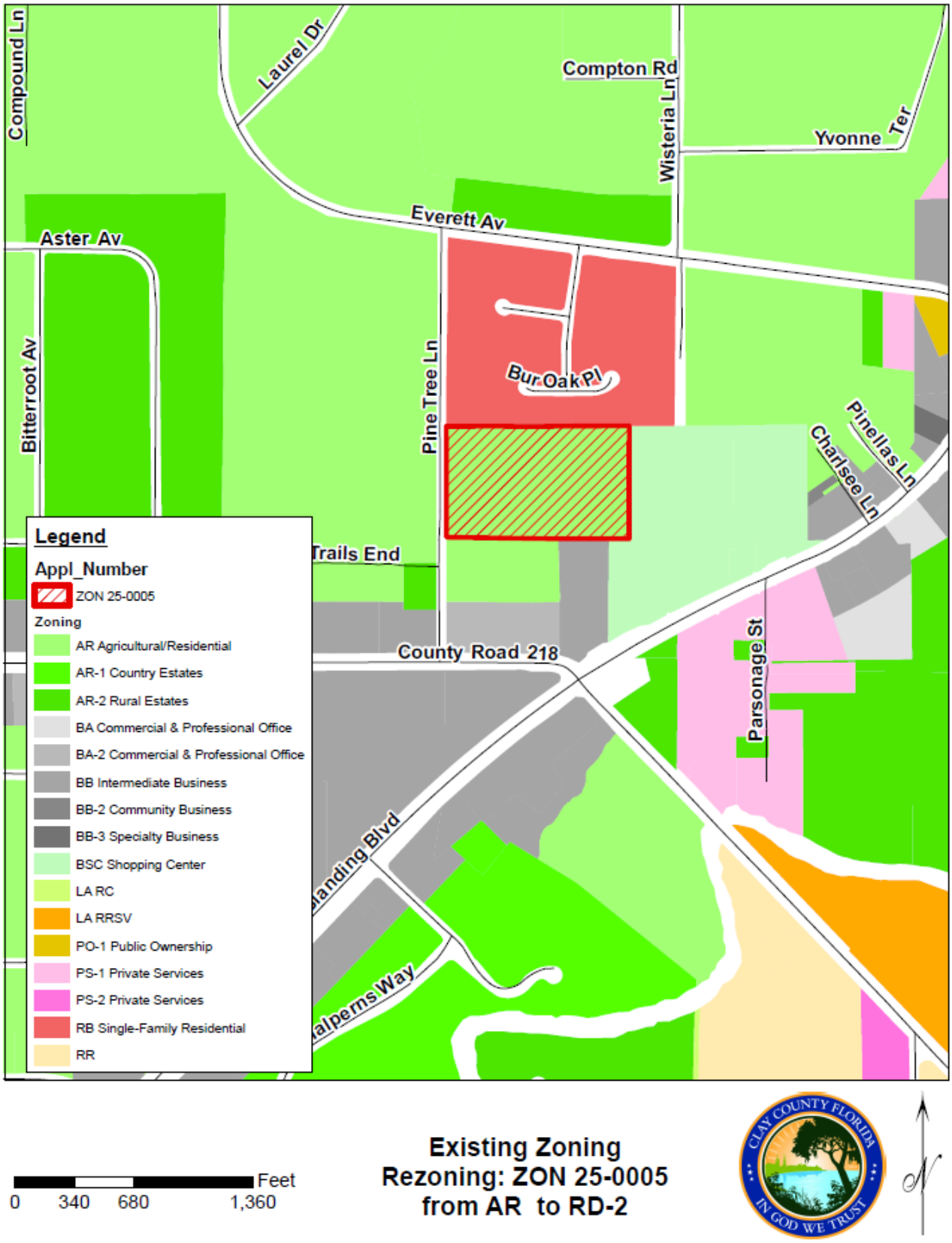
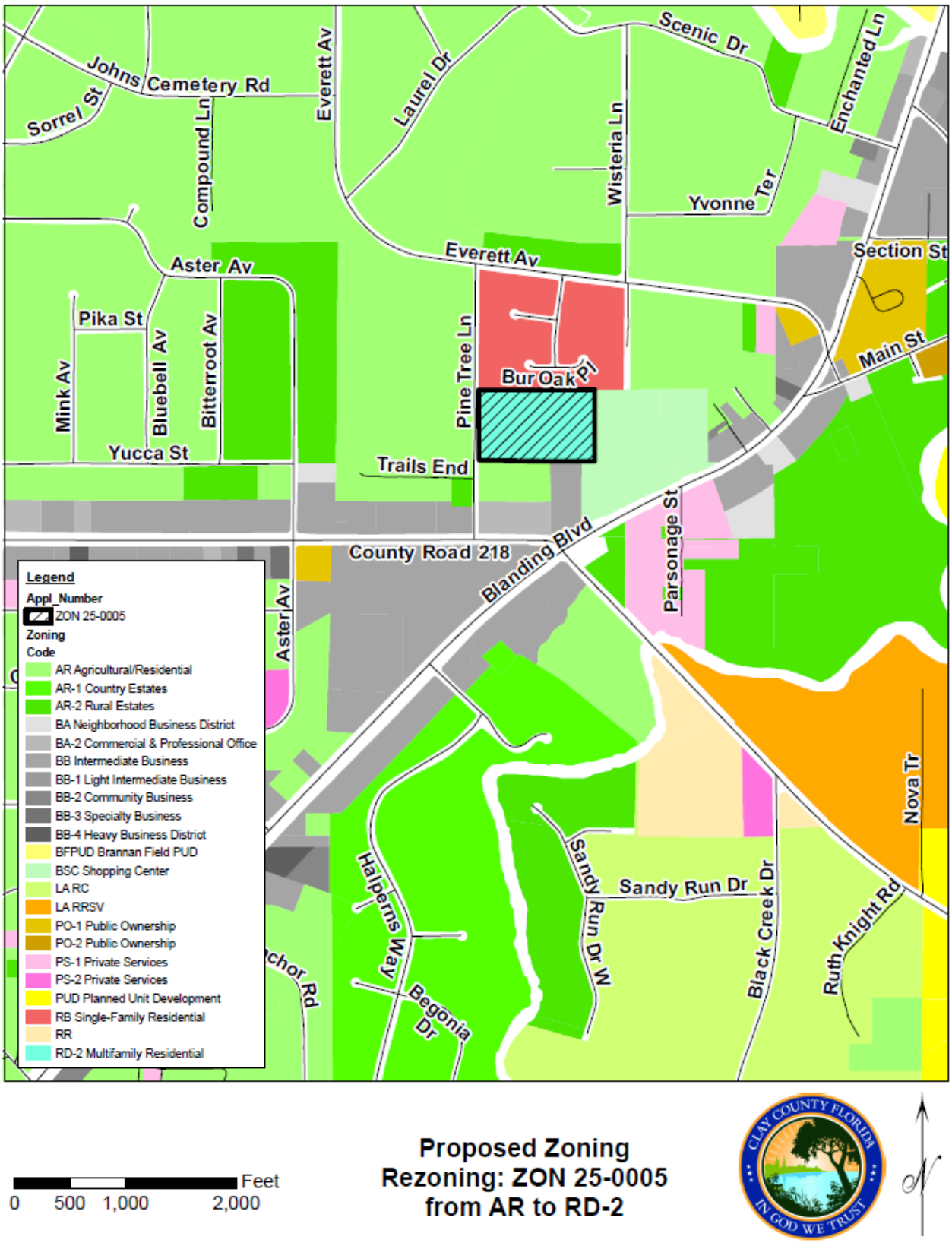


Figure 5 – Proposed Zoning Map



Sec. 3-19. MULTIFAMILY RESIDENTIAL DISTRICT (ZONE RD)

(a) *Intent*. All land designated as Zone RD shall be governed by the regulations of this Section and shall be further designated into one of the following sub-districts of RD-1, RD-2, RD-3, and RD-4, and shall be governed as hereinafter set forth. Said lands shall also be subject to the applicable restrictions in Sec. 20.3-10.

(b) *Uses Permitted*. (All sub-districts.) *(Rev. 07/27/2010)*

(1) Single-family attached or detached dwellings, multiple-family dwellings, dormitories, rooming houses, and accessory buildings incidental thereto, subject to the following:

(i) On lots of one acre or less:

a. no accessory structure shall exceed the height of the primary structure; and,

b. all other lot size requirements must be met as established within this Article.

(ii) On lots of more than one acre:

a. no accessory structure shall exceed the height of the primary structure; and,

b. all other lot requirements must be met as established within this Article.

(2) No accessory structure or use may be constructed or established on any lot prior to the issuance of a building permit for the principal structure. Accessory structures are prohibited within the side and, with the exception of waterfront lots, front yards. *Rev. 05/24/11*

(3) Satellite dish receivers to serve the development in which located.

(4) On-premises consumption of alcoholic beverages within recreation- and clubhouse-type facilities developed as part of a unified plan of development and only for use by the residents and their guests and licensed under Chapter 11-C of the Florida Division of Alcoholic Beverage and Tobacco.

(5) Private boat pier or slip for the use of occupants of principal residential structures of the abutting lot; provided said pier or slip does not interfere with navigation.

(6) Recreational facilities and areas.

(7) Washing facilities for use by residents.

(8) Storage of travel trailers, recreational vehicles and boats provided such units are stored in a separate area, landscaped, and maintained. Storage of these units shall not be permitted on individual lots.

(9) Garage sales will be allowed up to a maximum of two garage sales within any calendar year. The duration of each garage sale shall be a maximum of 72 hours and may be conducted only within daylight hours. No sign advertising a garage sale may be placed on any public right-of-way. *Rev. 04/22/08*

(c) *Conditional Uses*. The following uses are permitted in the RD zoning district subject to the conditions provided in Sec. 20.3-5.

(1) Home occupations.

(2) Swimming pools.

(3) Public and private water and sewer facilities.

(4) Temporary buildings or structures.

(5) Public and/or private sewer facilities.

(6) Public Educational Facilities. (Amended 10/99 - Ord. 99-55)

(7) Portable Storage Structures. *Rev. 02/08/11*

(8) Chickens, Backyard Residential. *Rev. 09/22/15*

(9) Residential Group Homes of six or fewer individuals. *Rev. 01/12/16*

(10) Residential Group Homes of seven to fourteen individuals. *Rev. 01/12/16*

(d) *Uses Not Permitted*.

(1) Any use not allowed in (b) or (c) above.

(e) *Density Requirements*.

(1) Land with a zoning classification of RD-1 and a land use designation of Urban Fringe Residential or Urban Core (10) Residential.

With Central Water/Sewer	Four (4) units per acre
Without Central Water/Sewer	Two (2) units per acre

(2) Land with a zoning classification of RD-2, a land use designation of Urban Core (10) Residential, and with central water and sewer facilities shall be developed at a maximum density of six (6) units per acre.

(3) Land with a zoning classification of RD-3, a land use designation of Urban Core (10) Residential, and central water and sewer facilities.

With required points pursuant to Sec. 20.3-10.	10 units per acre

Without points	6 units per acre

(4) Land within a zoning classification of RD-4, a land use designation of Urban Core (10) Residential, and with required points pursuant to Sec. 20.3-10 and central water and sewer facilities may develop at a density of 10 units per acre. (Amended 4/26/94, Ord. 94-26)(Amended 12/03 – Ord. 03-96)

(5) Lands within a zoning classification of RD-4, a land use designation of Urban Core (10) Residential, with central water and sewer facilities, which do not meet the points criteria established in Sec. 20.3-10 may develop at a density of six units per acre. (Amended 12/03 – Ord. 03-96)

(6) Land within a zoning classification of RD-4, a land use designation of Urban Core (16) Residential, and with required points pursuant to Sec. 20.3-10 and central water and sewer facilities may develop at a density of 16 units per acre.

(7) Lands meeting the points criteria consistent with Sec. 20.3-10, the density bonus criteria for low and moderate income housing identified in Policy 1.3.6 of the Housing Element of the Plan, and having the land use designation of Urban Core (10) may develop at a density of 16 units per acre. Lands meeting the points criteria consistent with Sec. 20.3-10, the density bonus criteria for low and moderate income housing identified in Policy 1.3.6 of the Housing Element of the Plan, and having the land use designation of Urban Core (16) may develop at a density of 20 units per acre

> The low- and moderate- income categories to be served by the proposed development shall be defined using Housing and Urban Development (HUD) Standards. Verification of rent ranges consistent with HUD standards shall occur annually in a report submitted to the Planning and Zoning Departments, due each January 1 beginning with the January following zoning approval.

A maximum of one hundred (100) acres within the Urban Core Category may be developed at the density bonus identified above through the 2040 planning period (Amended 12/03 – Ord. 03-96)

(f) *Lot and Building Requirements*.

(1) Setback of building(s) from property line (all sub-districts):

(i) Minimum Front Yard	20 ft.
(ii) Minimum Rear Yard	20 ft. or 25 ft. adjacent to single family residential
(iii) Minimum Side Yard - Interior:	
1 and 2 Units	10 ft.
3 Units and Over	10 ft.

(iv) Minimum Side Yard - Street 20 ft.

(2) *Accessory Buildings (Not to exceed one (1) story)*.

(i) Minimum Setback from Lot Line

Front	20 ft.
Rear	5 ft.
Side	5 ft.

(3) *Building Spacing*. For more than one building on a single lot:

Front/Front	Front/Side	Front/Rear	Rear/Rear	Rear/Side	Side/Side
60 ft.	40 ft.	60 ft.	40 ft.	30 ft.	20 ft.

(4) Visual Barrier: Proposed multi-family development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8, unless said adjacent land zoned for multi-family development at the time of proposed development, with a twenty-five (25) foot building setback, ten (10) foot landscaped area, minimum six (6) foot high opaque barrier (fence or vegetation) and tree planting thirty (30) foot on center. (Ord 94-___ 4/26/94)

(5) All structures shall be set back a minimum of 50 feet landward from the ordinary high water line or mean high water line, whichever is applicable; for waters designated as Aquatic Preserves or Outstanding Florida Waters, the setback will be 100 feet. These setbacks shall not apply to structures on lots or parcels located landward of existing bulkheads permitted by the St. Johns River Water Management District or Florida Department of Environmental Protection.

(6) Waterfront lot widths shall be a minimum of one hundred feet at the ordinary high water line or the mean high water line, whichever is applicable. Lot width shall be measured by the chord terminated by the property corners at the ordinary high water line or the mean high water line as applicable. (amended 5/05 Ord. 05-18)

(g) Required Plan Submittal. Preliminary plans shall accompany all applications for multi-family zoning. The preliminary shall include the following information: (amended 3/94 – Ord. 94-19)

(1) Property line survey and legal description.

(2) A topographic survey. The most recent USGS topographic survey may be utilized if no better topographic information is available.

(3) An approximate location of buildings, streets, parking facilities, screening, number of units, floor area of units, number of living units in plan, land use calculations, common ownership areas, proposed buffers between dissimilar land uses.

(4) Vicinity map.

(h) Final Development Plan. If rezoning approval is granted, a building permit will not be issued until the applicant has submitted to the Development Review Committee for their approval a final development plan which shall include the following: (Amended 3/94 Ord. 94-19)

(1) A topographic survey which may be drawn to scale of one hundred (100) feet to one (1) inch by a registered surveyor and/or engineer showing:

(i) The location of existing property or right-of-way lines for both private property and public property, streets, buildings, water courses, transmission lines, sewers, bridges, culverts and drain pipes, water mains, and any public utility easements.

(ii) Wooded areas, streams, lakes, marshes, and other physical conditions affecting the site.

(iii) Existing contours shown at a contour interval of one (1) foot.

(2) A development plan drawn at a scale of one hundred (100) feet to one (1) inch and showing:

(i) The boundaries of the site, topography, and proposed grading plan.

(ii) Proposed streets and street names, and other vehicular and pedestrian circulation systems including off-street parking.

(iii) The use, size, and location of all proposed building sites.

(iv) Location and size of open space recreation areas and facilities.

(v) Location and width of buffer zones.

(3) A utility service plan showing:

(i) Existing drainage and sewer lines.

(ii) The disposition of sanitary waste and storm water.

(iii) The source of potable water.

(iv) Location and width of all utility easements or rights-of-way.

(v) Plans for the special disposition of storm water drainage when it appears that said drainage could substantially harm a body of surface water.

(4) A landscaping plan showing:

(i) Landscaped areas.

(ii) Locations, height, and material for walks, fences, walkways, and other man-made landscape features.

(iii) Any special landscape features such as, but not limited to man-made lakes, land sculpture, and waterfalls.

(5) Statistical information:

(i) Total acreage of the site.

(ii) Maximum building coverage expressed as a percent of the area.

(iii) Required Recreation. Recreation space equal to or greater than ten (10) percent of the net acreage for the development shall be provided. (Ord. 94-26 4/26/94)

(iv) Calculated density for the proposed section.

(6) Phase Development. In the event the proposed multi-family project is planned to be built in phases, the applicant may submit final development plans for the phase of the project for which he is requesting a building permit, provided that the preliminary plans required under Paragraph (g) of this Section will include information indicating which phase will be the initial phase, and the plan for developing the other phases.

(7) Any substantial deviation from the approved development plan which affects the intent and character of the development, the density or land use pattern, the location or dimension of streets, or similar substantial changes shall be reviewed by the Clay County Board of County Commissioners. A request for a revision of the development plan shall be supported by a written statement demonstrating the reasons the revisions are necessary or desirable. Minor changes which do not affect the intent or character of the development may be approved by the Development Review Committee.

(i) Fencing Requirements - Visual Barriers. Solid walls, fences, or planting screens of an appropriate height shall be required as a part of the site plan: (amended 3/94 Ord 94-19)

(1) Where it is deemed necessary to separate residential from non-residential land uses;

(2) Where it is deemed necessary to separate incompatible residential land uses;

(3) Where appropriate buffering shall be provided in the development plan to separate uses in the proposed development from dissimilar adjacent land uses.

(j) Parking and Road Requirements. Off-street parking shall be provided at the rate of one (1) space per studio unit, one and one-half (1 1/2) spaces per one (1) bedroom units, two (2) spaces per two (2), three (3) or more bedroom units. Parking lots, driveways, and streets within the project shall be designed to discourage through traffic. Through-driveways shall be located at least twenty-five (25) feet from buildings. (amended 7/94 - Ord. 94-30)

Analysis of Proposed Rezoning Amendment

In reviewing the proposed application for Rezoning, the following criteria may be considered along with such other matters as may be appropriate to the particular application:

(a) Whether the proposed change will create an isolated district unrelated to or incompatible with adjacent and nearby districts;

Staff Finding: This application is a rezoning that changes a single parcel to a more consistent zoning district to allow for a compatible product to be developed. The surrounding properties to the east and south are commercial in nature. It is a common land use process to buffer lower densities which exist to the west and north of the subject parcel. The rezoning should not create an unrelated district.

(b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the real property proposed for change;

Staff Finding: At the time the district boundaries were drawn they were completely logical. As time has progressed and development has ensued, it is appropriate to respond to the growth and demand in the area for additional housing choices. The proposed change will allow for a single-family development, consistent with the surrounding communities and provide smaller lots, which are much more affordable.

(c) Whether the conditions which existed at the time the real property was originally zoned have changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed Rezoning;

Staff Finding: The regions character is changing and developing in a robust fashion. The subject parcel is located in a central portion of the County and in close proximity to goods and services required by single-family development. There are transportation systems, emergency services, schools and commerce in place to support the development. The proposed development can also serve as a buffer to the historically lower density residential uses to the west of the subject property

(d) Whether the affected real property cannot be used in accordance with existing zoning;

Staff Finding: The parcel could be used with the existing AR zoning in place albeit at a much lower density.

(e) Whether the proposed Rezoning application is compatible with and furthers the County's stated objectives and policies of the Plan;

Staff Finding: The proposed rezoning is compatible with the Comprehensive Plan and supports the intent of the future land use designation.

(f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a legitimate public purpose;

Staff Finding: There is no public purpose served by keeping the zoning district boundaries in their current locations on the subject parcel.

(g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is inconsistent with surrounding land use;

Staff Finding: The proposed rezoning will not be inconsistent with the surround land use and it would no longer be reasonable to sustain the existing zoning in this location.

(h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density within the district already permitting such intensity or density.

Staff Finding: The are few sites in the County within the Urban Service Boundary and that already have the commercial investment and transportation systems in place to support residential development.

Analysis of Surrounding Uses

The proposed rezoning would change a parcel of land (16.00 acres) from Agricultural Residential (AR) to Multi-Family Residential (RD-2). This change would be in keeping with the evolving character of the surrounding districts as shown in the table below:

	Future Land Use	Zoning District
North *rezoned in 2003*	Rural Fringe	RB (Single-Family Development)
South *rezoned in 1988 for the commercial portion*	Commercial and Rural Residential	BA-2 (Commercial & Professional Office) and AR (Agricultural Residential)
East *rezoned in 1998*	Commercial	BSC (Shopping Center District)
West	Rural Residential	AR (Agricultural Residential)

Recommendation

The Application was heard by the Middleburg / Clay Hill Citizens Advisory Committee on April 21st, during which they offered a recommendation of denial 9 to 0.

Based on the analysis in the Report, Staff finds that the request is consistent with the 2045 Comprehensive Plan and consistent with the intent of the Land Development Code and therefore recommends approval of ZON 25-0005.

Ordinance No. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 14-05-24-006355-000-00), TOTALING APPROXIMATELY 16.34 ACRES, FROM AGRICULTURAL/RESIDENTIAL (AR) TO MULTI-FAMILY RESIDENTIAL (RD-2); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application ZON 25-0005 seeks to rezone certain real property (tax parcel identification #14-05-24-006355-000-00) (the Property) described in Exhibit "A-1", and depicted in Exhibit "A-2".

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Agricultural/Residential (AR) to Multi-family Residential (RD-2).

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective upon the Ordinance adopting the comprehensive plan amendment requested in Application COMP 25-0006 becoming effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 27, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____

Betsy Condon, Its Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

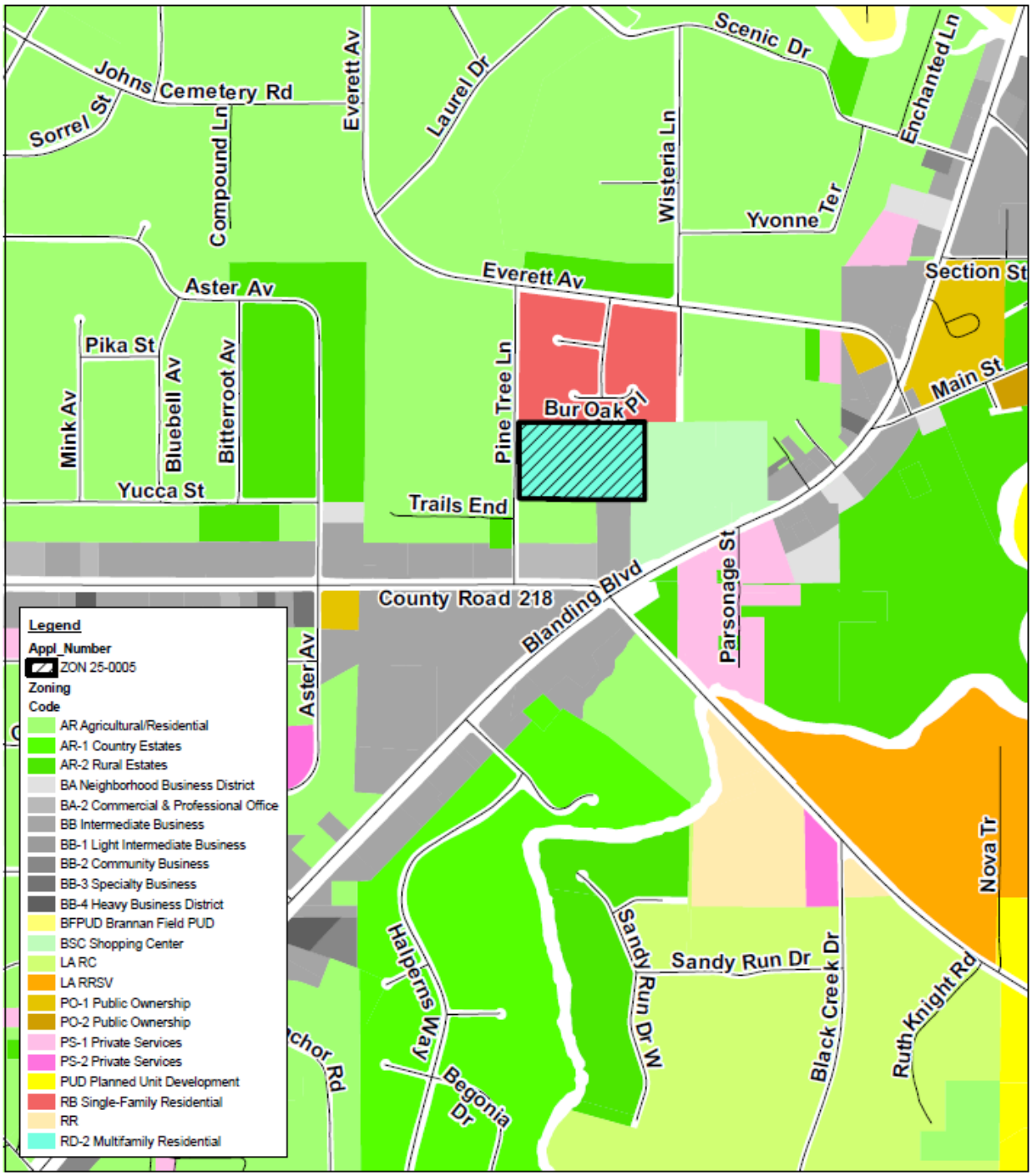
Exhibit "A-1"

Clay Parcel No. 14-05-24-006355-000-00

A parcel of land situated In the North 1/2 Government Lot 6, Section 14, Township 5 South, Range 24 East, Clay County, Florida, said parcel being more particularly described as follows;

Commence at the Southwest corner of said Government Lot 6 thence on the West line thereof, North 00 degrees 04 minutes 30 seconds West, 668.93 feet to the South line of the North 1/2 of said Government Lot 6 and the point of beginning; thence continue North 00 degrees 04 minutes 30 seconds West, 668.93 feet to the South line of Honeysuckle Hill, according to plat thereof recorded In Plat Book 45, pages 28 and 29 of the public records of said county; thence on said South line, and on the South line of Magnolia Heights, according to plat thereof recorded in Plat Book 52, pages 50 through 54 of said public records, North 89 degrees 24 minutes 00 seconds East, 1066.45 feet to the West line of those lands described in Official Records Book 3604, page 1582 of said public records; thence on said West line South 00 degrees 00 minutes 30 seconds East, 666.85 feet to said South line of the North 1/2 of Government Lot 6; thence on said South line, South 89 degrees 17 minutes 20 seconds West, 1065.70 feet to the point of beginning.

Exhibit "A-2"



Feet
0 500 1,000 2,000

Proposed Zoning
Rezoning: ZON 25-0005
from AR to RD-2

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/9/2025

FROM: Jenni Bryla, Zoning Chief

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

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:

The parcel has approximately 140 feet frontage on U.S. Hwy 17 and approximately 100 feet of frontage on Fraser Road. Property to the north of the subject parcel is zoned PUD and is the location of the Black Creek Village development. South and west of the parcel are properties zoned BA-2. East across U.S. Hwy 17 are properties zoned BA-2 and BB. The subject parcel is proposed to be developed with an approximately 4,250 sf “residential style” 2-story office building.

Planning Requirements:
Public Hearing Required (Yes\No):
Yes

Hearing Type: Second Public Hearing

Initiated By:Applicant

Stanley Hunt: owner
Josh Cockrell (StellaRea Group) agent

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff Report PUD 25-0002	Cover Memo	5/21/2025	PUD_25-0002-_BOCC_Staff_Report_-_final_ada.pdf
Ordinance PUD 25-0002	Ordinance	4/30/2025	PUD_25-0002_-_Ordinance_-_finalada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/14/2025 - 8:58 AM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/14/2025 - 9:23 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/15/2025 - 6:55 AM	AnswerNotes

PUD 25-0002

Staff Report

Copies of the application are available at the Clay County Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043

Owner / Applicant Information:

Owner: Stanley Hunt
Agent: Josh Cockrell (StellaRea Group)
Phone: 803-917-2420
Email: josh@stellareagroup.com

Property Information

Parcel ID: 28-05-26-014393-000-00

Parcel Address: 1492 Fraser Road
Green Cove Springs, FL 32043

Current Zoning: Business & Professional Office District (BA2)

Current Land Use: Commercial (COM)

Proposed Zoning: Planned Commercial Development District (PCD)

Total Acres: 0.41 +/- acres

Acres affected by Zoning change: 0.41 +/- acres

Commission District: 5, Comm. Burke

Planning District: Springs

Introduction:

This application is a request to rezone an approximately ½ acre of land from Business & Professional Office District (BA-2) to Planned Commercial Development District (PCD). The existing Future Land Use is Commercial. A Future Land Use change is not required.

The parcel has approximately 140 feet frontage on U.S. Hwy 17 and approximately 100 feet of frontage on Fraser Road, which has approximately 500 feet of public ROW from Hwy 17 and then turns into a private road as it moves west. Property to the north of the subject parcel is a Mixed-Use PUD that includes both residential and non-residential uses and is the location of the Black Creek Village development. South and west of the parcel are properties zoned BA-2. East across U.S. Hwy 17 are properties zoned BA-2 and BB.

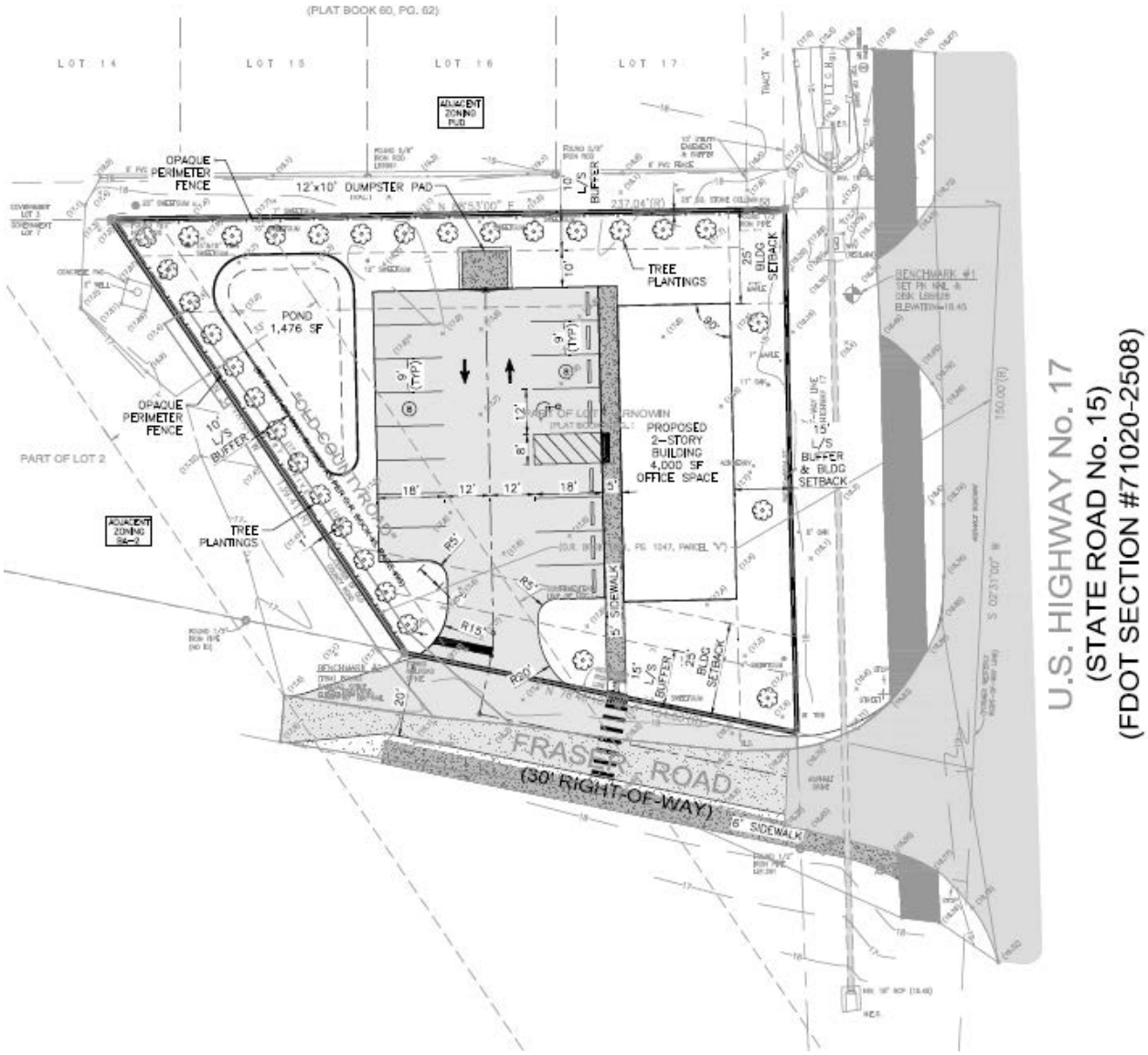
	ZONING	FUTURE LAND USE
North	PUD (Planned Unit Development)	Mixed Use (MIX)
East (across Hwy. 17)	BB-2 (Community Business) BA-2 (Commercial & Professional Office)	Commercial (COM)
West	BA-2 (Commercial & Professional Office)	Commercial (COM)
South	BA-2 (Commercial & Professional Office)	Commercial (COM)

In 2024 the property was heard by the Planning Commission and the Board of County Commissioners via ZON 24-0029, on November 5, 2024, and November 26, 2024, respectively. That application was denied by both bodies. The Applicant has altered his request and developed a new site plan on which the Applicant is requesting to rezone the property to the Planned Commercial District (PCD).

The subject parcel is proposed to be developed with an approximately 4,000 sf "residential style" 2-story structure. The intent and purpose of the PCD zoning district is to encourage the development of land as planned commercial sites; encourage flexible and creative concepts of site planning; accomplish a more desirable environment than would be possible through the strict application of the minimum requirements of conventional commercial zoning districts and to provide a stable environment and use which is compatible with the character of surrounding areas.

All Planned Communities are intended to provide augmented standards that could not be achieved with the standards code regulations. The subject parcel will include an enhanced setback from the 0' required to 80' proposed from the adjacent commercially zoned property to the west. The subject property has the proposed structure placed as close as possible to Highway 17 to provide additional noise abatement from the highway to the neighborhood. The project will also be providing decorative fencing around the proposed development, all other elements of the plan meet the standards of the code without deviation.

Immediately to the north, is the residential portion of the Black Creek Village development. Development within the Black Creek Village project is limited to a maximum height 70 feet for non-residential uses and 35 feet for residential uses. The requested PCD zoning is consistent with the Commercial future land use designation of the property.



Proposed Site Plan

Potential Elevation

Figure 1 – Location Map

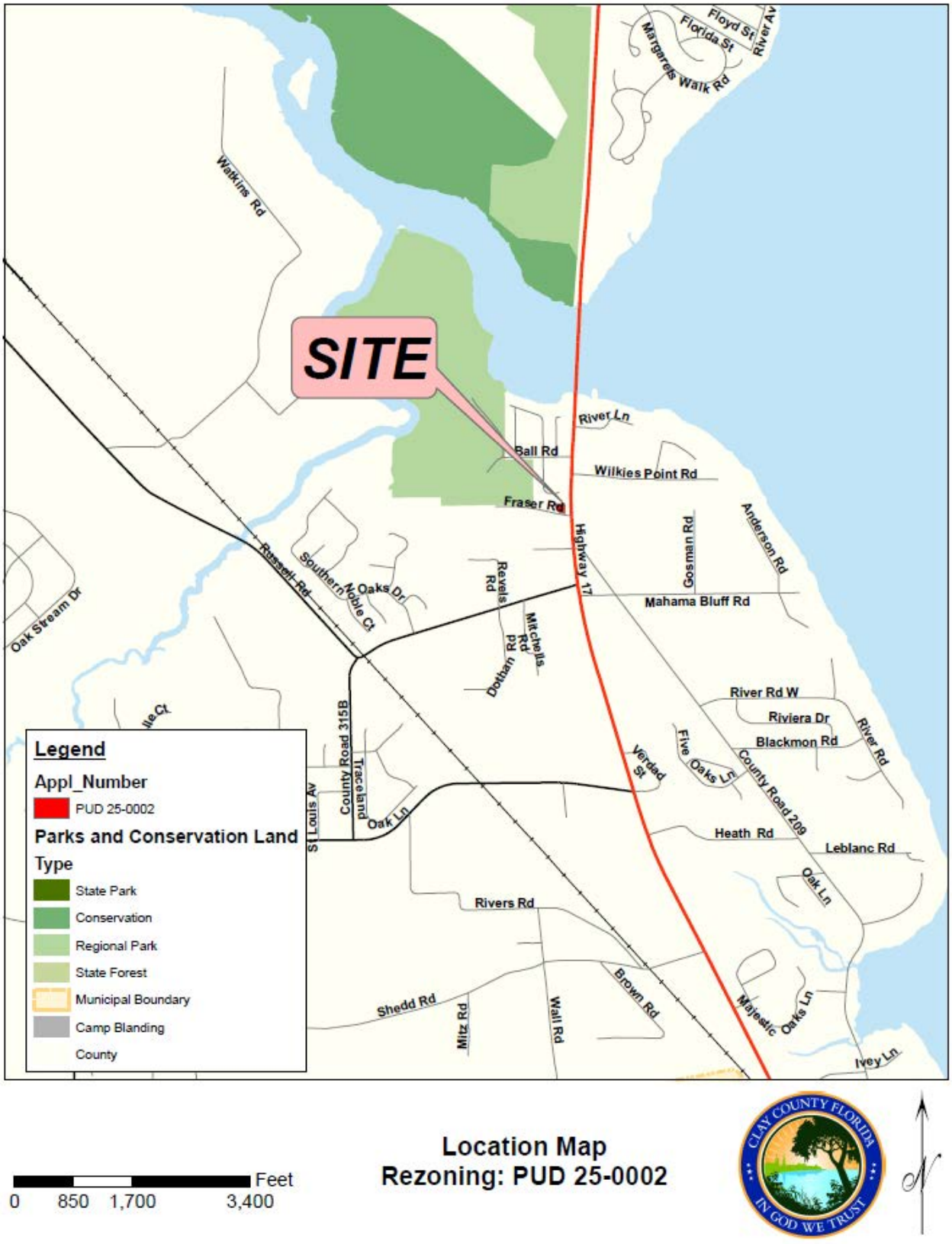
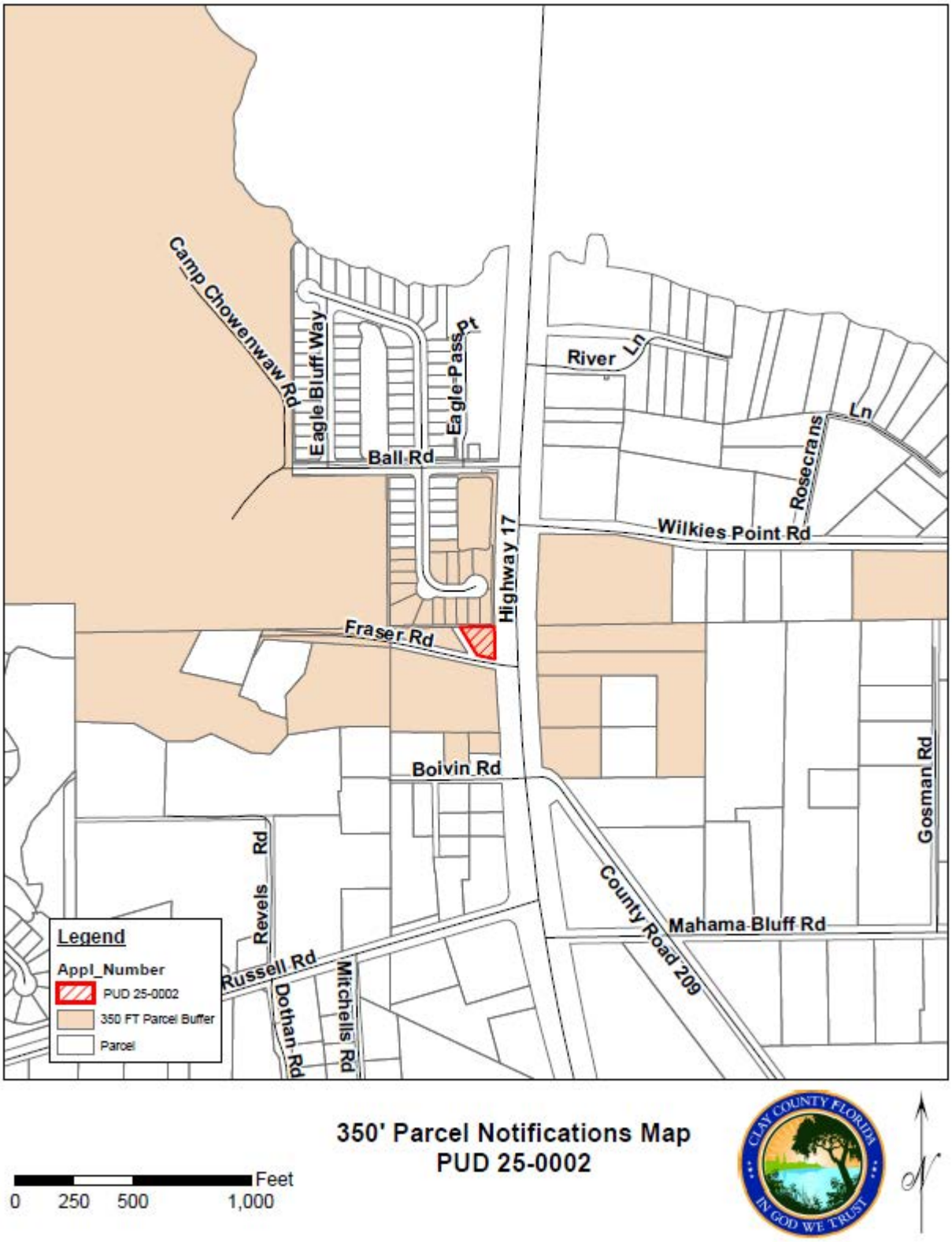
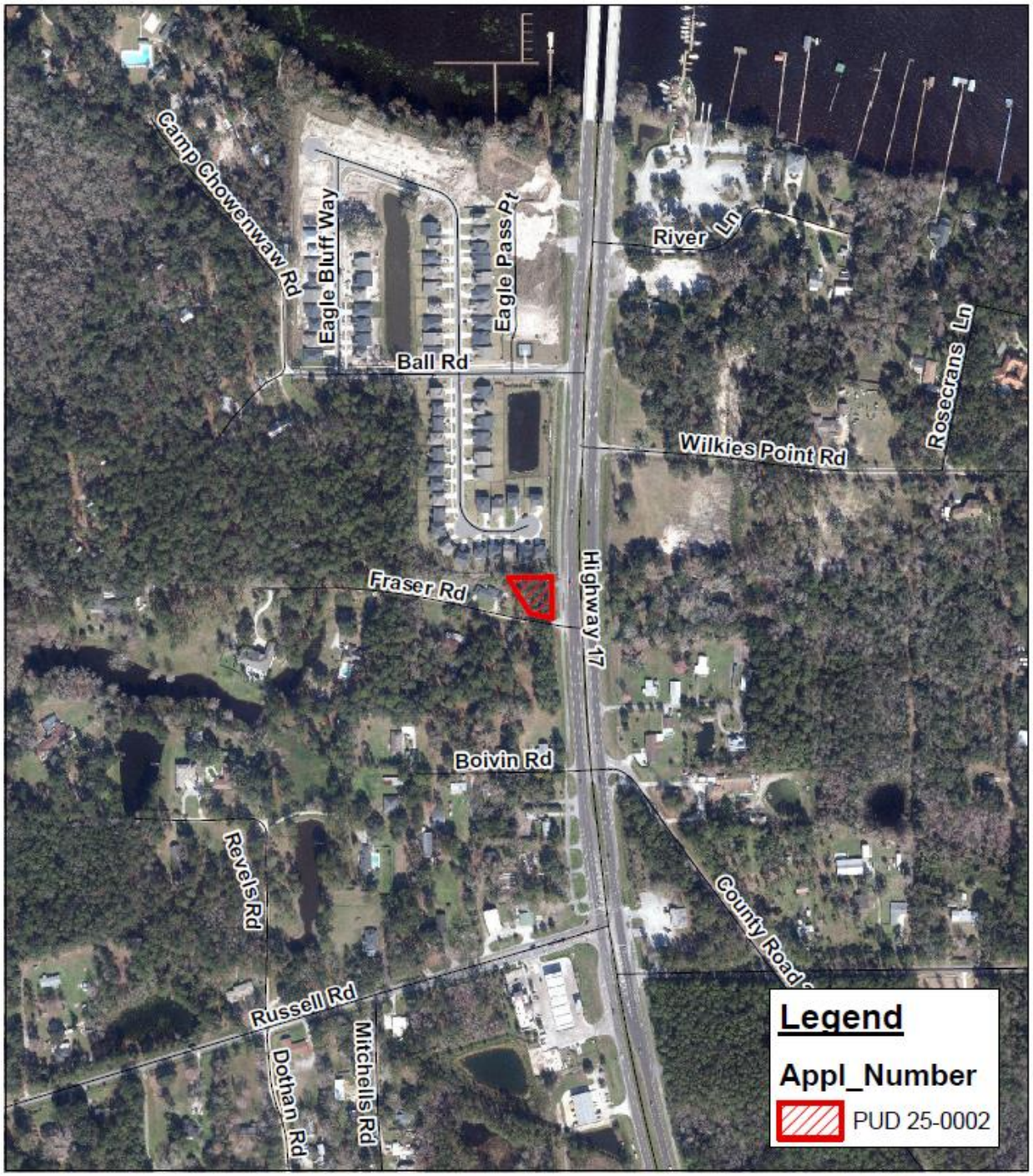


Figure 2 – Parcel Map



350' Parcel Notifications Map
PUD 25-0002

Figure 3 – Aerial Photo



0 212.5 425 850 Feet

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

Figure 3 – Existing Zoning Map

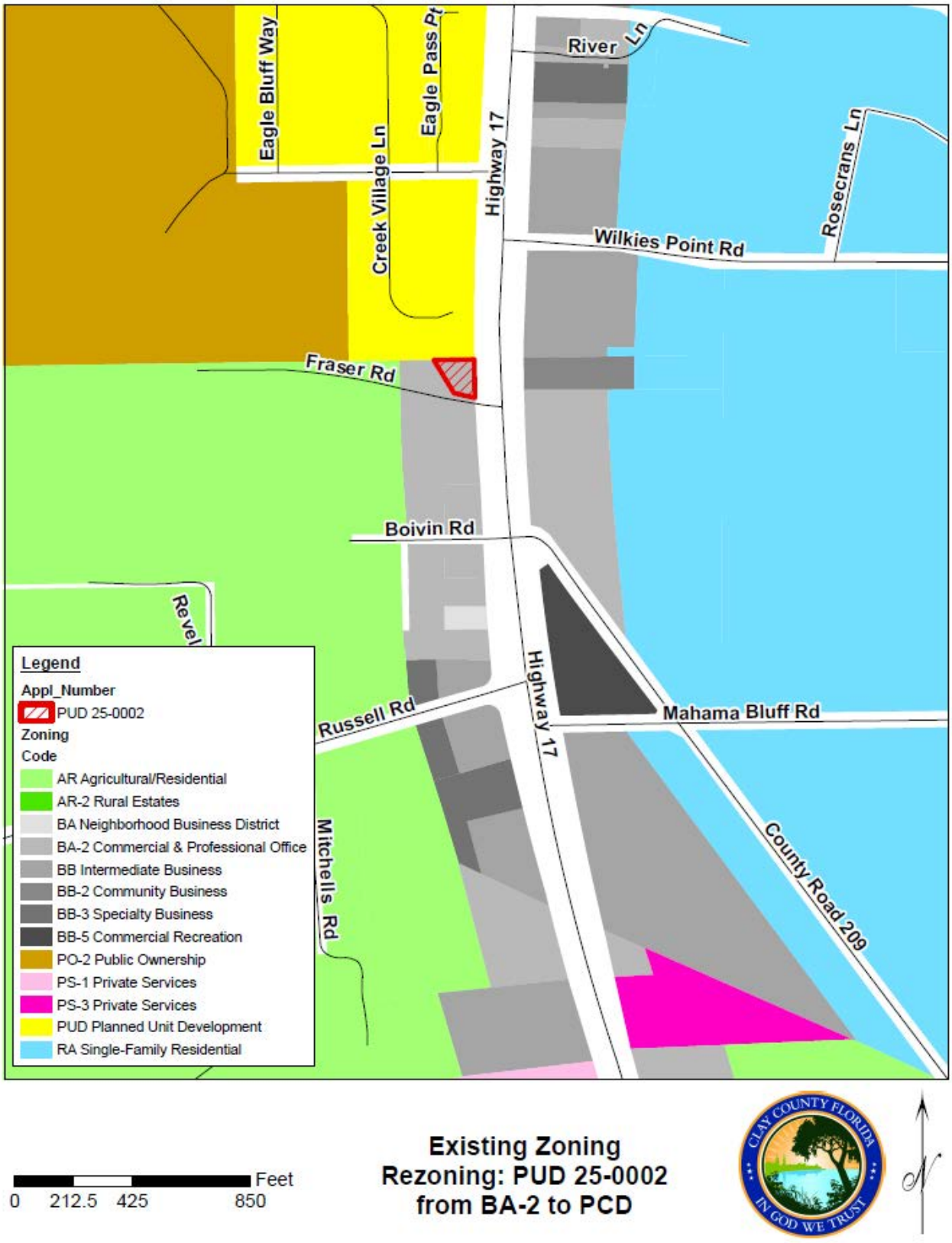
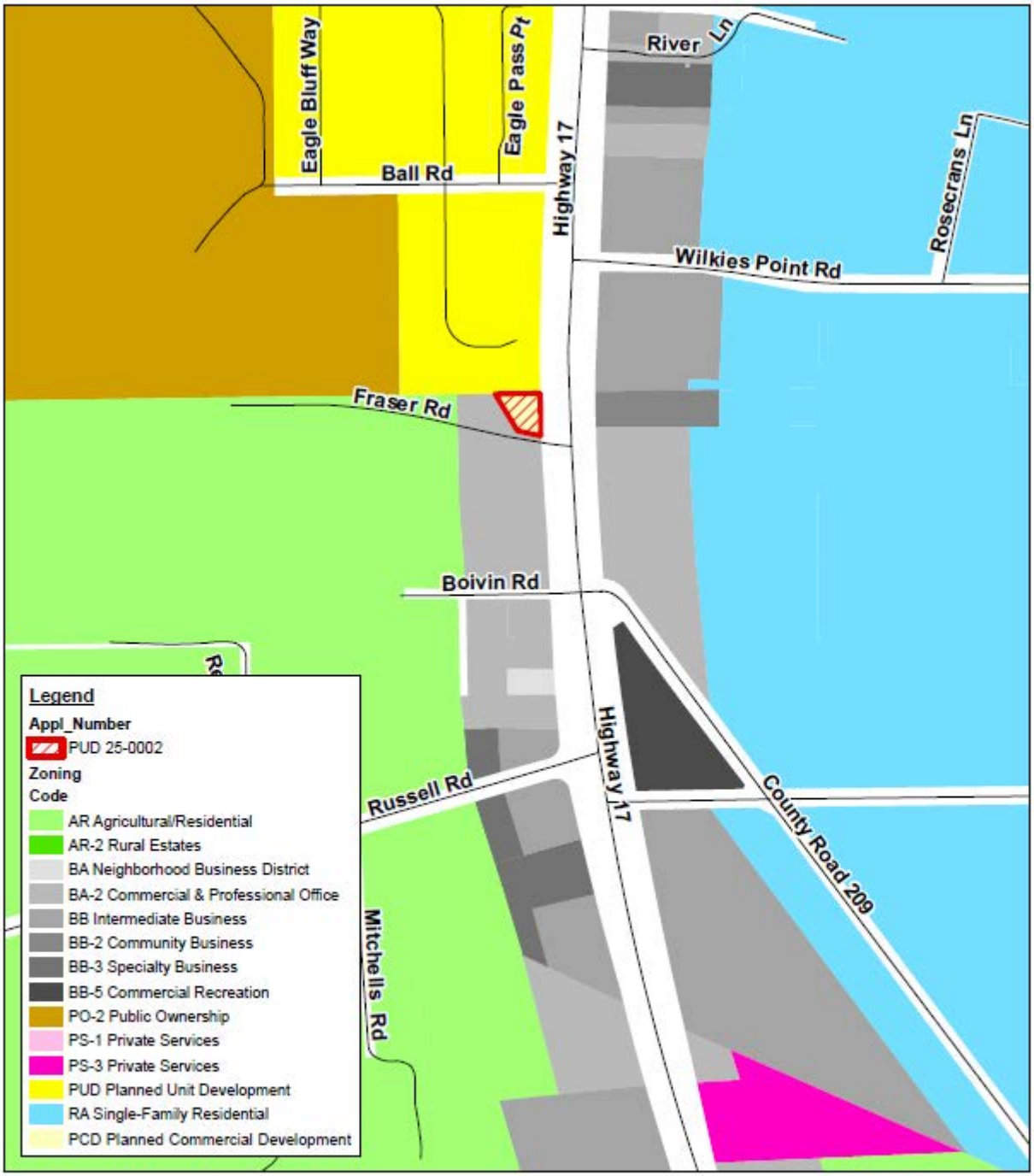


Figure 4 – Proposed Zoning Map



Feet
0 205 410 820

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

Relevant Clay County 2045 Comprehensive Plan Policies

The following Goals/Objective/Policies support the proposed Rezoning Amendment to the Code:

FLU Policy 1.4.1.9 Commercial (COMM)

The commercial designation accommodates the full range of sales, service, and office activities. These uses may occur in self-contained shopping centers, free standing structures, campus-like business parks, central business districts, or along arterial highways. These areas are intended for larger scale, more intensive community-type commercial uses. The location of commercial development shall be concentrated at major intersections and within Activity Centers and Planned Communities. The development shall create a commercial node, not a strip, with a mixture of retail, office, and hotel uses.

Analysis of Proposed Rezoning Amendment

In reviewing the proposed application for Rezoning, the following criteria may be considered along with such other matters as may be appropriate to the particular application:

(a) Whether the proposed change will create an isolated district unrelated to or incompatible with adjacent and nearby districts;

Staff Finding: The Applicant is requesting a change in zoning from BA-2 to PCD for 0.41 acres. The present BA-2 zoning district limits development to commercial and professional offices that have a gross square floor area limited to 2,500 sq. ft per building. Meaning the Applicant could construct several buildings on the lot with little or no setback or buffer in place because of a consistent zoning district adjacent. Properties to the south and west are zoned for commercial uses as well. Therefore the request will not create an isolated district.

(b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the real property proposed for change;

Staff Finding: The boundaries are illogically drawn if the intended use was to be exclusively residential. However, BA-2 uses, which are Commercial and professional office are appropriate to front the Principal Arterial roadway of Highway 17. The property to the west has split zoning half is AR and the half closest to the subject parcel, is BA-2, where residential is considered a conditional use. The home currently there was built in 1958 The commercial district is appropriate for its adjacency to Highway 17. Clay County Comprehensive Plan says in F LU POLICY 1. 6 . 1 Clay County shall encourage Urban Infill and/or Redevelopment in addition, the Comp Plan also states that the County shall promote integrated land use patterns linking residential and non-residential developments. However Staff does acknowledge that the Plan also states that "HOU POLICY 1.1.3 The County shall review all proposed developments to ensure compatible buffering between single-family neighborhoods and higher density development, including

commercial and industrial and multi-family development. ´ This Policy appears to be in conflict with several others as it pertains to existing zoning patterns.

(c) Whether the conditions which existed at the time the real property was originally zoned have changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed Rezoning;

Staff Finding: This area is changing in response to the construction in the area, and the County as a whole, as well as, lack of office property along Highway 17.

(d) Whether the affected real property cannot be used in accordance with existing zoning;

Staff Finding: The property could be used as a commercial property consistent with the current zoning, albeit in an inefficient manner with regard to stormwater management and access. If the Applicant moves forward in this regard, the development would have a greater impact on the residential structures to the west due to the absence of setbacks and buffers. The proposed plan will provide enhanced buffers along Highway 17, provide sidewalks along Fraser Road and provide additional buffering from the existing residential homes. A residential home to the west, could only be built today on the property, with a conditional use approval.

(e) Whether the proposed Rezoning application is compatible with and furthers the County's stated objectives and policies of the Plan;

Staff Finding: The proposed rezoning is compatible with the Comprehensive Plan as it reduces urban sprawl by providing redevelopment in close proximity to a major transportation corridor.

(f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a legitimate public purpose;

Staff Finding: There is public purpose in preserving the commercial zoning designation of the property as the land is directly served by Highway 17. However to further protect the existing residential development, the Applicant is proposing an alternative commercial office zoning that provides enhanced standards.

(g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is inconsistent with surrounding land use;

Staff Finding: The existing zoning is not inconsistent with the Commercial Land Use.

(h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density within the district already permitting such intensity or density.

Staff Finding: There is a high demand for professional office property with close proximity to a major transportation system. There is limited opportunity for new development within this stretch of Highway 17.

Recommendation

The Springs Citizen Advisory Committee met on April 9th, 2025, to hear the item and offered a recommendation of **approval 5-0**.

The Planning Commission heard the item at its public hearing on May 6, 2025, and provided a recommendation of **approval 6-1.**

Staff has analyzed the application as evidenced by the report and has determined that the request is consistent with the future land use of the property and is compatible with the surrounding area. Staff recommends approval of PUD 25-0002.

Ordinance No. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 28-05-26-014393-000-00), TOTALING APPROXIMATELY 0.58 ACRES, FROM ITS PRESENT ZONING CLASSIFICATION OF COMMERCIAL & PROFESSIONAL OFFICE DISTRICT (BA-2) TO PLANNED COMMERCIAL DEVELOPMENT DISTRICT (PCD); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application PUD 25-0002 seeks to rezone certain real property (tax parcel identification # 28-05-26-014393-000-00) (the Property), described in Exhibit "A-1", and depicted in Exhibit "A-2".

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Commercial & Professional Office District (BA-2) to Planned Commercial Development District (PCD), subject to the conditions outlined in the Written Statement attached as Exhibit "B-1" and the Site Plan attached as Exhibit "B-2".

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective as provided by law.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 27, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Chairman

ATTEST:

By: _____

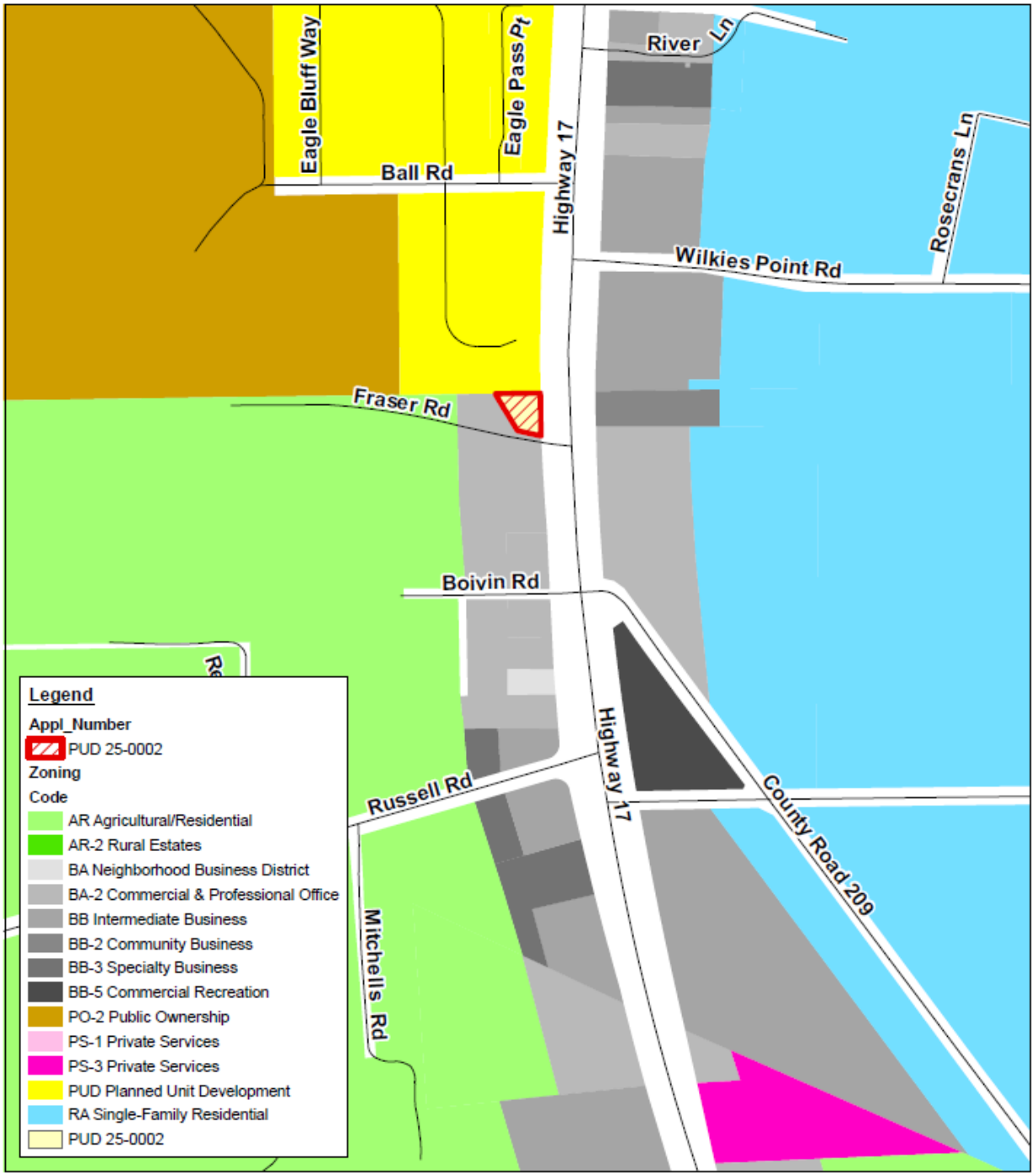
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

All that part of Lot 1 of ARNOWIN, lying and being North of a proposed county road and East of old county road and more particularly described as follows:

Commence at the Northeast corner of Lot 1 of ARNOWIN, a subdivision as recorded in Plat Book 4, Page 30, of the public records of Clay County, Florida, for a point of beginning, and run South 02 degrees 31 minutes West a distance of 150 feet along the West right of way line of U.S. Highway No. 17, to the North side of proposed road of Clay County; thence turn and run North 78 degrees 46 minutes 10 seconds West a distance of 154.63 feet to a point in the center of the old county road; thence turn and run North 34 degrees 19 minutes West 139.41 feet to a point; thence turn and run Worth 88 degrees 53 minutes East a distance of 237.04 feet along the North Side of said Lot 1 to the point and place of beginning, the same being a point in the West R/W line of U.S. Highway No. 17.

Exhibit "A-2"



Feet
0 205 410 820

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

Exhibit "B-1"

Department of Economic and Development Services
Planning & Zoning Division
P.O. Box 1366, Green Cove Springs, FL 32043
Phone: (904) 284-6300
www.claycountygov.com

PUD / PCD / PID WRITTEN STATEMENT EXHIBIT "B"

Name of Development: River CPA PCD		Net Acres: 0.4067
Parcel ID #: 28-05-26-014393-000-00		Wetland Acres: 0
Total Number of Dwelling Units Proposed: 0		Total Acres: 0.4067
Total Amount of Open Space: 0	Total Amount of Recreation: 0	Total Active Recreation: 0

Phase Schedule for Construction:	Construction shall commence upon receipt of all approvals.
Permitted Uses:	The proposed PCD will allow, as permitted uses, commercial and professional offices having a gross floor area limited to forty-hundred and fifty (4,250) square feet.
Conditional Uses:	
Permitted Accessory Uses and Structures:	
Restrictions of Uses:	Any use not set forth above is not allowed including medical offices. Also not permitted are any uses which would create any obnoxious, corrosive, or offensive noise, gas, odor, smoke, dust, fumes, vibration, or light, and which would in any way be detrimental to other surrounding properties or to the welfare and health of the citizens of the area.

Design Guidelines		
A. Lot Requirements		
Minimum Lot Area: 0	Minimum Lot With at Bldg. Line: 0	Minimum Lot Depth: 0
Maximum Lot Coverage: 60%	Maximum Rear Lot Coverage: 0	Maximum Bldg. Height: 35ft
Minimum Front Setback: 15ft	Minimum Side Setback: Not less	Minimum Rear Setback: 25ft
Minimum Front Setback Intersecting Street: 15 ft	Minimum Setback for Accessory Structures: Dumpster enclosure setback at 25ft	
Minimum Living Area: n/a		

B. Ingress, Egress, and Circulation

Parking Requirements: The parking requirements for this development shall be consistent with the requirements of Article VIII of the Land Development Code & the Branan Field & Lake Asbury Master Plans.

Vehicular Access: Vehicular access to the property shall be by way of Fraser Rd Substantially as shown in the site plan. The final location of all access points is subject to the review of the Engineering/Public Works Department.

Non-motorized Access: Non-motorized access shall be provided by sidewalks and pedestrian/bicycle paths installed in accordance with Article VIII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

C. Signs

Signs shall be permitted separately from development plans and shall meet the requirements of the Article VII of the Land Development Code and the Branan Field and Lake Asbury Master Plans.

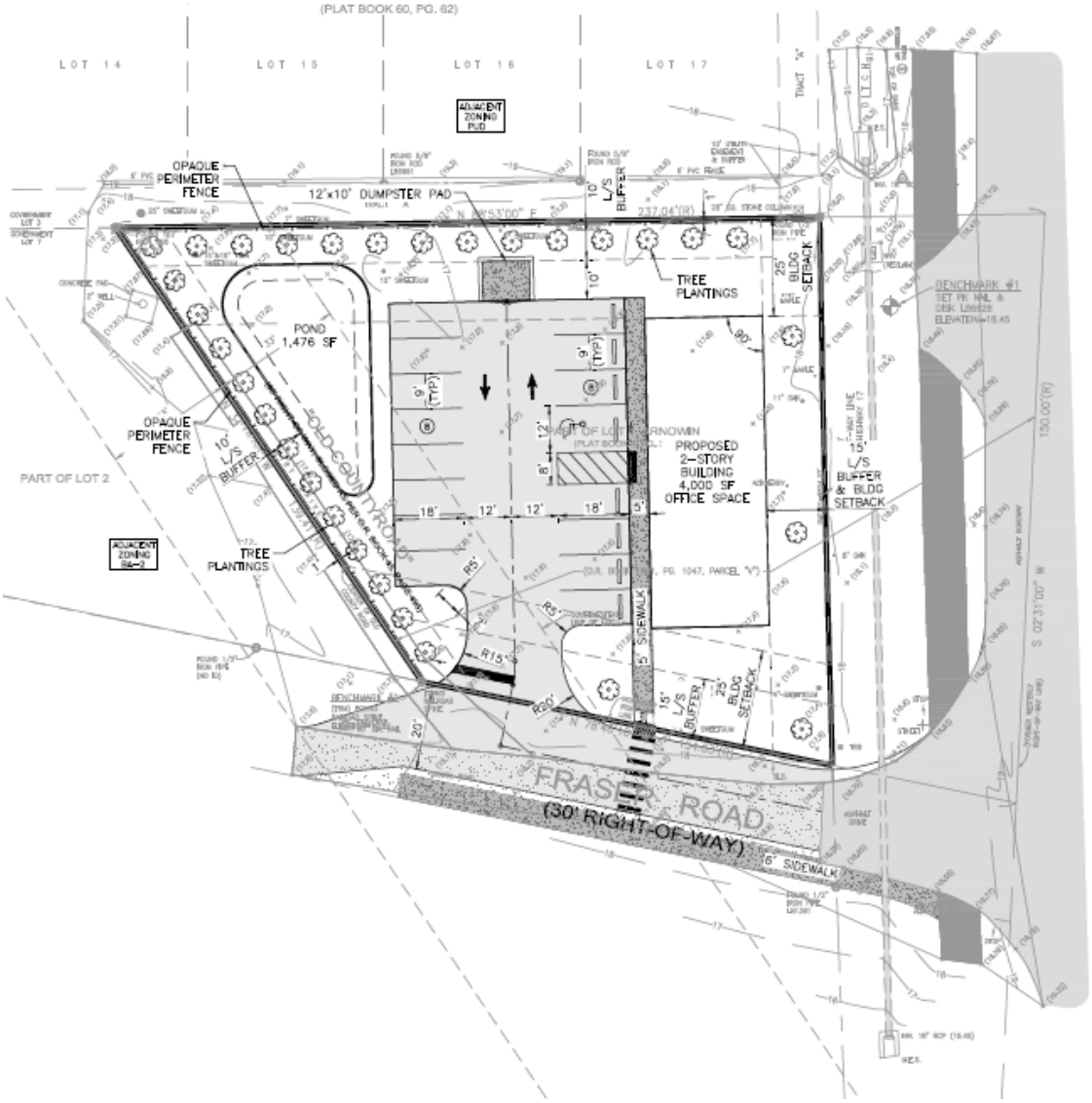
D. Landscaping

Flexibility in meeting the landscape requirements of Article VI of the Land Development Code and the Branan Field and Lake Asbury Master Plans is permitted for Planned Developments provided the outcome meets or exceeds the requirements of the Code. Indicate below what alternative landscaping will be provided or leave blank if the development will comply with the Code requirements.

Shade Cover Points:	Consistent with code with enhanced landscaping along US 17
Vehicle Use Area Landscaping:	Consistent with code with enhanced landscaping along US 17
Street Trees:	Consistent with code with enhanced landscaping along US 17
Right-of-way Buffers for Subdivision Development	n/a
Perimeter Buffers:	To mitigate any impacts from the operation of the proposed project, landscaping will be provided in compliance with Article VI – Tree Protection and Landscaping Standards. The front and eastern sides of the parcel will at a minimum have a 15ft setback. At a minimum, the western side of the parcel will have 0ft setback as it sits adjacent to existing commercial zoned property and canopy trees will be added every 50 ft. The northern side of the parcel will have, at a minimum, a 25ft building setback from the existing residential.
Branan Field/Lake Asbury Non-Residential Standards	n/a

E. Recreation and Open Space:		
Recreation for residential, non-residential and open space shall meet the minimum requirements of Article III of the Land Development Code.		
F. Utilities		
Water Provided By: City of Green Cove Springs		
Sanitary Sewer Provided By: City of Green Cove Springs		
Reuse Irrigation Provided By: n/a		
Electric Provided By: Clay Electric		
Gas Provided By: TECO		
G. Wetlands		
Wetlands will be delineated and permitted according to local, state, and federal requirements.		
H. Vegetation		
The following natural communities are present on the development site according to the County's Vegetation Map (Check all that apply) ☐ Scrub ☐ Sandhill ☐ Scrubby Flatwoods ☐ Xeric Hammock ☑ Upland Coniferous ☐ Mesic Flatwoods ☐ Wet Flatwoods		
The occurrence of any of these communities may indicate the presence of endangered or threatened species which are regulated by State Agencies. **All proposed developments in the Lake Asbury Master Plan area are required to submit an environmental assessment in accordance with LA FLP 1.2.4 of the 2040 Comprehensive Plan at the time of development review and prior to any land clearing or disturbance.**		
I. Contact Information		
Owner / Agent Name: Josh Cockrell, The StellaRea Group		
Owner / Agent Address: 200 N Laura St, Ste 906		
City: Jacksonville	State: FL	Zip Code: 32202
Owner / Agent Phone: 803-917-2420		
Owner / Agent Email: josh@stellareagroup.com		

Exhibit "B-2"


(PLAT BOOK 60, PG. 62)
LOT 14
LOT 15
LOT 16
LOT 17
ADJACENT ZONING PUD
OPAQUE PERIMETER FENCE
12'x10' DUMPSTER PAD
10' L/S BUFFER
TREE PLANTINGS
25' BLDG SETBACK
POND 1,476 SF
OPAQUE PERIMETER FENCE
10' L/S BUFFER
PART OF LOT 2
ADJACENT ZONING RA-2
TREE PLANTINGS
OLD COUNTY ROAD
PROPOSED 2-STORY BUILDING 4,000 SF OFFICE SPACE
15' L/S BUFFER & BLDG SETBACK
15' L/S BUFFER
25' BLDG SETBACK
5' SIDEWALK
FRASER ROAD
(30' RIGHT-OF-WAY)
6' SIDEWALK
BENCHMARK #1
U.S. HIGHWAY No. 17
(STATE ROAD No. 15)
(FDOT SECTION #71020-2508)

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 5/9/2025

FROM: Jenni Bryla, Zoning Chief

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

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The subject parcel is located, off of Twelve Oaks Drive, in between Blanding Blvd. and Moody Avenue. The property is currently vacant and is essentially surrounded by higher intensity development. The Applicant is requesting to change the zoning designation in order to develop a 52-unit residential townhome community.

Planning Requirements:
Public Hearing Required (Yes\No):
Yes

Hearing Type: Second Public Hearing

Initiated By:Applicant

Donna B. Drake & Carole Ann Trufant ETAL: owners
Folks Huxford & Mike Herzberg: agents

ATTACHMENTS:

Description	Type	Upload Date	File Name
Ordinance ZON 24-0033	Ordinance	4/30/2025	ZON_24-0033-Ordinance-finalada.pdf
Staff Report for ZON 24-0033	Cover Memo	5/21/2025	ZON_24-0033-Staff_Report_BOCC-Final_ada.pdf
Access Easement	Backup Material	5/21/2025	access_easementada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/9/2025 - 11:41 AM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/9/2025 - 2:03 PM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/9/2025 - 6:17 PM	AnswerNotes

Ordinance No. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF A SINGLE PARCEL OF LAND (TAX PARCEL IDENTIFICATION # 13-04-25-020338-000-00), TOTALING APPROXIMATELY 5.73 ACRES, FROM ITS PRESENT ZONING CLASSIFICATION OF AGRICULTURAL/RESIDENTIAL DISTRICT (AR) TO MULTI-FAMILY RESIDENTIAL DISTRICT (RD-4); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application ZON 24-0033 seeks to rezone certain real property (tax parcel identification # 13-04-25-020338-000-00) (the Property), described in Exhibit "A-1", and depicted in Exhibit "A-2".

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classification of the Property is hereby changed from Agricultural/Residential District (AR) to Multi-family Residential District (RD-4).

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective as provided by law.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 27, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Its Chairman

ATTEST:

By: _____

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

Exhibit "A-1"

Clay Parcel No. 13-04-25-020338-000-00

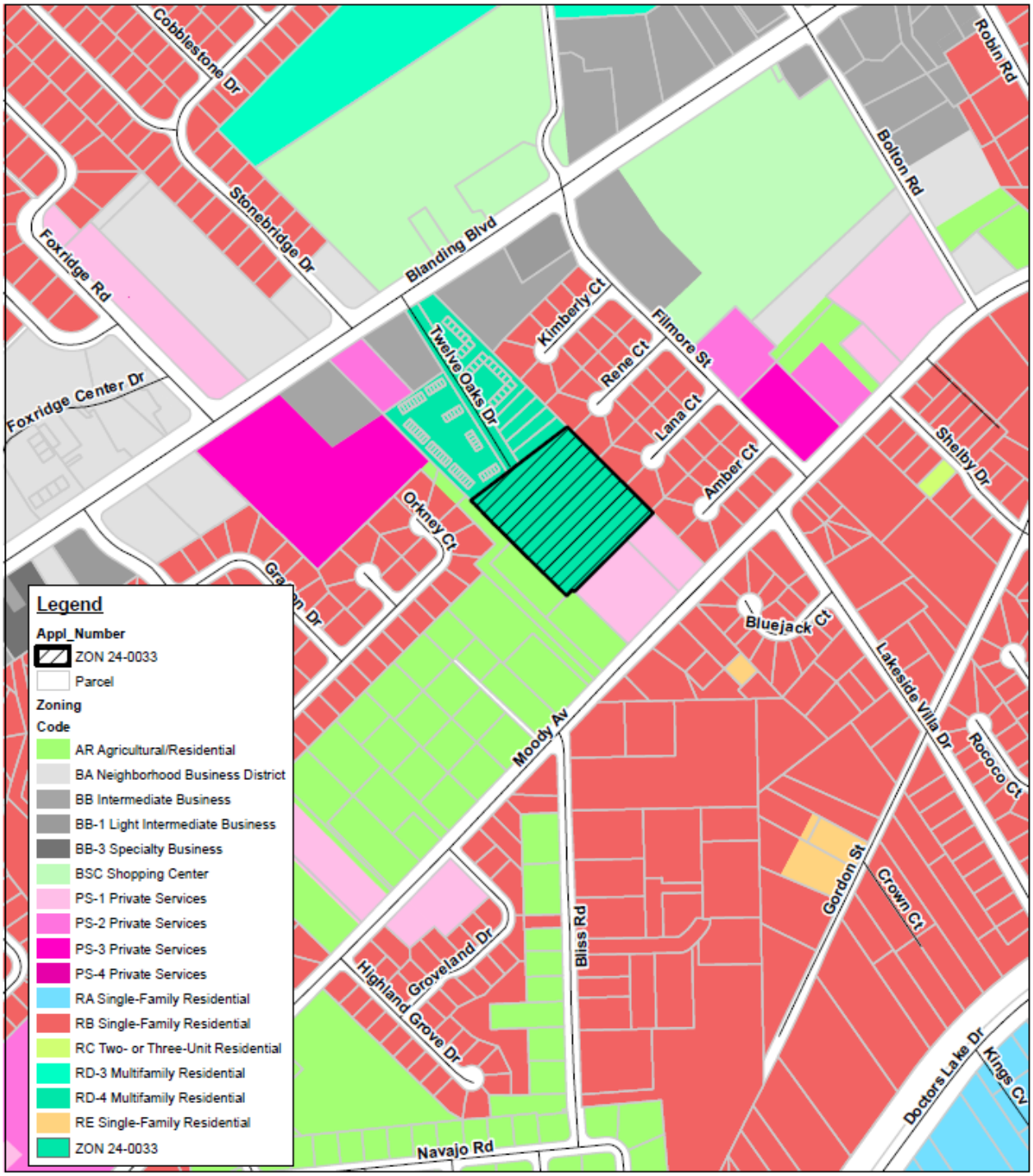
THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE COUNTY OF CLAY, STATE OF FLORIDA, AND IS DESCRIBED AS FOLLOWS:

THE LANDS SHOWN HEREIN ARE PART OF AND WHOLLY WITHIN THE LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 1538, PAGE 1384 AND BEING ONE IN THE SAME AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT A 4"X 4" CONCRETE MONUMENT MARKING THE SOUTHEASTERLY CORNER OF LOT 4, OF LAUREN OAKS AS RECORDED IN PLAT BOOK 36, PAGE 63 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, HAVING STATE PLANE GRID COORDINATES OF NORTH: 2,113,754.10, EAST: 417,127.16 AND REFERS TO THE FLORIDA STATE PLANE GRID SYSTEM, EAST ZONE 901, NAD83, IN U.S. SURVEY FEET, GRID BEARINGS ARE REFERENCED AND SHOWN AS (FM) ON MAP OF SURVEY, THENCE ALONG THE WESTERLY LINE OF THE COURTS AS RECORDED IN PLAT BOOK 16, PAGES 59 AND 60 OF SAID PUBLIC RECORDS RUN SOUTH 45 DEGREES 07 MINUTES 41 SECONDS EAST, A DISTANCE OF 487.59 FEET TO AN ONE-HALF INCH IRON PIPE MARKING THE NORTHEASTERLY CORNER OF LANDS DESCRIBED IN ORB 53 PG 530; THENCE ALONG THE NORTHERLY LINE OF LANDS DESCRIBED IN SAID O.R.B. 532, PG 530 AND CONTINUING ALONG THE NORTHERLY LINE OF LANDS DESCRIBED IN O.R.B. 3144, PG 403, RUN SOUTH 44 DEGREES 50 MINUTES 52 SECONDS WEST, A DISTANCE OF 450.13 FEET TO A ONE-HALF INCH IRON PIPE I.D. ILLEGIBLE AND MARKING THE NORTHEASTERLY CORNER OF LANDS DESCRIBED IN O.R.B. 3144 PG 403 AND ALSO THE SOUTHEASTERLY CORNER OF LANDS DESCRIBED IN 8684 PAGE 1021; THENCE ALONG THE EASTERLY LINE OF LANDS AFOREMENTIONED AS DESCRIBED IN O.R.B. 8684 PAGE 1021, RUN NORTH 45 DEGREES 06 MINUTES 33 SECONDS WEST, A DISTANCE OF 311.39 FEET TO A 3/4" IRON PIPE MARKING THE NORTHEAST CORNER OF AFORESAID
LANDS DESCRIBED IN O.R.B. 8684, PAGE 1021; THENCE ALONG THE NORTHERLY LINE OF LOT 27, SECTION 13, BLOCK 1, RIDGEWOOD AS RECORDED IN DEED BOOK Q PAGE 663 RUN SOUTH 44 DEGREES 40 MINUTES 12 SECONDS WEST, A DISTANCE OF 32.00 FEET TO THE EASTERLY LINE OF LOT 7 OF SAID RIDGEWOOD RECORDED IN DEED BOOK Q, PAGE 663; THENCE ALONG LAST SAID LINE RUN NORTH 44 DEGREES 59 MINUTES 49 SECONDS WEST, A DISTANCE OF 241.73 FEET TO THE SOUTHWESTERLY CORNER OF TWELVE OAKS CONDOMINIUMS AS RECORDED IN O.R.B. 722, PAGE 663; THENCE ALONG THE SOUTHERLY LINE OF SAID TWELVE OAKS CONDOMINIUMS AND ALONG THE SOUTHERLY LINE OF AFORESAID LAUREN OAKS RUN NORTH 52 DEGREES 35 MINUTES 12 SECONDS EAST, A DISTANCE OF 485.89 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH A PERPETUAL, NON-EXCLUSIVE EASEMENT FOR INGRESS, EGRESS AND UTILITIES ACCORDING TO OFFICIAL RECORDS BOOK 604, PAGES 319 AND 320 OF SAID PUBLIC RECORDS.

Exhibit "A-2"



0 255 510 1,020 Feet

Proposed Rezoning: ZON 24-0033
From AR to RD-4

Staff Report and Recommendations for ZON 24-0033

Copies of the application are available at the Clay County Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043

Owner / Applicant Information:

Parcel #:	13-04-25-020338-000-00
Owner:	Carole Ann Trufant ETAL
Parcel #:	13-04-25-020338-000-00
Owner:	Donna B. Drake

Property Information

Current Zoning: AR (Agricultural Residential)
Zoning Proposed: RD-4 (Multi-family Residential)
Commission District: 3 (Commissioner J.Renninger)
Land Use: UC-10 (Urban Core)
Total Acres: 5.73
Planning District: Doctors Inlet

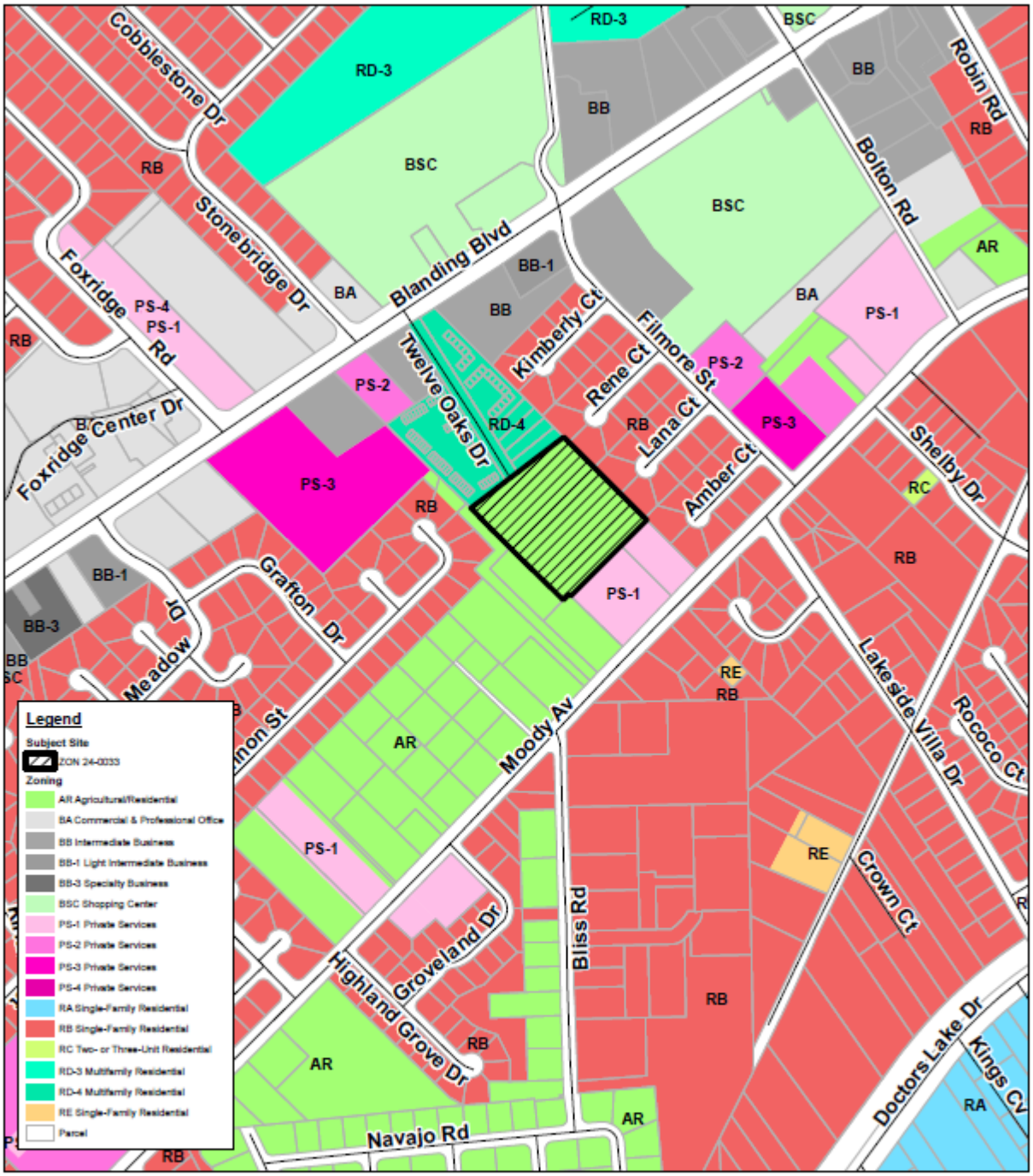
Background

This application is a request to change the zoning designation on one parcel of land from AR to RD-4. The subject parcel is approximately 5.73 acres and is located, off of Twelve Oaks Drive, in between Blanding Blvd. and Moody Avenue. The property is currently vacant and is essentially surrounded by higher intensity development. The Applicant is requesting to change the zoning designation in order to develop a 52 unit residential townhome community.

The zoning and future land use of the parcels surrounding the subject parcel is provided in the table below and are primarily residential to the east and industrial to the west. Existing uses in the area are primarily residential and agricultural.

	ZONING	FUTURE LAND USE
North	RD-4 (Multi-family residential district) & RB (Single-family residential district)	UC-10 (Urban Core)
East	RB (Single-family residential district) & PS-1 (Private Services)	UC-10 (Urban Core)
West	RD-4 (Multi-family residential district) & AR (Agricultural / Residential)	UC-10 (Urban Core)
South	AR (Agricultural Residential) & PS-1 (Private Services)	UC-10 (Urban Core

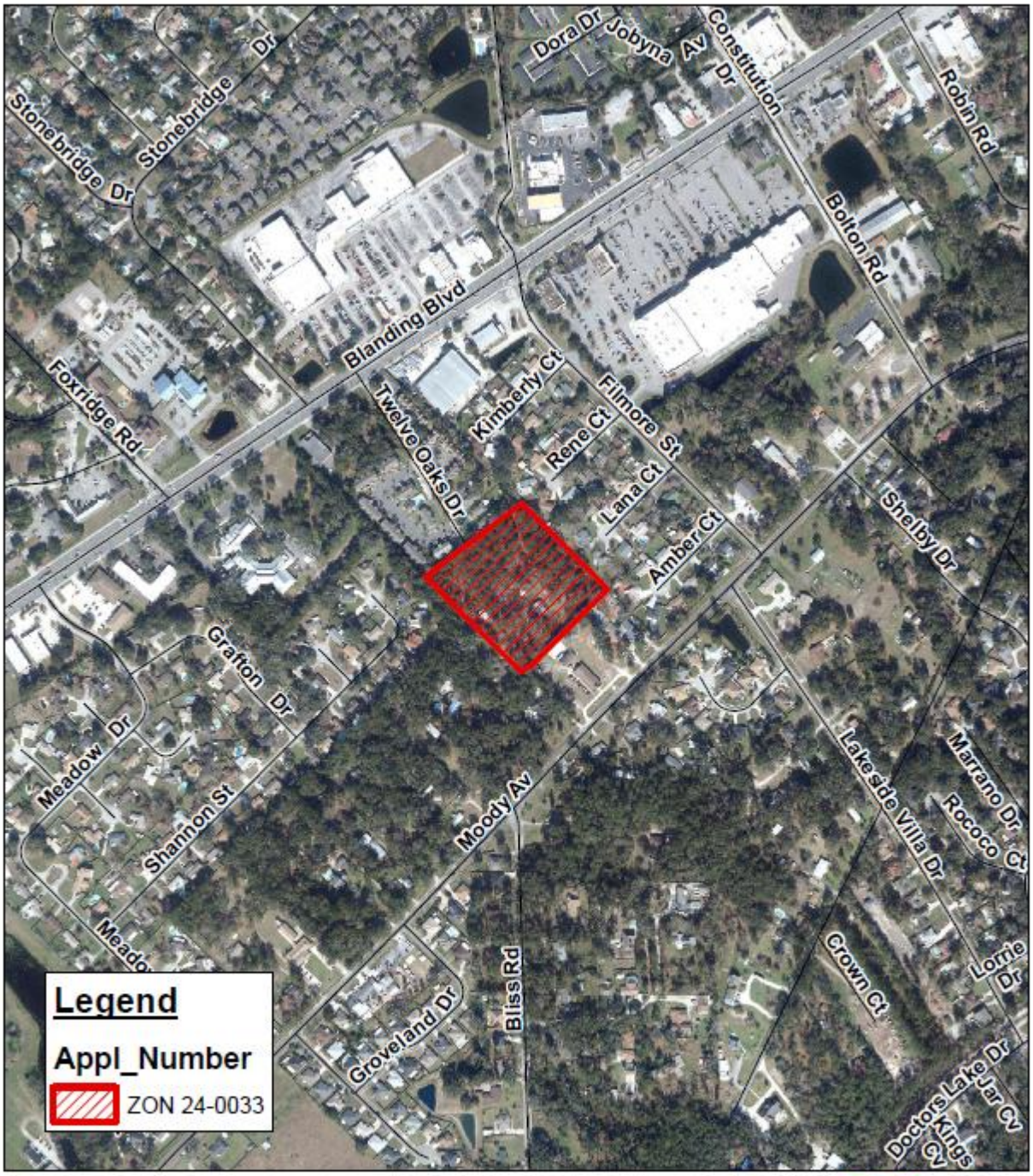
Surrounding Zonings



0 265 530 1,060 Feet

Existing Zoning
Proposed Rezoning: ZON 24-0033
From AR to RD-4

34 **Aerial of Site**



0 255 510 1,020 Feet

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

35

Proposed RD-4 Zoning District

Sec. 3-19. <u>MULTIFAMILY RESIDENTIAL DISTRICT (ZONE RD)</u>

(a) *Intent*. All land designated as Zone RD shall be governed by the regulations of this Section and shall be further designated into one of the following sub-districts of RD-1, RD-2, RD-3, and RD-4, and shall be governed as hereinafter set forth. Said lands shall also be subject to the applicable restrictions in Sec. 20.3-10.

(b) *Uses Permitted*. (All sub-districts.) *(Rev. 07/27/2010)*

(1) Single-family attached or detached dwellings, multiple-family dwellings, dormitories, rooming houses, and accessory buildings incidental thereto, subject to the following:

(i) <u>On lots of one acre or less:</u>

a. no accessory structure shall exceed the height of the primary structure; and,

b. all other lot size requirements must be met as established within this Article.

(ii) <u>On lots of more than one acre:</u>

a. no accessory structure shall exceed the height of the primary structure; and,

b. all other lot requirements must be met as established within this Article.

(2) No accessory structure or use may be constructed or established on any lot prior to the issuance of a building permit for the principal structure. Accessory structures are prohibited within the side and, with the exception of waterfront lots, front yards. *Rev. 05/24/11*

(3) Satellite dish receivers to serve the development in which located.

(4) On-premises consumption of alcoholic beverages within recreation- and clubhouse- type facilities developed as part of a unified plan of development and only for use by the residents and their guests and licensed under Chapter 11-C of the Florida Division of Alcoholic Beverage and Tobacco.

(5) Private boat pier or slip for the use of occupants of principal residential structures of the abutting lot; provided said pier or slip does not interfere with navigation.

(6) Recreational facilities and areas.

(7)

(8) Washing facilities for use by residents.

(9) Storage of travel trailers, recreational vehicles and boats provided such units are stored in a separate area, landscaped, and maintained. Storage of these units shall not be permitted on individual lots.

(10) Garage sales will be allowed up to a maximum of two garage sales within any calendar year. The duration of each garage sale shall be a maximum of 72 hours and may be conducted only within daylight hours. No sign advertising a garage sale may be placed on any public right-of-way. *Rev. 04/22/08*

(f) *Lot and Building Requirements*.

(1) Setback of building(s) from property line (all sub-districts):

(i) Minimum Front Yard	20 ft.
(ii) Minimum Rear Yard	20 ft. or 25 ft. adjacent to single family residential
(iii) Minimum Side Yard - Interior:	
1 and 2 Units	10 ft.
3 Units and Over	10 ft.
(iv) Minimum Side Yard -	Street 20 ft.

(2) *Accessory Buildings (Not to exceed one (1) story)*.

(i) Minimum Setback from Lot Line	
Front	20 ft.
Rear	5 ft.
Side	5 ft.

(3) *Building Spacing*. For more than one building on a single lot:

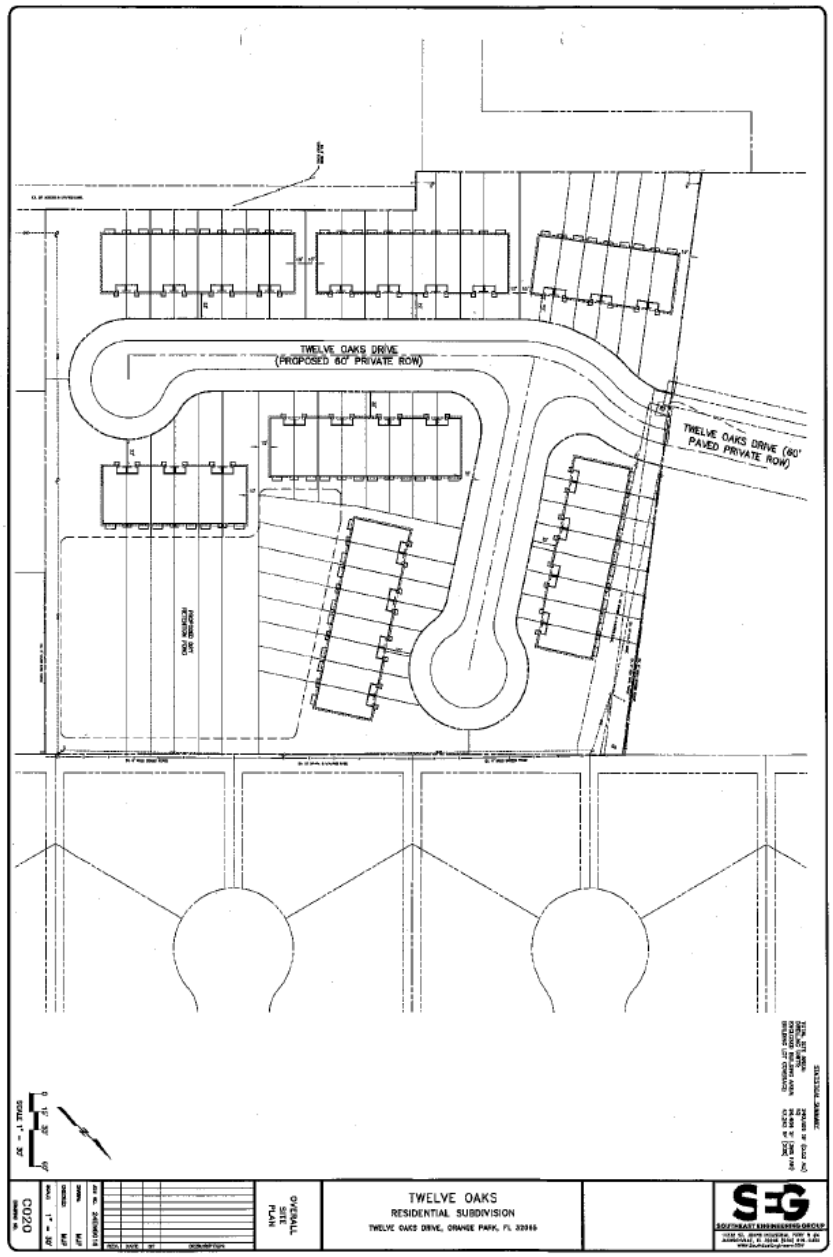
Front/Front	Front/Side	Front/Rear	Rear/Rear	Rear/Side	Side/Side
60 ft.	40 ft.	60 ft.	40 ft.	30 ft.	20 ft.

(4) Visual Barrier: Proposed multi-family development shall be buffered from adjacent land within the residential land use categories identified in Section 20.3-8, unless said adjacent land zoned for multi-family development at the time of proposed development, with a twenty-five (25) foot building setback, ten (10) foot landscaped area, minimum six (6) foot high opaque barrier (fence or vegetation) and tree planting thirty (30) foot on center. (Ord 94-___ 4/26/94)

(5) All structures shall be set back a minimum of 50 feet landward from the ordinary high water line or mean high water line, whichever is applicable; for waters designated as Aquatic Preserves or Outstanding Florida Waters, the setback will be 100 feet. These setbacks shall not apply to structures on lots or parcels located landward of existing bulkheads permitted by the St. Johns River Water Management District or Florida Department of Environmental Protection.

(6) Waterfront lot widths shall be a minimum of one hundred feet at the ordinary high water line or the mean high water line, whichever is applicable. Lot width shall be measured by the chord terminated by the property corners at the ordinary high water line or the mean high water line as applicable. (amended 5/05 Ord. 05-18)

Proposed Layout



Analysis of Proposed Rezoning Amendment

In reviewing the proposed application for Rezoning, the following criteria may be considered along with such other matters as may be appropriate to the particular application:

(a) Whether the proposed change will create an isolated district unrelated to or incompatible with adjacent and nearby districts;

Staff Finding: The application supports the higher density development that surrounds the subject parcel. The proposed use should not create an isolated district that would be unrelated to the surrounding area.

(b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the real property proposed for change;

Staff Finding: The County's district boundaries are not illogically drawn; the subject property could be considered in-fill residential development as there is no agricultural uses anywhere near the property. AR zoning district with a Future Land Use of UC10 allows for a maximum of two units per acre. The project is proposing approximately 9 units to the acre and the RD-4 zoning district with a UC10 Land Use allows for 10 units to the acre.

(c) Whether the conditions which existed at the time the real property was originally zoned have changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed Rezoning;

Staff Finding: The district boundaries as indicated by the Comprehensive Plan designation of Agricultural Residential are no longer consistent with the development patterns in the area. The proposed zoning designation will match those to the north and east of the property as the area continues to transition to a denser commercial corridor.

(d) Whether the affected real property cannot be used in accordance with existing zoning;

Staff Finding: The subject properties could be used with the existing zoning, however the property would not yield as many housing units.

(e) Whether the proposed Rezoning application is compatible with and furthers the County's stated objectives and policies of the Plan;

Staff Finding: The proposed rezoning is compatible with the Comprehensive Plan and supports the intent of the future land use designation. The Land Use of UC-10 states "Areas within this category may be suitable for a higher intensity use, upward to a maximum of ten units per net acres. Densities from seven to ten units per net acre may be approved if the location meets required points and the development provides central water and sewer system. Review of specific densities shall be directed toward preserving the stability and integrity of established residential development and toward providing equitable treatment of lands with similar characteristics. Design techniques of landscaping, screening and buffering shall be employed to assure a smooth transition in residential structure types and densities

(f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a legitimate public purpose;

Staff Finding: There appears to be no public purpose served by keeping the zoning district boundaries in their current locations on the subject parcels.

(g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is inconsistent with surrounding land use;

Staff Finding: The proposed rezoning will be consistent with the surround land use.

(h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density within the district already permitting such intensity or density.

Staff Finding: The density on the subject parcel will increase in an area that has goods and services in close proximity thereby providing greater connectivity and connections.

Staff Findings

There is no Citizen Advisory Committee for this area of the County.

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

As evidenced by this report, the request is consistent with the Goals, Objectives and Policies of the Comprehensive Plan and is compatible with the surrounding zoning and Future Land Use, therefore Staff recommends **approval** of application ZON 24-0033.

CFN # 2021017321, OR BK: 4432 PG: 382, Pages 1 / 2, Recorded 3/22/2021 9:09 AM, Doc: D
TARA S. GREEN Clerk of Court and Comptroller, Clay County, FL
Deputy Clerk THACKERD

CFN # 2021014431, OR BK: 4426 PG: 1171, Pages 1 / 2, Recorded 3/9/2021 10:57 AM, Doc: D
TARA S. GREEN Clerk of Court and Comptroller, Clay County, FL Rec: $18.50 Doc D: $0.70
Deputy Clerk WESTA

Prepared by: Donna B. Drake
3068 Moody Ave
Orange Park, FL 32065

Quit Claim Deed

The Quit Claim Deed executed this 9th day of March, 2021, by first party, Grantor, *Carole Ann Trufant / Donna B. Drake whose post office address is 3064 Moody Ave – 3068 Moody Ave Orange Park, FL 32065 to second party, Grantee Kathryn Blalock Trust whose post office address is 2308 Twelve Oaks Dr. Orange Park, FL 32065.

Witnesseth, that the said first party, for the sum of $ 0, and other good and valuable consideration paid by the second party, the receipt whereof is hereby acknowledged, does hereby remise, release, and quit claim unto the said second party forever, all the right, title, interest and claim which the said first party has in and to the following described parcel of land, and improvements, and appurtenance thereto in Clay County, Florida to wit:

PT of Lots 6 & 7 BLK 1
Ridgewood Sec B OP, AS REC O
R822 PG 226 & 4218 Pg 1329

Parcel ID#
13-04-25-020338-005-00

In witness whereof, the said first party has signed and sealed these presents the day and year first above written, sealed and delivered in the presence of:

Witness Signature	Grantor Signature
Amanda West	Carole Trufant
Printed Name	Printed Name
Deborah Thacker	Donna B. Drake
Witness Signature	Grantor Signature
Deborah Thacker	Donna B. Drake
Printed Name	Printed Name

County of: Clay State of: Florida

Sworn to and subscribed before me the 9th day of March, 2021 the party of the first part appeared, personally known to me/produced a valid ID, and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) upon behalf of which the person(s) acted, executed the instrument. Witness my hand an official seal.

Deborah Thacker
Notary Signature

DEBORAH THACKER
Commission # GG 061237
Expires March 1, 2021
Bonded Thru Troy Fain Insurance 800-385-7019

DEBORAH THACKER
Commission # HH 059821
Expires March 1, 2025
Bonded Thru Troy Fain Insurance 800-385-7019

Being re-recorded to show correct notary stamp.

* Formerly known as Carole Blalock Darling

EXHIBIT A

A parcel of land consisting of a portion of Lots 6 and 27, Block 1, Section 13, Ridgewood, Clay County, Florida, according to map recorded in Deed Book "Q", page 663 of the public records of said county, said parcel being more particularly described as follows:

Begin at the most Southerly corner of said Lot 6; thence on the Southwesterly line thereof run North 44 degrees 56 minutes 30 seconds West 31.00 feet; thence North 49 degrees 49 minutes 45 seconds East 110.0 feet; thence South 32 degrees 20 minutes 40 seconds East 116.60 feet; thence South 45 degrees 00 minutes 10 seconds West 52.00 feet; thence North 44 degrees 59 minutes 50 seconds West 92.00 feet to the Southeasterly line of said Lot 6; thence on last said line South 45 degrees 01 minute 05 seconds West 32.10 feet to the point of beginning, being 0.20 acre, more or less, in area.

Together with a perpetual, non-exclusive easement for ingress, egress and utilities according to Official Records Book 604, pages 319 and 320 of said public records.

This red stamp and signature signifies this 2 page document is a true and accurate copy as reflected in the Official Records of:
Tara S. Green
Clerk of the Circuit Court
Clay County, Florida
This 18th day of March, 2021
By: D. Thacker, Deputy Clerk

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 4/30/2025

FROM: Jenni Bryla, Zoning Chief

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

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
The lots are BA-2 and PCD and are requesting to change to BA. The first lot, on the corner of College Drive and County Road 220 is 1.03 acres and is in the Planned Commercial Development (PCD) zoning district. The second lot is directly adjacent and west from the first lot and contains 1.58 acres and is currently zoned Commercial & Professional Office District (BA-2).

Planning Requirements:
Public Hearing Required (Yes\No):
Yes

Hearing Type: Second Public Hearing

Initiated By:Applicant

Donald Chase, Tom Price & Nancy Price: owner
Frank Miller: agent

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff Report for ZON 25-0012	Cover Memo	5/9/2025	ZON_25-0012_BOCC_Staff_Report_-_jb.pdf
Ordinance ZON 25-0012	Ordinance	4/30/2025	ZON_25-0012_-_Ordinance_-_finalada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/14/2025 - 8:48 AM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/14/2025 - 9:24 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/15/2025 - 6:56 AM	AnswerNotes

Staff Report and Recommendations for ZON 25-0012

Copies of the application are available at the Clay County Administration Office, 3rd floor, located at 477 Houston Street Green Cove Springs, FL 32043

Owner / Applicant Information:

Owner: Donald Chase, Tom Price & Nancy Price
Agent: Frank Miller (Gunster, Yoakley & Stewart)
Phone: 904-354-1980
Email: fmiller@gunster.com

Property Information

Parcel ID's: 35-04-25-008291-000-00 & 35-04-25-008290-000-00

Parcel Address: 2590 County Road 220

Current Zoning: BA-2 & PCD

Current Land Use: COM

Proposed Zoning: BA

Total Acres: 2.61 +/- acres total

Acres affected by Zoning change: 2.61 +/- acres

Commission District: 1, Comm. Sgromolo

Planning District: Dr's Inlet

Introduction:

This application is a request to change the current zoning classification of 2 parcels of land (2.61+/- acres total) The first lot, on the corner of College Drive and County Road 220 is 1.03 acres and is in the Planned Commercial Development zoning district. The second lot is directly adjacent and west from the first lot and contains 1.58 acres and is currently zoned Commercial & Professional Office District (BA-2). The request is to change both lots to Neighborhood Business District (BA) in order to create a unified development plan for the development of a convenience store and gas station.

The Future Land Use designation of both parcels is Commercial (COM). This Land Use is consistent with the request.

Figure 1 – Location Map

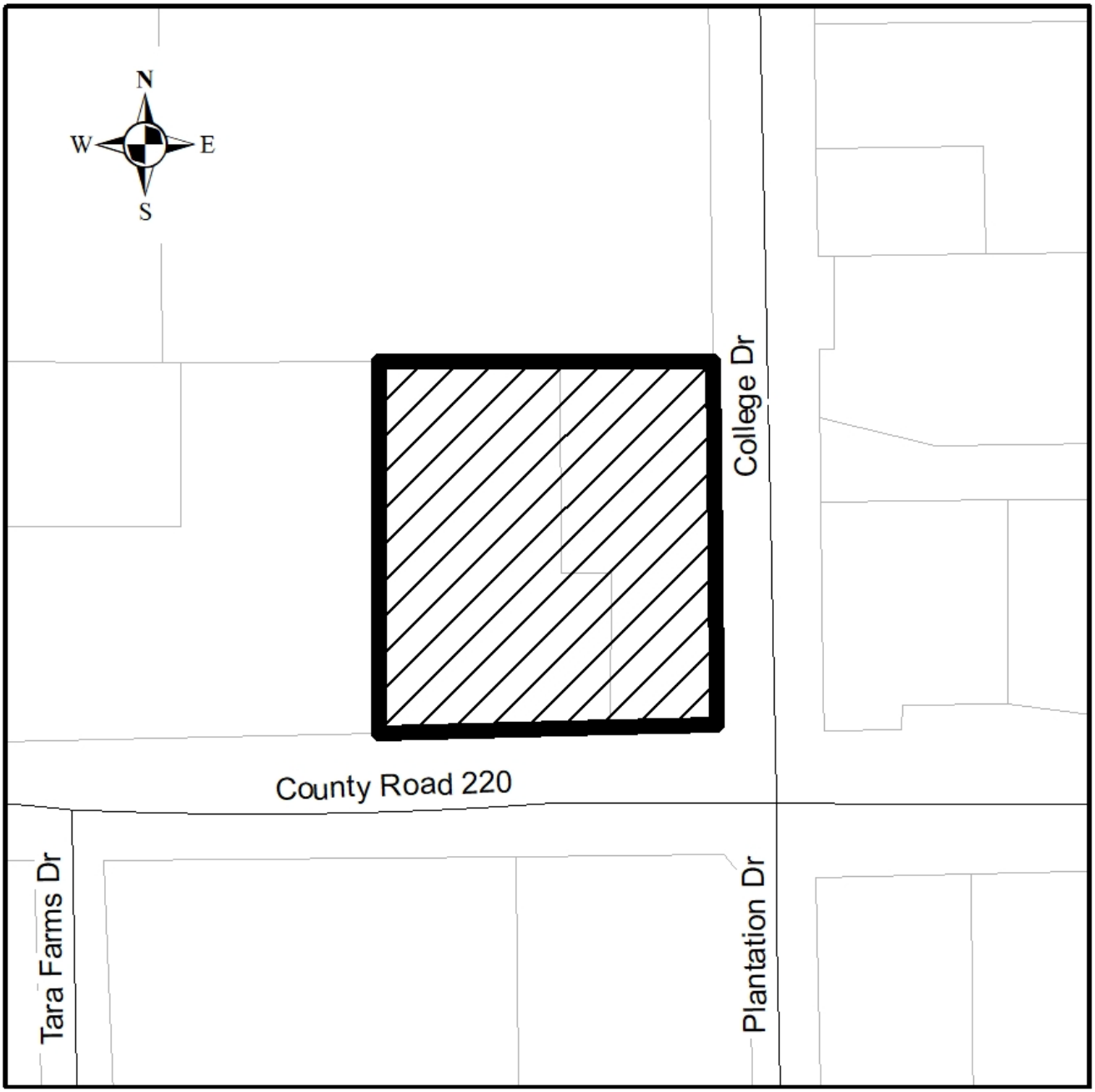
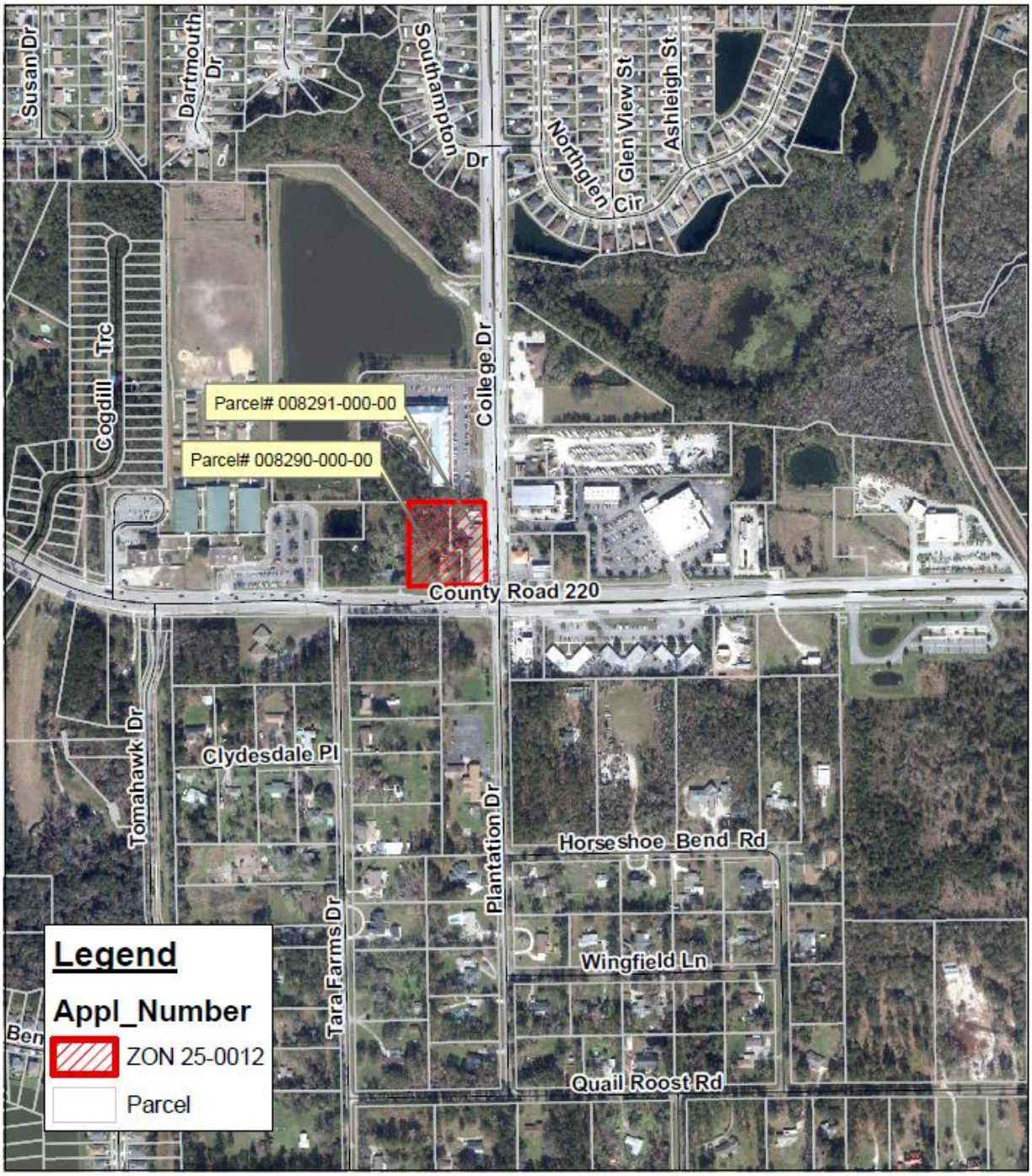


Figure 2 – Parcel Map

Figure 3 - Aerial Photo



0 255 510 1,020 Feet

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

35

Figure 4 – Existing Zoning Map

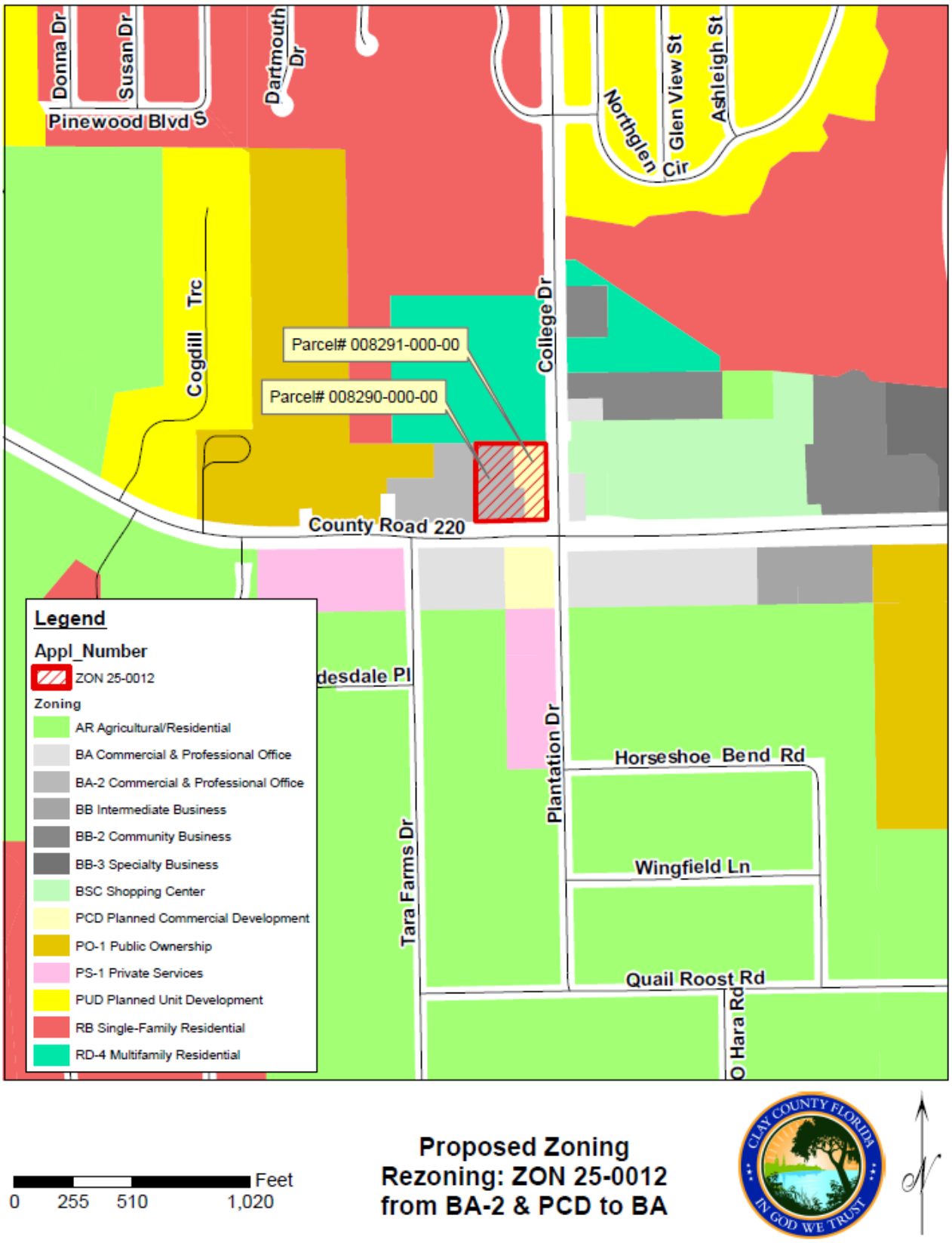


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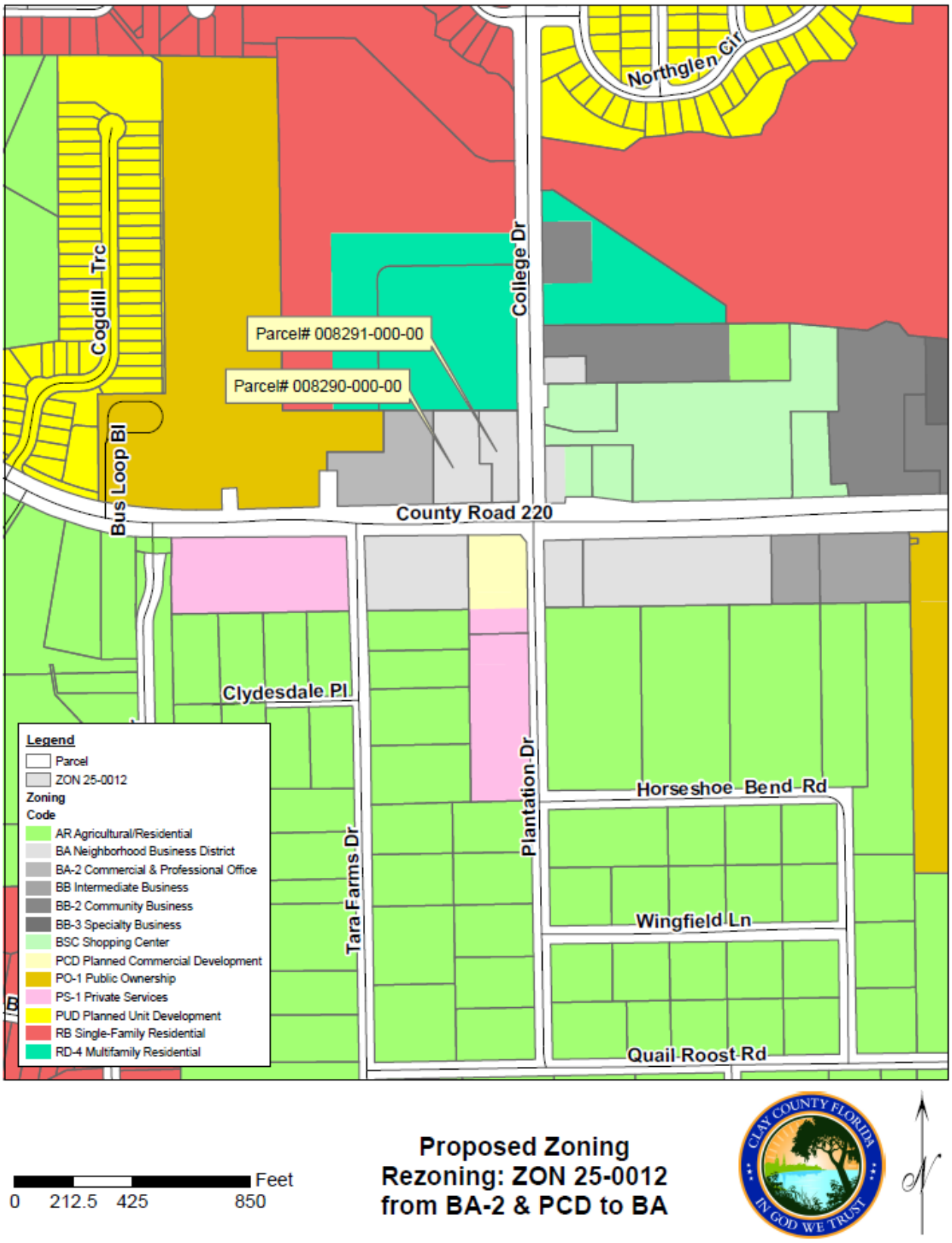
Figure 5 – Proposed Zoning Map



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Analysis of Surrounding Uses

The zoning and future land use of the parcels surrounding the subject parcels is provided in the table below and are primarily commercial in nature. Existing uses in the area are primarily support commercial uses.

	Future Land Use	Zoning District
North	Urban Core (UC-10)	Multifamily-Residential District (RD-4)
South	Commercial (COM) & Major Collector Roadway	Neighborhood Business District (BA) & Planned Commercial Development District (PCD)
East	Commercial (COM) Major Collector Roadway	Neighborhood Business District BA & Shopping Center District (BSC)
West	Commercial (COM)	Commercial & Professional Office District (BA-2)

Relevant Clay County 2045 Comprehensive Plan Policies

The following Goals/Objective/Policies relate to the proposed Comprehensive Plan Amendment:

FLU OBJ 1.6

Clay County shall permit land use strategies to encourage preservation/conservation of natural resources, to protect healthy agricultural lands, to manage sustainable urban growth, and to assure protection of continuous growth in land values.

FLU POLICY 1. 6. 1 Clay County shall encourage Urban Infill and/or Redevelopment.

FLU POLICY 1. 4. 1 The Future Land Use categories are declared to be a part of the adopted Future Land Use Policies. The categories have been developed to help in the determination of where development should occur over the planning period and are described below:

9) Commercial – "COM": The commercial designation accommodates the full range of sales, service, and office activities. These uses may occur in self-contained shopping centers, free standing structures, campus-like business parks, central business districts, or along arterial highways. These areas are intended for larger scale, more intensive community-type commercial uses. The location of commercial development shall be concentrated at major intersections and within Activity Centers and Planned Communities. The development shall create a commercial node, not a strip, with a mixture of retail, office, and hotel uses.

Analysis of Proposed Rezoning Amendment

In reviewing the proposed application for Rezoning, the following criteria may be considered along with such other matters as may be appropriate to the particular application:

(a) Whether the proposed change will create an isolated district unrelated to or incompatible with adjacent and nearby districts;

Staff Finding: The application supports the commercial development of the area. The use is appropriate for the parcels based on the investments that had been made into the surrounding transportation network

(b) Whether the district boundaries are illogically drawn in relation to the existing conditions on the real property proposed for change;

Staff Finding: The County's zoning districts are very specific with regard to uses permitted, the existing zoning on the lot to the west is BA-2 which does not allow for gas stations and relies more on professional office uses. The parcel to the east was developed as a small strip shopping center with a self-serve ice machine. Based on the commercial activity in the area, the proposed use is appropriate as mentioned above.

(c) Whether the conditions which existed at the time the real property was originally zoned have changed or are changing, and, to maintain consistency with the Plan, favor the adoption of the proposed Rezoning;

Staff Finding: The district boundaries as indicated by the Comprehensive Plan designation of commercial are consistent with the activity in the area. The zoning designations, however, are transitioning to a more auto-centric focus based on the transportation investments along the corridor. The location of commercial development shall be concentrated at major intersections and within Activity Centers and Planned Communities. The development shall create a commercial node, not a strip, with a mixture of retail, office, and hotel uses

(d) Whether the affected real property cannot be used in accordance with existing zoning;

Staff Finding: The subject properties could be used with the existing zoning, however not for a gas station.

(e) Whether the proposed Rezoning application is compatible with and furthers the County's stated objectives and policies of the Plan;

Staff Finding: The proposed rezoning is compatible with the Comprehensive Plan and supports the intent of the future land use designation.

(f) Whether maintenance of the existing zoning classification for the proposed Rezoning serves a legitimate public purpose;

Staff Finding: There is no public purpose served by keeping the zoning district boundaries in their current locations on the subject parcels.

(g) Whether maintenance of the status quo is no longer reasonable when the proposed Rezoning is inconsistent with surrounding land use;

Staff Finding: The proposed rezoning will be consistent with the surround land use.

(h) Whether there is an inadequate supply of sites in the County for the proposed intensity or density within the district already permitting such intensity or density.

Staff Finding: The intensity and density on the subject parcel will not be changed by this rezoning.

Recommendation

There is no Citizen Advisory Committee for this area of the County.

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

Based on the analysis in the Staff Report, Staff recommends **approval of ZON 25-0012.**

Ordinance No. 2025 - _____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY FLORIDA, PURSUANT TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE 93-16, AS AMENDED, PROVIDING FOR THE REZONING OF TWO PARCELS OF LAND: PARCEL ONE (TAX PARCEL IDENTIFICATION # 35-04-25-008291-000-00), TOTALING APPROXIMATELY 1.03ACRES, FROM PLANNED COMMERCIAL DEVELOPMENT (PCD) TO NEIGHBORHOOD BUSINESS DISTRICT (BA), AND PARCEL TWO (TAX PARCEL IDENTIFICATION # 35-04-25-008290-000-00), TOTALING APPROXIMATELY 1.57 ACRES, FROM COMMERCIAL AND PROFESSIONAL OFFICE DISTRICT (BA-2) TO NEIGHBORHOOD BUSINESS DISTRICT (BA); PROVIDING A DESCRIPTION; PROVIDING AN EFFECTIVE DATE.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Application ZON 25-0012, seeks to rezone certain real property(tax parcel identification #s 35-04-25-008291-000-00 & 35-04-25-008290-000-00) (the Property), described in Exhibit "A-1", and depicted in Exhibit "A-2".

Section 2. The Board of County Commissioners approves the rezoning request. The zoning classifications of the Property are hereby changed from Commercial and Professional Office District (BA-2) and Planned Commercial Development District (PCD) to Neighborhood Business District (BA).

Section 3. Nothing herein contained shall be deemed to impose conditions, limitations or requirements not applicable to all other land in the zoning district wherein said lands are located.

Section 4. The Building Department is authorized to issue construction permits allowed by zoning classification as rezoned hereby.

Section 5. This Ordinance shall become effective as provided by law.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May 27, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Its Chairman

ATTEST:

By: _____
Tara S. Green,
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Exhibit "A-1"

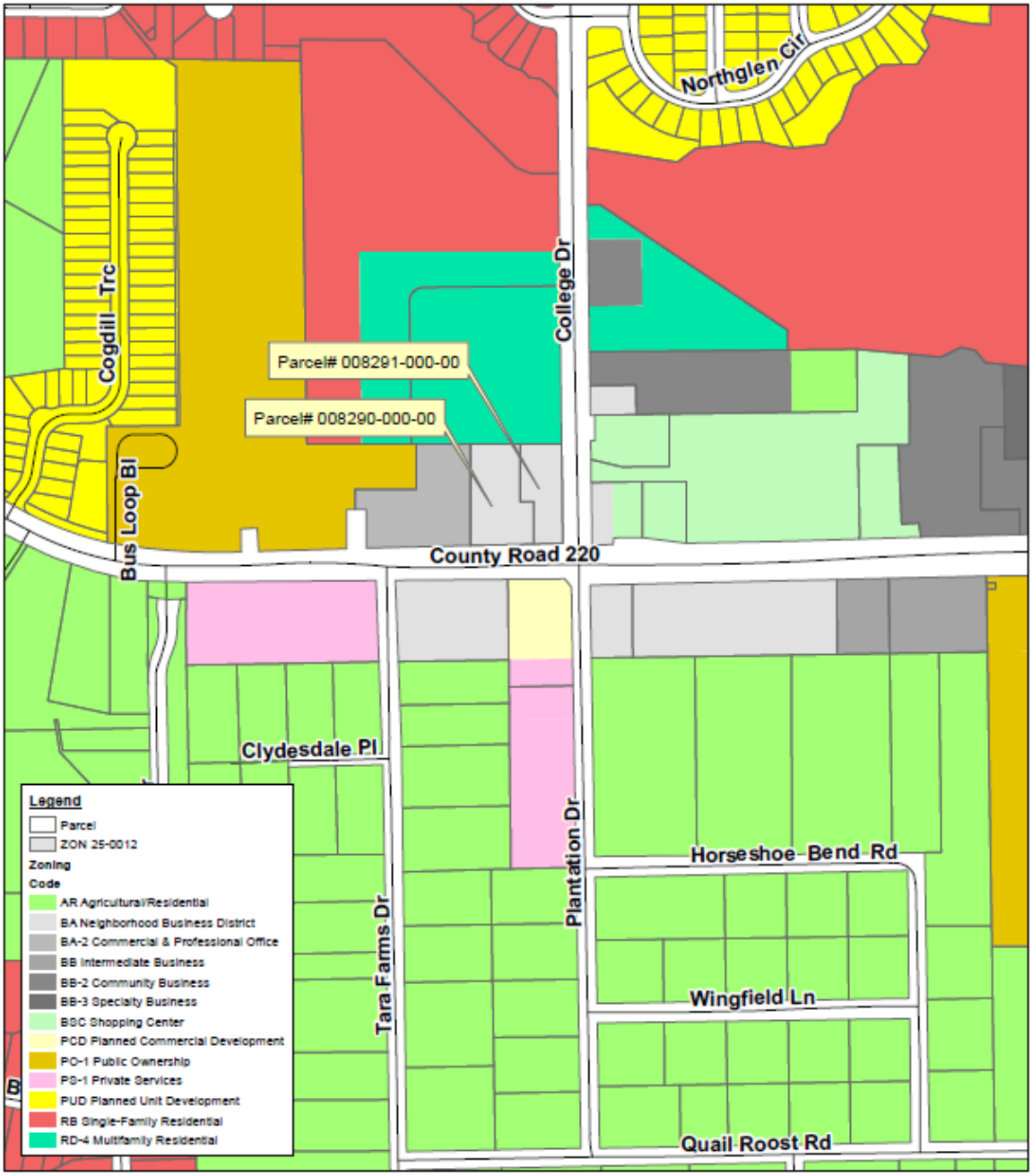
7-ELEVEN OVERALL PARCEL

A PART OF LOTS 1-10, TOGETHER WITH ALL OF LOTS 11-14, BLOCK 1, TOGETHER WITH A PART OF THE EASTERLY ONE-HALF OF LEE STREET, (A 50 FOOT RIGHT OF WAY AS CLOSED BY ORDINANCE RECORDED IN OFFICIAL RECORDS BOOK 1107, PAGE 747 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, ALL LYING IN LEETONIA SUBDIVISION AS RECORDED IN PLAT BOOK 2, PAGE 65 OF SAID PUBLIC RECORDS, LYING IN SECTION 35, TOWNSHIP 4 SOUTH, RANGE 28 EAST, CLAY COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT AN ANGLE POINT ON THE WESTERLY RIGHT OF WAY LINE OF COLLEGE DRIVE (COUNTY ROAD NO. 224), WHERE THE RIGHT OF WAY CHANGES FROM A 100 FOOT RIGHT OF WAY TO AN 80 FOOT RIGHT OF WAY, ACCORDING TO FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP PROJ. 1246 (5650), LAST REVISED 10-2-47), SAID POINT BEING THE INTERSECTION OF SAID WESTERLY RIGHT OF WAY LINE OF THE 80 FOOT RIGHT OF WAY WITH THE NORTH LINE OF SAID LEETONIA SUBDIVISION; THENCE SOUTH 00 DEGREES 50 MINUTES 45 SECONDS EAST, ALONG SAID WESTERLY RIGHT OF WAY LINE OF THE 80 FOOT RIGHT OF WAY OF COLLEGE DRIVE, 342.94 FEET TO ITS INTERSECTION WITH THE NORTHERLY RIGHT OF WAY LINE OF MIDDLEBURG STREET (COUNTY ROAD 220, A RIGHT OF WAY OF VARYING WIDTH BY FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP SECTION NO. 7158-2501, DATED 8-18-56); THENCE ALONG SAID NORTHERLY RIGHT OF WAY LINE, THE FOLLOWING THREE COURSES: COURSE NO. 1) SOUTH 88 DEGREES 16 MINUTES 05 SECONDS WEST, 59.64 FEET; COURSE NO. 2) NORTH 01 DEGREES 43 MINUTES 55 SECONDS WEST, 8.00 FEET; COURSE NO. 3) SOUTH 88 DEGREES 16 MINUTES 05 SECONDS WEST, 256.06 FEET TO THE CENTERLINE OF SAID LEE STREET; THENCE NORTH 00 DEGREES 34 MINUTES 25 SECONDS WEST, ALONG SAID CENTERLINE, 340.42 FEET TO SAID NORTH LINE OF LEETONIA SUBDIVISION; THENCE NORTH 89 DEGREES 15 MINUTES 43 SECONDS EAST, ALONG SAID NORTH LINE, 314.17 FEET TO THE POINT OF BEGINNING.

CONTAINING 2.45 ACRES MORE OR LESS.

Exhibit "A-2"



0 212.5 425 850 Feet

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

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 3/18/2025

FROM: Samantha Olsen, Planner 1

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

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff Report COMP 25-0008	Cover Memo	5/22/2025	Staff_Report_COMP_25-0008-1ada.pdf
Water Supply Plan COMP	Backup Material	5/22/2025	COMP_25-0008_Water_Supply_Plan_-1ada.pdf
Ordinance COMP 25-0008	Ordinance	5/22/2025	Ordinance_COMP_25-0008-1ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/15/2025 - 4:35 PM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/16/2025 - 12:29 PM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/16/2025 - 10:45 PM	AnswerNotes

Staff Report and Recommendations for COMP 25-0008

Introduction:

The proposed amendments to CFE Policy 1.1.1 and CIE Policy 1.3.1 will update the Clay County level of service standards for sanitary sewer, solid waste, potable water and drainage facilities. The proposed amendment to CFE Policy 1.1.13 will reference the updated 2025-2035 Clay County Water Supply Facilities Work Plan. The Work Plan has been partially revised since the first Board of County Commissioners meeting to incorporate updated data provided with technical assistance from the St. Johns River Water Management District.

Background:

This application is a Staff initiated amendment to the Comprehensive Plan prompted by the acceptance of the updated North Florida Regional Water Supply Plan by the St. Johns River Water Management District Board of Directors on December 12, 2023. Chapter 163, Part II Florida Statutes (F.S.), requires local governments to prepare and adopt Work Plans into their comprehensive plans within 18 months after the St. Johns River Water Management District approves a regional water supply plan or its update. The North Florida Regional Water Supply Plan is a joint effort between the Department of Environmental Protection, the St. Johns River Water Management District and the Suwannee River Water Management District. The water supply plan provides potential sources of freshwater and population projections while tracking water quality and usage.

Summary of the Proposed Comprehensive Plan Text Amendment:

The proposed amendment will revise CFE Policy 1.1.1 level of service standards and CFE Policy 1.1.13 references to the updated 2025-2035 Clay County Water Supply Facilities Work Plan. The changes proposed are as follows:

CFE POLICY 1.1.1

Clay County hereby adopts the following as the level of service standards to be maintained for sanitary sewer, potable water, solid waste, and drainage facilities in Clay County. Current and proposed level of service standards shall be considered both in this Policy and in the Water Supply Facilities Work Plan:

1) Sanitary Sewer <u>Average Flow</u>

<u>311 GPD</u>~~279 gpd*~~/ ERC

2) Solid Waste Design Capacity (Class I Waste)

2008-2025

3.99 lbs per capita per day

3) Potable Water Minimum Design

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

Pressure

20 Psi[1]

*GPD = gallons per day

ERC = Equivalent Residential Connection

Psi = Pounds Per Square Inch.

Gpm = Gallons Per Minute.

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

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

4) Drainage Facilities

Drainage Facility	Design Frequency
Crossdrains for Major Watersheds	50 years 24 hours
Detention/Retention/Attention Basins	25 year, 24 hour critical event with protection to a 100 year rainfall
Bridges and Bridge Culverts	50 years
Crossdrains for Minor Watersheds	25 years
Crossdrains and Ditches for Internal Drainage	25 years
Sidedrains for Roadway Ditches	10 years
Storm Sewers[1]	5 years

[1] *Unless conditions prevail that indicate a lower control elevation desirable; the optimum hydraulic grade control shall be one foot below the invert of the gutter at the upstream end.*

CFE POLICY 1.1.13

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

CIE POLICY 1.3.1

The County shall use the following LOS standards in reviewing the impacts of new development and redevelopment upon public facility provision:

1) Solid Waste	Design Capacity (Class I Waste)
	2016-2045
	3.99 lbs per capita per day
2) Sanitary Sewer	Average Flow
	~~279~~ 311 GPD/ERC or as approved by FDEP
3) Potable Water	~~311~~ 450 GPD/ERC or as approved by FDEP
	Pressure 20psi[1]
	GPD = Gallons Per Day
	ERC = Equivalent Residential Connection
	Psi = Pounds Per Square Inch
	GPM = Gallons Per Minute

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

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

4) Drainage Facilities

Drainage Facility	**Design Frequency**
Crossdrains for Major Watersheds	50 years / 24 hours
Detention/Retention/Attention Basins	25 years, 24 hour critical event with protection to a 100 year rainfall
Bridges and Bridge Culverts	50 years
Crossdrains for Minor Watersheds	25 years
Crossdrains and Ditches for Internal Drainage	25 years
Sidedrains for Roadway Ditches	10 years
Storm Sewers[1]	5 years

[1] *Unless conditions prevail that indicate a lower control elevation desirable; the optimum hydraulic grade control shall be one foot below the invert of the gutter at the upstream end.*

5) Roadway Facilities

	Limited Access SIS and FIHS	Controlled Access SIS and FIHS	TRIP funded Multi-Lane Roads	TRIP funded Two-Lane Roads	Other State Roads, County Arterials, Minor Arterials, Collectors
Rural Areas	B	B	B	C	D
Transitioning Urbanized Areas, Urban	D	D	D	D	E

Areas or Communities					
Urbanized areas over 500,000	D	D	D	D	E

6) Parks and Recreation Facilities

Neighborhood Park	1 acre per 2,100 persons
Community Park	1 acre per 700 persons
Boat Ramps	1 acre per 25,000 persons
Baseball Fields	1 acre per 7,500 persons
Softball Fields	1 acre per 5,500 persons
Football Fields	1 acre per 24,000 persons
Soccer Fields	1 acre per 5,500 persons
Basketball Courts	1 acre per 5,500 persons
Tennis Courts	1 acre per 4,500 persons

7) Parks and Recreation Facilities – Branan Field Master Plan

Type of Park	Standard	Minimum Size
Neighborhood Park (overall)	500 SF per Single-Family Detached Unit, 150 SF per Multi-Family Unit	
Primary (Neighborhood) Park *with facilities	Minimum 300 SF per Single-Family Detached Unit, minimum 100 SF per Multi-Family Unit (up to 60,000)	15,000 SF

Pocket (Neighborhood) Parks (for developments with 100 or more units)		7,500 SF
Neighborhood Park – Non-residential (Plaza or Green)	200 SF per 1,000 SF Commercial Space	2,500 SF
Community Park**	500 SF per Unit	20 Acres

* Where the development provides a swimming pool, tennis courts or basketball courts, the following alternative standards may apply.

** Community park space in excess of APF requirements will count toward neighborhood park LOS requirements.

i. When a Swimming Pool (minimum 1,000 sf) is provided, the LOS neighborhood park standard may be reduced by ten times the square foot of pool area. Neighborhood park minimum size may be reduced by this calculation, provided that such minimum park size is not reduced by more than 75%.

ii. When Tennis Courts or Basketball Courts (minimum of two) are provided, the LOS neighborhood park standards may be reduced by 8,750 SF per tennis court and 5,000 SF per basketball court. Neighborhood park minimum size may be reduced by this calculation, provided that such minimum park size is not reduced by more than 75%.

8) Parks and Recreation Facilities – Lake Asbury Master Plan

Type of Park	Standard	Minimum Size
Neighborhood Park (overall)	500 SF per Single-Family Detached Unit, 250 SF per Multi-Family Unit	
Primary (Neighborhood) Park *with facilities	Minimum 400 SF per Single-Family Detached Unit, minimum 150 SF per Multi-Family Unit (up to 60,000)	30,000 SF unless applied LOS is less, then 20,000 SF minimum
Pocket (Neighborhood) Parks		7,500 SF

Neighborhood Park – Non-residential (Plaza or Green)	200 SF per 1,000 SF Commercial Space	2,500 SF

9) Public School Facilities

Elementary Schools	110 percent of Capacity*
Middle Schools	110 percent of Capacity*
High Schools	110 percent of Capacity*

Analysis of Proposed Amendment Regarding Urban Sprawl

It is the intent of Clay County to discourage the proliferation of Urban Sprawl. As required by FS 163.3177, all proposed comprehensive plan amendments are to be analyzed to ensure that urban sprawl and its negative impacts are not promoted. Although Future Land Use Element (FLU) Policy 1.5.7 allows exceptions for population growth and public health, the intent is to limit central water and sewer service to within the Urban Service Area. The County confirms service availability with utility providers prior to issuance of a building permit.

Recommendation

Staff supports the long-term water supply planning of the north Florida regional water supply partnership and therefore recommends approval of COMP 25-0008.

2025-2035

Clay County Water Supply Facilities Work Plan

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1.0 INTRODUCTION

The purpose of Clay County's Water Supply Facilities Work Plan 2025-2035 (Work Plan) is to identify and plan for the water supply sources and facilities needed to serve existing and new development within the County. Chapter 163, Part II Florida Statutes (F.S.), requires local governments to prepare and adopt Work Plans into their comprehensive plans within 18 months after the St. Johns River Water Management District approves a regional water supply plan or its update.

The Work Plan is adopted by reference into the County's Comprehensive Plan by CFE Policy 1.1.13, and in accordance with CFE Policy 1.1.12, will be updated every time the water management district governing board approves an updated regional water supply plan that affects the County.

The Work Plan will reference the initiatives already identified to ensure adequate water supply for Clay County. According to state guidelines, the Work Plan and the comprehensive plan must address the development of traditional and alternative water supplies, service delivery and conservation and reuse programs necessary to serve existing and new development for at least a 10-year period.

The Work Plan is divided into five sections:

Section 1 – Introduction

Section 2 – Background Information

Section 3 – Data and Analysis

Section 4 – Work Plan Projects/Capital Improvement Element/Schedule

Section 5 – Goals, Objectives and Policies

1.1 STATUTORY HISTORY

The Florida Legislature enacted bills in the 2002, 2004, 2005 and 2011 sessions to address the state's water supply needs. These bills, in particular Senate Bills 360 and 444 (2005 legislative session), significantly changed Chapters 163 and 373, F.S. by strengthening the statutory links between the regional water supply plans prepared by the water management districts and the comprehensive plans prepared by local governments. In addition, these bills established the basis for improving coordination between local land use and water supply planning. The Clean Waterways Act, SB 712, was enacted in 2020 and focused on water quality.

1.2 STATUTORY REQUIREMENTS

Clay County has considered the following statutory provisions when developing this Work Plan.

1. The Legislature enacted bills in 2002, 2004 and 2005 to address the State's water supply needs. These bills, especially Senate Bills 360 and 444 (2005), created a statutory link between the Regional Water Supply Plans (RWSP) prepared by water management districts (WMDs) and comprehensive plans prepared by local governments. Thereby, the Legislature established a coordinated planning process between local level land use planning and WMD's regional water supply planning by necessitating the incorporation of enhanced water supply planning requirements into local government comprehensive plans.

2. Local governments must address in their comprehensive plan the water supply sources necessary to meet and achieve existing and projected water use demand for the comprehensive plan's established planning period, considering the applicable RWSP.
3. Local governments subject to a WMD's regional water supply planning area must adopt a water supply facilities work plan (WSFWP) and related comprehensive plan amendment. [Section 163.3177(6)(c)3, F.S.]
4. WSFWP-related comprehensive plan amendments should identify the local government's program to implement traditional and alternative water supply projects, and reuse and water conservation practices/projects necessary to meet existing and future water demands. [Section 163.3177(6)(c)3, F.S.]
5. In addition, each local government comprehensive plan needs to address or include:
    a. Coordination of the comprehensive plan with the appropriate WMD's RWSP. [Section 163.3177(6)(h)3, F.S.]
    b. Water supply and facility concurrency. [Section 163.3180(2), F.S.]
    c. An update of the Conservation Element to identify the current and projected water needs and sources for a minimum 10-year period. [Section 163.3177(6)(d), F.S.]
    d. A 5-year Schedule of Capital Improvements that includes water supply development components, if needed. [Section 163.3177(3), F.S.]
6. Also, the Future Land Use Map and related policies must be based on appropriate data and analysis to demonstrate the availability of water supplies and water supply facilities necessary to accommodate the water use demand. [Section 163.3177(6)(a)2.d, F.S.]

2.0 BACKGROUND INFORMATION

2.1 OVERVIEW

Clay County is located in Northeast Florida and covers an area of 644 square miles. It forms the southwest corner of the four county Jacksonville Metropolitan Statistical Area (MSA), which includes Duval, Clay, St. Johns, and Nassau Counties. Clay County is comprised of the unincorporated portion of the County and four municipalities: Orange Park, Green Cove Springs (the county seat), Penney Farms and Keystone Heights. The County is home to over 238,500 people with an estimated 91% of the people living in the unincorporated area.

In 1992, Clay County acquired the Kingsley Service Company (KSC) utility system as its first step into the provision of utilities. By Ordinance 93-7, the County established the Clay County Water and Sewer Authority as an Independent Special District. The District's purpose was for acquiring, constructing, financing, owning, managing, providing, promoting, improving, expanding, maintaining, operating, and fostering over time the development of regional water, sewer and reclaimed water utility systems to provide such services to the unincorporated areas of the County. In June 1994, the Florida Legislature established the Clay County Utility Authority (CCUA) as an Independent Special District subject to all of the requirements provided in Chapter 189 of the Florida Statutes. Later that same year, the Clay County Water and Sewer Authority transferred all of its properties and activities to CCUA. The Board of County Commissioners is responsible for appointing six of the members of CCUA's Board of Supervisors with the seventh member appointed by the Governor. With the exception of project cost reimbursement via an MSBU to CCUA for water line extension to the Black Creek Hills Subdivision, Clay County has no financial ties to the utility.

At present, CCUA operates twenty-two water treatment plants, seven water reclamation facilities and nine reclaimed water storage and pumping facilities with associated water distribution, wastewater collection

and reclaimed water systems to serve the unincorporated County generally south and west of the Town of Orange Park and within the City of Keystone Heights. Through interlocal agreements, CCUA also provides service in Bradford County and treatment services for the Town of Penney Farms.

Nearly all of the unincorporated County is served by CCUA with three exceptions. A portion of the Argyle Forest Development of Regional Impact (DRI), which straddles the boundary with Duval County, receives water and sewer service provided by JEA. An area lying south of Black Creek and north of Green Cove Springs is served by the City's utility through an agreement with CCUA. The Melrose Water Association provides service to a small number of homes in southwestern Clay County along with homes in Bradford, Alachua and Putnam counties.

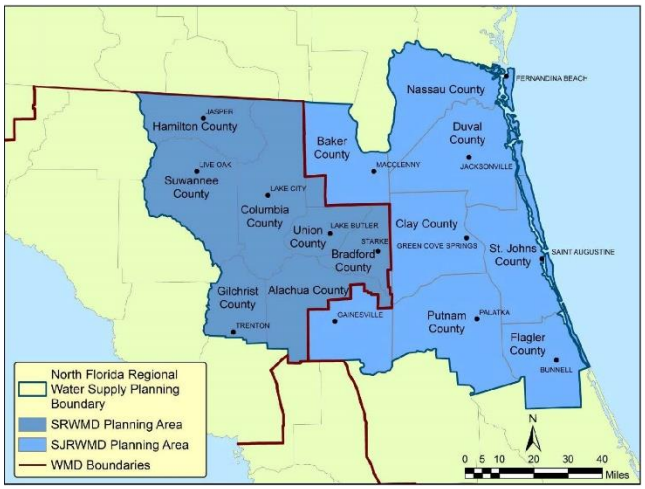
2.2 THE NORTH FLORIDA REGIONAL WATER SUPPLY PLAN (NFRWSP)

The North Florida Regional Water Supply Plan (NFRWSP) is a result of collaboration between Suwannee River and St. Johns River Water Management Districts, the Florida Department of Environmental Protection (FDEP), local governments, public supply utilities, agriculture, industry, commercial business, environmental advocates, and other stakeholders. The goal of the NFRWSP is to project future water needs and water supply sources, identify and evaluate potential impacts to water resources, and develop projects that can be undertaken in order to avoid unacceptable impacts to water resources. The plan has been created to:

1. Identify projected water demands for all use types through the planning horizon;
2. Identify the water resource impacts that could occur as a result of meeting the projected increase in water demand with traditional sources; and
3. Identify technically and economically feasible water resource and water supply development project options that can be implemented to meet future water demands and avoid unacceptable water resource impacts.

The NFRWSP covers a 20-year planning period and is based on the best data available at the time of the plan development. **Figure 1** shows the area included in the NFRWSP.

Figure 1 - North Florida Regional Water Supply Planning Area



Source: North Florida Regional Water Supply Plan (2020-2045), Dec. 12, 2023

2.3 RELEVANT REGIONAL ISSUES

This section discusses the overarching regional issues impacting water supply planning at the local level. The NFRWSP projected that fresh groundwater demands over the planning region will increase by 135 million gallons per day (mgd) by 2045. Potential natural resource impacts that were evaluated included saltwater intrusion into groundwater supplies, impacts to surface water flows and levels, and impacts to wetland hydrology. Impacts to surface waters were evaluated based on minimum flows and levels (MFLs) for surface waters, which define the minimum flow regime necessary to avoid unacceptable ecological or aesthetic impacts.

The conclusions from the NFRWSP are summarized below:

- Fresh groundwater alone cannot meet projected 2045 water demands for the region without causing unacceptable impacts to water resources and related natural systems
- Water conservation and water reuse will be key in meeting future water demands
- Alternative water supply sources will be necessary to sustainably meet future demand
- Water supply and water resource development projects were identified that are sufficient to meet water supply needs while protecting natural resources. The project options included in the NFRWSP will guide water users and suppliers in their efforts to meet the projected demand while protecting our natural resources.

The NFRWSP has noted that uncertainties associated with climate change can further complicate the challenge of how to meet future water supply demands while avoiding unacceptable water resource impacts. Practices that are implemented to address water resource constraints can also mitigate the impacts of climate change. These include decreasing groundwater demand, improving efficiency and reducing losses, improving infrastructure capacity and flexibility, and diversifying water supply sources.

The NFRWSP concludes that water conservation efforts and identified project options could potentially reduce the projected 2045 water demand by as much as 160 mgd, which could offset the projected 135 mgd increase in demand over the 20-year planning horizon and demonstrates the districts' and stakeholders' commitment to water conservation.

Project options range from aquifer recharge using reclaimed water or storm water to expansion of reclaimed water systems, rehydration of wetlands, and water reuse. The SJRWMD is committed to working with local governments to share costs to help implement these beneficial projects.

3.0 DATA AND ANALYSIS

CCUA provides water and wastewater service to the unincorporated areas of the county, within the City of Keystone Heights and water treatment services to the Town of Penney Farms. This section describes the projected population growth, associated water demand and level of service (LOS) standards for the areas within Clay County served by CCUA.

3.1 POPULATION INFORMATION

Population within Clay County and its municipalities is projected to grow steadily over the next decade. The population projections for the County in **Table 1** are based on the "medium" population projections published by the University of Florida Bureau of Economic and Business Research (BEBR), which are consistent with Florida Statute requirements for comprehensive planning. The municipality projections have been calculated based on maintaining a constant (2024) share of the total County population over the planning period, as provided in Section 163.3177(6)(a), F.S.

Table 1 - City and County Population Estimates and Projections

Year	Unincorporated County	Green Cove Springs	Keystone Heights	Orange Park	Penney Farms	Total County
2025	216,554	10,362	1,486	9,253	842	238,500
2030	231,082	11,057	1,586	9,874	899	254,500
2035	243,249	11,640	1,669	10,394	946	267,900

Source: BEBR, Florida Population Studies, Vol. 57, Bulletin 198, January 2024. Municipality projections are based on proportion of Total County Population in 2024, according to the Office of Economic and Demographic Research, Oct. 15, 2024.

3.2 POTABLE WATER SUPPLIES

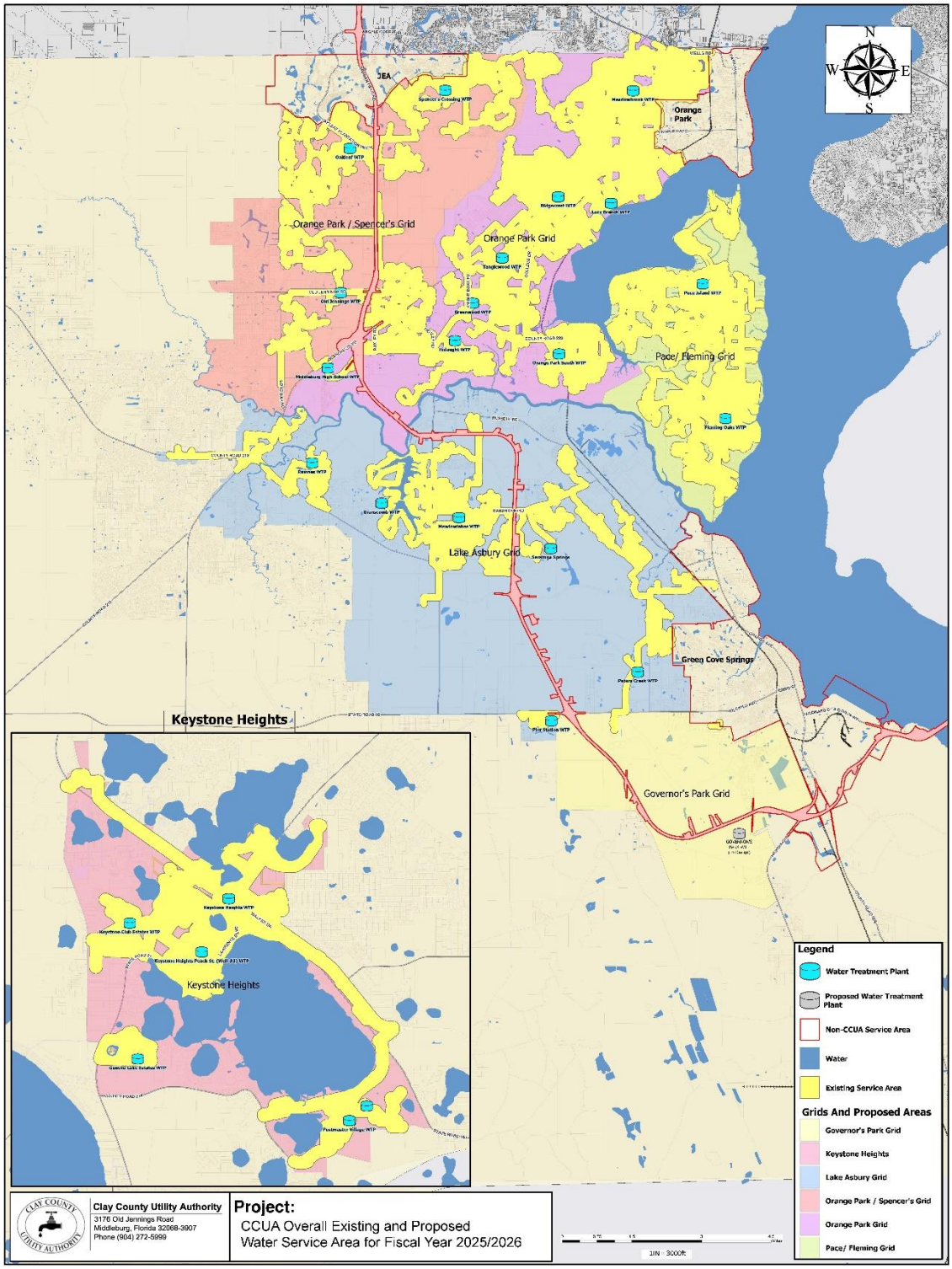
CCUA provides water and wastewater services to a majority of residents within the unincorporated county in addition to residents within Keystone Heights. CCUA also provides service to the Town of Penney Farms and a portion of Bradford County. **Figure 2** illustrates CCUA's existing and proposed water service areas.

The 2045 Comprehensive Plan includes an Urban Service Area boundary within which public facilities and services are, or will be, available by the horizon year. Future Land Use Element (FLU) Policy 1.5.7, while expressing the intent to limit water and sewer service to within the Urban Service Area, provides exceptions to allow for expansion for population growth or to alleviate a threat to health or safety provided agreements to serve are enacted by CCUA or other service providers.

3.3 POTABLE WATER LEVELS OF SERVICE STANDARD (LOS)

Clay County's Comprehensive Plan has established the LOS standard for potable water supply as 450 GPD/ERC in Policy 1.1.1 of the Community Facilities Element (CFE) and Policy 1.3.1 of the Capital Improvements Element (CIE). In accordance with Policy 1.3.3 of the CIE and Policy 1.3.4 of the Conservation Element (CON), the County is required to ensure that adequate water supplies and potable water facilities are in place and available to serve new development no later than the issuance of a certificate of occupancy or its functional equivalent. Prior to the issuance of a building permit, the County consults with the applicable water provider to determine whether adequate facilities are or will be available at the time of the anticipated certificate of occupancy or its equivalent.

Figure 2 - CCUA's Existing and Proposed Water Service Area



Source: Clay County Utility Authority, GIS Department

3.4 POPULATION PROJECTIONS WITHIN THE CCUA SERVICE AREA

The estimates and projections of population in the CCUA service area, and the potable water demand projections through 2035 are presented below in **Table 2**. These projections were developed by CCUA using BEBR's medium projections from 2020, which are consistent with the projections used in the North Florida Regional Water Supply Plan. Public water supply utility service areas often include residences that derive their water supply from privately owned (domestic self-supply) wells and small public supply systems. The NFRWSP projects that the population served in 2035 by domestic and small public supply systems will be 64,892.

Table 2 - CCUA Service Area Population Projections

	2025	**2030**	**2035**
Countywide Data			
Clay County Population Projection[1]	247,378	275,396	306,470
Clay County Public Supply Service Area Population Projection (CCUA, Green Cove Springs, Penney Farms, & Orange Park)[2]	182,502	210,459	241,460
Clay County Domestic Self Supply and Small Public Supply Systems Population Projection[2]	64,876	64,937	65,010
Clay County Public Supply Service Area Water Demand (mgd) (CCUA, Green Cove Springs, Penney Farms, & Orange Park)[1]	18.33	20.64	23.22
Clay County Domestic and Small Public Supply Systems water demand (mgd)[1]	4.77	4.77	4.78
CCUA Service Area Data	**2025**	**2030**	**2035**
CCUA Service Area Population Projection (CUPs 416, 137335 & 431)[1]	149,238	173,816	201,719
CCUA Service Area Water Demand Projection (CUP 416, 137335, & 431)[1]	16.07	18.32	20.88
CUP 416 allocation (mgd) [Issued May 2025)	19.0	19.0	22.7
CUP 431 existing allocation (mgd) [expires 2031, extrapolated for 2035)	0.837	0.837	0.837

1) *North Florida Regional Water Supply Plan (2020-2045), Appendix J, Dec. 12,* 2023 NFRWSP Table B-1
2) Ibid

3.5 WATER SUPPLY AND POTABLE WATER DEMAND WITHIN THE CCUA SERVICE AREA

Water is pumped from fifty one active wells throughout the county to twenty-two water treatment plants before reaching CCUA's customers. The water supply system has four Consumptive Use Permits (CUPs), including CUP # 51227 for reclaimed water, from the St. Johns River Water Management District. CUP # 16 allows withdrawals of 22.7million gallons per day (mgd) on an annual average basis of groundwater from the upper and lower Floridan aquifer for public supply distribution. This permit was issued in 2022 and is due to expire on December 31, 2025 but may be renewed contingent on meeting the Lower Santa Fe and Ichetucknee MFLs offset requirements. Eighteen of the water treatment facilities fall under this permit. The second permit is CUP # 431 which serves the six treatment plants within the Keystone Heights system. Under this permit, 0.837 million gallons per day (mgd) on an annual average basis may be withdrawn for public supply use. This twenty year permit was issued in 2011. An update was authorized in October 2021

to address impacts to Lakes Brooklyn and Geneva due to participation in the Black Creek Water Resource Development project, giving the permit a new expiration date of 11/08/2031. CUP # 137335 previously allowed withdrawals of groundwater through 2027 for the Governor's Park DRI but was consolidated into permit CUP # 416. CUP # 416 grants an allocation of 19.0 mgd annual average of groundwater from the Upper and Lower Floridian aquifers through 2030. If CCUA submits a signed commitment to participate in a project designed to offset impacts to the Lower Santa Fe and Ichetucknee Minimum Flows and Levels (MFLs) or another project compliant with Rule 62-42.300(1)(d),F.A.C., the permit allocation will increase to 22.7 mgd and extended through 2045.

CUP # 51227 authorizes groundwater withdrawals up to 3.44 mgd for reclaimed water supplementation. The permit expired on March 8, 2025 and the renewal is pending.

Based on the projections for population anticipated in 2045, water quantities will be available to meet the projected need.

3.6 WATER SUPPLY AGREEMENTS

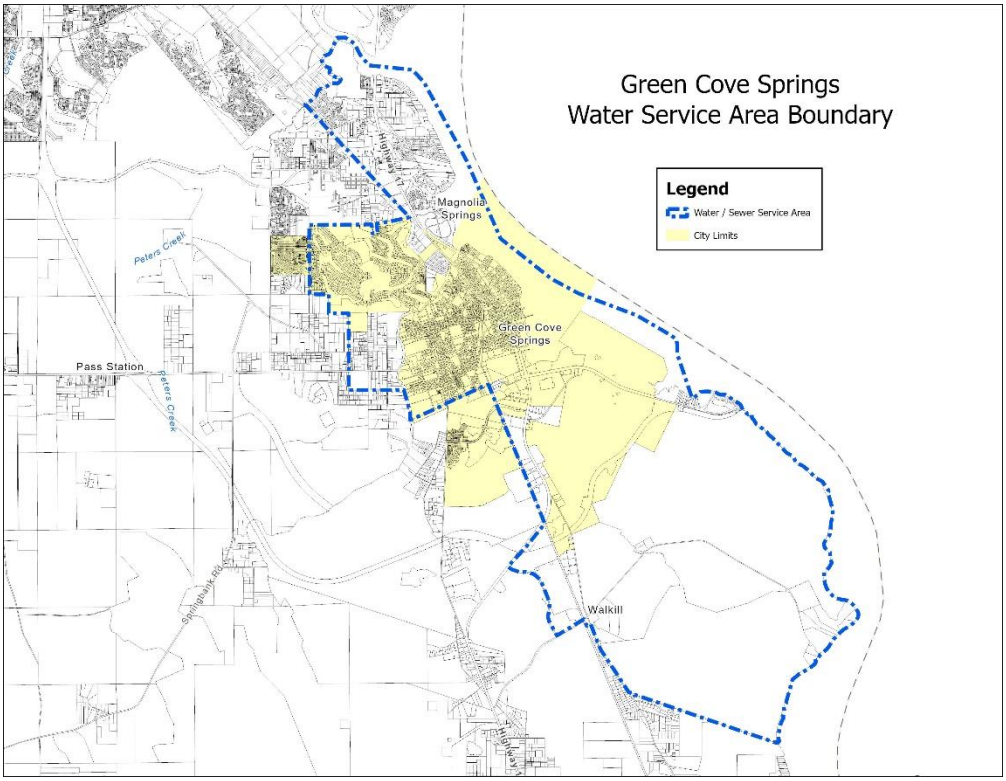
Clay County Utility Authority's service area includes all of the unincorporated County. However, CCUA does not have facilities in a small area north of the City of Green Cove Springs. An interlocal agreement is in place with the City to serve this area.

CCUA also has interlocal agreements to provide service to the Town of Penney Farms and the City of Keystone Heights. These agreements have been included in the Appendix.

3.7 WATER SUPPLY PROVIDED BY OTHERS WITHIN THE UNINCORPORATED COUNTY

As described earlier, three areas within the unincorporated county are served by providers other than CCUA. Through an agreement with CCUA, the City of Green Cove Springs provides service to an area that lies between Black Creek and the City's northern boundary, as shown in **Figure 3** below.

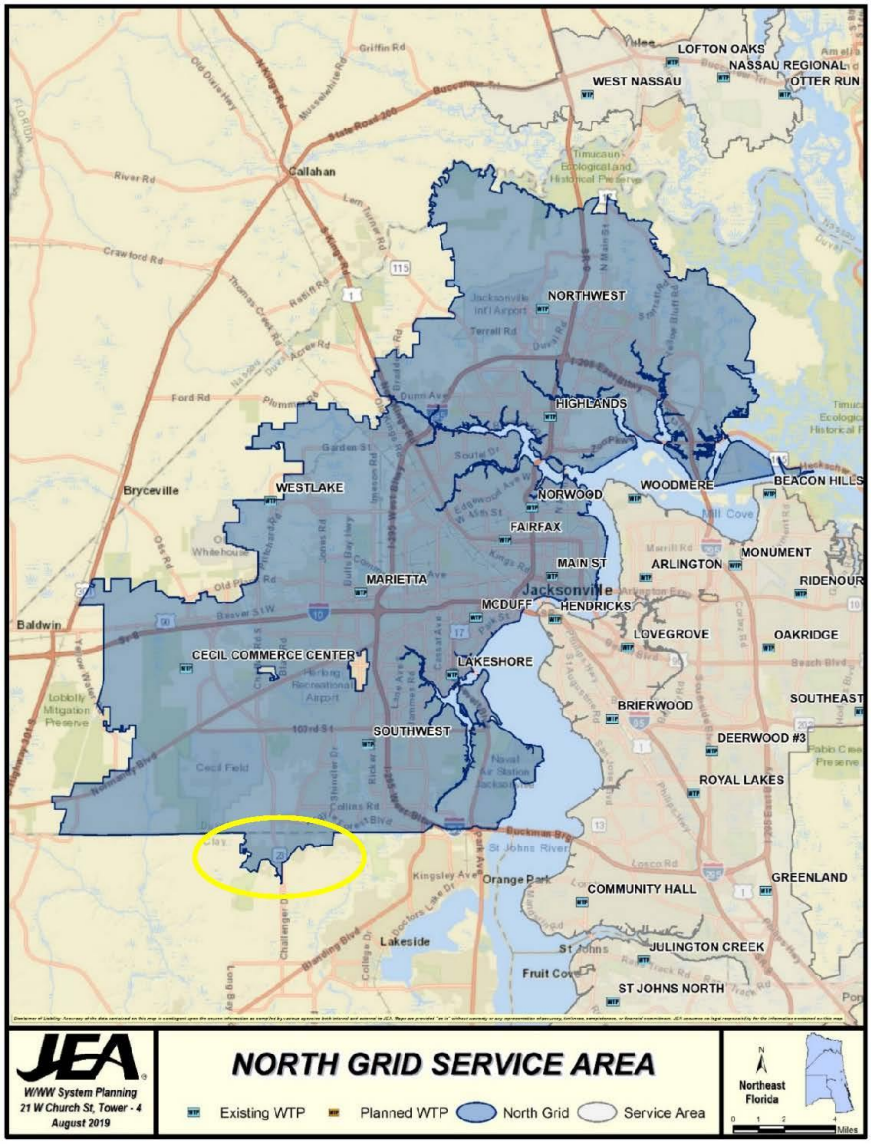
Figure 3 - City of Green Cove Springs Service Area



Source: City of Green Cove Springs, Planning Department

A portion of the Agyle Forest DRI is also served by others (see **Figure 4**)., The DRI, located in north central Clay County, dates back to the mid 1970's, prior to the establishment of CCUA. This development extends across the county line into Duval County and receives water from JEA's North Grid Service Area which is served by the Southwest water treatment facility.

Figure 4 - JEA Service within Clay County



Source: JEA's 2019 Annual Water Resource Master Plan

The Melrose Water Association provides service to a third area of unincorporated Clay County. Two 8" diameter wells, located in Putnam County, are used to withdraw ground water to supply households within Putnam, Alachua, Bradford and Clay County.

3.8 CONSUMPTIVE USE WATER SUPPLY PERMITS ISSUED TO SERVE CLAY COUNTY

Table 3 provides a summary of the consumptive use permits issued to provide water supply to Clay County. Five permits extend beyond the timeframe of this work plan while the others will require renewal.

Table 3 - Consumptive Use Permits

Name and Location	CUP #	Primary Service Area	Estimated Population*	Capacity		Issued Date	Expiration Date
				Use	(mgd)		
City of Green Cove Springs	499	City of Green Cove Springs and portion of Unincorporated County	9,303	Public supply	1.479	09/03/2024	08/30/44
City of Keystone Heights	431	City of Keystone Heights		Public supply	0.837	10/15/21	11/08/31
Melrose (Putnam)	7961	Alachua, Bradford, Putnam and Clay Counties		Public supply	0.146	10/18/2022	10/17/42
Town of Orange Park	453	Orange Park Town Limits	8,606	Public supply	1.405	06/17/22	06/17/42
Town of Penney Farms	509	Penney Retirement Community	398	Public supply	0.77	07/02/21	07/02/41
Town of Penney Farms	497	Penney Retirement Community	398	Public supply and Golf course irrigation	0.077	03/25/2021	03/25/41
Unincorporated Clay County	416	Unincorporated County		Public supply	22.7	11/21/2022	12/31/25

*estimated population as stated in CUP

3.9 WATER CONSERVATION

Clay County and CCUA recognize the role of water conservation in ensuring a sustainable water supply to meet the needs of the community. Through that commitment, both the County and CCUA have taken action to promote water conservation by enacting programs and policies.

3.9.1 CLAY COUNTY SPECIFIC ACTIONS, PROGRAMS, REGULATIONS OR OPPORTUNITIES

Clay County has taken specific actions aimed at water conservation through its regulations in addition to its enforcement of the use of low flow devices as required by the Florida Building Code.

Restrictions on Permitted Water Use

In 2010, Clay County adopted a water conservation ordinance (Ord. 2010-13) which established requirements for residential and non-residential irrigation. The policy provides for specific irrigation schedules and maximum quantities permitted by season. Additionally, moisture sensors are required to prevent systems from running during periods of sufficient rainfall.

Use of Xeriscape Principles

In 2003, Clay County established tree protection and landscaping standards through Ordinance 2003-19. This policy encourages the use of native plant material requiring less supplemental irrigation. Xeriscape principles were incorporated to also minimize unnecessary overwatering.

Public Education

Clay County has posted a series of public service flyers aimed at educating the public as to the importance of protecting the watershed and its waterways. The flyers encourage water conservation through the use of water saving faucets and toilets and through leak detection and repair. Within the landscape, the use of plants requiring little water is also encouraged.

3.9.2 CLAY COUNTY FINANCIAL RESPONSIBILITIES AS DETAILED IN THE CIE OR CIS

Clay County does not have any financial responsibilities for the provision of public water and therefore does not have any items in the CIE or CIS.

3.9.3 CCUA SPECIFIC ACTIONS, PROGRAMS, REGULATIONS OR OPPORTUNITIES

CCUA has also taken measures aimed at water conservation through its educational materials and programs.

Water Conservation

Required by the SJRWMD, CCUA regularly maintains and updates its water rate structure. This is an inclining rate structure that is volume-based and promotes water conservation.

CCUA implements individualized Water Conservation Plans (WCPs) within its service area as condition of each CUP. These WCPs detail CCUA plans for development of education programs, enforcement of water use restrictions, maintenance of water use rate structures, and performance of water usage audits and leak detection programs.

Public Education

CCUA is committed to educating the community about water conservation and protecting the environment. Through sharing the SJRWMD's posters and videos with classrooms and home school groups, speaker presentations and facility tours, demonstration gardens and conservation exhibits, CCUA promotes awareness and the need for conservation through its Conserving Clay outreach program. Their website provides the opportunity for consumers to learn more about their current water usage, water saving tips and access to additional links to the SJWMD's website for information about watering restrictions and for creating an attractive landscape through the use of Florida Friendly plant material and principles.

Leak Detection Program

In December 2014, CCUA began a leak detection program. If a consumer suspects a leak problem, a field service technician will check the meter for leaks. Tablets, used to test toilets for leaks, are also available through their office or a field service technician.

CCUA also has the ability to monitor for potential leaks through its Advanced Metering Infrastructure (AMI) project. The equipment provides the ability to detect leaks based on continuous water usage allowing for follow-up with customers. Based on system data, CCUA has alerted 19,174customers and conserved approximately 232.571 million gallons of water.

Alternative Water Supply

The NFRWSP projects a 32% increase in regional water supply demand of 698 million gallons per day by 2045 - a demand that freshwater sources alone cannot meet. In response to this need and in anticipation of consumptive use permit renewals in 2025 and 2031, CCUA has been investigating ways to offset impacts from its withdrawals from the Floridan Aquifer. One strategy is through the use of alternative water supplies. An alternative water supply is considered any sustainable water source that does not originate from the upper Floridan Aquifer.

CCUA has been a leader in the use of alternative water supply sources through its reclaimed water system, (developed in 1995), that now provides irrigation to over 11,000 customers. The system serves two primary purposes. The first is to provide a source of lower quality water for irrigation that does not draw on higher quality groundwater. The second purpose is to eliminate discharge of treated wastewater to the St. Johns River and its tributaries. The system does present challenges. Seasonal demand variations either require storage of excess reclaimed water or a need to supplement with additional water during peak periods. CCUA currently has a consumptive use permit to use 181.770 MG per year to supplement the reclaimed water system. This permit expired in March 2025 but is currently under review for renewal. Another challenge is posed by the reduced wastewater volume through the use of water conserving low flow fixtures.

In 2014, CCUA embarked on a study entitled *Reclaimed Water Deficit & Augmentation of Reclaimed Water System Projection Study on Long Term Water Supply.* The intent of the study was to address water conservation through continuation of its reclaimed water initiative and to investigate alternative water supply opportunities. Projected demand for reclaimed water is expected to exceed the supply in 2045 requiring supplementation of some form. At the time, consideration was given to increasing the reclaimed rates to encourage a reduction in demand, however, it was felt that this alternative might result in higher discharge rates to surface waters. Storm water harvesting was considered a more viable option for a long-term alternative water supply. Consumptive Use Permit (CUP) #51227 withdraws fresh groundwater when the reclaimed water supply cannot meet the demand.

The study looked at the use of a series of horizontal wells adjacent to the storm water ponds along the First Coast Expressway. Collection pipes would be placed near storm water ponds along the Expressway and would allow for naturally filtered water to enter the system, be disinfected and then pumped to nearby reclaimed water facilities (Oakleaf, Old Jennings and Mid-Clay). The plan would be for the system to expand as Phase III of the Expressway, (Blanding Boulevard to US 17), is built. A second phase would involve coordination with adjacent developments to include storm water harvesting within proposed developments. The total capital cost estimate is $26.8 million.

Based on the findings of the study, in October 2015, CCUA began an Alternative Water Supply (AWS) surcharge and an equitable AWS connection charge for the purpose of developing and implementing AWS to supplement the groundwater supplies and reclaimed water supplies.

In 2017, CCUA launched a pilot storm water harvesting project at a pond in Phase I of the Expressway. Harvested stormwater would be pumped to an on-site facility to be treated and then distributed into the reclaimed system. The FDOT Stormwater Augmentation Project is projected to result in 3.6 million gallons a year. The capitol cost is estimated to be over $96 million with O&M costs estimated at $613,000.

3.10 WATER REUSE

State law supports reuse efforts. Section 373.250(1)(a) F.S. provides "the encouragement and promotion of water conservation and reuse of reclaimed water, as defined by the department, are state objectives and considered to be in the public interest." In addition, Section 403.064(1), F.S., states that "the reuse of reclaimed water is a critical component of meeting the State's existing and future water supply needs while sustaining natural systems."

3.10.1 CCUA'S WATER REUSE SYSTEM

CCUA currently operates and maintains seven water reclamation facilities (WRFs), with a total capacity to treat 17 MGD of annual average daily flow. Table 4 lists the current capacity of each plant, year 2020 average annual daily flows, and future assumed upgrades. Five of the seven facilities currently distribute public access reclaimed water to customers through an integrated distribution system.

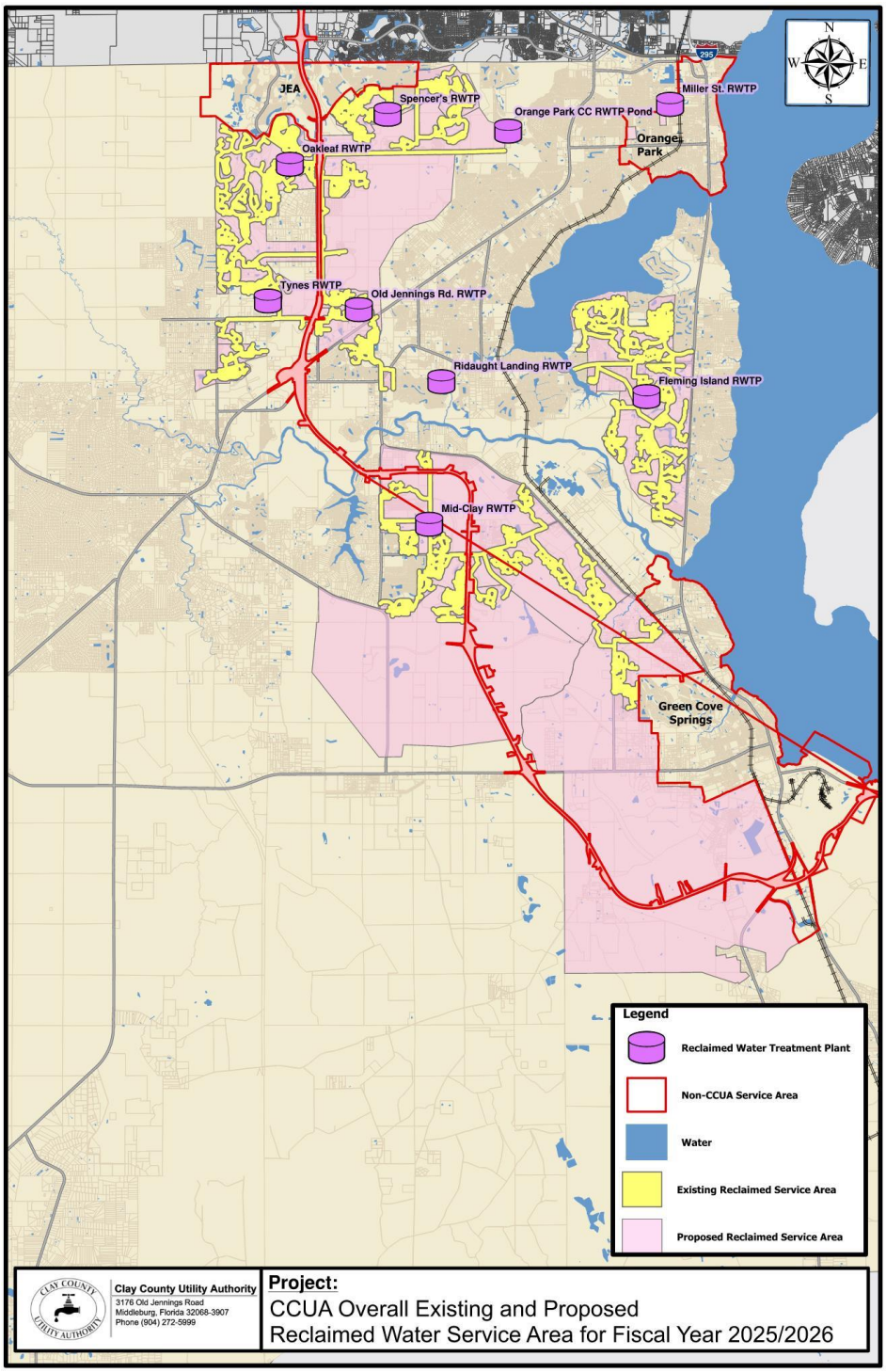
Table 4 - Water Reclamation Facility Capacity

Water Reclamation Facilities	2020 Average Annual Flow (MGD)	Treatment Capacity (MGD)
Spencer's Crossing	1.50	4.0
Miller Street	1.17	4.99
Fleming Island	2.35	4.0
Ridaught Landing	1.00	2.37
Mid-Clay	0.80	1.5 existing 3.0 in 2023
Peters Creek	0.09	0.25 existing; 1.5 in 2004; 4.83 in 2032
Keystone Heights	0.01	0.07 existing 0.21 in 2023

CCUA Integrated Water Resources Plan, November 2022

CCUA operates an integrated reclaimed water system with an overall reclaimed water production capacity of 23 MGD (Figure XXX). Operationally, the reclaimed water system currently acts as two separate systems, a northern portion and southern/western portion. CCUA operational staff keep valves closed between the Spencer's Crossing WRF and the Old Jennings Road storage facility to maintain pressure in the northern portion of the system. CCUA is planning to combine these grids and will continue to expand the system to service new growth areas. CCUA will fully beneficially utilize all reclaimed water well ahead of the Florida Senate Bill 64 compliance deadline of 2032. CCUA also has wells that can augment the traditional reclaimed water supply with groundwater when needed. Under the existing augmentation permit (CUP 51227), augmentation wells can add up to 3.41 MGD per year to help meet reclaimed water demand through 2025.

Figure 5 - CCUA's Existing and Proposed Reclaimed Service Area



3.10.2 FUTURE FOR RECLAIMED WATER

CCUA plans to continue expanding within its service area to meet the increasing demand for reclaimed water, focusing farther south and east along the First Coast Expressway, with a new Reclaimed Water System at Peters Creek in the south.

Source: CCUA CUP #51227 Technical Memorandum, Jones Edmunds, March 5, 2025.

3.11.2 CLAY COUNTY SPECIFIC ACTIONS, PROGRAMS REGULATIONS OR OPPORTUNITIES

Through its policies in the Conservation Element of the Comprehensive Plan, the County supports the use of reclaimed water for residential irrigation and other uses based on availability. Planned growth in the Lake Asbury Master Plan area is also expected to utilize CCUA's reuse program.

3.11.3 CLAY COUNTY FINANCIAL RESPONSIBILITIES AS DETAILED IN THE CIE OR CIS

Clay County does not have any financial responsibilities for the provision of reclaimed water and therefore does not have any items in the CIE or CIS.

3.12 SECTOR PLANS

3.12.1 BRANAN FIELD MASTER PLAN

The Branan Field Master Plan area encompasses approximately 20,000 acres in the north-central part of the County. The central spine to the area began as a two-lane road that offered a third connection to Jacksonville for the County. Since the road's completion in 2001, plans have evolved to the development of a limited access highway (now called the First Coast Expressway) that will ultimately extend from Interstate 10 in Duval County, cross through Clay County and connect to Interstate 95 in St. Johns County. The intent of the Branan Field Sector Plan was to provide an alternative to conventional growth management. Land uses were designated with the goals of creating greater connectivity and a better jobs-housing balance than what had resulted through conventional zoning.

In order to plan and provide public facilities and to limit community impacts, the County has established limits on growth. While retail commercial, office and industrial uses are not subject to growth limitations, residential development is limited to 21,485 units through 2045. Projected build-out for the Branan Field Area is beyond the horizon of this water supply work plan. The Branan Field Master Plan area is located entirely within the Urban Service Area and, only with the exception of some lands within the Rural Suburbs land use designation, is required to be served by central water and sewer services. CCUA currently provides water through the Spencer's Crossing, Ridaught, Middleburg High and Old Jennings water treatment plants. Sewer and reclaimed water service are available through the Spencer's Crossing, Ridaught Landing and Old Jennings wastewater treatment facilities.

3.12.2 LAKE ASBURY MASTER PLAN

The Lake Asbury Master Plan area includes over 30,000 acres of land and, like Branan Field, has been planned in response to the future First Coast Expressway. The Master Plan was borne out of community concern for the expected growth and impact on the natural resources and quality of life in the area. Orderly growth with greater connectivity to reduce sprawl are key components of the Master Plan. Residential development is limited to 24,490 units through 2045. Originally planned for build out in 2030 but slowed in part due to the economy, development in the Lake Asbury area has seen a recent increase as the First Coast Expressway has begun its next phase and determined completion dates.

The Lake Asbury Master Plan area is also completely within the Urban Service Area and would be served by CCUA's water, sewer and reclaimed facilities. Potable water is provided through the Ravines, Branscomb, Meadow Lake, Peter's Creek and Saratoga Springs water treatment plants. The Mid-Clay wastewater treatment plant provides the sewer and reclaimed service.

4.0 CAPITAL IMPROVEMENTS

4.1 NFRWSP WATER RESOURCE DEVELOPMENT PROJECT OPTIONS

The tables that follow include projects listed in the NFRWSP for CCUA and other entities within Clay County:

Table 5 - Water Resource Development Project Options

Project Name	Implementing Agency or Entity	Project Description	Project Type	Water Source	Project Capacity (mgd)	Total Capital ($M)	Estimated Annual O&M ($M)	Timeframe for Completion
Black Creek WRD Project	SJRWMD/JEA, CCUA, SJCUD, GRU and other local cooperators	Withdrawal near Penney Farms with 200 MGAL reservoir at corner of SR 16 and SR 21; used for land application to spreader field south of Lake Magnolia for recharge or could be utilized by utility.	Recharge	Surface Water	8.04	100	$5	2025
Keystone WWTP and RIB Expansion	CCUA	New or expanded groundwater recharge plant capable of treating 0.300 mgd of increasing wastewater flows from residential, commercial and industrial wastewater.	Recharge	Reclaimed water	0.30	$11.10	$0.38	2027
Indirect Potable Use	CCUA	IPR plant will treat reclaimed water to potable standards, and use recharge wells to directly recharge the UFA (IPR).	Indirect Potable Use	Reclaimed water	1	$2.25	$1.16	2038
Mid-Clay WRF Potable Reuse Pilot Demonstration	CCUA	Pilot-scale potable reuse demonstration project at the Mid-Clay WRF. Uses BAF/O3, does not produce brine or reject stream needing disposal. Produces filter backwash instead that will go back through plant headworks.	Technology Evaluation	N/A	NA	$4.54	$0.90	2024

*Projects with past dates have been completed.

Source: North Florida Regional Water Supply Plan (2020-2045), Appendix J, Dec. 12, 2023

Table 6 - Water Supply Development Project Options

Project Name	Implementing Entity	Project Description	Project Type	Water Source	Estimated Water Supply Benefit (mgd)	Total Capital ($M)	Estimated Annual O&M	Timeframe for Completion
Regional Reclaimed Storage Reservoir (build as 200MG)[1]	CCUA	Reclaimed water storage - This project consists of creation of wet weather storage to be used during dry season peak demand. Conceptual project assumes one or more large storage ponds (60-200 MG) for seasonal storage of surplus reclaimed	Reclaimed Water (for potable offset)	Reclaimed Water	1.0 - 2.0	$100.00	$0.183	2035

		water (4 months) to meet peak demand shortages at a minimum of 1 mgd delivery from ponds.						
Reclaimed Storage Tanks	CCUA	Reclaimed distribution storage - This project consists of seven reclaimed ground storage tanks over five years (5.6 million gallons total). Additional reclaimed storage capacity will allow the utility to store more treated water during peak hours rather than discharging to surface waters. This will also reduce the use of augmentation well and maximize the use of RIBs.	Reclaimed Water (for potable offset)	Reclaimed Water	5.60	$13.11	$0.23	2029
Reclaimed Transmission Optimization for Isolation Projects[1]	CCUA	Transmission system optimization to maximize reuse delivery - This project consists of four projects that will install transmission pipelines to isolated transmission and distribution systems. In conjunction with the Reclaimed Storage Tanks and SCADA projects, this will allow the utility to store more treated water during peak hours rather than discharging to surface waters. This will also reduce the use of augmentation well and maximize the use of RIBs. The Transmission/SCADA/Storage tank suite of projects collectively will position CCUA from an approximately 70% reuse utility to nearly 100% reuse this decade. This represents 2-3 mgd of additional beneficial reuse by the end of the decade	Reclaimed Water (for potable offset)	Reclaimed Water	2.0 - 3.0	$8.51	$0.00	2025
Lake Asbury Reclaimed Mains Expansion	CCUA	This project will expand the reclaimed distribution system with over six miles of new reclaimed distribution mains in the Lake Asbury Master Planned Area (LAMPA). The expansion is expected to serve the equivalent of an additional 8,800+ single family residences.	Reclaimed Water (for potable offset)	Reclaimed Water	NA	$8.51	$0.00	2029
Peters Creek WRF, Ponds, Reclaimed Storage & Pipeline (formerly Green Cove Regional RW WTP)	CCUA	This project consists of a new 1.5 MGD AADF Advanced Nutrient Removal WRF producing public access quality reclaimed water, 1.5 MGD wet weather storage ponds, approximately 0.8 MGD onsite reclaimed augmentation, 0.5 MGD RIBs for alternate discharge, and reuse water transmission pipes from the PC WRF to the Governors Park service area. The Peters Creek and Governors Park Reclaimed facilities are expandable, and will ultimately serve approximately 50,000 ERCs at buildout.	Reclaimed Water (for potable offset)	Reclaimed Water	1.50	$70.58	$1.91	2024

Governor's Park Reclaimed Storage and Pumping	CCUA	This project consists of a new reclaimed distribution facility to serve the Governor's Park service area. The facility will include a 0.750 MG ground storage tank and high service pump station. The facility will receive water treated to reclaimed standards from the Peters Creek WRF.	Reclaimed Water (for potable offset)	Reclaimed Water	0.75	$5.37	$0.26	2024
Saratoga Springs Reclaimed augmentation well, Storage and Pumping	CCUA	This project consists of a new reclaimed distribution facility to serve the Central Clay County service area. The facility will include a 0.750 MG ground storage tank, high service pump station, and an augmentation well. The facility will receive water treated to reclaimed standards from the CCUA Mid-Clay WRF.	Reclaimed Water (for potable offset)	Reclaimed Water	2.30	$6.18	$0.81	2024
Reclaimed SCADA System Optimization	CCUA	This project will optimize use of reclaimed water system by use of SCADA and programming improvements to the reclaimed distribution system. These improvements will include operational changes and infrastructure additions (e.g. additional flow meters) to optimize the use of reclaimed water and reduce the use of water from augmentation wells.	Reclaimed Water (for potable offset)	Reclaimed Water	1.00	$0.68	2024	2024
Onsite Stormwater Harvesting at WRFs	CCUA	This project will augment the reclaimed water supply by harvesting stormwater from CCUA WRFs with existing stormwater retention ponds - Fleming Island, Mid-Clay, Miller Street, Ridaught and Spencers Crossing. Harvested stormwater would be pumped to the onsite facility and treated to public access reuse standards before being distributed into the reclaimed system.	Stormwater	Stormwater	0.24	$2.90	$0.026	2026
Peters Creek-Governor's Park Shallow Aquifer Augmentation of Reclaimed Water Supply	CCUA	This project will utilize SAS ground water and recovered Rapid Infiltration Basin (RIB) water to augment the reclaimed supply, particularly during peak demand months. Construction of SAS wells near RIBs at Peters Creek Water Reclamation Facility (PCWRF), and along the approximately 7 mile transmission pipeline between Peters Creek and Governor's Park reclaimed storage and pumping sites. Raw water will be disinfected and added to the reclaimed storage tanks or along the reclaimed transmission line.	Surficial Aquifer System/Intermediate Aquifer System Water Sources	Reclaimed Water	2.20	$13.60	$0.33	2032
Peters Creek WTP & Production Well # 3 - 2.02 MGD Expansion	CCUA	This project consists of an expansion of the Peters Creek potable water distribution facility which uses the SAS. A new 1,400 gpm well, 1.25 MG ground storage tank	Surficial Aquifer System/Intermediate Aquifer System Water Sources	Groundwater	2.02	$4.60	$0.71	2027

		and related appurtenances will be added.						
Pier Station WTP Expansion	CCUA	This project consists of an expansion of the Pier Station potable WTP as growth in area occurs. This WTP uses the SAS as its source water.	Surficial Aquifer System/Intermediate Aquifer System Water Sources	Groundwater	0.25	$2.70	$0.09	2026
Governor's Park WTP	CCUA	This project consists of a new potable water treatment and distribution facility to serve the Governor's Park service area. The facility will include two new dual zone (SAS and IAS), 1,770 gpm wells, a 0.500 MG ground storage tank, high service pump station and related appurtenances	Surficial Aquifer System/Intermediate Aquifer System Water Sources	Groundwater	0.50	$9.00	$0.18	2025

*Project Status - Projects with past dates have been completed.[1]The estimated benefits for project 2023_2 and 2023_4 were assumed to be 1.5 mgd and 2.5 mgd, respectively, for the purposes of calculating total benefits across all projects.

Source: North Florida Regional Water Supply Plan (2020-2045), Appendix K, Dec. 12, 2023

Table 7 - Potential Water Supply Development, Water Resource Development and Water Conservation Project Options

Project Name	Implementing Entity	Project Description	Project Type	Water Source	Estimated Water Supply Benefit (mgd)	Total Capital ($M)	Timeframe for Completion
North Florida RWSP Project Conceptualization Partnership	CCUA, JEA, SJCUD, and GRU	Develop a list of feasible, conceptual regional projects or programs for the NFRWSP and MFL prevention/recovery strategies for the LSFIR and the Suwannee River. Tasks include 1. collection and review of utility IWRP and WW discharge records; 2. individual utility conceptual project ideas review; 3. identification and screening of projects for further conceptual development and 4. project list refinement and prioritization.	Groundwater Recharge	Groundwater	TBD	TBD	2024

Source: North Florida Regional Water Supply Plan (2020-2045), Appendix K, Dec. 12, 2023

Table 8 - Water Conservation Project Options

Project Name	Implementing Entity	Project Description	Project Type	Water Source	Estimated Water Supply Benefit (mgd)	Total Capital ($M)	Estimated O&M($M)	Timeframe for Completion
Advanced Metering with Customer Dashboard	CCUA	This project will provide customers with water savings tools by expanding the capabilities of its existing Advanced Metering Infrastructure to increase the savings realized through customer-side notifications of excessive or abnormal water use. Customers will be able to view water use in short term intervals, and the automated system will alert users the same day they occur. Customers can also gain insight into water use patterns and behaviors which can result in reductions in water use. The project is being performed in as part of a major ERP platform upgrade.	PS and CII Conservation	N/A	0.45	$0.75	$0.025	2024
Customer DSM Programs (take midpoint or water prod)	CCUA	This project is a Demand Side Management Programs Composite in which CCUA has identified a number of demand side management programs that can reduce potable and reclaimed usage. These programs will be adding the DSM portfolio over the next decade. Costs and water savings from these programs occur over the entire life of the program. Programs may include single family high efficiency toilet rebates, high efficiency clothes washer rebates, commercial ice machine and restaurant prerinse spray valve rebates, smart irrigation controller rebates, and new development turf reduction ordinance.	PS and CII Conservation	N/A	1.27	$1.59	$0.00	2033

Source: North Florida Regional Water Supply Plan (2020-2045), Appendix K, Dec. 12, 2023

4.2 CAPITAL PROJECTS PLAN

The following is CCUA's adopted 2023/24 Capital Projects Expenditures Budget and Five-Year Capital Projects Plan:

Table 9 - CCUA's Capital Projects Budget and Plan

Clay County Utility Authority
2023/2024 Capital Projects Expenditures Budget - Adopted
And Five Year Capital Projects Plan
Adjusted for Prior Year Jobs Not Completed as of 4/30/2023

	ADJUSTED FISCAL YEAR 2022/2023	Fiscal Year 2023/2024	Fiscal Year 2024/2025	Fiscal Year 2025/2026	Fiscal Year 2026/2027	Fiscal Year 2027/2028	TOTALS
REVENUES:							
Balance October 1, 2022, to include Transfers	81,337,624						81,337,624
Funds Spent on Jobs Prior to FY 2021/2022	(52,492,288)						(52,492,288)
Renewal, Replacement & Betterment	2,615,873	2,844,521	2,986,747	3,136,084	3,449,693	3,794,662	18,827,580
Departmental Capital Transfer	1,524,510	1,275,500	1,250,000	1,250,000	1,250,000	1,250,000	7,800,010
Environmental Reuse Capital Fund Transfer	1,236,218	1,396,297	1,410,260	1,424,363	1,438,606	1,452,992	8,358,736
Capacity Fees Transfer	5,353,377	11,142,248	11,699,360	12,869,296	14,799,691	17,759,629	73,623,602
Grant Revenue	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	9,000,000
Alternative Water Supply Transfer	721,747	762,920	785,808	809,382	833,663	858,673	4,772,193
Debt Service Charge	240,480	240,480	240,480	300,600	300,600	300,600	1,623,240
Surplus Transfer (Operating Contingency Utility & Capital Reserve, includes addl R&R)	3,775,457	7,128,251	7,342,099	7,562,361	7,940,480	8,337,504	42,086,151
Restricted Interest Earnings	2,285	2,285	5,000	5,000	5,000	5,000	24,570
Borrowing/Utilization of Surplus Funds if needed	16,504,567	79,847,718	40,972,546	36,643,349	(6,474,064)	(14,906,385)	152,587,732
Balances After Transfers	62,319,850	106,140,220	68,192,300	65,500,436	25,043,669	20,352,676	347,549,150
CAPITAL EXPENDITURES:							
RENEWAL, REPLACEMENT & BETTERMENT							
Departmental Capital	1,524,510.44	1,275,500.00	1,250,000.00	1,250,000.00	1,250,000.00	1,250,000.00	7,800,010.44
Upgrade Lift station 9-Meadowbrook	93,844.52	6,155.48		1,000,000.00			1,100,000.00
Knight Boxx/Old Jennings Force Main Extension & Lift Station 56	100,000.00	1,465,022.00					1,565,022.00
Server Lifecycle Replacement	0.00		1,925,000.00				1,925,000.00
ERP Software Replacement	2,255,116.67	1,622,922.00	759,577.00	785,784.00	813,065.00	841,522.28	7,077,986.95
SCADA System	218,250.00	250,000.00	2,000,000.00	2,000,000.00	1,200,000.00	1,500,000.00	7,168,250.00
Meadowbrook WTP Upgrades - (GST #3 repair, Transfer switch, GST #2 roof repair, Aerator repair, r	1,498,802.00	2,517,692.00					4,016,494.00
Meadowbrook Well Rehab	216,895.00						216,895.00
Miller St. WWTP Upgrades Influent Structure, Septage station & Electrical upgrades	0.00	375,000.00	5,000,000.00	3,300,000.00			8,675,000.00
Ridgecrest WTP - Replace Softstart & Crossline Starters with VFD's	300,831.01						300,831.01
Ridaught WTP - Phase I GST Upgrades	0.00		2,000,000.00				2,000,000.00
Ridaught WRF Upgrades (Install Micro-screen, Grit Removal Equipment, and Influent, Rehabilitiation	810,166.99	1,185,000.00					1,995,166.99
12" Main Connecting Postmaters WTP to Geneva Lakes WTP along CR214	0.00		1,066,400.00	860,000.00			1,926,400.00
12" WM Extension Hwy. 100 to Brooklyn Bay Rd. (Keystone)	0.00		856,800.00				856,800.00
6" WM Extension Woodland Dr. to Payne Rd. via SR21	0.00			369,600.00			369,600.00
Keystone Heights - Lakeside Street/Hilltop Street Water Main Rehabilitation	215,600.00						215,600.00
Keystone Wastewater Treatment Plant - Phase II Construction	0.00	500,000.00	6,200,000.00	4,400,000.00			11,100,000.00
Pace Island & Fleming Oaks WTP Electrical Upgrades	65,623.00	250,000.00	3,500,000.00	1,120,000.00			4,935,623.00
Old Jennings WTP Electrical Upgrade	0.00		500,000.00	500,000.00	500,000.00		1,500,000.00
Spencer's WRF Electrical Upgrade	0.00		208,129.30	1,269,853.00	811,440.00		2,289,422.30
Tanglewood Electrical Upgrade	0.00		35,325.00	221,114.00	132,136.00		388,575.00
Orange Park South Electrical Upgrade	0.00		87,276.00	600,000.00	500,000.00	600,000.00	1,787,276.00
Fleming island WRF electrical upgrades /Vault upgrades	169,912.54	1,786,190.00	1,175,520.00				3,131,622.54
Postmaster WTP Electrical Upgrades	118,077.05						118,077.05
Miller WRF Electrical Upgrades	9,622.03	81,000.00					90,622.03
Ridaught WRF Electrical Upgrades	0.00		233,291.00	1,408,910.00	924,000.00		2,566,201.00
Oakleaf WTP Electrical Upgrades	0.00				34,291.00	342,910.00	377,201.00
Ravines Off-Site Mains - Middleburg W&S Extensions	1,238,000.00						1,238,000.00
Rehab PS 4	693,690.00	400,000.00					1,093,690.00
Rehab PS 62, Manifold 67	243,560.00	900,000.00					1,143,560.00
Upgrade Lift Stations 11, 41, 69, 51	149,880.15	500,000.00	500,000.00	1,000,000.00			2,149,880.15
Upgrade Lift Station 98	0.00			542,000.00			542,000.00
Upgrade Lift Stations 43, 24, 59	0.00		542,000.00	542,000.00	1,000,000.00		2,084,000.00
Upgrade Lift Station 111	0.00			542,000.00	542,000.00		1,084,000.00
Lift Station #2 & #3 - Upgrade	3,425,501.27	900,000.00					4,325,501.27
Upgrade Lift Stations 20 & 56		500,000.00	2,000,000.00				2,500,000.00
Flow-Meters Retrofits	108,000.00	300,000.00	300,000.00	300,000.00	300,000.00		1,308,000.00

Clay County Utility Authority
2023/2024 Capital Projects Expenditures Budget - Adopted
And Five Year Capital Projects Plan
Adjusted for Prior Year Jobs Not Completed as of 4/30/2023

	ADJUSTED FISCAL YEAR 2022/2023	Fiscal Year 2023/2024	Fiscal Year 2024/2025	Fiscal Year 2025/2026	Fiscal Year 2026/2027	Fiscal Year 2027/2028	TOTALS
Gravity Sewer Lining	608,498.13	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	1,000,000.00	5,608,498.13
Lift Station Generators	0.00	350,000.00	350,000.00	350,000.00	350,000.00	350,000.00	1,750,000.00
Plant Generators		500,000.00	500,000.00	500,000.00	500,000.00	500,000.00	2,500,000.00
Lift Station Bypass Pump	200,000.00						200,000.00
Keystone Heights High School WM relocation	143,000.00						143,000.00
Manhole Rehab	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	900,000.00
FH and Gate Valve replacement	105,000.00	210,000.00	210,000.00	210,000.00	210,000.00	210,000.00	1,155,000.00
Lake Asbury WM Improvements (602 Lake Asbury Road & Aldersgate St.)		1,530,000.00					1,530,000.00
Potable and Reclaimed Water Meter and backflow device replacement	509,100.50	1,600,000.00	1,650,000.00	1,700,000.00	1,750,000.00	1,750,000.00	8,959,100.50
SYSTEM EXPANSION							
Governor's Park WTP Design and Build	3,334,170.20	4,250,000.00					7,584,170.20
Meadow Lake WTP-New Ground Storage Tank and Electrical Service upgrade	569,629.10						569,629.10
Saratoga Spring WTP, WRF & offsite Mains	1,339,879.88						1,339,879.88
Fleming Island Reg. WWTP - 2nd BCR Plant, Two Tanks	2,973,748.29	1,680,000.00					4,653,748.29
CCUA Administrative Building Phase I	2,822,806.35	100,000.00					2,922,806.35
North Campus Driveway	668,678.02						668,678.02
North Middleburg Water & Sewer Extension and Interconnection (Water Interconnect, Forcemain exte	2,049.51	2,750,000.00					2,752,049.51
Infill Projects	1,361,678.98	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	1,861,678.98
Well Rehab		150,000.00	150,000.00	150,000.00	150,000.00	150,000.00	750,000.00
Lead & Copper GSP replacement		60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	300,000.00
Water Quality Lab			2,228,000.00				2,228,000.00
Chemical tanks		100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00
Facility Roof Repairs		100,000.00	100,000.00	100,000.00	100,000.00	100,000.00	500,000.00
Commercial Meter Change outs		75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	375,000.00
12-inch Wm Keystone RV to Geneva lakes WTP		2,300,000.00					2,300,000.00
Henley Road 12" WM Loop - Sandridge to Small Lake	0.00	94,758.06					94,758.06
Peters Creek WTP Well 3 & 2nd GST	10,509.00	0.00			4,633,000.00		4,643,509.00
Peters Creek WRF - Phase II	19,916,212.08	41,600,000.00	639,431.63				62,155,643.71
Pier Station E/W WM Extension and Interconnect (State Road 16 and FCOB)	0.00	50,000.00	1,300,000.00				1,350,000.00
Pier Station Force Main Extensions (State Road 16 and FCOB)	0.00	0.00	700,000.00				700,000.00
Pier Station Master Pump Station (State Road 16 and FCOB)	0.00			1,500,000.00			1,500,000.00
Pier Station WTP Expansion	0.00			2,700,000.00			2,700,000.00
Ravines to Henly Road Water Main Extension	1,851,811.53	2,400,000.00	250,000.00				4,501,811.53
Ravines WTP 2nd GST	0.00				1,200,000.00		1,200,000.00
Spencer's WWTP: Phase 6 Expansion	0.00				750,000.00	5,500,000.00	6,250,000.00
Spencers WTP - Ground Storage & High Service Pump	139,041.47	3,000,000.00	1,700,000.00				4,839,041.47
Swimming Penn Creek WM Interconnect	1,894,215.15	1,810,000.00					3,704,215.15
LAMPA E/W Interconnect #1 Water (Cathedral Oaks West - Green)	2,422.64	2,112,000.00					2,114,422.64
LAMPA E/W Interconnect #1 Wwtr - Reuse (Cathedral Oaks West - Green)	4,974.88	4,337,000.00					4,341,974.88
LAMPA E/W Interconnect #2 Water (Cathedral Oaks East - Blue)			216,000.00	216,000.00			432,000.00
LAMPA E/W Interconnect #2 Wwtr - Reuse (Cathedral Oaks East - Blue)			2,535,000.00	2,535,000.00			5,070,000.00
LAMPA N/S Interconnect #1 Water (SS WTP to Cathedral Oaks West - Red)			2,000,000.00	2,000,000.00			4,000,000.00
LAMPA N/S Interconnect #1 Wwtr - Reuse (SS WTP to Cathedral Oaks West - Red)			2,000,000.00	2,000,000.00			4,000,000.00
LAMPA N/S Interconnect #2 Water (Feed Mill Rd. - Black)			900,000.00	900,000.00			1,800,000.00
LAMPA N/S Interconnect #2 Wwtr - Reuse (Feed Mill Rd. - Black)			900,000.00	900,000.00			1,800,000.00
CR 315 Peters Creek Spur (Orange)			3,650,000.00	3,650,000.00			7,300,000.00
16-inch WM Atlantis to Kindlewood	500,000.00		1,500,000.00				2,000,000.00
Upsizing pipes to accommodate Rookery GCS	0.00	466,000.00					466,000.00
Tanglewood Neighborhood Water Main Relocations	85,000.00						85,000.00
CR 218 widening from Pine Tree Lane to Cosmos	250,605.20						250,605.20
Sandridge Road widening and ForceMain Extension	538,441.70						538,441.70
CR 220 widening Baxley to Henley Rd	250,000.00	510,000.00					760,000.00

Clay County Utility Authority
2023/2024 Capital Projects Expenditures Budget - Adopted
And Five Year Capital Projects Plan
Adjusted for Prior Year Jobs Not Completed as of 4/30/2023

	ADJUSTED FISCAL YEAR 2022/2023	Fiscal Year 2023/2024	Fiscal Year 2024/2025	Fiscal Year 2025/2026	Fiscal Year 2026/2027	Fiscal Year 2027/2028	TOTALS
CR 220 widening from Henley to Knightbox	50,000.00	20,000.00					70,000.00
CR 315 widening -Utility Relocation (design FY 23 construct FY 24)	922,000.00						922,000.00
- Reclaimed Transmission Main - Spencers to Oakleaf			584,000.00	3,000,000.00			3,584,000.00
- Reclaimed Transmission Main - Oakleaf to Challenger			1,120,000.00				1,120,000.00
- Reclaimed Transmission Main - Old Jennings Rd Bypass				1,680,000.00			1,680,000.00
- New Pumps - Old Jennings WRF pump station					1,120,000.00		1,120,000.00
- Reclaimed Water SCADA		530,000.00	150,000.00				680,000.00
Mid-Clay Rib Recovery pH adjustment evaluation		30,000.00	270,000.00				300,000.00
Evaluate replacement of 16" AC Pipe by Orange Park mall		30,000.00					30,000.00
- Geneva Lake Estates (Watermain - B) 7,605 LF 12-inch WM					155,160.00	1,293,000.00	1,448,160.00
- Looping Fire Hydrants (Area D) 170 LF 12-inch WM					91,840.00		91,840.00
- Looping Fire Hydrants (Area G) 35LF of 6-inch WM					13,440.00		13,440.00
- Booster Pump Station					51,600.00	430,000.00	481,600.00
Treatment plant R&R Studies		500,000.00	200,000.00	200,000.00	200,000.00	200,000.00	1,300,000.00
Phase III Admin building			377,650.00	4,262,050.00			4,639,700.00
Fleming BTU #1 Rehab design and construction		500,000.00					500,000.00
Cost Participation w/ Development Projects		1,659,369.32					1,659,369.32
Lift Station 88 Relocation		1,200,000.00					1,200,000.00
CR220 Quadrant Intersection	578,000.00						578,000.00
ALTERNATIVE WATER SUPPLY							
AMI Demand Management			750,000.00	750,000.00			1,500,000.00
Onsite Stormwater Harvesting			150,000.00	2,750,000.00			2,900,000.00
Public Access Reuse Storage		1,822,500.00	3,288,600.00	3,996,540.00	2,000,000.00	2,000,000.00	13,107,640.00
Purified Water Pilot Study	1,417,053.39	2,000,000.00					3,417,053.39
Subtotals	56,654,408.67	96,491,108.86	61,992,999.93	59,545,851.00	22,766,972.00	18,502,432.28	315,953,772.74
Contingency	5,665,440.87	9,649,110.89	6,199,299.99	5,954,585.10	2,276,697.20	1,850,243.23	31,595,377.28
TOTAL CAPITAL EXPENDITURES	62,319,849.54	106,140,219.75	68,192,299.92	65,500,436.10	25,043,669.20	20,352,675.51	347,549,150.02

Capital Expenditures Breakdown:

Renewal, Replacement & Betterment	20,836,922	29,803,592	40,198,618	31,875,846	14,243,629	10,344,676	147,303,284
System Expansion	40,065,874	72,514,127	23,805,082	26,128,050	8,800,040	8,008,000	179,321,173
Alternative Water Supply	1,417,053	3,822,500	4,188,600	7,496,540	2,000,000	2,000,000	20,924,693
	62,319,850	**106,140,220**	**68,192,300**	**65,500,436**	**25,043,669**	**20,352,676**	**347,549,150**

5.0 GOALS, OBJECTIVES AND POLICIES

Table 12 includes Clay County's Goals, Objectives, Policies and adopted ordinances that are most relevant to water planning.

Table 10 - Clay County's Water Planning Goals, Objectives and Policies

		2040 Comprehensive Plan	Local Ordinance
Water Source Protection	Protect Water Quality (including aquifer and surface water)	FLU Policy 1.1.1; CFE OBJ 1.6; CFE Policy 1.6.1; CFE Policy 1.8.5; CFE OBJ 1.9; CON OBJ 1.2; CON Policy 1.2.1; CON Policy 1.2.2; CON Policy 1.2.3; CON Policy 1.2.10; CON Policy 1.2.12; CON Policy 1.2.15; CON OBJ 1.3; CON Policy 1.3.1; CON Policy 1.3.2; CON Policy 1.3.3; CON Policy 1.3.5; CON Policy 1.3.6; CON Policy 1.4.5; CON Policy 1.5.10; CON OBJ 1.6; TRA OBJ 3.1; TRA OBJ 3.2; TRA OBJ 5.2; TRA Policy 5.2.1; BF CFE OBJ 1.2; BF CFE Policy 1.2.1; LA CFE OBJ 1.3; LA CFE Policy 1.3.1; LA CON OBJ 1.1; LA CON Policy 1.1.1	Ord. 2006-59 (NPDES)
Provision of Water to Development	Providing Supplies Concurrently	FLU OBJ 1.3; FLU Policy 1.3.1; FLU Policy 1.3.5; FLU Policy 1.5.5; FLU Policy 1.5.8; CIE Policy 1.3.1; FLU Policy 1.3.6; FLU Policy 1.3.7; FLU Policy 1.3.8; CFE OBJ 1.1; CFE Policy 1.1.1; CFE Policy 1.1.5; CFE Policy 1.1.7; CFE Policy 1.1.8; CFE 1.3.5; CON Policy 1.3.4; CIE OBJ 1.4; CIE Policy 1.4.1; CIE Policy 1.4.2; CIE Policy 1.4.3; LA FLU Policy 1.3.2; LA CON Policy 1.2.1;	
	Future Provision	FLU Policy 1.5.4; CFE OBJ 1.3; CFE Policy 1.3.1	
Water Conservation	Quantity	CFE OBJ 1.5; CFE Policy 1.5.2; CON OBJ 1.4; CON Policy 1.2.14; LA CON OBJ 1.2	
	Landscaping Related Efforts	CON Policy 1.2.15; CON Policy 1.3.6; CON Policy 1.4.2; CON Policy 1.4.6; CON Policy 1.8.1; CON Policy 1.8.2	Ord. 2010-13 (Irrigation)
	Education	CON Policy 1.4.1	
Alternative Water Sources	Reclaimed Water	CFE Policy 1.5.1; CON Policy 1.4.4; LA CON Policy 1.2.2	
Intergovernmental Coordination	Planning	CFE Goal 1; CFE Policy 1.1.1; CFE Policy 1.1.12; CFE OBJ 1.3; CFE Policy 1.3.2; CFE Policy 1.3.3; CFE Policy 1.3.7; CON Policy 1.2.11; CON Policy 1.2.12; CON Policy 1.2.14; CON Policy 1.3.1; CON Policy 1.3.7; CON Policy 1.5.7; ICE Policy 1.1.1; ICE Policy 1.1.5; ICE Policy 1.2.1;	

REFERENCES

Avery, Ray O. 2014. *Reclaimed Water Deficit & Augmentation of Reclaimed Water System Projection Study on Long Term Water Supply*. Clay County Utility Authority.

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City of Green Cove Springs, Planning Department, 2025, Green Cove Springs, FL.

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JEA Water/Wastewater System Planning*,* 2019*. Annual Water Resource Master Plan,* Jacksonville, FL.

Kimley Horn, 2024. *Biennial Engineering Evaluation & Report Fiscal Years 2022 and 2023 for Clay County Utility Authority,* Orange Park, FL*.*

Mittauer & Associates, Inc., 2018. *Water System Master Plan for City of Green Cove Springs,* Orange Park, FL.

SJRWMD, 2017*.* Consumptive Use Permit Information, St. Johns River Water Management District.

SJRWMD and SRWMD, 2023. *North Florida Regional Water Supply Plan (2020-2045).* St. Johns River Water Management District and Suwanee River Water Management District. Available online at https://northfloridawater.com/watersupplyplan/.

Taylor Engineering, Inc. 2016. *Initial Assessment of Alternative Water Supply Options for Clay County Utility Authority, Final Report January 2016,* Jacksonville, FL*.*

APPENDIX

ORDINANCE NO. 2025-___

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE CLAY COUNTY 2045 COMPREHENSIVE PLAN, INITIALLY ADOPTED PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184, FLORIDA STATUTES, UNDER ORDINANCE NO. 2025-10, AS SUBSEQUENTLY AMENDED, TO AMEND CFE POLICY 1.1.1 AND CIE POLICY 1.3.1 REGARDING THE CLAY COUNTY LEVEL OF SERVICE STANDARDS FOR SANITARY SEWER, SOLID WASTE, POTABLE WATER, AND DRAINAGE FACILITIES; TO AMEND CFE POLICY 1.1.13 TO REFERENCE THE 2025-2035 CLAY COUNTY WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 25, 2025, the Board of County Commissioners of Clay County, Florida (the "Board"), adopted Ordinance No. 2025-10, which adopted the Clay County 2045 Comprehensive Plan (the "Plan"); and,

WHEREAS, Section 163.3184, Florida Statutes, outlines the process for the adoption of comprehensive plans or amendments thereto;

WHEREAS, Application COMP 25-0008 requests an amendment to the Plan;

WHEREAS, the Board desires to amend the Plan as provided for below.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Clay County Ordinance No. 2025-10 is amended as provided in Sections 2, 3 and 4 hereof.

Section 2. Paragraphs 2 and 3 of CFE Policy 1.1.1 of the Community Facilities Element of the Plan are hereby amended as follows:

CFE POLICY 1.1.1

Clay County hereby adopts the following as the level of service standards to be maintained for sanitary sewer, potable water, solid waste, and drainage facilities in Clay County. Current and proposed level of service standards shall be considered both in this Policy and in the Water Supply Facilities Work Plan:

[. . .]

2) Sanitary Sewer Average Flow

~~279~~ 311 GPD/ERC or as approved by FDEP

3) Potable Water ~~311~~ 450 GPD/ERC or as approved by FDEP

Pressure 20psi[1]

GPD = Gallons Per Day
ERC = Equivalent Residential Connection
Psi = Pounds Per Square Inch
GPM = Gallons Per Minute

Level of service for sanitary sewer and potable water at a specific treatment facility may be reduced to levels that have been reviewed and approved by the Florida Department of Environmental Protection. [1]Based upon minimum needed fire flow, Fire Suppression Rating Schedule, February 2004, Insurance Service Office.

[. . .]

Section 3. Paragraphs 2 and 3 of CIE Policy 1.3.1 of the Capital Improvement Element of the Plan are hereby amended as follows:

CIE POLICY 1.3.1

The County shall use the following LOS standards in reviewing the impacts of new development and redevelopment upon public facility provision:

[. . .]

2) Sanitary Sewer Average Flow
~~279~~ 311 GPD/ERC or as approved by FDEP

3) Potable Water ~~311~~ 450 GPD/ERC or as approved by FDEP

Pressure 20psi[1]

GPD = Gallons Per Day
ERC = Equivalent Residential Connection
Psi = Pounds Per Square Inch
GPM = Gallons Per Minute

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

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

[. . .]

Section 4. CFE Policy 1.1.13 of the Community Facilities Element of the Plan is hereby amended as follows:

CFE POLICY 1.1.13

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

Section 5. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 6. The Planning and Zoning staff are authorized and directed within 10 days of the date of adoption of this Ordinance to transmit the proposed amendment package to the Florida Department of Commerce, and to other reviewing agencies, as specified in Section 163.3184, Florida Statutes.

Section 7. In accordance with Section 163.3184, Florida Statutes, if the Plan amendment provided by this Ordinance is not timely challenged, then the effective date of said Plan shall be the 31st day after the date the Department of Commerce notifies the County that the Plan amendment is complete. If the Plan amendment is timely challenged, however, said effective date shall be the date a final order is entered by the Department of Commerce or the Administrative Commission determining the amendment to be in compliance. No development orders, development permits or land uses dependent on this Plan amendment may be issued or commence before they have become effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____day of_____, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Its Chair

ATTEST:

By: _____

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

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners

DATE: 5/14/2025

FROM: Beth Carson, Director of Planning and Zoning

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

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff_report_COMP_25-0007	Cover Memo	3/26/2025	Staff_Report_COMP_25-0007.ADA.pdf
Ordinance Comp 25-0007	Ordinance	5/19/2025	COMP_25-0007.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/15/2025 - 3:34 PM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/16/2025 - 12:24 PM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/16/2025 - 10:44 PM	AnswerNotes

Staff Report and Recommendations for COMP 25-0007

Introduction:

This application is a Staff initiated amendment to the Comprehensive Plan prompted by citizen requests to allow for the transfer of land to family members within the Master Plan areas.

Background:

The 'heirs exemption', as generally described in FLU Policy 1.9.6 and more specifically in Sec. 3-10(g) of the Land Development Code, allows for the transfer of property, designated as Agriculture, Agriculture/Residential, Rural Residential, Rural Fringe, Urban Fringe and Urban Core (10) land use, to a qualifying heir. When the Branan Field and Lake Asbury Master Plans were developed, the heirs exemption policies in the Comprehensive Plan and Land Development Code were not amended to include the new land use classifications. In response to citizen requests to allow the opportunity for heirs exemptions within the master plan areas, this application proposes to amend Comprehensive Plan FLU Policy 1.9.6 to leave the general intent portion of the policy and remove land use classification specific language that is currently, and more appropriately, located in the land development code. An amendment to the Land Development Code policy will follow the Comprehensive Plan amendment process to add specific requirements for the Branan Field and Lake Asbury land use classifications.

Summary of the Proposed Comprehensive Plan Text Amendment:

The proposed amendment will remove land use classification specific language from FLU Policy 1.9.6 while preserving the intent to allow for the transfer of land to family members via the heirs exemption process. The changes proposed are as follows:

FLU POLICY 1.9.6

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

Analysis of Proposed Amendment Regarding Urban Sprawl

It is the intent of Clay County to discourage the proliferation of Urban Sprawl. As required by FS 163.3177, all proposed comprehensive plan amendments are to be analyzed to ensure that urban sprawl and its negative impacts are not promoted. Specifically, the proposed amendment shall be determined to

discourage the proliferation of urban sprawl because it incorporates a development pattern or urban form that achieves the following:

1. Directs economic growth and associated land development to geographic areas of the community in a manner that does not have an adverse impact on and protects natural resources and ecosystems.
2. Maximizes the use of existing and future public facilities.
3. Supports infill development.
4. Preserves open space and natural lands.

Lake Asbury-Penney Farms CAC

Staff initially believed an Amendment to FLU Policy 1.9.6 could be included with the final EAR package and brought both the Comprehensive Plan and Land Development Code changes to the Lake Asbury-Penney Farms CAC on February 13, 2025. The CAC voted 6-0 to recommend in favor of the heirs exemption amendment within the Lake Asbury Master Plan area but further recommended that maximum lot size provisions be eliminated.

Recommendation

The proposed amendment to FLU Policy 1.9.6 will remove the limited land use classifications currently listed in the policy and allow for countywide application of the heirs exemptions. Staff supports the intent of heirs exemptions and believes the opportunity should be available throughout the County and therefore recommends approval of COMP 25-0007.

ORDINANCE NO. 2025-___

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, AMENDING THE CLAY COUNTY 2045 COMPREHENSIVE PLAN INITIALLY ADOPTED PURSUANT TO THE REQUIREMENTS OF SECTION 163.3184, FLORIDA STATUTES, UNDER ORDINANCE NO. 2025-10, AS SUBSEQUENTLY AMENDED, TO AMEND FLU POLICY 1.9.6 TO REMOVE LAND USE CLASSIFICATION LANGUAGE; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE

WHEREAS, on March 25, 2025, the Board of County Commissioners of Clay County, Florida (the "Board"), adopted Ordinance No. 2025- 10, which adopted the Clay County 2045 Comprehensive Plan (the "Plan"); and,

WHEREAS, Section 163.3184, Florida Statutes, outlines the process for the adoption of comprehensive plans or amendments thereto;

WHEREAS, Application COMP 25-0007 requests an amendment to the Plan;

WHEREAS, the Board desires to amend the Plan as provided for below.

Be It Ordained by the Board of County Commissioners of Clay County:

Section 1. Clay County Ordinance No. 2025-10 is amended as provided in Section 2 hereof.

Section 2. FLU Policy 1.9.6 of the Future Land Use of the adopted Comprehensive Plan is hereby amended as follows:

FLU POLICY 1.9.6

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

Section 3. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 4. The Planning and Zoning staff are authorized and directed within 10 days of the date of adoption of this Ordinance to transmit the proposed amendment package to the Florida Department of Commerce, and to other reviewing agencies, as specified in Section 163.3184, Florida Statutes.

Section 5. In accordance with Section 163.3184, Florida Statutes, if the Plan amendment provided by this Ordinance is not timely challenged, then the effective date of said Plan shall be the 31st day after the date the Department of Commerce notifies the County that the Plan amendment is complete. If the Plan amendment is timely challenged, however, said effective date shall be the date a final order is entered by the Department of Commerce or the Administrative Commission determining the amendment to be in compliance. No development orders, development permits or land uses dependent on this Plan amendment may be issued or commence before they have become effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____day of_____, 2025.

BOARD OF COUNTY COMMISSIONERS
OF CLAY COUNTY, FLORIDA

By:_____
Betsy Condon, Its Chair

ATTEST:

By: _____
Tara S. Green,
County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners

DATE: 5/14/2025

FROM: Beth Carson, Director of Planning and Zoning

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

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name
Staff_report_ZON_25-0003	Cover Memo	3/26/2025	Staff_Report_ZON-25-0003.ADA.pdf
Ordinance_ZON-25-0003	Ordinance	3/26/2025	Ordinance__ZON-25-0003_final.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Economic and Development Services	Carson, Beth	Approved	5/14/2025 - 12:07 PM	AnswerNotes
Economic and Development Services	Stewart, Chereese	Approved	5/15/2025 - 9:24 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/15/2025 - 9:58 PM	AnswerNotes

Staff Report and Recommendations for ZON-25-0003

Introduction:

This application is a Staff initiated amendment to the Land Development Code amending regulations in Article III Sec. 3-10(g) for heirs exemptions.

Background:

When the land development policies for the Branan Field and Lake Asbury Master Plans were developed, the heirs exemptions in Sec. 3-10 (g) were not amended to include the new land use classifications. The proposed amendments included herein were prompted by citizens and will allow for future heirs exemptions within the master plan areas.

Summary of the Proposed Land Development Code Amendment:

The following amendments to Sec. 3-10(g) are proposed to include the land use classifications in the Branan Field and Lake Asbury Master Plans and other minor revisions for clarification:

(g) *Heirs Exemptions.* Pursuant to Land Use Policy 1.9.6 of the Comprehensive Plan, within the residential land use classifications listed in the table below, the transfer of land for the use of the transferor's heir for his or her primary residence shall be permitted.

Land Use Designation	Minimum Lot Size
Agriculture (AG)	1 acre
Agricultural/Residential (AR)	1 acre
Rural Residential (RR)	1 acre
Rural Fringe (RF)	Based on underlying zoning
Urban Fringe (UF)	Based on underlying zoning
Urban Core 10 (UC 10)	Based on underlying zoning
Branan Field Rural Suburb (BF RS)	1 acre
Branan Field Master Planned Community (BF MPC)	1/3 acre*

Lake Asbury Rural Community (LA RC)	1 acre
Lake Asbury Rural Fringe (LA RF)	1/3 acre*
Lake Asbury Rural Reserve (LA RRSV)	2/3 acre
Lake Asbury Master Planned Community (LA MPC)	1/3 acre*

**larger lot size may be required where no public water or sewer is available

~~Within the Agriculture, Agriculture/Residential and Rural Residential land use classifications, a minimum lot size of one acre is required. Within the Rural Fringe, Urban Fringe and Urban Core (10) land use classifications the minimum lot size shall be governed by the underlying zoning and the maximum lot size shall be one acre.~~ Lot width and depth, setbacks, and uses shall be governed by the zoning for the property. The Heir's Exemption cannot be utilized to bring into conformance lots which do not otherwise qualify for nonconforming lot of record status.

Both the heir's lot and the remainder of the transferor's property must have access via a publicly maintained road or a private easement with a minimum width of 30 feet. ~~*(Rev. 02/24/09)*~~

An heir is defined as a transferor's Grandparent, Parent, Stepparent, Adopted Parent, Sibling, Child, Stepchild, Adopted Child, or Grandchild.

The Heir's Exemption is intended to allow transfer of land for the use of the heir to construct his or her permanent residence. Building permits and certificates of occupancy may only be issued with the heir specified as the owner of the property. If the property remains vacant, the heir must retain title to the property for a minimum of five years before transfer or sale. The sale of the property prior to that time will cause the cancellation of the property's heir's exemption status, and no construction of a dwelling unit will be permitted on the lot unless the lot complies with the density requirements of the Comprehensive Plan. If an heir constructs his or her permanent residence on the property, the heir must reside in the residence for a minimum of two years from the date of the issuance of the Certificate of Occupancy. The sale or lease of the property for occupancy by another party prior to that time will cause the cancellation of the heir's exemption status and the home will be subject to Section 20.3-11, Nonconforming Uses, Lots and Structures, of the Clay County Land Development Code. In no case, however, will the heir be required to retain title of the lot for more tha~~t~~n five years, despite the length of occupancy of the dwelling unit by the heir.

For those Heir's Exemption transfers executed prior to November 27, 2007, the heir must have retained title to the property a minimum of one year in order for the property to retain the Heir's Exemption status and to be eligible for sale or transfer. ~~*(Rev. 04/28/09)*~~

The following types of transfers shall not cause the cancellation of a lot's heir's exemption status and shall not subject a home on the lot to Section 20.3-11, Nonconforming Uses Lots and Structures, of the Clay County Land Development Code, regardless of the length of time the property has been retained by the heir:

(1) Transfer of the lot to the heir's estate upon the death of the heir, either through testate or intestate succession as provided by state law; or

(2) Involuntary transfer of the lot arising out of a judgment or order entered against the heir and rendered by a court of competent jurisdiction; or

(3) Relocation due to an employment or educational opportunity, provided that the relocation would require the heir to move his or her permanent residence, as defined in section 196.012(18), Florida Statutes.

In the event the heir wishes to transfer the lot due to relocation, the heir shall submit an affidavit to the County attesting to the circumstances surrounding the educational or employment opportunity that require the heir to move his or her permanent residence.

A lot shall retain its heir's exemption status in the event the heir is serving in any branch of the Armed Forces of the United States and, by reason of such service, is unable to reside on the lot.

To obtain an Heir's Exemption, a completed application must be submitted to the County. The following items must be provided with an application for Heir's Exemption:

(1) An unrecorded deed and a legal description of the transferred property and the remainder portion of the transferor's parcel which includes the size of the propertiesy;

(2) A copy of the original recorded deed for the transferor's property;

(3) Evidence of the relationship between the heir and the transferor;

(4) A certified survey performed since the most recent land transaction showing the dimensions of the heir's lot and the remainder portion of the transferor's lot. Applicants may request a waiver from the survey requirement if the remainder of the grantor's parcel is larger than 10 acres after the transfer to the heir, and no survey has been done in the previous year;

(5) The survey must show evidence that the heir's lot and the remainder of the transferor's property have access via a publicly maintained road or a private easement with a minimum width of 30 feet; and ~~*(Rev. 02/24/09)*~~

(6) An acknowledgement by the Applicant that regulations outside the purview of the County may affect or preclude the construction of a residence upon the heir's lot, including but not limited to wetlands regulations or septic tank regulations.

Following the approval of the heir's exemption, the applicant shall execute an affidavit which documents the heir's exemption and the conditions of approval. The affidavit form shall be provided by the County and be recorded by the applicant, together with the deed for the transferred property, in the Official Records of Clay County at the applicant's expense. The applicant shall provide copies of the recorded affidavit and deed to the County. ~~*(Rev. 04/26/11)*~~

Lots subdivided as part of a Residential Aviation Community, as described in subsection (b)(3), may not be further subdivided through the heir's exemption.

Analysis of Proposed Zoning Text Amendment

In reviewing proposed Amendments to the Code, the following criteria may be considered along with such other matters as may be appropriate to the particular application:

(a) Whether the proposed amendment is necessary as a result of a change of Florida, is corrective in nature, or is necessary to implement the requirements of the Code or the Plan; and

Staff Finding: The proposed text amendment is corrective in nature in that it provides property owners within the master plan areas the ability to create lots for family members, an opportunity available in other portions of the county. While the heirs lots tend to be smaller than the land use category would typically allow, this is less of a detriment in the master plans as they were intended to be more compact development.

(b) The relationship of the proposed change to the policies and objectives of the Plan with consideration as to whether the proposed change will further the purposes and intent of the Code and the Plan.

Staff Finding: The proposed amendment will support the purposes and intent of the Code by providing increased clarity and opportunity for heirs exemptions.

Lake Asbury-Penney Farms CAC

The CAC heard this item at their meeting on February 13, 2025 and voted 6-0 to recommend approval with an additional recommendation that the maximum lot size provisions in the existing code and those proposed for the master plan districts be deleted. Staff has amended the draft language for this section and removed the maximum lot size requirements.

Recommendation

The proposed revisions will provide policy guidance for citizens living in the Branan Field and Lake Asbury Master plan areas and allow the opportunity for the creation of lots for their family members. Staff recommends approval of ZON 25-0003 subject to the Board's adoption of companion amendment COMP 25-0007.

ORDINANCE No. 2025-____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CLAY COUNTY, FLORIDA, RELATING TO ARTICLE III OF THE CLAY COUNTY LAND DEVELOPMENT CODE, KNOWN AS THE ZONING AND LAND USE LDRs ADOPTED PURSUANT TO ORDINANCE NO. 93-16, AS SUBSEQUENTLY AMENDED, AND COMPRISING THE ZONING AND LAND USE PROVISIONS BY AMENDING SUBSECTION (g) OF SECTION 3-10, DENSITIES AND INTENSITIES OF USE, TO ADD PROVISIONS FOR HEIRS EXEMPTIONS FOR PROPERTIES WITH LAND USE CLASSIFICATIONS OF BRANAN FIELD RURAL SUBURBS (BF RS), BRANAN FIELD MASTER PLANNED COMMUNITY (BF MPC), LAKE ASBURY RURAL COMMUNITY (LA RC), LAKE ASBURY RURAL FRINGE (LA RF), LAKE ASBURY RURAL RESERVE (LA RRSV) AND LAKE ASBURY MASTER PLANNED COMMUNITY (LA MPC); TO REMOVE PRIOR REVISION DATES; TO CLARIFY DEED AND LEGAL DESCRIPTION REQUIREMENTS AND TO CORRECT GRAMMATICAL ERRORS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board adopted Ordinance 93-16, as amended, which created Article III of the Clay County Land Development Code being the Zoning and Land Use Development Regulations; and,

WHEREAS, the Board desires to amend certain provisions in Article III, Section 3-10 of the Clay County Land Development Code, as provided for below.

Be it ordained by the Board of County Commissioners of Clay County that:

Section 1. As used in Section 2, the term "Article III" shall mean and refer to Article III of the Clay County Land Development Code, being the codification of Ordinance 93-16, as subsequently amended, and comprising the Zoning and Land Use Land Development Regulations.

Section 2. Subsection (g) of Section 3-10, Article III is hereby amended as follows:

(g) *Heirs Exemptions.* Pursuant to Land Use Policy 1.9.6 of the Comprehensive Plan, within the residential land use classifications listed below, the transfer of land for the use of the transferor's heir for his or her primary residence shall be permitted.

Land Use Designation	Minimum Lot Size
Agriculture (AG)	1 acre
Agricultural/Residential (AR)	1 acre
Rural Residential (RR)	1 acre

Rural Fringe (RF)	Based on underlying zoning
Urban Fringe (UF)	Based on underlying zoning
Urban Core 10 (UC 10)	Based on underlying zoning
Branan Field Rural Suburb (BF RS)	1 acre
Branan Field Master Planned Community (BF MPC)	1/3 acre*
Lake Asbury Rural Community (LA RC)	1 acre
Lake Asbury Rural Fringe (LA RF)	1/3 acre*
Lake Asbury Rural Reserve (LA RRSV)	2/3 acre
Lake Asbury Master Planned Community (LA MPC)	1/3 acre*

*larger lot size required if using septic

~~Within the Agriculture, Agriculture/Residential and Rural Residential land use classifications, a minimum lot size of one acre is required. Within the Rural Fringe, Urban Fringe and Urban Core (10) land use classifications the minimum lot size shall be governed by the underlying zoning and the maximum lot size shall be one acre.~~ Lot width and depth, setbacks, and uses shall be governed by the zoning for the property. The Heir's Exemption cannot be utilized to bring into conformance lots which do not otherwise qualify for nonconforming lot of record status.

Both the heir's lot and the remainder of the transferor's property must have access via a publicly maintained road or a private easement with a minimum width of 30 feet. ~~*(Rev. 02/24/09)*~~

An heir is defined as a transferor's Grandparent, Parent, Stepparent, Adopted Parent, Sibling, Child, Stepchild, Adopted Child, or Grandchild.

The Heir's Exemption is intended to allow transfer of land for the use of the heir to construct his or her permanent residence. Building permits and certificates of occupancy may only be issued with the heir specified as the owner of the property. If the property remains vacant, the heir must retain title to the property for a minimum of five years before transfer or sale. The sale of the property prior to that time will cause the cancellation of the property's heir's exemption status, and no construction of a dwelling unit will be permitted on the lot unless the lot complies with the density requirements of the Comprehensive Plan. If an heir constructs his or her permanent residence on the property, the heir must reside in the residence for a minimum of two years from the date of the issuance of the Certificate of Occupancy. The sale or lease of the property for occupancy by another party prior to that time will cause the cancellation of the heir's exemption status and the home will be subject to Section 20.3-11, Nonconforming Uses, Lots and Structures, of the Clay County Land Development Code. In no

case, however, will the heir be required to retain title of the lot for more tha~~t~~n five years, despite the length of occupancy of the dwelling unit by the heir.

For those Heir's Exemption transfers executed prior to November 27, 2007, the heir must have retained title to the property a minimum of one year in order for the property to retain the Heir's Exemption status and to be eligible for sale or transfer. ~~*(Rev. 04/28/09)*~~

The following types of transfers shall not cause the cancellation of a lot's heir's exemption status and shall not subject a home on the lot to Section 20.3-11, Nonconforming Uses Lots and Structures, of the Clay County Land Development Code, regardless of the length of time the property has been retained by the heir:

(1) Transfer of the lot to the heir's estate upon the death of the heir, either through testate or intestate succession as provided by state law; or

(2) Involuntary transfer of the lot arising out of a judgment or order entered against the heir and rendered by a court of competent jurisdiction; or

(3) Relocation due to an employment or educational opportunity, provided that the relocation would require the heir to move his or her permanent residence, as defined in section 196.012(18), Florida Statutes.

In the event the heir wishes to transfer the lot due to relocation, the heir shall submit an affidavit to the County attesting to the circumstances surrounding the educational or employment opportunity that require the heir to move his or her permanent residence.

A lot shall retain its heir's exemption status in the event the heir is serving in any branch of the Armed Forces of the United States and, by reason of such service, is unable to reside on the lot.

To obtain an Heir's Exemption, a completed application must be submitted to the County. The following items must be provided with an application for Heir's Exemption:

(1) An unrecorded deed and a legal description of the transferred property and the remainder portion of the transferor's parcel which includes the size of the propertie~~y~~s;
(2) A copy of the original recorded deed for the transferor's property;
(3) Evidence of the relationship between the heir and the transferor;
(4) A certified survey performed since the most recent land transaction showing the dimensions of the heir's lot and the remainder portion of the transferor's lot. Applicants may request a waiver from the survey requirement if the remainder of the grantor's parcel is larger than 10 acres after the transfer to the heir, and no survey has been done in the previous year;

(5) The survey must show evidence that the heir's lot and the remainder of the transferor's property have access via a publicly maintained road or a private easement with a minimum width of 30 feet; and ~~*(Rev. 02/24/09)*~~

(6) An acknowledgement by the Applicant that regulations outside the purview of the County may affect or preclude the construction of a residence upon the heir's lot, including but not limited to wetlands regulations or septic tank regulations.

Following the approval of the heir's exemption, the applicant shall execute an affidavit which documents the heir's exemption and the conditions of approval. The affidavit form shall be provided by the County and be recorded by the applicant, together with the deed for the transferred property, in the Official Records of Clay County at the applicant's expense. The applicant shall provide copies of the recorded affidavit and deed to the County. ~~*(Rev. 04/26/11)*~~

Lots subdivided as part of a Residential Aviation Community, as described in subsection (b)(3), may not be further subdivided through the heir's exemption.

Section 3. If any section, phrase, sentence or portion of the ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 4. This Ordinance shall become effective upon the Ordinance adopting the comprehensive plan amendment requested in Application COMP 25-0007 becoming effective.

DULY ADOPTED by the Board of County Commissioners of Clay County, Florida, this _____ day of May, 2025.

BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA

BY:_____
Betsy Condon, Chairman

ATTEST

_____
Tara S. Green
Clay County Clerk of Court and Comptroller

Ex Officio Clerk to the Board

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: BCC

DATE: 5/16/2025

FROM: Teresa Capo

SUBJECT: Kimberly Middleton submitted her application for consideration to the Springs CAC.

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
All advertising requirements have been met.

ATTACHMENTS:

Description	Type	Upload Date	File Name
Middleton Application	Backup Material	5/21/2025	Middleton_Application.ADA.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
BCC	Capo, Teresa	Approved	5/16/2025 - 8:10 AM	AnswerNotes
County Manager	Wanamaker, Howard	Approved	5/16/2025 - 10:00 AM	AnswerNotes

Date **CITIZEN APPLICATION FORM FOR BOARDS/COMMISSIONS/COMMITTEES**

NAME OF BOARD/COMMISSION/COMMITTEE YOU ARE APPLYING FOR: Springs CAC

NAME AND ADDRESS	DISTRICT
[Name] Kimberly W. Middleton **[Street Address] 2266 Knowles Road** **[City, ST ZIP Code] Green Cove Springs, FL 32043**	**[District] #5** **[Number of Years Resided] 30 years**
PHONE AND EMAIL	**EMPLOYER**
[Phone] (904) 534-1502 **[Email] kimsgang@comcast.net**	**[Name] Blue Cross & Blue Shield of Florida, Inc.** **[Phone] (904) 534-1502** **[Position] Senior Proposal Development Specialist** **[Number of Years] 30 years**

VOTER INFORMATION	COMMITTEE INFO	SUMMARY OF WORK EXPERIENCE
Registered Voter (X) Yes ( ) No	**What Committee Are You Applying For?** Springs CAC	See Attached

EDUCATION

SCHOOLS	YEARS	DEGREE
Middleburg High School	1991 Graduate	High School Diploma

VOLUNTEER, CIVIC, PROFESSIONAL & OTHER ACTIVITIES

Please list any volunteer service organizations, clubs, or professional Societies that you are member of or titles you may have held. Please include committee and advisory boards.

ORGANIZATION/COMMITEE	YEARS	POSITION
Clay County Fair Association Board of Directors	3	Current Director of Main Entertainment
Clay County Cattlemen Association	8+	
Clay County Farm Bureau	8+	
Budget Committee/Clay Co Fair Assoc	3	
Nominating Committee/Clay Co Fair Assoc	3	

REASONS FOR SERVING

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of the board/committee.

See Attached

Explain why you want to serve on this board/committee, and include any particular potential contribution your selection would bring.

See Attached

MISCELLANEOUS

Potential Conflict of Interest: Do you do business or are you engaged in the management of any business enterprise that has a financial interest in Clay County Government? Please give details, including the name of the enterprise, the nature of the business, and the position you hold.

No.

MISCELLANEOUS Continued

Have you ever been convicted for violation of any federal, state, county or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations or fines of $100 or less that were imposed, unless it also included a jail sentence.

No.

REFERENCES

List names, addresses and telephone numbers of at least three persons who are qualified to comment on your qualifications and of whom inquiry may be made by Clay County Board of County Commissioners.

NAME	ADDRESS	TELEPHONE
Jennifer Dean	393 Lolly Lane, St. Johns, FL 32259	(904) 742-6180
Jeromy Larson	3055 Hidden Oaks Drive, Middleburg, FL 32068	(904) 710-5687
Toni Phillips	8341 Colee Cove Rd., St. Augustine, FL 32092	(904) 616-6135

ADDITIONAL INFORMATION AND COMMENTS

[Comments]

By submitting this form, I declare the foregoing facts to be true, correct and complete.

Kimberly Middleton
Signature

5/14/25
Date

SUMMARY OF WORK EXPERIENCE

I manage, lead, and coordinate the strategic proposal development process for RFPs for highly customized and complex major account bid situations in the following Employer Market segments: National/Major 500+, Public Sector 300+, Corporate Accounts and Local Markets.

REASONS FOR SERVING

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of the board/committee.

I am presently serving on the Board of Directors for the Clay County Fair, where I oversee Main Entertainment. Additionally, I manage various project committees at Florida Blue. As the Director of Main Entertainment, and the lead on those project committees, I understand the value of other's perspectives and promote collaboration to resolve issues. I understand the balance of supporting change while also valuing the views of others who may not support future change.

Additionally, I am a life-long resident of Clay County with a deep understanding of the diverse dynamics within each section of the county. This knowledge, paired with the strong relationships I have developed, places me in a unique position to serve on the Springs Citizens Advisory Committee. I am excited about the opportunity to serve and look forward to speaking with you more regarding my experience and qualifications.

Explain why you want to serve on this board/committee and include any potential contribution your selection would bring.

I am passionate about contributing to meaningful changes within this community and I see this committee as a platform to apply my skills in a way that has a profound impact on current and future residents of this county.

My pragmatic approach to decision making coupled with my ability to build consensus among diverse stakeholders, positions me to contribute to the effective decision-making processes of the committee.

I am confident that my experience and commitment to this community would advance the committee's mission and serve the community's best interests.

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Board of County Commissioners DATE: 1/7/2025

FROM: Teddy Meyer

SUBJECT: TDC meeting minutes from May 7, 2025.

AGENDA ITEM TYPE:

ATTACHMENTS:

Description	Type	Upload Date	File Name

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Tourism and Film Development	Streeper, Lisa	Approved	5/21/2025 - 3:11 PM	Item Pushed to Agenda

Agenda Item
Clay County Board of County Commissioners

Clay County Administration Building
Tuesday, May 27 4:00 PM

TO: Clay County Board of Commissioners

DATE: 4/8/2025

FROM: Karen Smith, Administrative & Contractual Services

SUBJECT:
Bid Opening Tabulation for May 9, 2025:
A. Bid No. 24/25-076, Sheriff's Office Middleburg Substation Replacement of Lift Station

AGENDA ITEM TYPE:

BACKGROUND INFORMATION:
Letters of Documentation

ATTACHMENTS:

Description	Type	Upload Date	File Name
Bid Tab	Cover Memo	5/21/2025	Bid_Tab_-_2425-076_Sheriff_s_Office_Middleburg_Substation_Replacement_of_Lift_Station_ada.pdf

REVIEWERS:

Department	Reviewer	Action	Date	Comments
Administrative and Contractural Services	Streeper, Lisa	Approved	5/21/2025 - 3:11 PM	Item Pushed to Agenda

BID TABULATION FORM

Bid: 24/25-076 Date: May 9, 2025

Proj: Sheriff's Office Middleburg Substation Replacement of Lift Station Time Open: 9:00 A.M.

Ad: Clay Today, April 10, 2025 Time Close: 9:05 A.M.

This is a generic Bid Tabulation Form; all required bid documents will be verified prior to bid recommendation.

Bids to be evaluated based on evaluation criteria established in bid document

Bidder		Bid Bond	Addendum	Base Bid Total
1	Air Solutions Heating and Cooling INC	No Bid	No Bid	No Bid
2	C.A.P. Contracting, Inc	✓	N/A	345,840.00
3	DB Civil Construction	✓	N/A	248,950.00
4	Kent Bros, Inc	✓	N/A	132,611.56