

**Nassau County Board of County Commissioners**  
**Special Session, May 16, 2018, 9:00 A.M.**  
**Regular Session, May 16, 2018, 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 Pat Edwards, Commissioners Daniel B. Leeper, Steve Kelley, George V. Spicer, and Justin Taylor.

**Other Officials Present:** John A. Crawford, Ex-Officio Clerk; Michael S. Mullin, County Attorney; and Shanea Jones, County Manager.

**Staff Present:** Justin Stankiewicz, Office of Management and Budget Director; Becky Bray, Public Works Director; Taco Pope, Planning and Economic Opportunity Director; and representing the Clerk's office Peggy Snyder and Melissa Lucey, Deputy Clerks.

The regular meeting recessed at 9:55 a.m. and reconvened at 10:04 a.m. to consider the special meeting.

**SPECIAL MEETING:**

**SS180516 - 10:04:37 (Tab A)** Discuss Fiscal Year 2018/2019 Budget.

**Discussion:** Mr. Stankiewicz explained that he had emailed the Board members the summary of the elective expenditures for the Non-Profit funding levels that the Board wished to have included in this year's budget request.

Mr. Stankiewicz addressed the Non-Profit funding adding that it has been the past practice of the Board to fund at the exact same level as the prior year. To his knowledge, the only two legal requirements is to the State Health Department and Starting Point.

Public Input: Janice Ancrum, President and CEO of the Nassau County Council on Aging, came forward to explain the

reason for her request for additional funds for the Council on Aging and Nassau Transit. Discussion followed.

Commissioner Spicer suggested drafting a priority list for the non-profits. He felt that the Economic Development Board has not been producing in accordance to the investment taxpayers have made. The group discussed the new requests for funding as well as the importance of alcohol and drug abuse programs and mental health. It was noted that the County was not required to fund Starting Point at 100 percent. Reallocation of funds may be necessary to fund the non-profits most in need; however, ranking the organizations according to importance would be difficult as they all do great work for the County. Commissioner Leeper suggested a percentage of reduction for all non-profits and then reallocate the balance to those most in need.

**Public input:** Douglas Adkins came back before the Board to explain that another challenge for the Board is hurricane evacuation for the 9,000 seniors residing on Amelia Island. Nassau Transit is essential in the evacuation of these seniors. One of the new Medicaid mandates is Medicaid Transportation and this may be an opportunity for the County to have Nassau Transit as the provider.

**Discussion:** Mr. Stankiewicz will use the funding levels from last year for the Non-Profits and bring this item back for discussion at the next budget meeting. Mr. Stankiewicz also referred to the Pavement Management Program at \$2,000,000.00 and the Double Chip Road Program at \$340,000.00. Discussion followed. Mr. Stankiewicz will keep the funding amounts at the current levels.

Mr. Stankiewicz addressed the use of Recreational Impact Fees and how they are based on the current level of service which is deficient as a whole and the revenues that are received are not significant enough to improve the County's recreation programs. He commented on his meeting with the County Manager, County Attorney and Planning and Economic Opportunity Department and they discussed a plan to bring back a draft ordinance within the next 60 days which would suspend impact fees for recreation and replace it with what they refer to as a "Rec Bank". He provided a PowerPoint presentation addressing the concept behind the Rec Bank and how the revenue would be generated. This would allow the County to address the recreation on a community basis instead of numerous little neighborhood parks. He requested

approval to move forward with the draft ordinance. Discussion followed.

Next, Mr. Stankiewicz provided his PowerPoint presentation regarding the budget updates. He has met with department heads to determine their wants and needs for the next 12 months. He will bring back the identified Capital Projects in June. Constitutional Officer Budgets are not available until June or July timeframe. Property tax information is not due out until June 1, 2018. Basically all the figures presented today are based on estimates and projections and are subject to change.

Mr. Stankiewicz provided an overview of the current projections for the County's three taxing funds: General Fund, County Transportation Fund, and Municipal Service Funds. He explained that the projected shortfall for all three funds in 2019 will be (\$5,776,215.00). Mr. Stankiewicz offered potential solutions to increase revenues and reduce expenditures. He explained what the taxpayers would potentially receive for a millage increase in the General Fund, County Transportation, and Municipal Service Fund. Discussion followed.

Next, Mr. Stankiewicz explained what taxpayers could receive if a Five-Cent Gas Tax was levied which would provide an increase in Revenues in the amount of \$1.6 to \$2.0 million annually. These funds would also provide a financial benefit to the City of Fernandina Beach and the Towns of Hilliard and Callahan.

Mr. Stankiewicz addressed debt proceeds, the gas bond, and long-term debt. He noted that the County has a Gas Tax Bond which will be paid off in September 2018 and would free up \$1,104,021.00 million annually. He explained that there is a potential to obtain a bond for \$15,500,000 or more depending on the bond rating, while keeping the current amount of debt service payment which would allow the County to catch up on deficiencies and use for major capital outlays. Mr. Stankiewicz highlighted what taxpayers could receive with long-term debt such as the William Burgess Extension Road, A1A Roundabout, Kings Ferry Road, Chester Road, and Edwards Road. He reviewed what the taxpayers would potentially get if the budget was left status quo.

Mr. Stankiewicz reviewed Reserves and advised that there was nothing left in Contingencies within the General Fund;

the funds were all used for hurricane related reimbursements. He added that a sizeable amount of Reserves were used in the past for balancing the budget. The Clerk advised that he will bring back his presentation and will help the Board make their case to the public.

Mr. Stankiewicz discussed the School Resource Officers mandated by the State that have not been budgeted as yet in the Sheriff's budget. Discussion followed as to how this \$694,000.00 expense would be funded.

Mr. Stankiewicz requested the Board's input regarding whether they wish to include the millage rate of 2.025 in the tentative budget; add the Five-Cent Gas Tax which will require a super majority vote; or any other revenues the Board would wish. Discussion followed regarding the effects of past choices of previous Boards. Chairman Edwards reminded the board of the additional \$25,000.00 Homestead Exemption is slated to pass in November that will take another \$3 million to \$4 million out of the County's budget the following year.

Mr. Mullin provided a brief update regarding the fact-finding committee for House Bill 631.

### **Official Agenda Summary:**

#### **Audience Input: Non Agenda Items**

**RS180516 - 9:03:07**

None.

#### **Audience Input: Agenda Items**

**RS180516 - 9:03:17**

None.

**RS180516 - 9:9:03:35** Chairman Edwards noted that Tab A special meeting to discuss Fiscal Year 2018/2019 would be considered following the regular meeting.

**RS180516 - 9:03:49**

**Motion: Approve to consider under "Old Business" the following continued item from the May 14, 2018**

meeting: (1) For recording purposes only, consider the final plat for Crane Island - Phase 1, filed by the Range at Crane Island, LLC, owner, and Clary & Associates, agent, to construct forty seven (47), single family lots on approximately 56.47 acres. Property is zoned as PUD and is located where Bailey Road becomes Crane Island Drive, approximately 0.8 miles south of 8th Street, off of the Amelia Island Parkway. (2) Discussion of the current Beach and Park Cleaning Contract with Rollins Snelling Beach Services; and determine whether the Board wishes to increase level of service for pickup of litter on the beach between Burney Park and Peters Point. (3) Approve and authorize the Chairman to sign the Post-Closing Agreement with The Commercial Range at Amelia, LLC, Contract No. CM2559, related to obligations that have been fulfilled for exchange of real property.

Maker: Commissioner Spicer  
Second: Commissioner Taylor  
Action: Aye: Commissioners Leeper, Kelley, Edwards, Spicer, and Taylor  
Follow Up: Finance, OMB, County Manager, County Attorney, Planning and Economic Opportunity, Contract Management

**RESOLUTION(S) :**

**RS180516 - 9:04:57 (Tab B)** Approve a Resolution of the Board of County Commissioners proclaiming May 27 and May 28, 2018 as "Fill the Boot Days" in Nassau County, Florida.

Motion: Approve Tab B as stated above and authorize Chairman to sign Resolution 2018-70 regarding same.

Maker: Commissioner Leeper  
Second: Commissioner Taylor  
Action: Aye: Commissioners Leeper, Kelley, Edwards, Spicer, and Taylor  
Follow Up: County Manager, Fire Rescue

**PRESENTATION(S) :**

**RS180516 - 9:09:07 (Tab C)** Wanda Forrest, Transportation Planning Manager for the North Florida Transportation

Planning Organization, re: Transportation Improvement Program for Fiscal Years 2018/2019 through 2022/2023.

**Discussion:** Ms. Forrest provided a PowerPoint presentation highlighting some of Nassau County's Transportation Improvement Projects.

**RS180516 - 9:13:21 (Tab D)** Dawn Bostwick, Library Director re: update on library activities and programs.

Came forward to address the passport activities and report. She also provided a report on the library's activities statistics. Ms. Bostwick requested that the Board allow her to open a Capital Campaign Account in order to receive donations towards the construction of a library in Yulee. Discussion followed.

**CONSENT ITEM(S) :**

**RS180516 - 9:16:00** Approve the following: **(Tab E)** Resolution approving an Interlocal Agreement between the Nassau County Board of County Commissioners and the City of Fernandina Beach for completion of an Affordable Housing Assessment; and authorize the Chairman to sign Contract No. CM2555. Funding source: 01541554-531000. **(Tab F)** Resolution of the Nassau County Board of County Commissioners Approving the Submittal of One Division of Historical Resources Small Matching Grant Application to the Florida Department of State to Complete a Historic Resources Survey and Authorizing the County Manager to Enter into a Grant Agreement. **(Tab G)** Authorization for the County Manager and appropriate staff to move forward with acquiring the right-of-way [ROW] necessary for the extension of William Burgess Blvd from US Hwy 17 to Miner Road.

**Motion:** Approve consent agenda items (Tabs E, F and G) as stated above, and authorize Chairman to sign Resolution 2018-71 for Tab E and Resolution 2017-72 for Tab F.

**Maker:** Commissioner Leeper

**Second:** Commissioner Spicer

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

**Follow Up:** Finance, OMB, County Manager, County Attorney, Planning and Economic Opportunity

**REGISTER:**

The Chairman signed the register for the following warrants: Warrant Nos. 245525 thru 245583 dated 5-15-18 for a register total of \$176,060.03.

**OLD BUSINESS:**

**RS180516 - 9:15:57 (Tab H)** Consider request from Dayspring Health, LLC, for incentive grant payment totaling \$6,246.25 for year one investment related to the Economic Development Grant Incentive Agreement, Contract No. CM2228. The Economic Development Board recommends denial.

**Discussion:** Royce Proctor, Chairman of the Nassau County Economic Development Board, came forward to explain that the recommendation for denial was based on the EDG Grant and the documentation that was presented from Dayspring Health, LLC. Upon review, it was found that the documentation did not meet the standard for the Phase 1 2017 disbursement for the rebate. In addition, it came up short regarding having the necessary building in place and the threshold of the amount of the investment being less than \$1 million.

Mr. Mullin advised that once Dayspring Health LLC comes into compliance and meets the conditions, they would be eligible for the five-year tax incentives. Discussion followed.

**Motion:** Approve to uphold the decision of the Economic Development Board to deny the request from Dayspring Health, LLC for incentive grant payment totaling \$6,246.25 for year one investment related to the Economic Development Grant Incentive Agreement, Contract No. CM2228.

**Maker:** Commissioner Taylor

**Second:** Commissioner Leeper

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

**Follow Up:** Finance, OMB, Nassau County Economic Development Board

**RS1804716 - 9:39:01** Douglas Adkins, applicant for Dayspring Health LLC, came forward to explain the issues and hardship related to the improvements at Dayspring Health, LLC. He requested that the Board reconsider bringing this item back for reconsideration. Mr. Mullin advised that once Dayspring Health LLC comes into compliance, they are eligible for their tax rebate.

**RS180516 - 9:25:57 (Tab I)** Discussion of the Stewardship District and House Bill (HB) 1075.

**Discussion:** Mr. Mullin mentioned that this discussion is pursuant to the Board's direction to place this item on every agenda. The majority of this discussion will come back on June 11, 2018 in order to allow Raydient/Rayonier and the Stewardship District the opportunity to attend. He advised that the Board will begin their legislative hearings on the status of HB1075, the Stewardship District Bill, in order to determine whether the specifics of that bill are being addressed and carried out.

Mr. Mullin requested that the handout of a presentation titled "East Nassau Stewardship District" which was provided by Raydient at a Board Meeting on November 28, 2016 be entered into the record as part of the ENCPA public/private partnership. This document is also on the County's website.

**Motion:** Accept into the record the "East Nassau Stewardship District" document dated November 28, 2016 presented to the Board by Raydient.

**Maker:** Commissioner Spicer

**Second:** Commissioner Kelley

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

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

**RS180516 - 9:28:31** For recording purposes only, consider the final plat for Crane Island - Phase 1, filed by the Range at Crane Island, LLC, owner, and Clary & Associates, agent, to construct forty seven (47), single family lots on approximately 56.47 acres. Property is zoned as PUD and is located where Bailey Road becomes Crane Island Drive, approximately 0.8 miles south of 8th Street, off of the Amelia Island Parkway.



**Discussion:** Mr. Mullin advised that this item had been continued in order to receive the bond with the correct amount. Mr. Pope reviewed the request noting that the five-acre park and pier on Crane Island will be accessible to the public.

**Motion:** Approve final plat for Crane Island - Phase 1, filed by the Range at Crane Island, owner, and Clary & Associates, agent, to construct 47 single family lots of approximately 56.47 acres.

**Maker:** Commissioner Leeper

**Second:** Commissioner Kelly

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

**Follow Up:** County Manager, County Attorney, Planning and Economic Opportunity

**RS180516 - 9:31:14** Discussion of the current Beach and Park Cleaning Contract with Rollins Snelling Beach Services; and determine whether the Board wishes to increase level of service for pickup of litter on the beach between Burney Park and Peters Point.

**Discussion:** Mr. Mullin reviewed the request advising that Mr. Snelling will add an additional cleaning at a cost of \$85.00 per day from Burney Park to the northern boundary of Peters Point to include emptying the trash containers and cleaning the restrooms to begin at 7:00 a.m. each day during the peak season from May 20<sup>th</sup> thru October 1<sup>st</sup>. Discussion follow.

**Motion:** Authorize the County Attorney to prepare an amendment to the Rollins and Snelling beach Services contract and authorize the Chairman to sign said amendment.

**Maker:** Commissioner Leeper

**Second:** Commissioner Kelley

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

**Follow Up:** Finance, OMB, County Manager, County Attorney, Contract Manager, Facilities Maintenance

**RS180516 - 9:33:48** Approve and authorize the Chairman to sign the Post-Closing Agreement with The Commercial Range

at Amelia, LLC, Contract No. CM2559, related to obligations that have been fulfilled for exchange of real property.

**Discussion:** Mr. Mullin reviewed the request. He advised that the closing for the land swap of County owned property on Bailey Road and property on Gene Lasserre Parkway owned by The Commercial Range, LLC is scheduled for May 25, 2018. Including the extension of the road from Courtney Isles to Gene Lasserre Parkway.

**Motion:** Authorize the Chairman and County Attorney to sign any and all necessary closing documents related to the exchange of real property including the post-closure documents.

**Maker:** Commissioner Leeper

**Second:** Commissioner Taylor

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

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

**NEW BUSINESS:**

**RS180516 - 9:47:35 (Tab J)** Discuss whether or not to apply for tax deed certificate on two parcels identified by the Planning and Economic Opportunity Department to be beneficial to own.

**Discussion:** Mr. Stankiewicz reviewed the request. Mr. Mullin commented on the expense if the County was successful in bidding on the parcels. Mr. Pope commented that the two parcels abut public rights-of-way in the Town of Hilliard and could be of value to the Town of Hilliard in the future, whether it is storm water management or right-of-way expansion. He does not see it having an immediate impact for Nassau County to acquire these parcels.

**Motion:** Approve to not bid on these two parcels at the tax deed sale.

**Maker:** Commissioner Spicer

**Second:** Commissioner Leeper

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

**Follow Up:** OMB, County Manager, County Attorney, Planning and Economic Opportunity

**COUNTY ATTORNEY BUSINESS:**

**RS180516 - 9:53:27 (Tab K)** Approve and authorize the Chairman to sign Amendment No. 2 to Agreement between Nassau County and Nassau Habitat for Humanity, Inc., Contract No. CM2413-A1, for an extension to September 30, 2019 for the completion of construction on Parcel No. 00-00-31-1800-0062-0012.

**Discussion:** Mr. Mullin reviewed the request.

**Motion:** Approve Tab K as stated above.

**Maker:** Commissioner Leeper

**Second:** Commissioner Spicer

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

**Follow Up:** County Manager, Building Official, Contract Management

**RS180516 - 9:54:07 (Tab L)** Consideration of setting for public hearing for a Rescission of Ordinance No. 2000-26, known as the Standard Unsafe Building Abatement Code, and Adoption of an Ordinance establishing a current standard unsafe building abatement code pursuant to the standards set forth in the current Florida Building Code.

**Discussion:** Mr. Mullin reviewed the request. He will provide a draft copy of the new ordinance in advance of the public hearing.

**Motion:** Set a public hearing date of June 25, 2018, at 6:00 p.m., or as soon thereafter as the matter may be heard, for consideration of Tab L as stated above.

**Maker:** Commissioner Leeper

**Second:** Commissioner Taylor

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

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

**INFORMATIONAL ITEM(S) :**

**RS180516 - 9:55:14 (Tab M)** Monthly status update on Building Department and Code Enforcement activities. Informational only.

**RS180516 - 9:55:15 (Tab N)** Monthly status update on County Extension activities. Informational only.

**RS180516 - 9:55:16 (Tab O)** Monthly status update on Facilities Maintenance and Parks & Recreation activities. Informational only.

**RS180516 - 9:55:16 (Tab P)** Monthly status update on Fire/Rescue activities. Informational only.

**RS180516 - 9:55:16 (Tab Q)** Monthly status update on Public Works activities. Informational only.

**RS180516 - 9:55:25 (Tab R)** Monthly status update on Road & Bridge activities. Informational only.

**RS180516 - 9:55:26 (Tab S)** Informational only: monthly status update on all contract amendments, change orders, task orders, and work authorizations approved by the County Manager.

**EXPANSION ITEM(S) :**

**RS180516 - 9:04:13** Approve and authorize the Chairman to sign the Certificate Regarding Matching Funds for the Fiscal Year 2017-2018 Federal Election Activities Grant; and authorize the Chairman to sign associated budget amendment (Grant award: \$10,955.40, Grant match: \$1,428.97) Funding source:1S061513-552000.

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

**Maker: Commissioner Leeper**

**Second: Commissioner Taylor**

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

**Follow Up: County Manager, Supervisor of Elections**

**RS180516 - 9:52:27 Expansion Item #1:** Approve and authorize the Chairman to sign the Certificate Regarding Matching

Funds for the Fiscal Year 2017-2018 Federal Election Activities Grant; and, authorize the Chairman to sign associated budget amendment (Grant Award: \$10,955.40. Grant Match: \$1,428.97) Funding source: 1S061513-552000.

**Motion:** Approve expansion item #1 as stated above and authorize the Chairman to sign Resolution 2018-72 regarding same.

**Maker:** Commissioner Taylor

**Second:** Commissioner Spicer

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

**Follow Up:** Finance, OMB, County Manager, Supervisor of Elections

There being no further business, the regular and special sessions of the Nassau County Board of County Commissioners adjourned at 11:41 a.m.

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Pat Edwards, Chairman

Attest:

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John A. Crawford, Ex-Officio Clerk