

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

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



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Joy Andrews, County Administrator
Rich Komando, Interim County Attorney

Tuesday, May 7, 2024, 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 Juror Appreciation Week
- ❖ Proclamation Recognizing National Drug Court Month
- ❖ Proclamation Recognizing Correctional Officers and Employees Week
- ❖ Proclamation Recognizing Water Safety Month
- ❖ Public Safety Update
- ❖ Clerk of Court's Report
- ❖ Public Infrastructure 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: Jaime Locklear, Director of Purchasing

1. **SJC Ordinance amending SJC Ordinance 2022-22, 2nd Reading.** In September 2023, staff brought a discussion item to the Board for consideration of the County's Local Preference Policy. The Board's direction at that meeting was to get input from the Chamber of Commerce and to bring back recommendations. This item includes the recommended edits to the SJC Purchasing Policy relative to the Local Preference Policy, and other edits necessary due to organizational changes and administrative needs.

Presenter: Neal Shinkre, Utility Department Director

District 5

2. **Public Hearing * Public Hearing on Acquisition of North Beach Utilities, Inc. Water and Wastewater System.** At its regular meeting on March 19, 2024, the Board of County Commissioners ("Board") authorized the Utility Department ("SJCUD") to continue to negotiate the purchase of North Beach Utilities, Inc. ("NBU"), a private water and wastewater utility system within St. Johns County, and to schedule the public hearing required under Section 125.3401, Florida Statutes, on such purchase. The NBU system provides water and wastewater services to approximately 1,400 customers in Vilano Beach. As reflected in the report attached to this agenda item, SJCUD has analyzed existing operational and financial feasibility information to determine that the acquisition meets all County requirements under Resolution 2005-39, related to the Utility Acquisition Policy, and is in the public interest as required by Section 125.3401. SJCUD requests approval of a Purchase and Sale Agreement to acquire NBU for \$6,025,000 and to adopt NBU's current rates, fees, and charges for this service area upon closing of the acquisition. SJCUD will also present future plans for the Utility upon acquisition, including a recommendation for capital improvement plan ("CIP") projects and to transition the service area to the countywide utility rates in the near future. Finally, SJCUD requests the purchase and related CIP projects be funded through existing Utility reserves but requests adoption of a resolution (attached) that would authorize a financing contingency to evaluate future debt issuance to be presented to the BOCC in the future.

Presenter: Thomas Ingram - Sodl & Ingram, PLLC

Staff Member: Evan Walsnovich, Planner

District 2

3. **Public Hearing * CPA(SS) 2023-09 Preserve at Wards Creek.** Request for a Small Scale Comprehensive Plan Amendment to amend the Future Land Use Map designation from Agricultural-Intensive (A-I) to Residential-D (Res-D) with a text amendment limiting development to 15 units per net developable acre, for approximately 19.22 acres of land located at 6351 County Road 16A. This application is a companion item to PUD 2023-18. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on February 1, 2024, and recommended approval with a vote of 4 to 3. Agency members discussed compatibility with the surrounding communities and impacts on the existing roadways, schools, and other means of infrastructure.

District 2

4. **Public Hearing * PUD 2023-18 Preserve at Wards Creek.** Request to rezone approximately 19.22 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a 288-unit multifamily apartment community, meeting the requirements for Affordable Housing pursuant to Florida Statutes. The property is located at 6351 County Road 16A. This application is a companion to CPA (SS) 2023-09. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on February 1, 2024, and recommended approval with a vote of 4 to 3. Agency members discussed compatibility with the surrounding communities and impacts on the existing roadways, schools, and other means of infrastructure.

Presenter: Douglas N. Burnett, St. Johns Law Group
Staff Member: Saleena Randolph, Senior Planner

District 5

5. **Public Hearing * MAJMOD 2023-16 Pappy and 210 Commercial.** Request for a Major Modification to Phase III of the Fiore Industrial Park PUD (Ord. 1987-56, as amended) to accommodate several changes to the Master Development Plan (MDP) Text and Map, specifically located at 1460 County Road 210 West. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on March 21, 2024, and recommended approval with a vote of 5 to 1. Agency members and the public discussed the increase in building square footage, placement of the proposed storage, combination of uses for the site, and traffic in the area.

Presenter: Jeffrey Ferrel, Applicant
Staff Member: Benjamin Powelson, Engineer

District 4

6. **Public Hearing * VACROA 2023-04 Ferrell-Becker Petition - Public Hearing to vacate a portion of Second Street North right-of-way.** The applicant has requested the vacation of a portion of unopened and unimproved Second Street North right-of-way. The right-of-way vacation being requested is located within the Sun Valley Subdivision/plat in Ponte Vedra Beach. Based on staff's review thus far, no party will be unreasonably affected by the requested vacation.

Presenter: Willie Mitchell, Applicant
Staff Member: Benjamin Powelson, Engineer

District 3

7. **Public Hearing * VACROA 2023-03 3rd Street & Knowlton Street - Public Hearing to vacate a portion of unopened W. 3rd Street right-of-way, located within the Clark's Addition Subdivision.** The applicant has requested the vacation of a portion of unopened W. 3rd Street right-of-way. The right-of-way vacation being requested is located between Knowlton Street and S. Nassau Street within the Clark's Addition, south of West King Street. Based on staff's review thus far, no party will be unreasonably affected by the requested vacation.

Presenter: Karen Taylor, Land Planner
Staff Member: Evan Walsnovich, Planner

District 3

8. **Public Hearing * REZ 2023-30 Mai Office Complex.** Request to rezone approximately 1.65 acres from OR (Open Rural) to CN (Commercial Neighborhood) to allow for an office complex on the North side of the property. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on April 4, 2024, and recommended approval with a vote of 5 to 1. Agency members discussed the extent of wetland impacts on the subject parcel with the applicant. The applicant provided a site plan showing the extent of wetland impacts approved by the St. Johns River Water Management District (SJRWMD).

Presenter: Karen Taylor, Land Planner

Staff Member: Keisha Fink, AICP, Principal Planner

District 5

9. **Public Hearing * PUD 2023-24 St. Marks Industrial Park.** PUD 2023-24 St. Marks Industrial Park, request to rezone approximately 7.43 acres of land from Industrial Warehousing (IW) to Planned Unit Development (PUD) to allow a maximum 78,000 square feet of Business Commerce, Light Manufacturing, Warehousing, and Outdoor Storage uses. The property is located at the corner of St. Marks Blvd. and International Golf Parkway, west of US 1 N.

Presenter: Michael Burchfield, Property Owner

Staff Members: Saleena Randolph, Senior Planner and Jeffrey Petrie, Engineer

District 5

10. **Public Hearing * CPA(SS) 2023-07 Burchfield Property.** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 7.89 acres of land from Rural/Silviculture (R/S) to Residential-A (RES-A) with a text amendment limiting the property to a maximum of two (2) dwelling units; property is located on an unaddressed parcel located to the north of 1511 St. Marks Pond Blvd. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on March 21, 2024, and recommended approval with a vote of 6 to 0. Agency members discussed the quiet road, how nice the property seemed, and preserving the native plants. This request has a companion application (NZVAR 2023-19).

District 5

11. **Public Hearing * NZVAR 2023-19 Burchfield Property.** Request for a Non-Zoning Variance to Section 6.04.07.B of the Land Development Code to allow relief from roadway and easement requirements.

Presenter: Amy Ring, Special Projects Manager

12. **Public Hearing * LDCA 2023-07 Amendments to the Land Development Code for Special Care Housing- Second Reading.** At the Board of County Commissioners (BCC) meeting on September 19, 2023, staff received direction to draft an amendment to the Land Development Code regarding Assisted Living Facilities (ALFs) within Open Rural (OR) zoning. Land development regulations categorize ALFs under the broader term of Special Care Housing. Additional clarifications to Special Care Housing regulations were identified by staff and are included in the proposed amendment. The first hearing of these amendments took place at the BCC meeting on February 6, 2024. The Planning and Zoning Agency heard this item on March 21, 2024, and voted 6-0 to recommend approval of the item with a revision to the way in which Floor Area Ratio (FAR) is expressed as a percentage. That change has been made. Additionally, the maximum FAR for Special Care Housing Level III allowed by right has been increased to 50% to better align with the Comprehensive Plan.

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

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Tuesday, May 7, 2024, 9:00 AM

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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 adopt Resolution 2024-_____, approving the final plat for Shearwater Phase 3G.** For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
- 3. Motion to adopt Resolution 2024-_____, approving the final plat for Shearwater Phase 3D-2.** For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
- 4. Motion to adopt Resolution 2024-_____, approving the final plat for Brook Forest Phase 1B - Silverleaf Parcel 9** For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
- 5. Motion to adopt Resolution 2024-_____, approving the final plat for Silverleaf Parcel 8B Phase 1.** For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
- 6. Motion to adopt Resolution 2024-_____, approving the final plat for Grand Oaks Phase 1C Unit 2A.** For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720
- 7. Motion to adopt Resolution 2024-_____, approving the final plat for Entrada Phase 3 Unit 6A.** For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720
- 8. Motion to adopt Resolution 2024-_____, approving the final plat for Vilano Beach Townhomes.** For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720
- 9. Motion to adopt Resolution 2024-_____, approving the transfer of \$332,968.00 in park impact fee credits from the Durbin Crossing DRI to the Durbin Park West Multifamily** within the Durbin Park PUD finding the request consistent with Florida Statute. For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611

10. Motion to adopt Resolution 2024-_____, approving the proposed Program of Projects, **approving submission of the 5307/5339 grants for federal public transportation funding assistance based on the approved Program of Projects**, authorizing the County Administrator, or designee, to execute the grant agreement and any supplemental documentation upon approval of the application and to recognize the funds of \$1,899,508 in the County's FY 2024 budget. *For more information, contact Rachel Garvey, Transit Grants Specialist at 904 209-0630*

11. Motion to adopt Resolution 2024-_____, **approving the MOU extending the timeline of completion for Veterans Parkway** and establishing the calculation for reimbursement between Mattamy and the County for work performed by the County within the CR 210 Right-of-Way. *For more information, contact Mike Roberson, Growth Management Director at 904 209-0593*

12. Motion to adopt Resolution 2024-_____, authorizing the Chair of the Board, on behalf of the County, to execute a Memorandum of Understanding for **use of County-owned property by and between St. Johns County and the St. Johns County Sheriff's Office**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

13. Motion to adopt Resolution 2024-_____, accepting two Easements for Utilities, a Bill of Sale, Final Release of Lien and Warranty associated with the **water and sewer systems to serve Mill Creek Crossing Infrastructure Only located off State Road 16**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

14. Motion to adopt Resolution 2024-_____, accepting an Easement for Utilities, a Bill of Sale, Final Release of Lien and Warranty associated with the **water, sewer and sewer force mains systems associated with Terra Pines Reserve Subdivision Phase 1B located off County Road 208**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

15. Motion to adopt Resolution 2024-_____, accepting a Final Release of Lien with Schedule of Values and a Warranty for work performed at **St. Johns County Utility Lab Relocation located off State Road 16**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

16. Motion to adopt Resolution 2024-_____, accepting a Bill of Sale with Schedule of Values, Final Release of Lien and Warranty associated with the **water system to serve Bozard Parking Lot located off Outlet Mall Boulevard**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

17. Motion to adopt Resolution 2024-_____, approving and authorizing the Chair of the Board, on behalf of the County, to execute an **Easement to Florida Power & Light Company to provide primary electrical service to the Water Reclamation Facility located off State Road 207**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

18. Motion to adopt Resolution 2024-_____, approving the terms, conditions, provisions, and requirements of a **Supplemental Agreement to a Grant Agreement in the amount of \$2,000,000 between the Florida Department of Transportation (FDOT)** and St. Johns County, extending the agreement terms until December 22, 2025 for intersection and roadway improvements on CR 2209 and International Golf Parkway (IGP); and authorizing the Chair to execute the Supplemental Agreement to the Grant Agreement on behalf of the County. *For more information, contact Greg Caldwell, Public Works Director at 904 209-0266*

19. Motion to adopt Resolution 2024-_____, authorizing the County Administrator, or designee, to **award RFQ 1530; Construction Manager at Risk (CMAR) for Multiple Parks to Wharton-Smith, Inc.** as the top ranked firm, and to execute a Construction Manager Contract, in substantially the same form and format as attached, which establishes a Construction Manager Fee of 4.9%, and requires completion of **Phase 1 - Pre-Construction Services at the not-to-exceed amount of \$405,250.00.** *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

20. 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*

21. Motion to adopt Resolution 2024-_____, authorizing the County Administration, or designee, to authorize to award and execute a contract, in substantially the same form and format as attached hereto, to **Motorola Solutions, Inc for the services as specified in the Contract Documents.** *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*

22. Motion to adopt Resolution 2024-_____, authorizing the County Administrator, or designee, to execute and issue a **purchase order to Sensus USA, Inc., for the purchase of the specified water meter equipment at a total price of \$1,172,825.00** *For more information, contact Jaime Locklear, Director Purchasing at 904 209-0158*

23. Motion to adopt Resolution 2024-_____, authorizing the County Administrator, or designee, to piggyback Florida Sheriff's Association Contract #FSA23-VEF17.01, and to issue a purchase order for the **purchase of two (2) ambulances, as specified herein, from Ten-8 Fire Equipment, Inc, for a total purchase price of \$632,580.00 in accordance with the terms of the contract.** *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*

24. Motion to adopt Resolution 2024-_____, authorizing the County Administrator or designee to piggyback the State of Florida Alternate Contract Source (ACS) No: 43230000-23-NASPO-ACS, NASPO contract for Software Value Added Reseller (SVAR), to execute and issue a **Purchase Order to SHI International Corp for the purchase of Microsoft 365 and associated software for County users, for the remainder of Fiscal Year 2024, at a cost up to \$423,798.10,** and to proceed with purchases of the specified software, for the next two (2) fiscal years, from SHI, or the most cost effective Supplier, without further Board action, provided the purchase price is equal to or less than the amount proposed by SHI as provided herein, and within the appropriated budget. *For more information, contact Jaime Locklear, Director Purchasing Department at 904 209-0158*

25. Motion to approve the **Fiscal Year 2024 Capital Improvement Program re-appropriation and associated budget transfers and authorizing the use of Utility and Building Services reserves per the attached schedule.** *For more information, contact Wade Schroeder, Assistant Director, OMB at 904 209-0570*
26. Motion to adopt Resolution 2024-_____, authorizing the County Administrator, or designee, to execute and **submit an application to Florida Commerce for the Community Planning Technical Assistance Grant Program,** on behalf of the County, for projects that may qualify for funding. *For more information, contact Sarah Newell, Grants and Policy Analyst at 904 209-0566*
27. Motion to adopt Resolution 2024-_____, approving the terms, conditions, and requirements of **Amendment Four to the Contract 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 Amendment on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
28. Motion to adopt Resolution 2024-_____, a resolution by the Board of County Commissioners of St. Johns County, Florida, **amending the Local Housing Assistance Plan for Fiscal Years 2023/2024, 2024/2025 and 2025/2026 as required by the State Housing Initiatives Partnership Program Act,** subsections 420.907- 420.9079, Florida Statutes and rule chapter 67-37, Florida Administrative code; authorizing the submission of the Amendment to the Local Housing Assistance Plan for review and approval by the Florida Housing Finance Corporation; Authorizing and directing the Board Chair to execute any necessary documents and certifications needed by the state; authorizing the County Administrator to do all things necessary and proper to carry out the terms and conditions of the State Housing Initiatives Partnership program; and providing an effective date. *For more information, contact Shawna Novak, HHS Director at 904 209-6089*
29. Motion to adopt Resolution 2024-_____, **accepting \$1,121,735 in grant funds from the U.S. Department of Housing and Urban Development for St. Johns County Community Development Block Grant Program;** approving and authorizing the County Administrator, or designee, to execute and deliver the Funding Agreement, in substantially the same form as attached hereto, on behalf of the County. *For more information, contact Shawna Novak, HHS Director at 904 209-6089*
30. Motion to adopt Resolution 2024-_____, authorizing the County Administrator, or designee, to execute an agreement, in substantially the same form and format as attached, to **provide transportation to local children participating in the annual Summer Camp activities facilitated by the Parks and Recreation Department.** *For more information, contact Ryan Kane, Parks & Recreation Director at 904 209-0324*
31. Motion to adopt Resolution 2024-_____, approving and authorizing the County Administrator, or designee, to execute and deliver, on behalf of the County, a **Memorandum of Understanding between St. Johns County and St. Johns County Firefighters Benevolent Fund Inc. for the construction of a Fallen Firefighter Memorial Garden at Fire Headquarters,** in substantially the same form as attached hereto. *For more information, contact Jeremy Robshaw, Chief - Administrative Services at 904 209-1750*

32. Motion to adopt Resolution 2024-_____, approving the terms and conditions of **Amendment No. 2 to FDEP Agreement 22SJ2 the State cost share of the post-construction monitoring South Ponte Vedra Dune Restoration project**, and authorizing the County Administrator, or designee, to execute the Agreement, along with any supplemental documentation, on behalf of the County; and to recognize and appropriate an additional \$42,120.00 for FDEP Agreement 22SJ2 within the FY24 budget year to bring the total agreement amount to \$135,135.00. *For more information, contact Damon Douglas, Coastal Manager at 904 209-0794*
33. Motion to adopt Resolution 2024-_____, approving the terms and conditions of an **agreement between the Florida Inland Navigation District and St. Johns County for the handling and storage of any excess shell material produced during the construction of the Ponte Vedra Beach Restoration Project**, and authorizing the County Administrator, or designee, to execute the Agreement, along with any supplemental documentation, on behalf of the County. *For more information, contact Damon Douglas, Coastal Manager at 904 209-0794*
34. Motion to **re-appoint Jackson Burney to the Construction Board of Adjustment and Appeals** for a full (4) year term scheduled to expire May 7, 2028; and Motion to **re-appoint Scott Lilley to the Construction Board of Adjustment and Appeals**, as a regular member, for a full (4) year term scheduled to expire May 7, 2028; and Motion to **re-appoint Alex Clay to the Construction Board of Adjustment and Appeals**, as a regular member, for a full (4) year term scheduled to expire May 7, 2028. *For more information, contact Joanne Spencer, Sr. Asst. to the Board of County Commissioners at 904 209-0308*
35. Motion to **appoint Judy Spiegel to the Affordable Housing Advisory Committee** for a term scheduled to expire on October 10, 2027. *For more information, contact Joanne Spencer, Sr. Asst. to the Board of County Commissioners at 904 209-0308*
36. Motion to adopt Resolution 2024-_____, approving the recognition and **appropriation of library donations received in the amount of \$15,265.00 amending the FY 2024 Budget**. *For more information, contact Debra Gibson, Library Director at 904 827-6909*
37. Motion to approve minutes:
- 4/16/2024, BCC Regular
38. **Proofs:**
- Proof: Notice of Meeting, Value Adjustment Board of St. Johns County, held March 27, 2024, published on March 11, 2024, in the St. Augustine Record.
- Proof: Request for Bids, Bid No: 1710, Design Build Services for Silverleaf Fire Station #23 and Sheriff's Operation Center, published on February 28, 2024 and March 6, 2024, in the St. Augustine Record.
- Proof: Request for Bids, Bid No: 1719, Dobbs Road and Old Moultrie Forcemain and Reclaimed Water Forcemain Installation, published on March 11, 2024 and March 18, 2024, in the St. Augustine Record.
- Proof: Request for Bids, Bid No: 1718, SJC Jail Fire Protection Renovation, published on March 15, 2024 and March 22, 2024, in the St. Augustine Record.
- Proof: Request for Bids, Bid No: 1728, SJC Jail Recreation Yard Structure Repairs, published on March 22, 2024 and March 29, 2024, in the St. Augustine Record.