

Board of County Commissioners



HIGHLIGHTS

Capital Improvement Plan Update
New Chairman & Vice Chairman Appointed
Keep Nassau Beautiful Award
Book Clubs
Breakfast With Santa
Christmas Tree Lighting
Free Income Tax Filing Assistance



CAPITAL IMPROVEMENT PLAN UPDATE

At the Wednesday, December 20th meeting, Deputy County Manager/County Engineer Robert Companion provided an update on Capital Improvement Plan (CIP) Projects. The County's CIP is updated annually during the budget process and provides a proactive approach in planning for infrastructure needs such as roadways, facilities and parks. Not only does it identify projects and funding sources, it also provides a projected schedule.



Transportation and Drainage Projects

- County Road 108 Safety Improvements (complete)
- Amelia Island Parkway Trail (under construction)
- Citrona Pedestrian Safety Improvements (complete)
- Pages Dairy & Chester Rd. Intersection Improvements (starting within 6 months)
- William Burgess Blvd. Extension (starting within 6 months)
- Henry Smith Road improvements (starting within 6 months)
- River Road Safety Improvements (starting within 6 months)
- William Burgess Blvd. and Hard Rd. Intersection Improvements (starting within 6 months)
- CR 121 Reconstruction & Resurfacing - Phase One: Phase One (starting within 6 months)
- Amelia Island Parkway & Buccaneer Trail Intersection Improvements (project in design phase)
- CR 121 Reconstruction & Resurfacing - Phases 2-5 (project in design phase)
- Hendricks Road Extension (project in design phase)
- New Road from Hendricks Rd. to Amelia Concourse (project in design phase)
- Pratt Siding Road improvements (project in design phase)
- Sundberg Road improvements (project in design phase)
- Pages Dairy Road Extension (project in design phase)
- State Road 200 Widening from CR 107 to Omni Amelia Island Plantation (project being studied by State)
- US 301 and Crawford Road improvements (project in design phase)
- Amelia Island Trail - Phase 4 (project in design phase)
- Amelia Island Trail - Phase 5 (project in design phase)
- Orange Avenue and Scott Road Pedestrian Improvements (project in design phase)

- Dove Road Extension (project in design phase)
- First Coast & Julia Street Roundabout (project in design phase)
- Barnwell Road Pedestrian Improvements (project in design phase)
- Pine Street Pedestrian Improvements (project in design phase)

Public Works Projects

- Emergency Operations Center brick delamination repairs (complete)
- Emergency Operations Center awning project (complete)
- Detention Center camera replacement (complete)
- James Page Building parking lot repair (complete)
- Plaza repairs (complete)
- Miner Rd. IFAS Extension Office (complete)
- Fire Station 70 (under construction)
- Fire Station 90 (under construction)
- Old Nassau County jail decommission (under construction)
- Sheriff's garage fresh air system (under construction)
- Justice Center courtroom buildout (under construction)
- James Page Building Improvements (under construction)
- Historic Courthouse window restoration (in procurement phase)
- Fire Rescue Headquarters storage warehouse (in procurement phase)
- 4th Street and Ash Street (in planning phase)
- Fire Station 30 (in planning phase)
- Fire Rescue Station 20 quarters addition (in planning phase)

Parks & Recreation Projects

- Tributary Park Development-Phase One (complete)
- Nassau Crossing Park Development-Phase One (complete)
- Hilliard Ballpark Playground (complete)
- Nassau Crossing Dog Park (complete)
- Callahan Ballpark Lighting (under construction)
- Bryceville Ballpark Playground (under construction)
- Tributary Park Development - Phase Two (under construction)
- Blackrock Cove Park - Phase One (under construction)
- Nassau Crossing Site Lighting (starting within 6 months)
- Nassau Crossing Soccer Sod & Irrigation (starting within 6 months)
- Nassau Crossing Water Feature (starting within 6 months)
- Bleacher and shade purchase/installation at ballparks (starting within 6 months)
- Westside Regional Park (project in design phase)
- Goffinsville Boat Ramp Improvements (project in design phase)
- Holly Point Boat Ramp Improvements (project in design phase)
- John Claxton Boat Ramp Development (project in design phase)
- Hilliard Ballpark improvements (project in design phase)
- Callahan Ballpark improvements (project in design phase)
- Tributary Park Kayak Launch (project in design phase)

NEW CHAIRMAN AND VICE CHAIRMAN APPOINTED

The Board of County Commissioners held their annual organizational meeting on Monday, November 27, 2023, during which the Board voted that District One Commissioner John Martin will serve as the Board Chairman for 2024, with District Two Commissioner "Hupp" Huppmann serving as Vice-Chairman. As Chairman, Commissioner Martin will be responsible for managing the Board of County Commissioner meetings and signing official documents on behalf of the Board. Should the Chairman be absent for any reason, the Vice-Chairman will run the meetings and sign documents on his behalf.

This change goes into effect January 1, 2024 and will remain in place through December 2024.



Pictured left to right: County Attorney Denise May; Vice Chairman & District 2 Commissioner Hupp Huppmann; District 5 Commissioner Klynt Farmer; Chairman and District 1 Commissioner John Martin; District 3 Commissioner Jeff Gray; District 4 Commissioner Alyson McCullough; and County Manager Taco Pope

ABOUT THE COMMISSIONERS

Nassau County is divided into five districts and the five members of the Board of Commissioners are elected at large for staggered four-year terms. The chairman and vice chairman of the Board are elected by the Board annually.

DUTIES

The general duties of the Board of Commissioners are:

- To enact resolutions and ordinances for the general health, safety, and welfare of the residents of Nassau County
- To levy taxation when necessary to finance the operation of the County government
- To provide necessary services to safeguard the well-being and safety to the residents.

EMPLOYEE RECOGNIZED FOR YEARS OF SERVICE



At the Wednesday, December 20th meeting, the Board of County Commissioners recognized Jeff Little on 35 years of employment. Jeff is a life-long Nassau County resident who began working for the County in 1988. He has worked in a variety of capacities climbing his way up from an entry level worker to his current position as Assistant Facilities Director.

Public Works Director Doug Podiak stated, "This is a perfect example of the careers that Nassau County can offer. Jeff started as a technician, went to apprenticeship school, received his HVAC training, and grew from there." He also added, "You could not ask for a better employee than Jeff. He is dedicated... he gets the job done....and he's an awesome guy."

Thank you, Jeff, for all you do for Nassau County and its residents.

Pictured: Public Works Director Doug Podiak, Assistant Facilities Director Jeff Little; and County Manager Taco Pope

KEEP NASSAU BEAUTIFUL AWARD



Congratulations to Keep Nassau Beautiful (KNB) on their recent 2023 Outstanding Project Award for their "Refill Nassau Florida" campaign. The Board of County Commissioners recognized this achievement at their Wednesday, December 20th meeting.

KNB is a non-profit organization dedicated to conservation, sustainability, and beautification of our community. The reusable cup program launched in November 2022 to reduce the use of single-use plastics. More than 59,000 reusable, refillable, and easily recycled aluminum cups have been distributed to more than 25 restaurants and partner organizations.



DEPARTMENT DIRECTORY

The following pages contain information about each department reporting to the Board of County Commissioners including their purpose and their contact information.

Animal Care & Control

Nassau County Animal Services promotes and protects public safety and animal care through sheltering, adoption programs, education and animal law enforcement. They also promote responsible pet ownership, compassion towards animals and safe human-animal interactions.

Tim Maguire, Director
86078 License Road
Yulee, FL 32097
Phone: (904) 530-6150
Email: tmaguire@nassaucountyfl.com

Building Department

The Building Department provides professional certified services for the enforcement of the County's codes related to land development and the State of Florida for the health, safety and welfare of residents and visitors of Nassau County.

Keith Ellis, Building Official
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6250
Email: kellis@nassaucountyfl.com

Capital Projects

The Capital Improvement Project Management Department serves the residents of Nassau County by providing efficient planning, design, design management, grant management, construction management, construction engineering inspection management, as well as budget and schedule administration for all transportation, facilities and parks & recreation Capital Improvements Projects.

Raymond Albury, Director
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6225
Email: ralbury@nassaucountyfl.com

Code Enforcement

Code Enforcement's mission is to protect, promote and improve the health, safety and welfare of the community through an effective code enforcement program. Primary functions include educating the public on code compliance and working with residents to ensure a safe environment.

Raymond Lettsome, Manager
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6200
Email: rlettsome@nassaucountyfl.com

DEPARTMENT DIRECTORY

County Attorney

The mission of the County Attorney's Office is to provide high quality, timely, professional, and cost-effective legal representation to the Board of County Commissioners, and to other officials of Nassau County as directed by the Board.

Denise May, Attorney
96135 Nassau Place, Suite 6
Yulee, FL 32097
Phone: (904) 530-6100
Email: dmay@nassaucountyfl.com

County Extension

The County Extension offers classes and information related to 4-H youth development, agriculture and natural resources, lawns and landscapes, and family and consumer services.

Dr. Taylor Clem, Director
85831 Miner Road
Yulee, FL 32097
Phone: (904) 530-6350
Email: tclem@nassaucountyfl.com

County Manager

The County Manager provides fiscal, strategic and operational leadership to the departments under the Board of County Commissioners, as well as sound analysis and professional implementation of the Board's policies.

Taco Pope, County Manager
96135 Nassau Place, Suite 1
Yulee, FL 32097
Phone: (904) 530-6010
Email: tpope@nassaucountyfl.com

Development Services

The Development Services Department enhances health, safety and welfare within the County by providing economical, responsive, and effective professional engineering services.

Caleb Hurst, Director
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6225
Email: churst@nassaucountyfl.com

Facilities Maintenance

The Facilities Maintenance Division maintains approximately 75 County buildings including repair and maintenance needs, grounds maintenance and janitorial services, to provide a safe and sanitary environment.

Doug Podiak, Director
45195 Musselwhite Road
Callahan, FL 32011
Phone: (904) 530-6120
Email: dpodiak@nassaucountyfl.com

DEPARTMENT DIRECTORY

Fire Rescue

Nassau County Fire Rescue responds to calls for service in Nassau County and surrounding municipalities through mutual aid agreements. This includes calls for fire service and for emergency medical emergencies.

Brady Rigdon, Fire Chief
96160 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6600
Email: brigdon@nassaucountyfl.com

Human Resources

Human Resources is responsible for recruitment of qualified job applicants, securing competitive rates for employee health benefits, implementing programs that promote healthy lifestyles for the employees, and ensuring that the Board's employee policies and procedures are followed.

Ashley Metz, Director
96135 Nassau Place, Suite 5
Yulee, FL 32097
Phone: (904) 530-6075
Email: ametz@nassaucountyfl.com

Library

The Nassau County Public Library System provides residents and visitors with current materials for recreational reading, viewing and listening; general information to meet their needs related to work, school, personal growth and legal information; and assistance and training in improving the user's skills for finding, evaluating and using information effectively.

Julie Cannavino, Director
25 N. 4th Street
Fernandina Beach, FL 32034
Phone: (904) 530-6500
Email: jcannavino@nassaucountyfl.com

Office of Management & Budget

The Office of Management & Budget is comprised of three divisions. The Budget Division provides administrative and financial support to the Board of County Commissioners, County Manager, and Department Heads to ensure the effective and fiscally sound delivery of services to residents. The Grants/SHIP (State Housing Initiative Partnership) Division oversees dozens of grants and administers the SHIP Program for down payment assistance and rehabilitation assistance of homes for individuals in need. Lastly, the Rescue Billing Division handles billing for ambulance/rescue services by filing insurance claims and collecting payments.

Chris Lacambra, Director
96135 Nassau Place, Suite 1
Yulee, FL 32097
Phone: (904) 530-6010
Email: clacambra@nassaucountyfl.com

DEPARTMENT DIRECTORY

Parks & Recreation

The Parks & Recreation Division strives to provide high-quality facilities and recreational opportunities for the residents of Nassau County. They oversee County ballparks, beach accesses and boat ramps and also serve as a liaison between the County and youth sports organizations.

Jay Robertson, Director
45195 Musselwhite Road
Callahan, FL 32011
Phone: (904) 530-6120
Email: jrobertson@nassaucountyfl.com

Planning Department

The Planning Department provides technical planning support to the Board of County Commissioners, County Manager, and other County departments. They perform the daily operations associated with the implementation of the Land Development Code and Comprehensive Plan and are the point of entry for site plan review and other applications for development orders.

Elizabeth Backe, Director
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6320
Email: ebacke@nassaucountyfl.com

Procurement

The Procurement Department functions as the central hub for purchasing for the Board of County Commissioners and ensures that the County receives the best price for goods and services. They work with the departments to create Requests for Proposals, Requests for Qualifications, and Invitations to Bid to solicit goods and services, as needed, as well as managing procurements below the formal procurement threshold.

Lanaee Gilmore, Director
96135 Nassau Place, Suite 2
Yulee, FL 32097
Phone: (904) 530-6040
Email: lgilmore@nassaucountyfl.com

Public Information

The Public Information Office strives to provide accurate and timely information to the residents, specifically as it relates to activities for departments under the Board of County Commissioners. This includes distribution of monthly newsletters, creation of news stories, management of the Board's news blog and social media pages, and attending special meetings and events.

Sabrina Robertson, Public Information Officer
96135 Nassau Place, Suite 1
Yulee, FL 32097
Phone: (904) 530-6010
Email: srobertson@nassaucountyfl.com

DEPARTMENT DIRECTORY

Road Department

The Road Department performs maintenance of County roads including paving, grading and the application of surface treatments. They also maintain drainage systems, mow rights-of-ways and ensure that roads are free of objects and debris for the safety of motorists.

Darren Marsh, Interim Director
37356 Pea Farm Road
Hilliard, FL 32046
Phone: (904) 530-6175
Email: chansen@nassaucountyfl.com

Solid Waste

The Solid Waste Division provides collection and disposal of solid waste and recyclables, in addition to reporting and post closure procedures for five closed landfills.

Doug Podiak, Director
45195 Musselwhite Road
Callahan, FL 32011
Phone: (904) 530-6120
Email: dpodiak@nassaucountyfl.com

Strategic Advancement & Economic Resources

The Department of Strategic Advancement & Economic Resources is tasked with managing the County's Strategic Plan, correlating strategic planning efforts, performance monitoring and reporting and ensuring the execution of strategic initiatives and special projects. The department also works to increase collaboration and sharing of resources for Library Services, Animal Care & Control, Public Information, and the UF/IFAS Extension Office.

Brandy Carvalho, Director
96135 Nassau Place, Suite 1
Yulee, FL 32097
Phone: (904) 530-6010
Email: bcarvalho@nassaucountyfl.com

Stormwater Drainage Division

The Stormwater Drainage Division provides oversight to the water quality and water quantity in Nassau County. Staff is working diligently to create a comprehensive map of the County's entire stormwater system. This will help better serve citizens with stormwater flood protection and water quality projects. Staff work closely with Development Services and the Building Department to review development for applicable regulatory compliance.

Katie Peay, Director
96161 Nassau Place
Yulee, FL 32097
Phone: (904) 530-6390
Email: kpeay@nassaucountyfl.com

Your County Commissioners



District One
John Martin
County Cell: (904) 570-2594
Email: jmartin@nassaucountyfl.com



District Two
A.M. "Hupp" Huppmann
County Cell: (904) 319-0686
Email: ahuppmann@nassaucountyfl.com



District Three
Jeff Gray
County Cell: (904) 570-1946
Email: jgray@nassaucountyfl.com



District Four
Alyson McCullough
County Cell: (904) 319-0689
Email: amccullough@nassaucountyfl.com



District Five
Klynt Farmer
County Cell: (904) 570-1357
Email: kfarmer@nassaucountyfl.com

OFFICE OF MANAGEMENT & BUDGET

BUDGET DIVISION

December activities for the Budget Division included:

- Continued collaboration with Guidehouse, a consulting group contracted to administer American Rescue Plan funding
- FEMA reimbursement for Hurricane Idalia in process
- Preparation of 2023-24 Budget Book completed and submitted to GFOA for Annual Budget Award.

GRANTS DIVISION

December activities for the Grants/SHIP Division include:

- SHIP Policies and Procedures Manual nearing completion
- Anser Advisory was ranked the highest Request for Proposal (RFP) for SHIP Administrative Services. The contract agreement is being drafted.

WHAT IS SHIP?

Nassau County voluntarily participates in the State Housing Initiatives Partnership (SHIP) Program.

The SHIP Program was established by the passage of the 1992 William E. Sadowski Affordable Housing Act and provides funding to local governments to produce and preserve affordable home ownership. In order to participate, counties must establish a local housing assistance program by Ordinance and develop a local housing assistance plan and housing incentive strategy. Funds are then allocated to local governments on a population based-formula. The funds are used for emergency repairs, new construction, rehabilitation, and down payment and closing cost assistance for very-low, low and moderate income families who meet all the requirements listed in Florida Statutes, Chapter 420.907, Florida Administrative Code 67-37, and Nassau County's Local Housing Assistance Plan.

Applications for home purchase and emergency repairs are distributed as funding becomes available. In order to qualify, the applicant must meet the criteria as established by the State.

To learn more, visit <https://www.nassaucountyfl.com/179/SHIP---Affordable-Housing-Program>

HUMAN RESOURCES

December Activities

Employee Services		Employee Benefits	
New Hires:	6	Benefit Enrollments:	16
Terminations/Retirements:	5	Benefit Terminations:	8
Positions Posted:	11	Benefit Changes:	1

WELLNESS TIP

As a year wraps up and a new year begins, it's natural to find yourself reflecting on your year and the challenges that took place. Taking time to look back on the year can be a useful exercise in self-reflection, gaining perspective, acknowledging accomplishments and identifying areas for growth in the new year.

Reflective questions

- What are you most proud of?
- What did you learn about yourself?
- What are three words you would use to describe the last year?
- What was the most challenging part of this year for me?
- In what area do I feel I've made the most improvements?

Looking ahead

- What lessons will you take with you into the next year?
- What behaviors do you want to leave behind?
- What goal can you set for yourself in the next 30 days?

Benefits of self reflection: "Being self-aware and gaining self-insight with the act of reflection is connected with higher levels of resilience and lower levels of stress. In this way, introspective reflection aids in personal growth."

MSEd, K. C. (2023, April 4). Introspection and How It Is Used In Psychology Research. Verywell Mind.<https://www.verywellmind.com/what-is-introspection-2795252>

Job Opportunities

The County offers free health benefits (for employees), paid time off, 13 paid holidays, educational reimbursement, and participates in the Florida Retirement System. Scan here to see job descriptions and associated salary ranges, or visit <https://nassaufl.co/jobopportunities>.



COUNTY ATTORNEY

NOVEMBER LEGAL SERVICES



63

*Requests for Legal Services Received



42

*Requests for Legal Services Completed



29

Public Notices Issued



235

Public Records Requests Fulfilled

*A request for legal services is an internal form that staff uses to request the County Attorney to provide legal advice and/or review documents prior to items being presented to the Board of County Commissioners for consideration.

Did You Know?

Nassau County has approximately 10 different resident advisory boards and committees ranging from the Conservation Land Acquisition and Management Committee to the Planning and Zoning Board to the Construction Board of Adjustments and Appeals. The different advisory boards and committees provide citizen review and input to the Nassau County Board of County Commissioners on many matters of critical concern.

The Nassau County Attorney's Office provides legal assistance to the County advisory boards and committees including initial member orientation on Florida's Public Records Law and Florida Sunshine requirements to meeting support regarding Robert's Rules of Order and meeting decorum. The Nassau County Public Meeting Video library can be found at <https://www.nassauclerk.com/watch-meetings/>.

Official Webpage

For more information about the Nassau County Attorney's Office, visit: <https://nassaufl.co/CountyAttorney> or scan the below QR Code.



Public Records Requests

Filing a records request has never been easier. Our electronic records system, Just FOIA, allows you to create an account and receive updates on the status of your request throughout the process. You can file a request on our website at <https://nassaufl.co/PublicRecords> or by scanning the below QR Code.



ANIMAL SERVICES

December Activities

Dogs

Cats

Total Intakes	62	58
Total Outcomes	76	113

*Total out includes adoptions, return to owners, and transfers to rescue groups

134 animals were adopted in December 2023



Paws in the Park



ADOPTION EVENTS

Saturday, February 2, 2024 from 10am-3pm, Petco, 11900 Atlantic Blvd., Jacksonville, FL

Saturday, February 10, 2024 from 10am-4pm, Central Park in Fernandina Beach

Saturday, February 17, 2024 from 1pm-4pm, Pet Supplies Plus, 463913 E. State Road 200, Yulee

Find your favorite pet before Valentine's Day! On February 10, 2024, NCAS, the Nassau Humane Society and K9s for Warriors are hosting an adoption event from 10:00am-4:00 pm at Central Park in Fernandina Beach. The event will feature vendors, food trucks and adoption specials.

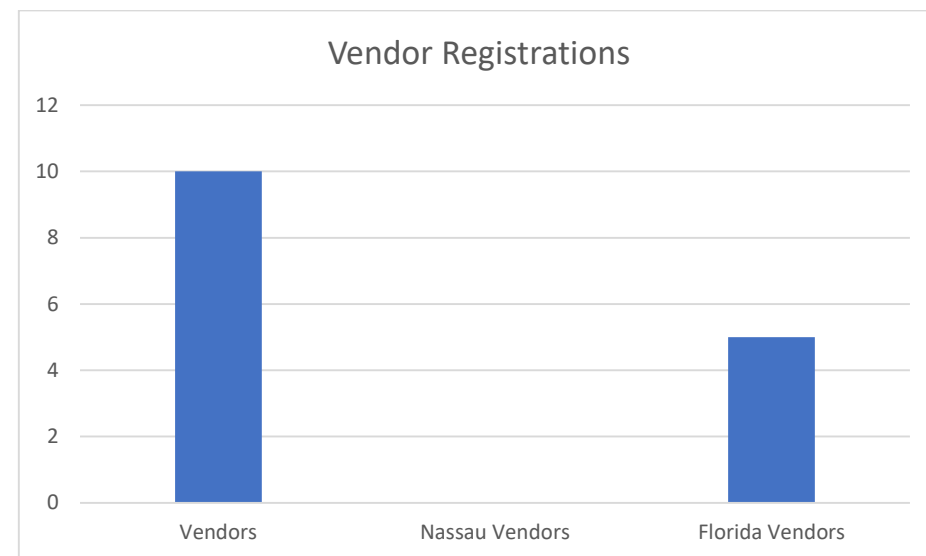
PROCUREMENT

Enhancing Efficiency: Contract Management Solution

In a strategic move towards enhancing efficiency, the Procurement Department, alongside key stakeholders from multiple departments, has actively participated in vendor demonstrations to identify a contract management solution. Focused on optimizing processes, we've explored features such as web-based access, contract authoring, contract management, and contract collaboration. After eight demonstrations, we are now in the final stages of selecting a solution that aligns with our organization's goals. The engaged participation of stakeholders underscores Procurement's commitment to finding a solution that not only streamlines our contracting processes but also considers the diverse needs of each county department. Stay tuned for further updates as we embark on this transformative journey to enhance efficiencies in our contracting process.

Vendor Registrations

In December, 10 new vendors registered to bid on new projects with Nassau County. Out of those, 5 were Florida-based vendors.



Procurement Compliance Review

Total # of Contracts Reviewed	26
Total Value of Contracts Reviewed	\$12,790,934.81

Contracts, Contract Amendments and Change Orders approved by the County Manager in December 2023

Armstrong Fence Co.	Gate installation for Solid Waste Department	\$12,640
Florida Govt Utility Authority	Support for re-bid of Lift Station 27 Rehabilitation	\$3,367
Hubbard Construction Co.	Additional contract time and reduction of cost	+ \$137,750
Simiracles, LLC	Leadership Development Training	\$28,000
Peters & Yaffee, Inc.	Safety study of Jasmine Street Pedestrian Crossings	\$16,450
Colliers International Valuation & Advisory Services	Appraisal of property on Chester Rd.	\$5,950

Registering as a Vendor

Are you a vendor who is interested in working with Nassau County? If so, we urge you to visit our website and sign up as a vendor to be notified of future bid opportunities.

The Board of County Commissioners utilizes PlanetBids, a procurement and electronic bidding system to promote competition, provide better service and convenience to vendors, and increase transparency in the procurement and bidding process. It also helps the County to quickly identify local vendors, as well as minority, woman and veteran-owned businesses.

To sign up, visit: <https://pbsystem.planetbids.com/portal/49083/portal-home>.

Follow these easy steps:

- Click on New Vendor Registration and complete the 3 fields
- Check your email and select verify to complete the vendor registration form

You will automatically receive bid alert emails based on your category code selections.

LIBRARY

Activity	December 2023
Items Circulated	17,227
Library Cards Issued	205
Gate Count	8,048
Computer Use (hrs)	536
Computer Use (ppl)	746
Reference Questions	1,067

The Library System **circulated 19,608 items December**. This includes books, audio books, cds/dvds, and other items that can be checked out at any of the 5 library branches.

Book Clubs

Is reading more on your list of things to do for 2024? If so, make sure to utilize our library resources as we have things that can help you along your reading journey.

One good place to start is to visit our website, www.nassaureads.com, and sign up for SelectReads newsletters. You can select different genres that you are interested in, and SelectReads will send you a monthly newsletter of new titles in the library that fit that genre. It is a great way to find new authors and titles to add to your reading list.

Another library service that is sure to make your reading journey more enjoyable is to join one of our book clubs that we offer at our Fernandina, Yulee, Callahan, and Hilliard branch libraries. Discussing books with other people is a great way to get insight on how other people think and can deepen your understanding (and enjoyment) of the book. All of the information on our book clubs are listed on the Events page of our website.

Here's to making 2024 a year of Reading and Community Connections!



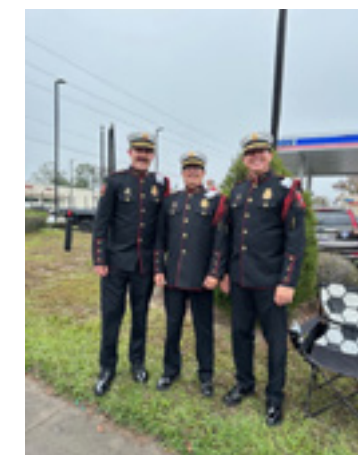
FIRE RESCUE

Call Type	# of Calls for December
Medical Calls	798
Fire Calls	146
*Other Calls	1

*Examples of "other calls" include lift assistance, downed wires, stranded motorists, etc.



NCFR Honor Guard marching in the Callahan Christmas parade



Captain Wes Gill, Firefighter Joe Howell and Battalion Chief Jeff Dodd participated in the Callahan Christmas parade



A Christmas Elf was spotted visiting Station 40 on Christmas Day



Breakfast With Santa Event

CODE ENFORCEMENT

December Activities	
Complaints Received	36
Initial Inspections	36
Cases Reaching Compliance	16
Cases Presented to Code Board	0
Lien Search Requests	158
Snipe Signs Removed from right-of-way	147
Stop Work Orders Issued	3

Filing a Code Enforcement Complaint

It is the mission of the Code Enforcement Department to promote and improve the health, safety, and welfare of the community through an effective code enforcement program within the County limits.

Anyone wishing to file a complaint about a possible violation can do so online at: <https://www.nassaucountyfl.com/79/Code-Enforcement>.

Please note that Florida Statutes, Chapter 162.21, Enforcement of County or Municipal Codes or Ordinances, does not allow anonymous complaints any longer. It states, "A Code Enforcement Officer may not initiate an investigation of a potential violation of a duly enacted code or ordinance by way of an anonymous complaint. A person who reports a potential violation of a code or an ordinance must provide his or her name and address to the respective local government before an investigation may occur."

This does not apply if the Code Enforcement Officer has reason to believe that the violation presents an imminent threat to public health, safety, or welfare or imminent destruction of habitat or sensitive resources.




STORMWATER AND DRAINAGE

December

Lot grading applications approved	230
Formboards approved	64
Drainage concerns reviewed	15
Building heights reviewed	170

Rainfall Totals

(from St. Johns River Water Management District)	
December 2023	8.18 inches
Monthly Average	2.76 inches



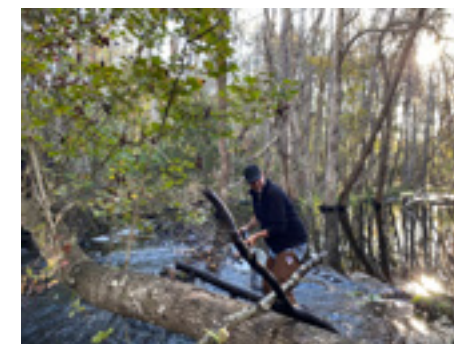
CURRENT UPDATES

Below are activities that took place in December as well as several project updates. For additional information, please call (904) 530-6225.

- Spring Lake Estates Drainage Project: Construction anticipated to begin in January 2024.
- Thomas Creek Land Acquisition: Scope received.
- Simmons Road drainage project: Design Work complete. Work will begin after Comcast relocates their lines.
- Staff teamed with UNF Senior Design Class to review various stormwater design concerns for the 3rd year, including Kings Ferry Boat Ramp re-design.
- GIS surveying to kick-off in January 2024

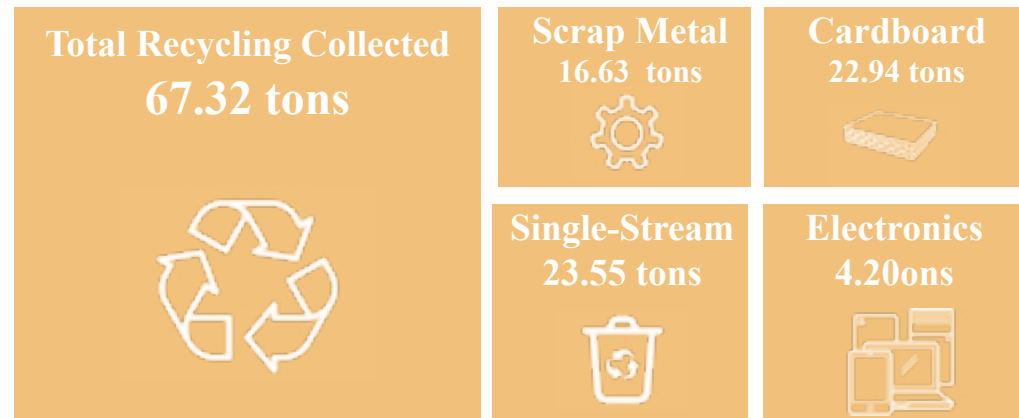
RAIN IN DECEMBER

Nassau County received 8.18 inches of rainfall in December, up from 3.38 inches the previous month. This rain event for December was the equivalent of a 50 year storm event. Staff spent hours clearing blockages and resolving drainage concerns.

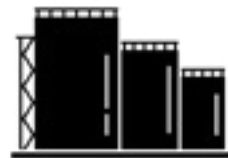


PUBLIC WORKS - SOLID WASTE

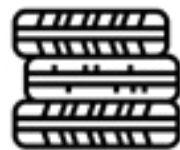
December Activities



176.90
tons of residential
waste collected



234,500
gallons of leachate*
collected



142
tires collected for
recycling

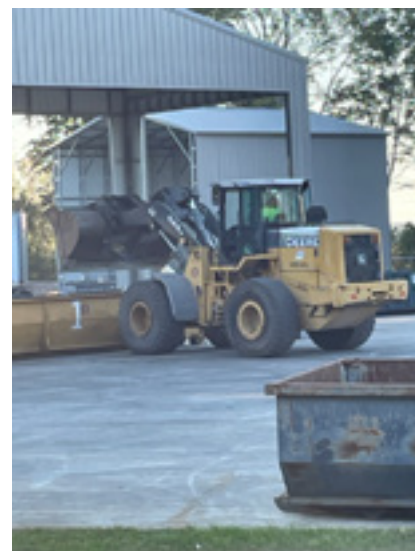
*Leachate is liquid that forms when rain water filters through landfill waste



Recycling freon appliances



Bailing cardboard for recycling

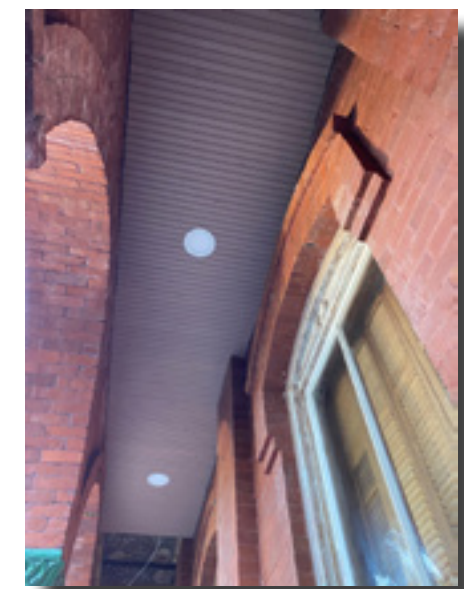
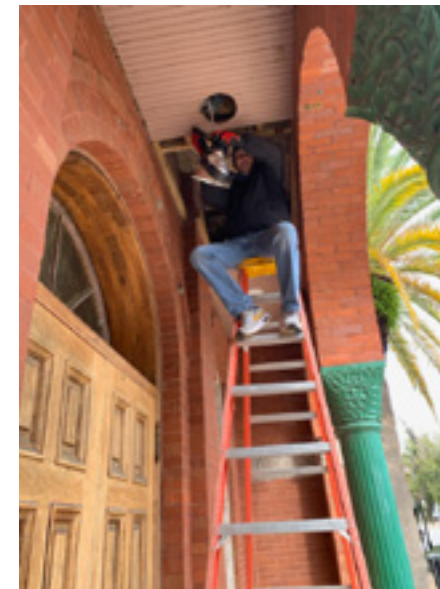


Compacting garbage to accomodate for more waste

PUBLIC WORKS - FACILITIES MAINTENANCE

PROCESSING WORK ORDERS

Maintenance Technicians are assigned work orders each day. Each work order is different and varies in location and skill sets. Work orders range from painting, carpentry, plumbing, welding, air conditioner, and electrical work.... just to name a few. Pictured below are photos of some work orders being completed in December 2023.



Replacing tongue and groove boards at the Historic Courthouse



Replacing fuse for street lights on Amelia Concourse



Cleaning facilities



Installing new air supply fans at Robert M. Foster Justice Center

Facilities Maintenance completed **1,463 work orders in December**

PUBLIC WORKS - PARKS & RECREATION

In December, Nassau County Parks & Recreation held two family-friendly events for the holiday season.

2ND ANNUAL CHRISTMAS TREE LIGHTING

Several hundred people attended the County's 2nd Annual Christmas Tree Lighting on Friday, December 1, 2023. This event featured holiday-themed music by the Nassau Community Band, a special holiday performance by Royal Amelia Dance Academy, face painting, arts and crafts vendors, food trucks, and of course, pictures with Santa. We also added a trackless train ride this year that turned out to be a great addition for the kiddos!






3rd Annual Breakfast With Santa

The 3rd Annual Breakfast With Santa event was held on Saturday, December 16, 2023. The event began with Santa arriving on the fire truck. Attendees enjoyed a free pancake breakfast and photos with Mr. & Mrs. Claus. After breakfast, Santa handed out presents to the children. A great time was had by all!



PUBLIC WORKS - ROAD DEPARTMENT

December Activities

	Work Orders Created	256
	Ditches Cleaned	12,125 LSF*
	Storm Drains Cleaned	2,898 LSF*

* Linear Square Feet

Work Order Highlights for December

Culvert Repairs

- Completed 12 work orders for various driveway repairs

Storm Drain Cleaning

- Completed 23 work orders using the jet vac truck

Dirt Road Maintenance

- Completed 28 work orders adding additional materials to dirt roads

Fleet Maintenance

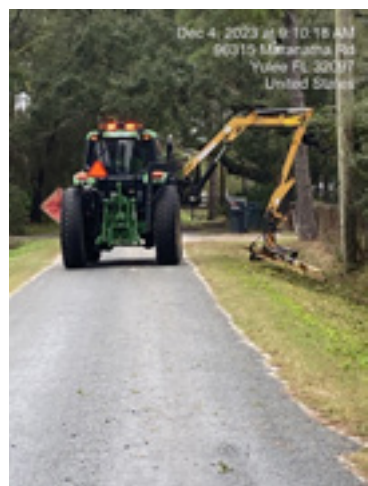
- Performed 20 preventative maintenance work orders
- Performed 50 non-scheduled work orders
- Dispensed 2,120 gallons of diesel fuel

Roadside Ditch Cleaning

- Completed 19 work orders digging ditches in various locations around the County

Paved Road Maintenance

- Completed 3 work orders for various miscellaneous maintenance
- Completed 12 work orders for pot hole repairs
- Completed 4 work orders for roadway shoulder repairs
- Completed 32 work orders for tree/debris removal



Side cutting on Marantha Road



Replacing damaged handrail on Beech Street



Forming a curb on White Oak Place

Storm Response

In December, Nassau County experienced an unusual amount of rain that resulted in flooding and damaged infrastructure. Public Works crews were placed strategically around the county in an effort to provide quick response to any issues that came up. Below are photos of work being done during and after the storm.



Cleaning up debris on Avant Road



Disposing limbs on Avant Road



Crossdrain replacement on Cortez Road



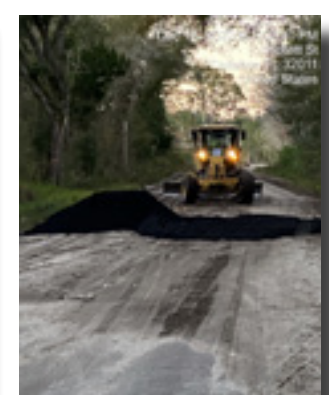
Crossdrain replacement on County Road 121



Driveway replacement on Ford Road



Placing caution signs on Church Road



Repairing washout on Pickett Street

HOW TO SUBMIT A REQUEST FOR ROAD ISSUES/REPAIRS



Did you know that you can submit maintenance requests and/or report road issues online? Visit www.nassaucountyfl.com and click on Maintenance Work Request. This will direct you to our work order site, Dude Solutions. You will need to create a user profile but once you do, you can submit your work order and then the system will generate automatic emails to you, notifying you of updates as the work progresses.

PLANNING DEPARTMENT

American Beach Community Planning Meetings



Community members and interested individuals attended the second of three community meetings planned for American Beach on Saturday, December 2nd. The event was held at the American Beach Community Center on Amelia Island. Remembered by visitors as the “heartbeat and synergy” of the community, the Evans’ was a 200-seat establishment, serving food and drinks and home to musical entertainment and dancing. Started in 1948 by

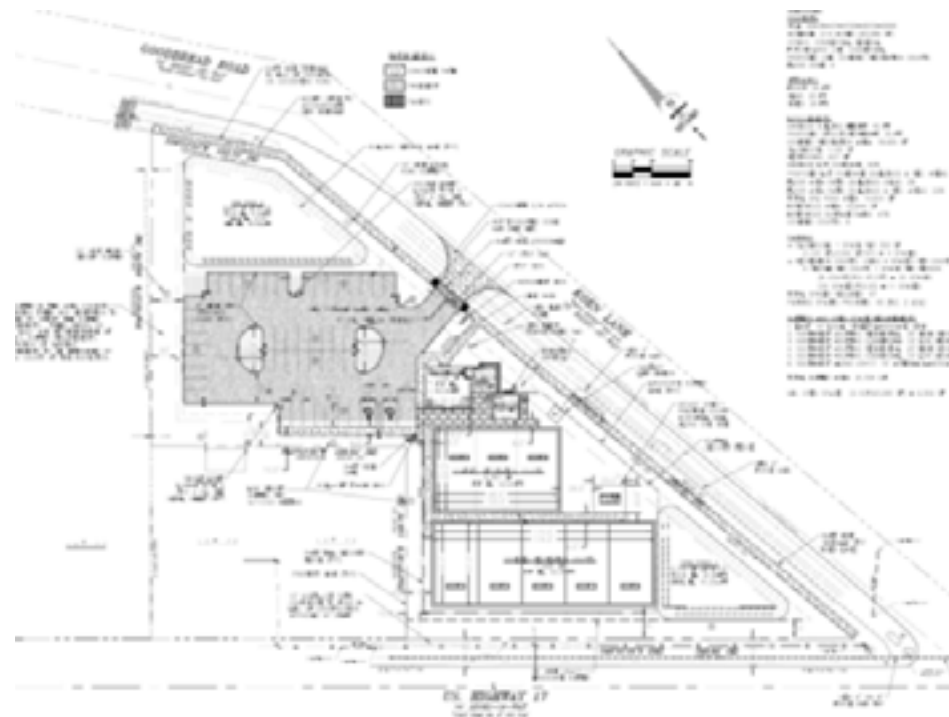
Willie Evans, Sr., the Rendezvous operated continuously until 2000, when it closed. Discussion during the community meeting focused on the following:

- Recapping the discussion from the first meeting held on November 4, 2023
- Engaging attendees in conversations related to options for reactivating the Evans’ Rendezvous building and surrounding area
- Identifying the parameters for potential future usage of the Evans’ Rendezvous building and the surrounding area based on restrictions related to the historic nature of the building and on limitations due to the ecologically sensitive nature of the location on Gregg Street.

For more information related to the American Beach planning effort, view the following: <https://www.nassaucountyfl.com/990/American-Beach-Neighborhood-Planning>

Project Highlight: Koen Lane Recreational Courts

Staff is currently reviewing a site plan for the Koen Lane Recreational Courts - Yulee, proposed with a 2.14 acre property located on the east side of US Highway 17 and west of Goodbread Road/Koen Lane area. The plans propose a clubhouse and 8 recreational courts.



BUILDING DEPARTMENT

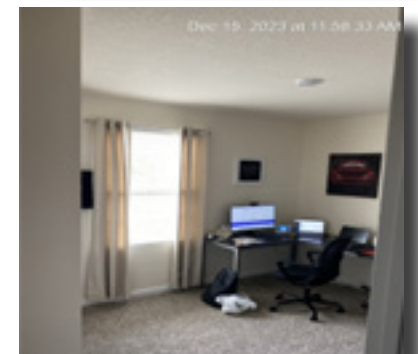
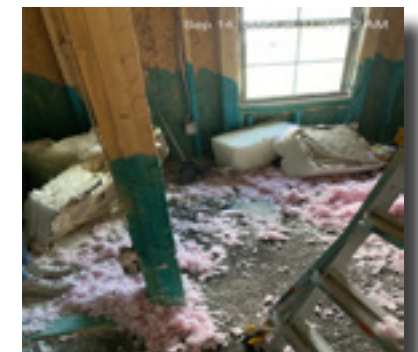
Permits	# Issued in Dec.
New Builds, Additions, Rehabs, Roofs, Siding, Signs	298
Mobile Home & Modular Home	9
Electrical	253
Mechanical	150
Plumbing	259
TOTAL	969
Other Activities	
Contractor Licenses Issued	17
Certificate of Occupancies Issued	119
Inspections Performed	3,190

SUCCESS STORY

On September 4, 2023, there was a structure fire on Bridge Water Drive in Yulee. This fire was found in the bedroom and caused by lithium polymer batteries for an RC car. Thankfully it only caused cosmetic damage in the front bedroom. Inspector Lindes’ initial visit was September 14, 2023. He observed the homeowner removing drywall that needed to be replaced. The inspector informed the homeowner at the time of inspection that a permit was required for insulation installation. The owner obtained the repair permit on November 9, 2023. On December 15, 2023, all final inspections were completed by inspector Lindes. A compliance letter was mailed 1st class on December 18, 2023.

Thank you to the Nassau County Fire Department for acting so swiftly and preventing further damage to the structure.

Thank you to the Nassau County Homeowner as well for cleaning and obtaining the proper permits required to comply with the Nassau County Code of Ordinances.



CAPITAL PROJECTS

Project Highlights

County Road 108 Safety Improvements:

Construction from Middle Road to US 17 (Phase 1) is nearing completion. Construction from Bay Road to Middle Road (Phase 2) is also nearing completion.

Henry Smith Road Improvements:

Construction anticipated to begin in December 2023.

Pratt Siding Road Improvements:

Plans are complete. Right-of-Way identification and acquisition is currently underway.

William Burgess Blvd:

Final permitting and specification are nearing completion. Construction expected to begin in January 2024.

County Road 121 Improvements:

The design for the segment between Duval County to CR 119 began in April 2023. The design timeframe will be 9 months. Construction is expected to commence in early 2024. The County will be issuing an RFQ soon for the segment from CR 119 to US 1 in Boulougne.

Hendricks Road Extension

Right-of-way acquisition is nearly complete.

Bicycle and Pedestrian Projects

Amelia Island Parkway Trail: Phase One

Construction by CGC, Inc. is underway. Expected completion is May 2024.

Amelia Island Parkway Trail: Phases 2-4

Phase 2 design was completed in the first quarter of 2023. The advertisement for construction is expected in late 2023. Phases 3 and 4 are under design.

Amelia Island Trail from Simmons Road to Hickory Street

This segment was funded by legislative appropriations from the State. The County grant agreement was executed and staff is preparing to advertise for design professional services. The RFQ will be advertised in November 2023.

Citrona Drive Pedestrian Improvements

Construction was completed in August 2023.

Intersection Improvements

Pages Dairy and Chester Road Intersection Improvements

Design is nearing completion and construction is expected to begin in January 2024.

William Burgess Boulevard and Harts Road Roundabout

Design is complete. Construction will be completed under a development agreement with costs shared by the developer and the County.

DEVELOPMENT SERVICES

December

Driveway/Sidewalk Permits Issued	92
Driveway/Sidewalk Inspections Performed	264
Utility Permits Issued	18
Building Permits Reviewed	194
Borrow Pit Permits	1
DRC Pre-applications Reviewed	6
Site Engineering Plans Reviewed	23
Variance Requests Reviewed	0
Zoning Certifications	3

DEVELOPMENT REVIEW

Commercial properties that were reviewed in the Yulee area included banks, a coffee shop, expansion to an existing church, two fast-food restaurants, and commercial offices. Near Callahan, a church expansion was reviewed. On Amelia Island, a boutique hotel was reviewed.

DEVELOPMENT REVIEW COMMITTEE

The Development Review Committee meets every Tuesday at 9am to discuss applications that have been filed for development. These are preliminary meetings to ensure that the applicant and proposed project have met all requirements from the County. Anyone interested in learning about proposed projects should follow DRC agendas closely and reach out to Development Services with questions. Items approved by the DRC may eventually progress to the Planning & Zoning Board and/or Board of County Commissioners for approval.

UF/IFAS COUNTY EXTENSION

The County Extension offers classes and information related to 4-H youth development, agriculture and natural resources, lawns and landscapes, and family and consumer services.

Services	Qty.	Estimated Savings to Residents
Total Programs/Activities	32	\$4,706.56
Site Visits	4	\$294.16
Phone, Email and Office Visits	193	\$3,548.31
Volunteer Hours	265	\$7,793.65
Newspaper Articles	3	\$422.05
Soil Analysis	18	\$360.00

4-H Youth Development

The 4-H Agent mission is to provide educational programs for positive youth development and overseeing fundraising, record-keeping, marketing, working with the Nassau County 4-H Association, and ensuring compliance with state and national policies. 4-H Agents recruits, trains, and retains youth and adult volunteers.

Success Story



In December, 4-H alumni Emma Norstrem was asked to co-teach alongside agent Kelsey Irvine at the prestigious UF/IFAS specialty law enforcement program LECAL (Livestock Education and Certification for Agricultural Law Enforcement). This course leads various professionals from multiple agencies in animal handling, husbandry, behavior, and law ethics with both a classroom and hands on curriculum. Emma is a multi-award winner equestrian with 4-H, including being one of our National Hippology Contestant winners, a State 4-H Horseman of the Year runner up, division champion for hunter riding, and so on.

Due to her success in 4-H and quality character, she was requested by name to assist in both teaching and evaluating this professional course. Emma has already had experience leading summer camps in hippology but teaching adults is always a little intimidating. However, with grace and expertise Emma was able to fit right in as a respected educator in the eyes of these officers. When asked about her experience she responded, "I was prepared on so many levels to help thanks to my 4-H experiences."

AGRICULTURE

The Agriculture/Natural Resources Agent works to help ranchers and farmers enhance their production and distribution capacities, while maintaining sound environmental principles.

Homeowners' Associations (HOA) Lead the Way in Adopting Water Conservation Efforts

Adopting sustainable landscape best management practices associated with the Florida-Friendly Landscaping (FFL) Program can be difficult for homeowners within Homeowners Association. Although state statute prohibits communities, associations, etc., to prevent homeowners from adopting FFL practices, specific landscape languages with neighborhood covenants and restrictions can still make it difficult to adopt FFL practices. Therefore, communities adopt FFL model language to encourage homeowner adoption of FFL practices. In December of 2023 two homeowners' associations reported adopting FFL language as a result of the agent's efforts with the HOAs and community association management company. These changes will allow the HOAs to adopt FFL practices within the common spaces and better encourage homeowners to adopt FFL practices. Follow-up data should have positive economic and environmental impacts because of decreased water consumption, fertilizers, and herbicides on property.

New Podcast: Cultivating Curiosity

Want to learn on the go? Tune into the horticulture agent's new podcast, "Cultivating Curiosity" where two extension agents explore the world of horticulture. Each month, Dr. Taylor Clem and Alyssa Vinson (Manatee County Extension) discuss horticulture and gardening topics with different specialists from around the State. You can find the podcast on any major podcasting platform, or you can visit our webpage for more information about each episode and links to supporting podcast providers.

Podcasts can be found at: <https://sites.google.com/ufl.edu/cultivating-curiosity/home>



Free Income Tax Filing Assistance

If you have a total gross income of \$79,000 or less, you qualify for free income tax filing assistance by an IRS-Certified Volunteer. The volunteer will coach you through the process of completing your return using IRS approved TaxSlayer online filing software.

Call Meg McAlpine at (904) 530-6359 to schedule your appointment. Appointments can be in-person or online via Zoom.

STRATEGIC ADVANCEMENT

CLAM Update

Staff has been working with the Georgia Department of Natural Resources (GDNR), the Okefenokee National Wildlife Refuge, Kings Bay Naval Submarine Base, and the St. Marys Riverkeeper to align conservation priorities; specifically the Atlantic to Okefenokee “A20” Corridor Conservation Project. GDNR has adapted their “Greenway Priority” areas to align with the northern boundary of the A20 project at Orange Bluff. An application was also submitted to the Department of Environmental Protection’s (DEP) Florida Forever program to establish the “A20” Conservation Project.

In December, staff presented the project to Department of Environmental Protection’s Acquisition and Restoration Council who voted to proceed with the project evaluation process for potential addition to the 2025 Florida Forever Priority List.

Bicentennial Activities

Staff continued to work on activities related to the Nassau Vision 2050 and the Bicentennial Kickoff Event scheduled for Saturday, January 13th. Efforts included finalizing contracts for use of property, ordering signs and banners for the event, coordinating traffic plans, finalizing security plans, and much more.

Additional Vision 2050 exercises will take place throughout the year and various events. Residents are encouraged to take part in visioning activities to provide input to help us plan for the future. Be sure to follow our Bicentennial website at www.nassaufl2050.com

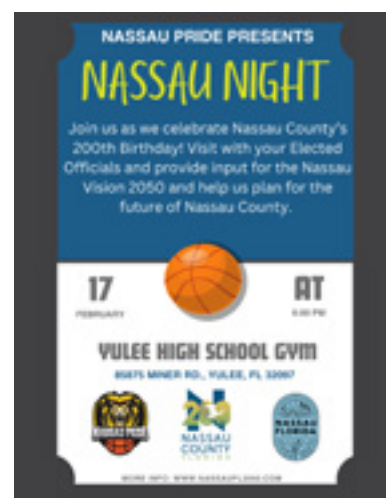


JTA Transit Study Meeting

JTA hosted a public meeting on December 12th at the Callahan Multi-use Facility to share information and gather input related to the JTA Transit Study Update. A second meeting was held on December 13 in the Board of County Commissioners Chambers. JTA has distributed surveys at key transit user locations and destinations and has participated in a number of community events. An assessment of existing conditions and current transit services is currently being finalized. Next steps include a comprehensive operational analysis, the development of short and mid-range transit networks, and recommendations for mobility hub locations. The anticipated completion date for the study is March 2024.

We are excited to partner with the Nassau Pride Basketball Team to offer “Nassau Night” at their home game on Saturday, February 17th at 6pm. Come enjoy a game of professional basketball, meet your Elected Officials and provide input for Nassau Vision 2050.

Location: Yulee High School Gym, 85875 Miner Road, Yulee, FL.



PUBLIC INFORMATION OFFICE

December activities included:

- Monthly BOCC Newsletter for November 2023
- Issued Special Event Permit for the Yulee Holiday Parade
- Coordinated touch-a-truck session for Leadership Nassau’s Government & Policy Day
- Attended and photographed the Yulee Holiday Parade, Breakfast With Santa, and Dickens on Centre Event
- Currently processing three special event applications
- Final stages of Annual Report to be released this winter
- Bicentennial Meetings and promotions
- The County Insider: 26 stories
- FaceBook: 39 posts
- Tweets: 16
- LinkedIn posts: 5
- Press Releases issued: 1

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You can unsubscribe at any time.

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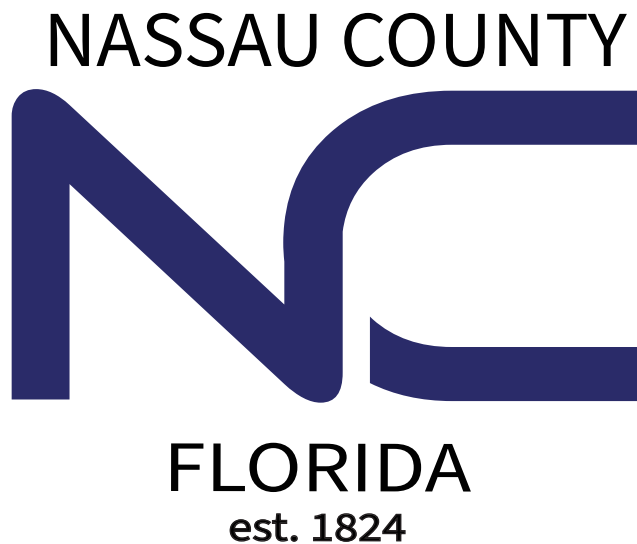


https://www.youtube.com/channel/UCPcL9uy37-oy_iX1ka_fw8Q



<https://www.linkedin.com/company/nassau-county-board-of-county-commissioners>

Board of County Commissioners



Visit our news blog, **The County Insider**, for up-to-date information related to the County including, but not limited to, road closures, special events and programs, project updates, County awards, meeting information, and more!

www.thecountyinsider.com

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