

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst, Chair
District 2 - Sarah Arnold, Vice-Chair
District 3 - Roy Alaimo
District 4 - Krista Joseph
District 5 - Henry Dean



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Joy Andrews, Interim County Administrator
David Migut, County Attorney

Tuesday, November 7, 2023, 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 November 11, 2023, as Veterans Day
- ❖ Proclamation Recognizing November 2023, as National Adoption Month
- ❖ Proclamation Recognizing November 15-17, 2023, as Entrepreneurship Week at the link
- ❖ Certificate of Recognition for 10 Years of West Augustine's Participation in Keep Calm and Walk for Cancer
- ❖ Acceptance of Proclamations
- ❖ Public Safety Update
- ❖ Clerk of Court's Report
- ❖ Public Infrastructure Update
- ❖ Legislative Affairs Update
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment is Time Certain from 11:30 AM - 12:00 PM, or at the conclusion of the Regular Agenda, whichever occurs first

Presenter: Dennis W. Hollingsworth, 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 W. Hollingsworth, will present a report of unused revenue collected for the 2022-2023 Fiscal Year. Please note that these unused revenues have already been estimated as a part of the County budget process and therefore they do not necessarily represent additional County revenue.

Presenter: Ryan Kane, Director, Parks and Recreation Department

2. **Approval and Recognition of FIND Grant Project Agreement for Genovar Land Acquisition.** On February 7, 2023, the Board approved the submission of a Florida Inland Navigation District (FIND) grant application for reimbursement of Genovar land acquisition costs. FIND awarded a \$1,055,500 grant for acquisition of the 31 acres of Genovar property located North of SR 312 and South of Nix Boat Yard and situated along the San Sebastian River with deep water access for a public boat ramp, parking, and passive recreation. Parks and Recreation is requesting authorization to sign FIND Project Agreement #SJ-23-217 for Genovar Land Acquisition.

Presenter: Gary Davenport

Staff Member: Saleena Randolph, Senior Planner

District 5

3. **Public Hearing * REZ 2023-10 135 Nix Boat Yard.** Request to Rezone approximately 0.59 acres of land from Open Rural (OR) to Commercial Warehouse (CW) with conditions, specifically located at 135 Nix Boat Yard Road. The Planning and Zoning Agency heard this request at their regularly scheduled public hearing on October 5, 2023, and recommended approval with a vote of 5-0. Agency members discussed the previous daycare facility and when it relocated. There was one public comment that questioned the buffering, traffic, parking, and proposed clientele. In response, the applicant discussed a proposed 20/B buffer; since the PZA hearing, the applicant has included an additional condition to the Rezoning that states a 20/B buffer will be installed and maintained on the west side of the property adjacent to the existing Commercial Office.

Presenter: Jason Stancil, Applicant

Staff Member: Eric Clark, Engineer

District 3

4. **Public Hearing * NZVAR 2023-11 - SR 207 Lot 12 and 14.** Request for a Non-Zoning Variance to Sections 6.02.01.B.3 and 6.04.07.B.1 of the Land Development Code to allow for the use of an easement for access within a platted subdivision.

Presenter: Ryan Kane, Director, Parks and Recreation Department

5. **First Reading of Proposed Amendments to St. Johns County Ordinance 2007-19, St. Johns County Beach Code.** At its regularly scheduled meeting on October 3, 2023, the Board of County Commissioners authorized the Parks and Recreation Department to prepare proposed amendments to St. Johns County Ordinance 2007-19, the St. Johns County Beach Code. The proposed amendments to this ordinance (attached to this item) would include adding definitions, clarifying provisions in the ordinance, and incorporating a section regarding electric motorized devices.

Presenter: Joanne Spencer, Senior Asst. to the Board of County Commissioners

6. **Consider appointments to the Contractors Review Board.** Currently, there are (3) three vacancies on the Contractors Review Board due to the expired term of a licensed Plumber, General Contractor, and Class II Contractor. This vacancy was advertised for (6) weeks. Please find attached for your review and consideration (10) applications and a letter of recommendation from the Contractors Review Board: Erick Saks Dist. 1, Brandon Scofield Dist. 2, Tyler Lee Dist. 2, Douglas Macke Dist. 3, Kirk Blevins Dist. 3, Heather Harley-Davidson Dist. 3, Anthony Peduto Dist. 4, Kylee Turner Dist. 5, Kyle Jones Dist. 5, Amber Reeder Dist. 5.
7. **Consider appointment to the Cultural Resource Review Board.** Currently, there is (1) vacancy on the Cultural Resource Review Board (CRRB). This vacancy is due to the expiring term of Robert Olson. A vacancy ad was placed and ran for (6) weeks. Please see for your review and consideration, a recommendation letter from the CRRB and (6) qualifying applications: Dirk Lobenbruck Dist. 1, Eli Gillmore Dist. 3, Anila Lahiri Dist.3, Ann Breslauer Dist. 5, Garrett Colton Dist. 5., Robert Olson Dist. 5.

*****THE FOLLOWING ITEM IS TIME CERTAIN AT 1:00 PM*****

Presenter: Ellen Avery-Smith; Rogers Towers, PA

Staff Member: Teresa Bishop, Planning Manager

District 4

- 8. *Public Hearing* * PUD 2023-02 Ponte Vedra Resort.** Request to rezone approximately 90.5 acres of land from Open Rural (OR), Single Family Residential District (R-1-B), Single Family Residential District (R-1-C), Multiple Family Residential District (R-2), Commercial District (R-3), and Recreational District (R-4) to Planned Unit Development (PUD), to allow the redevelopment of resort lodging, restaurant, recreational, commercial, and office facilities within the Ponte Vedra Inn & Club and the Lodge Property.

- ❖ 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 Donna Echegoyen, Accounts Payable Supervisor at 904 819-3658*
2. Motion to authorize the **replenishment of the Clerk of the Circuit Court Reserves** by allocating an amount up to \$500,000, bringing the reserve balance up to \$1,515,000 or approximately 15% of annual expenditures. *For more information, contact Brandon J. Patty, Clerk of the Circuit Court & Comptroller at 904 819-3603*
3. Motion to adopt Resolution 2023-_____, **granting a 10 year historic property partial ad valorem tax exemption consistent with Ordinance 2022-55 for 301 North Main Street, Hastings beginning January 1, 2024, and expiring December 31, 2034**; authorizing the County Administrator, or designee, to execute the Historic Property Tax Exempt Covenant on behalf of the County. *For more information, contact Ryan Mauch, Environmental Supervisor at 904 209-0621*
4. Motion to adopt Resolution 2023-_____, **granting a 10 year historic property partial ad valorem tax exemption consistent with Ordinance 2022-55 for 316 North Main Street, Hastings beginning January 1, 2024, and expiring December 31, 2034**; authorizing the County Administrator, or designee, to execute the Historic Property Tax Exempt Covenant on behalf of the County. *For more information, contact Ryan Mauch, Environmental Supervisor at 904 209-0621*
5. Motion to approve the **Browning Subdivision School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2023-07)**. *For more information, contact Keisha Fink, AICP, Transportation Planner at 904 209-0753*
6. Motion to adopt Resolution 2023-_____, authorizing the County Administrator to execute the **Impact Fee Credit Agreement with Ancient City Coastal Properties, LLC (IFA 2023-03)** establishing a total road impact fee credit of \$52,020.00. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
7. Motion to adopt Resolution 2023-_____, approving the terms and authorizing the County Administrator, or designee, to execute a **Temporary Construction and Access Easement Agreement to be able to clear, grade, and stabilize a portion of the County parcel and construct improvements for a 10-acre public park**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2023-_____, a Resolution accepting a **Temporary Construction Easement and a Grant of Easement to St. Johns County for the Summer Haven North Stormwater Drainage Project along Old A1A.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2023-_____, declaring certain county-owned property located off Riberia Street as **surplus** property and authorizing advertisement for sealed bids pursuant to Florida Statute 125.35; recognizing any potential sale of surplus property as unanticipated revenue; and appropriating such funds within the fiscal year 2024 General Fund Housing Department Affordable Housing Trust Fund Budget. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
10. Motion to adopt Resolution 2023-_____, accepting **two Corrective Easements for Utilities associated with the sewer force mains systems to serve 2580 A1A South.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
11. Motion to adopt Resolution 2023-_____, accepting a **Bill of Sale, Final Release of Lien and Warranty associated with the water, sewer and reuse systems to serve Bannon Lakes Phase 2D located off International Golf Parkway.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
12. Motion to adopt Resolution 2023-_____, accepting three **Easements for Utilities, Bill of Sale, Final Release of Lien and Warranty associated with the water system to serve Binninger Northwood Phase 1 located off Holmes Boulevard.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
13. Motion to adopt Resolution 2023-_____, accepting an **Easement for Utilities, a Special Warranty Deed, Bill of Sale, Final Release of Lien and Warranty associated with the water, sewer, and sewer force mains systems to serve Grand Oaks Phase 2 Spine Road located off State Road 16.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
14. Motion to adopt Resolution 2023-_____, accepting an **Easement for Utilities from West Saint Augustine Land and Timber, LLC for a reclaimed water transmission main to be located near County Road 214 and Water Plant Road.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
15. Motion to adopt Resolution 2023-_____, accepting an **Easement for Utilities associated with the water system to serve Heartland Dental located off State Road 207.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
16. Motion to adopt Resolution 2023-_____, approving the terms and authorizing the Chair, or designee, to execute the **Sovereignty Submerged Lands Fee Waived Lease Renewal associated with the Usina Boat Ramp Park.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
17. Motion to adopt Resolution 2023-_____, accepting **Easements for Utilities, Bill of Sale, Final Release of Lien and Warranty associated with the water and sewer systems to serve IGP Commerce Center located off International Golf Parkway.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

18. Motion to adopt Resolution 2023-_____, approving the terms and conditions of a **Non-Exclusive Communication Tower Lease Agreement along with the provisions of a Memorandum of Lease with T-Mobile South LLC** and authorizing the County Administrator, or designee, to execute the Lease Agreement and Memorandum on behalf of the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
19. Motion to adopt Resolution 2023-_____, accepting an **Easement for ingress and egress associated with the water, sewer, and reuse systems to serve Marketplace Drive located off State Road 207.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
20. Motion to adopt Resolution 2023-_____, accepting an **Easement for Utilities, a Bill of Sale, Final Releases of Lien and Warranties associated with the water and water reuse systems to serve Silverlake Drive (aka Silverleaf Parkway Loop Road Completion) located off St. Johns Parkway.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
21. Motion to adopt Resolution 2023-_____, accepting an **Easement for Utilities and a Temporary Construction Easement from Anastasia Mosquito District of St. Johns County for a reclaimed water transmission main to be located near Law Enforcement Way.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
22. Motion to adopt Resolution 2023-_____, accepting a **Bill of Sale, Final Release of Lien and Warranty associated with the water system to serve Summer Bay Amenity Center located off State Road 16.** *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
23. Motion to adopt Resolution 2023-_____, authorizing the County Administrator, or designee, to **award RFQ NO. 23-49; Construction Engineering & Inspection (CEI) Services For County Road 210 Between CE Wilson Road And Twin Creeks Development to England-Thims & Miller, Inc., as the highest-ranked Respondent**, and to execute a contract in substantially the same form and format as attached hereto for completion of the specified services for a not-to-exceed amount of \$985,545.00, in accordance with RFQ NO. 23-49. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
24. Motion to adopt Resolution 2023-_____, authorizing the County Administrator, or designee, to **award RFP No. 23-88 Operations and Management of Community Centers to St. Johns County Council on Aging, Inc., as the qualified respondent**, and to execute a contract in substantially same form and format as attached hereto for the performance of the specified services for a total annual cost of \$175,739.00, as negotiated. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
25. Motion to declare the attachments as **surplus** and authorize the County Administrator, or designee, to dispose of same in accordance with the Purchasing Policy 308 and Florida Statute 274. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
26. Motion to adopt Resolution 2023-_____, authorizing the County Administrator, or designee, to **award Bid No. 23-82 Countywide Generator Maintenance & Services to TAW Jacksonville Service Center, Inc. as the lowest responsive, responsible bidder**, and to execute a contract in substantially the same form and format as attached for the performance of services provided in Bid No. 23-82, for a total annual price of \$356,241.09 for inspection and maintenance; and reserve transfers totaling \$139,281 per attached exhibit D. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*

27. Motion to adopt Resolution 2023-_____, authorizing the County Administrator, or designee, to **award IFB No: 24-03; CR2209 Extension Central Segment to JB Coxwell Contracting, Inc., as the lowest, responsive, responsible bidder**, for the Base Bid and all Alternates, for a total not-to-exceed price of \$38,033,964.36 for completion of the specified project. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
28. Motion to adopt Resolution 2023-_____, authorizing the County Administrator, or designee, to execute a **Consent to Assignment Agreement, in substantially the same form and format as attached hereto, providing for an assignment of Master Contract 20-MCC-SWA-12556 to Granicus, LLC.** *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
29. Motion to approve the **extension of the 2023 tax roll prior to completion of the parcels included in the Property Value Adjustment Board hearings.** *For more information, contact Dennis W. Hollingsworth, C.F.C., St. Johns County Tax Collector at 904 209-2280*
30. Motion to adopt Resolution 2023-_____, approving the terms, conditions, and requirements of the **contract between St. Johns County and EPIC Community Services for the expansion of youth prevention programs and services, including THINK! for Success**, in an amount not to exceed \$50,000; and, authorizing the County Administrator, or designee, 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*
31. Motion to adopt Resolution 2023-_____, approving the terms, conditions, and requirements of **Amendment #0006 to the Homelessness Unified Contract between St. Johns County and Flagler Hospital**, the CoC Lead Agency, and authorizing the County Administrator, or designee, to execute the amendment substantially in the same form and format as attached on behalf of the County; and recognizing and appropriating the grant in the amount of \$30,000.00 into the General Fund Social Services Department for Fiscal Year 2024. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
32. Motion to adopt Resolution 2023-_____, **recognizing \$6,700.00 in additional grant funds within the County's fiscal year 2023-2024 budget as unanticipated revenue and appropriating the grant funds to the Housing Department for the housing counseling program**, and approving and authorizing the County Administrator, or designee, to execute and deliver an amendment to the Fiscal Year 2022 Housing Counseling Grant Agreement between the County and HUD. *For more information, contact Shawna Novak, Health and Human Services Director at 904 827-6894*
33. Motion to adopt Resolution 2023-_____, authorizing the County Administrator or designee, to execute a **Cooperative Management Agreement in substantially the same form and format as attached for improvements to the Fort Matanzas Beach Ramp** and to recognize and appropriate \$800,000 in reimbursement funds from The National Park Service for expenses. *For more information, contact Ryan Kane, Director at 904 209-0324*
34. Motion to adopt Resolution 2023-_____, **recognizing and appropriating the \$47,408.00 grant awarded from THE PLAYERS Annual Grant Program as unanticipated revenue into the Fire Rescue Department budget and authorizing its expenditure for the purchase of a drone.** *For more information, contact Jeremy Robshaw, Fire Rescue Communications Chief at 904 209-1750*

35. Motion to adopt Resolution 2023-_____, approving the terms, conditions, and requirements of a **grant agreement with the Florida Division of Emergency Management in the amount of \$94,486.00, through the Emergency Management Performance Grant**, authorizing the County Administrator, or designee, to execute the grant agreement on behalf of the County substantially in the same form as attached, and recognizing and appropriating within the FY24 General Fund Emergency Management Department. *For more information, contact Joseph Giammanco, Emergency Management Director, at 904 824-5550*
36. Motion to adopt Resolution 2023-_____, **authorizing the execution of a Statewide Mutual Aid Agreement (SMAA) for major, catastrophic or minor disaster response with the state of Florida.** *For more information, contact Joseph Giammanco, Emergency Management Director, at 904 824-5550*
37. Motion to adopt Resolution 2023-_____, **recognizing and appropriating \$54,785.66 in grant funding awarded by the U.S. Department of Veterans Affairs to the County under the Adaptive Sports Programs for Disabled Veterans and Disabled Members of the Armed Forces Grant Program** as unanticipated revenue within the Fiscal Year 2024 General Fund Parks and Recreation Department budget, and approving and authorizing the County Administrator, or designee, to execute the grant agreement on behalf of the County, in substantially the same form as attached hereto. *For more information, contact Kristin Ayala Crane Odom, Grants & Legislative Affairs, at 904 209-2404*
38. Motion to adopt Resolution 2023-_____, **approving the Library's Annual Plan of Service 2023-2024**, as required by the State Library of Florida in order to receive annual State Aid to Libraries Grant funding. *For more information, contact Debra Rhodes Gibson, Library Director at 904 827-6926*
39. Motion to adopt Resolution 2023-_____, **approving the waiving of library fines through the collection of non-perishable food items during the 2023 Library Food for Fines program.** *For more information, contact Debra Rhodes Gibson, Library Director at 904 827-6926*
40. Motion to approve **minutes**:
- 10/17/23, BCC Regular
41. **Proofs:**
- Proof: Notice of Value Adjustment Board Meeting, 2023 Organizational Meeting, published on August 10, 2023, in the St. Augustine Record.
- Proof: Notice of Public Hearing on August 15, 2023, amending the land development code, ordinance 99-51.
- Proof: Notice of sealed bid solicitation, Bid No: 23-81, Countywide Bridge Repairs; published on July 25, 2023, and August 1, 2023, in the St. Augustine Record.
- Proof: Notice of sealed bid solicitation, Bid No: 23-84, Construction of Traffic Signal CR 210 West at Badger Park Drive Intersection; published on July 28, 2023, and August 4, 2023, in the St. Augustine Record.
- Proof: Notice of sealed bid solicitation, Bid No: 23-89, Construction of Emergency Berms - FEMA CAT B Post Hurricane Ian & Nicole - Crescent Beach and South Ponte Vedra Beach; published on August 11, 2023, and August 18, 2023, in the St. Augustine Record.
- Proof: Notice of sealed bid solicitation, Bid No: 23-76, St. Johns County Courthouse and Service Center Roof Replacement; published on August 23, 2023, and August 30, 2023, in the St. Augustine Record.
- Proof: Notice of a Special Meeting, to hold a public hearing to consider and adopt the tentative millage rates and budget for Fiscal Year 2024; published on August 31, 2023, in the St. Augustine Record.