

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst  
District 2 - Sarah Arnold  
District 3 - Clay Murphy, Vice-Chair  
District 4 - Krista Joseph, Chair  
District 5 - Ann Taylor



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

Joy Andrews, County Administrator  
Rich Komando, Interim County Attorney

Tuesday, December 17, 2024, 9:00 AM

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*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
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

### **Presenter: Mike Roberson, Growth Management Director**

- 1. 2025 Roadway and Transportation Alternatives List of Priority Projects (LOPP).**

The Florida Department of Transportation (FDOT) and the North Florida Transportation Planning Organization (TPO) request project priorities from local governments for potential funding of new transportation projects to be considered for inclusion in the new fiscal year of FDOT's Work Program. This is an annual recurring request sent to local governments. The St. Johns County Board of County Commissioners is charged with prioritizing all projects within the County, including those within municipal boundaries. The Transportation Advisory Group (TAG), consisting of County staff, representatives of the City of St. Augustine, St. Augustine Beach, St. Johns County School District, St. Johns County Sheriff's Office, and the St. Augustine-St. Johns County Airport Authority met on November 14, 2024, to review last year's priorities and recommend this year's priorities. The attached LOPP includes TAG's recommendations for both highway and alternatives projects. At this meeting, staff is requesting the approval of the Regional Priority list.

**Presenter: Jaime Locklear, Director of Purchasing, and Greg Caldwell, Director of Public Works**

- 2. Change Order #09 to RFQ 22-13 DBIA 530 Final GMP for Inclusion of the Veterans/Greenbriar/CR 210/ Alt 210 intersection improvements into the #5072 CR 210 / Greenbriar to Cimarrone Widening project.** On April 18, 2023, the Board of County Commissioners of St. Johns County approved execution of the Secondary Design-Build Agreement with SUPERIOR Construction Company Southeast, LLC for construction of the CR-210 Widening from Greenbriar Road to Cimarrone Boulevard, in accordance with RFQ No. 22-13. Due to the existing widening project of CR-210 from Greenbriar to Cimarrone it was determined necessary to include the Greenbriar Road/Veterans Parkway Intersection to maximize efficiencies in the design and construction of the additional work, in order to minimize design and construction costs, and avoid prolonged construction period and traffic restrictions in the area immediately after new construction has taken place. The County incorporated the addition of design services and submittal of a Guaranteed Maximum Price (GMP) for the Greenbriar Road/Veterans Parkway Intersection to extend the beginning of the CR-210 widening to the east of Veterans Parkway on Greenbriar Road and South of CR-210 on CR-210A by Change Order. The County negotiated the scope and fee submitted in the GMP Proposal for construction of the additional Work for the required widening, signalization, and drainage improvements necessary for the Greenbriar/Veterans Parkway intersection to accommodate the projected widening of CR-210 and came to agreement with SUPERIOR for at a total cost of \$8,589,240.37. Staff recommends Board approval to execute Change Order #09 to the Secondary Design-Build Agreement for the completion of construction, as negotiated, with SUPERIOR Construction Company Southeast, LLC in accordance with the Secondary Design-Build Agreement and as provided in RFQ No. 22-13.

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

- 3. FEMA Public Assistance Category G (Permanent Work) for Hurricanes Ian, Nicole, and Milton.** Hurricanes Ian, Nicole, and Milton inflicted severe impacts on Florida, resulting in a presidential declaration for federal assistance. FEMA's Public Assistance program is a Federal grant to aid State and Local governments in returning a disaster area to pre-disaster conditions. The grant is provided to primarily address the repair and restoration of public facilities and infrastructure damaged or destroyed or the restoration of services that were negatively impacted. This update is focused on the current FEMA Category G project in South Ponte Vedra and will present an opportunity to include North Ponte Vedra Beach because of impacts from Hurricane Milton.

**Presenter: Alex Mansur, Affordable Housing Advisory Committee Chair**  
**Staff Member: Joseph Cone, Health and Human Services Assistant Director**

- 4. Public Hearing \* A review of the St. Johns County Affordable Housing Advisory Committee Annual Report.** As required by Florida State Statute, the St. Johns County's Affordable Housing Advisory Committee (AHAC) annually reviews established policies, procedures, ordinances, and the County's Land Development Code, and Comprehensive Plan and make recommendations on strategies to encourage or facilitate the development and/or preservation of affordable housing. On November 20, 2024, AHAC conducted a noticed public hearing and by affirmative vote of the majority of the AHAC membership approved the attached final report.

**District 2**

5. **Public Hearing \* REZ 2024-15 Hardee Family.** Request to rezone approximately 30 acres of land from Planned Rural Development (PRD) to Open Rural (OR), located at an unaddressed parcel on the corner of Oscar Ashton Road and County Road 13A North. This request has a companion application CPA(SS) 2024-06. The Planning and Zoning Agency heard this request at their regularly scheduled public hearing on November 7, 2024 and recommended approval with a vote of 7 to 0. Agency member and public discussion was limited. Discussion occurred regarding the onsite wetlands. Input from a neighbor at 136 Ashton Oaks Drive stated he sits on the Ranch Club HOA Board and the neighborhood is in full support of this request.

**District 2**

6. **Public Hearing \* CPA(SS) 2024-06 Hardee Family.** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 30 acres of land from Rural/Silviculture to Residential-A (RES-A) with a text amendment limiting the property to a maximum of five (5) single family dwelling units; located at an unaddressed parcel on the corner of Oscar Ashton Road and County Road 13A North. This request is a companion application to REZ 2024-15. The Planning and Zoning Agency heard this request at their regularly scheduled public hearing on November 7, 2024 and recommended approval with a vote of 7 to 0. Agency member and public discussion was limited. Discussion occurred regarding the onsite wetlands and the proposed text amendment. Input from a neighbor at 136 Ashton Oaks Drive stated he sits on the Ranch Club HOA Board and the neighborhood is in full support of this request.

**\*\*\*Recess Board of County Commissioners Meeting\*\*\***  
**\*\*\*Convene St. Johns County CRA Meeting\*\*\***

**Presenter: Sara Maxfield, Director, Economic Development**

**District 5**

7. **Vilano Beach Main Street Contract.** The St. Johns County Board of County Commissioners, by the adoption of its Resolution 2002-184, established the boundaries of the Vilano Beach Community Redevelopment Area, and, by the adoption of its Resolution 2002-208, incorporated the boundary areas of the Vilano Beach Community Redevelopment Area into the St. Johns County Community Redevelopment Agency. The Vilano Beach Main Street, Inc., (VBMS), is a not-for-profit organization dedicated to enhancing, promoting, and preserving the historic character and economic vitality of the Vilano Beach Town Center by implementing the Florida Main Street program. The established goals of Vilano Beach Main Street are consistent with the approved community redevelopment plan for the Vilano Beach Community Redevelopment Area, and the CRA and VBMS wish to work in harmony in implementing the community redevelopment plan. This agenda item is a Contract between the St. Johns Community Redevelopment Agency and VBMS for the purpose of providing services and projects consistent with the community redevelopment plan for the Vilano Beach Redevelopment Area. Funding for this contract was approved in the FY 2025 CRA budget.

**\*\*\*Adjourn St. Johns County CRA Meeting\*\*\***  
**\*\*\*Reconvene St. Johns County Board of County Commissioners Meeting\*\*\***

**Presenter: Michelle Kennedy, BerryDunn Consultant**

**Staff Member: Angela Cowling, Chief of Staff and Sarah Taylor, Assistant County Administrator**

- 8. Second Presentation of the Draft Countywide Strategic Plan.** During the BCC Meeting on February 7, 2023, County Administration received approval from the Board to hire a consultant to develop a countywide strategic plan. In March 2023, the County issued a competitive Request for Proposals (RFP) and subsequently entered into a contract with BerryDunn, the top-ranked respondent. After extensive engagement with the community and stakeholders, representatives from BerryDunn presented a draft strategic plan for discussion at the Commission Meeting on September 17, 2024. The Board and community members in attendance provided feedback and suggestions. The consultant and staff collected these comments and held one-on-one sessions with both current and incoming Board members to review them. A second draft is now being presented, which incorporates the feedback received during the Commission meeting as well as recommendations from the one-on-one sessions. This draft outlines the proposed strategic priorities and objectives for the Board's discussion and consideration. The Board can choose to approve the draft as it is or make additional changes. The next phase of the project will involve finalizing the implementation plan, which includes specific action items to achieve these objectives, identifying performance measures, and developing a graphic version of the final plan to share with the community.

**Presenter: Joy Andrews, County Administrator**

- 9. Confirmation of Desiree Woroner as Human Resources & Risk Management Director.** After conducting an extensive national recruitment for a permanent Human Resources Director, the County selected Desiree Woroner for the position. Ms. Woroner has over 20 years of experience in human resources and risk management. She has held multiple leadership positions in the public and private sectors and will be a valuable addition to the County team. Staff is seeking Board confirmation of Ms. Woroner as the HR Director.

- ❖ 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, Deputy Director-BCC Accounting at 904 819-3680*
2. Motion to adopt Resolution 2024-\_\_\_\_\_, approving the **final plat for Brook Forest Phase 1B - Silverleaf Parcel 9** Lots 421 and 422 Replat. *For more information, contact Ava Pyszczyuka, Application Review Supervisor at 209-0603*
3. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities and a Temporary Construction Easement** from Dunn Jax LLC for a reclaimed water transmission main to be located along Watson Road. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
4. Motion to adopt Resolution 2024-\_\_\_\_\_, approving the terms and authorizing the County Administrator, or designee, to execute a **Contract Agreement** allowing a Sheriff's Deputy to reside at Frank Butler Park West for security purposes. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities** from Smith Brothers Enterprises, LLP for a water transmission main to be located along George Miller Road in Hastings. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve High School 'HHH' (Tocoi High School). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities** associated with the water meters and a Bill of Sale, Final Release of Lien and Warranty associated with the water and sewer systems to serve Loves Travel Stop - SR 206. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting **Deeds of Dedication** for additional right-of-way required for a turn lane along International Golf Parkway in connection with the Home Depot project. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2024-\_\_\_\_\_, approving an **exchange of real property** pursuant to Section 125.37, Florida Statutes, in connection with conveyance of a St. Johns County pond on Greenbriar Road to Greenbriar Property Holdings, LLC, and a grant of easement over the pond parcel from Greenbriar Property Holdings, LLC, to the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
10. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities** associated with the water system to serve Whisper Creek Phase 11 Unit A located off Trailmark Drive. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
11. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities** associated with the water system to serve Whisper Creek Phase 12 Unit A located off Trailmark Drive. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
12. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve St. Marks Industrial Park - IGP (Phase 1A). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
13. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve East Manson Road Lots. *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, Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve St. Augustine Lakes - Phase 3A. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
15. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve Trailmark Phase 12B. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
16. Motion to adopt Resolution 2024-\_\_\_\_\_, accepting an **Easement for Utilities and Warranty** associated with the water meters to serve Mr. Clean Car Wash. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
17. 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 Alkinani. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

18. Motion to adopt Resolution 2024-\_\_\_\_\_, authorizing the County Administrator or designee, to utilize the Florida Sheriff's Association Contract# FSA23-EQU21.0, to **purchase one (1) excavator**, as specified herein, from Menzi USA Sales, Inc, for a total purchase of \$518,713.87 in accordance with the terms of the contract. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
19. 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*
20. Motion to adopt Resolution 2024-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award RFQ NO. 1972**; Design-Build Services for Hastings Ground Storage Tank to Precon Corporation, as a qualified Design-Build Firm with the lowest technically acceptable cost proposal, and to execute a contract in substantially same form and format as attached hereto for completion of the specified services for a Total Cost of \$1,042,000.00, in accordance with RFQ NO. 1972 *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
21. Motion to adopt Resolution 2024-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award RFQ NO. 1710**; Design-Build Services for Silverleaf Fire Station #22 and Sheriff's Operations Center to DiMare Construction Co., as a qualified Design-Build Firm with the highest ranked qualification and technical proposal, and to execute a contract in substantially same form and format as attached hereto for completion of the specified services for a Total Cost of \$989,888.00 for Phase I – Design Services and GMP Development, in accordance with RFQ NO. 1710. *For more information, contact Jaime Locklear, Purchasing Director at 904 209-0158*
22. Motion to adopt Resolution 2024-\_\_\_\_\_, authorizing the County Administrator, or designee, to **utilize the Sourcewell Cooperative Contract #091422-FAS** for Onsite Program for the provision of supplies, tools and equipment for the duration of the Sourcewell Contract, unless earlier terminated, in accordance with Facilities Management annual budget. *For more information, contact Jaime Locklear, Director of Purchasing at 904 209-0158*
23. Motion to adopt Resolution 2024-\_\_\_\_\_, **amending the Fiscal Year 2025 budget** to recognize and appropriate federal Equitable Sharing proceeds of \$60,094.61 as revenue within the Fiscal Year 2025 Equitable Sharing Justice and Equitable Sharing Task Force Trust Fund budgets. *For more information, contact Jesse Dunn, Office of Management & Budget Director at 904 209-0568*
24. Motion to approve **a Fiscal Year 2024 end-of-year General Fund reserve transfer** in the amount of \$45,000 to ensure fiscal year-end positive department balances per the St. Johns County Administrative Code. *For more information, contact Wade Schroeder, Assistant Director, OMB at 904 209-0570*
25. Motion to **elect** Commissioner Krista Joseph as a member and chair of the St. Johns County Value Adjustment Board; and to **elect** Commissioner Christian Whitehurst as a member of the St. Johns County Value Adjustment Board. *For more information, contact Joanne Spencer, Sr. Asst. Board of County Commissioners at 904 209-0308*

26. Motion to **appoint** Kyle Sawchuk to the North Coastal Design Review Board for a full four year term scheduled to expire December 17, 2028. *For more information, contact Joanne Spencer, Sr. Asst. to the Board of County Commissioners at 904 209-0308*
27. Motion to **appoint** Commissioner Krista Joseph to the Northeast Florida Regional Council Board of Directors; and to **appoint** Commissioner Clay Murphy to the Northeast Florida Regional Council Board of Directors. *For more information, contact Chairman Krista Joseph, County Commissioner, District 4 at 904 209-0300*
28. Motion to adopt Resolution 2024-\_\_\_\_\_, recognizing and appropriating \$31,571.11 of **unanticipated funds** within the General Fund for FY 2025. *For more information, contact Brad Bradley, Deputy County Administrator at 904 209-0530*
29. Motion to adopt Resolution 2024-\_\_\_\_\_, approving an **amendment to the Memorandum of Understanding** between the Friends of the Guana Tolomato Matanzas Research Reserve and St. Johns County for, and authorizing the Chair, or designee, to **execute the Memorandum of Understanding**, along with any supplemental documentation, on behalf of the County. *For more information, contact Joseph Giammanco, PhD, Director Emergency Management at 904 824-5550*
30. Motion to adopt Resolution 2024-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute and deliver on behalf of the County, the **Third Amendment to the Contract** between the County and The Devereux Foundation Inc. for the Family Builders Treatment Program add language to the contract to ensure adherence to provisions required by the county's contract with the Department of Children and Families. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*
31. Motion to adopt Resolution 2024-\_\_\_\_\_, approving, and authorizing the County Administrator, or designee, to execute and deliver the **Fourth Amendment to the Contract** between St. Johns County and National Youth Advocate Program, Inc. to add language to the contract to ensure adherence to provisions required by the county's contract with the Department of Children and Families. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*
32. Motion to adopt Resolution 2024-\_\_\_\_\_, approving the **Paul Coverdell Forensic Science Improvement Grant Agreement**, authorizing the County Administrator or designee to execute the agreement in substantially the same form as attached hereto, along with any supplemental documents required to secure a grant in the amount of \$2,940.85 for two mirrorless cameras and one macro camera lens for use by the Medical Examiner's Office; and **amending the Fiscal Year 2025 budget** to recognize and appropriate the grant funds as revenue within the Fiscal Year 2025 General Fund and Medical Examiner Department budgets *For more information, contact Kelly Boulos, Forensic Operations Manager at 904 209-0822*



33. Motion to adopt Resolution 2024-\_\_\_\_\_, approving the **agreement** with the City of Jacksonville through the Urban Area Security Initiative (UASI) funding program authorizing the receipt of emergency response equipment valued at \$120,010 for use in emergency response in St. Johns County and authorizing the County Administrator, or designee, to execute forms and agreements approving the transfer of this equipment and certifying the equipment will be utilized for emergency response in St. Johns County. *For more information, contact Jeremy Robshaw, Admin Services Chief at 904 209-1750*
34. Motion to approve Resolution 2024-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute the Contract** between St. Johns County and Hastings Main Street, Inc. in an amount not to exceed \$28,500 for the purpose of providing services in support of economic development within the Downtown Hastings area, in substantially the same form as attached hereto. *For more information, contact Sam Camp, Economic Development Project Manager at 904 209-3257*
35. Motion to adopt Resolution 2024-\_\_\_\_\_, amending Resolution 2024-433 declaring public purpose and reasonable necessity for the acquisition of certain **easements along Vilano Beach** for re-nourishment of the beach, authorizing such acquisition through negotiated conveyance or the exercise of the right and power of eminent domain, and authorizing the County Attorney, or designee, to initiate and pursue condemnation proceedings as necessary. *For more information, contact Lex Taylor, Deputy County Attorney at 904 209-0805*
36. Motion to authorize the **transfer** \$200,090 from General Fund Reserves to the Supervisor of Elections for the purpose of funding the 2025 special election to fill the U.S. House of Representatives Seat in the 6th Congressional District. *For more information, contact Vicky Oakes, Supervisor of Elections at 904 823-2238*
37. **Motion to approve minutes:**
- 12/3/2024, Regular BCC