

Clay County Utility Authority – Regular Meeting  
December 15, 2020 – 2:00 P.M.  
Board Room – Clay County Utility Authority  
3176 Old Jennings Road, Middleburg, Florida

1. Call to Order – Kloss
2. Invocation and Pledge of Allegiance
3. Roll Call – Loudermilk
4. Approval of Minutes – Kloss
  - a. Board of Supervisors Regular Meeting, December 1, 2020
  - b. Board of Supervisors Workshop/Tour, December 7, 2020
5. Approval of Consent Agenda Items – Kloss
  - a. Approval of Financial and Operational Activities
    - (1) Approval of Payment of Warrants  
Warrants totaling \$2,532,580.60
      - 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
      - g. Statement from Grady H. Williams, Jr. LL.M.
    - (2) Request for Asset Disposal Authorization - None
    - (3) Request for Sole Source Designation - None
  - b. Approval of Capital Budget Activities - None
  - c. Approval of Developer Agreements, Warranty Deeds & Easements
    - (1) Developer Agreement CU20/21-02 - Water Service to 3466 County Road No. 220 (Robert Romanelli and Belynda Romanelli) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$5,210.27
    - (2) Developer Agreement CU20/21-03 - Pinewood Place Subdivision-82 Single Family Lots (KB Home Jacksonville, LLC) – 82 ERC’s water, 82 ERC’s AWS, 82 ERC’s wastewater, 82 ERC’s environmental impact, 82 ERC’s debt service - \$372,095.38 (\$354,657.38 deferred)
    - (3) Developer Agreement KH20/21-02 - Water Service to 270 Fox Run Road (Wildlife Art Creation, Inc.) - \$2,210.99
    - (4) Developer Agreement KU20/21-08 - Water Service to 1639 White Owl Road (Kenneth Brian Goodson and Dana Goodson) - 1 ERC water, 1 ERC AWS, 1 ERC debt service - \$5,247.01
    - (5) Grant of Easement – 6289 Baker Road – Grantor – Denmark Builders
    - (6) Grant of Easement – 4727 Pine Gate Road – Grantors – Robert C. Olson and Linda L. Olson

5. Approval of Consent Agenda Items – Kloss (continued)
  - c. Approval of Developer Agreements, Warranty Deeds & Easements (continued)
    - (7) Grant of Easement – 195 Canova Road – Grantor – H. Eugene Ergle
    - (8) Grant of Easement – Pet Paradise at 1115 Fleming Plantation Blvd. – Grantor – Store Master Funding XI, LLC
    - (9) Grant of Easement – Offsite Easement to Pet Paradise at 1115 Fleming Plantation Blvd. – Grantor – LJ Development Group, Inc.
    - (10) Grant of Easement – Armstrong Way – Grantor – Armstrong Venture, L.L.C.
    - (11) Grant of Easement – Armstrong Commercial Development Phases 1 and 2 – Grantor – Armstrong Venture, L.L.C.
    - (12) Grant of Easement – 6408 Baker Road – Grantors – Christopher Thomas Bowles and Meagan L. Bowles
    - (13) Grant of Easement – 6622 Woodland Drive – Grantors – Ryan T. Julius and Celena M. Julius
    - (14) Quit Claim Deed – Lift Station Site at Armstrong Commercial Development Phases 1 and 2 – Grantor – Armstrong Venture, L.L.C.
6. Customer Account Adjustments – None
7. Business discussed at committee meetings – None
8. Executive Director’s Business – Johnston
  - a. October 2020 Financial Package
  - b. Request to schedule an Audit/Finance Committee Meeting on January 5, 2020 at 1:00 P.M. for the presentation of the Fiscal Year 2019/2020 Audited Financial Statements
  - c. Request for approval to use additional purchasing contracts
  - d. Request for approval of execution of the Precinct Lease Agreement to permit the Supervisor of Elections office to use the Clay County Utility Authority’s Board Room as a polling place for public elections
  - e. Proposed Supplemental Agreement No. 4 with Bhide & Hall Architects, P.A. for the CCUA’s New Maintenance Storage Building and Associated Site Improvements
  - f. CCUA Employee Handbook Updates
  - g. Executive Director’s remarks to the SJRWMD Governing Board regarding the Black Creek to Keystone Heights Pipeline Project
  - h. Other
9. Legal Counsel Business – Williams
  - a. Other
10. Old Business/New Business
11. Public Comments

12. Supervisor Comments
13. Adjourn – Kloss
14. For Informational Purposes Only
  - a. ERC Summary
  - b. Non-Revenue Producing Accounts
  - c. Meter Installation Summary
  - d. Clay County Supervisor of Elections - Certificate of Appreciation
  - e. Executive Director's vacation notification

*All items contained in No. 4 through No. 9 are subject to Board action*