

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, November 2, 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 the Florida National Guard
- ❖ Proclamation Recognizing November 14, 2021, as St. Augustine Lions Club Appreciation Day
- ❖ Bill Dudley Recognition
- ❖ Proclamation Recognizing November 11, 2021 as Veterans Day
- ❖ Proclamation Recognizing St. Johns County-Israel Friendship Day
- ❖ Acceptance of Proclamations
- ❖ Public Safety Update
- ❖ Clerk of Court's Report
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter: Dennis Hollingsworth, CFC, St Johns County Tax Collector

1. **Total earned unused and undistributed revenue.** In compliance with Florida Statute, 218.36, the St. Johns County Tax Collector Dennis Hollingsworth, will present a report of excess fees collected for the 2020-2021 Fiscal Year. Please note that these Excess Fees have already been estimated as a part of the County budget process and therefore they do not necessarily represent additional County revenue.

Presenter: B.G. Mike Fleming (Ret.) and Nick Howland, Northeast Florida Fire Watch Council

2. **Amended Interlocal Agreement Regarding Veterans' Suicide Prevention.** In 2019 the Board of County Commissioners in Baker, Clay, Nassau, and St. Johns County and the City of Jacksonville Council established the Northeast Fire Watch Council ("The Council") by Interlocal Agreement for the purposes of promoting programs to reduce the number of suicides among military veterans living in Northeast Florida. The Council has been successful in its efforts aligning together and using a cooperative, coordinated, and collaborative approach to suicide prevention through a number of programs and initiatives. The establishing Interlocal Agreement identified the City of Jacksonville as the responsible entity for administrative assistance to The Council. The City of Jacksonville and The Council have requested transfer of administrative assistance responsibilities to St. Johns County. A proposed Memorandum of Understanding between The Council and St. Johns County describes parameters of administrative assistance, and includes a financial support figure of \$30,000 for FY22, which was included in the County's approved budget.

Presenter: Wesley S. Haber, Hopping Green & Sams, P.A.
Staff Member: Justin Kelly, Senior Planner

District 2

- 3. Public Hearing * CDD 2021-04 St. Augustine Lakes CDD.** Petition to establish the St. Augustine Lakes Community Development District (CDD), comprised of approximately 226.92 acres of land, located south of SR 16, north of County Road 214, and east of N. Holmes Boulevard. The proposed CDD will serve the residential portions of the St. Augustine Lakes Planned Unit Development (PUD).

Presenter: Ellen Avery Smith, Roger Towers
Staff Member: Joseph Cearley, Special Projects Mgr

District 5

- 4. Public Hearing * CPA(SS) 2021-20 TGC Parcel C.** Adoption hearing for CPA(SS) 2021-20 TGC Parcel C, located between Interstate 95 and S.R. 16, a Comprehensive Plan Amendment to amend the Future Land Use Map designation from Rural/Silviculture (R/S) and St. Johns River Management District (SJRWMD) to Mixed Use (MU) for approximately 49.8 acres for proposed 300 multifamily residential units and a maximum of 50,000 sq. ft. of commercial, office and light industrial uses.

Presenter: Mrs. Verdell King, Appellant
Staff Member: Marie E Colee, Assistant Program Manager

District 2

- 5. Public Hearing * PLNAPPPL 2021-04 N. Clay Street.** Request to appeal the Planning and Zoning Agency approval of a Zoning Variance request (ZVAR 2021-12) to allow a reduction in the required second front yard setback of 8' in lieu of 25' required adjacent to unopened Ervin Street, together with a request for 10' front yard setback in lieu of 25' required to allow for construction of a single family residence. The Planning and Zoning Agency voted 6-0 to approve with one member absent.

Presenter: Duane Kent, County Engineer

- 6. Public Hearing * Land Development Code Amendments - Regarding the Driveway Connection Classification for Silviculture Operations, Agricultural Activities and Borrow Pit/Mining Activities.** A request was made to staff to review the Land Development Code (LDC) requirements for driveway connections with the intent of reducing the financial burden on property owners for certain low-volume land uses. As a result of the review, staff has developed the following potential changes to the LDC for discussion and direction from the Board of County Commissioners: 1) Adjusting the LDC language for temporary driveway connections to allow driveways to remain in place for a longer period of time for silviculture operations, agricultural activities, and borrow pit and mining driveways would provide some cost savings. 2) Creating a new classification of driveways for silviculture operations, agricultural activities, and borrow pit and mining driveways separate from commercial driveway requirements that would allow alternative pipe material, reduced width and reduced paved length. This would provide a cost reduction as compared to existing commercial driveway requirements.

Presenter: Damon Douglas, Coastal Manager

District 4

- 7. First hearing for an MSTU Ordinance to replace the Ponte Vedra Beach and Dune Restoration MSTU with two new MSTUs.** The Commission enacted the Ponte Vedra Beach and Dune Restoration Municipal Service Taxing Unit (Phase I MSTU) on December 18, 2018, and directed staff to develop and permit a potential Ponte Vedra Beach Restoration Project for future consideration. Permitting and project design is substantially complete. The Phase I MSTU Ordinance included one MSTU that encompasses all tax parcels east of Ponte Vedra Boulevard from the Duval County line to the Guana property and limited authorization to levy millage only for 2019 and 2020. Replacing the existing Phase 1 MSTU Ordinance before December 31, 2021, would give the Commission the option to levy millage for two separate project areas that will be considered by the property owners and the Commission in a future MSTU survey. A medium-scale project has been proposed for the northern three miles (~3.1 miles) of Ponte Vedra Beach, south of the Duval County line, where sand has traditionally drifted south from the Duval County Army Corps project. A larger beach restoration project is proposed for the southern six miles (~5.8 miles) of Ponte Vedra Beach, encompassing approximately six miles north of the Guana Tolomato Matanzas National Estuarine Research Reserve property. The new ordinance would create the Ponte Vedra I and Ponte Vedra II (respectively) Dune and Beach Restoration Municipal Service Taxing Units to support the costs of the two projects. Staff will seek direction from the Commission at future Board meetings regarding the next steps: (1) the terms to propose to the property owners in the upcoming MSTU survey, including the millage rate and the expected number of years of the levy; (2) direction to solicit bids for a consultant to perform ownership searches and prepare the individualized MSTU surveys, and, upon future direction from the Commission, to obtain construction easements. Upon review of the final results of the future MSTU survey and future direction by the Commission, easements would be secured, an erosion control line established and bid packages would be developed and advertised for construction and financing.

*****TIME CERTAIN TO BE HEARD AT 1:30 PM*****

*****Recess Regular Board of County Commission Meeting*****

Convene Special Joint Meeting of St. Johns County Board of County Commissioners and School Board For a Redistricting Update. Every ten years after the Decennial Census, every state, county, city, town, and special district must redraw their district boundaries to reflect the changes in population. The St. Johns County Board of County Commissioners and the School Board have met and reviewed several redistricting options during public meetings held on August 25, 2021 and September 16, 2021. ARCBridge will provide an update to the redistricting process for review and discussion. The final redistricting plan will be presented at a joint Board meeting in December 2021. Advertised Community Meetings are scheduled for November 1, 2021 and November 2, 2021.

*****Adjourn Special Joint Meeting of St. Johns County Board of County Commissioners and School Board*****

- ❖ Public Comment
- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney'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-_____, amending the St. Johns County Board of County Commissioners Investment Policy.** *For more information, contact Brandon J. Patty, Clerk of Circuit Court and Comptroller at 904 819-3601*
- 3. Motion to adopt Resolution 2021-_____, authorizing the notice required by Section 336.10, F.S., for a Public Hearing on December 7, 2021 at 9:00am or at a date and time as soon thereafter as possible to hear a request for the vacation of apportion of Old Dixie Highway (VACROA 2021-03 St Johns Commerce East).** *For more information, contact Dick D'Souza, PE, Chief Engineer at 209-0792*
- 4. Motion to approve PFS AGREE 2021-06 and authorize the County Administrator to execute the Ravenswood Proportionate Fair Share Agreement,** finding that the proposed Agreement is consistent with Section 11.09 of the Land Development Code. *For more information, contact Victoria Kutney, Transportation Planner at 209-0753*
- 5. Motion to adopt Resolution 2021-_____, approving the terms and authorizing the County Administrator, or designee, to execute a Lease Agreement with Home Again St. Johns, Inc.** for temporary use of a portion of County-owned property located off South Holmes Boulevard. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
- 6. Motion to adopt Resolution 2021-_____, approving the terms and conditions of a Purchase and Sale Agreement for the acquisition of property required for the Big Soeey CDBG Drainage Project and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County.** *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
- 7. Motion to adopt Resolution 2021-_____, approving an exchange of real property pursuant to Section 125.37, Florida Statutes, in connection with the Big Soeey CDBG Drainage Project,** and authorizing the Chair of the Board to execute a County Deed on behalf of the County. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*

8. Motion to adopt Resolution 2021-_____, approving the terms and conditions of four purchase and sale agreements and authorizing the County Administrator, or designee, to execute the agreements on behalf of St. Johns County for the **CDBG S. Holmes Drainage Project**. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
9. Motion to adopt Resolution 2021-_____, approving the terms and conditions of a Purchase and Sale Agreement for the acquisition of an Easement and Temporary Construction Easement required for the **Armstrong CDBG Drainage Improvement Project** and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
10. Motion to adopt Resolution 2021-_____, accepting a **Perpetual Easement from the State of Florida Department of Transportation** to St. Johns County over a portion of the old FEC Railway in connection with the Armstrong CDBG Drainage Improvement Project. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
11. Motion to adopt Resolution 2021-_____, 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 sewer force main systems to serve Entrada Phase 1 Unit 2** located off State Road 207. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
12. Motion to adopt Resolution 2021-_____, accepting a Final Release of Lien, Warranty and Bill of Sale and Schedule of Values associated with the **water and sewer systems to serve Entrada Phase 1 Unit 1** located off State Road 207. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
13. Motion to adopt Resolution 2021-_____, accepting and approving the terms of an Easement for Utilities for a **lift station located off Stokes Creek Drive**. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
14. Motion to adopt Resolution 2021-_____, authorizing and approving the Chair to execute the Certificate of Approval to the Amendment to **Declaration of Drainage Easement**. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
15. Motion to adopt Resolution 2021-_____, accepting and approving the terms of an Easement for Utilities for a **lift station located near the intersection of June Lane and July Lane**. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
16. Motion to adopt Resolution 2021-_____, accepting and authorizing the Chair of the Board to join in the execution of a **Sovereignty Submerged Lands Easement** for the use of State Submerged Lands in connection with the Racy Point Bridge Improvement Project. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*

17. Motion to adopt Resolution 2021-_____, 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 Turnbull Creek Road at Grand Oaks (also known as Grand Oaks Phase 1 Spine Road)** located off State Road 16. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
18. Motion to adopt Resolution 2021-_____, 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 Grand Oaks Phase 1A located off State Road 16.** *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
19. Motion to adopt Resolution 2021-_____, accepting a Final Release of Lien, Warranty, Easement for Utilities, and a Bill of Sale conveying all personal property associated with the **water and sewer systems to serve Grand Oaks Phase 1B** located off State Road 16. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
20. Motion to adopt Resolution 2021-_____, accepting a Final Release of Lien, Warranty, Easement for Utilities, and a Bill of Sale conveying all personal property associated with the **water and sewer systems to serve Grand Oaks Phase 1 C Unit 1** located off State Road 16. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
21. Motion to adopt Resolution 2021-_____, accepting a Final Release of Lien, Warranty, Easement for Utilities, and a Bill of Sale conveying all personal property associated with the **water and sewer systems to serve Grand Oaks Phase 1 D Unit 1** located off State Road 16. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
22. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or designee, to execute the attached **Termination and Mutual Release Agreement with Trane U.S., Inc.**, and accept a final payment in the amount of \$249,000. *For more information, contact Jaime Locklear, Asst. Director, Purchasing and Contracts at 904 209-0158*
23. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or his designee, to award **Bid No: 22-07; Porpoise Point Drainage Improvements to CDM Contracting, 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. 22-07, for a lump sum cost of \$278,782.00. *For more information, contact Jaime Locklear, Asst. Director, Purchasing & Contracts at 904 209-0158*

24. Motion to adopt Resolution 2021-_____, authorizing the County Administrator, or designee, to award **Bid No. 21-49; CDBG-DR Project – Oyster Creek (N. Rodriguez St.) Drainage Improvements to G&H Underground Construction, 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 specified in Bid No. 21-49, for a lump sum amount of \$585,108.85. *For more information, contact Jaime Locklear, Asst Director, Purchasing & Contracts at 904 209-0158*
25. Motion to adopt Resolution 2021-_____, approving the terms, provisions, conditions, and requirements of a Transfer and Maintenance agreement between the State of Florida Department of Transportation and St. Johns County for the State Road 312 at **South Holmes Blvd. improvements**, and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Greg Caldwell, Public Works Director at 904 209-0266*
26. Motion to authorize the transfer of \$1,000,000 from American Rescue Plan Act Fund reserves toward the **Phase I American Rescue Plan Act Funding Appropriation**. *For more information, contact Jesse D. Dunn, Director, OMB at 904 209-0568*
27. Motion to adopt Resolution 2021-_____, approving the terms, conditions, and requirements of the contract between St. Johns County and EPIC Community Services for the provision of services through the **THINK! For Success Program**, at a price not to exceed \$50,000; and, authorizing the County Administrator to execute the contract substantially in the same form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
28. Motion to adopt Resolution 2021-_____, approving the terms, provisions, conditions, and requirements of the U.S. Department of Housing and Urban Development **FY19 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 FY2022 General Fund budget to receive unanticipated revenue; and authorizing the appropriation to the Housing Department. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*
29. Motion to adopt Resolution 2021-_____, approving the terms and authorizing the County Administrator, or designee, to execute the **Florida Department of Environmental Protection Grant Agreement 22SJ1** to enable reimbursement of expenses related to the St. Johns County Shore Protection Project post-construction monitoring and preconstruction design. *For more information, contact Damon Douglas, Coastal Manager at 904 209-0794*
30. Motion to adopt Resolution 2021-_____, a Resolution approving the terms of and authorizing the County Administrator, of Designee, to execute FDEP Grant Agreement 22SJ3 and any supplemental paperwork/documents necessary to accomplish the overall goal of the agreement, to enable the reimbursement of eligible expenses related to the **South Ponte Vedra and Vilano Beach Restoration CSRM** in the vicinity of South Ponte Vedra Beach and Vilano Beach. *For more information, contact Damon Douglas, Coastal Manager at 904 209-0794*

31. Motion to approve the **ARPA Exterior Improvement Grant Agreement template** for businesses and non-profits seeking funding assistance to enhance outdoor spaces for COVID-19 mitigation or to improve the built environment of the neighborhood. *For more information, contact Tera Meeks, ARPA Exterior Improvement Grant Agreement at 904 209-4428*
32. Motion to adopt Resolution 2021-_____, approving and authorizing the County Administrator or his designee to submit an application through the **U.S. Small Business Administration for a Shuttered Venue Operators Supplemental Grant**, and to recognize and appropriate the Grant in the amount of \$2,992,285 within the Fiscal Year 2022 Cultural Events Division Fund. *For more information, contact Gabe Pellicer, General Manager at 904 209-0392*
33. Motion to approve minutes:
- 10/19/2021, BCC Regular Meeting
 - 10/26/2021, BCC Special Meeting
34. **Proofs:**
- Proof: Requisition of Bids, BID NO: 22-07; Porpoise Pointe Drainage Improvements, published on August 30, 2021 and September 6, 2021, in the St. Augustine Record
- Proof: Requisition of Bids, BID NO: 21-49; CDBG-DR - Oyster Creek (N. Rodriguez St.) Drainage Improvements, published on August 30, 2021 and September 6, 2021, in the St. Augustine Record
- Proof: Requisition of Bids, RFP NO: 22-09; American Rescue Plan Act Program Management, published on September 1, 2021 and September 8, 2021, in the St. Augustine Record
- Proof: Requisition of Proposals, BID NO: 21-113; St. Johns Golf Club Course Renovation, published on September 3, 2021 and September 10, 2021, in the St. Augustine Record
- Proof: Notice of Joint Meetings of the St. Johns County Board of County Commissioners and St. Johns County School Board, published on September 13, 2021, in the St. Augustine Record
- Proof: Notice of Meeting; Special Meeting to consider and adopt the final millage rates and budget for Fiscal Year 2022, published on September 13, 2021, in the St. Augustine Record
- Proof: Notice of Meeting; Special Meeting regarding the County Attorney position, published on September 17, 2021, in the St. Augustine Record
- Proof: Requisition of Proposals, RFP NO: 22-10; Management and Operations St. Johns County Transit System, published on September 10, 2021 and September 17, 2021, in the St. Augustine Record
- Proof: Requisition of Bids, Bid NO: 21-50; CDBG-DR - Armstrong Rd. Drainage Improvements, published on September 13, 2021 and September 20, 2021, in the St. Augustine Record
- Proof: Requisition of Proposals, RFP NO: 22-06; Cyber Security Assessment, published on September 15, 2021 and September 22, 2021, in the St. Augustine Record
- Proof: Notice of Meeting; St. Johns County Legislative Delegation Public Meeting, published on September 29, 2021, in the St. Augustine Record
- Proof: Request for Qualifications, RFQ NO: 22-15; Design-Build for Summer Haven North Old A1A Rd. Reconstruction, published on September 23, 2021 and September 30, 2021, in the St. Augustine Record
- Proof: Notice of Town Hall Meeting regarding upcoming closure of Mickler's Landing Beachfront Park, published on October 9, 2021, in the St. Augustine Record
- Proof: Request for Qualifications, RFQ NO: 22-01; Continuing Contracts for As Needed Professional Services, published on October 4, 2021 and October 11, 2021, in the St. Augustine Record

Proof: Requisition of Proposals, RFP NO: 22-19; CDBG-DR Owner Occupied Rehabilitation/Elevation/Reconstruction, published on October 1, 2021 and October 8, 2021, in the St. Augustine Record

Proof: Requisition of Bids, Bid NO: 22-16; Lease of Golf Carts, Chargers, and Fleet Management System, published on September 30, 2021 and October 7, 2021, in the St. Augustine Record

Proof: Notice of Meeting; Value Adjustment Board Meeting, published on September 23, 2021, in the St. Augustine Record

