

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, April 19, 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
- ❖ Proclamation Recognizing April 2022 as National Healthcare Decisions Month
- ❖ Proclamation Recognizing April 2022 as Poetry Month
- ❖ Proclamation Recognizing April 2022 as Child Abuse Prevention Month
- ❖ 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: Scott Knowles, P.E.

Staff Member: Trevor Steven, Planner

District 3

1. **COMM 2021-11 Watson Rd Commercial - Site Plan Approval.** Construction of 18,000 sf of commercial building with associated parking and stormwater management, subject to site plan approval by the BCC per Ordinance 2017-27.

Presenter: David Migut, County Attorney

District 4

2. **Marsh Landing Report.** On December 22, 2021, the Board of County Commissioners directed the County Attorney to engage the services of attorney Wayne Flowers of Lewis, Longman and Walker, to examine the County ordinances to determine what requirements the County imposed related to drainage and stormwater systems for developments such as Marsh Landing at the time construction began on the project, as well as any applicable standards included in any County ordinances adopted after initiation of construction at Marsh Landing. Mr. Flowers' report is attached.

Presenter: Lindsay Haga, AICP, Senior Planner ETM, Inc.
Staff Member: Teresa Bishop, AICP, Planning Division Manager

District 5

- 3. Public Hearing * PUD 2020-04 Porter Property.** Request to rezone approximately 165 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow up a maximum of 223 single-family dwelling units. This item was heard by the Board of County Commissioners at their regularly scheduled public hearing on September 21, 2021. The request was remanded back to the Planning and Zoning Agency for their consideration of the several revisions made by the applicant in response to concerns by the community and the Board of County Commissioners. The Planning and Zoning Agency heard this application on January 20, 2022, and recommended denial with a 4-1 vote. The Agency discussed the project's compatibility with the existing neighborhoods, the proposed round-about, traffic and road conditions in the area, wetland impacts, drainage and flooding.

Presenter: Suzette M. Young-Jackson, Owner
Staff Member: Eric Clark, Engineer

District 2

- 4. Public Hearing * NZVAR 2021-16 110 Chase Street (2nd Driveway).** Request for a Non-Zoning Variance to Section 6.04.05.C.3 of the Land Development Code to allow a second driveway connection for an existing property.

Presenter: Michael Sznajstajler, Esq.
Staff Member: Jacob Smith, Senior Supervising Planner

District 5

- 5. Public Hearing * PUD 21-17 County Road 210 W Mixed Use PUD.** Request to rezone approximately 14.96 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow a maximum of 262,000 square feet of commercial, office, educational, and assisted living uses. The Planning and Zoning Agency voted 5-0 to recommend approval at its regularly scheduled meeting on April 7, 2022.

Presenter: Karen M. Taylor, Land Planner
Staff Member: Trevor Steven, Planner

District 5

- 6. Public Hearing * REZ 2021-39 County Road 210 Hotel.** Request to rezone approximately 2.59 acres of land from Open Rural (OR) and Commercial Intensive (CI) to Commercial Intensive (CI) to provide for the same zoning district over the entirety of the site, and accommodate the construction of a hotel. The Planning and Zoning Agency (PZA) heard this request during their regularly scheduled public hearing on March 17, 2022. The item was recommended for approval with a vote of 7-0.

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

District 3

- 7. Public Hearing * REZ 2021-40 Spanish Forest.** Request to rezone approximately 31.75 acres of land from Residential, Single Family (RS-3) to Workforce Housing (WH) to allow for 106 residential dwelling units, consisting of 52 single family and 54 townhomes. The property is unaddressed and located south of Columbus Street and northeast of the Solomon Calhoun Community Center. This request was heard by the Planning and Zoning Agency on March 17, 2022, and was recommended for approval with a vote of 7 to 0. The Agency discussed wetlands, adjacent streets, and access to the development. There was public comment that discussed access through neighboring streets and area wetlands.

Presenter: Sarah Newell, Grants and Legislative Development Manager

- 8. ARPA Nonprofit Grant Program.** Based on feedback received from the public and in accordance with ARPA guidelines, staff is bringing a nonprofit grant program proposal to the Board for consideration. The program would redirect funds not allocated in Phase 2 and could involve coordinating with an outside partner to manage the program.

Presenter: Colin Groff, P.E., Utility Director

- 9. First Reading of Amendments to Utility Ordinance and Presentation on Updates to the Utility Standards Manual and Capital Improvement Plan.** In 2013, the County adopted Ordinance No. 2013-13, updating the St. Johns County Utility Ordinance. Subsequently, in 2016, the County adopted Ordinance No. 2016-45, consolidating the Main System and Ponte Vedra System into a single enterprise fund, but maintaining two divisions. The proposed ordinance (attached) amends, restates, consolidates, supplements, and replaces these ordinances in order to (1) complete the consolidation of the Main System and Ponte Vedra Systems under one cover, (2) set uniform requirements for users of St. Johns County Utilities; (3) update the provision of the Utility Ordinance in compliance with the changes to the Safe Drinking Water Act (42 U.S.C. 300f et seq.), the Clean Water Act (33 U.S.C. 1251 et seq.), other applicable federal and State laws and regulations, and the County's Land Development Code; and (4) provide for the public health and welfare by regulating the quality of potable water supplied by the County's Water Systems to its customers, and wastewater collected by the County's Wastewater Systems, as well as to provide policies and cost recovery for the use of County's Reclaimed Water Systems. The ordinance also proposes to set forth the applicable rates, fees, and charges in a separate rate tariff, to be adopted by resolution. In this agenda item, staff will preview the proposed rate tariff, as well as updates to the Utilities standards manual and the capital improvement plan for the Department.

Presenter: Westly Woodward, CFM, Floodplain Manager

- 10. Flood Damage Control Regulations - Land Development Code Amendment.** At its April 5, 2022 meeting, the Board heard the first reading of amendments to the Flood Damage Control Regulations of the Land Development Code. The attached draft ordinance proposes modifications to the text of Part 3.03.00 of the Land Development Code (Flood) and Article XII Definitions from the Land Development Code
- 11. Revisions to Local Ordinance Chapter 1 of the Florida Building Code.** Adoption hearing of revisions to the Local Ordinance of Chapter 1 of the Florida Building Code. The various changes presented by staff focus on updates to our local Flood Regulations, with other changes to the local administration of the Building Code. These revisions will increase the health, safety, and welfare of the citizens of St. Johns County.

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

- 12. Consider appointments to the Housing Finance Authority.** The Housing Finance Authority of St. Johns County (the "HFA") is a public body created pursuant to the "Florida Housing Finance Authority Law," Chapter 159, Part IV, Florida Statutes, as amended. The HFA was established for the purpose of alleviating a shortage of affordable housing facilities and to provide capital for investing in such facilities for low, moderate, and middle-income families in St. Johns County. The HFA is composed of seven members of which not less than a majority of the members shall be knowledgeable in one of the following fields: labor, finance, and commerce. Currently there are two (2) vacancies on the HFA. One vacancy is due to the resignation of Curtis Craig Higgins. The second vacancy is due to the expired term of Ms. Linda DeGrande. Please find attached for your review and consideration a recommendation letter from the Housing Finance Authority, and (2) applications. (Linda DeGrande District 2, Carolina Morrow District 3)

Presenter: Board of County Commissioners

- 13. Discussion of the St. Augustine Amphitheatre and Ponte Vedra Concert Hall.** At the April 5, 2022 BCC meeting, the Board requested an agenda item to discuss potential enhancements of programs and schedules at the Amphitheatre and the Concert Hall.

Presenter: Sarah Newell, Grants and Legislative Development Manager

District 4

- 14. Discussion of the Palm Valley Sidewalk FY23 Legislative Appropriation.** The FY23 Florida General Appropriations Act, HB 5001, was approved by the Senate and House on March 14, 2022, and included an appropriation of \$800,000 to St. Johns County for the Palm Valley Sidewalk project to improve roadway safety for the area. The Appropriations Act is currently pending signature by the Governor. The Governor has until June 30, 2022, to sign the bill and submit any vetoes.

***** THE FOLLOWING ITEM IS TIME CERTAIN TO BE HEARD AT 1:30 PM*****

Presenter: Tim Forson, Superintendent of Schools, St Johns County School District

District 2

- 15. St. Johns County Workforce Development Presentation.** One of the eligible uses for the American Rescue Plan Act (ARPA) funding is for workforce training. Eligible capital expenditures in ARPA include facilities such as job training centers or similar institutions that provide critical upskilling or reskilling. Impacted and disproportionately impacted households as well as unemployed and underemployed workers experienced negative economic impacts of the pandemic. First Coast Technical College (FCTC) under the St. Johns County School district offers this type of workforce training and other adult basic education. In consultation with County staff, the administration of SJCS D is proposing a new Southwest Campus of FCTC to meet the unmet workforce training needs in the southwest area of the County. The project could be a partnership between SJC and the SJCS D via utilization of ARPA funds to help with construction costs of the new campus.

***** The public hearing for PUD 2021-21 Adler Creek will be rescheduled to a time uncertain. The application will be re-advertised and noticed for a future public hearing date. *****

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

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, April 19, 2022 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 904 819-3622*
- Motion to approve **PFS AGREE 2021-08 and authorize the County Administrator to execute the Oxford Estates Phase 7 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*
- Motion to adopt Resolution 2022-_____, approving the terms and authorizing the County Administrator, or designee, to execute a **Lease Agreement with The Historic St. Johns County Police Athletic League, Inc.** for construction of a sports facility. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- Motion to adopt Resolution 2022-_____, accepting a Bill of Sale and Schedule of Values, Final Release of Lien and Warranty associated with the water and sewer systems to serve **St. Augustine VA Clinic located off State Road 207.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 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, sewer and sewer force main systems to serve Waterford Lakes Phase 1** located off St. Johns Parkway. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- Motion to adopt Resolution 2022-_____, accepting a Bill of Sale and Schedule of Values, Final Release of Lien and Warranty associated with the **water, sewer and reuse systems to serve Preserve at Bannon Lakes Phase 2A** located off International Golf Parkway. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- Motion to adopt Resolution 2022-_____, approving the terms and conditions of a Purchase and Sale Agreement for the acquisition of an easement required for **the N. Rodriquez (Oyster Creek) 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 904 209-0770*

8. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, on behalf of the County, to execute a Use Agreement from the Board of Trustees of the Internal Improvement Fund of the State of Florida to St. Johns County for the **South Ponte Vedra One-Time Dune Restoration Project**. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*

9. 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 Parkland Preserve Phase 3A-4A** located off International Golf Parkway. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*

10. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to **award Bid No: 22-11; Landfill Maintenance Services to Southern Property Management Services, LLC** as the lowest, responsive, responsible bidder for both solid waste and recycling, and to execute a contract in substantially same form and format as attached hereto for performance of the services in accordance with the requirements of Bid No. 22-11. *For more information, contact Jaime Locklear, Asst. Director of Purchasing at 904 209-0158*

11. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to enter into negotiations with **Matthews Design Group, LLC as the top ranked firm under 22-37; Design Services for SJC Butler Park West**, 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 firm as required until an agreement is reached or it no longer serves the best interest of the County to proceed. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*

12. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to execute and issue Task Order #39, for the completion of all work specified for **Mussallem Beach Park Phase II - Parking Lot Construction to Thomas May Construction Company in accordance with RFQ 18-05**; As Needed, Small Scale Construction, Renovation & Repair Services, Master Contract No: 18-MCC-THO-09215 for a Lump Sum Price of \$200,000.00. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*

13. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to enter into negotiations with **Superior Construction Company Southeast, LLC as the top ranked Design-Build Firm under RFQ 22-13; Design-Build Services from CR-210 Widening from Greenbriar Road to Cimarrone Boulevard**, and upon successful negotiations, execution of a preliminary Design-Build Agreement with Superior Construction Company Southeast, LLC, in substantially the same form and format as attached to complete the design and site prep services and submit a Guaranteed Maximum Price proposal; and further authorizing the County Administrator, or designee, to negotiate the Guaranteed Maximum Price proposal, and if successful, executing the secondary Design-Build Agreement for completion of the construction. *For more information, contact Jaime Locklear, Asst. Director of Purchasing at 904 209-0158*

14. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to execute **Contract Amendment #3 allowing the continued piggyback of Putnam County Contract #19-26 (Bid #19-12) with Karl N. Flagg Serenity Memorial Chapel, Inc.** through and until April 10, 2025, and increasing the per transport price to coincide with the Putnam County Contract. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*
15. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to enter into negotiations with **Planeteria Media, as the top ranked firm under RFP No: 22-30; Website Update & Content Management**, and upon successful negotiations, executing a Contract in substantially the same form and format as attached, for the performance of the Services, and further authorizing the County Administrator, or designee, to cease negotiations if unsuccessful, and initiating negotiations with the next successively ranked firm until an agreement can be reached or it is determined to no longer be in the best interest of the County to pursue an agreement. *For more information, contact Jaime Locklear, Asst. Director of Purchasing at 904 209-0158*
16. Motion to adopt Resolution 2022-_____, approving the terms, conditions, and requirements of an Amendment between St. Johns County Board of County Commissioners and **ElderSource for the Emergency Home Energy Assistance Program**, and authorizing the County Administrator, or designee, to execute the Agreement on behalf of the County. *For more information, contact Joseph Cone, Assistant Director, Health and Human Services at 904 827-6898*
17. Motion to adopt Resolution 2022-_____, approving the terms, conditions and requirements to **Amendment #27 to the Community Based Care contract NJ206 between St. Johns County, Florida and the State of Florida, Department of Children and Families**, which updates some performance measures and inserts the Schedule of Funds dated 02/21/2022 for State Fiscal Year 2021-2022, and recognizing and appropriating an associated \$1,101,815.00 within the County Fiscal Year 2022 Community Based Care Fund. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*
18. Motion to authorize a transfer from the Golf Course Reserves of \$33,092 for the **purchase of a slope-mower** in anticipation of the course reopening in Fall 2022. *For more information, contact Ryan Kane, Director at 904 209-0324*
19. Motion to adopt Resolution 2022-_____, approving an application for a **Major Impact Special Event** to take place on May 15, 2022, at Vilano Beach for the Game On Triathlon. *For more information, contact Ryan Kane, Director at 904 209-0324*
20. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to execute an agreement substantially in the same form as the attached **Economic Development Grant Agreement with Deerpark Industrial Venture, LLC** on behalf of St. Johns County. *For more information, contact Jennifer Zuberer, Project Manager at 904 209-0560*
21. Motion to adopt Resolution 2022-_____, approving the **final plat for Silverleaf 29B-2**. *For more information, contact Nichole Bradley, Application Review Supervisor at 904 209-0603*

- 22. Motion to approve minutes:**
- 04/05/22, BCC Regular

23. Proofs:

Proof: Notice of Meeting in the matter of BCC PZA Building Code, Published on February 1, 2022, in the St. Augustine Record.

Proof: Notice of Meeting in the matter of BCC PZA ORD 1999-51, Published on February 1, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-02; Purchase of Station Controllers w/Ethernet Port, Published on February 1, 2022, and February 8, 2022, in the St. Augustine Record.

Proof: Requisition of Qualification, RFQ No.: 22-26; Design Services for Four (4) County Parks, Published on February 9, 2022, and February 16, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-40; Countywide Multi-Factor Authentication (MFA) Solution, Published on February 14, 2022, and February 21, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 25-54; Modernization of St. Johns County Courthouse Elevators, Published on January 31, 2022, and February 8, 2022, in the St. Augustine Record.

Proof: SA Requisition of Qualification, RFQ No.: 22-57; Design Services for Disc Golf Course, Published on February 9, 2022, and February 16, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-58; Sheriff's Office Administration Building Roof Replacement, Published on February 3, 2022, and February 10, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-59; Household Hazardous Waste Collection Services, Published on February 3, 2022, and February 10, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-60; Doug Crane Park Dock & Parking Lot Construction, Published on February 11, 2022, and February 18, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-61; Walkway & Drainage Repairs at SJC Administration Building, Published on February 14, 2022, and February 21, 2022, in the St. Augustine Record.

Proof: Requisition of Proposals, RFP No.: 22-63; Purchase and Installation of Fall Protection System, Published on February 14, 2022, and February 21, 2022, in the St. Augustine Record.

Proof: Requisition of Bids, Bid No.: 22-64; Purchase and Installation of Seven (7) Outdoor Displays, Published on February 17, 2022, and February 24, 2022, in the St. Augustine Record.

