

**Nassau County Board of County Commissioners  
Regular Session, May 20, 2020, 9:00 A.M.  
Commission Chambers, 96135 Nassau Place, Yulee, Florida**

Call to Order.

**Commissioners:**

**Present: Chairman Daniel B. Leeper.**

**Present via speakerphone: Commissioners Justin Taylor, Aaron C. Bell, Pat Edwards, and Thomas R. Ford.**

**Other Officials Present:** Michael S. Mullin, County Manager/County Attorney, and Taco Pope, Assistant County Manager.

**Staff Present:** Megan Diehl, Office of Management and Budget Director, and Brenda Linville and Melissa Lucey, Deputy Clerks.

**Official Agenda Summary:**

**RS200520 - 9:04:52** Dr. Eugenia Ngo-Seidel, Nassau County Health Department Director, telephonically reported that the County's COVID-19 test completion as of May 20, 2020 of 2,587 tests with a total positive cases of 69 which includes 64 residents and five non-Florida residences. The positivity rate was 2.6 percent overall. Dr. Ngo-Seidel announced that public mobile testing that will be provided at the Hilliard Clinic on May 21, 2020 between the hours of 9:30 a.m. to 11:30 a.m.; and, the Callahan Clinic between the hours of 1:00 p.m. to 3:00 p.m. She advised that the first fifty patrons that are tested will be provided Hepatitis A vaccination. Discussion followed.

**RS200520 - 9:08:18** Greg Foster, Emergency Management Director, telephonically provided a COVID-19 update. He advised that the Emergency Operations Center (EOC) continues to support the Department of Health (DOH) logistically and are preparing for the upcoming hurricane season in conjunction with the COVID-19 pandemic. Personal Protective Equipment (PPE) is continuing to be received.

EOC is working through the process of storing the equipment in a climate controlled storage.

**RS200520 - 9:10:08** Mr. Mullin explained that this meeting is being live streamed and encourages anyone who wants to provide any public comments into the record during the meeting to submit an email to [comments@nassaucountyfl.com](mailto:comments@nassaucountyfl.com) and for the individuals to provide their name and address. He advised that if anyone would like to be called during the meeting to call 904-530-6009 and leave a message with their name, phone number, address and topic of discussion.

**RS200520 - 9:24:31** Mr. Mullin advised that the following citizens sent e-mail comments: Dan and Celcila Brubeck; and, Frank Hopf related to South Amelia Island Shore Stabilization Association (SAISSA), beach renourishment; and, Dave Bowman requesting additional protection for turtle nests that are located on the sand dunes.

**Audience Input: Non-Agenda Items**

**RS200520 - 9:11:38** Gil Langley, Tourist Development Council (TDC) Director, came forward to provide the April 2020 data received from the Smith Travel Research (STR). He advised that the occupancy rate had dropped to 9.1 percent with the average daily rate of \$134.90. He directed attention to the previous year of April 2019 STR data that reflected the occupancy rate of 81.8 percent with the average daily rate of \$278.00. He disclosed that this is a 51 percent drop from the previous year. Mr. Langley stated that the TDC budgeted \$850,000.00 of bed tax revenue for the month of April 2020; however, the recent estimate from the Tax Collector dictates that the total available budget for spending is \$47,000.00. He advised that the TDC will take aggressive steps to address the drop by working with the County and evaluating cooperative opportunities with small stakeholders in order to assist with getting back the fully budgeted amount into the market place. Chairman Leeper announced that the County sent the Nassau County Short-Term Vacation Rental Plan to the state for their approval.

**Audience Input: Agenda Items**

None.

**RESOLUTION(S)**

**RS200520 - 9:24:32 (Tab A)** Approve a Resolution extending the State of Emergency in Nassau County, Florida due to Coronavirus Disease 2019 (COVID-19).

**Motion:** Approve Tab A as stated above and authorize the Chairman to sign Resolution No. 2020-100 regarding same.

**Maker:** Commissioner Edwards

**Second:** Commissioner Taylor

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**PRESENTATION(S) :**

**RS200520 - 9:27:05 (Tab B)** Mike Mullin, County Manager/County Attorney, regarding Zoe's Mission.

**Discussion:** Mr. Mullin recognized Rebecca Jordi, Nassau County Extension Director for writing; and Joann Roach for illustrating a children's book called Zoe's Mission. Ms. Jordi telephonically acknowledged that the book was edited by several volunteers and that the proceeds will go towards the UF/IFAS horticulture programs.

**RS200520 - 9:41:08 (Tab C)** Tim Maguire, Animal Service Director, regarding Animal Service Monthly Update.

**Discussion:** Mr. Maguire provided an update of the modified work schedule; and, the adoptions and fostering program during the COVID-19 pandemic.

**RS200520 - 9:18:31 (Tab D)** Wanda Forest, Transportation Planning Manager for the North Florida Transportation Planning Organization (TPO), regarding Transportation Improvement Program (TIP) for Fiscal Year 2020/2021 through 2024/2025.

**Discussion:** Ms. Forest telephonically provided a PowerPoint presentation highlighting some of the Nassau County's Transportation Improvement Projects.

**RS200520 - 9:47:35 (Tab E)** Bill Moore, Project Manager for South Amelia Island Shore Stabilization Association (SAISSA), regarding beach renourishment.

**Discussion:** Mr. Moore advised that accordance to Ordinance 94-1, SAISSA has collected petitions in support of the proposed beach renourishment for 2020/2021 from the majority of property owners of real property within the Municipal Services Benefit Unit (MSBU). He read a report dated May 19, 2020 from The Harper Group CPAs, PA, indicating that there are a total of 2,164 properties eligible to submit a petition. Petitions were mailed to each of these home owners, which explained:

- Construction cost can be up to \$20.5 million.
- The special capital assessment would be a levy spread over nine (9) years and paid on their annual property tax bill.
- A majority of property owners will have to agree to support the renourishment program and pay their proportionate share of the cost before any new capital assessment would be approved by the Nassau County Board of County Commissioners.
- If approved, all property owners will be assessed for the program.

Mr. Moore advised that a total of 1,119 signed petitions were received as of May 19, 2020 equaling 52 percent of the eligible properties. He addressed the public comments regarding the beach renourishment, noting that the beach must be treated in its entirety. He indicated that the northern part of the beach has not fared well, due to the heavy rate of erosion compared to the southern portion. In addition by the year 2021, it is projected that nearly all of the sand that was placed on the beach in 2011 would be lost. Mr. Moore pointed out that it is important to capture the \$10 million in State and Federal cost sharing money that is currently available as it represents 55 percent of the total cost of the project.

**RS200520 - 10:00:41 (Tab F)** Robert Companion, County Engineer, regarding the results of the safety study conducted for South 14<sup>th</sup> Street and Simmons Road.

**Discussion:** Mr. Companion noted that the County recently filled the position for a Senior Transportation Engineer to assist with the Capital Improvement Projects and Perform

Traffic Analysis. The County will start to perform these services in house to save on professional services costs.

Next, he presented a PowerPoint presentation relating to the traffic signal warrant and step 2 roundabout benefit-cost analyses conducted by CPH, Inc. Mr. Companion provided a brief overview of traffic volumes that indicated that the intersection at South 14<sup>th</sup> Street and Simmons Road meets two (2) of the requirements for a traffic signal. He summarized the collision analysis over the time span for five (5) years and indicated that it did not meet the requirements for the warrant for crash experience; however, CPH, Inc. determined that a traffic signal or other type of traffic control device would be necessary at that intersection. In addition, he advised that CPH, Inc. provided a rough draft of the traffic signal configuration at the intersection with the estimated cost of \$375,000.00. Next, he addressed the roundabout assessment. He advised that a roundabout would impact privately owned property located on the northeast corner of the intersection with the estimated cost of \$3.4 million. He advised that based on the recommendation from CPH, Inc., staff recommends installation of a traffic signal at South 14<sup>th</sup> Street and Simmons Road.

Mr. Companion responded to an inquiry that the traffic volume triggered the recommendation for the traffic signal. In the meantime, the four-way stop is functioning well and recommended performing additional traffic count assessment in the fall for further consideration.

**CONSENT ITEM(S) :**

**RS200520 - 10:14:13 (Tab G)** For recording purposes only, consider approval of the final plat for Barnwell Manor Phase Two, filed by AVH North Florida, LLC., owner, and Clary and Associates, agent for owner, to divide 40.74 acres into 67 single-family lots and an amenity center. Property is zoned Residential Single Family-1 (RS-1) with a Future Land Use Map (FLUM) designation of Low Density Residential (LDR). Property is located on the east side of Barnwell Road just north of the CSX Railroad.

**Motion: Approve Consent Items Tab F.**

**Maker: Commissioner Edwards**

**Second: Commissioner Ford**

**Action: Aye: Commissioners Leeper, Bell, Edwards,**

**Ford, and Taylor**  
**Follow Up: Planning Department**

**REGISTER:**

The Chairman signed the register for the following warrants: Wire Transfer Nos. 2010971 thru 2010976 dated 5-7-20 for a register total of \$4,200.00; Wire Transfer No. 2010972 dated 5-11-20 for a register total of \$380.00; Warrant Nos. 263811 thru 263916 dated 5-12-20 for a register total of \$617,140.69; Wire Transfer No. 2010974 dated 5-12-20 for a register total of \$1,400.00; Wire Transfer No. 2010973 dated 5-13-20 for a register total of \$200.00; Wire Transfer No. 2010975 dated 5-14-20 for a register total of \$3,023.40; Warrant Nos. 263917 thru 264034 dated 5-15-20 for a register total of \$469,781.64; Warrant Nos. 264035 thru 264088 dated 5-19-20 for a register total of \$224,689.85; Warrant No. 264089 dated 5-19-20 for a register total of \$6,790.00; and, Wire Transfer No. 2011116 dated 5-19-20 for a register total of \$3,751.49.

**RS200520 - 10:14:46**

**Motion:** Adjourn as the Board of County Commissioners and convene as the SAISS MSBU Governing Board.  
**Maker:** Commissioner Edwards  
**Second:** Commissioner Bell  
**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**RS200520 - 10:15:08 (Tab H)** Approve and authorize the Chairman to sign Task Order #38 for Olsen Associates, Inc., to provide 2020 Year-9 Physical Monitoring of the Engineered Beach Renourishment Project. Funding source: 43600539 531383.

**Motion:** Approve Tab H as stated above.  
**Maker:** Commissioner Bell  
**Second:** Commissioner Edwards  
**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor  
**Follow Up:** County Manager, Bill Moore, Finance, OMB

**RS200520 - 10:15:39**

**Motion:** Adjourn as the SAISS MSBU Governing Board and convene as the Board of County Commissioners.

**Maker:** Commissioner Bell

**Second:** Commissioner Edwards

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**BUILDING DEPARTMENT**

**RS200520 - 10:15:58 (Tab I)** Monthly status update on Building Department activities. Informational only.

**CODE ENFORCEMENT**

**RS200520 - 10:16:03 (Tab J)** Monthly status update on Code Enforcement activities. Informational only.

**ENGINEERING SERVICES**

**RS200520 - 10:16:09 (Tab K)** Monthly status update on Engineering activities. Informational only.

**FIRE RESCUE**

**RS200520 - 10:16:13 (Tab L)** Monthly status update on Fire/Rescue activities for March 2020 and April 2020. Informational only.

**PUBLIC WORKS**

**RS200520 - 10:16:18 (Tab M)** Monthly status update on Facilities Maintenance/Parks and Recreation activities. Informational only.

**RS200520 - 10:16:20 (Tab N)** Monthly status update on Road Department activities. Informational only.

**NEW BUSINESS:**

**RS200520 - 10:16:31 (Tab O)** Approve and authorize the Chairman to sign the Interfaces Incorporated Subscription License Agreement Innovative, Contract CM2843 for

maintenance of the Library software system. Funding source: 01711571-546020.

**Motion:** Approve Tab O as stated above.  
**Maker:** Commissioner Bell  
**Second:** Commissioner Edwards  
**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor  
**Follow Up:** Contract Management, OMB, Finance, Library

**RS200520 - 10:16:55 (Tab P)** Approve and authorize the Chairman to sign the service agreement and first Amendment with Comcast Cable Communications Management, LLC., Contract CM2849, for internet access at the Fernandina Beach, Callahan, Hilliard, and Yulee Library branches.

**Motion:** Approve Tab P as stated above.  
**Maker:** Commissioner Bell  
**Second:** Commissioner Edwards  
**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor  
**Follow Up:** Contract Management, OMB, Finance, Library

**RS200520 - 10:17:15 (Tab Q)** Set Recreation Master Plan workshop.

**Motion:** Schedule workshop for June 8, 2020 at 6:00 p.m. to discuss Tab Q as stated above.  
**Maker:** Commissioner Edwards  
**Second:** Commissioner Ford  
**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor  
**Follow Up:** Planning Department

**APPOINTMENT:**

**RS200520 - 10:17:41 (Tab R)** Consider re-appointment of Sarah Bell as the District Two representative on the Code Enforcement Board for a three year term ending June 2023.

**Motion:** Approve Tab R as stated above.  
**Maker:** Commissioner Edwards  
**Second:** Commissioner Ford  
**Action:** Aye: Commissioners Leeper, Edwards, Ford, and Taylor

**Abstain: Commissioner Bell (See Attachment "A")**  
**Follow Up: Code Enforcement**

**RS200520 - 10:18:44 (Tab S)** Consider re-appointment of Christine Connery as the District Three representative on the Code Enforcement Board for a three year term ending June 2023.

**Motion: Approve Tab S as stated above.**  
**Maker: Commissioner Edwards**  
**Second: Commissioner Bell**  
**Action: Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor**  
**Follow Up: Code Enforcement**

**RS200520 - 10:19:02 (Tab T)** Consider re-appointment of Mimi Vitale as the District Four representative on the Code Enforcement Board for a three year term ending June 2023.

**Motion: Approve Tab T as stated above.**  
**Maker: Commissioner Ford**  
**Second: Commissioner Taylor**  
**Action: Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor**  
**Follow Up: Code Enforcement**

**EXPANSION ITEMS:**

**RS200520 - 9:23:23** (1) Cancel the additional meetings scheduled for June 15, 2020 and June 29, 2020. (2) Scheduled additional meetings in July 2020 as followed: July 6, 2020; July 16, 2020; and, July 20, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard. (3) Consider scheduling an emergency public hearing on May 21, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard to amend Chapter 8  $\frac{3}{4}$  of the Nassau County Code of Ordinance [Ordinance 2004-46], specifically Section 8  $\frac{3}{4}$  thru 10 Court Surcharges; providing severability; and, providing for an effective date. (4) Consider authorizing the County Manager to sign a letter on behalf of the Nassau County Board of County Commissioners to Governor Ron DeSantis requesting that he authorize the allotment of the \$1.275 billion as recommended and expedite the release of funding to local governments that were not directly funded.

(5) Review of Nassau County Executive Order Number 8, Emergency Management - COVID-19.

**Motion:** Expand the meeting to consider five (5) items as stated above.

**Maker:** Commissioner Taylor

**Second:** Commissioner Ford

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**RS200520 - 10:19:21 Expansion Item #1:** Cancel the additional meetings scheduled for June 15, 2020 and June 29, 2020 at 6:00 p.m.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Approve expansion item 1 as stated above.

**Maker:** Commissioner Taylor

**Second:** Commissioner Ford

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**RS200520 - 10:20:50 Expansion Item #2:** Scheduled additional meetings in July 2020 as followed: July 6, 2020; July 16, 2020; and, July 20, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Approve expansion item 2 as stated above.

**Maker:** Commissioner Taylor

**Second:** Commissioner Ford

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**RS200520 - 10:21:45 Expansion Item #3:** Consider scheduling an emergency public hearing for May 21, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard to amend Chapter 8  $\frac{3}{4}$  of the Nassau County Code of Ordinance [Ordinance 2004-46], specifically Section 8  $\frac{3}{4}$  thru 10 Court

Surcharges; providing severability; and, providing for an effective date.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Schedule public hearing for July 6, 2020 at 6:00 p.m., or soon thereafter as the matter may be heard, for consideration of expansion item 3 as stated above.

**Maker:** Commissioner Bell

**Second:** Commissioner Taylor

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**RS200520 - 10:24:41 Expansion Item #4:** Consider authorizing the County Manager to sign a letter on behalf of the Nassau County Board of County Commissioners to Governor Ron DeSantis requesting that he authorize the allotment of the \$1.275 billion as recommended and expedite the release of funding to local governments that were not directly funded.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Authorize the County Manager to sign a letter on behalf of the Nassau County Board of County Commissioners to Governor Ron DeSantis requesting that he authorize the allotment of the \$1.275 billion as recommended and expedite the release of funding to local governments that were not directly funded.

**Maker:** Commissioner Edwards

**Second:** Commissioner Ford

**Action:** Aye: Commissioners Leeper, Bell, Edwards, Ford, and Taylor

**Follow Up:** County Manager

**RS200520 - 10:22:22 Expansion Item #5:** Review of Nassau County Executive Order No. 8, Emergency Management - COVID-19.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Authorize the County Manager to sign Executive Order No. 8 with the following:

1. Quasi-Judicial and legislative hearings conducted by the Board of County Commissioners, Planning and Zoning Board, Conditional Use and Variance Board and the Code Enforcement Board are cancelled through the month of June 2020.

2. Quasi-Judicial and legislative hearings are anticipated to resume in July 2020, subject to appropriate Governor's Order.

3. The planning staff shall, continue to accept land use applications.

4. During the time of the local state of emergency, the timeline requirement as to staff review and hearing time frames as set forth in the Nassau County Land Development Code (LDC) are extended by an additional ninety (90) days from the date of execution of this Order.

Maker: Commissioner Edwards

Second: Commissioner Ford

Action: Aye: Commissioners Leeper, Bell, Edwards,  
Ford, and Taylor

Follow Up: County Manager

**RS200520 - 10:29:11** Mr. Mullin stated that pursuant to the Governor's executive order, he submitted the Nassau County Short-Term Vacation Rental Plan to the Department of Business and Professional Regulation (DBPR) requesting to lift the moratorium on May 19, 2020. The short-term plan was developed with the assistance of the Nassau County Tourist Development Council (TDC). He mentioned that based upon Chairman Leeper's suggestion, the short-term plan does provide the ability for the Board of County Commissioners to modify any issues locally that may become problematic. Mr. Mullin disclosed that the short-term plan does require a change to the verbiage regarding "ten (10) person occupancy cap for vacation rental units" to reflect "a maximum of ten (10) or less based upon homeowner or condo association guidelines". He explained that the main goal is to keep the public safe and feels that this plan ensures that safety. He indicated that if the Short-Term Rental Plan requires any amendment that it would be brought back to the Board as an Emergency Order for further consideration.

**Motion:** Approve endorsing the Short-Term Rental Plan.  
**Maker:** Commissioner Edwards  
**Second:** Commissioner Taylor  
**Action:** Aye: Commissioners Leeper, Edwards, Ford, and Taylor  
**Abstain:** Commissioner Bell (See Attachment "A")  
**Follow Up:** Code Enforcement

**RS200520 - 10:37:18** Mr. Mullin advised that staff is holding daily meetings to address issues related to COVID-19. He explained that some of these issues contain financial impacts that are being scrutinized heavily. He stated that Ms. Diehl is scheduled to provide an economic and budget update at the May 21, 2020 meeting. In addition, Mr. Mullin announced that all public hearings that are scheduled on the agenda for May 21, 2020 meeting would be continued to July 2020.

**RS200520 - 10:39:53** Mr. Mullin recognized staff for their hard work with monitoring and allowing Nassau County residents access to the beach over the weekend. He advised that he received multiple positive telephone calls regarding the establishment of new driving lanes and the professionalism of staff. He recognized the Nassau County Sheriff's Office for their assistance with providing enforcement.

**RS200520 - 10:42:13** Chair Leeper recommended that the County research adding access to the beach for golf carts and beach buggies.

**RS200520 - 10:44:33** Ms. Diehl recognized Doug Podiak, Public Works Director; and Mr. Pope for being innovative with work schedules and redirecting employees to assist managing the beach. She pointed out that after further investigation it appears that overtime cost that occurred during the course of an emergency order could be eligible for Federal Emergency Management Agency (FEMA) reimbursement. She advised that if any overtime cost occurs that she would submit a claim for reimbursement.

**INFORMATIONAL ITEM(S) :**

**RS200520 - 10:52:19 (Tab U)** Monthly Contract Report.  
Informational only.

**DISCUSSION ITEMS:**

**RS200520 - 10:45:33** Commissioner Taylor's Business:

- Request staff to provide an estimated timeframe for the completion of the Planning Assistance to State (PAS) Program Study for Thomas Creek.
- Encourages ongoing dialogue with the Chamber of Commerce to further support local small businesses. Discussion followed.

**RS200520 - 10:48:11** Commissioner Edwards' Business:

- Request staff to provide information related to the no wake zone on Lofton Creek.
- Thanked County staff for their hard work on the beach and other areas.
- Look forward to reading Zoe's Mission.

**RS200520 - 10:48:53** Commissioner Ford's Business:

- Expressed appreciation to County staff for their hard work on the beach.

**RS200520 - 10:49:26** Commissioner Bell's Business:

- Thanked County staff for their hard work on the beach.
- Acknowledged Mr. Langley's comments regarding the recent data from the STR on the occupancy rate.
- Agreed with Commissioners Taylor's statement with keeping an ongoing dialogue with the Chamber of Commerce in order to assist local business.

**RS200520 - 10:50:30** Commissioner Leeper's Business:

- Encourages citizens to support the community and buy local.

**RS200520 - 10:50:55** Mr. Langley came forward to remind the public that if the Short-Term Rental Plan is passed that all reporting requirements according to the previously Governor's Orders are still in effect and would be subject to the same reporting requirements.

There being no further business, the regular session of the Nassau County Board of County Commissioners adjourned at 10:52 a.m.

---

Daniel B. Leeper, Chairman

Attest:

---

John A. Crawford, Ex-Officio Clerk

Attachment "A":

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS	
LAST NAME—FIRST NAME—MIDDLE NAME <i>Bell Aaron C.</i>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Nassau County Board of County Commissioners</i>
MAILING ADDRESS <i>5101 First Coast Hwy, Fernandina Beach, FL 32034</i>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY <i>5/20/2020</i>	COUNTY <i>Nassau</i>
DATE ON WHICH VOTE OCCURRED	NAME OF POLITICAL SUBDIVISION:  MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

#### WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

#### INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office MUST ABSTAIN from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also MUST ABSTAIN from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

#### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; and

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

#### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Aaron C. Bell, hereby disclose that on May 20, 20 20:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss: (Discussion Item)
- ☐ inured to the special gain or loss of my business associate, \_\_\_\_\_;
- ☒ inured to the special gain or loss of my relative, Sara Bell, wife (Tab R);
- ☐ inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- ☐ inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.


(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Tab R. Consider reappointment of Sara Bell as the District Two representative for the Code Enforcement Board for a three year term ending June 2023.

Discussion Item: Local short term vacation rental plan submitted to the Secretary of the Department of Business and Professional Regulation.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

May 29, 2020  
Date Filed

  
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.