

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 - James K. Johns
District 2 - Jeb S. Smith, Chair
District 3 - Paul M. Waldron
District 4 - Jeremiah Ray Blocker, Vice Chair
District 5 - Henry Dean



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Hunter S. Conrad, County Administrator
Patrick F. McCormack, County Attorney

Tuesday, November 3, 2020 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 2020 as Adoption Month
- ❖ Proclamation recognizing November 11, 2020 as Veterans Day
- ❖ Acceptance of Proclamations
- ❖ Retirement recognition of Battalion Chief Robert Herring
- ❖ Retirement recognition of Medical Director George Woodward
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter: Dennis Hollingsworth, CFC, 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 Hollingsworth will present a report of excess fees collected for the 2019-2020 Fiscal Year. Please note that these Excess Fees have already been estimated as a part of the County budget process and therefore they do not necessarily represent additional County revenue.

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

Staff Member: Justin Kelly, Planner

District 4

2. **Public Hearing * REZ 2020-07 Frog Hollow Mobile Home Park.** Request to rezone approximately 6.5 acres of land from Commercial General (CG) to Residential, Manufactured/Mobile Home (RMH) with conditions. The subject property is located on the east side of US 1 North, north of the Northeast Florida Regional Airport. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on October 1, 2020. Agency members voted unanimously to recommend approval, 7-0.

Presenter: Karen M. Taylor

Staff Member: Saleena Randolph, Planner

District 4

3. **Public Hearing * REZ 2020-16 Flagler Commerce Center Addition.** Request to rezone approximately 1.01 acres of land from Residential, Single Family (RS-3) to Commercial, Intensive (CI) with conditions to provide the required buffer and retention area that will serve the main use commercial site located at 6236 US Hwy 1 North. The Planning and Zoning Agency (PZA) heard this item at the October 1, 2020 regular meeting and voted 7-0 to recommend approval with conditions. Discussion resulted in one (1) added condition to the rezoning to allow only buffering and stormwater retention uses. The applicant was in agreement with the recommended condition. No public comment was provided. Please see the Growth Management Staff Report for project details.

Presenter: Vivian Browning, Vilano Beach Main Street, Inc.

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

District 5

4. **Extension of the agreement between the St. Johns County Community Redevelopment Agency and Vilano Beach Main Street, Inc.** 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 CRA. 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 national Main Street program. In 2018, the VBMS requested funding from the St. Johns County Community Redevelopment Agency to continue its efforts as a recognized Florida Main Street community. (Resolution 2019-2008) The original funding request was approved as part of the adoption of the FY 2019 budget. VBMS requested an extension of the existing agreement, for FY 2020 and FY 2021. This agenda item is a sub-recipient agreement between the County and VBMS in an amount not to exceed \$10,000 for the purpose of providing services in support of economic development within the Vilano Beach Community Redevelopment Area as recommended by the July 31, 2007 Market Analysis prepared by Thomas Point and Associates. A motion to approve this sub-recipient agreement is necessary.

Presenter: Melissa A Lundquist, Assistant to the Board of County Commissioners

5. **Consider appointments to the Northwest Communication Tower Advisory Board.** Currently there are two (2) vacancies on the Northwest Communication Tower Advisory Board. These vacancies are both due to expired terms. The vacancies were advertised for a four-week span of August 6, 2020 through September 7, 2020. Please find attached for your review and consideration a copy of an excerpt from the September 28, 2020 Northwest Communication Tower Advisory Board Minutes highlighting their appointment recommendations and two (2) applications: Debra Lumley- Dist. 1, and Karen Roumillat- Dist. 1.
6. **Consider appointments to the Library Advisory Board.** Currently there are two (2) vacancies on the Library Advisory Board. These vacancies are both due to expired terms. The vacancies were advertised for a four-week span of August 5, 2020 through September 7, 2020. Please find attached for your review and consideration a recommendation letter from the Library Advisory Board and three (3) applications: John Cellucci- Dist. 4, Katherine Dvornick- Dist.1, and Catherine St. Jean- Dist. 3.

- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney's Report
- ❖ Clerk of Court's Report

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CONSENT AGENDA

1. **Motion to approve the Cash Requirement Report.** *For more information, contact Lon Stafford, County Chief Financial Officer at 819-3622*
2. **Motion to adopt St. Johns County Emergency Proclamation No. 2020-_____, extending the local state of emergency for an additional seven day period.** *For more information, contact Patrick F. McCormack, County Attorney at 904 209-0805*
3. Motion to adopt Resolution 2020-_____, accepting a Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values conveying all personal property associated with the water and sewer systems to serve **Wildwood Drive Self Storage** located off Wildwood Drive. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
4. Motion to adopt Resolution 2020-_____, accepting a Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values conveying all personal property associated with the sewer system to serve **400 A1A Beach Blvd.** *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
5. Motion to adopt Resolution 2020-_____, accepting a Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values conveying all personal property associated with the water system to serve **Southwind Plantation Phase 1** located off County Road 208. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
6. Motion to adopt Resolution 2020-_____, accepting a Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values conveying all personal property associated with the water, sewer and reuse systems to serve **Silverleaf Village 17A & 17B Phase 2** located off St. Johns Parkway. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*
7. Motion to adopt Resolution 2020-_____, accepting a Final Release of Lien, Warranty, Easement for Utilities, and a Bill of Sale conveying all personal property associated with the water, sewer and reuse systems to serve **Silverleaf Village 17A & 17B Phase 1** located off St. Johns Parkway. *For more information, contact Gail Oliver, Land Management Systems Department at 904 209-0770*

8. Motion to adopt Resolution No. 2020-____, authorizing the County Administrator, or designee, to execute a Purchase and Sale Agreement with Salvation Army, in substantially the same form and format as attached hereto, providing for the acquisition of property located at 1850 State Road 207 for future **Affordable Housing** and an exchange of County-owned property located at 1425 Old Dixie Highway, and further authorizing the County Administrator, or designee, to exercise all steps necessary to close the transactions. Motion to approve a transfer of an amount not to exceed \$1,200,000 from General Fund - Special Contingency Reserves to the Housing Department for the purchase of property located at 1850 State Road 207 for future Affordable Housing and an exchange of County-owned property located at 1425 Old Dixie Highway. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
9. Motion to adopt Resolution 2020-____, authorizing the County Administrator, or designee, to execute a Lease Agreement with **Northeast Florida Community Action Agency, Inc.**, in substantially the same form and format as attached, providing for the use of office space at the Solomon Calhoun Community Center. *For more information, contact Gail Oliver, Director, Land Management Systems at 209-0770*
10. Motion to declare the identified timber located on the County-owned property known as the Davis Park Expansion, as surplus, and authorize the County Administrator, or his designee, to issue a sealed bid and contract for the **sale of the declared timber** to the highest responsive, responsible bidder per Purchasing policy, and Florida Statute 274.05 and 125.35 *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 209-0158*
11. Motion to adopt St. Johns County Resolution 2020-____, authorizing the County Administrator, or designee, to execute Change Order No: 04, in substantially the same form and format as attached, under Master Contract No: 19-MCC-CAP-10718 between St. Johns County and **Capital Access, Inc.**, providing for an amended scope of work as described herein at an amount not to exceed \$50,643.56. *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*
12. Motion to adopt Resolution 2020-____, which provides for (1) recognition and appropriation of a **U.S. Department of Homeland Security FEMA Grant and a State of Florida Division of Emergency Management grant** within the Fiscal Year 2021 General Fund Hurricane Matthew Department; (2) approval of a transfer from General Fund Reserves; (3) authorization for the County Administrator, or designee, to enter into negotiations with Continental Heavy Civil Corp as the top ranked firm under RFQ No: 20-77; Design-Build Services for Hurricane Matthew FEMA Cat. B. Emergency Berm Restoration; (4) upon successful negotiations, execution of a preliminary Design-Build Agreement with Continental Heavy Civil Corp, substantially in the same form as attached, to complete the design and submit a pricing proposal; and (5) authorization of staff to negotiate the pricing proposal for board approval of the secondary Design-Build Agreement for completion of the work in accordance with the design. *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*
13. Motion to declare the attachments as **surplus** and authorize the County Administrator, or his designee, to dispose of same in accordance with the Purchasing Policy 308 and Florida Statute 274. *For more information, contact Jaime Locklear, Asst. Director Purchasing & Contracts at 904 209-0158*

14. Motion to adopt Resolution 2020 - _____, amending the **St. Johns County Fee Schedule** for services provided by St. Johns County Departments for Fiscal Year 2021. *For more information, contact Devin Cousins, Senior OMB Analyst at 904 209-0569*
15. Motion to adopt Resolution 2020-_____, authorizing the County Administrator, to recognize and appropriate grant funding to the Fiscal Year 2021 budget; and approving allocation of the funds for use by the Growth Management Department, Environmental Division, for the completion of the **Historic Properties Survey of Hastings, Florida**. *For more information, contact Devin Cousins, Senior OMB Analyst at 904 209-0569*
16. Motion to adopt Resolution No. 2020-_____, approving the terms, conditions, and requirements of a **grant agreement** between St. Johns County and the State of Florida, **Department of Management Services** in the amount of \$722,829.42 and authorizing the Chair or the County Administrator to execute the grant agreement on behalf of the County. *For more information, contact Victoria Ogaga, E-911 Supervisor at 904 209-1478*
17. Motion to adopt Resolution 2020-_____, approving the terms, conditions, provisions and requirements of an agreement between the **State of Florida Department of Transportation (FDOT)** and St. Johns County, Florida to provide for landscape maintenance on portions of SR A1A, SR13 and SR16 located within St. Johns County and authorizing the County Administrator or designee to execute the agreement on behalf of the County. *For more information, contact Neal Shinkre, P.E., Public Works Director at 904 209-0268*
18. Motion to adopt Resolution 2020-_____, approving the terms, conditions, provisions, and requirements of the Modification to Subgrant Agreement between the Division of Emergency Management and St. Johns County reinstating and extending the term of the **Kings Road Phase I (design) Drainage Improvements** Subgrant Agreement to December 31, 2020, and authorizing the County Administrator, or designee, to execute the Modification on behalf of the County. *For more information, contact Neal Shinkre, P.E., Public Works Director at 904 209-0268*
19. Motion to Adopt Resolution No. 2020-_____, approving the terms and conditions of the Non-Exclusive Franchise Agreement for **Commercial/Industrial Solid Waste** between St. Johns County, Florida and GFL Solid Waste Southeast, LLC and authorizing the County Administrator or designee to execute the Non-Exclusive Franchise Agreement on behalf of the County. *For more information, contact Neal Shinkre, P.E., Director of Public Works at 209-0268*
20. Motion to approve the County Administrator or his designee to initiate a budget transfer from General Fund Reserves (0083-59920) to States Attorney's Office Contractual Services (0008-53120) in an amount not to exceed \$2,616 in order to sufficiently fund the contract for **janitorial services** at the Homicide Investigation Unit. *For more information, contact Amanda Sullivan, Building Operations Superintendent at 904 209-0650*
21. Motion to approve calendar year 2021 **holiday schedule** for the Board of County Commissioners, as described in 408.7 of the Administrative Code. *For more information, contact Sarah Taylor, Human Resources Director at 904 209-0638*

- 22.** Motion to adopt Resolution 2020-_____, approving the terms, conditions, and requirements of the contract between St. Johns County and EPIC Community Services for the provision of services through the **THINK! For Success Program**, at a price not to exceed \$41,800; and, authorizing the County Administrator to execute the contract substantially in the same form as attached on behalf of the County. *For more information, contact Shawna Novak, HHS Director at 904 209-6089*
- 23.** Motion to adopt Resolution 2020-_____, approving the terms, conditions, and requirements of the Agreement between St. Johns County, Florida and **SMA Behavioral Health Services, Inc.**, in an amount not to exceed \$230,000, authorizing the Chair of the Board of County Commissioners, or designee, to execute the Agreement substantially in the form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
- 24.** Motion to adopt Resolution 2020-_____, authorizing the County Administrator, or his designee, to execute a subrecipient contract between St. Johns County and **Alpha-Omega Miracle Home, Inc.**, substantially in the same form as attached, for the purpose of increasing the supply of affordable housing in St. Johns County. *For more information, contact Joseph Cone, Assistant Director, Health and Human Services at 904 209-6089*
- 25.** Motion to approve Minutes
- 09/15/2020, BCC Regular
 - 10/06/2020, BCC Regular
 - 10/13/2020, BCC Special

