

**Nassau County Board of County Commissioners  
Regular Session, July 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, Steve W. Kelley, Pat Edwards, Justin Taylor and George V. Spicer.

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

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

**Official Agenda Summary:**

**Audience Input:**

**RS170719 - 9:03:38** Teresa DelleDonne came forward to address an issue with Simmons Road Trail on the north side of Simmons Road.

**Discussion:** Mr. Pope provided information regarding the history of the Simmons Road Trail. Chairman Leeper will meet with Ms. DelleDonne regarding her concerns.

**Noted:** All other participants expressed interest to speak when the item of interest is to be considered.

**PRESENTATION(S) :**

**RS170719 - 9:09:16 (Tab A)** Michael Griffin, Building Official re: monthly status update on Building Department and Code Enforcement activities.

**Discussion:** Mr. Griffin came forward to review monthly activities on the Building Department and Code Enforcement. The group discussed customer service, permitting, and

inspection issues within the Building Department, and software to help with the permitting process.

**Request:** Building Official to contact the building department in Jacksonville regarding the type of software they use for their permitting process.

**RS170719 - 10:15:24 (Tab B)** Justin Stankiewicz, OMB Director/Assistant County Manager re: tentative Fiscal Year 17-18 Budget.

**Discussion:** Mr. Stankiewicz provided a PowerPoint presentation and reviewed the tentative budget. He provided a summary for funding sources and expenditures for Departmental Costs, Constitutional Officers' Requests, Elective Expenditures, Required Expenditures, and Reserves. He explained that as costs keep going up and as State mandates increase, without revenue increasing at a pace sufficient to cover expenditures, the County is reaching a point where they must address this in the near future. Mr. Stankiewicz recommended a millage increase. This item is slated for additional discussion at the July 24, 2017 meeting.

**Request:** Commissioner Taylor suggested that Mr. Stankiewicz form a committee to address the allocation of funds amongst the Not-for-Profit organizations. Mr. Stankiewicz stated that this could be handled on an internal staff level by requesting specific financial information.

**Request:** Mr. Stankiewicz to provide Commissioner Kelley with the amount of revenues that can be generated from the same amount of funds that the County is paying into debt services.

**Discussion:** Mr. Mullin suggested scheduling a workshop in order for the Director of Planning and Economic Opportunity to provide a presentation regarding developments that are coming to Nassau County and the requirements for recreation and fire services.

**CONSENT ITEM(S):**

**RS170719 - 9:17:50** Approve the following: **[Tab D]** Resolution authorizing the execution of the agreement with the State of Florida, Department of Transportation, for Traffic Signal Maintenance and Compensation; and authorize

the Chairman to sign Contract No. CM2302-A2. **[Tab E]** Authorization for the Chairman to sign the Request for Group Insurance Amendment with the Standard Group, Contract No. CM1497-A5, for Life and Long-Term Disability Insurance.

**Motion:** Approve to move to old business: Tab C discussion of offer from Woodbridge Nassau, LLC, concerning the conditions to obtain Right of Entry to construct a drainage ditch from Clements Road into Woodbridge Subdivision.

**Maker:** Commissioner Spicer

**Second:** Commissioner Taylor

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

**Follow Up:** Public Works

**Motion:** Approve consent items (Tabs D and E) as stated above.

**Maker:** Commissioner Spicer

**Second:** Commissioner Taylor

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

**Follow Up:** Public Works, Finance, OMB, Human Resources, Contract Management

**RS170719 - 9:18:49**

**Motion:** Adjourn as the Board of County Commissioners and convene as the SAISS MSBU Governing Board.

**Maker:** Commissioner Kelley

**Second:** Commissioner Taylor

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

**RS170719 - 9:18:53 (Tab F)** Approve a Resolution of the Board of County Commissioners of Nassau County, Florida demonstrating continuing support for the South Amelia Island Shore Stabilization Project, agreeing to continue serving as the local sponsor of the project, committing to provide the local cost share through the South Amelia Island Shore Stabilization Municipal Service Benefit Unit and providing for an effective date; and authorize the County Manager to sign Fiscal Year 2018-2019 Local Government Funding Request Beach Projects Application, as required by the Florida Department of Environmental Protection.

**Motion:** Approve Tab F as stated above and authorize the Chairman to sign Resolution 2017-108 regarding same and authorize the County Manager to sign the grant application.

**Maker:** Commissioner Kelley

**Second:** Commissioner Edwards

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

**Follow Up:** Finance, OMB, Bill Moore, County Manager

**RS170719 - 9:20:08**

**Motion:** Adjourn as the SAISS MSBU Governing Board and reconvene as the Board of County Commissioners.

**Maker:** Commissioner Spicer

**Second:** Commissioner Kelley

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

**REGISTER:**

The Chairman signed the register for the following warrants: Warrant Nos. 238200 thru 238285 dated 7-11-17 for a register total of \$140,955.08; Warrant Nos. 238286 thru 238406 dated 7-14-17 for a register total of \$252,285.15; Wire Transfer No. 1713765 dated 7-13-17 for a register total of \$5,000.00; Wire Transfer No. 1713763 dated 7-11-17 for a register total of \$3,741.52; Wire Transfer No. 1713762 dated 7-10-17 for a register total of \$7,446.00; and, Warrant Nos. 238407 thru 238527 dated 7-18-17 for a register total of \$328,054.61.

**OLD BUSINESS:**

**RS170719 - 9:20:38 (Tab C)** Discussion of offer from Woodbridge Nassau, LLC concerning the conditions to obtain Right of Entry to construct a drainage ditch from Clements Road into Woodbridge Subdivision. Funding source: 03420541-531000.

**Discussion:** Ferrell Burkett came forward to express his concerns with this request and to address the continuing drainage issues. Tom VanBeek came forward to address ponds illegally dug across the street from his property on Woodbridge Nassau, LLC property. Carl Freeman came forward to address the 2004 Settlement Agreement. Mr. Mullin provided a brief history regarding the settlement agreement. He then addressed the current issue on Clements

Road. Mr. Herring commented on the progress on Clements Road as it relates to issues with drainage, right-of-way, and the pond. He also reviewed the request. Further discussion followed regarding the cost to construct a drainage ditch.

**Request:** Mr. Herring to meet with Code Enforcement regarding a possible code enforcement violation regarding a pond across the street from Mr. VanBeek's property on Woodbridge Nassau, LLC property.

**Discussion:** Mr. Freeman stated that if the County can ensure that this investment will resolve the problems on Clements Road he is okay with it, but if the County is not sure or if it is going to interfere with the original settlement agreement, it is a dead issue. Mr. Pope responded to an inquiry regarding the definition of open space and a pond. Mr. Freeman distributed the Woodbridge Planned Unit Development (PUD) Phase III, where he had underlined "open space" referring to Tract D which is within the conservation agreement of the original Villages I and II which is now considered Phase I of the Woodbridge PUD. Tract D is 10.42 acres of open space; some of which is buffer for the wetlands to the west. The next document Mr. Freeman discussed was what had been submitted to St. Johns River Water Management District (SJRWMD) on or about May 10, 2017 which shows the pond identified by Woodbridge as "Fishing Pond II". In his research, Mr. Freeman found that a borrow pit or fishing hole is considered an earth structure, and structures are not allowed in open space. In summary, Mr. Freeman requested a "stop work" order until Woodbridge PUD conditions can be reviewed.

Mr. Herring reviewed the request and provided a breakdown of the funding. Staff to invite Mr. McCranie to attend the Monday, July 24, 2017 meeting.

**Motion:** Continue to July 24, 2017 Tab C as stated above in order for staff to review all documents related to the drainage issues on Clements Road and allow all participants to be present.

**Maker:** Commissioner Kelley

**Second:** Commissioner Edwards

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

**Follow Up:** County Manager, Public Works, County Attorney

**RS170719 - 10:01:19 (Tab G)** Continue consideration of a Resolution of the Board of County Commissioners of Nassau County, Florida, amending Resolution No. 99-61, as amended, which established procedures for Regular and Special Meetings of the Board of County Commissioners.

**Discussion:** Mr. Mullin provided an overview of the revisions to this resolution.

**Motion:** Continue to July 24, 2017 Tab G as stated above.

**Maker:** Commissioner Edwards

**Second:** Commissioner Spicer

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

**Follow Up:** County Attorney, County Manager

**RS170719 - 10:12:39 (Tab H)** Continue consideration of request to approve and authorize the Chairman to sign the Professional Auditing Services Agreement with Carr Riggs and Ingram, Contract No. CM2444, for external auditing services for the period of July 10, 2017 through July 9, 2020.

**Motion:** Continue to July 24, 2017 Tab H as stated above.

**Maker:** Commissioner Edwards

**Second:** Commissioner Taylor

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

**Follow Up:** County Attorney, OMB

**COUNTY ATTORNEY BUSINESS:**

**RS170719 - 10:13:08** Mr. Mullin pointed out that recently, this Board approved the Family Hardship Development which provides people the ability to convey property to family members without having to follow the specifics of a development regulation. He and Mr. Pope worked with the family last night for an hour before the Planning and Zoning Board in order to help them comply with this Board's rulings and the application was approved by the Planning and Zoning Board. He wanted to let the Board know that their rules work. He praised Mr. Pope and his department for their diligence.

**INFORMATIONAL ITEM(S) :**

**RS170719 - 10:15:17 (Tab I)** Monthly status update on County Extension activities. Informational only.

**RS170719 - 10:15:17 (Tab J)** Monthly status update on Facilities Maintenance/Parks & Recreation activities. Informational only.

**RS170719 - 10:15:17 (Tab K)** Monthly status update on Fire/Rescue activities. Informational only.

**RS170719 - 10:15:17 (Tab L)** Monthly status update on Library activities. Informational only.

**RS170719 - 10:15:17 (Tab M)** Monthly status update on Public Works activities. Informational only.

**RS170719 - 10:15:17 (Tab N)** Monthly status update on all contract amendments, change orders, task orders, and work authorizations approved by the County Manager in June 2017, as required by Section 6.2 of the Nassau County Purchasing Policy. Informational only.

**RS170719 - 10:15:17 (Tab O)** Informational only: authorized employee travel.

**EXPANSION ITEMS:**

None.

**DISCUSSION ITEMS:**

**RS170719 - 11:10:18** Commissioner Kelley's Business:  
None.

**RS170719 - 11:10:18** Commissioner Spicer's Business:  
None.

**RS170719 - 11:10:18** Commissioner Taylor's Business:  
None.

**RS170719 - 11:10:18** Commissioner Edwards' Business:

None.

**RS170719 - 11:10:18** Commissioner Leeper's Business:

None.

There being no further business, the regular session of the Nassau County Board of County Commissioners adjourned at 11:10 a.m.

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Daniel B. Leeper, Chairman

Attest:

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John A. Crawford, Ex-Officio Clerk