

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

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



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

Michael D. Wanchick, County Administrator  
Patrick F. McCormack, County Attorney

Tuesday, May 7, 2019 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
- ❖ Proclamation recognizing May 2019 as National Drug Court Month
- ❖ Proclamation recognizing May 2019 as Foster Parent Appreciation Month
- ❖ Proclamation recognizing May 2019 as Older Americans Month
- ❖ Proclamation recognizing May 8, 2019 as St. Augustine Giving Day
- ❖ Acceptance of Proclamations
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Melissa Glasgow, Director of Economic Development**

1. **Presentation by Aundra Wallace, President of JAXUSA Partnership - JAXUSA Update.** Aundra Wallace, President of JAXUSA Partnership, will provide a presentation to the Board of County Commissioners on economic development-related programs and activities at JAXUSA Partnership.

### **Presenter - Debra Rhodes Gibson, Library Director**

2. **Presentation by Cogito LLC on the updated Library Master Plan, 2018-2028.** The first Master Plan for the library system was conducted in the 1980s, followed by an update in the 1990s, and updated again in the early 2000s. In FY2018, the library department contracted with Cogito, LLC to update the Master Plan for Library Facilities through the year 2028. The presentation includes a report on the data collected, community surveys, community visioning sessions, staff and Library Advisory Board input, overall analyses of library staffing levels, library programs, and library facilities, and recommendations for future direction. All long-range planning documentation is a required component of the State Aid to Libraries grant program and must be submitted to the State Library annually as part of SJCPLS' State Aid grant application packet.

**Presenter - Greg Caldwell, Assistant Public Works Director**

- 3. Solid Waste Presentation on Recycling and Special Assessments.** Recent changes in the recycling market and increases in the Consumer Price Index (CPI) are anticipated to increase annual expenses within the Solid Waste Municipal Services Business Unit (MSBU). In order to maintain current services to County residents within the MSBU, the annual assessment will have to be increased. (See detail in Attachment A.) Staff will provide a brief presentation and seek Board approval of the Contractors' rate adjustments, negotiate and draft proposed amendments to the franchise agreements and to proceed with the proposed increases to the Solid Waste MSBU assessments, including all legally required notices and public hearings.

**Presenter - Rebecca Lavie, Senior Assistant County Attorney**

- 4. First Reading of St. Johns County Emergency Management Ordinance.** The current version of the St. Johns County Emergency Management Ordinance was enacted in 1994 and amended in 2000. Based on the County's experiences with Hurricanes Matthew and Irma, it has been determined that it is advisable to update the Emergency Management ordinance in order to more effectively handle states of local emergency. The updated ordinance streamlines the procedure for declaring a state of local emergency and provides procedures for the removal of disaster-generated debris.

**Presenter - Valerie Stukes, Planner**

**District 3**

- 5. Public Hearing \* PUD 2018-15 Moultrie Oaks Townhomes.** Public hearing for PUD 2018-15, Moultrie Oaks Townhomes, a request to rezone approximately 9.6 acres of land from Commercial Neighborhood (CN) to Planned Unit Development to accommodate development of a 66-unit townhome subdivision.

**Presenter - Casey Dendor, Planner**

**District 5**

- 6. Public Hearing \* REZ 2018-20 Old City RV & Boat Storage Facility.** Request to rezone approximately 1.38 acres of land from Open Rural (OR) to Commercial Intensive (CI) to accommodate intended development of an RV and Boat Storage Facility; located west of US Highway 1, south of Big Oak Road and east of Avenue B within the Airport District. Per Section 3.04.04.B.1 of the Land Development Code, the Airport Overlay District requires review by the Airport Authority and a recommendation prior to being presented to the Board of County Commissioners, in addition to a recommendation by the Planning and Zoning Agency (PZA). As of April 17, 2019, the Airport Authority has not provided a recommendation of the requested rezoning. The Planning and Zoning Agency heard the request during their regularly scheduled public hearing on March 21, 2019 and voted 5-1 to recommend approval of the application.

**Presenter - Dick D'Souza, PE, Chief Engineer**

**District 4**

- 7. Public Hearing \* VACROA 2018-06 Petition to vacate a portion of Panther Lane.** Petition to Vacate that portion of Panther Lane, formerly Second Avenue, Hilden Subdivision, as recorded in Map Book 3, Page 59 of the public records of St. Johns County, Florida, lying between lots 2, 4, 6, 8, 10, 12, 14, 16, 18, and 20, Block 48 and lots 1, 3, 5, 7, 9, 11, 13, 15, 19, and 19, Block 49 of said Hilden Subdivision. The right of way being proposed for vacation is unopened and unimproved, and does not serve as access to any properties. The request is made by the St. Johns County Utility Department to facilitate the expansion of the County's Northeast Water Treatment Plant located approximately 350' east of the intersection of US 1 North and Ray Road. Adjacent property owner has joined the petition.

**Presenter - Joseph C. Cearley, Special Projects Manager**

- 8. Land Development Code Discussion Item.** At the direction of the Board of County Commissioners (the "Board"), staff was asked to address the following issues: • Park Master Plan (Barth Report) Proposed Code Changes • Stormwater Design Standards • Affordable Housing Land Use Options • Changes to Land Development Code tree protection standards staff seeks direction from the Board on all items.

**Presenter - Vicky C. Oakes, Supervisor of Elections**

- 9. Request to split precincts 105 and 406 into 2 precincts to allow for smooth operations on election day for voters and workers at the polls.** Due to high population growth of 2 precincts in the county to over 10,000 voters in each precinct, the 2 precincts should be split in advance of the 2020 elections. During the 2018 General Election, even though over 50% of the voters in these 2 precincts voted early or by mail, each precinct had nearly 3,000 voters on election day go to the precinct to cast their ballot, causing lines most all day in an election with a 70% voter turnout. With the expected growth in the upcoming years, plus anticipated voter turnout for the upcoming 2020 elections action needs to be taken for these 2 high growth precincts. The 2 precincts to be split are 105 (County Road 210 area between US 1 & I-95) and 406 (Nocatee). They will each be split into 2 precincts to allow for anticipated future growth and smooth operations on election day for the voters and workers at the polls. The new precincts numbers will be 111 and 410. Polling places were not included in this information on purpose. We do have locations, but have not received back signed contracts. Once the contracts are received, we can move forward with assigning the polling location. By making this change, St. Johns County will go from 46 to 48 precincts and 38 to 40 polling locations open on election day. All affected voters will receive new voter information cards notifying them of the changes once the new polling places for the new precincts have been fully secured and are under contract.

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

- 10. Consider appointments to the Arts, Culture, Heritage Funding Panel.** Currently there are six (6) vacancies on the Arts, Culture, Heritage Funding Panel. All six vacancies are due to expired terms. Three (3) of the vacancies are member positions residing within St. Johns County and three (3) of the vacancies are member positions residing outside of St. Johns County, one of which is an alternate. All members are required to demonstrate an interest in tourism/cultural development and promotion. St. Johns County resident members serve two (2) year terms and non-residents serve one (1) year terms. Please find attached for your review and consideration twenty (20) applications: Olga Aguilar (Dist. 2 Resident), Kathleen Bond (Dist. 1 Resident), John C Boyd (Dist. 5 Resident), Sherry Churchill (Dist. 2 Resident), Charles J Eastman (Dist. 4 Resident), John E. Graham (Non-resident), Adrienne M Hines (Dist. 4 Resident), Jim Hirschfield (Non-resident), Sonia Johnson (Dist. 1 Resident), Mary M Matthews (Dist. 1 Resident), Stephanie Maynard (Dist. 1 Resident), Stacey Miles (Dist. 4 Resident), Kai Mui (Dist. 4 Resident), Cindy Rodriguez (Non-resident), Diane Ruggiero (Non-resident), Susanne Schuenke (Dist. 4 Resident), Jacob C Sinatra (Non-resident), Ramesh N Shah (Dist. 4 Resident), Christina West (Dist. 3 Resident), and Tracy Lauritzen Wright (Non-resident), along with a recommendation from the Arts, Culture, Heritage Funding Panel.

- ❖ 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 Allen MacDonald, County Finance Director at 819-3669*
2. Motion to adopt St. Johns County Resolution 2019-\_\_\_\_\_, approves the terms, conditions, and requirements of the **Interlocal Agreement between St. Johns County and the St. Johns County School Board** substantially in the same form as attached and authorizes the County Administrator, or his designee, to execute the agreement on behalf of the County, authorizing payment to the St. Johns County School Board of costs associated with the **provision of emergency sheltering during Hurricane Irma in an amount not to exceed \$369,765.10**, as provided in the attached invoice, and recognizing and appropriating FEMA grant funding within the General Fund budget. *For more information, contact Linda Stoughton, Director of Emergency Management at 904 824-5550*
3. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Bannon Lakes - Parcel B**. *For more information, contact Shalene B. Estes, Application Review Supervisor at 209-0720*
4. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Creekside at Twin Creeks - Phase 2B**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
5. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Creekside at Twin Creeks - Phase 2C (replat)**. *For more information, contact Kelly Schley, Application Review Supervisor at 209-0603*
6. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Twin Creeks North Parcels 10 and 11 Phase 2**. *For more information, contact Shalene B. Estes, Application Review Supervisor at 904 209-0720*
7. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Twin Creeks North Parcel 12 Phase 2**. *For more information, contact Shalene B. Estes, Application Review Supervisor at 904 209-0720*
8. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Twin Creeks North Parcel 13 Phase 2**. *For more information, contact Shalene B. Estes, Application Review Supervisor at 904 209-0720*

9. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **final plat for Twin Creeks North Parcel 14 Phase 2**. *For more information, contact Shalene B. Estes, Application Review Supervisor at 904 209-0720*
10. Motion to approve PFS AGREE 2019-03 and authorize the County Administrator to execute the **Lightsey Road Extension PUD Proportionate Fair Share Agreement**, finding that the proposed Agreement is consistent with Section 11.09 of the Land Development Code. *For more information, contact Jan Trantham, Senior Transportation Planner at 209-0611*
11. Motion to adopt Resolution 2019-\_\_\_\_\_, accepting a **Final Release of Lien, Warranty, Easement for Utilities, Bill of Sale and Schedule of Values** conveying all personal property associated with the **water, sewer and reuse systems to serve Bannon Lakes Phase 1A-1B located off International Golf Parkway**. *For more information, contact Gail Oliver, Land Management Systems, Director at 209-0770*
12. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms and authorizing the County Administrator to execute a **Purchase and Sale Agreement** for an Easement on behalf of the County, and accepting an **Easement for a Sewer Force Main to be located off State Road 13 North**. *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
13. Motion to Adopt Resolution 2019-\_\_\_\_\_, authorizing the Chair of the Board of County Commissioners to execute a **reimbursement agreement** on behalf of the County with the State of Florida's Department of Transportation (FDOT) **to reimburse the County's 25 percent cost share under the HMGP program**. *For more information, contact Jay Brawley, P.E., AICP, County Engineer at 904 209-0113*
14. **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, Purchasing Manager at 209-0158*
15. Motion to adopt Resolution 2019 – \_\_\_\_\_, authorizing the County Administrator, or his designee, **to award Bid No: 19-30; West Augustine Drainage Improvements – Service Area 3**, and execute a contract in substantially same form and format as attached hereto with **G&H Underground Construction, Inc.** for completion of the project as provided in Bid No. 19-30, for a lump sum cost of \$181,275.40. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
16. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, **to award Bid No:19-37; Painting of the St. Johns County Sheriff's Office Criminal Justice Facility - Building L Jail Outback to Shamrock Restoration Services, Inc.**, and to execute a contract in substantially the same form and format as attached for completion of the work at a lump sum price of \$144,197.00. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*

17. Motion to approve the addition of one (1) full time **Federal Funding Specialist** position for the **Community Based Care at a pay grade 14**. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
18. Motion to adopt Resolution 2019-\_\_\_\_\_, **ratifying the County Administrator's execution of Amendment #17 to the Community Based Care contract NJ206** between St. Johns County, Florida and the State of Florida, Department of Children and Families, which inserts the Schedule of Funds dated 01/15/2019 for Fiscal Year 2018--2019, and recognizing unanticipated revenue of \$21,382.00. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
19. Motion to adopt Resolution 2019-\_\_\_\_\_, to transfer \$100,000 from the **Northwest Recreation Projects Reserve** to complete the restoration of the **Alpine Groves Farmhouse**. *For more information, contact Jamie Baccari, Community Program Manager at 904 209-0377*
20. Motion to approve Minutes:
- 02/19/19, BCC Regular
21. **Proofs:**
- Proof: Request for Bids, Bid No.: 19-50; Automated Car Wash Service, published on March 4, 2019, and March 11, 2019, in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 19-15; Ravenswood Drive Drainage Improvements, published on March 13, 2019, and March 20, 2019, in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 19-48; Sale of Real Property Located at 4735 Avenue A, St. Augustine, Florida, published on March 13, 2019, and March 20, 2019, in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 19-49; Purchase and Installation of Playground Equipment at Royal Road Park and Al Wilke Park, published on March 18, 2019, and March 25, 2019, in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 19-53; Holiday Isle Lift Station Improvements, published on March 18, 2019, and March 25, 2019, in the St. Augustine Record.
- Proof: Request for Bids, Bid No.: 19-54; Villages of Valencia Offsite Force Main Replacement, published on March 23, 2019, and March 30, 2019, in the St. Augustine Record.
- Proof: Request for Proposals, RFP No.: 19-18; Grant Administration Services for Community Development Block Grant (CDBG), published on March 23, 2019, and March 30, 2019, in the St. Augustine Record.
- Proof: Notice of Hearing, Public Hearing to consider the adoption of an ordinance creating a MSTU for the provision of dune and beach restoration for South Ponte Vedra Beach and Vilano Beaches, heard on March 19, 2019, published on March 8, 2019, in the St. Augustine Record.
- Proof: Notice of Hearing, Public Hearing to consider the adoption of an ordinance levying and imposing an additional one (1) percent tourist development tax through SJC, heard on March 19, 2019, published on March 9, 2019, in the St. Augustine Record.

