

**Nassau County Board of County Commissioners
Regular Session, August 15, 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: Michael S. Mullin, Interim County Manager/County Attorney.

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 Brenda Linville and Melissa Lucey, Deputy Clerks.

Official Agenda Summary:

RS180815 - 9:01:43 Chairman Edwards advised that the recreation workshop (Tab A) would be heard following the regular meeting.

NON-AGENDA AUDIENCE INPUT:

RS180815 - 10:00:07 Janice Ancrum, President and CEO of Council of Aging, came forward to invite the Commissioners to the Open House being held on August 23, 2018 at the Florida State College of Jacksonville (FSCJ).

RS180815 - 10:01:02 Tom Vanbeek came forward to request that the resurfacing project on Clements Road be extended beyond Carl Freeman's driveway. Ms. Bray advised that the Road and Bridge Department is addressing that today. She noted that the overlay will begin next week.

RS180815 - 10:55:05 The regular meeting recessed at 10:55 a.m. and reconvened at 11:01 a.m. to consider the Recreation Workshop.

ADDITIONAL MEETING:

RS180815 - 11:01:55 (Tab A) Recreation Workshop.

Discussion: Mr. Pope came forward to address the purpose of the meeting and introduced the team that will be assisting in the process of moving recreation forward.

Dr. David Barth, with Barth Associates, came forward to provide a PowerPoint presentation of the potential framework for Nassau County's Park and Recreation System. He commented that the presentation will consist of ideas about concepts and principals behind parks and recreation planning; hypothetical scenario into the future; and recommendations for developing the framework for planning. Mr. Barth addressed the framework for: public real; parks and recreation; and the City of Fernandina Beach parks and recreation system vision. He also addressed rural versus urban parks and facilities; no park and recreation standards; and Common Level of Service (LOS) Metrics for developable park land.

Dr. Barth explained the hypothetical potential and how the County might implement it. He addressed phase 3, 4, and 5 of the Typical Parks and Recreation System Master Plan Process. Mr. Pope briefly addressed the 2032 Visioning Plan, the Western Nassau Heritage Preservation and the William Burgess projects as it relates to gathering data. Dr. Barth briefly commented on the Olmsted 1930 Plan for the Los Angeles Region. He addressed potential future vision as it relates to the County and developers roles. Mr. Pope and Dr. Barth reviewed the conceptual regional park spacing maps. Finally, Dr. Barth addressed potential core level of service metrics; operations and maintenance; and cost recovery.

Mr. Mullin explained that the Comprehensive Plan that is required by state law determines the level of service for parks, and capital improvements, etc. He advised that the County needs Dr. Barth and others on board as consultants to address the issues so that the County has the expertise should this end up in a different venue in court challenging aspects of the recreational plan. He briefly provided the Board with an example. Mr. Mullin addressed the Stewardship District legislation and the importance of funding public recreation.

Mr. Pope requested the Board's consideration to allow the Planning and Economic Opportunity Department to continue working with Dr. Barth and GAI Consultants to internally update the Land Development Code (LDC) as it relates to

recreation. He also reviewed the recommendations provided in the presentation. Mr. Pope and Mr. Stankiewicz addressed the funding for Dr. Barth and GAI Consultants services. Discussion followed.

Motion: Approve the following: (1) Update development regulations to require developers to build and maintain small Local Parks to the County's specifications as part of required infrastructure. (2) Update impact fee ordinance to reflect the real costs of meeting a new residents' need for Regional Parks, Recreation Centers, Trails, and Conservation Lands. (3) Update the comprehensive plan with a new vision, principles, and level-of-service metrics from a Park and Recreation System Master Planning process.

Maker: Commissioner Taylor

Second: Commissioner Leeper

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

Follow Up: PEO, County Interim Manager, County Attorney, OMB

Discussion: Mr. Pope, Dr. Barth, and Mr. Mullin addressed the long term goal. Discussion followed regarding a grant writer, and matching funds.

PRESENTATION(S):

RS180815 - 10:03:29 (Tab B) Taco Pope, Director of the Department of Planning & Economic Opportunity re: update on activities of the Western Nassau Heritage Preservation Committee.

Discussion: Mr. Pope provided a PowerPoint presentation showing updates to the Western Nassau Heritage Preservation Committee. He provided an overview of the project, noting that the information included the complete study from the Western Nassau County Technical Assistance Panel (TAP) and information pertaining to the initiative are available on the Planning and Economic Opportunity's website. Mr. Pope briefly discussed the formation and organization of the committee; general perimeters; branding; and fact-finding. In addition, he addressed data and analysis mapping activities to help identify and priorities areas in Western Nassau County that needs to be protected including the

wetlands; flood plains; cultural resources; and major infrastructures. Mr. Pope touched on roundtables as the first step of the outreach, followed by public engagement in the fall.

RS180815 - 10:19:44 (Tab C) Gary Larson, Interim Building Official re: monthly status update on Building Department and Code Enforcement activities.

Discussion: Mr. Larson came forward to review monthly activities on the Building Department and Code Enforcement.

CONSENT ITEM(S):

RS180815 - 10:22:05 Approve the following: **(Tab D)** Authorization for the Chairman to sign a Member Facility Agreement with the Minnesota Multistate Contracting Alliance for Pharmacy, Contract No. CM2574, for purchase of medical supplies for Nassau County Fire/Rescue; and **(Tab E)** Revisions to Nassau County's Personnel Policies & Procedures Policy, 8.09, Working Out of Class.

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

Maker: Commissioner Leeper

Second: Commissioner Spicer

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

Follow Up: Interim County Manager, County Attorney, Finance, OMB, Contract Management, Fire/Rescue

REGISTER:

The Chairman signed the register for the following warrants: Warrant Nos. 247506 thru 247556 dated 8-14-18 for a register total of \$784,162.73.

OLD BUSINESS:

RS180815 - 10:22:56 Consideration and request Chairman to execute Addendum No. 16 to the Agreement for Lobbyist Services. Funding source: 01001511-531006.

Motion: Continue to September 10, 2018 the request as stated above.

Maker: Commissioner Spicer

Second: Commissioner Leeper

Action: Aye: Commissioners Leeper, Kelley, Edwards,
Spicer, and Taylor
Follow Up: Interim County Attorney, Contract Management

RS180815 - (Tab F) Continue discussion regarding the Stewardship District and House Bill 1075 (See motion at 10:23:40).

NEW BUSINESS:

RS180815 - 10:31:50 (Tab G) Discuss/determine the County's top three (3) legislative priorities to be submitted to the Northeast Florida Regional Council for the 2019 Legislative Session.

Discussion: Mr. Stankiewicz reviewed the following top three (3) 2019 legislative priorities: [1]. Restore maximum funding of the State Housing Initiatives Partnership (SHIP); [2]. Support appropriations to assist local government for property acquisition, building elevation, and relocation of buildings in areas of high risk, and [3]. Provide additional grant funding in both the Department of Environmental Protection (DEP) and the Department of Economic Opportunity for the expansion of funding sources to provide water and sewer and eliminate septic systems and individual wells and also for economic development purposes.

Motion: Approve Tab G, and the 2019 Legislative priorities as stated above.

Maker: Commissioner Taylor

Second: Commissioner Spicer

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

Follow Up: OMB, Planning and Economic Opportunity

APPOINTMENT(S):

RS180815 - 10:35:30 (Tab H) Approve appointment of Chip Ross and Roy Smith to the Tourist Development Council, representing the City of Fernandina Beach municipality.

Discussion: Gil Langley, Executive Director of the Tourist Development Council (TDC), came forward to review the request and provided a brief update on the TDC activities.

Motion: Approve Tab H as stated above.

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

COUNTY MANAGER BUSINESS:

RS180815 - 10:39:24 Mr. Mullin praised staff for working diligently in addressing the needs of the citizens.

INFORMATIONAL ITEM(S):

RS180815 - 10:40:36 (Tab I) Monthly status update on County Extension activities. Informational only.

RS180815 - 10:44:37 (Tab J) Monthly status update on Facilities Maintenance and Parks & Recreation activities.

Discussion: Doug Podiak, Facilities Maintenance Director, came forward to provide an update on the Callahan Ballpark, John Muir Park, and various boat ramps as it relates to "No Wake Zones".

RS180815 - 10:40:36 (Tab K) Monthly status update on Fire/Rescue activities. Informational only.

RS180117 - 10:40:36 (Tab L) Monthly status update on Library activities. Informational only.

RS180117 - 10:40:36 (Tab M) Monthly status update on Public Works activities. Informational only.

RS180117 - 10:40:36 (Tab N) Monthly status update on Road & Bridge activities. Informational only.

RS180117 - 10:40:36 (Tab O) Informational only: monthly status update on all contract amendments, change orders, task orders, and work authorizations approved by the County Manager.

RS180117 - 10:40:36 (Tab P) Informational only: Rescue Billing write-offs for the period of October 1, 2017 through June 30, 2018.

Discussion: Mr. Stankiewicz responded to an inquiry explaining the rescue billing policy procedures. The group also addressed the collection process.

RS180117 - 10:40:36 (Tab Q) Informational only: authorized employee travel.

EXPANSION ITEMS:

RS180815 - 9:01:49 (1) Presentation by Michael Mullin, Becky Bray, Cameron Hansen, and David Hearn as to Road and Bridge Department Issue. (2) Consider and authorize the Interim County Manager to execute the Florida Job Growth Grant Fund Public Infrastructure Grant proposal for industrial grade water/wastewater lines to service the broader west side of rural Nassau County which includes the Crawford Diamond Industrial Park. (3) Consider and authorize the Chairman to sign the contract for Professional Auditing Services for Nassau County, Florida between Nassau County Board of County Commissioners and Purvis Gray and Company, LLP. (Contract No. CM2576). (4) Approve and authorize the Chairman to sign a letter to Mike Hahaj, Stewardship District Board, which is a response from the Board of County Commissioners.

Motion: Expand the meeting to consider four (4) items as stated above.

Maker: Commissioner Taylor

Second: Commissioner Leeper

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

Follow Up: Interim County Manager, County Attorney

RS180815 - 9:03:14 Expansion Item #1: Presentation by Michael Mullin, Becky Bray, Cameron Hansen, and David Hearn as to Road and Bridge Department Issue.

Discussion: Mr. Mullin addressed the continuing drainage and maintenance issues, and the possible solutions and the cost for Clements Road. Mr. Mullin addressed the number of outstanding work orders addressing road and ditches throughout the County, as well as the lack of manpower and equipment.

Ms. Bray introduced Cameron Hansen as the new Road and Bridge Director. She provided a PowerPoint presentation with a map that documents all work orders and there locations for the Road and Bridge Department. Ms. Bray addressed the current Road and Bridge employees, opened

positions, and the manpower, equipment, and the cost to complete the work orders. Mr. Hansen came forward to address driveway replacement work orders and the cost to the County. Following a brief discussion, Ms. Bray stated that staff would be bringing back at a later date the Roadway and Drainage Standard Ordinance for the Board's direction related to driveway maintenance. The group discussed enforcing the Ordinance.

Ms. Bray responded to an inquiry regarding the maintenance of the culverts as it relates to drainage. Discussion followed regarding the lack of manpower to address the culvert issues, purchasing equipment that can be attached to the grader to assist with cleaning out the culverts. The group discussed outsourcing due to the lack of manpower in the Road and Bridge Department. Ms. Bray commented on the age of the Road and Bridge equipment. She addressed the estimated cost to have a contractor dig ditches and replace driveway in Spring Lake Estate. Discussion followed.

Ms. Bray briefly provided an overview of the Road and Bridge equipment list. She briefly addressed the Clements Road project regarding the timeframe in which it was completed, and the total cost. Mr. Mullin added that this is a temporary approach to Clements Road. He advised that all the surrounding developments are affecting Clements Road. He commented on the cost to do a study of Clements Road to ensure that the County is not out there every month doing work on the road.

Ms. Bray briefly commented on the timeframe to complete the work orders. Mr. Mullin stated that he and staff will be researching minimal manpower, if the budget allows, in order to have someone behind the grader to address the culverts. He also commented that the Road and Bridge Department has already started looking at new equipment. He advised that the gradealls have been moved from the east side of the County to the west side and that staff is working on the dump trucks, noting that the maintenance program has changed for three vehicles.

Mr. Pope commented that the County has these problems because of the past development patterns. In the future, staff will be looking at policies regarding Flood Plain Management. Discussion followed regarding Clements Road

relating to the continuous maintenance, surround development issues, and performing a watershed study.

Commissioner Spicer addressed a project on Pecan Park Road in Jacksonville that could affect Thomas Creek.

RS180815 - 10:27:30 Expansion Item #2: Consider and authorize the Interim County Manager to execute the Florida Job Growth Grant Fund Public Infrastructure Grant proposal for industrial grade water/wastewater lines to service the broader west side of rural Nassau County which includes the Crawford Diamond Industrial Park.

Discussion: Mr. Mullin reviewed the request.

Motion: Approve expansion item 2 as stated above.

Maker: Commissioner Spicer

Second: Commissioner Taylor

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

Follow Up: Finance, OMB, Interim County Manager/Attorney

RS180815 - 10:29:52 Expansion Item #3: Consider and authorize the Chairman to sign the contract for Professional Auditing Services for Nassau County, Florida between Nassau County Board of County Commissioners and Purvis Gray and Company, LLP. (Contract No. CM2576).

Discussion: Mr. Mullin reviewed the request.

Motion: Approve expansion item 3 as stated above.

Maker: Commissioner Leeper

Second: Commissioner Kelly

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

Follow Up: County Attorney, Contract Management

RS180815 - 10:23:40 Expansion Item #4: Approve and authorize the Chairman to sign a letter to Mike Hahaj, Stewardship District Board, which is a response from the Board of County Commissioners.

Discussion: Mr. Mullin addressed the recent response from the Stewardship District regarding a meeting with the Board of County Commissioners. He distributed a copy of the letter to Mr. Hahaj with the Stewardship District, for the

Board's review. Mr. Stankiewicz provided an update on the Stewardship District meeting that he attended.

Motion: Approve expansion item 4 as stated above.
Maker: Commissioner Leeper
Second: Commissioner Spicer
Action: Aye: Commissioners Leeper, Kelley, Edwards, Spicer, and Taylor
Follow Up: Interim County Manager, County Attorney

DISCUSSION ITEMS:

RS180815 - 10:49:06 Commissioner Kelley's Business:
None.

RS180815 - 10:49:11 Commissioner Spicer's Business:
None.

RS180815 - 10:49:14 Chairman Leeper's Business:
None.

RS180815 - 10:49:16 Commissioner Taylor's Business:

- Received a complaint from a resident regarding a train blocking access to Sandy Ford Road in Callahan for the past two days.

Request: Mr. Mullin to send a letter to CSX Transportation, Inc. addressing the delay time on the railroad track.

- Commented on the Affordable Housing Advisory Committee (AHAC) discussion regarding County owned property on 14th Street, north of Atlantic Avenue, as being a potential site for Community Land Trust and/or reconfiguring the lot design to better accommodate the community.

Motion: Authorized the Department of Planning and Economic Opportunity to research possible uses for the County owned property located on 14th Street.
Maker: Commissioner Taylor
Second: Commissioner Spicer
Action: Aye: Commissioners Leeper, Kelley, Edwards, Spicer, and Taylor
Follow Up: PEO

RS180815 - 10:53:33 Commissioner Edwards' Business:

- Reminder that the Board will be addressing potential funding at the September 13, 2018 regular meeting.

There being no further business, the regular session of the Nassau County Board of County Commissioners adjourned at 12:02 p.m.

Pat Edwards, Chairman

Attest:

John A. Crawford, Ex-Officio Clerk