

Nassau County Board of County Commissioners
Workshop Session, January 11, 2021, 3:30 p.m.
Workshop Session, January 11, 2021, 4:30 p.m.
Regular Session, January 11, 2021, 6:00 p.m.
Commission Chambers, 96135 Nassau Place, Yulee, Florida

Call to Order, Invocation and Pledge of Allegiance to the
American Flag

Commissioners:

Present: Chairman Thomas R. Ford, Commissioners John F.
Martin, Aaron C. Bell, Klynt A. Farmer, and Jeff Gray.

Other Officials Present: Michael S. Mullin, County
Attorney; and Taco Pope, County Manager.

Staff Present: Brenda Linville and Heather Nazworth, Deputy
Clerks.

Official Agenda Summary:

**Audience Input: (Tab A) Agenda and (Tab B) Non-Agenda
Items:**

RS210111 - 6:05:44 Mr. Mullin advised that citizens can
provide feedback, in-person or attend via Zoom by app or
phone call. The link is available on the Agenda, under Tabs
A or B, the County website, and the County Insider blog.
Individuals are allotted three minutes to speak and must
begin by stating their name and address for the record.

ADDITIONAL MEETING

WS210111 - 3:30:46 (Tab C) Discuss the Conservation Lands
Acquisition and Management Program Ordinance.

Discussion: Mr. Pope provided a brief overview of the work
that has been completed in order to create the Conservation
Land Acquisition and Management Program (CLAM) Ordinance.

Thad Crowe, Planning Department Director, came forward to
provide background information on the process for the
creation of the Conservation Land Acquisition and

Management Program (CLAM). The Board of County Commissioners decided to pursue the land management approach for Nassau County with the finalization of the report this past summer. He reviewed the related documents such as the Vision 2032 Plan, Comprehensive Plan, and the Western Nassau Heritage Preservation Vision Plan that assisted with the County's pursuit of conservation land acquisition.

Rebecca Perry, North Florida Land Trust, came forward to provide an overview of the Conservation Land Acquisition and Management Program (CLAM) manual and conservation plan. She provided a brief history of North Florida Land Trust. She stated that there will be a CLAM committee created with the following responsibilities: final ranking and recommendation of properties to the Board of County Commissioner for negotiation and purchase, oversight and recommendation of purchase contracts to the Board, review and recommendation of staff created management plans on conservation lands to the Board, and ensuring the ongoing monitoring of any county-held conservation easements. The CLAM Committee will be comprised of:

- 5-person committee selected from Nassau citizens with open application, selected by the Board.
- Candidates are required to have a background in:
 - Natural resources management or biology.
 - Agriculture and forestry.
 - Community planning.
 - Environmental engineering or civil engineering with a focus in water infrastructure.
 - Environmental regulations, land use law, or commercial real estate if it specializes in rural, vacant lands.
- Target of 1 committee member per Commission district.
- 4 year terms, and can serve two consecutive terms.

Ms. Perry provided an overview of the process of the land consideration including the nominations, ranking of the land, priority and eligible groups, and negotiation for the land acquisition. She reviewed the management plan process that will be produced by staff within one year of acquisition of any CLAM property and will be in effect for 10 years and is reviewed and recommended by the CLAM Committee.

Heather Escinosa, attorney with Nabors, Giblins, and Nickerson, responded to an inquiry from the Board regarding the appraisal value limitation on the purchase of the land. She responded that *Florida Statutes* will govern if there are any limitations.

Ms. Perry reviewed the Conservation Plan which is a tool that assists the County in deciding where to apply a conservation mission to the land. She discussed the four layer and resource categories as being water issues, working lands, species and habitat protection, and outdoor recreation/quality of life. Once the areas were determined there would be Commissioner interviews and ranking of the natural resources. She stated that there was also an expert committee and citizens that reviewed the data sources and information. Ms. Perry discussed the scoring of the land resource category and referenced the CLAM Resource Ranking Map that includes the scores and layers of the properties located in Nassau County. Once the properties are aggregated, staff will identify the parcels to calculate a property score based upon the score modifiers and value adjustment calculator.

Ms. Perry responded to the Board's inquiry regarding the maintenance of the 1400 acres that are currently owned by North Florida Land Trust. She stated the North Florida Land Trust currently is responsible for the maintenance of those lands and she is unsure of the amount of the maintenance.

Mr. Pope advised that there is a public hearing on January 25, 2020 to adopt the program. There will still be additional work and time needed to get the program going.

The workshop meeting recessed at 3:58 p.m. and reconvened at 4:30 p.m. into workshop session.

WS210111 - 4:31:30 (Tab D) Discuss the roles of the Tourist Development Council and the Board of County Commissioners.

Discussion: Mr. Pope came forward to provide an overview of the Tourist Development Tax (TDT). He reviewed the four objectives of the workshop: providing an overview of the TDT, the relationship between the various entities involved in the management of TDT monies, discuss next steps, and interactive session for questions and comments. He reviewed

a diagram that references the management and history of the TDT.

Mr. Mullin provided a handout to the Board regarding frequently asked questions related to the Tourist Development Council. He thanked Mr. Crawford, Clerk of Court and staff for coming to the workshop and providing their input. He reviewed the Clerk's Office Mission Statement "*We are Public Servants, our every effort shall be dedicated to protecting and preserving the Public Trust*" and *Florida Statute Chapter 128.08* which references County Commissioners voting to pay illegal claim or for excess indebtedness and the Board's role defined by *Florida Statute*. Mr. Mullin provided a brief overview of the history of the Tourist Development Council (TDC). He provided another handout that references the *Florida Statute* and Attorney General Opinions.

Mr. Mullin responded to an inquiry of the Board regarding whether the TDT funds generated can only be spent on Amelia Island. He stated that the Attorney General Opinion provided states that if the project is tourism related the funds can be used for tourist related items outside the district. Mr. Mullin commented that the contract is to develop and finalize the financial policies and procedures that have to be followed by the Board of County Commissioners and the Visitor Bureau. The TDC has provided their financial policy and the Clerk's office is reviewing the financial policies for the Board. Mr. Mullin responded to the Board's inquiry regarding any issues that have been raised. He stated that before the amendment to the contract the issues were expenditures of the funds, tracking of the funds and the supporting documentation necessary to support any expenditures. With the Board's consent there were updates to the policy including reinforcement. The Office of the County Attorney represents the Tourist Development Council and there has been no orientation for the new board member on the TDC. He will provide an orientation to the TDC Board.

Mr. Pope reviewed the next steps for the Financial Policies. The County is currently in the process of updating their Purchasing, Procurement and Financial Policies including a Comprehensive update and as a subsection to include management of the TDT funds. He reviewed the timeline for the update process. He requested that the Board consider setting a workshop to discuss the

following three on-going tourism related projects: Amelia Island Florida Environmental Branding Initiative, Amelia Island Beach Front Parks Branding Harmonization, and Enhancement Initiative and American Beach Community Master Plan including the consideration for Dr. David Barth to assist in the community master planning initiative.

The workshop meeting recessed at 5:09 p.m. and reconvened at 6:00 p.m. into regular session.

PRESENTATION(S) :

RS210111 - 6:09:45 (Tab E) Presentation by Rebecca Perry, North Florida Land Trust regarding Little Nana Dune.

Discussion: Ms. Perry came forward to discuss the efforts on Amelia Island to conserve the natural areas and a special project named Little Nana Dune. She provided a brief overview of the North Florida Land Trust and the Amelia Forever campaign. She stated that the main focus for the Amelia Forever campaign is to protect Little Nana Dune located at American Beach. She reviewed the areas that have been preserved on Amelia Island by North Florida Land Trust. She provided a brief history of Little Nana Dune stating that the dune is included in the larger Nana Dune system which includes 8.5 acres that is protected by the National Park System. However, three (3) acres of the Little Nana Dune was not able to be protected by the National Park System. Ms. Perry advised that 1.5 acres of the Little Nana Dune system is currently under contract with the intent to later secure the remaining acreage. She provided a brief history of the American Beach area and reviewed the vision for American Beach including the properties owned by the County and other historic areas. The preservation of Little Nana Dune will open the potential to convert Ocean Boulevard a multi-use trail connecting to the Florida Black Heritage Trail, Gullah Geechee Cultural Heritage Corridor, and the East Coast Greenway. If North Florida Land Trust can acquire additional lots, it would assist American Beach as becoming a tourist destination once again. She reviewed the transactional details for the purchase of Little Nana Dune.

Public input:

- Joyce Jefferson, president of the American Beach property owner's association, expressed her appreciation for the work that has been done.
- Chad Charland, JD Staton Jr., Kristen Hubel expressed their support for the acquisition of the Little Nana Dune.
- Pastor Carlton Jones expressed his appreciation for the consideration of funding for the Little Nana Dune acquisition.

CONSENT ITEM(S):

RS210111 - 6:36:56 Approve the following: **(Tab F)** Authorization for the Chairman to sign the 2020/2021 Fiscal Year Funding Agreement with Starting Point Behavioral Healthcare, Contract No. CM2947, for community alcohol and mental health services and programs. Funding Source: 01693563-582003; **(Tab G)** Authorization for the Chairman to sign the Funding Agreement with Keep Nassau Beautiful, Contract No. CM2948, for litter prevention and recycling education program management. Funding Source: 01357534-534304; **(Tab H)** Authorization for the Chairman to sign the 2020/2021 Fiscal Year Funding Agreement with Micah's Place, Contract No. CM2946, for prevention and intervention services for victims of domestic violence; **(Tab I)** Authorization for the Chairman to sign the 2020/2021 Fiscal Year Funding Agreement for Nassau County Council on Aging, Contract No. CM2944. Funding Source: 01692564-582008; **(Tab J)** Final Plat for Nassau Station, PL20-003, filed by Patriot Ridge, LLC and D.R. Horton, Inc., owners, and Greg Matovina, agent, to develop 33.02 acres into 78 single family homes and 14 townhomes. The property, located on the south side of William Burgess Boulevard and the east side of Harvester Street, is in the Nassau Station PUD with future land uses of Medium Density [MDR] and High Density Residential [HDR]; **(Tab K)** Authorization for the Chairman to sign the Funding Agreement with Jacksonville Area Legal Aid Inc., Contract No. CM2949, for legal services provided to Nassau County Residents. Funding Source: 23160564-531204; **(Tab L)** Authorization for the Chairman to sign the Funding Agreement with the Boys and Girls Club Nassau County Foundation, Inc., Contract No. CM2945, for services

provided to the children of Nassau County. Funding Source: 01692564-582202.

Motion: Approve Consent Items Tabs F, G, H, I, J, K, and L as stated above.

Maker: Commissioner Bell

Second: Commissioner Farmer

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: Contracts Management, Planning, Finance, OMB

REGISTER:

The Chairman signed the register for the following warrants: Wire Transfer No. 2103205 dated 12-15-20 for a register total of \$7,642.37; Warrant Nos. 269506 thru 269865 dated 12-16-20 for a register total of \$50,045.39; Wire Transfer No. 2103206 dated 12-16-20 for a register total of \$107,186.28; Warrant Nos. 269866 thru 269921 dated 12-18-20 for a register total of \$253,924.76; Wire Transfer No. 2103557 dated 12-18-20 for a register total of \$15.95; Warrant Nos. 269922 thru 270080 dated 12-23-20 for a register total of \$1,368,980.10; Wire Transfer No. 2103813 dated 12-29-20 for a register total of \$2,046.61; Warrant Nos. 270081 thru 270148 dated 12-30-20 for a register total of \$780,705.00; Warrant Nos. 270149 thru 270205 dated 12-30-20 for a register total of \$780,705.00; Wire Transfer Nos. 2003704 and 2103705 dated 12-30-20 for a register total of \$3,723.92; Wire Transfer Nos. 2103814 thru 2103821 dated 1-4-21 for a register total of \$3,259,755.90; Wire Transfer Nos. 2104070 dated 1-5-21 for a register total of \$75,543.75; and, Warrant Nos. 270206 thru 270298 dated 1-8-21 for a register total of \$705,353.74.

NEW BUSINESS:

RS210111 - 6:37:24 (Tab M) Consider a Resolution extending the local State of Emergency in Nassau County, Florida due to COVID-19, from January 11, 2021 through January 18, 2021.

Motion: Approve Tab M as stated above and authorize the Chairman to sign Resolution 2021-002 regarding same.

Maker: Commissioner Farmer

Second: Commissioner Gray

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and

Farmer

Follow Up: County Manager, Emergency Management, County Attorney

RS210111 - 6:37:24 (Tab N) Consider the following: (1) Approve the evaluation committee's final ranking of the proposals for Professional Engineering Design Services for the Safety Improvements to CR108 from Bay Road to Middle Road; and (2) Authorize negotiations with the top ranked firm, Pond & Company and bring back to the Board for approval and execution.

Motion: Approve Tab N as stated above.

Maker: Commissioner Farmer

Second: Commissioner Bell

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: Engineering, Procurement

RS210111 - 6:38:16 (Tab O) Discuss topics for the Joint Meeting with the School Board taking place on Tuesday, January 26, 2021 at 6:00 p.m.

Motion: Approve to add the following discussion topics to the joint meeting with the School Board: (1) development of a 17-acre tract of land located on CR107 to be used as a site for an elementary school; and, (2) the maintenance of the Little League baseball field in Callahan due to the Callahan Middle School baseball team using the field.

Maker: Commissioner Gray

Second: Commissioner Bell

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager

APPOINTMENT(S):

RS210111 - 6:41:09 (Tab P) Discussion of the County's Municipal Representative on the Northeast Florida Regional Council's Board of Directors.

Discussion: Mr. Pope reviewed the request.

Requested: County Manager's Office to contact the municipalities for any interest to serve as the County's Municipal representative on the Northeast Florida Regional Council's Board of Directors.

NON-QUASI JUDICIAL PUBLIC HEARING(S)

RS210111 - 6:45:20 (Tab Q) Public Hearing on Amendment to Ordinance 2020-31 Regarding Beach Restrictions.

Mr. Mullin read the legislative procedures for Tab Q.

Motion: Open the floor to public discussion.

Maker: Commissioner Martin

Second: Commissioner Farmer

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Discussion: Mr. Mullin reviewed the request.

No public input.

Motion: Close the floor to public discussion.

Maker: Commissioner Farmer

Second: Commissioner Martin

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Motion: Approve Tab Q as stated above and authorize the Chairman to sign Ordinance 2021-01 regarding same.

Maker: Commissioner Martin

Second: Commissioner Bell

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager

QUASI-JUDICIAL PUBLIC HEARING(S):

RS210111 - 6:52:09 (Tab R) Consider Rezoning application R20-011, the rezoning of approximately 1.67 acres located on the east side of First Coast Highway between Tradewinds Way and Plantation Oaks Lane, from Residential Single Family-1 (RS-1) to Residential General-1 (RG-1). Application filed by James E. Aberson and Amy A. Beverly, owners, and Oglethorpe Development LLC, agent.

Noted: Chairman Ford advised that the applicant has withdrawn this application.

COUNTY MANAGER BUSINESS:

RS210111 - 6:52:22 (Tab S) Approve and Authorize the Chairman to sign the Resolution Defining Parking and Driving Areas at Peters Point Park and Burney Park.

Discussion: Mr. Pope reviewed the request.

Motion: Approve Tab S as stated above and authorize the Chairman to sign Resolution 2020-003 regarding same.

Maker: Commissioner Bell

Second: Commissioner Martin

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager

EXPANSION ITEMS:

RS210111 - 6:07:35 (1) Consider scheduling a special meeting for January 13, 2021 at 4:30 p.m. to consider the following items: [1] Weekly update on COVID-19 by Director Foster and Dr. Siedel; [2] Review and consider for adoption the jointly prepared and recommended Nassau County, Florida, COVID-19 Vaccination Plan. This plan was a joint collaboration between Nassau County Health Department, Nassau County Emergency Management, and Nassau County Manager's Office; and [3] Consider extending the local State of Emergency from January 13 through January 20, 2021 due to the Martin Luther King, Jr. holiday on January 18, 2021. (2) Schedule a workshop to discuss on-going tourism related projects. (3) Approval to direct staff to engage with Dr. David Barth, Barth and Associates, to assist the planning team in the American Beach Community Master Plan initiative.

Motion: Expand the meeting to consider three (3) items as stated above.

Maker: Commissioner Bell

Second: Commissioner Farmer

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

RS210111 - 6:54:20 Expansion Item #1: Consider scheduling a special meeting on January 13, 2021 at 4:30 p.m. to consider the following items: [1] Weekly update on COVID-19 by Director Foster and Dr. Siedel; [2] Review and consider for adoption the jointly prepared and recommended Nassau County, Florida, COVID-19 Vaccination Plan. This plan was a joint collaboration between Nassau County Health Department, Nassau County Emergency Management, and Nassau County Manager's Office; and, [3] Consider extending the local State of Emergency from January 13 through January 20, 2021 due to the Martin Luther King, Jr. holiday on January 18, 2021.

Discussion: Mr. Pope reviewed the request.

Motion: Approve expansion item 2 as stated above.

Maker: Commissioner Bell

Second: Commissioner Farmer

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager

RS210111 - 6:01:36 Expansion Item #2: Chairman Ford advised that pursuant to the discussion at the workshop session held previously regarding the Tourist Development Council, the Board needs to discuss scheduling a workshop to address the three on-going tourism related projects.

Motion: Schedule a workshop session for February 17, 2021 following the regular meeting to discuss the three (3) ongoing tourism related projects (Amelia Island Florida Environmental Branding Initiative, Amelia Island Beach Front Parks Branding Harmonization and Enhancement Initiative, and American Beach Community Master Plan).

Maker: Commissioner Farmer

Second: Commissioner Bell

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Discussion: The Board discussed changing the workshop to a special session due to any matters needing to be considered.

Motion: Change the workshop session to a special meeting for February 17, 2021 following the regular

meeting to discuss the three (3) ongoing tourism related projects (Amelia Island Florida Environmental Branding Initiative, Amelia Island Beach Front Parks Branding Harmonization and Enhancement Initiative, and American Beach Community Master Plan).

Maker: Commissioner Bell

Second: Commissioner Gray

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager

RS210111 - 6:55:13 Expansion Item #3: Direct staff to engage with Dr. David Barth, Barth and Associates, to assist the planning team in the American Beach Community Master Plan initiative.

Discussion: Mr. Pope reviewed the request.

Motion: Approve expansion item 3 as stated above.

Maker: Commissioner Bell

Second: Commissioner Farmer

Action: Aye: Commissioners Martin, Bell, Gray, Ford, and Farmer

Follow Up: County Manager, Planning

INFORMATIONAL ITEMS:

RS210111 - 6:55:41 (Tab T) Informational purposes only, in accordance with Ordinance 2004-31, as amended: Driver Education Safety Trust Fund activity for 2019/2020 Fiscal Year.

DISCUSSION ITEMS:

RS210111 - 6:56:03 Commissioner Bell's Business:

- Wished everyone a "Happy New Year".

RS210111 - 6:56:21 Commissioner Farmer's Business:

- Provided information regarding the COVID-19 vaccines.

RS210111 - 6:57:30 Commissioner Martin's Business:

- Thanked everyone involved with the workshops.

- Thanked Director Foster and Dr. Siedel for the assistance with the COVID-19 vaccinations process.

RS210111 - 6:58:18 Commissioner Gray's Business:

- Encouraged citizens to follow the recommended Centers for Disease Control and Prevention (CDC) guidelines.

RS210111 - 6:59:03 Commissioner Ford's Business:

- Thanked everyone involved with the workshops.

There being no further business, the regular session of the Nassau County Board of County Commissioners adjourned at 7:00 p.m.

Thomas R. Ford, Chairman

Attest:

John A. Crawford, Ex-Officio Clerk