

**Nassau County Board of County Commissioners**  
**Special Session, July 27, 2020, 5:00 P.M.**  
**Regular Session, July 27, 2020, 6:00 P.M.**  
**Commission Chambers, 96135 Nassau Place, Yulee, Florida**

Call to Order, Invocation, and Pledge of Allegiance.

**Commissioners:**

**Present: Chairman Daniel B. Leeper, Commissioners Justin Taylor, Aaron C. Bell, Pat Edwards, and Thomas R. Ford.**

**Other Officials Present:** Michael S. Mullin, County Attorney/County Manager.

**Staff Present:** Representing the Clerk's office Peggy Snyder and Heather Nazworth, Deputy Clerks.

**ADDITIONAL MEETING**

**Audience Input:**

**SS200727 - 5:04:58** Mr. Mullin commented on an email that was received from Douglas Adkins regarding small business relief funding. He directed staff to contact Mr. Adkins after the special meeting.

**SS200727 - 5:06:51 (Tab A)** (1) Presentation by David Jahosky, Managing Director for Government Services Group (GSG), regarding the Nassau CARES Small Business Recovery Grant. (2) Approve the Nassau CARES Small Business Recovery Grant Program eligibility criteria and means of allocating funds. (3) Approve the Nassau County Coronavirus Relief Fund allocation from Florida Housing Finance Corporation (FHFC) to assist with rent and mortgage assistance.

**Discussion:** Mr. Jahosky came forward to request Board direction for moving forward with the Small Business Assistance Program and State Housing Initiatives Partnership (SHIP) Coronavirus Relief Fund Program. GSG has reviewed the draft CARES plan and made progress with the input received from the Board, Constitutional, Elected Officials, School District, and representatives from the City of Fernandina Beach, Towns of Hilliard and Callahan. The Board approved \$2.2 million for the Small Business Program. GSG has developed guidelines for the eligibility requirements and documentation required. Mr. Jahosky

reviewed the recommended parameters for the Business Assistance Program including the minimum/maximum amount of the award and application selection process.

**Motion:** Approve the Nassau CARES Small Business Recovery Grant Program eligibility criteria and means of allocating funds.

**Maker:** Commissioner Bell

**Second:** Commissioner Taylor

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

**Follow Up:** County Manager, OMB, Finance, Grants

**Discussion:** Mr. Jahosky continued discussion regarding SHIP Coronavirus Relief Fund (CRF). He advised on July 17, 2020 Florida Housing Finance Corporation (FHFC) notified the County of available funds in the amount of \$372,504.00 for SHIP Individual Assistance Program funded through the Coronavirus Relief Fund. The eligible applicants will receive assistance for back rent, deposits, utility payments, and mortgage assistance payments. He addressed the application review and selection processes.

**Motion:** Approve the Nassau County Coronavirus Relief Fund allocation from Florida Housing Finance Corporation to assist with rent and mortgage assistance.

**Maker:** Commissioner Edwards

**Second:** Commissioner Ford

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

**Follow Up:** County Manager, OMB, Finance, Grants

The special session recessed at 5:33 p.m. and reconvened at 6:01 p.m. in regular session.

### **Official Agenda Summary:**

**RS200727 - 6:04:04** Mr. Mullin explained that this meeting is being live streamed and encourages anyone who wants to provide any public comments 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.

**Audience Input: Non-Agenda Items**

**RS200727 - 6:06:23** Freddie Nelson came forward to express opposition regarding increase in property taxes and face mask ordinance.

**NEW BUSINESS:**

**RS200727 - 6:12:57 (Tab B)** Approve and accept the roadways and infrastructure within Flora Parke 6B for County maintenance.

**Motion:** Approve Tab B as stated above.

**Maker:** Commissioner Bell

**Second:** Commissioner Ford

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

**Follow Up:** Engineering, Road Department

**RS200727 - 6:14:13 (Tab C)** Consider a Resolution setting the time and place for public hearing on the closing, vacating, and abandoning of those certain rights of ways or the renouncing and disclaiming of any right or interest of said Nassau County, Florida, and the public in said rights of way or alleys. (August 24, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard.)

**Motion:** Approve Tab C as stated above and authorize the Chairman to sign Resolution 2020-124 regarding same.

**Maker:** Commissioner Bell

**Second:** Commissioner Ford

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

**Follow Up:** County Manager, Engineering

**RS200727 - 6:15:04 (Tab D)** Approve and authorize the Chairman to sign a Memorandum of Understanding with JEA, Contract No. CM2844, for design and construction of the William Burgess Extension Project Water Main from US17 to Miner Road.

**Motion:** Continue to August 24, 2020, consideration of Tab D as stated above.

**Maker:** Commissioner Edwards

**Second:** Commissioner Ford

**Action:** Aye: Commissioners Leeper, Bell, Edwards,  
Ford, and Taylor  
**Follow Up:** County Manager

**RS200727 - 6:15:26 (Tab E)** Set tentative millage rates and date/time of first public hearing for the Budget 2020/2021 Fiscal Year; authorize OMB to electronically submit the DR-420s.

**Discussion:** Ms. Diehl came forward to explain that she would be requesting that the Board set the tentative millage rate, authorize OMB to electronically submit the DR-420 forms which set the proposed millage rate to notify the Property Appraiser in order for his office to mail out the proposed TRIM notices, and schedule the first public hearing to consider the tentative budget.

Ms. Diehl reviewed the budget process. She stated that the budget being presented is based upon the flat millage rate from 2019/2020. She clarified that once this millage rate is approved it can only be lowered and cannot be raised.

Public Input: Jack Knocke came forward requesting a review of the budget due to the gaps between the expenditures continuing to rise and revenues continuing to go down. He felt that there should be a reduction of non-essential expenses.

**Motion:** Approve to set tentative millage rates as follows: General Fund Transportation Fund - 7.4278, Municipal Services Fund - 2.3093, and Drainage District - 0.000, and, Amelia Island Beach Renourishment - 0.0960 for a total millage rate of 9.2080, and authorize OMB to electronically submit the referenced forms; and schedule the first public hearing to consider the tentative budget for September 14, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard.

**Maker:** Commissioner Edwards

**Second:** Commissioner Bell

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

**Follow Up:** OMB, County Manager

**REGISTER:**

The Chairman signed the register for the following warrants: Warrant Nos. 265732 thru 265829 dated 7-17-20 for a register total of \$392,309.36; Wire Transfer No. 2013973 dated 7-14-20 for a register total of \$200.00; Wire Transfer Nos. 2013974 and 2013975 dated 7-15-20 for a register total of \$40,929.66; Wire Transfer No. 2014095 dated 7-17-20 for a register total of \$21,738.53; Wire Transfer No. 2014324 dated 7-20-20 for a register total of \$4,308.09; Warrant No. 265830 thru 265882 dated 7-21-20 for a register total of \$201,282.36; Wire Transfer No. 2014325 dated 7-21-20 for a register total of \$200.00; Wire Transfer No. 2014326 dated 7-23-20 for a register total of \$16,861.52; and, Warrant No. 265883 thru 265967 dated 7-24-20 for a register total of \$325,481.25.

**NON-QUASI-JUDICIAL PUBLIC HEARING(S) :**

**RS200727 - 6:13:44** Chairman Leeper announced that the applicant has requested to withdraw the following applications: **(Tab F)** Consider Comprehensive Plan Amendment application CPA20-002, a Small-Scale Future Land Use Map amendment to change the classification of 3.21 acres located on the south side of Julia Street between Julia Street and Lewis Street from Commercial (COM) to High Density Residential (HDR), Application filed by J.H. Cobb Properties, LLC, owner; and Rogers Towers, P.A., agent; **(Tab G)** Consider NOPC20-001, a Resolution amending the Development Order for The Summer Beach Development of Regional Impact (DRI); specifically amending the Development Order to a previously approved Development of Regional Impact pursuant to a notification filed by Artisan Homes, LLC, providing for up to twenty-eight multi-family residential units on Parcel D-1; and **(Tab H)** Consider FD20-001, the Final Development Plan for Parcel D-1 of the Summer Beach PUD/DRI; allowing a maximum of 28 residential units and associated open space. Application filed by J.H. Cobb Properties, LLC, owner; and Tim Ritch, Forum Capital Partners, agent.

**QUASI-JUDICIAL PUBLIC HEARING(S) :**

**RS200727 - 6:14:00 (Tab I)** Consider Rezoning application R20-005 for rezoning approximately 53.88 acres located on the north side of Roses Bluff, between Brooker Road and Haven Road, from Open Rural (OR) to Residential Single

Family - 1 (RS-1). Application filed by WFS Family Trust, LLC, owner; and SEDA Construction Co., agent.

**Motion:** Continue to August 24, 2020 at 6:00 p.m., or as soon thereafter as the matter may be heard, consideration of Tab I as stated above.

**Maker:** Commissioner Ford

**Second:** Commissioner Bell

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

**Follow Up:** Planning Department

**EXPANSION ITEMS:**

**RS200727 - 6:03:00** (1) Approve authorization for the Chairman to sign the Personnel Authorized to Approve Invoices, Requisitions and Budget Transfers form for signing authority for Thad Crowe, Interim Director of Planning Department, limited in all funds. (2) Approve authorization for the Chairman to sign the Coronavirus Relief Fund [CRF] Sub-Recipient Agreement and authorize the County Manager to approve the Sub-Recipient Agreement for the second payment due to the time constraints of expending funds by December 30, 2020, Contract No. CM2892. (3) Approve authorization for the Chairman to sign the COVID-19, Federally-Funded Sub-Award and Grant Agreement with the Department of Homeland Security [DHS] Federal Emergency Management Agency, Florida Division of Emergency Management, Contract No. 2893. (4) Consider the extension of Executive Order No. 16, regarding the wearing of face masks. The current order is set to expire August 1, 2020.

**Motion:** Expand the meeting to consider four (4) items as stated above.

**Maker:** Commissioner Edwards

**Second:** Commissioner Bell

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

**Follow Up:** County Manager

**RS200727 - 7:13:43 Expansion Item #1:** Approve authorization for the Chairman to sign the Personnel Authorized to Approve Invoices, Requisitions, and Budget Transfers form for signing authority for Thad Crowe, Interim Director of Planning Department, limited in all funds.

**Motion:** Approve expansion item #1 as stated above.  
**Maker:** Commissioner Bell  
**Second:** Commissioner Edwards  
**Action:** Aye: Commissioners Leeper, Bell, Edwards,  
Ford, and Taylor  
**Follow Up:** OMB, Finance, Planning Department

**RS200727 - 7:14:08 Expansion Item #2:** Approve authorization for the Chairman to sign the Coronavirus Relief Fund (CRF) Sub-Recipient Agreement and authorize the County Manager to approve the Sub-Recipient Agreement for the second payment due to the time constraints of expending funds by December 30, 2020, Contract No. CM2892.

**Motion:** Approve expansion item #2 as stated above.  
**Maker:** Commissioner Edwards  
**Second:** Commissioner Bell  
**Action:** Aye: Commissioners Leeper, Bell, Edwards,  
Ford, and Taylor  
**Follow Up:** OMB, Finance

**RS200727 - 7:14:39 Expansion Item #3:** Approve authorization for the Chairman to sign the COVID-19, Federally-Funded Sub-Award and Grant Agreement with the Department of Homeland Security (DHS) Federal Emergency Management Agency, Florida Division of Emergency Management, Contract No. 2893.

**Motion:** Approve expansion item #3 as stated above.  
**Maker:** Commissioner Bell  
**Second:** Commissioner Edwards  
**Action:** Aye: Commissioners Leeper, Bell, Edwards,  
Ford, and Taylor  
**Follow Up:** OMB, Finance, Grants

**RS200727 - 7:15:05 Expansion Item #4:** Consider the extension of Executive Order No. 16, regarding the wearing of face masks. The current order is set to expire August 1, 2020.

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

**Motion:** Continue to July 29, 2020, expansion item #4 as stated above.  
**Maker:** Commissioner Taylor

**Second: Commissioner Ford**  
**Action: Aye: Commissioners Leeper, Bell, Edwards,**  
**Ford, and Taylor**  
**Follow Up: County Manager**

**RS200727 - 7:16:52** Mr. Mullin advised that the July 28, 2020 meeting is related to the Beach Ordinance and he has received feedback from citizens on their comfort level of attending public meetings. He suggested that the Board consider holding more than one public hearing to address this ordinance.

**DISCUSSION ITEMS:**

**RS200727 - 7:19:11** Commissioner Taylor's Business:

- Thanked OMB and all the departments for their work on the tentative budget.

**RS200727 - 7:19:47** Commissioner Bell's Business:

- Echoed Commissioner Taylor's comments.

**RS200727 - 7:20:14** Commissioner Ford's Business:

- Echoed Commissioner Taylor's comments.

**RS200727 - 7:20:27** Commissioner Edwards' Business:

- Thanked staff for their work on the tentative budget and CARES Act.

**RS200727 - 7:21:04** Commissioner Leeper's Business:

- Echoed Commissioner Edwards' comments.

There being no further business, the special and regular sessions of the Nassau County Board of County Commissioners adjourned at 7:22 p.m.



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Daniel Leeper, Chairman

Attest:

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John A. Crawford, Ex-Officio Clerk