

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

District 1 – Christian Whitehurst  
District 2 – Sarah Arnold  
District 3 –  
District 4 – Krista Joseph  
District 5 – Henry Dean



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, December 6, 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: Karen M. Taylor, Land Planner and Matthews Design Group**

**Staff Member: Saleena Randolph, Planner**

### **District 5**

1. **Public Hearing \* REZ 2022-22 Home Again St Johns.** Request to rezone approximately 1.81 acres of land from Residential, General (RG-2) to Public Service (PS). The subject property is located at 197 State Road 16. This request was heard by the Planning and Zoning Agency on October 20, 2022, and was recommended for approval with a vote of 6 to 0. There was public comment and Agency discussion regarding the homeless currently in the area, the current social service facilities, and the need for this type of service.

**Presenter: Doug Burnett, Esq., St. Johns Law Group**

**Staff Member: Saleena Randolph, Planner**

### **District 3**

2. **Public Hearing \* PUD 2021-19 Bella Terra PUD.** Request to rezone approximately 31.589 acres of land from Open Rural (OR), Commercial General (CG), and Commercial Intensive (CI) with conditions to Planned Unit Development (PUD) to allow for a multifamily residential development with a maximum 240 dwelling units. This request was heard by the Planning and Zoning Agency (PZA) on November 3, 2022, and was recommended for approval with a vote of 5 to 2 with a condition that the applicant discuss the proposed road improvements and impact fees with County Staff. There was public comment and Agency discussion regarding drainage, traffic, and safety.

**Presenter: James G. Whitehouse, Esq., St. Johns Law Group**

**Staff Member: Justin Kelly, Senior Planner**

**District 3**

- 3. Public Hearing \* CPA (SS) 2021-13 Maples Family Neighborhood Commercial.** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 5.06 acres of land, located at the corner of County Road 13 North and Palmo Fish Camp Road, from Rural/Silviculture (R/S) to Neighborhood Commercial (NC). This request was heard before the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, October 20, 2022, and was recommended for approval, 6-0.

**District 3**

- 4. Public Hearing \* PUD 2022-05 Maples Family Neighborhood Commercial.** Request to rezone approximately 5.06 acres of land from Open Rural (OR) and Planned Special Development (PSD) to Planned Unit Development (PUD) to allow for an RV/Boat Storage Facility. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, October 20, 2022, and was recommended for approval, 6-0.

**Presenter: Christina Evans, Matthews Design Group**

**Staff Member: Trevor Steven, Planner**

**District 3**

- 5. Public Hearing \* CPA(SS) 2022-11 Smith US 1 Commercial.** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 2.26 acres of land from Residential-B (Res-B) to Community Commercial (CC). This request was heard by the Planning and Zoning Agency at their regularly scheduled hearing on October 20, 2022, and was recommended for approval, 6-0.

**District 3**

- 6. Public Hearing \* REZ 2022-19 Smith US 1 Commercial.** Request to rezone approximately 2.26 acres of land from Open Rural (OR) to Commercial General (CG). This request is a companion application to CPA(SS) 2022-11. This request was heard by the Planning and Zoning Agency at their regularly scheduled hearing on October 20, 2022, and was recommended for approval, 6-0.

**Presenter: Robert Lambert**

**Staff Member: Jeffrey Petrie, Engineer**

**District 2**

- 7. Public Hearing \* VACROA 2022-10 - Public Hearing to vacate portions of Riverside Boulevard and First Street in Riverdale.** The applicant has requested the vacation of a portion of Riverside Boulevard south of Woodward Avenue and north of Flagler Avenue East as well as a portion of First Street south of Woodward Avenue and north of Park Avenue East, both parcels being in the Riverdale Subdivision. Based on staff's review, no party will be unreasonably affected by the request.

**Presenter: Joseph Cone, Assistant Director, Health and Human Services**

**District 2**

8. **An informational update regarding completed and on-going improvements in the Hastings community as well as the possible formation of a Community Redevelopment Area.** During the September 20, 2022 meeting of the St. Johns County Board of County Commissioners, the Board requested an informational update on the completed and ongoing improvement projects in the Hastings community in response to a request for the creation of a Community Redevelopment Area (CRA). The presentation summarizes the projects and provides an outline of the process for creating the CRA should the Board approve the request.

**Presenter: Saul Crafton, Strategic Systems, Inc.**

**Staff Member: Joseph Cone, Assistant Director, Health and Human Services**

**District 3**

9. **Public Hearing \* Public Hearing to designate property located at 1850B S.R. 207 and 0 Wildwood Drive (Victoria Crossing) a Brownfield Area as authorized under the Florida Brownfields Redevelopment Act, Sections 376.77 – 376.85, Florida Statutes.** Victoria Crossing Apartments, LP is requesting that the St. Johns County Board of County Commissioners adopt a resolution designating the subject property a Brownfield Area as authorized under the Florida Brownfields Redevelopment Act, Sections 376.77 – 376.85. The subject property is located at 1850B State Road 207 and 0 Wildwood Drive. The owner is working toward the completion of the development of the property into a 96-unit affordable housing multi-family apartment complex identified as Victoria Crossing. Victoria Crossing Apartments, LP is pursuing the brownfield designation to benefit from the state of Florida's tax exemption benefits for the development of affordable housing within a brownfield area. The owner and the County have complied with the procedures, designation criteria, and noticing required by Florida Statutes.

**Presenter: Katie Diaz, Director, Facilities Management**

**District 4**

10. **Mickler's Wharf Structural Analysis Update.** At the July 19, 2022 Board of County Commissioners ("Board") meeting, staff provided information on anticipated operations and maintenance costs associated with a request by PV Greenway Alliance, Inc. that the County accept conveyance of Mickler's Wharf. By consensus, the Board directed staff to facilitate a structural analysis to determine the cause of observed issues with the Wharf. The analysis has since been completed, including two options for remedial repairs, should the Board choose to accept the conveyance. A copy of the analysis is attached to this agenda item, as is a copy of the existing license agreement for the wharf with PV Greenway Alliance, Inc. Staff requests direction on the request to accept conveyance of Mickler's Wharf and any remedial work to be performed, if conveyance is accepted. Should the Commission accept the conveyance and authorize work to be performed, then a motion to authorize the use of General Fund reserves will also need to be considered for maintenance and repair costs outlined in the presentation.

**Presenter: Adam Tecler, Grants & Legislative Development Manager**

- 11. Consider the proposed 2023 St. Johns County Legislative Action Plan and Top Three Legislative Priorities.** The St. Johns County Legislative Action Plan is a focused list of priorities for which the County requests financial assistance and other support from our State and Federal representatives. County Administration presents a list of recommended items from County staff, constitutional officers, and other external partners for the Board to consider adopting as the 2023 Legislative Action Plan. The approved Legislative Action Plan is subsequently presented to the public and submitted to the County's Legislative Delegation for consideration prior to the next legislative session. In addition, the Northeast Florida Regional Council (NEFRC) requests that all member counties adopt three top legislative priorities that most significantly represent the critical needs and concerns for incorporation in a regional legislative priority guide. The NEFRC Legislative Committee subsequently compiles the submitted issues and identifies regional priorities for the 2023 Legislative Session. The guide is then submitted to the region's State and Federal elected officials.

**Presenter: Joseph Giammanco, PhD, Director, Emergency Management**

- 12. Post-Hurricane Ian and Nicole Beach Update.** Presentation to update the Board on potential future beach projects and request funding for required surveys.

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

**\*\*The public hearing for PUD 2021-08 Evans Rowing Club is being continued to a date uncertain. The application will be re-advertised and noticed once a hearing date is scheduled.**

**\*\*The public hearing for CPA(SS) 2022-10 and PUD 2022-16 St. Johns Commerce Park was continued to a date uncertain by PZA on 11/03/2022. The application will be re-advertised and noticed once new hearing dates are scheduled.**

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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 terms and authorizing the Chair of the Board, on behalf of the County, to accept and **execute a Temporary Construction Easement from Gate Petroleum Company at the State Road 16 and Interstate 95 Interchange.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 3. Motion to adopt Resolution 2022-\_\_\_\_\_**, approving the terms and authorizing the County Administrator, or designee, to execute a **Ground Lease Agreement with C&C Property Management & More, LLC** for use of a county-owned parcel at E. Cochran Avenue in Hastings. *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 4. Motion to adopt Resolution 2022-\_\_\_\_\_**, accepting an **Easement for Utilities associated with the water system to serve 1170 Neck Rd., Ponte Vedra Beach.** *For more information, contact Gail Oliver, Director, Land Management Systems at 904 209-0770*
- 5. Motion to adopt Resolution 2022-\_\_\_\_\_**, approving the term, conditions, provisions, and requirements of the **State-Funded Grant Agreement with the Florida Department of Transportation for construction and CEI for the Palm Valley Road Sidewalk** and authorizing the Chair to execute the Agreement on behalf of the County. *For more information, contact Greg Caldwell, Public Works Director at 904 209-0268*
- 6. Motion to adopt Resolution 2022-\_\_\_\_\_**, authorizing the County Administrator, or his designee, to **piggyback the Sourcewell Contract No. 120617-CAT and to execute and issue a purchase order to Ring Power corporation for one (1) 800kw Caterpillar C27 Diesel Generator** in the amount of \$573,434.69, subject to the terms and conditions of the stated contract, and to surplus the existing generator for trade into Ring Power as part of this purchase. *For more information, contact Jaime Locklear, Asst. Director of Purchasing at 904 209-0158*

7. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No: 23-15, Purchase of Pipes, Fittings & Appurtenances for CR208 Water Booster Pump Station to Ferguson Waterworks**, and to issue a purchase order in an amount not to exceed \$516,345.50. *For more information, contact Mark Rinberger, Purchasing Coordinator at 904 209-3269*
8. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute and issue Change Order No. 01 to Task Order No. 01, with Mott MacDonald Florida, LLC**, for completion of the additional services, in accordance to RFQ 22-01; Continuing Contracts for As Needed Professional Services, Master Contract No. 22-PSA-MOT-15832, for a Not-to-Exceed Amount of \$32,740.00. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*
9. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator or designee to **award RFQ No: 23-02; Facility Needs Assessment Plan to PQH Design Group, Inc, as the top ranked firm**, and to execute a Professional Services Agreement, in substantially the same form and format as attached for completion of the services in accordance with the RFQ at a not-to-exceed amount of \$560,000.00. *For more information, contact Jaime Locklear, Asst. Director Purchasing at 904 209-0158*
10. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award Bid No: 23-07; S Holmes Blvd Drainage Improvement - The Lakes 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. 23-07, for a lump sum amount of \$918,254.64. *For more information, contact Jaime T. Locklear, Asst. Director of Purchasing at 904 209-0158*
11. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute and deliver the **HUD Funding Agreement (HUD-7082)**. *For more information, contact Roberto Ortiz, Manager, Housing and Community Services at 904 209-0770*
12. Motion to adopt Resolution 2022-\_\_\_\_\_, approving the issuance by the Housing Finance Authority of St. Johns County, Florida of **multifamily housing revenue debt obligations, in one or more series, to finance or refinance all or a portion of the costs of the rehabilitation of a multifamily housing project to be known as Oaks at St. John**. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*
13. Motion to adopt Resolution 2022-\_\_\_\_\_, approving the **Substantial Amendment to the 2019-2020 Annual Action Plan, to re-allocate \$800,706.00 in unused CDBG-CV funds to establish a Public Facilities Improvement project**; authorizing the Chair to execute and deliver a letter to the HUD Secretary detailing the amendment; and authorizing the County Administrator, or designee, to submit the amendment on behalf of the County. *For more information, contact Roberto Ortiz, Housing and Community Services Manager at 904 827-6894*

14. Motion to adopt Resolution 2022-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a **Grant Agreement between the Florida Inland Navigation District and St. Johns County, Florida**, authorizing the County Administrator, or designee, to execute the Contract on behalf of St. Johns County and approving the transfer of \$50,000 from General Fund Reserves, to the Parks and Recreation Maintenance Department and Motion to adopt Resolution 2022-\_\_\_\_\_, **amending the Fiscal Year 2023 General Fund, Parks and Recreation Maintenance budget to recognize and appropriate grant funds awarded by the Florida Inland Navigation District** . *For more information, contact Ryan Kane, Director at 904 209-0324*
15. Motion to adopt Resolution 2022-\_\_\_\_\_, approving the **Library System's revised Meeting Room policy**. *For more information, contact Debra Rhodes Gibson, Library Director at 904 827-6926*
16. Motion authorizing the **General Fund Reserve transfer of received FY 2022 library donations in the amount of \$45,037 appropriating to the Library Services Department**. *For more information, contact Debra Rhodes Gibson, Library Director at 904 827-6931*
17. Motion to **authorize the transfer of \$14,688 in FY 22 St. Johns Pet Center donations from General Fund Reserves to the FY 23 Animal Control Department budget**. *For more information, contact Paul Studivant, Animal Control Manger at 904 209-0748*
18. Motion to adopt Resolution 2022-\_\_\_\_\_, **accepting Community Development Block Grant CARES funds, titled CDBG-CV, in the amount of \$406,633**, authorizing the Chair of the Board, or designee, to sign the State of Florida Department of Economic Opportunity Federally Funded Subgrant Agreement, and recognizing and appropriating the grant funds within the FY 2023 General Fund budget. *For more information, contact Joseph Giammanco, PhD, Director of Emergency Management at 904 209-0568*
19. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or Designee, to execute an **amended Economic Development Grant Agreement extending the construction completion term of the original Economic Development Grant Agreement and adjusting the other dates in the Agreement in accordance with the extension substantially in the same form as attached with Baseball Park, LLC** on behalf of St. Johns County. *For more information, contact Jennifer Zuberer, Project Manager at 904 209-0560*
20. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or Designee, to execute an **amended Economic Development Grant Agreement extending the construction completion term of the original Economic Development Grant Agreement and adjusting the other dates in the Agreement in accordance with the extension substantially in the same form as attached with Industrial Tractor Parts Co. Inc.** on behalf of St. Johns County. *For more information, contact Jennifer Zuberer, Project Manager at 904 209-0560*

21. Motion to adopt Resolution 2022-\_\_\_\_\_, authorizing the County Administrator, or Designee, to execute an **amended Economic Development Grant Agreement extending the construction completion term of the original Economic Development Grant Agreement and adjusting the other dates in the Agreement in accordance with the extension substantially in the same form as attached with IGPW1**, LLC on behalf of St. Johns County. *For more information, contact Jennifer Zuberer, Project Manager at 904 209-0560*
22. Motion to adopt Resolution 2022-\_\_\_\_\_, for the issuance by the Capital Projects Finance Authority (the "Authority") of its **educational facilities revenue bonds in an aggregate principal amount not to exceed \$32,000,000, to finance the cost and acquisition of a facility to be used as a residence hall and for the renovation of an existing residence hall owned and operated by Flagler College**; and authorizing the Chair to execute an interlocal agreement with the Authority. *For more information, contact Hunter S. Conrad, County Administrator at 904 209-0530*
23. Motion to approve the participation of St. Johns County in the State of Florida **opioid settlement with Walmart** and to ratify submittal of the Subdivision Settlement Participation Form on behalf of the County. *For more information, contact David Migut, County Attorney at 904 209-0805*
24. Motion to approve **minutes**:
- 11/15/22, BCC Regular



