

# 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 R. Blocker, Chair  
District 5 - Henry Dean, Vice Chair



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, March 16, 2021 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 March 2021 as American Red Cross Month
- ❖ Acceptance of Proclamation
- ❖ Public Safety Update
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

**Presenter: Nate Day; H. Smith, Inc.**

**Staff Member: Justin Kelly, Senior Planner**

### District 1

1. **Public Hearing \* COMPAMD 2019-01 Oxford Estates East (ADOPTION).** Adoption hearing to amend the Future Land Use designation of approximately 32.5 acres of land, located on the eastern side of Longleaf Pine Parkway, north of Greenbriar Road from Rural/ Silviculture (R/S) to Residential-B (Res-B). This item was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on February 18, 2021, and was recommended for approval, 4-2.

### District 1

2. **MAJMOD 2020-15 Oxford Estates (Phase 7).** Request for a Major Modification to the Oxford Estates PUD (Ordinance 2013-16, as amended) to accommodate the addition of 31 single family lots, increasing the overall total from 290 to 321. The request was heard by the Planning and Zoning Agency at their regular scheduled public hearing on February 16, 2021, and was recommended for approval, 4-2. This request is a companion item to COMPAMD 2019-01 Oxford Estates East.

**Presenter: Jack Ossi**

**Staff Member: Jacob Smith, Planner**

### District 4

3. **NZVAR2020-07 10 San Juan Circle Second Driveway.** Request for a Non-Zoning Variance to Section 6.04.05.C.3 of the Land Development Code to allow for a second driveway access point.

**Presenter: Rebecca Lavie, Senior Assistant County Attorney**

4. **First reading of updates to LAMP Ordinance.** At its January 19, 2021, meeting, the Board of County Commissioners voted to reactivate the St. Johns County Land Acquisition and Management Program (LAMP) Advisory Board. At that time, the Board requested that the Office of the County Attorney review the LAMP ordinances (St. Johns County Ordinances 1999-3 and 2003-57) and bring back any recommendations for bringing the ordinances up-to-date. The attached proposed ordinance consolidates the two ordinances relating to the LAMP and revises the sections of the ordinances relating membership requirements and the acquisition of property. Additionally, due to changes in Florida's financial disclosure law since the enactment of the existing LAMP ordinances, the Board's direction is sought with respect to the question of whether members of the LAMP should be required to file financial disclosures.

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

5. **Consider appointments to the Recreation Advisory Board.** Currently there are two (2) vacancies on the Recreation Advisory Board. These vacancies are due to expired terms. The vacancies were advertised for a four-week span of October 21, 2020 through November 20, 2020. Please find attached for your review and consideration a recommendation letter from the Recreation Advisory Board and five (6) applications: Mario Caycedo - Dist. 2, Brandi Schmidt - Dist. 5, Jillian Villemaire - Dist. 3, John Bert Watson - Dist. 2, Marc Williams - Dist. 1.
6. **Consider appointments to the Affordable Housing Advisory Committee (AHAC).** The purpose of the Affordable Housing Advisory Committee (AHAC) is to review established policies, procedures, ordinances, land development regulations, and the adopted local government comprehensive plan to recommend specific action or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value. Currently there are three vacancies on the Affordable Housing Advisory Committee (AHAC). Two of those vacancies are due to the expired terms of Steven Ladrado and Brittany Coronado. The third vacancy is due to the resignation of Jerry Folckemer. These vacancies were advertised in October of 2020. The three vacancies are required to be filled by St. County residents 1) representing essential service personnel, 2) representing employers within St. Johns County, and 3) engaged in residential home building. Please find attached for your review and consideration a recommendation from the AHAC and eight applications: (Lee Bailey - District 5, Dorothy Barrett - District 2, Brittany Coronado- District 5, Nizam Emamdie - District 2, Shane Knell- District 2, Steven Ladrado- District 5, Nancy Mock - District 4, and Ellen Rogers District 4).
7. **Consider appointments to the Planning & Zoning Agency (PZA).** Currently there are two vacancies on the Planning & Zoning Agency (PZA) due to the expired term of Mr. Mike Koppenhafer and the resignation of Mr. Archie Wainright (Note: Mr. Wainright's term is scheduled to expire June 6, 2021). These vacancies were advertised for a four week span from December 21, 2020 through January 21, 2021. The purpose of the PZA is to serve in an advisory capacity and recommending body to the St. Johns County Board of County Commissioners on matters relating to zoning of land, amendment of land development regulations, land use amendments and major modifications to planned unit developments, including those functions as the County's Local Planning Agency per Chapter 163, Florida Statutes. Per BCC Rule 2.201.B, every reasonable attempt will be made to have all County Commission districts equally represented on each Board/Committee. PZA Members are required to be registered voters of St. Johns County. Please find for your review and consideration six applications: (Deanna Grayson- District 2, Joseph McAnarney- District 1, Zachary Miller- District 4, Travis Minch- District 4, John E. "Jack" Peter- District 4 and Jon Scott Walker- District 4, along with recommendations from the PZA.

**Presenter: Hunter S. Conrad, County Administrator**

**8. Board Goals.** Proposed St. Johns County Goals will be presented for Board consideration and adoption.

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

# 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 R. Blocker, Chair  
District 5 - Henry Dean, Vice Chair



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, March 16, 2021 9:00 AM

---

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

## CONSENT AGENDA

- 1. Motion to approve the Cash Requirement Report.** *For more information, contact Lon Stafford, Director of Financial Support at 819-3622*
- 2. Motion to adopt St. Johns County Emergency Proclamation No. 2021-\_\_\_\_\_, 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 2021-\_\_\_\_\_, approving the final plat for Stillwater Phase 1A.** *For more information, contact Tayler Lewis, Application Review Supervisor at 209-0603*
- 4. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the final plat for Rivertown Garden District North.** *For more information, contact Tayler Lewis, Application Review Supervisor at 209-0603*
- 5. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the final plat for Treaty Oaks Phase 2 Units 4 and 5.** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 6. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the final plat for Watersong at Rivertown - Phase Two-A** *For more information, contact Tayler Lewis, Application Review Supervisor at 209-0603*
- 7. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the notice required by Section 336.10, F.S., for a Public Hearing on April 20, 2021 at 9:00 a.m.** or at a date and time as soon thereafter as possible, to hear a **request for the vacation of a portion of a 12-1/2 foot alley lying behind or adjacent to Lot 7 Block 12 and Lots 1,2,3 Block 12, Jackson Park Subdivision,** as recorded in Map Book 3, page 51, of the public records of St. Johns County, Florida. *For more information, contact Eric Clark, Engineer at 209-0684*
- 8. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the notice required by Section 336.10, F.S., for a Public Hearing on April 20, 2021 at 9:00am** or at a date and time as soon thereafter as possible to hear a **request for the vacation of a portion of Renoir Blvd, located within the Hilden Subdivision (VACROA 2019-01 Renoir Blvd).** *For more information, contact Benjamin Powelson, Engineer at 209-0666*
- 9. Motion to adopt Resolution 2021-\_\_\_\_\_, approving application to the State of Florida Department of Transportation for donation of surplus lands** located off State Road 207, as necessary for public purposes. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*

10. Motion to adopt Resolution 2021-\_\_\_\_\_, 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 **St. Augustine Beach Hotel aka Embassy Suites St. Augustine Beach** located off A1A Beach Boulevard. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
11. Motion to adopt Resolution 2021-\_\_\_\_\_, accepting a Warranty and an Easement associated with the **water system to serve Bozard at Gander Mountain** located off State Road 16. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
12. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms and authorizing the County Administrator, or designee, to **execute a Purchase Option Agreement from Turnstone Development Corporation** substantially in the same form as attached to purchase property located at 1850 State Road 207 for future Affordable Housing Development. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
13. Motion to adopt Resolution 2021-\_\_\_\_\_, accepting two Easements for Utilities, Final Release of Lien, Warranty and Bill of Sale and Schedule of Values associated with the **water and sewer systems to serve Rock Springs Farms located off U.S. 1 South.** *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
14. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the Chair to execute a Memorandum of Agreement (MOA), in substantially the same form and format as attached hereto, between **St. Johns County and St. Johns River Water Management District (SJRWMD) for the McCullough Creek Regional Offsite Area (ROMA)** along with a Deed of Conservation Easement. *For more information, contact Ryan Mauch, Environmental Supervisor at 209-0621*
15. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No. 21-46; Davis Park Expansion to LTG Sports Turf One, LLC**, as the lowest, responsible bidder, and to execute a contract in substantially the same form and format as attached hereto for completion of the project as provided in Bid No. 21-46 at a total lump sum cost of \$1,969,500 for the Base Bid, and Alternates #2 and #3. *For more information, contact Jaime Locklear, Asst Director Purchasing at 904 209-0158*
16. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **execute Misc. 21-65 Enterprise Agreement (Q-433791), with Environmental Research System Institute, Inc.**, in substantially same form and format as attached hereto for a three (3) year agreement for a total cost \$151,451.00 renewable for as long as the ERSI software is required for operation by the Utility Department, St Johns County, FL. *For more information, contact Jaime Locklear, Asst Director Purchasing at 904 209-0158*
17. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute a Consent to Assignment Agreement**, in substantially the same form and format as attached hereto, **providing for an assignment of Master Contract No. 20-MCO-FOR-12483 to Polydyne, Inc.** *For more information, contact Jaime Locklear, Asst Director Purchasing at 904 209-0158*

18. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid 21-29: Anastasia Island WWTF Ultraviolet Disinfection System Upgrades to SGS Contracting Services, 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. 21-29, for a lump sum price of \$1,699,700.00. *For more information, contact Jaime Locklear, Asst Director Purchasing at 904 209-0158*
19. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid 21-28: Master Lift Stations Odor Control Improvements to CenState Contractors, 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. 21-28, for a lump sum price of \$1,066,200.00. *For more information, contact Jaime Locklear, Asst Director Purchasing at 904 209-0158*
20. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **piggyback the FDOT Public Transit Office's Contract No: TRIPS-15-MB-CB for the purchase of two (2) new Ford Model FT148EWBHRDRW Transit Vehicles (Mini Buses), from Creative Bus Sales, Inc.** for a total purchase price of \$154,398.00. *For more information, contact Jaime T. Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
21. Motion to adopt Resolution 2021-\_\_\_\_\_, which provides for (1) recognition and appropriation of a **US Department of Homeland Security FEMA Grant and a State of Florida Division of Emergency Management grant** within the Fiscal Year 2021 General Fund Hurricane Matthew Department; (2) approval of a **transfer from General Fund Reserves**; (3) authorizing the County Administrator, or his designee, to **award Bid 21-62: Easements for FEMA Berms to Waugh Law, P.A.**, as the responsive, responsible bidder, and to execute an agreement in substantially the same form and format as attached for completion of the project as provided in Bid No. 21-62, for a unit price of \$327.90 per recorded easement. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
22. 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 Director of Purchasing & Contracts at 904 209-0158*
23. Motion to adopt Resolution 2021-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute the attached Amendment #1 to Misc. 20-152**, providing for changes to the scope of work as described herein at an increased cost of \$52,357.17. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
24. Motion to adopt Resolution 2021-\_\_\_\_\_, **amending the St. Johns County Fee Schedule** for services provided by St. Johns County Departments for Fiscal Year 2021. *For more information, contact Devin Cousins, Senior OMB Analyst at 904 209-0569*
25. Motion to approve a transfer in the amount of up to \$241,409 from Building Services Reserves to be appropriated with the FY 2021 Code Enforcement Department budget for the **addition of two (2) Code Enforcement Officers and related vehicles and operating needs for evening and weekend coverage**. *For more information, contact Wade Schroeder, Asst. Director, OMB at 209-0570*

26. Motion to authorize the use of COVID-19 response appropriations, up an amount of \$1,425,000, to fund **the St. Johns County COVID-19 vaccination program for the period April 1, 2021, through June 30, 2021.** *For more information, contact Jesse Dunn, Director, Office of Management & Budget at 904 209-0568*
27. Motion to transfer of \$278,135 from the Health Insurance Fund Reserves to account for the balance of **Wellness Program funds for the FY 2021 budget.** *For more information, contact Sarah Taylor, Director, Personnel Services at 904 209-0635*
28. Motion authorizing the County Administrator or designee to transfer \$120,000 from E911 Communications Fund Capital Outlay Reserve for **appropriation to the Sheriff's Office for the purchase of hardware and software for the Sheriff's Communication Center.** *For more information, contact Robert A. Hardwick, Sheriff at 904 824-8304*
29. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a Modification to Subgrant Agreement between the Division of Emergency Management and St. Johns County, **increasing the grant award amount and extending the Grant expiration date for the US 1 and Lewis Point Road Signal Improvements project;** authorizing the County Administrator, or designee, to execute the Agreement on behalf of the County; and amending the Fiscal Year 2021 budget to recognize and appropriate federal grant revenue in an amount not to exceed \$117,285.50, and state grant revenue in the amount not to exceed \$164,711.75 within the Fiscal Year 2021 Impact Fee Roads Zone C Fund Budget. *For more information, contact Greg Caldwell, M.P.A., Interim Public Works Director at 209-0266*
30. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a Modification to Subgrant Agreement between the Division of Emergency Management and St. Johns County **increasing the grant award amount and extending the expiration date for the US 1 and Shore Drive Signal Improvements project;** authorizing the County Administrator, or designee, to execute the Agreement on behalf of the County, and amending the Fiscal Year 2021 budget to recognize and appropriate federal grant revenue in an amount not to exceed \$63,665 and state grant revenue in the amount not to exceed \$164,711.75 within the Fiscal Year 2021 Impact Fee Roads Zone C Fund Budget. *For more information, contact Greg Caldwell, M.P.A., Interim Public Works Director at 209-0266*
31. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a Modification to Subgrant Agreement Between the Division of Emergency Management and St. Johns County regarding the **Kings Road Drainage Improvement Project to extend the term;** and authorizing the Chair to execute the Modification on behalf of the County. *For more information, contact Greg Caldwell, Interim Public Works Director at 209-0268*
32. Motion to Adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a Modification to Subgrant Agreement Between the Division of Emergency Management and St. Johns County relating to **Kings Estate Road Drainage Improvement project to extend the term of the agreement;** and authorizing the Chair to execute the Modification on behalf of the County. *For more information, contact Greg Caldwell, Interim Public Works Director at 209-0268*

33. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of the State-Funded Grant Agreement with the Florida Department of Transportation providing funding for engineering design, construction, and CEI for **improvements along CR2209 Extension**; amending the FY 2021 budget to recognize and appropriate grant revenue in the amount of \$1,000,000 within the FY 2021 Transportation Trust Fund Budget; and authorizing the Chair to execute the agreement on behalf of the County. *For more information, contact Greg Caldwell, Interim Public Works Director at 209-0268*
34. Motion to approve the Jacksonville Electric Authority's ("JEA") **request to construct and operate three new wells within the Rivertown DRI service area** with an annual average of 1.5 million gallons a day ("MGD") combined total withdrawal limit from these wells. *For more information, contact William G. Young, Utility Director at 904 209-2703*
35. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a Maintenance and Hold Harmless Agreement with Verano Creek Homeowners Association, Inc. regarding **concrete pavers within the Honeycomb Trail right-of-way**; authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Bradley Bulthuis, Senior Assistant County Attorney at 904 209-0805*
36. Motion to adopt Resolution 2021-\_\_\_\_\_, approving the recognition and appropriation of **received FY 2021 library donations in the amount of \$8,364 amending the FY 2021 Budget**. *For more information, contact Shelby Dixon, Administrative Coordinator at 827-6931*
37. **Motion to approve minutes:**
- O3/02/2021, BCC Regular
38. **Proofs:**
- Proof: Notice of Hearing, Emrg Mngmt Ordinance, published on January 11, 2021, in the St. Augustine Record.
- Proof: Notice of Hearing, Noise Ordinance, published on February 4, 2021, in the St. Augustine Record.
- Proof: Notice of Hearing, Ordinance 99-51, scheduled hearing for February 16, 2021 was cancelled, published on February 12, 2021, in the St. Augustine Record.
- Proof: Notice of Hearings, Ordinance 99-51, held on December 1, 2020, January 21, 2021, and March 2, 2021 BCC and PZA, published on February 22, 2021, in the St. Augustine Record.
- Proof: Notice of Action, Exchange of Property between SJC and Rayonier Forest Resources, L.P., published on January 4, 2021 and January 11, 2021, in the St. Augustine Record.
- Proof: Requisition of Bids, Bid No: 21-53; Application of Rejuvenation Agent on Various Streets in SJC, published on January 8, 2021 and January 15, 2021, in the St. Augustine Record.
- Proof: Requisitions of Proposals, RFP No: 21-39; Maintenance and Repairs to SJC Fire Rescue Fleet and SJC Fleet Maintenance, published on January 18, 2021 and January 25, 2021, in the St. Augustine Record.
- Proof: Requisition of Bids, BID No: 21-63; Purchase and Delivery of Carbon Dioxide, published on January 22, 2021 and January 29, 2021, in the St. Augustine Record.
- Proof: Requisition of Bids, BID No: 21-55; Vilano Beach Fishing Pier Floating Dock Replacement, published on January 27, 2021 and February 3, 2021, in the St. Augustine Record.



Proof: Notice of Hearing, South Ponte Vedra one-time Dune Restoration Project, published on January 28, 2021, February 4, 2021, and February 11, 2021, in the St. Augustine Record.

Proof: Notice of Meeting, Joint BCC and St. Johns County School Board held on February 3, 2021, published on January 28, 2021.

Proof: Requisition of Bids, BID No: 21-58; Mowing Services on Shore Drive, published on January 28, 2021 and February 4, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, BID No: 21-62; FEMA Project-Easements for FEMA Berms, published on January 28, 2021 and February 4, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, BID No: 21-65; Trash Collection Services at SJC Parks and Properties, published on February 1, 2021 and February 8, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, BID No: 21-60; SJC Criminal Justice Facility Replacement of 28 Roll-Up Doors and Hardware, published on February 8, 2021 and February 15, 2021, in the St. Augustine Record.

Proof: Notice of Hearing, Street Vacation Jackson Park Subdivision, published on February 17, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, RFP No: 21-68; Emergency Rental Assistance Grant - Program Administration Services, published on February 11, 2021 and February 18, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, BID No: 21-69; Davis Park Artificial Turf Field Replacement, published on February 12, 2021 and February 19, 2021, in the St. Augustine Record.

Proof: Requisition of Bids, BID No: 21-71; Construction of Intersection Improvements on Solana Road at SR A1A - FDOT #445798-1-54-01, published on February 17, 2021 and February 24, 2021, in the St. Augustine Record.

Proof: Public Notice, SJC is considering applying to the Florida DEO for a CDBG-CV grant for Coronavirus Relief Funding, published on February 25, 2021, in the St. Augustine Record.

