

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst, Vice Chair
District 2 - Sarah Arnold
District 3 - Paul M. Waldron
District 4 - Jeremiah R. Blocker
District 5 - Henry Dean, Chair



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Hunter S. Conrad, County Administrator
David Migut, County Attorney

Tuesday, January 18, 2022 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
- ❖ Retirement Recognition of John "David" Reams
- ❖ 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: Brandon J. Patty, Clerk of the Circuit Court and Comptroller

- 1. Presentation of the St. Johns County Surplus and OPEB Investment Portfolios.**
The St. Johns County Board of County Commissioners Investment Policy, Section XVII. Reporting, and OPEB Trust Investment Policy, Section XV, require for the Clerk or designee to prepare and submit to the Board a written report annually on all invested funds. Included in the report shall be a complete list of all invested funds, name or type of security in which the funds are invested, the amount invested, the maturity date, earned income, the book value, the market value and the yield on each investment. PFM Asset Management, LLC, is the County's investment advisor and has prepared the annual reports for the quarter ended September 30, 2021. The Board will now have the opportunity for any further discussion with the investment advisors.

Presenter: Janis Fleet, Applicant

Staff Member: Jacob Smith, Senior Planner

- 2. Public Hearing * PUD 2021-09 Bacon Storage (Brinkoff Rd).** Request to rezone approximately 4.9 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for up to 16,000 square feet of neighborhood commercial uses and a RV, boat, and mini storage facility, specifically located at 1535 Brinkoff Road. The Planning and Zoning Agency recommended denial with a vote of 6-0.

District 3

Presenter: Zachary Miller, Appellant
Staff Member: Jacob Smith, Senior Planner

District 4

3. **Public Hearing * PLNAPPL21-05 Hooks-Thranhardt Rebuild (PVZVAR 21-10).** Request to appeal the Ponte Vedra Zoning and Adjustment Board (PVZAB) denial of a Zoning Variance request (PVZVAR 2021-10) to allow a Front Yard setback of 24 feet for Lot 1 and 20 feet for Lot 2 in lieu of the platted 40-foot Building Restriction Line to accommodate construction of two (2) single family homes. The Ponte Vedra Zoning and Adjustment Board voted 5-0 to deny the variance request at their regularly scheduled meeting held on September 13, 2021.

Presenter: Karen M. Taylor, Land Planner
Staff Member: Teresa Bishop, AICP, Planning Division Manager

District 5

4. **Public Hearing * MAJMOD 2020-07 Tolomato River Farms PUD.** A request to remove approximately 1.31 acres, change the overall layout of the project on the northern side, remove a planned shared access point, relocate the planned RV/Boat Storage area, add commercial square footage, and change lot layout. The property is located at 3301 and 3303 Coastal Highway in the Vilano Beach area. The Planning and Zoning Agency recommended approval with a 5-1 vote at its December 16, 2021 regular meeting. The Agency discussed the types of commercial that may occur in the PUD and the elevation of the property in relation to SR A1A and the adjacent County Park. The applicant responded the type of uses will be limited by the size of the proposed building and parking. The applicant proffered that one-half of the building will be used as for a market and associated related activities (such as packaged and pre-prepared foods, vegetables, food products for meals, local coffee, gallery and display space for local artists) and the second one-half of the building will be used for professional offices (which may include uses such as mail and package services, photography studio, and/or other personal services). The applicant revised the MDP Text to reflect this change as recommended by the PZA.

Presenter: Karen M. Taylor, Land Planner
Staff Member: Saleena Randolph, Planner

District 3

5. **Public Hearing * REZ 2021-29 Volusia Woods.** Request to rezone approximately 5.24 acres of land from Residential, Single Family (RS-3) to Workforce Housing (WH) to allow for a residential subdivision that will consist of up to 36 single-family homes. The subject property is located on an unaddressed parcel with frontage on North Volusia Street, Josiah Street, North St. Johns Street, and Helen Street. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on December 16, 2021, and was unanimously recommended for approval with a vote of 6-0. A discussion was made regarding the access to all lots and the applicant pointed out that all lots will have road front access. There was no public comment.

Presenter: Karen M. Taylor, Land Planner
Staff Member: Jacob Smith, Senior Planner

District 5

6. **Public Hearing * REZ 2021-31 Freedom Boat Club.** Request to rezone approximately 1.62 acres of land from Residential, Mobile Home (RMH) to Commercial, Highway and Tourist (CHT) to allow for a boating facility. The Planning and Zoning Agency voted 6-0 to recommend approval of this rezoning.

Presenter: Tom Ingram, Sodl & Ingram PLLC
Staff Member: Jacob Smith, Senior Planner

District 1

- 7. Public Hearing * PUD 2021-10 Albury Lore.** Request to rezone approximately 12.98 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a maximum of 160,000 square feet of non-residential uses and a maximum of 250 hotel rooms. The Planning and Zoning Agency recommended approval 6-0 at their regularly scheduled November 18th, 2021 hearing.

Presenter: Scott Clay, Applicant
Staff Member: Saleena Randolph, Planner

District 2

- 8. Public Hearing * CPA (SS) 2021-15 Wallace Property.** Request for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 8.16 acres of land from Rural/Silviculture (R/S) to Residential-A (RES-A). Property is on an unaddressed parcel located on the north side of County Road 208 and approximately 0.076 miles east of County Road 13 North. This request was heard by the Planning and Zoning Agency (PZA) at their regularly scheduled public hearing on December 16, 2021, and was unanimously recommended for approval with a vote of 6 - 0 with an added text amendment that the site would be allowed only one unit. There was no public comment.

Presenter: Justin Kelly, Senior Planner

District 3

- 9. Public Hearing * CPA (SS) 2021-17 Price Property.** Request for a Small Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 40.4 acres of land located at the southern terminus of Byrd Camp Road from Parks and Open Space (PKOS) to Rural/Silviculture (R/S). This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on December 16, 2021 and was unanimously recommended for approval, 6-0.

Presenter: Bradley Bulthuis, Senior Assistant County Attorney

- 10. Second Reading of Amendments to Litter Ordinance to Prohibit Release of Balloons and Sky Lanterns.** At its December 21, 2021 regular meeting, the Board of County Commissioners heard the first reading of proposed amendments to the litter ordinance, Ordinance No. 1988-26, to prohibit the release of balloons and sky lanterns. At present, only the release of 10 or more balloons is unlawful under Florida statute. The proposed amendments to Ord. 1988-26 would make the release of any number of balloons or sky lanterns a violation of the ordinance. The proposed amendments attached to this agenda item include additional recitals from the version heard at the December meeting. Supporting documentation relating to those additional recitals are also attached.

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

11. Bid No: 22-32; South Ponte Vedra Beach Dunes Restoration Project. St. Johns County is seeking to restore the dune and berm system along South Ponte Vedra Beach between County Range Monuments R-76 and R-103.5 through a dredging and beachfill project. The project consists of nourishing approximately 5 miles of beach and dune in South Ponte Vedra Beach. The design template calls for placement of approximately 670,063 cy of material, and includes a +0.50 ft / -0.25 ft tolerance. Material will be dredged from an offshore borrow site, Site N-3, utilizing a hopper dredge, and transported and placed on the beach between R-76 and R-103.5 to the permitted lines and grades shown on the drawings. The work also consists of tilling, dune planting, post and rope installation, vibration monitoring, and environmental monitoring. The completion date for beachfill and tilling is June 30, 2022. Sealed bids were solicited in accordance with the SJC Purchasing Policy, and 4 bids were received. The lowest, responsive, responsible bidder was Weeks Marine, Inc., with a bid price of \$12,856,640. Staff recommends Board approval to award Bid No: 22-32, and execute a contract with Weeks Marine, Inc. for completion of the work at a not-to-exceed amount of \$12,856,640. The County's financial advisor, PFM, solicited proposals to provide a fixed rate term (taxable), for a maturity of no longer than 10 years, up to \$19.0 million, to finance the cost of restoring the dune and berm system and paying the related costs of issuance. Of the 12 responses received, TD Bank provides the best combination of interest rate and terms most favorable to the County, including a call option to allow for prepayment of debt. The County's financing team recommends TD Bank.

- ❖ 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 904 819-3622*
- 2. Motion to adopt Resolution 2022-_____**, approving the **final plat for IGP Commerce Center.** *For more information, contact Nichole Bradley, Application Review Supervisor at 904 209-0603*
- 3. Motion to adopt Resolution 2022-_____**, approving the **final plat for Beacon Lakes Phase 3B.** *For more information, contact Nichole Bradley, Application Review Supervisor at 904 209-0603*
- 4. Motion to approve PFS AGREE 2021-04** and authorize the County Administrator to execute the **Elevation Pointe Proportionate Fair Share Agreement**, finding that the proposed Agreement is consistent with Section 11.09 of the Land Development Code. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
- 5. Motion to adopt Resolution 2022-_____**, accepting an **Easement for Utilities, a Bill of Sale, a Final Release of Lien, and a Warranty associated with the water and sewer systems to serve Mr. Mow It All located off State Road 207.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 6. Motion to adopt Resolution 2022-_____**, accepting a **Bill of Sale and Schedule of Values, Final Release of Lien and Warranty associated with the water system to serve 1470 Lightsey Road located off State Road 207.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 7. Motion to adopt Resolution 2022-_____**, approving the terms and conditions of a **Purchase and Sale Agreement for the acquisition of property required for the Old Moultrie Road 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 904 209-0770*
- 8. Motion to adopt Resolution 2022-_____**, accepting a **Grant of Easement and Owner's Authorization to St. Johns County to construct a bulkhead at the eastern end of Porpoise Point Drive.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*

9. Motion to adopt Resolution 2022-_____, authorizing the Chair to execute a **Termination and Release of Temporary Easement Agreement for Stormwater Drainage and Detention**, on behalf of the County. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
10. Motion to adopt Resolution 2022-_____, accepting two **Temporary Construction Easements for the S. Holmes CDBG Drainage Project**. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
11. Motion to adopt Resolution 2022-_____, approving the terms and conditions of five **Purchase and Sale Agreements and five Hold Harmless Agreements and authorizing the County Administrator, or designee, to execute the agreements on behalf of the County for the S. Holmes Boulevard CDBG Drainage Project**. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
12. Motion to adopt Resolution 2022-_____, approving the terms and conditions of a **Purchase and Sale Agreement and a Hold Harmless Agreement and authorizing the County Administrator, or designee, to execute the agreements on behalf of the County for the S. Holmes Boulevard CDBG Drainage Project**. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
13. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to award **Bid No: 21-50R; CDBG-DR Project – Armstrong Road Drainage Improvements to A.W.A. Contracting Co., 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. 21-50R, for a lump sum amount of \$729,317.09. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
14. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Bid No: 22-27; Countywide Roadway Striping/Pavement Marking Services, and execute contracts with TRP Construction Group, LLC and ACME Barricades LC** in substantially the same form and format as attached hereto to perform the required services on an as-needed basis for various roadways throughout St. Johns County, as provided in Bid No. 22-27. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
15. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Bid No 22-35; Temporary Staffing for Road & Bridge Department to Anytime Labor - Florida NE LLC, dba Labormax Staffing** as the responsive and responsible bidder, and to execute a contract in substantially same form and format as attached hereto for provision of the services as provided in Bid No 22-35 for a Total Annual Bid of \$150,000.00. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*
16. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Bid No: 22-23; CR 214 Well No. TR-50 Wellhead and Site Improvements to PBM Constructors, Inc.**, as the lowest, responsive, responsible bidder, and execute a contract, in substantially the same form and format as attached hereto, to complete the project as specified in Bid No: 22-23 at a Total Bid Price of \$683,000.00. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*

17. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Misc 22-18, Purchase of eighty-five (85) Willo Company Door Locks and execute a contract with Will Products Company, Inc.** in substantially the same form and format as the attached draft for completion of the specified scope of work at a lump sum contract price of \$305,974.00. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*

18. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Bid No: 22-34; Northwest Well No. 7 Wellhead and Site Improvements to SGS Contracting Services, Inc.** as the lowest, responsive, responsible bidder, and to execute a contract in substantially the same form and format as attached hereto, to complete the project as specified in Bid No: 22-34 at a Total Bid Price of \$414,700.00. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*

19. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to award **Bid No: 22-03; Purchase of Water and Wastewater Treatment Chemicals and execute contracts with Tanner Industries, Inc., Odyssey Manufacturing Company, Brenntag Mid-South, Inc., Hawkins, Inc., ChemTrade, and Shrieve Chemical Company,** in substantially the same form and format as attached hereto to provide the required chemicals on an as-needed basis for St. Johns County, as provided in Bid No. 22-03. *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*

20. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee to enter into negotiations with, and if negotiations are successful, enter into contracts substantially in the same form and format as attached with the successful firms for **RFQ 22-01: The Contracts for As Needed Professional Services.** *For more information, contact Jaime Locklear, Asst Director of Purchasing & Contracts at 904 209-0158*

21. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to issue a **Purchase Order to replace the DeLeon Shores Park playground equipment to Playcore Wisconsin, Inc. dba Gametime,** Master Contract 20-MCC-DOM-12298, under Bid No: 20-46 Park & Playground Equipment for the cost of \$128,556.47. *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 2022 -_____, **amending the FY 2022 budget to recognize and appropriate grant revenue in the amount of \$9,020 within the FY 2022 Supervisor of Elections Fund Budget.** *For more information, contact Vicky C. Oakes, Supervisor of Elections at 904 823-2238*

24. Motion to adopt Resolution 2022-_____, authorizing the Chair to sign form **HUD-7082 Funding Approval/Agreement for CDBG funds**, authorizing the County Administrator, or his designee, to submit to HUD the signed form HUD-7082 Funding Approval/Agreement for CDBG and to recognize and appropriate \$1,030,151 in unanticipated CDBG funds within the Fiscal Year 2022 Budget. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*

25. Motion to adopt Resolution 2022-_____, approving the terms, conditions, and requirements of the **subrecipient agreement, substantially in the same form as attached, between St. Johns County and St. Johns Housing Partnership, Inc.**, in the amount of \$290,371.00, for the purpose of providing housing rehabilitation for low to moderate-income homeowners and authorizing the County Administrator or designee to execute the Agreement on behalf of the County. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*

26. Motion to adopt Resolution 2022-_____, approving the terms, conditions, and requirements of the **subrecipient agreement, substantially in the same form as attached, between St. Johns County and Girls Scouts of Gateway Council** in the amount of \$33,750.00, for the purpose of providing an expanded Girl Scouts Community Development Troop Program in St. Johns County for at-risk girls, within five (5) designated Title I schools and authorizing the County Administrator or designee to execute the Agreement on behalf of the County. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*

27. Motion to authorize the County Administrator, or his designee, to execute a **Nondisturbance and Attornment Agreement between St. Augustine Florida Propco, LLC, St. Johns County Florida, and Metropolitan Commercial Bank** in substantially the same form as attached and to further authorize execution of any other related documents necessary in connection with the County's Assignment and Assumption of Lease Agreement and the related sale of facilities. *For more information, contact David Migut, County Attorney at 904 209-0805*

28. Motion to adopt Resolution 2022-_____, authorizing the County Administrator or designee to execute a **Memorandum of Understanding between St. Johns County and the City of St. Augustine**. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*

29. Motion to adopt Resolution 2022-_____, **recognizing and appropriating unanticipated revenue** in the amount of \$5,317 into the FY22 General Fund Recreation Facilities department for park improvements. *For more information, contact Ryan Kane, Director at 904 209-0324*

30. Motion to **execute and issue the Certificate of Public Convenience and Necessity for St. Johns County Fire Rescue** effective until February 5, 2024. *For more information, contact Jeremy Robshaw, Chief, Administrative Services at 904 209-1750*

31. Motion to adopt Resolution 2022-_____, approving the terms, provisions, conditions, and requirements of the **Emergency Management Performance Grant - American Rescue Plan Act Competitive Grant Program (EMPG-ARPA) between St. Johns County, Florida and the Florida Division of Emergency Management (FDEM)**; authorizing the County Administrator or designee to execute the Agreement; amending the FY2022 General Fund budget to receive unanticipated revenue; and authorizing the appropriation to the Emergency Management Department. *For more information, contact Joseph Giammanco, PhD, Director of Emergency Management at 904 824-5550*
32. Motion to approve **minutes:**
- 12/21/2021, BCC Regular Meeting
33. **Proofs:**
- Proof: Requisition of Bids, BID NO.: 22-24; Restroom Cleaning Services at SJC Parks & Recreation Facilities, Published on November 1, 2021 and November 8, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, BID NO.: 22-23; CR214 Well No. TR-50 Wellhead and Site Improvements, Published on October 25, 2021 and November 1, 2021 in the St. Augustine Record.
- Proof: Requisition of Proposals, BID NO.: 22-32; South Ponte Vedra Beach Dunes Restoration Project, Published on November 3, 2021 and November 10, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, BID NO.: 21-50R; CDBG-DR Project - Armstrong Road Drainage Improvements, Published on November 3, 2021 and November 10, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, BID NO.: 22-34; Northwest Well No.7 Wellhead and Site Improvements, Published on November 5, 2021 and November 12, 2021 in the St. Augustine Record.
- Proof: Notice of Hearing, Ordinance No.:18-59; An ordinance creating municipal service taxing units for the provision of dune and and beach restoration for Ponte Vedra Beach, Published on November 5, 2021 in the St. Augustine Record.
- Proof: Request for Bids, BID NO.: 22-33; Inventory Program with Narcotics Tracking System, Published on November 15, 2021 in the St. Augustine Record.
- Proof: Notice of Special Meeting for the annual reorganization of the Board of County Commissioners, Published on November 9, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, BID NO.: 22-27; Countywide Roadway Striping/Pavement Marking Services, Published on November 10, 2021 and November 17, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, BID NO.: 22-35; Temporary Staffing for Road & Bridge Department, Published on November 10, 2021 and November 17, 2021 in the St. Augustine Record.
- Proof: Requisition of Bids, RFQ NO.: 22-13; Design-Build Services for CR-210 Widening from Greenbriar Road to Ciamarrone Boulevard, Published on November 15, 2021 and November 22, 2021 in the St. Augustine Record.
- Proof: Requisition of Proposals, RFP NO.: 22-28; Financial Plan Automation & Dashboard, Published on November 22, 2021 and November 29, 2021 in the St. Augustine Record.
- Proof: Notice of Exchange of County Property, An exchange between St. Johns County and WCI Communities, LLC, Published on November 23, 2021 and November 30, 2021 in the St. Augustine Record.