

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, August 3, 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
- ❖ Public Safety Update
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter: Ellen Avery-Smith, Esq., Rogers Towers

Staff Member: Justin Kelly, Senior Planner

District 1

1. **Public Hearing * DRI MOD 2021-01 Rivertown DRI.** Request to amend the Rivertown DRI to extend the dates by which the developer is required to construct a four-lane portion of CR 223 from CR 210 to Longleaf Pine Parkway, extend commencement date for the construction of required Affordable Housing units, revise the contribution schedule to the County for "Down Payment Assistance", extend phasing and build out dates based on legislative extension orders, and reflect amendments to Section 380.06(6), F.S. regarding the requirement for biennial monitoring reports. This item was heard before the Planning and Zoning Agency at their regularly scheduled public hearing on June 17, 2021, and was recommended for approval by a vote of 6-1.

Presenter: Shannon Acevedo, Matthews Design Group

Staff Member: Joseph C. Cearley, Special Projects Manager

District 2

2. **Public Hearing * COMPAMD 2020-09 Indian Branch Farms.** Request for a Small Scale Comprehensive Plan Amendment to change the Future Land Use designation of approximately 33.5 acres of land from Rural/Silviculture (R/S) to Residential-A (Res-A). The Planning and Zoning Agency heard this item at a regularly scheduled meeting on June 17, 2021 where they voted to recommend adoption of the Comprehensive Plan amendment with a 5-2 vote.

Presenter: Katie S. Buchanan - Hopping Green & Sams, P.A.

Staff Member: Jacob Smith, Senior Planner

District 2

- 3. Public Hearing * CDD AMD-2021-05 Trout Creek CDD.** Petition to amend the Trout Creek Community Development District (CDD), to add approximately 452.62 acres. If approved, the CDD will encompass approximately 1450.52 acres and will serve the Ashford Mills Planned Unit Development (PUD). The CDD is located in Commissioner Districts 1 and 2.

Presenter: Bill Miller, Applicant

Staff Member: Justin Kelly, Senior Planner

District 3

- 4. Public Hearing * REZ 2021-12 Content A1A Rezoning.** Request to rezone approximately 0.44 acres from Commercial, Neighborhood (CN) to Residential, Manufactured/Mobile Home or Single Family (RMH(S)) to allow for two (2) single family homes. This item was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on June 3, 2021. The Agency voted unanimously to recommend approval, 7-0.

Presenter: Ralph Gambale, Applicant

Staff Member: Benjamin Powelson, Engineer

District 2

- 5. Public Hearing * VACROA 2021-04 - a Public Hearing to vacate an unopened/unimproved right-of-way within the Atcheson Subdivision.** The applicant requests a vacation of a section unopened/unimproved Cypress Avenue, also known as Cypress Street, between Lots 17 and 18 within the Atcheson Subdivision. Based on staff's review thus far, traffic patterns will not be negatively impacted, and no party will be unreasonably affected by the requested vacation.

Presenter: Joseph Cearley, Special Projects Manager

- 6. First Reading - LDC Amendments - Family Farms.** Land Development Code Amendment – Family Farms. The attached draft ordinance proposes modifications to the text of Sections 5.04.02 “Design Rule”, 5.04.06 “Exemptions to PRD Requirements”, and 6.08.17 “Family Farms.” The Second Reading and public hearing is scheduled for August 17, 2021. The Planning and Zoning Agency heard this item at a regularly scheduled public hearing on July 15, 2021, and voted unanimously to recommend approval with a 6-0 vote.
- 7. First Reading - LDC Amendments - Workforce Housing.** Land Development Code Amendment – Workforce Housing. The attached draft ordinance proposes modifications to the text of Sections 5.11.00 “Workforce Housing Zoning designation” and Article XII, “Definitions.” The Second Reading and public hearing is scheduled for August 17, 2021. The Planning and Zoning Agency heard this item at a regularly scheduled public hearing on July 15, 2021, and voted unanimously to recommend approval with a 6-0 vote.

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

- 8. Fiscal Year 2022 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 20, 2021, the Board of County Commissioners received the FY 2022 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.sjcfcl.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 2021 millage rates; 2.) The FY 2022 proposed millage rates; 3.) The FY 2022 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 7, 2021 @ 5:01 PM in the County Auditorium as the Date, Time and Place of the first public hearing for the adoption of the FY 2022 Annual Budget. For practical purposes, once the tentative Millage rates are set, they can still be decreased but not increased.

- ❖ Public Comment
- ❖ 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, Director of Financial Support at 819-3622*
- 2. Motion to adopt Resolution 2021-_____**, approving the **final plat for Arbors at Rivertown – Phase Two.** *For more information, contact Kelly Schley, Application Review Supervisor at 209-0720*
- 3. Motion to adopt Resolution 2021-_____**, approving the **final plat for Bartram Ranch - Phase 3.** *For more information, contact Nichole Bradley, Application Review Supervisor at 209-0603*
- 4. Motion to adopt Resolution 2021-_____**, approving the **final plat for Silver Landing.** *For more information, contact Nichole Bradley, Application Review Supervisor at 209-0603*
- 5. Motion to adopt Resolution 2021-_____**, accepting a Final Release of Lien, Warranty, Easement for Utilities, and a Bill of Sale associated with the **water and sewer systems to serve Trailmark East Parcel – Phase 1** located off County Road 13A. *For more information, contact Gail Oliver, Director, Land Management Systems Department at 904 209-0770*
- 6. 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 system to serve ARC Hurricane Shelter** located off State Road 16. *For more information, contact Gail Oliver, Director, Land Management Systems Department at 904 209-0770*
- 7. Motion to adopt Resolution 2021-_____**, approving and authorizing the Chair of the Board, on behalf of the County, to execute an easement to Florida Power & Light Company to provide **electrical service** to the new multipurpose ballfield as part of the **Davis Park Expansion Project.** *For more information, contact Gail Oliver, Director, Land Management Systems Department at 209-0770*
- 8. Motion to adopt Resolution 2021-_____**, approving the terms of an Easement for Utilities for installation of a **reclaimed water and sewer force mains** near the **intersection of A1A North and Palm Valley Road.** *For more information, contact Gail Oliver, Director, Land Management Systems Department at 209-0770*

9. 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 Deerpark Industrial Lot 3** located off State Road 207. *For more information, contact Gail Oliver, Director, Land Management Systems Department at 904 209-0770*
10. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or his designee, to award **Bid 21-77: SR 207 Water Main Extension – Phase 2 to Metro Equipment Service, 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. 21-77, for a lump sum price of \$1,477,325. *For more information, contact Jaime Locklear, Asst Director of Purchasing and Contracts at 904 209-0158*
11. Motion to adopt Resolution 2021-_____, accepting a Final Release of Lien, Warranty, Easement for Utilities, Special Warranty Deed and a Bill of Sale conveying all personal property associated with the **water, sewer, reuse, pump station and sewer force mains systems to serve Beacon Lake Phase 3A located off County Road 210W**. *For more information, contact Gail Oliver, Director, Land Management Systems Department at 904 209-0770*
12. Motion to adopt Resolution 2021-_____, declaring the public purpose and reasonable necessity for exercising the right and power of eminent domain to **acquire certain real property along CR210 between C.E. Wilson Road and the west line of Twin Creeks DRI**, for the widening of the roadway and authorizing the County attorney to initiate condemnation proceedings as necessary. *For more information, contact Regina D. Ross, Deputy County Attorney at (904) 209-0811*
13. 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 and assumption of **Master Contract No. 18-MCC-CUR-08942 to Revere Control Systems, Inc.** *For more information, contact Jaime Locklear, Asst Director of Purchasing and Contracts at 904 209-0158*
14. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or designee, to enter into negotiations with England-Thims & Miller Inc. as the top ranked firm under **RFQ 21-87; Longleaf Pine Parkway Widening to 4-Lanes from Veterans Parkway to Roberts Road** Design & Permitting, and upon successful negotiations, to award and execute a contract in substantially the same form and format as attached for completion of the work, or to conduct negotiations with the next successively ranked firms as necessary until an agreement is reached. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 904 209-0158*
15. 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 Purchasing & Contracts at 904 209-0158*

16. Motion to adopt Resolution 2021 –____, authorizing the County Administrator, or his designee, to **award Bid No: 21-100; Signalization Replacement at Intersection of US 1/Shore Drive–HMGP 4283-012-R to Chinchor Electric, Inc.**, as the lowest, responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for completion of the project as provided in Bid No. 21-100, for a lump sum cost of \$570,815.26. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 904 209-0158*

17. Motion to adopt Resolution 2021-____, authorizing the County Administrator, or his designee, to **award Bid No: 21-14R Bishop Estates Signing Improvements – FDOT LAP 441220-1-58-01 to Traffic Control Products of Florida, Inc.**, as the lowest, responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for completion of the project for a lump sum cost of \$128,936.83. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 904 209-0158*

18. Motion to adopt Resolution 2021-____, authorizing the County Administrator (or designee) to execute a contract, subject to the terms and conditions attached hereto, with **ZOLL Medical Corporation, providing for cardiac equipment preventive maintenance** for an initial term of 3 years at a total price of \$34,425. *For more information contact Jaime Locklear, Asst Director Purchasing and Contracts at 209-0158*

19. Motion to adopt Resolution 2021-____, authorizing the County Administrator, or his designee, to **award Bid No: 21-95; Fire and/or Burglar Alarm Systems Installation, Service, Inspection, and Monitoring to Village Key and Alarm Inc d/b/a VKA Security** as the lowest, responsive, responsible bidder, and to execute a contract in substantially the same form and form as attached for the provision of the services. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 904 209-0158*

20. Motion to adopt Resolution 2021-_____ authorizing the County Administrator, or designee, to enter into negotiations with **Pomeroy Appraisal Associates of Florida; CBRE, Inc.; Centerline group, LLC; Lampe, Roy & Associates, Inc.; Weigel-Veasey Appraisers, Inc.; and Red Oak Appraisal Company, Inc. under RFP No 21-82; Appraisal & Appraisal Related Services**, and upon successful negotiations, award and execute agreements in substantially the same form and format as attached hereto for completion of the work. *For more information, contact Jaime Locklear, Asst Director Purchasing & Contracts at 904 209-0158*

21. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or designee, to declare Microwave Networks, Inc equipment as standardized equipment for St. Johns County Fire Rescue interoperable radio systems, and to enter into a pricing agreement with **Microwave Networks Inc for the repair of equipment**, as appropriately budgeted in each Fiscal Year. Purchases within budget shall not require additional BOCC approval for the execution and issuance of purchase orders for standardized equipment and repair. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 209-0158*

22. Motion to adopt Resolution 2021-_____, ratifying the executed agreement with M & M Commercial Cleaning Concepts, to perform the required services specified under **Bid 21-65 Trash Collection Services at SJC Parks & Properties** at an annual cost of \$125,226.40. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 209-0158*
23. Motion to adopt Resolution 2021-_____, recognizing and appropriating unanticipated revenue of \$30,000, donated by Creeks Athletic Association; authorizing the transfer of up to \$140,000 from the NW Tower Committee reserve; and authorizing the County Administrator or designee to **piggyback the Omnia Partners Contract #2017001134, and execute a contract**, in substantially the same form and format as the attached with PlayCore Wisconsin, Inc, dba GameTime in the amount of \$180,509 for completion of the project. *For more information, contact Jaime Locklear, Asst Director Purchasing and Contracts at 904 209-0158*
24. Motion to adopt Resolution 2021-_____, recognizing and appropriating a donation of \$485 from T-Mobile for a one-time purchase of a movie license to facilitate the Parks & Recreation Department's **Movie in the Park Special Event series**. *For more information, contact Jamie Baccari, Asst Director Parks & Recreation at 904 209-0377*
25. Motion authorizing the County Administrator, or designee, to execute and issue a **Certificate of Public Convenience and Necessity to Courtesy Transport Services, LLC**, in substantially the same form and format as attached, to be effective until July 20, 2024. *For more information, contact Jeremy Robshaw, Fire Rescue Captain at 904 209-1750*
26. Motion to adopt Resolution 2021-_____, approving the terms, conditions, provisions, and requirements of a **Construction Reimbursement Agreement Addendum with the State of Florida's Department of Transportation (FDOT)** to extend the grant until December 31, 2022 for signalization improvements at the intersections of US-1 with Shore Drive and Lewis Point Road; and authorizing the Chair to execute the Addendum on behalf of the County. *For more information, contact Greg Caldwell, Public Works Director at 904 209-0113*
27. Motion to authorize the County Administrator to execute the Resolution of the **North Florida Utility Coordinating Group Regarding Lakes Brooklyn and Geneva Minimum Levels and Associated Recovery Strategy Litigation** in substantially the same form as attached. *For more information, contact Gordon Smith, Assistant Director, Engineering at 904 209-2709*
28. Motion to adopt Resolution 2021-_____, amending and **revising the Arts, Culture, Heritage Funding Panel bylaws** in order to remove the non-resident member requirements. *For more information, contact Melissa A. Lundquist, Assistant to the Board of County Commissioners at 904 209-0563*
29. **Motion to approve Minutes:**
 - 7/20/2021, BCC Regular Meeting