

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, August 16, 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
- ❖ 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 St. Johns County's Annual Comprehensive Financial Report.** The County's Annual Comprehensive Financial Report (ACFR) requires acceptance from the Board of County Commissioners. The Report is prepared by the Clerk Comptroller's Office. As a final step, the Board should accept the FY 2021 ACFR as audited by MSL, P.A., the County's auditing firm. The ACFR and SAS 114 letter is available on the Clerk's website, which can be accessed from the County's webpage, at the following link:
<https://stjohnsclerk.com/comprehensive-annual-financial-report/>. The Board will now have the opportunity for any further discussion with the auditors. The County has once again received an unmodified opinion on the fair presentation of its financial statements.

Presenter: Mark Lander, Interim Deputy Secretary, Florida Department of Health, County Health Systems

2. **Appointment of the Administrator of the Florida Department of Health in St. Johns County.** Pursuant to Florida Statute Chapter 154 Section 04, county health departments shall consist of a health department director or administrator appointed by the State Surgeon General after the concurrence of the local Board of County Commissioners. The Florida Department of Health requests concurrence from the St. Johns County Board of County Commissioners on the appointment of Shane Lockwood as the Administrator of the Florida Department of Health in St. Johns County.

Presenter: Brendan and Kelly Schneck

Staff Member: Marie Colee, Assistant Program Manager

District 5

- 3. Public Hearing * PLNAPPL 2021-06 Village Garden FTP.** Six month follow up, as required by the Board of County Commissioners approval of PLNAPPL 2021-06 with conditions, to allow for the on-site sale and consumption of beer and wine, under the regulation of the State of Florida Type 2COP license, in conjunction with an existing restaurant within conditional Commercial Intensive (CI) zoning, consistent with Section 2.03.02 of the Land Development Code.

Presenter: Karen Taylor, Land Planner

Staff Member: Evan Walsnovich, Planner

District 1

- 4. Public Hearing * CPA(SS) 2022-04 Southwood IV (Westminster).** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 6.05 acres of land from Residential-A (Res-A) to Residential-C (Res-C). The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 16, 2022 meeting.

District 1

- 5. Public Hearing * PUD 2022-11 Southwood IV (Westminster) PUD.** Request to rezone approximately 6.05 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for ten (10) independent senior living units and a 32-bed memory care facility. The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 16, 2022 meeting.

Presenter: Sidney F. Ansbacher, Esq.

Staff Member: Dick D'Souza, Chief Engineer

District 2

- 6. Public Hearing * VACROA 2022-03 - Public Hearing to vacate a portion of unopened Chapin Street right-of-way.** The applicant has requested the vacation of a portion of opened and improved Chapin Street right-of-way. The right-of-way vacation being requested is located between N. Orange Street and N. Brevard Street within the Afro-American Subdivision of the Dancy Tract. The subject right-of-way currently divides the Webster Elementary School campus. Based on staff's review thus far no party will be unreasonably affected by the requested vacation.

Presenter: Wayne Driggers

Staff Member: Jacob Smith, Senior Supervising Planner

District 2

- 7. Public Hearing * CPA(SS) 2022-8 1180 County Road 13 S (021350-0110).** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately .53 acres of land from Agricultural-Intensive (A-I) to Residential-B (Res-B). The Planning and Zoning Agency voted 6 to 0 to recommend approval at the July 21, 2022 meeting.

Presenter: Gordon Smith, Assistant Director, Utilities

Staff Member: Evan Walsnovich, Planner

District 3

- 8. Public Hearing * SUPMAJ 2022-08 SJC Utility Department Water Reclamation Facility.** Request for a Special Use Permit pursuant to Section 2.03.25 of the Land Development Code to allow for a Wastewater Treatment and Water Reclamation Facility. The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 16, 2022 meeting.

District 3

- 9. Public Hearing * ZVAR 2022-17 SJC Utility Department Water Reclamation Facility.** Request for Zoning Variance to Section 2.03.25.E.3.b to allow for a 100' setback along the eastern and northern property line, in lieu of the 500' requirement to allow for the development of a Water and Wastewater Treatment Plant. This request is a companion application to SUPMAJ 2022-08. The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 16, 2022 meeting.

Presenter: Ryan Mauch, Environmental Supervisor

- 10. Request to repeal County Ordinances 1997-61 and 2009-59, Historic Preservation Property Tax Exemption Ordinances, and replace with revised Ordinance.** Request to repeal Ordinances 1997-61 and 2009-59, Historic Preservation Property Tax Exemption Ordinances, and replace said Ordinances with a revised Ordinance consistent with Section 196.1997, Florida Statutes, and Chapter 1A-38, Florida Administrative Code. The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 21, 2022 meeting.

- 11. Request to amend Land Development Code Article XII, Definitions.** In order to be consistent with Chapter 1A-38, Florida Administrative Code, Tax Exemptions for Historic Properties, staff is requesting an amendment to the St. Johns County Land Development Code, Article XII Definitions, to amend the definition of Historic Structures, and to add the definitions for Contributing Property and Noncontributing Property. The Planning and Zoning Agency voted 7 to 0 to recommend approval at the July 21, 2022 meeting.

Presenter: Tara Dodson, Environmental Supervisor

- 12. Amendment to Article IV, Section 4.01.09.E.3 of the Land Development Code - Lighting Management For Protection of Marine Turtles.** Request to amend Article IV, Section 4.01.09.E.3 of the Land Development Code - Lighting Management For Protection of Marine Turtles, to clarify and simplify the text for better understanding.

Presenter: Joanne Spencer, Assistant to the Board of County Commissioners

- 13. Consider appointment to the Construction Board of Adjustment and Appeals.** Currently, there is (1) one vacancy on the Construction Board of Adjustment and Appeals. This vacancy is due to an alternate member being appointed as a regular member in May of 2022. A vacancy ad was placed and ran for (30) days. Please find attached for your review and consideration a recommendation letter from the Construction Board of Adjustment and Appeals and (2) two applications (Scott Lilley Dist 4, Kerri Gustavson Dist. 4).

*****The public hearing for COMPAMD 2022-04 Elkton Industrial Park (Transmittal) will be rescheduled to a date certain. The application will be re-advertised and noticed for a public hearing on September 20, 2022. *****

- ❖ 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 Entrada Phase 2 Unit 4.** *For more information, contact Tayler Howe, Application Review Supervisor at 904 209-0603*
- 3. Motion to adopt Resolution 2022-_____**, approving the **final plat for Palm Crest at Nocatee.** *For more information, contact Tayler Howe, Application Review Supervisor at 904 209-0603*
- 4. Motion to adopt Resolution 2022-_____**, to approve and adopt the **St. Johns County Local Mitigation Strategy Plan**, as amended to include a historical flooding analysis to meet the requirements of the National Flood Insurance Program's Community Rating System. *For more information, contact Westly Woodward, Floodplain Manager at 904 209-0627*
- 5. Motion to adopt Resolution 2022-_____**, authorizing the County Administrator, or designee, on an ongoing basis, to **execute and submit a Resilient Florida Program Implementation Grant Application to FDEP**, on behalf of the County, for projects identified in the County's Capital Improvement Plan that may qualify for grant funding under the Program. *For more information, contact Westly Woodward, Flood Plain Manager at 904 209-0627*
- 6. Motion to approve PFS AGREE 2022-02** and authorize the County Administrator to execute the **Stonecrest PUD 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 904 209-0753*
- 7. Motion to approve PFS AGREE 2022-01** and authorize the County Administrator to execute the **Fountains East PUD 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 904 209-0753*

8. Motion to adopt Resolution 2022-_____, accepting an **Easement for Utilities associated with the water system to serve 1700 Lightsey Road.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
9. Motion to adopt Resolution 2022-_____, approving the terms and conditions of a **Purchase and Sale Agreement for the acquisition of an easement required for a new wastewater transmission force main near CR 214** 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*
10. Motion to adopt Resolution 2022-_____, approving the terms and authorizing the Chair to execute a **Relocatable Joint Stormwater Easement Agreement, Relocatable Parking Lot Joint Use and Easement Agreement, and a Relocatable Joint Use Access Easement Agreement for properties located off County Road 16A.** *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 a **Purchase and Sale Agreement and 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*
12. 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 Santa Rosa 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*
13. 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 The Oaks at Wildwood** located off Wildwood Drive. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
14. Motion to adopt Resolution 2022-_____, approving the terms and conditions of a **non-exclusive Construction and Demolition Debris Franchise Agreement with Allsite Contracting, Inc. and a non-exclusive Construction and Demolition Debris Franchise Agreement with Herrington Holdings of Putnam, Inc. dba All Debris** and authorizing the County Administrator, or designee, to execute the Agreements on behalf of the County. *For more information, contact Greg Caldwell, Public Works Director at 904 209-0266*

15. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to **award Bid No: 22-95; Roadway and Infrastructure Improvements – Holmes Boulevard and King Street Extension Intersection to Besch and Smith Civil Group, Inc.**, as the lowest, responsive, 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. 22-95, for a lump sum cost of \$3,846,100.00, and to approve the transfer of \$1,700,000 from Impact Fees Roads Zone C Capital Outlay Reserves (1191-59927) to Impact Fees Roads Zone C Improvement Other Than Buildings (1191-56301-5301-56301) for the Holmes Boulevard and King Street Extension Intersection Project. *For more information, contact Jaime T. Locklear, Asst. Director of Purchasing at 904 209-0158*
16. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee to **award Bid No: 22-104; Construction of SR 312 Reclaim Water Line to T B Landmark Construction, Inc.** as the lowest, responsive, and responsible bidder, and to execute a construction contract in substantially the same form and format as attached for completion of the work as specified in the Bid Documents for a cost of \$1,775,222.00. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*
17. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or his designee, to **award Bid No; 22-105; Trash Maintenance Services-St. Johns County Beaches, to M & M Commercial Cleaning Concepts, Inc.**, as the lowest, responsive, responsible bidder, and to execute a contract substantially in the same form and format as the attached, for performance of the services as provided in Bid No: 22-105. *For more information, contact Jaime Locklear, Assistant Director of Purchasing and Contracts at 904 209-0158*
18. Motion to approve the **disbursement of \$2,702,719 in OPEB Trust Fund Assets and authorization to transfer reserves from funds as outlined in Attachment B**, toward COVID-19 healthcare claims through FY 2022. *For more information, contact Jesse Dunn, Director, OMB at 904 209-0568*
19. Motion to authorize the **transfer of \$470,000 from the Clerk of Court Reserve, in order to facilitate personnel changes** within the Clerk of Circuit Court and Comptroller Office for Fiscal Year 2022. *For more information, contact Brandon J. Patty, Clerk of the Circuit Court and Comptroller at 904 819-3601*
20. Motion to adopt Resolution 2022-_____, a **new golf fee schedule in advance of the grand opening of the newly renovated golf course** to help recover costs and closure. *For more information, contact Ryan Kane, Director at 904 209-0324*
21. Motion to adopt Resolution 2022-_____, **authorizing the submission of a Florida Recreation Development Assistant Program grant** and authorizing the County Administrator, or his designee, to execute any necessary agreements with FDEP concerning the grant. *For more information, contact Ryan Kane, Director at 904 209-0324*
22. Motion to approve a **reserve transfer of \$26,000 from the Pier Reserves into the Purchases line.** *For more information, contact Ryan Kane, Director at 209-0324*

23. Motion to approve **\$50,000 from Impact Fee Zone A Reserves to award the contract for construction of the Veterans Park Pickleball Expansion Project.** *For more information, contact Ryan Kane, Director at 904 209-0324*
24. Motion to approve a **reserve transfer of \$56,000 from General Fund Reserves into the Beach Toll Collections Temporary Employees line.** *For more information, contact Ryan Kane, Director at 904 209-0324*
25. Motion to adopt Resolution 2022-_____, authorizing the County Administrator, or designee, to **award Firefighter Cancer Benefits Insurance Program to United Badges Insurance Services with coverage through Axis insurance administered by Provident,** to enter into negotiations, and upon successful negotiations, execute an agreement for performance of the services provided in the market analysis together with any required supplemental documentation as well as any subsequent amendments to the agreement that are administrative in nature, and do not change or modify any material terms of the agreement. *For more information, contact Lilian Hutchinson, Director, Human Resources at 904 209-0622*
26. Motion to adopt Resolution 2022-_____, expressing the **County's intent to reimburse from the proceeds of tax-exempt debt various costs and expenditures relating to the acquisition, construction, and equipping of various capital improvements to the Utility System.** *For more information, contact Bradley Bulthuis, Senior Assistant County Attorney at 904 209-0805*
27. **Motion to approve minutes:**
- 08/02/22, BCC Regular

