

Nassau County Board of County Commissioners
Regular Session, April 19, 2017, 9:00 a.m.
Special Session, April 19, 2017, 9:00 a.m.
Commission Chambers, 96135 Nassau Place, Yulee, Florida

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

Commissioners:

Present: Chairman Daniel B. Leeper, Commissioners Pat Edwards, George V. Spicer, and Justin Taylor.

Absent: Commissioner Steve W. Kelley.

Other Officials Present: Michael S. Mullin, County Attorney; and Shanea Jones, County Manager.

Staff Present: Justin Stankiewicz, Office of Management and Budget Director/Assistant County Manager; Scott Herring, Public Works Director; Taco Pope, Planning and Economic Opportunity Director; and representing the Clerk's office Brenda Linville and Peggy Snyder, Deputy Clerks.

Official Agenda Summary:

ADDITIONAL MEETING:

SS170419 - 9:57:16 (Tab A) Special Meeting at 9:00 a.m., or as soon thereafter as matter may be heard, for discussion of the Fiscal Year 17-18 Budget.

Discussion: Mr. Stankiewicz stated that this is the first of many budget discussions. He noted that all the departments' budgets are due by April 21, 2017. This presentation is to provide the Board with information regarding the budget process and receive direction from the Board. He provided a PowerPoint presentation recapping property tax values from 2007 through his projected 2018 values which included a five percent increase in the property tax values; Ad Valorem Tax Revenue; millage rankings in the State of Florida; and Nassau County's financial condition per Purvis Gray and Company.

Mr. Stankiewicz then reviewed the Florida Auditor General financial indicator data. Purvis Gray and Company is required to complete the analysis each year. He also touched upon inadequate infrastructure, restricted funds, and increasing the millage rate.

Mr. Pope discussed the impact that recreational parks would have on the county. He also distributed additional information.

Mr. Stankiewicz addressed the gas tax (user fee). The group discussed not having a plan in place to address the needs of the county in the event of an emergency; paving dirt roads with the funds from the gas tax; whether the county has received funds from FEMA; and cost to pave a mile of dirt road.

Noted: Mr. Stankiewicz will try and bring back at the next budget meeting an estimate of the number of vehicles that use the county's gas pumps that do not live in Nassau County.

Ms. Jones responded to an inquiry regarding paying off the County bonds. She commented on several options for the use of the reoccurring bond payment once the bond is paid off. Mr. Stankiewicz recommended long term debt for long term assess. Discussion continued regarding a multi-year budget and whether the county has any open space to create a trail similar to the Greenway.

Ms. Jones commented that the county has no financial problem as far as meeting the operating bills. She expressed concern whether the level of service is sufficient. The group discussed setting a workshop to identify the needs of the county.

Motion: Schedule budget workshop for May 3, 2017 at 9:00 a.m. in order to identify the County's top priorities and potential funding sources and schedule a special session for May 17, 2017 at 9:00 a.m., or as soon thereafter as the matter may be heard, for discussion of the Fiscal Year 17-18 budget.

Maker: Commissioner Edwards

Second: Commissioner Taylor

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: Board, County Attorney, County Manager, OMB

Audience Input:

RS170419 - 9:03:50 Klynt Farmer came forward to provide an update on the Fire Relief Frenzy Fundraiser held on April 15, 2017 at AA Bottle Gas in Callahan and to thank everyone who participated.

RESOLUTION(S) :

RS170419 - 9:08:37 (Tab B) Approve a Resolution commending governmental agencies, businesses, not-for-profits, and individuals for the assistance and support rendered during a wildfire that occurred in Bryceville, Nassau County, Florida, on March 22, 2017.

Discussion: The Commissioners thanked everyone in the audience who helped with the Bryceville wildfire.

Motion: Approve Tab B as stated above and authorize the Chairman to sign Resolution 2017-77 regarding same.

Maker: Commissioner Spicer

Second: Commissioner Taylor

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: County Manager

RS170419 - 9:29:41 (Tab C) Approve a Resolution of the Board of County Commissioners of Nassau County, Florida, proclaiming April 2017 as Child Abuse Prevention Month.

Motion: Approve Tab C as stated above and authorize the Chairman to sign Resolution 2017-78

Maker: Commissioner Taylor

Second: Commissioner Edwards

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: County Manager

PRESENTATION(S) :

RS170419 - 9:33:40 (Tab D) Frank Mashuda, Facilities Maintenance Director re: monthly status update on Facilities Maintenance/Parks and Recreation activities.

Discussion: Mr. Mashuda came forward to address his achievements and goals. The group discussed the great job Facilities Maintenance/Parks and Recreation has done throughout the county. Mr. Mashuda responded to an inquiry regarding the cost of unfunded items that were not in his budget. Commissioner Edwards requested a copy of the all the unfunded items. Ms. Jones addressed the county being proactive in taking care of county facilities. Brief discussion followed.

CONSENT ITEM(S) :

RS170419 - 9:43:54 Approve the following: **(Tab E)** Use of \$2,500.00 from the Crime Prevention Trust Fund to be donated to the Nassau Alcohol Crime Drug Abatement Coalition to assist in preparation of the coalition's Know the Law Book. Funding source: 01031521-549036 CRMPV. **(Tab F)** Authorization for the use of \$2,500.00 from the Law Enforcement Trust Fund to be donated to Boy Scouts of America. Funding source: 13031521-582000 **(Tab G)** Authorization for the Chairman to sign Amendment Number 3 to the Agreement with Henry Schein, Inc. Contract No. CM2046-A3 for purchase of medical supplies. Funding source: 01261526-552221. **(Tab H)** Authorization for the Chairman to sign Amendment Number 3 to the Agreement with QuadMed, Inc. Contract No. CM2044-A3 for purchase of medical supplies. Funding source: 01261526-552221. **(Tab I)** Authorization for the Chairman to sign Amendment Number 3 to the Agreement with Southeastern Emergency Equipment, Contract No. CM2045-A3 for purchase of medical supplies. Funding source: 01261526-552221. **(Tab J)** Release of final retainage in the amount of \$11,288.07 to J.D. Hinson Company for the Guardrail Replacement project, contingent upon Contract Management's acknowledgement of receipt of all final releases of lien and consent of Security. **(Tab K)** Authorization for the Chairman to sign a Change Order totaling \$46,150.60, to GAI Consultants, Inc. for additional Construction Engineering Inspection (CEI) services related to the NAU Headworks and Aeration Piping Replacement Project. Funding source(s): 71500535-563551 WWHW and 71500535-563551 WWP IP. **(Tab L)** Authorization for the Chairman to sign a Financial Action Form for use of District 505 Transportation Impact Fees for the Crawford Road Improvements Project. **(Tab M)** Finance Package 2017-12 and associated Resolutions.

Motion: Approve consent agenda items (Tabs E through M)
as stated above. (See Attachment "A" for Tab M)
Maker: Commissioner Edwards

Second: Commissioner Taylor
Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor
Absent: Commissioner Kelley
Follow Up: Finance, OMB, County Manager, Sheriff, Fire Rescue, NAU, Public Works, Road and Bridge

REGISTER:

The Chairman signed the register for the following warrants: Warrant Nos. 235875 thru 235977 dated 4-11-17 for a register total of \$353,787.69; Warrant Nos. 235978 thru 236073 dated 4-13-17 for a register total of \$554,315.14; Wire Transfer Nos. 1709220 thru 1709221 dated 3-31-17 for a register total of \$1,125,097.80; Wire Transfer No. 1709222 dated 4-6-17 for a register total of \$5,023.50; Wire Transfer Nos. 1709223 thru 1709224 dated 4-7-17 for a register total of \$12,139.32; Wire Transfer Nos. 1709225 thru 1709226 dated 4-10-17 for a register total of \$754.51; Wire Transfer Nos. 1709227 thru 1709228 dated 4-12-17 for a register total of \$3,004.79; and Warrant Nos. 236074 thru 236123 dated 4-18-17 for a register total of \$505,874.15.

NEW BUSINESS:

RS170419 - 9:45:06 (Tab N) Consider the following: (1) move the Road & Bridge Tractor Replacement from the Fiscal Year 18/19 Fleet Replacement Plan to this fiscal year and purchase a 2017 John Deere 6110 Model Tractor for \$115,922.17; and (2) authorize the Chairman to sign associated budget amendment. Funding source: 03404541-564002 FRP.

Discussion: Mr. Herring responded to an inquiry explaining how the tractor became stuck. Discussion followed.

Motion: Approve Tab N as stated above and authorize the Chairman to sign Resolution 2017-79. (Upon verbal clarification the Deletion from Inventory was included)

Maker: Commissioner Spicer
Second: Commissioner Edwards
Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor
Absent: Commissioner Kelley
Follow Up: Finance, OMB, Public Works, Road and Bridge

RS170419 - 9:49:03 (Tab O) Discussion of the speed limit on Amelia Concourse.

Discussion: Commissioner Edwards provided the history regarding this item.

Motion: Continue to April 24, 2017 Tab D as stated above in order for Commissioner Kelley to be present and for the Public Works Director to provide additional information.

Maker: Commissioner Edwards

Second: Commissioner Spicer

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: Public Works

RS170419 - 9:52:01 (Tab P) Discuss adoption of an Ordinance creating an Arts in Public Places Program.

Discussion: Ms. Jones reviewed the request. Marge Powell, Chair of Arts and Culture Nassau, stating that there is no funding involved in this program.

Motion: Authorize the County Manager's office to draft an Ordinance creating a policy for an Arts in Public Places Program and bring back to the Board at a later date.

Maker: Commissioner Spicer

Second: Commissioner Taylor

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: County Manager

INFROMATIONAL ITEM(S):

RS170419 - 9:54:55 (Tab Q) Monthly status update on Building Department & Code Enforcement activities. Informational only.

RS170419 - 9:54:55 (Tab R) Monthly status update on County Extension activities. Informational only.

RS170419 - 9:54:55 (Tab S) Monthly status update on Fire/Rescue activities. Informational only.

RS170419 - 9:54:55 (Tab T) Monthly status update on Public Works activities. Informational only.

EXPANSION ITEMS:

RS170419 - 9:08:11 (1) Consider approving a Resolution extending the burn ban. (2) Cancel the special meeting scheduled for April 20, 2017 at 9:00 a.m. to consider extending the burn ban.

Motion: Expand the meeting to consider two (2) items as stated above.

Maker: Commissioner Edwards

Second: Commissioner Taylor

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: County Manager

RS170419 - 9:55:26 Expansion Item #1: (1) Approve Resolution extending the burn ban commencing April 19, 2017 and continuing the emergency through April 26, 2017. (2) Cancel the special meeting on April 20, 2017 to consider extending the burn ban.

Motion: Approve expansion item 1 as stated above and authorize the Chairman to sign Resolution 2017-81 regarding same.

Maker: Commissioner Spicer

Second: Commissioner Taylor

Action: Aye: Commissioners Leeper, Edwards, Spicer, and Taylor

Absent: Commissioner Kelley

Follow Up: County Manager, County Attorney, Fire Rescue, Clerk Staff

DISCUSSION ITEMS:

RS170419 - 9:56:24 Commissioner Spicer's Business:
None.

RS170419 - 9:56:25 Commissioner Taylor's Business:
None.

RS170419 - 9:56:26 Commissioner Edwards' Business:
None.

RS170419 - 9:56:27 Chairman Leeper's Business:

- Thanked the Public Works Director for researching an issue on the South End.

Request: Public Works Director to research the vinyl striping on canopy roads as it is difficult to see at night.

- Reminder of the Volunteer luncheon on April 20, 2017 at 12:00 p.m.

RS170419 - 10:53:39

- County Manager to investigate whether the wide gap between the playground and the asphalt sidewalk at Goffinsville Park is a safety hazard.

There being no further business, the regular session of the Nassau County Board of County Commissioners adjourned at 10:54 p.m.

Daniel B. Leeper, Chairman

Attest:

John A. Crawford, Ex-Officio Clerk

ATTACHMENT "A"

Finance Package 2017-12:

1. Resolution 2017-80, regarding budget amendment in the General Fund in the amount of \$847.00 which received reimbursement of damaged/lost materials as well as a donation for the Nassau County Library System.