

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 - James K. Johns
District 2 - Jeb S. Smith
District 3 - Paul M. Waldron
District 4 - Jeremiah Ray Blocker
District 5 - Henry Dean



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Michael D. Wanchick, County Administrator
Patrick F. McCormack, County Attorney

Tuesday, November 19, 2019 9:00 AM

Please be sure all cellular devices are turned off for the duration of the County Commission Meeting

REGULAR MEETING

- ❖ Call to Order by Chair
- ❖ Roll Call by the Clerk of the Court
- ❖ Invocation
- ❖ Pledge of Allegiance
- ❖ Honoring the Memory of Mr. Phillip Bartola Genovar
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter – Rodney H. Cooper, PE, County Traffic Engineer

1. **St. Johns River-to-Sea Loop Trail: Adoption of Preferred Route and Request for Grant Funding.** On April 18, 2017, the Board of County Commissioners approved a Florida Shared-Use Non-Motorized (SUN) Trail Network Agreement with the Florida Department of Transportation (FDOT) to participate in a planning study for the St. Johns River-to-Sea Loop (SJR2SL) Trail from the end of the existing trail near I-95 to Flagler County Line at A1A. Staff will provide a brief presentation on the findings of the study, including selection of a preferred route and the next steps required to seek funding for design and construction from the State. The two year study included public meetings and multi-jurisdictional coordination resulting in a “Preferred Alignment and Complimentary Route.” Staff requests that the Board of County Commissioners: 1. Adopt the “Preferred Alignment and Complimentary Route” of the SJR2SL as depicted in the attached Exhibit I from the planning study. 2. Authorize staff to apply for dedicated shared use facility funds available through the Florida SUN fund for design and construction of the proposed trail and to complete all necessary application paperwork, including a certification of commitment to maintenance of the facility.

Presenter - Cynthia A. May, ASLA, Senior Supervising Planner

2. **Public Hearing * PUD 2018-10 Switzerland Animal Hospital.** Request to rezone approximately 2 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow an existing veterinary clinic/office to be renovated and expanded, and to allow future development of up to a total of 10,000 square feet of professional office uses; located at 1430 State Road 13 N. The Planning and Zoning Agency held a public hearing October 17, 2019 and voted 7 - 0 in favor of recommending approval.

District 1

Presenter - Cynthia A. May, ASLA, Senior Supervising Planner

District 2

3. **Public Hearing * COMPAMD 2016-06 Minorcan Mill (ADOPTION).** Adoption hearing for COMPAMD 2016-06 Minorcan Mill, a Comprehensive Plan Amendment to amend 58.24 acres on the Future Land Use Map from Agricultural Intensive (AI) to Residential-B (Res-B), with a text amendment limiting the maximum number of single-family residential units to 125. The Planning and Zoning Agency held a public hearing on July 18, 2019, and voted 4-1 in favor of recommending transmittal of COMPAMD 2016-06 Minorcan Mill. On August 20, 2019, the Board of County Commissioners voted 4-1 in favor of transmitting this item. Details regarding the PZA hearing are provided in the Staff Report. The Planning and Zoning Agency held a public hearing on October 17, 2019 and voted 5 - 2 in favor of recommending adoption of the Comprehensive Plan Amendment.

District 2

4. **Public Hearing * PUD 2018-01 Minorcan Mill.** Request to rezone approximately 58.24 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to conform with a companion Comprehensive Plan Amendment to allow for the development of up to 125 single-family residential units; located at 6700 County Road 16A. The Planning and Zoning Agency held a public hearing on October 17, 2019 and voted 5 - 2 in favor of recommending approval of the PUD rezoning.

Presenter - Justin Kelly, Planner

District 3

5. **Public Hearing * REZ 2019-15 Heritage Development.** A request to rezone approximately 6.65 acres of land from Open Rural (OR) to Commercial Warehouse (CW). This request was recommended for approval with a 7-0 vote by the Planning and Zoning Agency at their regularly scheduled public hearing on October 17, 2019.

Presenter - Valerie Stukes, Planner

District 3

6. **Public Hearing * REZ 2019-11 Volkswagen Parking Expansion.** Request to rezone approximately 0.8 acres of land from Residential, Single Family (RS-3) to Commercial Intensive (CI) with a condition prohibiting direct access to the local residential roads in the adjacent subdivision specifically located at 3235 US 1 South. The Planning and Zoning Agency voted 5-0 to recommend approval at its October 3, 2019 meeting.

Presenter - Beverly Frazier, Senior Supervising Planner

District 4

7. **Public Hearing * PUD 2017-07 Ponte Vedra Lakes Boutique.** Request to rezone approximately 0.37 acres from Single Family Residential District (R-1-C) to Planned Unit Development (PUD) to allow for 3,000 square feet of limited Neighborhood Commercial and Community Commercial uses. The property is located south of Marlin Avenue with approximately 150 feet of frontage on the west side of A1A N. This rezoning request was recommended for approval with revisions by the Ponte Vedra Architectural Review Committee (PVARC) with 4-0 vote in March 2018 and recommended for approval by the Ponte Vedra Zoning and Adjustment Board (PVZAB) with 4-0 vote in October after the Board of County Commissioners remanded the request back to PVZAB at the regular meeting on June 18, 2019.

Presenter - Damon Douglas, Administrative Manager

District 5

8. **Public Hearing * First Reading of Ordinance to amend the South Ponte Vedra Boulevard and Coastal Highway Dune and Beach Restoration Municipal Service Taxing Unit Ordinance to create a Serenata Dune and Beach Restoration MSTU and adjust the description of the Coastal Highway MSTU.** The South Ponte Vedra Boulevard and Coastal Highway Dune and Beach Restoration Municipal Service Taxing Unit Ordinance (Ordinance) was enacted March 22, 2019. The ordinance created an MSTU for the one-time dune restoration project north of Serenata and a separate MSTU for the 50-year United States Army Corps of Engineers (USACE) beach restoration project south of Serenata. On August 20, 2019, the Commission directed staff to survey the owners of the properties in Serenata Ocean Villas and the Serenata Beach Club to determine support for an MSTU of ~1.5 miles for ~10 years to repay the cost of extending the one-time dune restoration to tie-in with the taper of the USACE beach restoration project in front of Serenata Beach. Of the 89 tax parcels in the proposed project area 82.0% responded, and 91.8% of the replies agreed with the MSTU and project while 8.2% disagreed. The extension of the dune restoration is estimated to cost less than \$1.2M, and financing for this project would be discussed when the financing plan for the overall dune restoration project is brought to the Commission. In addition, the USACE has finalized the extent of the full template for the USACE beach restoration project area and the corresponding MSTU description could be adjusted to include part of the common area of Serenata Beach, south of the condominium buildings, on the north end of the project, and exclude seven parcels from the south end of the project. The attached amendment to the Ordinance would create a Serenata Dune and Beach Restoration MSTU and adjust the description of the Coastal Highway MSTU to include only those properties within the finalized USACE project template. This is the first of two public hearings for this proposed Ordinance.

Presenter - Jesse Dunn, OMB Director

- 9. RFP 19-33: Parking Management Program.** On April 17, 2018, the Board of County Commissioners approved staff to pursue an off-beach parking management program for Beach Services. As part of a subsequent August 7, 2018 Commission agenda item regarding boat ramp services cost recovery, staff informed the Commission that a boat ramp fee would be incorporated into the off-beach parking management solicitation. St. Johns County Purchasing issued a Request for Proposals (RFP) on January 17, 2019 in accordance with St. Johns County Purchasing Policy and Procedures. The RFP solicited proposals from experienced and qualified firms to propose a parking management program for SJC facilities, including off-beach and boat ramp sites, provided in the RFP, with the potential for the program to be expanded to additional facilities. SJC Purchasing received five (5) proposals on February 21, 2019. The Evaluation Committee met on March 7, 2019, where the scores for each firm and the ranking of respondents were announced. The evaluation committee ranked Republic Parking System, LLC as the number one ranked firm. On April 2, 2019, the Commission adopted Resolution 2019-103, authorizing the County Administrator, or his designee, to enter into negotiations with Republic Parking System, LLC, and to draft a final approval by the Board, which includes the options of a combined beach driving and parking pass and recommendations by the North Florida Transportation Planning Organization. Staff has negotiated with Republic and has established proposed terms and conditions for the new parking management program for the Board's review and approval. The proposed program provides for Republic to provide any and all required labor, equipment, materials, transportation, and technology necessary to manage the parking program for St. Johns County. In exchange for their performance of the required services, Republic shall be compensated from a percentage of revenue generated from parking fees; that percentage varying based upon the amount of parking fees collected. Additionally, the County shall pay Republic a monthly user fee per meter, allowing the County a termination for convenience clause without a large payment due to Republic for their initial capital investment. Finally, all amounts generated from citations issued for non-payment shall be remitted in whole to the County. The new parking management program is tentatively scheduled for a March 1, 2020 date. The program will be implemented at off-beach and boat ramp locations throughout St. Johns County, as well as at on-beach access ramps as provided in the RFP and the proposed contract scope. The proposed fee structure and enforcement program is provided in the draft contract. Staff recommends awarding and executing a contract with Republic Parking Systems, LLC for an initial term of three (3) years, and availability of two (2) one (1) year renewal options. However, the County reserves the right to renegotiate the terms of the contract at the end of the first year of the initial term to extend either the initial term of the agreement and/or the renewal term(s) available to the County for exercise if it is in the best interests of the County to do so.

Presenter - Melissa A Lundquist, Assistant to the Board of County Commissioners

- 10. Consider appointments to the Industrial Development Authority.** Currently there are two (2) vacancies on the Industrial Development Authority. These vacancies are due to expired terms. Please find attached for your review and consideration a recommendation letter submitted on behalf of the Industrial Development Authority, and eight (8) applications: Jorge Bertran, District – 5, Melissa Eckart, District – 5, Chet Joseph Frith, District – 4, James Greenawalt, District – 4, Kevin R. Greene, District – 5, Heriberto Marrero, District – 4, Adam Z. Penna, District – 4 and Thomas E. Skinner, Jr., District – 2, along with Mr. Skinner's letter requesting reappointment.

Presenter - Melissa Lundquist, Assistant to the Board of County Commissioners

11. Consider appointments to the Construction Board of Adjustment and Appeals.

Currently there are six vacancies on the Construction Board of Adjustment and Appeals. Four of these vacancies are due to expired terms and two are due to resignations. Two of these vacancies are for alternate member positions. These vacancies have been advertised multiple times. The Construction Board of Adjustment and Appeals has authority over the County's unsafe building abatement code and functions as the local appellate board for interpretations of the Building Code and Building Official. Qualifications require applicants with knowledge and/or experience in technical codes fields and those from the general public. Members are required to be a registered voter in St. Johns County. Please find attached for your review and consideration a letter of recommendation from the Construction Board of Adjustment and Appeals and four applications (John R. Ruggeri, David J. Caputo, Jeffrey K. Hulsberg and Alex C. Clay), along with corresponding requests for reappointment from two of the three requesting such.

- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney's Report
- ❖ Clerk of Court's Report

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CONSENT AGENDA

1. Motion to approve the **Cash Requirement Report**. *For more information, contact Allen MacDonald, County Finance Director at 819-3669*
2. Motion to adopt Resolution 2019-_____, approving the **final plat for Windsong Acres (replat)**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
3. Motion to adopt Resolution 2019-_____, approving the **final plat for Shearwater Phase 2C-2 (Replat)**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
4. Motion to adopt Resolution 2019-_____, approving the **final plat for Twin Creeks North Parcel 13 Phase 2 Unit 1**. *For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720*
5. Motion to Adopt Resolution 2019-_____ approving the **final plat for Worthington Estates Phase III and IV**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
6. Motion to adopt Resolution 2019-_____, approving the **final plat for Southaven Phase IIC and III**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
7. Motion to adopt Resolution 2019-_____, approving the **final plat for Silverleaf Village**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
8. Motion to adopt Resolution 2019-_____, approving the **final plat for Conservation Trail**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*

9. Motion to adopt Resolution 2019-_____, accepting a **Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values** conveying all personal property associated with the **water, sewer and reuse systems to serve Silverleaf CR 2209 & Silverleaf Parkway**. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*

10. Motion to adopt Resolution 2019-_____, accepting a **drainage easement to serve Bannon Lakes PUD Phase 1 - Duran Drive located off International Golf Parkway**. *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*

11. Motion to adopt Resolution 2019-_____, approving the terms of the attached **Master Products and Services Agreement between St. Johns County, FL and Sensus USA, Inc.**, and authorizing the County Administrator to execute the agreement substantially in the same form as attached. *For more information, contact Frank Kenton, Assistant Utility Director at 904 209-2705*

12. Motion to adopt Resolution 2019-_____, authorizing the Chair of the Board of County Commissioners or the County Administrator to enter into the **State-Funded Grant Agreement with the Florida Department of Transportation to receive \$3,700,000.00** for construction of improvements of **SR 313 at US 1 intersection** and amending the Fiscal Year 2020 Transportation Trust Fund budget to recognize and appropriate unanticipated revenue. *For more information, contact Duane Kent, County Engineer at 209-0113*

13. Motion to adopt Resolution 2019-_____, authorizing the County Administrator to enter into the **Developer Agreement for Improvements to SR 313 at US-1 with Cordova Palms Investment, LLC (Developer)**, for Developer to pay for any and all costs not reimbursed by the Florida Department of Transportation. *For more information, contact Duane Kent, County Engineer at 209-0113*

14. Motion to adopt Resolution 2019-_____, approving the terms, conditions, provisions, and requirements of a **Construction and Maintenance Agreement between the State of Florida and St. Johns County for the Wildwood Drive and U.S. 1 intersection improvements**, and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Duane Kent, PE, County Engineer at 904 209-0570*

15. **Motion to declare the attachments as surplus** and authorize the County Administrator, or his designee, to dispose of same in accordance with the Purchasing Policy 308 and Florida Statute 274. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*

16. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or designee, to execute **Task Order #30 for A.W.A. Contracting Company, Inc., to replace the box culvert at CR-13 Moccasin Branch Bridge** for a not-to-exceed amount of \$375,253.90 under Bid No. 18-14; Countywide Roadway Drainage & Infrastructure Maintenance (Master Contract No: 14-MCC-AWA-08972). *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*

17. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or his designee, to execute **Task Order #25 with A.W.A. Contracting Company, Inc.** under Bid No. 18-14; Countywide Roadway Drainage & Infrastructure Maintenance (Master Contract No: 14-MCC-AWA-08972) in the amount of \$505,107.64 to **complete replacement of drainage pipes at ten (10) crossings on Joe Ashton Road.** *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*

18. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or his designee, to award **Bid No: 19-72; Danella Construction Corporation of Florida, Inc., and Southland Specialties, Inc. of Tennessee,** as the lowest, responsive and responsible bidders, and to execute contracts in substantially same form and format as attached for the required services as provided in Bid No. 19-72. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*

19. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or his designee, to execute and issue a **purchase order to Ten-8 Fire Equipment, Inc. for three (3) 2019 Braun Ambulances** at a total price of \$761,493.00, subject to the terms and conditions of the Florida Sheriff's Association & Florida Association of Counties Contract # FSA18-VEF13.0. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*

20. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or his designee, to execute and issue a **purchase order to Thomson Pump for three (3) Trailer Mounted Solids Handling Sound Attenuated Vacuum-Assisted Pumps** at a total price of \$154,766.00, subject to the terms and conditions of the Florida Sheriff's Association Contract No: FSA19-VEH17.0. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*

21. Motion to adopt Resolution 2019 -_____, **amending the St. Johns County Fee Schedule** for services provided by St. Johns County Departments for Fiscal Year 2020. *For more information, contact Devin Cousins, Budget Analyst at 904 209-0569*

22. **Motion to approve the Fiscal Year 2019 end-of-year fund reserve transfers** per the attached schedule to ensure fiscal year-end positive account balances per the Administrative Code. *For more information, contact Devin Cousins, Budget Analyst at 904 209-0569*

23. Motion to adopt Resolution 2019-_____, authorizing the Chair to execute an agreement in substantially the same form and format as attached hereto, between **St. Johns County and Jacksonville Area Legal Aid, Inc. to provide legal services to indigent persons residing within St. Johns County during Fiscal Year 2020.** *For more information, contact Regina Ross, Deputy County Attorney at 209-0805*

24. Motion to adopt Resolution 2019-_____, approving the terms, conditions, and requirements of the **Memorandum of Agreement between St. Johns County and the Florida Division of Emergency Management,** and authorizing the County Administrator, or designee, to execute an agreement in substantially the same form and format on behalf of the County. *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*

25. Motion to adopt Resolution 2019-_____, to provide a **State Housing Initiative Partnership Local Housing Assistance Plan technical revision** as described to serve the housing needs of very low, low, and moderate income eligible participants. *For more information, contact Shawna Novak, Director, Health and Human Services at 209-6089*

26. Motion to adopt Resolution 2019-_____, approving the **subrecipient agreement between St Johns County and Emergency Services Homeless Coalition of St. Johns County, Inc.,** and authorizing the County Administrator or designee to execute the Agreement on behalf of the County substantially in the same form as attached. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*

27. Motion to adopt Resolution 2019-_____, authorizing the County Administrator or his designee to **accept \$930,264 in Community Development Block Grant (CDBG) funds from HUD** and, upon finding of legal sufficiency by the Office of the County Attorney, to execute the grant agreement. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*

28. Motion to adopt Resolution 2019-_____, approving the **amendment to the subrecipient agreement between St Johns County and Catholic Charities Bureau, Inc. – St. Augustine Regional Office,** and authorizing the County Administrator or designee to execute the amendment substantially in the same form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 209-6089*

29. Motion to adopt Resolution 2019-_____, in accordance with the policy provided in Resolution No. 1992-152, **approving the request to name Ball Field No.1 at the Rivertown Baseball Complex "Jessie Melcolm Field."** *For more information, contact Billy Zeits, Parks and Recreation Assistant Director at 904 209-0322*

30. Motion to adopt Resolution 2019-_____, authorizing the County Administrator, or designee, to execute a **Memorandum of Agreement with the Florida Fish and Wildlife Conservation Commission**, in substantially the same form and format as attached, providing for the **repair, maintenance and construction of public boat ramps located within St. Johns County, Florida.** *For more information, contact Teddy Meyer, Recreation Facilities Manager at 904 209-0382*
31. **Motion to adopt Resolution 2019-_____**, authorizing the transfer of **\$15,499.20 of Parks & Recreation** contributions from the General Fund to the Parks & Recreation Maintenance Department **to facilitate facility modifications at Davis Park and Palencia Park.** *For more information, contact Teddy Meyer, Recreation Facilities Manager at 904 209-0382*
32. Motion to adopt Resolution 2019-_____, approving the **Library's Annual Plan of Service 2019-2020**, as required by the State Library of Florida in order to receive annual State Aid to Libraries Grant funding. *For more information, contact Debra Rhodes Gibson, Library Director at 827-6926*
33. Motion to adopt Resolution 2019-_____, approving the **Library System's Books by Mail policy**, with an effective date of December 1, 2019. *For more information, contact Debra Rhodes Gibson, Library Director at 827-6926*
34. Motion to adopt Resolution 2019 - _____, **recognizing and appropriating \$42,000 in contributions from the Friends of the Ponte Vedra Concert Hall, for lighting system improvements**, within the Fiscal Year 2020 Cultural Events Fund. *For more information, contact Gabe Pellicer,, General Manager, Cultural Events Division at 904 209-0392*
35. **Proofs:**
Proof: Request for Bids, Bid No.: 20-08; West King Street Landscaping Project, published on September 30, 2019, and October 7, 2019, in the St. Augustine Record.
Proof: Request for Bids, Bid No.: 20-09; Lawn Maintenance, St. Johns County Facilities, published on October 7, 2019 and October 14, 2019 in the St. Augustine Record.
Proof: Request for Bids, Bid No.: 20-12; Purchase of Motor Protection Electronics, published on October 14, 2019 and October 21, 2019 in the St. Augustine Record.
Proof: Request for Bids, Bid No.: 20-14; Construction of Turn Lane on Race Track Road at Veteran's Parkway, October 16, 2019 and October 23, 2019, in the St. Augustine Record.
Proof: Request for Bids, Bid No.: 20-11; Construction of Improvements for SR-313 at US-1 (SR-5) - FDOT #445799-1-54-01, published on October 16, 2019 and October 23, 2019, in the St. Augustine Record.
Proof: Notice of Action in the Matter of 110519 Exchange of County Property, published on October 21, 2019 and October 28, 2019, in the St. Augustine Record.
Proof: Notice of Hearing, ECL Notice, published on October 21, 2019, October 28, 2019 and November 4, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-05; CDBG-DR Project - Hastings Phase 1 Sanitary Sewer Rehab, published on October 25, 2019, and November 1, 2019, in the St. Augustine Record.

Proof: Notice of Meeting, 11/05/2019 BCC Private Meeting, was published on October 25, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-02; Fruit Cove Sewer Interconnect, published on October 28, 2019, and November 4, 2019, in the St. Augustine Record.

Proof: Request for Qualifications, RFQ No: 20-07; SJC Utility Water and Wastewater Laboratory Design Services, published on September 26, 2019, and October 3, 2019, in the St. Augustine Record.

For more information, contact , at

