

Clay County Utility Authority – Regular Meeting  
October 6, 2020 – 2:00 P.M.  
Board Room – Clay County Utility Authority  
3176 Old Jennings Road, Middleburg, Florida

1. Call to Order – Gardella
2. Invocation and Pledge of Allegiance
3. Roll Call – Loudermilk
4. Election of Chairman and Vice-Chairman
  - a. Election of Chairman and Vice-Chairman for the 2020/2021 Fiscal Year
5. Approval of Minutes – New Chairman
  - a. Board of Supervisors Regular Meeting, September 15, 2020
  - b. Board of Supervisors Workshop Session - Tour, September 25, 2020
6. Approval of Consent Agenda Items – New Chairman
  - a. Approval of Financial and Operational Activities
    - (1) Approval of Payment of Warrants  
Warrants totaling \$2,198,466.76
      - a. Schedule of payments to Sole Sources
      - b. Schedule of Emergency Repairs/Purchases - None
      - c. Schedule of items initiated under Emergency Contract - None
      - d. Schedule of payments from the Emergency Account
      - e. Schedule of claims paid under the Sewage Backup Response Policy - None
      - f. Detailed Descriptive Warrant Report
    - (2) Request for Asset Disposal Authorization - None
    - (3) Request for Sole Source Designation – None
  - b. Approval of Capital Budget Activities
    - (1) Requests for Award of Procurement Contracts and/or Ratification of Procurement/Construction Contracts - None
    - (2) Approval of Supplemental Agreements and Change Orders
      - a. Supplemental Agreements - None
      - b. Change Orders
        - i. Proposed Change Order No. 1 to the contract with Custom Built Marine Construction, Inc. for Project 18/19-A13 – Fleming Island WWTF Outfall Dock Replacement
  - c. Approval of Developer Agreements, Warranty Deeds & Easements
    - (1) Developer Agreement CU19/20-18 – Temporary Reclaimed Water Services at 1828 & 2992 Challenger Drive and 3389 Old Jennings Road (Oasis Landscape Services, Inc.) - \$14,912.60

6. Approval of Consent Agenda Items – New Chairman (continued)
  - c. Approval of Developer Agreements, Warranty Deeds & Easements (continued)
    - (2) Developer Agreement CU19/20-19 – Salsa’s Mexican Restaurant located at 1803 Blanding Boulevard, Suite 101 – Settlement Agreement #1 (Branan Field Walk, LLC) – 12.39 ERC’s water, 12.39 ERC’s AWS, 12.39 ERC’s wastewater, 12.39 ERC’s environmental impact, 12.39 ERC’s debt service - \$64,815.58
    - (3) Developer Agreement CU19/20-20 – Cosmic Smoke Shop located at 1803 Blanding Boulevard, Suite 103 – Settlement Agreement #2 (Branan Field Walk, LLC) – 0.37~ ERC’s water, 0.37~ ERC’s AWS, 0.25~ ERC’s wastewater, 0.25~ ERC’s environmental impact, 0.25~ ERC’s debt service - \$1,663.30
    - (4) Developer Agreement CU19/20-21 – Siam Sushi Thai Restaurant located at 1803 Blanding Boulevard, Suite 105 – Settlement Agreement #3 (Branan Field Walk, LLC) – 13.54~ ERC’s water, 13.54~ ERC’s AWS, 13.54~ ERC’s wastewater, 13.54~ ERC’s environmental impact, 13.54~ ERC’s debt service - \$70,835.16
    - (5) Developer Agreement CU19/20-22 - Black Creek Family Dental located at 1805 Blanding Boulevard, Suite 101 – Settlement Agreement #4 (Branan Field Walk, LLC) – 1.31~ ERC’s water, 1.31~ ERC’s AWS, 1.31~ ERC’s wastewater, 1.31~ ERC’s environmental impact, 1.31~ ERC’s debt service - \$7,090.24
    - (6) Developer Agreement CU19/20-23 - Escape Nail Day Spa located at 1805 Blanding Boulevard, Suite 103 – Settlement Agreement #5 (Branan Field Walk, LLC) – 1.97 ERC’s water, 1.97 ERC’s AWS, 1.97 ERC’s wastewater, 1.97 ERC’s environmental impact, 1.97 ERC’s debt service - \$10,509.15
    - (7) Developer Agreement CU19/20-24 - Grumpy’s Restaurant located at 1805 Blanding Boulevard, Suite 107 – Settlement Agreement #6 (Branan Field Walk, LLC) – 11.13 ERC’s water, 11.13 ERC’s AWS, 11.13 ERC’s wastewater, 11.13 ERC’s environmental impact, 11.13 ERC’s debt service - \$58,248.78
    - (8) Developer Agreement CU19/20-25 - Middleburg Liquors located at 1805 Blanding Boulevard, Suite 105 – Settlement Agreement #7 (Branan Field Walk, LLC) – 0.37~ ERC’s water, 0.37~ ERC’s AWS, 0.25~ ERC’s wastewater, 0.25~ ERC’s environmental impact, 0.25~ ERC’s debt service - \$1,663.30
    - (9) Developer Agreement KH19/20-21 - Water Service to 6408 Baker Road (Christopher Thomas Bowles & Megan L. Bowles) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$2,868.03
    - (10) Developer Agreement KH19/20-22 -Taco Bell located at 810 Green Way (DD&L Associates II, LLC) – 3.5 ERC’s water, 3.5 ERC’s AWS, 3 ERC’s wastewater, 3 ERC’s environmental impact, 3 ERC’s debt service - \$17,142.20
    - (11) Developer Agreement KU19/20-49 - Water & Wastewater Service to 1695 Shady River Court (Drees Homes of Florida, Inc.) - 1 ERC water, 1 ERC AWS, 1 ERC wastewater, 1 ERC environmental impact - \$4,669.79
    - (12) Developer Agreement KU19/20-50 - Water & Wastewater Service to 1611, 1645 & 1687 Shady River Court (Drees Homes of Florida, Inc.) – 3 ERC’s water, 3 ERC’s AWS, 3 ERC’s wastewater, 3 ERC’s environmental impact - \$13,844.37
    - (13) Developer Agreement KU19/20-51 - Wastewater Service to 1852 Osprey Bluff Boulevard (Bassil M. El Noursi & Ola Q. Thaher) - 1 ERC wastewater, 1 ERC environmental impact, 1 ERC debt service - \$6,178.97

6. Approval of Consent Agenda Items – New Chairman (continued)
  - c. Approval of Developer Agreements, Warranty Deeds & Easements (continued)
    - (14) Developer Agreement KU19/20-52 - Water & Wastewater Service to 1115 Florida Street (Wiggins Construction Company of North Florida, Inc.) - 1 ERC water, 1 ERC AWS, 1 ERC wastewater, 1 ERC environmental impact, 1 ERC debt service - \$13,376.56
    - (15) Developer Agreement KU19/20-53 - Wastewater Service to 2043 Lakeshore Drive North (Jeffrey B. Jacobs & Jeni R. Jacobs) - 1 ERC wastewater, 1 ERC environmental impact, 1 ERC debt service - \$10,231.24
    - (16) Developer Agreement MU19/20-07 - Water Service to 511 Simmons Trail (Lanita & Brittney Rayfield) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$2,108.01
    - (17) Grant of Easement – 1221 Clay Street – Grantors – Joshua J. Shilling and Erin D. Shilling
    - (18) Grant of Easement – Shady River Court in Lutten Landing Estates – Grantors – New Leaf Communities, LLC and Drees Homes of Florida, Inc.
    - (19) Quit Claim Deed – Tract LS-1 (Lift Station) in Willow Springs – Phase 1 – Grantor – Forestar (USA) Real Estate Group, Inc.
    - (20) Grant of Easement – 1115 Florida Street – Grantor – Wiggins Construction Company of North Florida, Inc.
7. Customer Account Adjustments - None
8. Business discussed at committee meetings – None
9. Executive Director’s Business – Johnston
  - a. August 2020 - Financial Package
  - b. Proposed award of the contracts for Bid No. 2019/2020-A15 - Chemical Supplier Bid Opening and request for approval of the minutes of the bid opening held on August 31, 2020
  - c. Request for consideration and approval for the purchase an easement from Sandhill Mitigation at Long Bay Road to accommodate the extension of a potable water, wastewater, and possible future reclaimed water mains along Long Bay Road
  - d. Request for approval of proposed Cost-Share Agreement between St. Johns River Water Management District (SJRWMD) and Clay County Utility Authority for the Saratoga Springs Reclaimed Water Storage and Pumping Station Project
  - e. Request to engage the Professional Lobbying Firm GrayRobinson, P.A. for RFQ 2019/2020-A14 – Professional Lobbying Services
  - f. Request for ratification of Executive Director actions with the Emergency Repair of a gravity sewer main at Town Center Blvd. and Radar Road
  - g. Executive Director’s Compensation Adjustment
  - h. Other
10. Legal Counsel Business – Williams
  - a. Action on proposed Resolution No. 2020/2021-01 – Annual Rate Resolution and Service Availability Policy
  - b. Action on proposed Resolution No. 2020/2021-02 – Annual Budget Resolution
  - c. Action on proposed Resolution No. 2020/2021-03 – Annual Five-Year Capital Plan Resolution

10. Legal Counsel Business – Williams (continued)
  - d. Approval of Annual Private Attorney Services Agreements
    - (1) Bachara Construction Law Group, P.A.
    - (2) Sundstrom & Mindlin, LLP
  - e. Other
11. Old Business/New Business
12. Public Comment
13. Supervisor Comments
14. Adjourn – New Chairman
15. For Informational Purposes Only
  - a. Construction and Engineering Progress Report
  - b. *Conserving Clay* – August 2020

***All items contained in No. 4 through No. 10 are subject to Board action***