

Nassau County Board of County Commissioners
Regular Session, January 20, 2021, 9:00 a.m.
Workshop Session, January 20, 2021, 10:00 a.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, Klynt A. Farmer, and Jeff Gray.

Present via Zoom Meeting: Aaron C. Bell

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

Staff Present: Brenda Linville and Melissa Lucey, Deputy
Clerks.

Official Agenda Summary:

Audience Input:

RS210120 - 9:03:30 Mr. Mullin reviewed the procedures for
attending the meeting in-person or remotely for **(Tab A)**
Agenda Items and **(Tab B)** Non-Agenda Items.

RS210120 - 9:05:05 Mr. Mullin advised that the Governor's
Executive Order requires a physical quorum present within
the Boardroom. He explained that it is the Attorney General
Opinion (AGO) that a member of the Board or any local
government body can participate remotely during the
Coronavirus Disease 2019 (COVID-19) pandemic if they are
experiencing a medical reason or under extraordinary
circumstances. He indicated that Commissioner Bell provided
an email requesting to attend the meeting remotely due to
medical circumstances. Mr. Mullin advised that based upon
the medical circumstances and that the Board can hear and
view Commissioner Bell that the legal requirements have
been met for him to legally participate and vote remotely.

RS210120 - 9:23:39 Greg Foster, Director of Emergency Management, came forward to provide a public health report related to the Coronavirus Disease 2019 (COVID-19). As of January 19, 2021, the County had a total of 6,341 positive COVID-19 cases of which 5,967 are residents and 374 are non-residents. Public Health had released 4,544 cases leaving approximately 1,423 active cases. The percent positivity for the week of January 10, 2021 thru January 16, 2021 is 15.4 percent which is a decrease from the previous at 19.67 percent. The next Mobile Testing event is at the Journey Church in Yulee on January 21, 2021 from 9:30 to 11:00 a.m. Director Foster explained that if an individual received a COVID-19 test they will receive a text message with instructions on how to get their test results through a statewide Health Department app called "Healthy Together". As of January 18, 2021, there were a total of 4,832 individuals receiving their first vaccine and 371 individuals have completed their second dose. The Department of Health's (DOH) key messaging is to practice COVID-19 mitigation by avoiding crowds and large gatherings, stay six feet apart, wear a mask, wash your hands and stay home if ill.

Director Foster responded to an inquiry explaining that individuals who were picked from the waiting list for the COVID-19 vaccinations will receive an email from EventBrite with instructions on how to secure their vaccination appointments. As of January 20, 2021, there were a total of 437 individuals who claimed their tickets from Eventbrite. Emergency Management will be contacting the remainder of the selected individuals who have not claimed their tickets over the next few days to assist with scheduling their appointments. If any tickets remain unclaimed, Emergency Management will fill those vaccinations appointments from the waiting list in numerical order starting at entry number one due to time constraints of completing another draw for selecting new individuals. He explained that if any individuals received vaccinations from another organization they should contact that organization to complete their second dose.

Dr. Eugenia Ngo-Seidel, Nassau County Health Department, appeared via "Zoom" advising that any individuals who received their first vaccination at the Yulee Clinic would have been provided a vaccination card with general appointment information. Individuals that attended the off-site event will be instructed to return on a specific date

with the same appointment time as their first appointment. Individuals should contact the Yulee Clinic at 904-875-6100 for any assistance or questions regarding their second vaccination.

ADDITIONAL MEETING

WS210120 - 11:22:04 (Tab C) Discuss the Three Rivers Developments of Regional Impact.

Discussion: Senior Development Manager Liam O'Reilly, GreenPointe Communities, LLC, came forward to provide a PowerPoint presentation that provided an overview of Tributary Project (f/k/a Three Rivers), entitlement summary and history, and Development of Regional Impact (DRI) conditions summary and status. He explained that the Tributary Project is a DRI and zoned Planned Unit Development (PUD) that provide current entitlements of up to 3,200 residential units; 300,000 square feet of retail; 50,000 of office space; 250,000 on industrial space; and up to 300 dry storage units. Mr. O'Reilly provided a brief history of the development. Next, he commented on the entitlement overview and history. He addressed the primary DRI special conditions for transportation and mobility; school site for Nassau County School Board; Regional Park; and the construction of a three bay fire station.

Mr. Pope pointed out that the County would have to address the revenue expenditure forecast for when the park and fire station are operational. He stated that these development proposals come with fiscal impacts. Discussion followed.

Mr. O'Reilly responded to an inquiry and provided a brief background on GreenPointe Communities, LLC. He addressed the affordable housing related to this project. Following discussion, Mr. Pope commented that there are different mechanisms that could be incorporated relating to affordable housing. One is addressing it through the deed restriction that sets a percentage of the resale value over a certain amount of time. He concurred that an agreement would need to come back that addresses affordable housing.

PRESENTATION(S):

RS210120 - 9:07:24 (Tab D) Presentation of Amelia Island Parkway and Buccaneer Trail Intersection Analysis by Tyler Blair, Senior Transportation Engineer.

Discussion: Robert Companion, County Engineer came forward explaining that the Engineering Department was requested by the Board to perform the intersection analysis on Amelia Island Parkway and Buccaneer Trail. He added that because of professional staff like Tyler Blair, the County can produce this information in-house which results in a cost savings of \$50,000.00 to \$70,000.00 for each study. Mr. Blair provided an overview of this intersection location and what events triggered a review of more efficient intersection alternatives that may be beneficial moving forward. They collected and reviewed intersection data, crash history, existing traffic conditions and the Turning Movement Count (TMC). He suggested several alternative intersection types which would handle future needs. He compared standard intersections to roundabouts. Based upon the findings of the study, the roundabout is the recommended intersection control for the Amelia Island Parkway and Buccaneer Trail intersection. Discussion followed.

Commissioner Bell received an email from a citizen who requested a study to review a design analysis for the intersection of South Fletcher Avenue and Amelia Island Parkway which currently has a traffic signal.

Motion: Request Engineering Department to conduct a safety design analysis for the South Fletcher Avenue and Amelia Island Parkway Intersection.

Maker: Commissioner Bell

Second: Commissioner Martin

Action: Motion and second were withdrawn.

Discussion: Commissioner Martin requested cost estimates for these studies. Mr. Companion responded that an analysis done by a consultant would cost \$50,000.00 to \$60,000.00. Mr. Pope advised that this study would have to be included in the department's work program. He would get with Mr. Companion to review Engineering's annual work program in order to move an item or put this request in the queue. He will bring back a timeframe to place this item in the work program. Mr. Pope clarified that the construction cost for this roundabout was not included in the recent Five-Year Capital Improvement Plan (CIP).

RS210120 - 9:36:46 (Tab E) Presentation from Robert Companion, Nassau County Engineer and Katie Peay, Senior

Stormwater Engineer, regarding storm water and drainage projects.

Discussion: Mr. Companion provided an update regarding the drainage and Stormwater activities and the recommended path forward for some of the projects their department has been working on as well as the drainage concern process and an update on Thomas Creek study and other major projects happening.

Ms. Peay explained the assessment process when Engineering Services receives a drainage complaint. The Thomas Creek watershed had been a main concern with the loss of homes and property damage. They have performed a de-snag project along Thomas Creek which is a short term fix; however, additional storms bring down more trees and the de-snagging becomes a cycle. They have teamed up with the Army Corps of Engineers to perform a Grant Planning Assistance to States (PAS) Study for a matching grant to provide assistance in the preparation of comprehensive plans for the development, utilization and conservation of water and related land resources on a "planning only" level of detail. This study began in September 2019 and the report and recommendations are due in the spring of 2021. Once the report has been received, Engineering Services will begin working on an action plan and identify projects to add to the County's CIP list. Discussion followed.

Ms. Peay discussed additional concerns with other roadways and the drainage remedies utilized for the following: Bismark Road; Spring Lake Estates; Clear Lake Estates; Cushing Creek; Boggy Creek; Pheasant Lane and Sapelo Court; Clements Road; and, Heron Isles and Glen Laurel Wetlands. She commented that the County has formed a Regulation Review Team to address regulation changes.

RS210120 - 10:00:27 (Tab F) Presentation from Megan Diehl, Director of the Office of Management and Budget (OMB), regarding Fiscal Year 2020 End of the Year Variance Analysis.

Discussion: Ms. Diehl came forward explaining that the year-end variance analysis is a periodic review of budget performance as a basic best practice. The results form a more dynamic and effective budget process to identify areas to increase efficiency, strategic reallocation of funds,

centralization, and cost-benefit analyses. An effective budget should be dynamic and able to be flexible to changes in the economy. The focus will be on three funds that are supported by Ad-Valorem Taxing Funds: General Fund, Transportation Fund (portion of Taxing Funds: General Fund millage), and Municipal Services Fund. Ms. Diehl addressed the budget-to-actual variances beginning with a threshold at 10 percent and \$10,000.00 variance looking at trends and patterns. When doing a variance analysis, the focus should be on explaining the majority, not 100 percent of the total variance. She stated that in March, the Board will see a presentation of the County's cash forward after the audit is completed. She added that the unspent budget rolls into the capital reserves for the next year. She is aware of the need for future funding of capital reserves. She reminded the Board that measures were taken during the COVID-19 pandemic that was meant to stave off revenue reductions. She pointed out that the previous Board voted last year to keep the millage rate steady because of the future capital needs and she realized that climbing out of the pandemic would be a long term challenge.

Next, Ms. Diehl reviewed the total revenue collections for all taxing funds; a total generation of \$121,817,808.00 in revenue with the largest collection being taxes. Taxes and Intergovernmental revenues had a negative variance between budget and actual of over \$3 million. The variance in Miscellaneous and Other resulted in an offset which made the overall picture for the revenue for the three taxing funds being much better than projected.

Ms. Diehl reviewed the various revenue sources and variances by item and explained the COVID-19 impact of approximately \$3.3 million which is better than projected due to several factors. She reviewed how locally collected taxes were redistributed throughout the State. She also explained interest income on investment revenue and the funds returned to the County from the Constitutional Officers. Although moderate growth is expected, she reminded the Board that the State of Florida has a tourism sensitive economy. The pandemic travel restrictions must be considered. In general, after past outbreaks of disease, it takes approximately 12 to 15 months for tourism to make a full recovery after the end of an outbreak. Ad Valorem revenue projections and interest rates are projected to grow in Nassau County; however, hotels and resorts have an approximate 39 percent decrease in occupancy. Discussion

followed regarding the income approach to valuation for hotel and resort properties. Mr. Pope suggested inviting the Property Appraiser come before the Board to provide a presentation regarding the income approach to valuation.

Next, Ms. Diehl reviewed the Expenditure Variance increases for Personal Services, Professional Services, Utilities, Repairs and Maintenance, Gas and Oil, and Supplies and Small Equipment. She reviewed the Fiscal Year 2020-2021 reductions for operating expenditures. A benchmarking study and report will be presented and a review and expenditure forecast will be updated throughout budget development process.

Noted: County Manager to request the Human Resource Director along with the Bailey Group to provide a presentation regarding the mechanics of the insurance process.

Request: Office of Management and Budget to place their PowerPoint presentation in Novus Agenda and also include a legend with the presentation.

CONSENT ITEM(S):

RS210120 - 11:00:45 Approve the following: **(Tab G)** Draft minutes from the regular sessions held on October 12 and October 21, 2020; and the special sessions held on October 7, October 14, and October 28, 2020; **(Tab H)** Draft minutes from the regular sessions held on November 9, November 18, and November 23, 2020; Special and closed held session held on November 4, 2020; and the special session held on November 30, 2020; **(Tab I)** Finance Package 2021-06 and associated Resolutions; **(Tab J)** Resolution supporting the County Emergency Medical Services (EMS) Grant application for funds to be used to improve and expand pre-hospital emergency medical care; and authorization for the Chairman to sign the associated grant application.

Motion: Approve Consent Items (Tabs G, H, I, and J) as stated above and authorization for the Chairman to sign Resolution 2021-006 for Tab J. (See Attachment "A" for Tab I)

Maker: Commissioner Gray

Second: Commissioner Farmer

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

Follow Up: Clerk Staff, Finance, OMB, Fire Rescue

REGISTER:

The Chairman signed the register for the following warrants: Warrant Nos. 270299 thru 270370 dated 1-12-21 for a register total of \$221,611.19; Wire Transfer No. 2104428 dated 1-12-21 for a register total of \$6,250.00; Warrant No. 270371 dated 1-13-21 for a register total of \$46,500.14; Wire Transfer No. 2104429 dated 1-14-21 for a register total of \$10,297.21; Warrant Nos. 270372 thru 270470 dated 1-15-21 for a register total of \$1,740,821.87; and, Wire Transfer Nos. 2104545 thru 2104546 dated 1-15-21 for a register total of \$35,107.55.

NEW BUSINESS:

RS210120 - 11:01:17 (Tab K) Authorize payment of \$3,153.27 for year four and \$1,565.91 for year five for a total of \$4,719.18 to VyStar Credit Union, pursuant to the Economic Development Grant Agreement, Contract CM2012.

Discussion: Ms. Diehl reviewed the request and a brief discussion followed.

Motion: Approve Tab K as stated above.

Maker: Commissioner Farmer

Second: Commissioner Martin

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

Follow Up: OMB, Finance

RS210120 - 11:03:55 (Tab L) Consider a Resolution extending the local State of Emergency in Nassau County, Florida due to COVID-19, from January 20, 2021 through January 27, 2021.

Motion: Approve Tab L as stated above and authorize the Chairman to sign Resolution 2021-007 regarding same.

Maker: Commissioner Gray

Second: Commissioner Farmer

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

Follow Up: County Manager, County Attorney, Emergency Management

EXPANSION ITEMS:

RS210120 - 9:22:42 Approve and authorize the Chairman to execute the second amendment to the agreement for Nassau County Youth Intervention Program Services between Nassau County and Bright Minds Youth Development, Inc., Contract CM2791-A2.

Motion: Expand the meeting to consider one (1) item as stated above.

Maker: Commissioner Farmer

Second: Commissioner Gray

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

Follow Up: County Attorney

RS210111 - 11:04:18 Expansion Item #1: Approve and authorize the Chairman to execute the second amendment to the agreement for Nassau County Youth Intervention Program Services between Nassau County and Bright Minds Youth Development, Inc., Contract CM2791-A2.

Discussion: Mr. Mullin reviewed the request.

Motion: Approve expansion item 1 as stated above.

Maker: Commissioner Gray

Second: Commissioner Martin

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

Follow Up: County Attorney, Contract Management, OMB, Finance

DISCUSSION ITEMS:

RS210120 - 11:05:22 Commissioner Bell's Business:

- Thanked the Board for allowing him to attend the meeting remotely and encouraged those who are experiencing COVID-19 symptoms to isolate at home.

RS210120 - 11:05:46 Commissioner Farmer's Business:

- Thanked OMB and Engineering Services for their informative presentations.

- Encouraged everyone to practice Center for Disease Control (CDC) pandemic mitigation procedures and help your neighbors.
- Expressed appreciation to the Emergency Operations Center and Director Foster for their hard work.

RS210120 - 11:06:44 Commissioner Martin's Business:

- Thanked County staff for their hard work.
- Excited to see that Nassau County received more COVID-19 vaccination than anticipated. Thanked Director Foster, Dr. Seidel and County Manager for their handling the distribution of the vaccine.
- Wished Commissioner Bell a speedy recover.

RS210120 - 11:07:40 Commissioner Gray's Business:

- Thanked County staff for their presentations today.
- Extended thanks to the Nassau County Amelia Island Chamber of Commerce on their efforts in keeping local businesses opened and helping with the economic situation.
- Encouraged everyone to follow CDC COVID-19 guidelines.

RS210120 - 11:08:19 Commissioner Ford's Business:

- Echoed his fellow commissioners' comments regarding the presentations.
- Encouraged everyone to stay safe.

The Board recessed at 11:08 a.m. and reconvened at 11:22 a.m. in workshop session to discuss Three Rivers Developments of Regional Impact (Tab A). **(See 11:22:04)**

There being no further business, the regular and workshop session of the Nassau County Board of County Commissioners adjourned at 11:53 a.m.

Thomas R. Ford, Chairman

Attest:

John A. Crawford, Ex-Officio Clerk

ATTACHMENT "A"

Finance Package 2021-06

Resolution(s)

1. Resolution 2021-005, regarding budget amendment in the Municipal Service Fund in the amount of \$5,335.00 for donations received by Nassau County Animal Services.

Budget Transfer(s):

1. In the Municipal Services Fund in the amount of \$58,959.00 from the Reserves to fund Animal Services decision personnel approved by the Board of County Commissioners in the Fiscal Year 2020/2021 budget. ACO/Field Supervisor (Personal Services Only)
2. In the County Transportation in the amount of \$96,489.00 from the Reserves to fund Traffic Signal Specialist decision personnel approved by the Board of County Commissioners in the Fiscal Year 2020/2021 budget. (Personal Services and Operating)
3. In the General Fund in the amount of \$25,000.00 from Reserves to provide budget for Wolf v. Nassau County deductible invoice.

Other Items for Consideration:

Approve Signing Authority for Michelle Watson, Judge James Daniel's Office, not to exceed \$2,500.00 for the FS Special Revenue, Account No. 49172713; Court Facilities, Account No. Fund 118; Criminal Justice, Account No. Fund 120; and Law Library Account No. Fund 119.

Approve Signing Authority for Jeff Little, Facilities Maintenance and Public Works, not to exceed \$5,000.00 for the General Fund (Facilities Maintenance), Account Nos. 010725, 010735, 010747, 010755, 010765, and 010775; General Fund (Solid Waste), Account Nos. 013405, 013445, 013575, 013615, 013625, 013635, 013645, and 013695; and County Transportation (Road Department and Drainage), Account Nos. 034005, 034045, 034065, 034915, 034935, 034025, and 03000000-115796.

ATTACHMENT "A"

Deletions from Inventory:

Road Department, 8871, 2004 John Deere Grader 770, Serial
No. CX593274.