

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, August 4, 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
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter - Jesse Dunn, Director, Office of Management & Budget

- 1. Fiscal Year 2021 Recommended Budget and Proposed Millage Rates.** The annual County budget process requires a number of steps, ranging from its preparation through adoption, per Florida Statutes (F.S. 129.03(3) and F.S. 200.065, Truth in Millage requirements). The Truth in Millage (TRIM) process informs taxpayers and the public about the legislative process by which local taxing authorities determine ad valorem (property) taxes. On July 7, 2020, The Board of County Commissioners received the FY 2021 Recommended Budget, balanced with expenditures and adequate reserves within each County fund equal to projected fund revenues. County Administration's Recommended Budget represents a funding level that can reasonably assure the achievement of St. Johns County's operational needs while minimizing the tax impact on its citizenry. An electronic version (in pdf format) of the workbook may be found on the County's website at: www.sjcfll.us/OMB. Following the development and presentation of a Recommended Budget, the County is obligated to provide certain information concerning that budget to the Property Appraiser. This information includes 1.) The FY 2020 millage rates; 2.) The FY 2021 proposed millage rates; 3.) The FY 2021 rolled-back rates; and 4.) The date, time, and meeting place of the tentative budget hearing. This information is placed on Department of Revenue DR-420 forms and forwarded to the Property Appraiser. Those forms provide the basis for the "TRIM" notice mailed by the Property Appraiser to property owners in St. Johns County. The BCC will need to approve proposed Millage rates (see the attached sheet) for the County's TRIM mailing, and approve September 8, 2020 @ 5:01 PM in the County Auditorium as the Date, Time and Place of the first public hearing for the adoption of the FY 2021 Annual Budget. For practical purposes, once the tentative Millage rates are set, they can still be decreased but not increased.

Presenter - Brandon Patty, Clerk of Court and Comptroller

- 2. Presentation of the St. Johns County Comprehensive Annual Financial Report.**
The County's Comprehensive Annual Financial Report ("CAFR") requires acceptance from the Board of County Commissioners. The Report is prepared by the Clerk Comptroller's Office. As a final step, the Board should accept the FY 2019 CAFR as audited by Carr, Riggs & Ingram, LLC, the County's auditing firm. The CAFR and SAS 114 letter is available on the Clerk's website, which can be accessed from the County's webpage, at the following link: <https://stjohnsclerk.com/clerk-information/financials/county-annual-financial-report/cafr/>. The Board will now have the opportunity for any further discussion with the auditors. The County has once again received an unqualified opinion on the fair presentation of its financial statements.

Presenter - General Michael P. Fleming, Chair, The Fire Watch

- 3. The Northeast Florida Fire Watch Council - Fiscal Year 2021 Funding Request.**
The Fire Watch is a multi-jurisdictional government entity formed in October 2019 by an Interlocal Agreement between Baker County, Clay County, Nassau County, St. Johns County, and the City of Jacksonville to end veteran suicide in Northeast Florida. The Fire Watch provides veteran suicide prevention programs and a mobile app that enables veterans and volunteers to foster positive relationships and ensure veterans get the help they need. The app allows veterans in crisis to quickly receive emergency assistance and connect with local resources and allies that will help build relations and provide one-on-one counseling and support. The Fire Watch is requesting \$25,000 in funding from St. Johns County for Fiscal Year 2021.

Presenter - Ellen Avery-Smith, Rogers Towers
Staff Member - Justin Kelly, Planner

- 4. Public Hearing * DRI MOD 2020-02 Ashford Mills.** Request to amend the Ashford Mills DRI, located southeast of CR 210 W and north of CR 16A, to increase the maximum number of multi-family units, relocate the fire station/emergency services/library site, and reflect recent land use conversions and changes in development phasing, build-out and termination dates pursuant to legislative extensions.
District 1

Presenter - Karen M. Taylor
Staff Member - Valerie Stukes, Senior Planner

- 5. REZ 2020-11 Fulkerson Rezoning.** REZ 2020-11 Fulkerson Rezoning, request to rezone approximately 8.04 acres of land from Open Rural (OR) to Commercial Intensive (CI) located on the east side of State Road 207 between Wildwood Drive and Brinkhoff Road, specifically at 1900 SR 207. On July 2, 2020 the PZA voted to recommend approval, 7-0.
District 3

Presenter - Rachel Garvey, Transit Grants Specialist

- 6. Public Hearing * FFY 2020 FTA Grant Application.** This is the annual Federal Transit Administration Section 5307, Surface Transportation Program, and 5339 formula grants through the U.S. Department of Transportation. The grant funds are for capital assistance and operating costs. St. Johns County's 5307 apportionment for FFY 2020 is \$1,200,000. This is a matching grant for 50% for operating and 20% for capital. Match dollars for operating costs come from FDOT block grants and the County general fund through the adopted annual budget of \$276,489. The match for capital is from Transportation Development Credits provided by the State of Florida. This agenda item is for the approval of the FFY 2020 Program of Projects, approval to submit the grants based on the approved Program of Projects and to recognize the funds in the County's FY 2020 budget.

- ❖ 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 Twin Creeks North Parcel 1 - Phase One Replat.** *For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720*
- 4. Motion to adopt Resolution 2020-_____, authorizing the Chair, or his designee, to provide a letter of intent to The Salvation Army of the County's interest in entering into negotiations to exchange the County owned property located at 1425 Old Dixie Highway in exchange for 13.87 acres located at 1850 State Road 207, to enter into the negotiations, and based on successful negotiations to bring a Purchase and Sale Agreement back to the Board of County Commissioners for consideration; and appropriating \$6,000 from restricted General Fund reserves.** *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
- 5. Motion to adopt Resolution 2020-_____, approving the terms and authorizing the County Administrator, or designee, to execute a purchase and sale agreement for right of way property required for sidewalk construction along Old Dixie Highway.** *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
- 6. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or his designee, to award SS No: 20-31; Unique Management Services, Inc., and to enter into an agreement in substantially the same form and format as attached hereto to provide for collection services for St. Johns County Libraries.** *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 904 209-0154*

7. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or his designee, to **piggyback Sourcewell Contract # 030817-CAR** and to enter into and agreement, in substantially the same form and format as attached hereto, with **Carrier Commercial Services**, to provide all labor, materials, equipment, and any other items necessary to replace two (2) Chillers at the St. Johns County Court House at a total price of \$285,092. *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 904 209-0154*

8. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or his designee, to enter into negotiations with the top ranked firm, **Young Men's Christian Association of Florida's First Coast, Inc.**, under RFP 20-35R; **Solomon Calhoun Community Pool Programs & Services**, and upon successful negotiations, to award and execute a contract with Young Men's Christian Association of Florida's First Coast, Inc., to perform the services; and in the event negotiations are unsuccessful, further authorizing the County Administrator, or designee, to enter into negotiations with the next successively ranked respondent until an agreement is reached. *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 904 209-0154*

9. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or designee, to award **Bid No. 20-74; CR 13 From CR 13A to SR 16 East Signing Improvements - FDOT LAP 437628-1-58-01 / 437628-1-68-02 to Safety Contractors, Inc.**, as the responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for completion of the project provided in Bid No. 20-74, for a total lump sum cost of \$198,370.90. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*

10. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or his designee, to award **Bid 20-72: State Road 207 Water Main Extension - Phase 1 to S.E. Cline Construction, Inc.**, as the lowest, responsive, responsible bidder, and to execute an agreement in substantially the same form and format as attached for the completion of the project as provided in Bid No. 20-72, for a lump sum price of \$3,298,131.28. *For more information, contact Leigh A. Daniels, Assistant Purchasing Manager at 209-0154*

11. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or designee, to award **Bid No. 20-59; CDBG-DR Project - Avenue D and Tart Road Drainage Improvements to G & H Underground Construction, Inc.**, as the lowest, responsive, responsible bidder for Base Bid "A", and to execute a contract in substantially same form and format as attached hereto for completion of the project provided in Bid No. 20-59, for a total lump sum cost of \$1,493,899.46. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*

12. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or designee, to award **Bid No. 20-71; Surplus & Auction Services to Boundless Futures LLC dba Great Expectations Auction** as the responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for completion of the project provided in Bid No. 20-71, for the Commission Fee Percentage of 10% of the gross sales. *For more information, contact Leigh Daniels, Assistant Purchasing Manager at 904 209-0154*

13. Motion to adopt Resolution 2020-_____, amending the **St. Johns County Fee Schedule** for services provided by St. Johns County Departments for Fiscal Year 2020 as part of the County's ongoing response to COVID-19. *For more information, contact Devin Cousins, Senior Analyst, OMB at 904 209-0569*
14. Motion to adopt Resolution 2020-_____, approving revisions to the **St. Johns County Insurance Committee bylaws**. *For more information, contact Rebecca Lavie, Senior Assistant County Attorney at 904 209-0805*
15. Motion to adopt Resolution No. 2020-_____, approving the issuance by the **St. Johns County Industrial Development Authority of Revenue Bonds (Flagler Health Project)** Taxable Series 2020A and Taxable Series 2020B in an amount not to exceed \$240,000,000. *For more information, contact Rebecca Lavie, Senior Assistant County Attorney at 209-0805*
16. Motion to adopt Resolution 2020-_____, recognizing the **2020 CARES Act Elections Funding grant in the amount of \$291,618 awarded to the Supervisor of Elections** as unanticipated revenue and directing the County Administrator, or designee, to allocate the funds to the Supervisor of Elections' FY 2020 budget for use consistent with the grant funding requirements. *For more information, contact Vicky C. Oakes, Supervisor of Elections at 904 823-2238*
17. Motion to approve the use of **Recording Department Revenue to fund Fiscal Year 2020 Clerk of Court Operations**. *For more information, contact Brandon Patty, Clerk of Court and Comptroller at 904 819-3603*
18. Motion to adopt Resolution 2020-_____, approving the terms, provisions, conditions, and requirements of the **Adoption Partner Agreement with PetSmart Charities, Inc.**, and authorizing the County Administrator, or designee, to execute the agreement on behalf of St. Johns County. *For more information, contact Paul Studivant, Animal Control Manager at 904 209-0748*
19. Motion to adopt Resolution 2020-_____, authorizing the **Sheriff of St. Johns County, Florida**, or designee, **to submit an application seeking funding assistance through the U.S. Department of Justice - Office of Justice Programs FY 2020 Edward Byrne Justice Assistance Grant (JAG)** and authorizing the Chief Executive to execute the attached Certifications and Assurances on behalf of the County. *For more information, contact Andrea Urda, Senior Finance Specialist at 904 810-6626*
20. Motion to adopt Resolution 2020-_____, approving the terms, conditions, and requirements of the **Agreement for Landscape Maintenance** of Certain County Road Rights-of-Way between St. Johns County and **Silverleaf Master Owner's Association Inc.**; authorizing the County Administrator, or designee, to execute the Interlocal Agreement; and directing the Clerk to file the Interlocal Agreement in the official records. *For more information, contact Bradley Bulthuis, Senior Assistant County Attorney at 904 209-0805*

21. Motion to adopt Resolution No. 2020-_____, approving the **Fiscal Sustainability Plan for the Players Club Water Reclamation Facility** project based on the requirements for the Florida Department of Environmental Protection's State Revolving Loan program. *For more information, contact William G. Young, Director of Utilities at 904 209-2703*
22. Motion to adopt Resolution 2020-_____, approving the terms and conditions of **Amendment 1 to the Cost-Share Agreement** Between the St. Johns River Water Management District and St. Johns County **for the San Diego Road Drainage Improvements Project**, and authorizing the County Administrator, or designee, to execute the amendment on behalf of the County. *For more information, contact Neal Shinkre, P.E., Public Works Director at 904 209-0268*
23. Motion to adopt Resolution No. 2020-_____, authorizing the County Administrator, or his designee, to execute a **Memorandum of Understanding between St. Johns County and Big Brother Big Sisters of St. Johns County**. *For more information, contact Doug Bataille, Director at 209-0324*
24. Motion to adopt Resolution 2020-_____, recognizing and appropriating **unanticipated revenue** in the amount of \$9,930 **into the FY 2020 General Fund Recreation Facilities Department** for park improvements. *For more information, contact Doug Bataille, Director at 904 209-0322*
25. **Motion to approve minutes:**
- 07/07/2020 – Regular BCC
 - 07/14/2020 – Special BCC
26. **Proofs:**
- Proof: Notice of exchange of County Property between St. Johns County and Flagler College, Inc., published on June 2, 2020 and June 9, 2020 in the St. Augustine Record.
- Proof: Notice of Public Hearing in the matter of LDC Affordable Housing, published on April 24, 2020 and June 16, 2020 in the St. Augustine Record.
- Proof: Notice of Public Hearing in the matter of LDC Affordable Housing, published on June 26, 2020 in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 20-74; CR 13 from CR 13A to SR 16 East Signing Improvements, published on June 10, 2020 and June 17, 2020 in the St. Augustine Record.
- Proof: Request for Proposals, RFP No.: 20-32 CBDG-DR Owner Occupied Rehabilitation/Elevation/Reconstruction, published on June 18, 2020 and June 25, 2020 in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 20-58 Directional Boring Services, published on June 25, 2020 and July 02, 2020 in the St. Augustine Record.
- Proof: Request for Proposal, RFP No.: 20-75; In-House Turn-Key Parts Operation, published on June 26, 2020 and July 3, 2020 in the St. Augustine Record.

