

# 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, June 16, 2020 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
- ❖ Retirement Recognition of Linda Stoughton
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

#### **Presenter - Jesse Dunn, Director, OMB**

1. **Constitutional Officers' Fiscal Year 2021 Budget Presentations.** Presentation of the Constitutional Officer's tentative budgets for Fiscal Year 2021. Under F.S. 129.03(2), on or before June 1 of each year, Constitutional Officers shall submit to the Board of County Commissioners (BCC) a tentative budget for their respective offices for the ensuing fiscal year. Since the Tax Collector is fee-based, it is not required for the Tax Collector's budget to be submitted to the BCC at this time. Each Constitutional Officer will make a brief oral presentation to the BCC relative to their respective tentative budget. The tentative presentation order will be: 1) Property Appraiser Eddie Creamer, 2) Supervisor of Elections Vicky Oakes, 3) Clerk of Courts Brandon Patty and 4) Sheriff David Shoar

#### **Presenter - Karen M. Taylor, Land Planner (Shannon Acevedo, AICP, Matthews Design) Staff Member - Teresa Bishop, AICP, Planning Division Manager**

2. **Public Hearing \* CPA(SS) 2019-08 Vilano Beach Town Center Addition of 2 Corunna St. and 2806 Coastal Highway.** This is a request for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map (FLUM) designation from Residential-C (Res-C) to Town Center Mixed Used District (TCMUD). This application has an accompanying Rezoning (REZ 2020-04) to TCMU, making the zoning consistent with this new Future Land Use. The Planning and Zoning Agency recommended approval with a 6-0 vote at its May 7, 2020 meeting. Please see Growth Management Staff Report for details.

**Presenter – Karen M. Taylor, Land Planner (Shannon Acevedo, AICP, Matthews Design)**  
**Staff Member - Teresa Bishop, AICP, Planning Division Manager**

**District 5**

- 3. Public Hearing \* REZ 2020-04 Vilano Beach Town Center Addition of 2 Corunna St. and 2806 Coastal Highway.** In the companion to the small scale comprehensive plan amendment CPA(SS) 2019-08, the applicant is requesting to rezone an approximately 2.21 acres of property at two locations adjacent to the existing Vilano Beach Town Center. The first property at 2806 Coastal Highway is located on the east side of Coastal Highway just north of Vilano Road and the Vilano Beach Town Center. The property owner of 2806 Coastal Highway also owns the property to the south, which will become a connector so the 2806 Coastal Highway property will have direct access to Vilano Road and to Vilano Beach Town Center. The second property at 2 Corunna Street is also adjacent to the Vilano Beach Town Center, which is to the north and east. The property owner already owns the hotel in the town center that is adjacent to the north and plans may include extending the hotel onto 2 Corunna Street. The Planning and Zoning Agency recommended approval with a 6-0 vote at its May 7, 2020 meeting. Please see Growth Management Staff Report for project details.

**Presenter - Gail Oliver, Land Management Systems Department**

**District 1**

- 4. Consider entering into a Transfer and Maintenance Agreement with the Florida Department of Transportation for a portion of the Shands Bridge and an access road situated on the east bank of the St. Johns River for use as a public recreational/fishing pier.** On August 7, 2018, the Board of County Commissioners adopted Resolution 2018-237 providing notice to the Florida Department of Transportation (FDOT) of the County's initial interest in accepting approximately 864 feet of the existing Shands Bridge. Per that resolution, the next step would be to consider entering into a formal Transfer and Maintenance Agreement with FDOT. This is necessary so that FDOT can continue to move forward with the First Coast Expressway construction plans that would include retrofitting the old Shands Bridge for pedestrian use and improvements to the roadway access and parking. FDOT agrees to construct the improvements set forth in the Agreement and the County would accept all responsibility for operation and maintenance of the bridge and roadway at the time of transfer, also as set forth in the Agreement.

**Presenter – Karen M. Taylor, Land Planner**  
**Staff Member - Cynthia A. May, ASLA, Senior Supervising Planner**

**District 3**

- 5. Public Hearing \* COMPAMD 2019-06 Faver Dykes Homesites (Adoption).** Adoption hearing for COMPAMD 2019-06 Faver Dykes Homesites, request for a Comprehensive Plan Amendment to change the Future Land Use classification of approximately 16.48 acres of land from Rural/Silviculture (R/S) to Residential-A (Res-A) with a Text Amendment limitation of five (5) dwelling units, specifically located at 820-860 Faver Dykes Road. Transmitted by the Board of County Commissioners on March 3, 2020 by a vote of 5 - 0. There was no public input provided during this meeting. The Planning and Zoning Agency held a public hearing regarding the Comprehensive Plan Amendment on May 7, 2020 and voted 6 - 0 in favor of recommending adoption. Please see the Growth Management Staff Report for application details.

**Presenter – Dane Hutchinson, Yossef Chatila, Tortoise Holdings, LLC**  
**Staff Member - Justin Kelly, Planner**

**District 3**

- 6. Public Hearing \* REZ 2019-23 Tortoise Holdings Rezoning.** Request to rezone approximately 0.44 acres of land from Commercial, Neighborhood (CN) to Residential, Manufactured/Mobile Home or Single Family (RMH(S)). This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on May 7, 2020 and was unanimously recommended for approval by a vote of 6-0.

**Presenter - William G. Young, Director of Utilities**

- 7. Public Hearing \* State Revolving Fund Loan Application for Construction of the Wastewater System Rehabilitation and Improvements Projects.** The Utility Department has determined that a favorable state revolving fund (SRF) loan for the Wastewater System Rehabilitation and Improvements Projects may be available from the Florida Department of Environmental Protection (FDEP). The projects are described in the Facility Plan and Capital Financing Plan dated April 2020, prepared by Constantine Engineering (the “Plan”). To submit an application for such SRF loan, the Board of County Commissioners needs to (a) hold a public hearing and discuss the results and recommendations of the Plan at such public hearing and adopt a resolution approving the Plan as a planning document for the FDEP and (b) adopt a resolution authorizing the application for the SRF loan, establishing pledged revenues and designating authorized representatives.

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

- 8. Consider appointments to the Arts, Culture, Heritage Funding Panel.** Currently there are eight (8) vacancies on the Arts, Culture, Heritage Funding Panel. Six (6) vacancies are due to expired terms and two (2) vacancies are due to resignations. Five (5) of the vacancies are member positions residing within St. Johns County and three (3) are required to be members from outside of the county. All members are required to demonstrate an interest in tourism/cultural development and promotion. St. Johns County resident members serve two-year terms and non-residents serve one-year terms. All eight (8) vacancies have been advertised for two, four-week spans (Jan 8-Feb 5 and Feb 10-Mar 8). No out-of-county applications were received. Please find attached for your review and consideration eight (8) applications, along with a recommendation from the Tourist Development Council (Gina Fiore - Dist. 4, Lisa Johnson - Dist. 4, Kevin Kennedy - Dist. 1, Rod Morris - Dist. 1, Sheryl Nelson - Dist. 5, Adam Z. Penna - Dist. 4, Juliana Schiavo - Dist. 4, and Jenna Stone - Dist. 5).

- ❖ 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 St. Johns County Emergency Proclamation No. 2020-\_\_\_\_\_, extending the local state of emergency for an additional seven day period.** *For more information, contact Patrick F. McCormack, County Attorney at 904 209-0805*
- 3. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Turnbull Creek Road at Grand Oaks.** *For more information, contact Tayler Lewis, Application Review Supervisor at 904 209-0603*
- 4. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Grand Oaks Phase 1A.** *For more information, contact Tayler Lewis, Application Review Supervisor at 904 209-0603*
- 5. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Grand Oaks Phase 1B.** *For more information, contact Tayler Lewis, Application Review Supervisor at 904 209-0603*
- 6. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Grand Oaks Phase 1D Unit 1.** *For more information, contact Tayler Lewis, Application Review Supervisor at 904 209-0603*
- 7. Motion to approve the Sandy Creek PUD School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2020-03).** *For more information, contact Victoria Kutney, Transportation Planner at 904 209-0753*
- 8. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms and conditions of a Memorandum of Understanding with the St. Johns County Sheriff's Office for use of the former Mosquito Control Facility located at 525 Old Beach Road.** *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*

9. 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 and reuse systems to serve **Southaven Phase IIC and III located off International Golf Parkway**. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
10. 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 **Villages of Valencia Phase 4 located off U.S. 1 South**. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
11. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting and authorizing the County Administrator, or designee, to **execute a Temporary Access Easement to a communication antenna tower site located off Nocatee Landing Trail**. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
12. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms of a **Purchase and Sale Agreement** for the acquisition of a **perpetual easement for the McCullough Street drainage improvements** and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
13. Motion to Approve Resolution No. 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute a Lease Agreement with Rural Health Care, Inc. d/b/a Aza Health for space at W. Lattin Street, Hastings, Florida**. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
14. 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 force main improvements along State Road 207 to serve **Lightsey Road Apartments**. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
15. Motion to adopt Resolution 2020-\_\_\_\_\_, approving an **exchange of real property pursuant** to Section 125.37, Florida Statutes, **in connection with a County owned retention pond and the proposed Flagler College Intramural Fields** located on Old Moultrie Road. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*
16. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting an **Easement Agreement and Temporary Construction Easement from Hastings Drainage District to St. Johns County for drainage improvements at Cracker Swamp Road and Canal No. 5A** and authorizing the Chair to join in the execution of the Easement Agreement on behalf of the County. *For more information, contact Gail Oliver, Land Management Systems Director at 904 209-0770*

17. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award Bid No: 20-46; Park & Playground Equipment to Dominica Recreation Products, Bliss Products & Services, Inc., Advanced Recreational Concepts, Rep Services, Inc., Southern Recreation, Inc., Playpower LT Farmington, Inc., Industrial Shadeports, Playmore West, Inc., Kompan, Inc,** as the responsive, responsible bidders, and to execute contracts in substantially same form and format as attached hereto for completion of the scope of work provided in Bid No. 20-46. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
  
18. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award Bid 20-48 Laboratory Services to Advanced Environmental Laboratories, Inc.,** as the responsive, responsible bidder, and to execute a contract in substantially the same form and format as attached hereto for **completion of the services at an annual cost of \$37,139.00 for the first two years.** *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 904 209-0154*
  
19. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or his designee, to enter into **negotiations with the top ranked firm, Turnstone Development Corporation, under RFP 20-17R; Development Partner for CDBG-DR Multi-Family Affordable Housing - Facility Location 2** and upon successful negotiations, to award and execute a contract with Turnstone Development Corporation to perform the services in accordance with RFP 20-17R. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
  
20. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **enter into negotiations with Presidio Networked Solutions LLC,** as the number one ranked firm, award and execute a contract, in substantially the same form and format as attached hereto, **for the Disk Backup Storage Replacement** for St Johns County MIS project at a cost of \$152,393.56 for the first year, and an annual cost of \$9,129.84 for the following two years. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
  
21. 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 Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*
  
22. Motion to adopt Resolution 2020-\_\_\_\_\_, approving and authorizing the County Administrator or his designee to submit a completed application through the **Florida Department of Economic Opportunity's CDBG-DR Rebuild Florida infrastructure repair program for the Hastings Drainage Improvement Project.** *For more information, contact Joseph Giammanco, Disaster Recovery and Grants Director at 904 209-0152*
  
23. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms and conditions of an **FPL agreement for the installation, maintenance, and power of 24 LED street lights at the St Johns County Sheriff's Office Training Facility property;** and authorizing the County Administrator, or designee, to execute the agreement, together with all required supplemental documentation, on behalf of the County. *For more information, contact Katie Diaz, Director, Facilities Management at 904 209-0653*

24. Motion to adopt Resolution 2020-\_\_\_\_\_, amending St. Johns County Resolution No. 2019-186, relating to **satisfaction and waiver of the park-and-ride lot condition of Special Condition 25(l) of the Nocatee DRI Development Order**, to remove and delete the March 12, 2019 letter from Jacksonville Transportation Authority attached to the resolution as Exhibit "B" and substitute in its place the August 14, 2019 letter from JTA. *For more information, contact Bradley Bulthuis, Senior Assistant County Attorney at 904 209-0805*
  
25. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements of the **Amended Memorandum of Understanding agreement between St. Johns County, Florida, and RREF III-P-EP Bannon Lakes JV, LLC**, to recognize the Developer's required Utility Transmission Contributions and authorizing the County Administrator to execute the agreement on behalf of St. Johns County. *For more information, contact Larry Miller, Chief Engineer - Development at 904 484-6448*
  
26. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements of a **Sewer Unit Connection Refund Agreement between St. Johns County, Florida, and Brisa Residences, LLC**, for the provision of utility sewer unit connection fee refund and authorizing the County Administrator to execute the agreement on behalf of St. Johns County. *For more information, contact Larry Miller, Chief Engineer - Development at 904 484-6448*
  
27. Motion to approve resolution 2020-\_\_\_\_\_, approving the **Local Housing Assistance Plan for fiscal years 2020/2021, 2021/2022 and 2022/2023** as required by the State Housing Initiatives Partnership Program Act. *For more information, contact Shawna Novak, Director of Health and Human Services at 904 209-6089*
  
28. Motion to Adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of the agreement for the **Master Trust Administration between St. Johns County, Florida and Family Support Services of North Florida, Inc.**, authorizing the County Administrator, or designee, to execute the First Contract Extension Agreement on behalf of the County. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*
  
29. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements of the **Interagency Training Agreement between the St. Johns County, Florida, and Community Partnership for Children, Inc. and Family Support Services of North Florida, Inc.** substantially in the same form as attached and authorizing the County Administrator, or his designee, to execute the Agreement on behalf of St. Johns County substantially in the same form as attached. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*
  
30. Motion to Adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of the **First Contract Extension Agreement for adoption recruitment services, in conjunction with the Heart Gallery of North Florida**, between St. Johns County, Florida and Family Support Services of North Florida, Inc., authorizing the County Administrator, or designee, to execute the First Contract Extension Agreement on behalf of the County. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*

31. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the recognition and appropriation of received **SHIP 2019-2020 funding in the amount of \$58,796** amending the FY 2020 Budget. *For more information, contact Shauna Novak, Health and Human Services Director at 904 209-6089*
32. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator or designee to **enter into agreement**, in substantially the same form and format as attached hereto, **with Medcom Benefits Solutions to provide administrative services related to Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA)**. *For more information, contact Sarah Taylor, Interim Director Personnel Services at 904 827-6888*
33. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of a **grant agreement with the Florida Division of Emergency Management in the amount of \$ 89,774.00 through the Emergency Management Preparedness Grant**, authorizing the County Administrator or his designee to execute the grant agreement on behalf of the County, and recognizing and appropriating within the FY 2020 General Fund Emergency Management Department. *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*
34. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of a **grant agreement with the Florida Division of Emergency Management in the amount of \$ 105,806.00 through the Emergency Management Preparedness & Assistance Grant**, authorizing the County Administrator or his designee to execute the grant agreement on behalf of the County, and recognizing and appropriating within the FY 2020 General Fund Emergency Management Department. *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*
35. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of a **grant agreement with the Florida Division of Emergency Management in the amount of \$ 17,362.82. through the Emergency Management Preparedness Grant, COVID-19 Supplemental**, authorizing the County Administrator or his designee to execute the grant agreement on behalf of the County, and recognizing and appropriating within the FY 2020 General Fund Emergency Management Department. *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*
36. Motion to adopt Resolution 2020-\_\_\_\_\_, recognizing unanticipated **Animal Control donation revenue in the amount of \$14,054 within the General Fund** and appropriating such revenue to the Animal Control Department expenditure budget **and; to authorize the transfer of \$4,363 in St. Johns Pet Center donations from General Fund Reserves [0083-59920]** to the Animal Control Department expenditure budget. *For more information, contact Paul Studivant, Animal Control Manager at 904 209-0748*
37. Motion to approve minutes:
  - May 12, 2020, BCC Special
  - May 19, 2020 BCC Regular
  - June 2, 2020, BCC Special



