

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst  
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

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

Tuesday, November 17, 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
- ❖ Proclamation Recognizing November 2020 as National Hospice and Palliative Care Month
- ❖ Acceptance of Proclamation
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

**Presenter: Lindsay Haga, AICP Senior Planner, England-Thims & Miller, Inc.**

**Staff Member: Cynthia A. May, ASLA, Senior Supervising Planner**

### District 4

1. **Public Hearing \* MAJMOD 2020-10 Walden Chase Commercial.** Request for a Major Modification to the Walden Chase PUD (Ordinance 1998-44, as amended) to assign an additional 30,000 square feet of non-residential commercial intensity to Parcel 4 in order to permit the development of a 110,000 square foot Skilled Nursing Facility. The Planning and Zoning Agency heard this item on October 15, 2020 and voted 5-1 in favor of recommending approval. Information regarding the application and PZA discussion is provided in the attached Staff Report.

**Presenter: Ellen Avery-Smith, Rogers Towers**

**Staff Member: Megan Kuehne, Planner**

### District 1

2. **Public Hearing \* CPA(SS) 2020-03 Parkway Place.** CPA(SS) 2020-03 Parkway Place request for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map classification of approximately 6.66 acres of land from Rural/Silviculture (R/S) to Mixed Use District (MD) with a text amendment reducing Scenic and Development Edges and limiting uses to Neighborhood Business and Commercial, General Business and Commercial, and Office and Professional Services. The Parkway Place PUD is located along the southern side of Race Track Road, and east of St. Johns Parkway. The Planning and Zoning Agency heard this item on October 15, 2020 and voted 5-1 in favor of recommending approval.

**District 1**

3. **Public Hearing \* MAJMOD 2020-08 Parkway Place PUD.** MAJMOD 2020-08 Parkway Place PUD request for a Major Modification to the Parkway Place Planned Unit Development (Ordinance 2018-49) to add approximately 6.66 acres; increase the maximum allowed square footage for commercial and office uses from 130,000 square feet to 200,000 square feet; and allow a maximum of eight (8) service bays. The Parkway Place PUD is located along the southern side of Race Track Road, and east of St. Johns Parkway. The Planning and Zoning Agency heard this item on October 15, 2020 and voted 5-1 in favor of recommending approval.

**Presenter: Rick Welch, P.E.**

**Staff Member: Megan Kuehne, Planner**

**District 1**

4. **Public Hearing \* COMPAMD 2020-04 4560 Race Track Road (ADOPTION).** Adoption hearing for a Comprehensive Plan Amendment to change the Future Land Use designation of approximately 14.32 acres of land from Community Commercial (CC) with a text limitation of 90,000 square feet to Community Commercial (CC) with a text limitation of 170,000 square feet, located at 4560 Race Track Road, south of Race Track Road, and east of St. Johns Parkway. The Planning and Zoning Agency heard this item on May 21, 2020 and voted 7-0 in favor of recommending Transmittal. The Board of County Commissioners heard this item on July 7, 2020 and voted 5-0 in favor of transmitting to State and Regional Agencies. The Planning and Zoning Agency heard this item on October 1, 2020 and voted 7-0 in favor of recommending adoption.

**District 1**

5. **Public Hearing \* MAJMOD 2020-03 4560 Race Track Road PUD.** MAJMOD 2020-03 4560 Race Track Road PUD request for a Major Modification to the 4560 Race Track Road Planned Unit Development (Ordinance 2017-02) to allow an increase in the permitted commercial and office development rights from 90,000 square feet to 170,000 square feet; update the PUD phasing and buildout dates; include the use of mini warehouse/ personal property (restricted to Enclosed Personal Property Storage); and update MDP Map consistent with the changes. The 4560 Race Track Road PUD is located along the southern side of Race Track Road, and east of St. Johns Parkway. The Planning and Zoning Agency heard this item on October 1, 2020 and voted 7-0 in favor of recommending approval.

- ❖ 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 Shearwater Phase 2D-2 (replat).** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 4. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Deep Creek Landing Phase 2.** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 5. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Hartford (Silverleaf - Parcel 17C).** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 6. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for RIVERTOWN LANDINGS - PHASE ONE-A.** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 7. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the final plat for Trailmark East Parcel - Phase 1.** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 8. Motion to approve the Durbin Park PUD School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2020-04).** *For more information, contact Victoria Kutney, Transportation Planner at 904 209-0753*
- 9. Motion to approve the St. Augustine Lakes PUD Phase II School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2020-05).** *For more information, contact Victoria Kutney, Transportation Planner at 904 209-0753*

10. Motion to adopt Resolution 2020-\_\_\_\_\_, granting ad valorem tax exemption for qualified improvements to historic property located at **127 Oneida Street, St. Augustine.** *For more information, contact Mercedes Harrold, Cultural Resources Coordinator at 904 209-0623*
11. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting an **Easement for Utilities** for an existing water line located near the intersection of **State Road 207 and Hilltop Road.** *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
12. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute a Purchase and Sale Agreement with Gate Petroleum Company in substantially the same form and format as attached, providing for the purchase of an Easement for Utilities and acceptance of a Temporary Construction Easement at the **State Road 16 and Interstate 95 interchange.** *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
13. Motion to adopt Resolution 2020-\_\_\_\_\_, accepting two Easements for Utilities associated with a future school site near **Turnbull Creek Road and State Road 16.** *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
14. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to award Bid No. 20-06; **Kings Estate Road Drainage Improvements – HMGP 4283-44-A** to DB Civil Construction LLC., as the lowest, responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for completion of the work at a total lump sum price of \$339,945.10. *For more information, contact Jaime T. Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*
15. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to piggyback the US Communities Omnia Partners Contract No: 4400003732, and to enter into an agreement, in substantially the same form and format as attached, with **Copy Fax, Inc.** for the lease of copier machines, supplies and service through and until 2022. *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*
16. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to enter into negotiations with Atkins North America, Inc. (Atkins), as the highest ranked firm under RFQ No: 20-78; **South Ponte Vedra Beach Dune Restoration** and the next successfully ranked firm(s) in the order of ranking as necessary, and, upon successful negotiations, to execute a contract in substantially the same form and format as attached for completion of the work. *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*
17. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the County Administrator, or designee, to enter into negotiations with **Jones Edmunds & Associates, Inc.** as the top ranked firm under RFQ 20-82; Construction Administration Services for the Pavement Management Multi-Year Work Plan and the next successfully ranked respondent(s) in order of ranking, as necessary, and upon successful negotiations, to award and execute a contract in substantially the same form and format as attached for completion of the work. *For more information, contact Jaime T. Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*

18. 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, Asst. Dir. Purchasing & Contracts at 904 209-0158*
  
19. Motion to approve the Fiscal Year 2020 **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 Lauren Falcey, Principal OMB Analyst at 904 209-0567*
  
20. Motion to **approve a transfer** in the amount of \$23,312 from General Fund Reserves to fund the County Commissioner salaries and benefits for Fiscal Year 2021. *For more information, contact Wade Schroeder, Asst. Director, OMB at 904 209-0570*
  
21. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a License to Use/Hold Harmless Agreement with **Florida Power & Light** Company relating to overhead electric utility facilities within the right-of-way of Meadowbrook Road, and authorizing the County Administrator, or designee, to execute the agreement on behalf of St. Johns County. *For more information, contact Bradley Bulthuis, Senior Assistant County Attorney at 904 209-0805*
  
22. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of the attached long range budget plan to the **Florida Department of Environmental Protection, Office of Coastal Resilience and Coastal Protection**, and authorizing the County Administrator, or his designee, to execute any necessary agreements concerning the beach projects with the Department of Environmental Protection upon a finding of legal sufficiency by the office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*
  
23. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of a suggested long range budget plan to the Florida Department of Environmental Protection (FDEP) in connection with the Phase I project development and design for the **Ponte Vedra Beach Dune and Beach Restoration** Project and authorizing the County Administrator, or his designee, to execute any necessary agreements with FDEP concerning the project upon a finding of legal sufficiency by the Office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*
  
24. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of a suggested long range budget plan to the Florida Department of Environmental Protection (FDEP) in connection with the USACE **South Ponte Vedra - Vilano Beach Coastal Storm Risk Management Project** and authorizing the County Administrator, or his designee, to execute any necessary agreements with FDEP concerning the USACE South Ponte Vedra - Vilano Beach Coastal Storm Risk Management Project upon a finding of legal sufficiency by the Office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*

25. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of a suggested long range budget plan to the Florida Department of Environmental Protection (FDEP) in connection with the funding for a **U.S. Army Corps of Engineers feasibility study for Ponte Vedra Beach** and authorizing the County Administrator, or his designee, to execute any necessary agreements with FDEP concerning the feasibility study upon a finding of legal sufficiency by the Office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*
  
26. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of a suggested long range budget plan to the Florida Department of Environmental Protection (FDEP) in connection with the **St. Johns County Shore Protection Project** and authorizing the County Administrator, or his designee, to execute any necessary agreements with FDEP concerning the St. Johns County Shore Protection Project upon a finding of legal sufficiency by the Office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*
  
27. Motion to adopt Resolution 2020-\_\_\_\_\_, authorizing the submission of the attached long range budget plan to the **Florida Department of Environmental Protection, Bureau of Beaches and Coastal Systems**, and authorizing the County Administrator, or his designee, to execute any necessary agreements concerning the beach projects with the Department of Environmental Protection upon a finding of legal sufficiency by the office of the County Attorney. *For more information, contact Damon Douglas, Coastal Manager at 209-0794*
  
28. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements of a Memorandum of Agreement between City of Atlantic Beach, Clay County Utility Authority, City of Gainesville, City of Jacksonville Beach, JEA, City of Neptune Beach, Town of Orange Park, and St. Johns County to assess **groundwater resource sustainability in Northeast Florida** and authorizing the County Administrator, or his designee, to execute on behalf of St. Johns County, any documents associated with this project with a not to exceed cost of \$106,626. *For more information, contact Gordon Smith, Assistant Director, Engineering/Operations at 904 209-2709*
  
29. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, and requirements of the **Agreement between St. Johns County, Florida and Flagler Hospital**, in an amount not to exceed \$120,000, authorizing the County Administrator, or designee, to execute the Agreement substantially in the form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
  
30. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the **recognition and appropriation** of received FY 2020 library donations in the amount of \$7,327 amending the FY 2021 Budget. *For more information, contact Shelby Dixon, Administrative Assistant at 827-6931*
  
31. Motion to adopt Resolution 2020-\_\_\_\_\_, to approve the updated St. Johns County Five Year Transportation Plan for years 2017- 2022 and to proceed with submission to the **Florida Department of Children and Families** for final approval by the Secretary of the Florida Department of Children and Families. *For more information, contact Shawna Novak, Director of Health and Human Services at 904 209-6089*

32. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements of the U.S. Department of Housing and Urban Development FY20 **Housing Counseling Grant Agreement** between St. Johns County, Florida and the Department of Housing and Urban Development; authorizing the County Administrator or designee to execute the Agreement substantially in the same form as attached on behalf of the County; amending the FY2021 General Fund budget to receive unanticipated revenue in the amount of \$6,795.00; and authorizing the appropriation to the Housing Department. *For more information, contact Shawna Novak, Director, Health and Human Services at 209-6089*
33. Motion to adopt Resolution 2020-\_\_\_\_\_, ratifying the County Administrator's execution of Amendment #24 to the **Community Based Care** contract NJ206 between St. Johns County, Florida and the State of Florida, Department of Children and Families, which inserts the Schedule of Funds dated 07/01/2020 for State Fiscal Year 2020-2021, and recognizing and appropriating an associated \$518,187.00 within the County Fiscal Year 2021 Community Based Care Fund. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
34. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the **Library's Annual Plan of Service 2020-2021**, 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*
35. Motion to adopt Resolution 2020-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of **St Johns County's State Aid to Libraries Grant Application, Grant Agreement**, and authorizing the Chair of the Board of County Commissioners to execute the Grant Application and Grant Agreement on behalf of the County. *For more information, contact Debra Rhodes Gibson, Library Director at 904 827-6926*
36. **Proofs:**  
Proof: Notice of Meeting, 2020 VAB First Certification Meeting certifying the 2020 tax roll; published on 9/23/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 20-88R; Purchase and Installation of Touchless Paper Towel and Hand Soap Dispensers; published on 9/23/2020 and 9/30/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-02, Anastasia Island Wastewater Treatment Facility Reuse System Improvements; published on 9/30/2020 and 10/07/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-20, CR 214 24-Inch Water Main (Water Plant Rd to Allen Nease Rd); published on 9/30/2020 and 10/07/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-30, Purchase of Water & Wastewater Treatment Chemicals; published on 10/05/2020 and 10/12/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-37, Purchase of Collapsible Bulk Containers; published on 10/09/2020 and 10/16/2020 in the St. Augustine Record.  
Proof: Req Qualification, RFQ NO: 21-33, Construction Engineering & Inspection (CEI) Services for the Pavement Management Multi-Year Work Plan; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-38, Purchase of 3500 lbs. Industrial Forklift; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-26, SJC Courthouse Cooling Towers Replacement; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.  
Proof: Requisition of Proposals, RFP NO: 21-32, Historic Properties Survey for Hastings, Florida; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-09, Countywide Mitigation Conservation Area Monitoring and Reporting Services; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.  
Proof: Requisition of Bids, BID NO: 21-10, Countywide Mitigation Conservation Area Mowing Services; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.

Proof: Requisition of Bids, BID NO: 21-11, Countywide Mitigation Conservation Area Invasive Species Treatment Services; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.

Proof: Requisition of Bids, BID NO: 21-12, Countywide Mitigation Conservation Area Prescribed Burning Services; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.

Proof: Requisition of Bids, BID NO: 21-22, CDBG-DR Project - South Orange Street Drainage Improvements; published on 10/12/2020 and 10/19/2020 in the St. Augustine Record.

Proof: Requisition of Proposals, RFP NO: 21-27; Concession and Bait Store Rental at Vilano Beach Boat Ramp; published on 10/14/2020 and 10/21/2020 in the St. Augustine Record.

Proof: Requisition of Bids, BID NO: 21-21; Nina Court (PS 226) Lift Station Replacement; published on 10/15/2020 and 10/22/2020 in the St. Augustine Record.

Proof: Req Qualification, RFQ NO: 21-34; Digital Orthophotography; published on 10/16/2020 and 10/23/2020 in the St. Augustine Record.

Proof: Requisition of Bids, BID NO: 21-23; Purchase & Installation of Touchless Automatic Door Openers/Buttons; published on 10/16/2020 and 10/23/2020 in the St. Augustine Record.



