

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

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



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

Hunter S. Conrad, County Administrator  
Patrick F. McCormack, County Attorney

Tuesday, March 17, 2020 9:00 AM

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*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
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Beverly Frazier, Senior Supervising Planner**

#### **District 2**

1. **Public Hearing \* MAJMOD 2019-11 SJSO Training Facility.** Request for a Major Modification to the St. Johns County Sheriff's Office Training Facility Planned Unit Development (Ordinance 2015-7, as amended) to rezone adjoining land to accommodate reconfiguration of the site design and update the Master Development Plan. The property is located on the west side of Interstate 95, south of County Road 208, with access provided from Agricultural Center Drive. The Planning and Zoning Agency heard this item on February 20, 2020 and voted 6-0 to recommend approval of the modification.

### **Presenter - Joseph Cearley, Special Projects Manager**

2. **Discussion Items - Vacation Rentals and Adjacent Property Owner notifications.** At the direction of the Board of County Commissioners, staff was asked to research and bring back two (2) proposals for discussion and address the regulation of Short Term Vacation Rentals. Additionally, during Commissioners Comments at a regularly scheduled public hearing, staff was asked to research Adjacent Property Owner notification distance requirements. This discussion item would assess if Saint Johns County should increase the radius from which neighboring properties are notified that may potentially be affected by a development application. Staff seeks direction from the Board on all items.

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

**District 5**

3. **Public Hearing \* COMPAMD 2019-07 St. Marks Campground (TRANSMITTAL).** Transmittal hearing for COMPAMD 2019-07 St. Marks Campground to change the Future Land Use Map designation of approximately 74.14 acres of land from Rural/Silviculture (R/S) to Rural Commercial (RC). The subject property is located approximately 1 mile west of US Highway 1 on the south side of International Golf Parkway, and west of St. Marks Pond Boulevard. the Planning and Zoning Agency heard this item on February 6, 2020 and voted 7-0 in favor of recommending Transmittal.

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

**District 1**

4. **Public Hearing \* COMPAMD 2019-01 Oxford Estates East (TRANSMITTAL).** Transmittal hearing for COMPAMD 2019-01 Oxford Estates East (Future Phase) to change the Future Land Use Map designation of approximately 32 acres from Rural/Silviculture (R/S) to Residential-B (RES-B) for the expansion of the Oxford Estates PUD. The subject property is located on the east side of Longleaf Pine Parkway and north of Oxbridge Way. Access to the proposed future phase would be through Old Hale Way. The Planning and Zoning Agency heard this item on February 6, 2020, and voted 5-2 in favor of recommending Transmittal. There was no public input.

**Presenter - Justin Kelly, Planner**

**District 2**

5. **Public Hearing \* REZ 2019-22 Boggs Storage Lot.** A request to rezone approximately 3.0 acres of land from Open Rural (OR) to Commercial Intensive (CI) to allow for high intensity uses including, but not limited to, RV/Boat Storage and Personal Property/Mini-Warehouse uses. This item was heard by the Planning and Zoning Agency (PZA) at their regularly scheduled Public Hearing on February 6, 2020 and was unanimously recommended for approval by a vote of 7-0.

**Presenter - Phong Nguyen, Transportation Development Manager**

**District 1**

6. **Public Hearing \* DEVAGRMOD 2019-01 Durbin Creek National Development Agreement Modification (First Reading).** This is the second amendment of the Durbin Creek National Development Agreement that was approved in 2015 and amended in 2016. The modification requests to revise the phasing schedule and corresponding transportation commitments to accommodate the proposed Durbin Park PUD located on the east side of SR 9B. The request also includes a land use exchange to convert 534,545 sq. ft. of office park space to 1,266 additional apartment units and 150 hospital beds with no increase in the project's external traffic. The proposed changes include revising the project development phasing to accelerate development entitlement; and revising the transportation commitments to combine Race Track Road widening into one phase from Bartram Park Blvd. to Bartram Springs Pkwy instead of two phases, and removing the requirement to 6-lane Race Track Rd at build out. Two public hearings are required to modify a Development Agreement. The second public hearing is scheduled before the BCC on May 19, 2020. There are two other companion applications, a Comprehensive Plan Amendment and a Planned Unit Development, that will be heard concurrently with this Development Agreement.

**Presenter - Rebecca C. Lavie, Senior Assistant County Attorney**

- 7. Report on state tobacco legislation and St. Johns County tobacco ordinances.** At its February 4, 2020 meeting, the Board of County Commissioners heard a presentation from Tobacco Free St. Johns on the Summit Outcome Report from its program entitled "Turning the Tide - Solving the Youth E-Epidemic in Northeast Florida." A portion of the presentation discussed state and federal legislation addressing electronic nicotine-dispensing devices and the minimum age for the purchase of tobacco products. Following the presentation, the Board directed the Office of the County Attorney to bring back a report on the status of state tobacco legislation and options for updating the County's ordinances dealing with the sale and display of tobacco products.

**Presenter - Doug Bataille, Director**

**District 1**

- 8. Recreation Advisory Board's Recommendation in memory of Mr. Keith Martin.** Field of Dreams Baseball is a member of the Creeks Athletic Association. It is a handicap accessible turf baseball and playground facility that offers Recreational Baseball and an ADA accessible playground for exceptional children. The Field of Dreams is located at 1401 Shetland Drive, St. Johns, FL 32259 near Aberdeen Park and was built using funds donated by the Field of Dreams Board and Creeks Athletic Association that were collected through fundraisers and contributions. Kim Kendall is requesting that the facility be named Keith Martin Field of Dreams in honor of his years of service with St. Johns Middle School Athletic Association and Creeks Athletic Association. Mr. Martin passed away in February of 2020. The Policy For The Naming Of All Public Facilities Item 2. requires that "Proposals to name facilities after persons are restricted to those persons who are deceased. A waiting period of no less that twelve (12) months from the death will be maintained." Item 4. states, "The process of naming of facilities will be through the appropriate advisory board, if applicable." At the March 3, 2020 Board of County Commissioners meeting the Board tasked the Recreation Advisory Board to evaluate this request at their March 12, 2020 board meeting and provide their recommendation.

**Recess Board of County Commissioners Meeting and Convene St. Johns County Community Redevelopment Agency**

**Presenter - Shawna Novak, Director, Health and Human Services**

**District 2**

- 9. Public Hearing \* Resolution declaring certain St. Johns County Community Redevelopment Agency owned property as surplus; approving a transfer of property to the West Augustine Historical Community Development Corporation and authorizing the Board Chair to execute the County Deed on behalf of the St. Johns County Board of County Commissioners.** The West Augustine Historical Community Development Corporation (WAHCDC) has expressed an interest in acquiring the subject parcels in an effort to facilitate a project that will address housing and economic development in the West Augustine Community. St. Johns County acquired the subject parcels (116800-0070 & 116800-000), in conjunction with approximately 280 other parcels in the West Augustine area, in 2002. In 2004, the subject parcels were transferred to the St. Johns County Community Redevelopment Agency (CRA). The assessed value of both lots is \$8,887. The properties contain no structures and have no access to an improved right of way. The proposed transaction was advertised on February 7, 2020 and February 14, 2020 in accordance with Section 163.380, Florida Statute. Other departments within the County were solicited and were not found to have a use for the subject parcels. Staff is in support of this transfer. Per the attached deed, the property will be restricted for construction of affordable housing and economic development.

**Adjourn St. Johns County Community Redevelopment Agency and Convene Board of County Commissioners Meeting**

- ❖ 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 Lon Stafford, County Chief Financial Officer at 819-3622*
2. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the **final plat for Twin Creeks North Parcel 1 - Phase One**. *For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720*
3. Motion to approve the **Minorcan Mill PUD School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2020-01)**. *For more information, contact Victoria Kutney, Transportation Planner at 904 209-0753*
4. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting a **Final Release of Lien, Warranty, Easement for Utilities and a Bill of Sale** conveying all personal property associated with the **water, sewer, force mains and reuse systems to serve Creekside at Twin Creeks – Phase 2D located off County Road 210 W**. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
5. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting a **Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values** conveying all personal property associated with the **water and sewer systems to serve Zaxby's Restaurant located off State Road 16**. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
6. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting a **Deed of Dedication for a park located on CR16A** as part of the **Silverleaf Development of Regional Impact**. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
7. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No. 20-22, Hazardous Biomedical Waste Collection Services to Healthcare Environmental Services, LLC**, as the lowest, responsive, responsible bidder, and to execute a contract in substantially the same form and format as attached hereto for completion of the project at an annual cost of \$11,700.84. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*

8. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid 20-42; Weed & Pest Control Maintenance Services for St. Johns County Athletic Fields to Yellowstone Landscape - Southeast LLC**, as the lowest, responsive, responsible bidder, and to execute an agreement in substantially the same form and format as attached for the performance of services as specified in Bid No: 20-42. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
9. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **enter into negotiations with the top ranked firm, SHAG Development, LLC., under RFP 20-17; Development Partner(s) for CDBG-DR Multi-Family Affordable Housing Facilities for Location 1** and upon successful negotiations, to award and execute a contract with SHAG Development, LLC to perform the services in accordance with RFP 20-17. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
10. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute an **amendment** in substantially the same form and format as attached hereto, **extending Master Contract No: 16-MCC-YMC-07099 with The Young Men's Christian Association of Florida's First Coast, Inc. d/b/a St. Augustine YMCA** for a period of six (6) calendar months, through and until September 30, 2020. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
11. Motion to adopt Resolution 2020-\_\_\_\_\_ authorizing the County Administrator or his designee, to **execute and issue a purchase order to Sensus USA, Inc.**, for the purchase of the specified water meter equipment at a total price of \$383,767.93. *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 209-0154*
12. Motion authorizing the County Administrator, or designee(s), to **modify the scope of work** included in RFQ No. 19-60, **Design-Build Services for St. Johns County Sheriff's Office Emergency Communications and Training Facility** to remove development of the Aircraft Hangar; to complete negotiations; and upon successful negotiations, to execute contracts for completion of the Project as modified. *For more information, contact Jesse Dunn, Director, OMB at 904 209-0568*
13. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator or designee to **execute a Subrecipient Agreement** in substantially the same form and format as attached hereto **with the Florida Department of Law Enforcement**, along with any supplemental documents required to secure a grant award in the amount of \$2,693 **to purchase dictation software and microphones for use by the Medical Examiner's Office**; and amending the Fiscal Year 2020 budget to recognize and appropriate the grant funds as revenue within the Fiscal Year 2020 General Fund and Medical Examiner Department budgets. *For more information, contact Dr. Predrag Bulic, Medical Examiner at 904 209-0822*
14. Motion to adopt Resolution 2020-\_\_\_\_\_ approving and authorizing the County Administrator or his designee to submit a completed application on behalf of the **St. Johns County Parks and Recreation Department for funding Phase II, Construction, of a boat ramp and associated floating dock** under the west side of the Palm Valley Bridge. *For more information, contact Doug Bataille, Director at 209-0324*

15. Motion to adopt Resolution 2020-\_\_\_\_\_, approving and authorizing the County Administrator or his designee to submit a completed application on behalf of the **St. Johns County Parks and Recreation Department for funding the Vilano Landing Dredging Project.** *For more information, contact Doug Bataille, Director at 904 209-0322*

16. Motion to adopt the recommendation by the **Tourist Development Council to approve the proposed Arts, Culture and Heritage Funding Program Guidelines** attached hereto, with said guidelines being effective for the Fiscal Year 2021 Program. *For more information, contact Tera Meeks, Director of Tourism & Cultural Events at 904 209-4428*

17. Motion to approve the proposed **Board's Rules and Policies revision** with regard to the appointed boards meeting minutes. *For more information, contact Joy Andrews, Appointed Boards and Committees meeting minutes at 904 209-0562*

18. Motion to approve minutes:

- 02/04/2020, BCC Regular
- 02/18/2020, BCC Regular

19. **Proofs:**

Proof: Notice of Hearing, Amending Ordinance No.: 2011-4, Settlement of Certain Claims, published on February 21, 2020 in the St. Augustine Record.

Proof: Notice of Hearing, Resolution approving an exchange of real property between St. Johns County and the School Board of St. Johns County. The exchange will give the County adequate stormwater drainage for this area and transfer maintenance responsibilities of the drainage facility to the School Board. Published on January 10, 2020 and January 17, 2020 in the St. Augustine Record.

Proof: Request for Qualifications, RFQ No.: 20-30; Professional Construction Engineering and Inspection (CEI) Services for SR-313 at US-1 (SR-5) Improvements, published on January 16, 2020 and January 23, 2020, in the St. Augustine Record.

Proof: Request for Qualifications, RFQ No.: 20-21; Professional Engineering Services for Three CDBG-DR Transportation and Drainage Projects, published on January 20, 2020 and January 27, 2020, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-42; Weed and Pest Control Maintenance Services for St. Johns County Athletic Fields, published on January 23, 2020 and January 30, 2020, in the St. Augustine Record.

Proof: Request for Proposals, Bid No.: 20-35; Solomon Calhoun Community Pool Programs and Services, published on January 25, 2020 and February 1, 2020, in the St. Augustine Record.

Proof: Notice of Special Meeting regarding the County Administrator Contract Negotiations in the San Sebastian Conference Room, published on January 25, 2020 in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-44; Davis Park ADA Sidewalk Improvement, published on January 30, 2020 and February 6, 2020, in the St. Augustine Record.

Proof: Request for Bids in the matter of Sale of County Property. Notice of Sale of County Property and Request for Bids. Notice is hereby given that sealed proposals from private redevelopers or any persons interested in undertaking to redevelop or rehabilitate a part of the St. Johns County Community Redevelopment Area (CRA) or any part will be received until 3 p.m., Monday, March 9, 2020, and opened promptly after the 3 p.m. deadline by Joseph Cone, Manager of Housing and Community Services located at the St. Johns County Health and Human Services Building, 200 San Sebastian View, Suite 2300, St. Augustine FL. Published on February 7, 2020 and February 14, 2020, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-40; Installation of Pole Barns for St. Johns County Road and Bridge Department, published on February 5, 2020 and February 12, 2020, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-41; Beach Shuttle Services, published on February 7, 2020 and February 14, 2020 in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 20-28; Installation, Maintenance and Repair of Lighting and Communication Equipment on SJC Rescue Apparatus. Published on February 10, 2020 and February 17, 2020 in the St. Augustine Record.

Proof: Request for Proposals, Bid No.: 20-45; St. Augustine Amphitheatre Shuttle Services, published on February 17, 2020 and February 24, 2020, in the St. Augustine Record.



