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, July 16, 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 the Graduation of the 100th Veteran from St. Johns County Veterans Treatment Court
- Public Safety Update
- Clerk of Court's Report
- Service Delivery 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: Colin Groff, Deputy County Administrator

District 5

1. TyMe Institute Economic Development Incentive Request. The St. Johns County Economic Development Agency has received an application from the TyMe Institute for economic development incentives to develop a total of 30.165 square feet of space for a cancer prevention clinic that will also in the future include a cancer research laboratory and small-scale cancer drug manufacturing facility. After the Applicant submitted their application, they subsequently withdrew their request for confidentiality. The project scored 7 points under the new industry category of the County's Business Incentive Program, which makes it eligible for expedited permitting and an economic development incentive of up to 100% of fees paid to the County by the Applicant (impact fees), four years ad valorem taxes paid by the Applicant (general County portion) on capital improvements, and four years tangible personal property taxes paid by the Applicant (general County portion). Completion of the project is anticipated by the fourth quarter of 2025. With this schedule, the first annual incentive payment would be anticipated during FY27. The total estimated value of the incentive is \$621,031. In accordance with Program requirements, the Agency is required to review the application and make a written report to the Board of County Commissioners. Staff recommends support of this incentive application.

Presenter: Joy Andrews County Administrator, Jesse Dunn OMB

Fiscal Year 2025 Recommended Budget & Proposed Millage Rates. The annual County budget process requires a number of steps, ranging from its preparation through adoption. Florida Statutes (F.S. 129.03(3) and F.S. 200.065, Truth in Millage ("TRIM") requirements) specify that a balanced Recommended Budget must be submitted to the Board of County Commissioners as the next step in the budget process. The Fiscal Year 2025 Recommended Budget has been balanced with expenditures and adequate reserves within each County fund equal to projected fund revenues. County Administration's Recommended Budget represents a funding level that can reasonably assure the achievement of St. Johns County's operational needs while minimizing the tax impact on its citizenry. The Fiscal Year 2025 Recommended Budget Workbook may be found on the County's website at: www.sjcfl.us/OMB. Following the development and presentation of a Recommended Budget, the County is obligated to provide certain information concerning that budget to the Property Appraiser. This information includes 1.) The FY 2024 adopted millage rates; 2.) The FY 2025 proposed millage rates; 3.) The FY 2025 calculated rolled-back rates; and 4.) The date, time, and meeting place of the tentative budget hearing. This information is placed on Department of Revenue DR-420 forms provided to the Property Appraiser. Those forms provide the basis for the "TRIM" notice mailed by the Property Appraiser to property owners in St. Johns County. The BCC will need to approve proposed Millage rates (see the attached sheet) for the County's TRIM mailing, and approve September 3, 2024 @ 5:01 PM in the County Auditorium as the Date, Time and Place of the first public hearing for the adoption of the FY 2025 Budget for the St. Johns County Board of County Commissioners. For practical purposes, once the proposed Millage rates are set, they can still be decreased but not increased.

<u>Presenter: Chris Dougherty, AICP - Inspire Placemaking Collective</u> <u>Staff Member: Jacob Smith, Planning Division Manager</u>

3. 2050 Vision - Comprehensive Plan Update. The County's Comprehensive Plan is in the process of being updated. The Board of County Commissioners directed staff to utilize a consultant to assist the County through the process to develop an updated plan. The consultant, Inspire Placemaking Collective, will provide an update on the project history, timeline, and next steps.

Presenter: Mike Roberson, Growth Management Director

4. Public Hearing * Evaluation and Appraisal Report (EAR) Based Comprehensive Plan Amendments - Transmittal Hearing. The State of Florida requires local governments to evaluate and update their Comprehensive Plans every 7 years, this process is known as the Evaluation and Appraisal Report (EAR). The County's consultant, Inspire Place Making Collective, has provided an analysis of the County's current comprehensive plan and identified proposed changes in order to meet current state regulations. The proposed changes reflect updated Florida Statute code sections and citations, as well as an expansion of the current planning horizon from 2025 to 2035, as required by Florida law. The Planning and Zoning Agency is scheduled for a Transmittal Hearing on July 11th. Recommendation of the PZA will be presented to the Board after the recommendation has been made.

<u>Presenter: Jaime Locklear, Purchasing Director, & Sarah Taylor, Chief Performance</u> Officer

5. RFP 1480 Enterprise Resource Planning (ERP) Solution. The purpose of implementing an Enterprise Resource Planning (ERP) system is to create efficiencies and improve the effectiveness of the internal service departments that provide support to all County departments in its daily operations within budget, procurement, finance, human capital and other business systems. This project will allow the integration, consolidation, and automation of business processes currently handled in separate systems as well as the elimination of duplicative, manual, and offline processes. The County's current systems are outdated, disconnected and undersized, and not able to meet the needs of the County. Implementing a modern, integrated ERP software system with increased functionality, user access, reporting, automation, integration, and data structures will support the comprehensive needs of the County, including the internal service departments and end-user departments that use these core resources within their daily functions. The Purchasing Department issued a Request for Proposals ("RFP") for the implementation of a cloud-based, centralized Enterprise Resource Planning (ERP) Solution, for four (4) main functional areas: Finance, Human Resources, Procurement and Budget. The RFP was developed with the assistance of the County's ERP Consultant, Plante & Moran, PLLC. The County received six (6) responsive Proposals, which were evaluated, and demonstrations were presented by a shortlist of two (2) firms. The evaluation committee, based upon Proposals and demonstrations, identified Cognizant Worldwide Limited as the top ranked firm. Cognizant is the firm who is responsible for developing and implementing the ERP Solution. The proposed ERP Solution is Workday, Inc for the procurement, finance and human resource functions, with Sherpa Government Solutions, LLC (EUNA) proposed for the budget function, and Can/Am Technologies, Inc proposed for the cashiering function. Staff has negotiated Statement(s) of Work and agreements with the four (4) firms that will make up the entirety of the ERP Solution. Each of these agreements with their respective Statement of Work is attached to this agenda for review and approval. Staff recommends Board approval to award RFP 1480; Enterprise Resource Planning Solution, to the top ranked team of Cognizant, Workday, Sherpa (Euna) and Can/Am and to execute the contracts, as negotiated, in substantially the same form and format as attached hereto. Due to the size of the Exhibits and Attachments, they are available upon request from Jaime Locklear.

Presenter: Autumn L. Martinage, Matthews | DCCM Staff Member: Trevor Steven, Planner

District 2

6. **Public Hearing** * **PUD 2023-22 Shearwater 210 PUD.** Request to rezone approximately 6.04 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a maximum of 72,480 square feet of commercial, retail, and/or office uses; located on the southwest corner of CR 210 W and Shearwater Parkway. This request is a companion application to CPA (SS) 2023-11. This request was originally heard at the 4/18/2024 PZA, where it was continued with a 4-2 vote. At the 6/20/2024 PZA, it was recommended for denial with a vote of 6-0. Agency members and nearby residents discussed a range of topics, including compatibility, traffic on CR 210 W and the status of it being widened, the approved CR 210 Town Center PUD located to the north, and the demand for non-residential uses in general for the nearby area.

Presenter: Autumn L. Martinage, Matthews | DCCM

District 2

7. **Public Hearing** * CPA(SS) 2023-11 Shearwater 210 PUD. Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 6.04 acres of land from Rural/Silviculture to Residential-C; specifically located on the southwest corner of CR 210 W and Shearwater Parkway. This request is a companion application to PUD 2023-22. This request was originally heard at the 4/18/2024 PZA, where it was continued with a 4-2 vote. At the 6/20/2024 PZA, it was recommended for denial with a vote of 6-0. Agency members and nearby residents discussed a range of topics, including compatibility, traffic on CR 210 W and the status of it being widened, the approved CR 210 Town Center PUD located to the north, and the demand for non-residential uses in general for the nearby area.

Presenter: Kathryn Whittington of Whittington Law, and Blair Knighting, AICP of

Kimley-Horn and Associates, Inc

Staff Member: Saleena Randolph, Senior Planner

District 2

8. Public Hearing * PUD 2023-09 Rivers Self Storage PUD. Request to rezone approximately 5.99 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a maximum 100,000 square foot Self Storage facility, specifically located at 1065 State Road 16. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on June 20, 2024 and recommended approval with a vote of 6 to 0. Agency members discussed the Applicant's plan to provide buffers along SR 16 and Mission Trace, where the Applicant highlighted that the buffer reduction was limited to the southwest corner of the site. They also noted that the reduced setback was adjacent to the open space parcels for Mission Trace to the south and west. The Agency discussed the Applicant's plan for the preservation of significant trees, controlled onsite lighting, security fencing, and acknowledged the Project Team's outreach through unofficial meetings with Mission Trace neighbors. There was only one member of the public who spoke during public comment, and they presented the Applicant's agreement to address site/area security, adequate stormwater management, prevention of damage/trespass during construction, and appreciation for the courtesy meetings hosted by the applicant.

<u>Presenter: Mark Shelton, AICP</u> <u>Staff Member: Cynthia A. May, Principal Planner</u>

District 2

- 9. Public Hearing * PUD 2023-23 Village Commons PUD. Request to rezone three (3) parcels from Open Rural (OR) and PUD (Ord 2008-20) to PUD to accommodate a maximum of 55,000 square feet of commercial/retail uses as permitted in the Neighborhood Commercial zoning designation of the Land Development Code, and a 7,000 square foot expansion of the existing church, specifically located at 5845, 5865, and 5885 State Road 16, Saint Augustine. The Planning and Zoning Agency held a Public Hearing on this item on June 6, 2024, and voted 5-1 in favor of recommending approval. Concerns raised by Agency members included increased traffic, and that the church expansion and proposed commercial uses appeared to be incongruent. The applicant waived any right to develop the property pursuant to the Live Local Act, Chapter 2023-17, Laws of Florida, and any subsequent amendments.
 - Public Comment
 - Commissioners' Reports
 - County Administrator's Report
 - County Attorney's Report

Revised

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

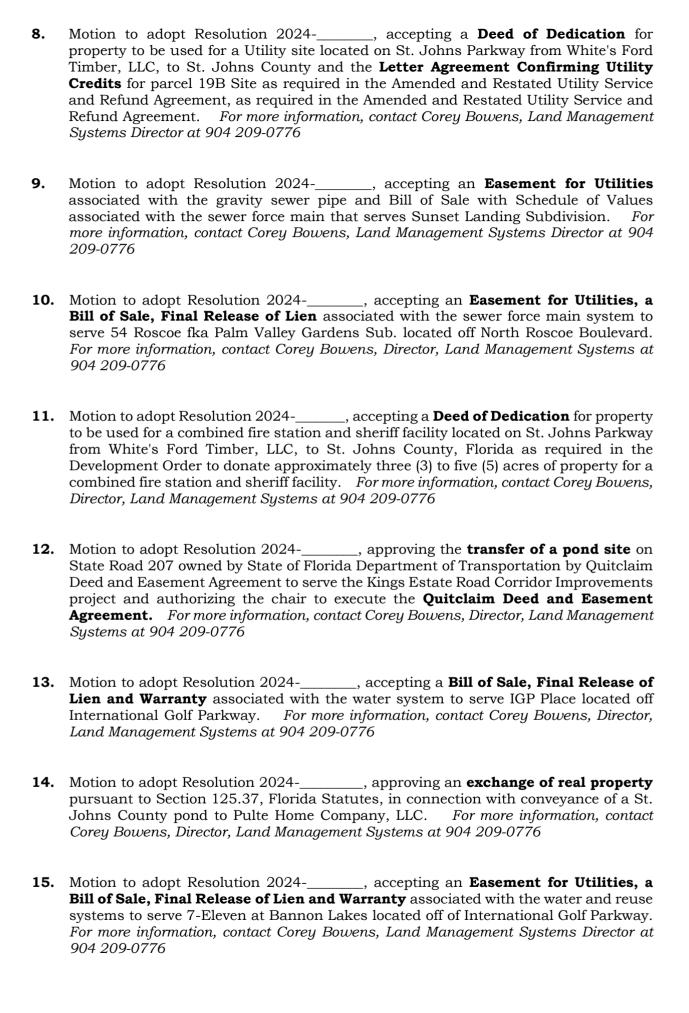
Joy Andrews, County Administrator Rich Komando, Interim County Attorney

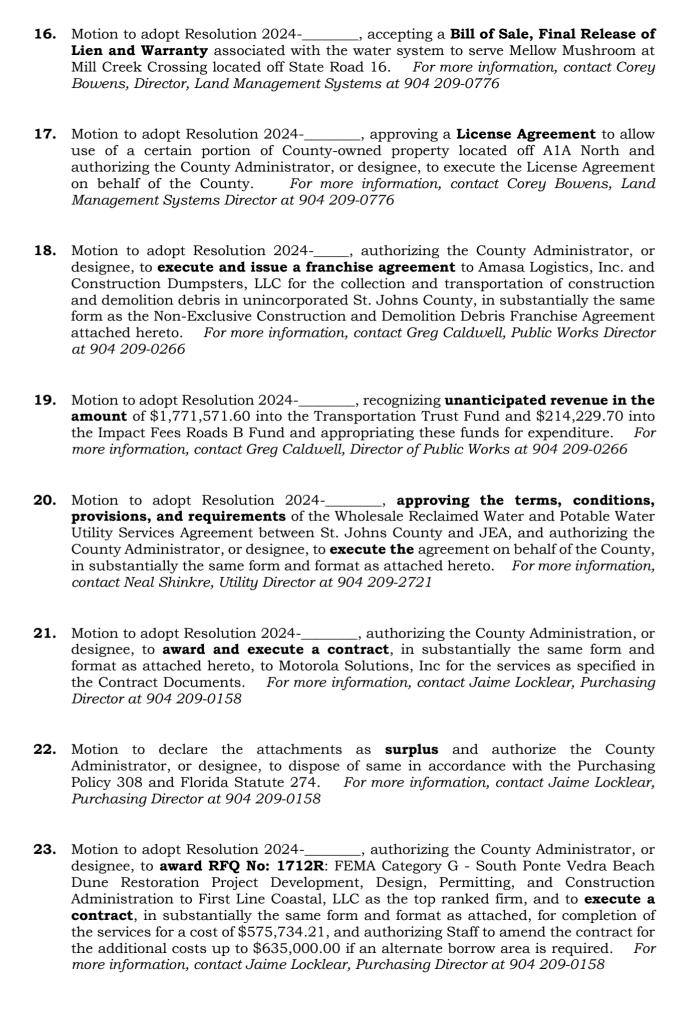
Tuesday, July 16, 2024 9:00 AM

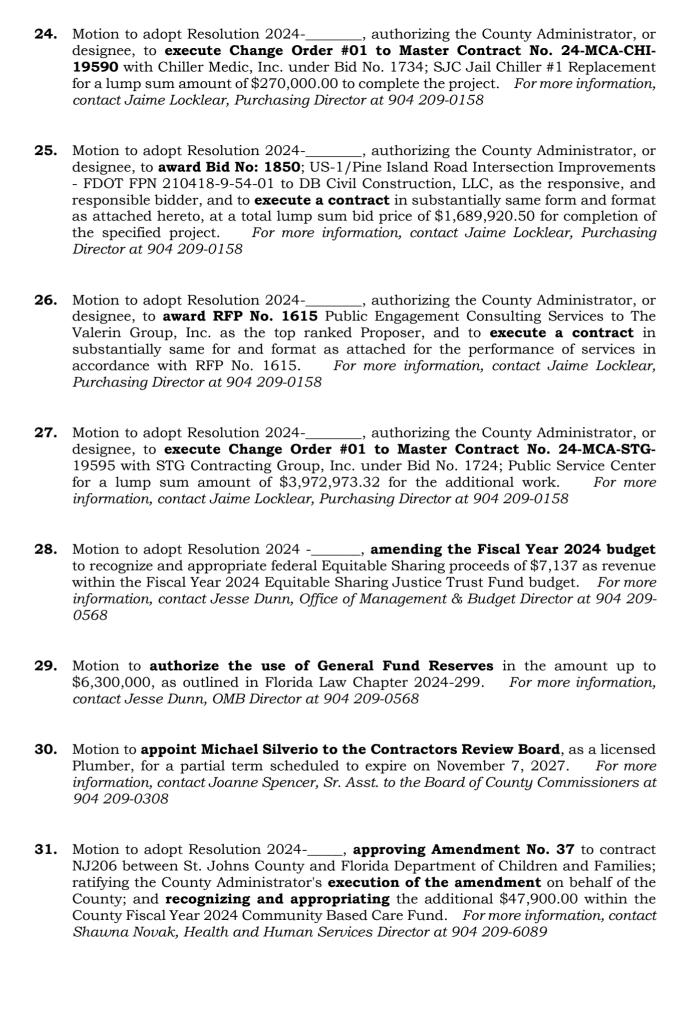
Please be sure all cellular devices are turned off for the duration of the County Commission Meeting

CONSENT AGENDA

	COTINETITIOE, ET
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 Whisper Creek Phase 12 Unit A. For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
3.	Motion to adopt Resolution 2024, approving the final plat for Terra Pines South Phase Three. For more information, contact Ava Pyszczymuka, Application Review Supervisor at 904 209-0603
4.	Motion to adopt Resolution 2024, approving the final plat for Whisper Creek Phase 12 Unit B. For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720
5.	Motion to adopt Resolution 2024, approving the final plat for Landing at Olde Florida. For more information, contact Kelly Schley, Application Review Supervisor at 904 209-0720
6.	Motion to adopt Resolution 2024, authorizing the County Administrator, or designee, to execute the Impact Fee Credit Agreement with Whites's Ford Timber, LLC (IFA 2023-04) establishing a Fire/Rescue impact fee credit of \$650,000, a Law Enforcement impact fee credit of \$650,000, and a Public Buildings impact fee credit of \$650,000. For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611
7.	Motion to adopt Resolution 2024, accepting an Easement for Utilities for a new water transmission main to be located along S. Dancy Avenue in Hastings. For more information, contact Corey Bowens, Land Management Systems Director at 904 209-0776







- 32. Motion to adopt Resolution 2024——, recognizing and appropriating \$1,143,988.00 from U.S. Department of Housing and Urban Development for the FY2025 Community Development Block Grant Program; approving the FY2025 Annual Action Plan; authorizing the award of grant funds to subrecipients and providing for reallocation of grant funds in certain circumstances; authorizing the County Administrator, or designee, to execute and deliver, on behalf of the County, all documents necessary for HUD to award the funds, and all subrecipient agreements. For more information, contact Shawna Novak, HHS Director at 904 209-6089
- **33.** Motion to adopt Resolution 2024-______, approving the request to submit an application to have **Beluthahatchee Park listed on the National Register of Historic Places.** For more information, contact Ryan Kane, Parks & Recreation Director at 904 209-0324
- **34.** Motion to adopt Resolution 2024-______, amending the St. Johns County **Fiscal Year 2024 Fee Schedule** to include a rental fee for the Vilano Music Pavilion. For more information, contact Ryan Kane, Parks & Recreation Director at 904 209-0324
- **35.** Motion to adopt Resolution 2024-______, approving the terms and conditions of Amendment 1 to **FDEP Funding Agreement 23SJ3** in order to correct task timelines, and authorizing the Chair, 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
- **36.** Motion to authorize the transfer of \$160,000 from Tourist Development Tax Category Five Reserves to conduct an **economic impact study** on the options to keep the Summer Haven River open. For more information, contact Damon Douglas, Coastal Manager at 904 209-0794
- **37.** Approval of **minutes**:
 - 06/18/24, BCC Regular

38. Proofs:

Proof: Notice of Meeting, Tax Impact of Value Adjustment Board, certifying the 2023 final tax roll, published May 9, 2024 and May 31, 2024, in the St. Augustine Record. Proof: Notice of Meeting, Value adjustment board meeting, certifying the 2023 final tax roll, held on May 23, 2024, published May 9, 2024 in the St. Augustine Record.

Proof: Notice of Meeting, Fiscal Year 2025 Administrator's Budget Workshop Sessions, held on May 10, May 13, May 14, May 15, May 17 and May 20, 2024, published May 3, 2024, in the St. Augustine Record.

Proof: Notice of Meeting, Fiscal Year 2025 Administrator's Budget Workshop Session, held on May 24, 2024, published on May 20, 2024, in the St. Augustine Record.

Proof: Notice of Solicitation for Bids, Bid No: 1850; US-1/Pine Island Road Intersection Improvements, published May 16, 2024 and May 23, 2024, in the St. Augustine Record.

Proof: Notice for Solicitation for Bids, Bid No: 1853; Vilano Beach Nature Greenway Boardwalk Replacement, published May 16, 2024 and May 23, 2024, in the St. Augustine Record.

Proof: Notice for Solicitation of Bids, for Bid No: 1807; Race Track Road; West Peyton Parkway to Bartram Park Blvd. Improvements, published May 21, 2024 and May 28, 2024, in the St. Augustine Record.