

# 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, August 20, 2019 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 Kids Safe Zone Afterschool Tutorial and Enrichment Program
- ❖ Acceptance of Proclamation
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Hunter S. Conrad, Clerk of Court and Comptroller**

1. **Presentation of the St. Johns County Comprehensive Annual Financial Report.** The County's Comprehensive Annual Financial Report ("CAFR") requires acceptance from the Board of County Commissioners. The Report is prepared by the Clerk Comptroller's Office. As a final step, the Board should accept the FY 2018 CAFR as audited by Carr, Riggs & Ingram, LLC, the County's auditing firm. The CAFR and SAS 114 letter is available on the Clerk's website, which can be accessed from the County's webpage, at the following link: <http://www.sjccoc.us/financials/county-annual-financial-report/CAFR/>. The Board will now have the opportunity for any further discussion with the auditors. The County has once again received an unqualified opinion on the fair presentation of its financial statements.

### **Presenter - Beverly Frazier, Senior Supervising Planner**

2. **Public Hearing \* PLNAPPL 2019-01 and PLNAPPL 2019-02 Roscoe Marina ZVAR 2019-12.** Requests from Robert Fredeking and James Whitehouse, representing Delores Schwab, Jerome Hoffman, and Kara Terwilliger, all property owners in the area, to appeal the approval of Zoning Variance for the Roscoe Marina (ZVAR 2019-12) by the Planning and Zoning Agency. The approval permits development of a Community Marina on a 2.8-acre parcel of land in Commercial General (CG) zoning north of ICW Marker 51 within ICW-N(2) with relief from locational criteria of LDC Section 6.08.41.B.2(a). The Zoning Variance was approved by the Planning and Zoning Agency with a 4-1 vote at the May 16, 2019 meeting, with Mr. Matovina dissenting.

**District 4**

**Presenter - Cynthia A. May, ASLA, Senior Supervising Planner**

**District 1**

- 3. Public Hearing \* MAJMOD 2019-02 RiverTown PUD.** Request for a Major Modification to the RiverTown PUD to include a third type of multi-family development (townhomes/villas), and extend phasing based on gubernatorial emergency declarations. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on July 18, 2019, voted 5-0 to recommend approval with the condition that the Applicant add development criteria to distinguish between Conventional Neighborhood Design and Traditional Neighborhood Design. The Agency also required that the 35-foot development edge adjacent to Whitelock Farms on the east side of the PUD remain in its natural state. Details regarding PZA discussions are provided in the Staff Report, and the Applicant updated the MDP Text to include these conditions.

**District 1**

- 4. Public Hearing \* PUD 2019-02 Bridgewater PUD.** Request to rezone approximately 143.9 acres of land east of I-95 and South of CR 210 West from Open Rural (OR) to Planned Unit Development (PUD) to accommodate a maximum of 816 multi-family dwelling units (townhomes). The Planning and Zoning Agency held a public hearing on July 18, 2019 and voted 4-0 to recommend denial based on 10 findings of fact, with one member recusing.

**District 2**

- 5. Public Hearing \* COMPAMD 2016-06 Minorcan Mill (TRANSMITTAL).** Transmittal hearing for COMPAMD 2016-06 Minorcan Mill, a Comprehensive Plan Amendment to amend 58.24 acres on the Future Land Use Map from Agricultural Intensive (AI) to Residential-B (Res-B), with a text amendment limiting the maximum number of single-family residential units to 125. The Planning and Zoning Agency held a public hearing on December 6, 2018, and voted 3-2 in favor of recommending denial of transmittal of COMPAMD 2016-06 Minorcan Mill. The Board of County Commissioners remanded the application back to the Planning and Zoning Agency on February 5, 2019. The Planning and Zoning Agency held a public hearing on July 18, 2019, and voted 4-1 in favor of recommending transmittal of COMPAMD 2016-06 Minorcan Mill.

**Presenter - Georgia Katz, Senior Planner**

**District 2**

- 6. Public Hearing \* MAJMOD 2019-01 Pacetti Road Plaza.** Request for a Major Modification to the Pacetti Road Plaza Planned Unit Development (Ordinance 2010-01). to reinstate the expired PUD, add 3,100 square feet of commercial, reduce the Scenic Edge, and revise design of the project. The subject property, approximately 5.95 acres, is on the west side of Pacetti Road (CR 13A) south of Meadowlark Lane and across from Samara Lakes Parkway. The Planning and Zoning Agency voted 6-0 to recommend approval on during its July 18, 2019 hearing.

**District 3**

- 7. Public Hearing \* PUD 2018-17 Lightsey Road Self-Storage.** PUD 2018-17 – Lightsey Road Self-Storage A request to rezone approximately 8.99 acres of land located on Lightsey Road from Open Rural (OR) to Planned Unit Development (PUD) to allow a Self- Storage Facility, and other specified uses, including General, Professional, Government, and Medical Offices. The Planning and Zoning Agency voted 6-0 to recommend approval at its July 18, 2019 hearing.

**Presenter - Kim K. Del Rance, Senior Planner**

**District 3**

8. **Public Hearing \* REZ 2019-02 Edinger IV Beach Property.** Request to Rezone approximately 0.22 acres of land from Commercial Neighborhood (CN) to Residential, Manufactured/Mobile Home or Single-Family (RMH(S)) with an address of 6257 A1A South, located approximately 1300 feet south of Treasure Beach Road on Anastasia Island. The Planning and Zoning Agency recommended approval by 5-0 at the July 18, 2019 PZA hearing.

**Presenter - Damon Douglas, Administrative Manager**

**District 5**

9. **Proposed off-beach parking improvements to leverage additional State and Federal cost sharing for the South Ponte Vedra-Vilano Beach USACE Beach Nourishment Project.** Staff has been exploring opportunities to reduce the County's costs for the new 50-year USACE beach and dune nourishment project in North Beach. There was \$1.7M budgeted in FY-19 for this purpose. Upon analyzing the feasibility of alternatives to increase public access, and the related affect on the state and federal cost shares for the USACE project, staff recommends building 20 new paved parking spaces in the planned parking footprint of the future Mussallem Beachfront Park, and re-establishing overflow parking at North Beach Park to bring the parking count to 100 spaces. An additional project to add forty public parking spots at the Reef Restaurant overflow parking area is also under development, and staff intends to seek approval from the Commission in September. All of the recommended improvements are estimated to total less than \$1M, with estimated improvement to the County's share of the USACE project cost of \$3.6M for the initial nourishment and an additional \$17.1M for the subsequent nourishments.

**Presenter - Doug Bataille, Parks and Recreation Director**

10. **Parks and Recreation Master Plan Update.** On Tuesday, March 19, Barth and Associates presented the Parks and Recreation Master Plan. Based off this presentation, the Board directed staff to present an update with the following: 1. Revised Vision Statement with a condensed Executive Summary. 2. Map showing County owned and undeveloped recreation property in the areas of need. 3. Illustration of the current spending of the Department vs. the statically valid survey results of how residents would allocate \$100 of spending. 4. Communication efforts based off the research and analysis conducted which found 40% of households "do not know what is being offered" and 21% stating they " do not know locations of the facilities". 5. Two typical park prototypes (waterfront and regional). 6. List of staff efforts that have been completed based off the Master Plan findings.

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

11. **Consider an appointment to the Cultural Resource Review Board and ratification of member term limits.** Currently there is one vacancy on the Cultural Resource Review Board. This vacancy is for an At-large Alternate seat. Appointees shall be qualified through the demonstration of special interest, experience or education in the preservation of the County's cultural resources and when possible, have practical and professional experience in one or more of the following fields: archaeology, architecture, architectural history, curation or conservation, planning, professional engineering, real estate, history, historic preservation, or related disciplines. Please find attached for your review and consideration a recommendation letter from the Cultural Resource Review Board, along with three applications. These applications are as follows: Tonya Cramer, District - 4, Kai Mui, District - 4 and Albert Syeles, District - 5. Additionally, on November 6, 2018, the Board of County Commissioners voted to appoint six applicants, at that time, it was decided by the Board of County Commissioners to grant the Cultural Resource Review Board the authority to select the term limits of the selected members. Attached for your review and consideration is a letter from the Cultural Resource Review Board dated April 12, 2019, which indicates the term limits as decided by the Cultural Resource Review Board.

**Presenter - Stacey Stanish, Director, Administrative/Support Services**

- 12. Presentation of requested timeline for County Administrator Transition.** The County Administrator contract is scheduled to expire on January 1, 2021. Staff will provide information regarding transition timeline options including possible professional recruitment.

- ❖ 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 Resolution 2019-\_\_\_\_\_**, authorizing the County Administrator to execute the **Amended Impact Fee Credit Agreement with White's Ford Timber, LLC and Longleaf Partners, LLC (IFAM 2019-03) with a total road impact fee credit of \$78,528,877.00.** *For more information, contact Jan Trantham, Senior Transportation Planner at 209-0611*
- 3. Motion to adopt Resolution 2019-\_\_\_\_\_**, authorizing the Chair of the Board of County Commissioners to execute a **cost-share agreement** substantially in the same form as attached on behalf of the County with the **St. Johns River Water Management District (SJRWMD) to reimburse the County's 33 percent of the expected construction costs for the San Diego Road Drainage Improvements**, and amending the FY 2020 budget to recognize and appropriate grant revenue in an amount not to exceed \$290,400 within the Fiscal Year 2020 Transportation Trust Fund Budget (Other Grant Expenditure 1114-55306). *For more information, contact Jay Brawley, County Engineer at 904 209-0113*
- 4. Motion to adopt Resolution 2019-\_\_\_\_\_**, accepting a **Special Warranty Deed from Habitat of St. Augustine/St. Johns County, Inc. to St. Johns County** conveying additional right-of-way along the south side of **Broach Street and the west side of N. St. Johns Street.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
- 5. Motion to adopt Resolution 2019-\_\_\_\_\_**, accepting a **Grant of Easement from US 1 Boat & RV Storage, Inc. to St. Johns County** for future maintenance of a **sidewalk along a portion of Old Dixie Highway.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
- 6. Motion to adopt Resolution 2019-\_\_\_\_\_**, approving the terms and conditions of the **Non-Exclusive Franchise Agreement for Construction and Demolition debris** between St. Johns County, Florida and **Jimco Site Services** and authorizing the County Administrator or designee to execute the Non-Exclusive Franchise Agreement on behalf of the County. *For more information, contact Wendy Hicks, Solid Waste Manager at 904 827-6982*
- 7. 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*

8. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **enter into negotiations** with the top ranked firm, **Ducky Recovery, LLC, Under RFP 19-29; CDBG-DR Owner Occupied Rehabilitation/Elevation/Reconstruction**, and upon successful negotiations, to award and execute a contract with Ducky Recovery, LLC to perform the services in accordance with RFP 19-29. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
9. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **enter into negotiations** with the top ranked firms, **Ducky Recovery, LLC, Persons Services Corp., and Hamvis Properties, Inc.; under RFP 19-32; CDBG-DR Manufactured Housing Demolition and Replacement**, and upon successful negotiations, to award and execute a contract substantially in the same form as attached with Ducky Recovery, LLC., Persons Services Corp., and Hamvis Properties, Inc. to perform the services in accordance with RFP 19-32. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
10. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **execute a contract** in substantially same form and format as attached hereto **with Tyler Technologies** to perform the services in accordance with RFP 19-10; St. Johns County Growth Management - **Electronic Permitting, Plan Review & Inspection System (EPPRIS)**. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
11. Motion to adopt Resolution 2019-\_\_\_\_\_, to authorize the County Administrator, or his designee **to issue and execute Task Order #13** in substantially the same form as attached for **Tetra Tech, Inc.** to provide residential rehabilitation, reconstruction, elevation, buyout, and Manufactured Housing Unit replacement program management services for residential applicant projects through to project close out for the not-to-exceed amount of \$3,000,000.00. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
12. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, **to award Bid No. 19-74; Purchase of Sign Shop Materials**, and execute contracts in substantially same form and format as attached hereto with **Osburn Associates, Inc., Vulcan Inc., and Universal Signs and Accessories** for the provision of all labor, materials, and equipment required in order to furnish various types of materials to the St. Johns County Sign Shop, as needed, such as sign and street sign blanks, traffic sign faces, roll goods sheeting, sign posts and sign hardware/accessories, covered street sign blanks, and complete traffic signs for St. Johns County as provided in Bid No. 19-74. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
13. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, **to award Bid No:19-69; Chiller Replacement at St. Johns County Growth Management Building to Carrier Corporation** as the lowest, responsive, responsible bidder, and to execute a contract substantially the same form and format as attached for completion of the work at the lump sum price of \$158,756.00. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
14. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, **to award Bid No:19-65; St. Johns County Public Works Driveway to Besch & Smith Civil Group, Inc.** as the lowest, responsive, responsible bidder, and to execute a contract substantially the same form and format as attached for completion of the work at the lump sum price of \$105,500.50. *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 enter into a **service agreement** in substantially the same form and format as attached, **with Motorola Solutions for Technical Support and Onsite Infrastructure Response Services for a 5 year** term at a total contract price of \$934,463. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
16. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or designee to **enter a ten (10) year service contract with Commercial Energy Specialists.** *For more information, contact Jaime Locklear, Solomon Calhoun Pool Maintenance at 904 209-0158*
17. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute an amendment, in substantially the same form and format as attached, to the **End User License Agreement between ESi Acquisitions, Inc, and SJC Emergency Management, providing for the expansion to the WebEOC software platform,** and annual maintenance services which shall continue until the system is no longer used by the County. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
18. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, **to purchase the CitySourced Mobile Application, and enter into the Mobile Application Customer Agreement,** for a year one cost of \$38,650, and year two and beyond cost of \$32,650. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
19. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms, conditions, and requirements of a **grant agreement with the Florida Division of Emergency Management in the amount of \$ 87,099.00 through the Emergency Management Performance Federal Grant,** authorizing the County Administrator or his designee to execute the grant agreement on behalf of the County substantially in the same form as attached, and recognizing and appropriating within the **FY 2019 General Fund Emergency Management Department.** *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*
20. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms, conditions, and requirements of the **Statewide Mutual Aid Agreement** and authorizing the Chair to execute the agreement in substantially the same form as attached in order to maximize the prompt, full and effective use of resources of all participating governments **in the event of an emergency or disaster.** *For more information, contact Linda Stoughton, Emergency Management Director at 904 824-5550*
21. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the **template for a tri-party agreement between the County, a county resident and a construction contractor to perform services in accordance with U.S Department of Housing and Urban Development, Florida Department of Economic Opportunity and the County's Restore St. Johns programs** and authorizing the County Administrator, or his designee, to use and execute the agreement in substantially same form and format as attached hereto. *For more information, contact Joseph Giammanco, Disaster Recovery and Grants Director at 209-0152*
22. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the County Administrator, or his designee, to execute an **agreement with the St. Johns County School District** allowing the County to use portions of **First Coast Technical College for Fire Rescue training purposes in substantially the same form as attached.** *For more information, contact Jeffrey Prevatt, Fire Rescue Chief at 904 209-1702*

23. Motion to adopt Resolution 2019-\_\_\_\_\_, **ratifying the County Administrator's execution of Amendment #21 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 07/01/2019 for State Fiscal Year 2019-2020, and recognizing and appropriating an associated \$560,221.00 within the County Fiscal Year 2019 Community Based Care Fund. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
24. Motion to adopt Resolution 2019-\_\_\_\_\_, authorizing the **Chair to sign a letter, addressed to the HUD Senior Community Planning and Development Representative**, which provides details of the amendments and authorizing the County Administrator, or his designee, to submit the amendments to the **2018-2019 Annual Action Plan through HUD's Integrated Disbursement and Information System**. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
25. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms, conditions, and requirements of the **subrecipient agreement**, substantially in the same form as attached, between **St Johns County and Alpha-Omega Miracle Home Inc. in the amount of \$196,462.00, for the purpose of purchasing and rehabilitating a single-family home** that will be used as an affordable rental unit for a low to moderate-income household and authorizing the County Administrator or designee to execute the Agreement on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
26. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms, conditions, and requirements of the **subrecipient agreement**, substantially in the same form as attached, between **St Johns County and St. Johns Housing Partnership, Inc. in the amount of \$75,000.00, for the purpose of purchasing a single-family home** that will be used as an affordable rental unit for a low to moderate-income household and authorizing the County Administrator or designee to execute the Agreement on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
27. Motion to adopt Resolution 2019-\_\_\_\_\_, approving the terms, conditions, and requirements of the **subrecipient agreement**, substantially in the same form as attached, between **St Johns County and St. Johns Housing Partnership, Inc. in the amount of \$51,000.00, for the purpose of purchasing a single-family home** that will be used as an affordable rental unit for a low to moderate-income household and authorizing the County Administrator or designee to execute the Agreement on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
28. Motion to **transfer \$75,000 from the General Fund Reserve to match grant funding from the St. Augustine Beach Port and Waterway District** to complete the **renovation and expansion of Doug Crane Boat Ramp**. *For more information, contact Billy Zeits, Parks and Recreation Assistant Director at 904 209-0322*
29. Motion to approve the **transfer of \$100,000 from the General Fund Reserves to match Florida Inland Navigational District's funding for a comprehensive maritime management plan**. *For more information, contact Billy Zeits, Parks and Recreation Assistant Director at 904 209-0322*
30. Motion to approve a General Fund **Reserve transfer of \$105,000 to install sidewalks at Davis Park**. *For more information, contact Billy Zeits, Parks and Recreation Assistant Director at 904 209-0322*



- 31.** Motion to approve a **transfer of \$294,510 from Impact Fee Zone A Reserves 1195-59927 to Improvements O/T Building 1195-56301 for Plantation Sports Lighting** and motion to approve a **transfer of \$197,850 from Impact Fee Zone C Reserves 1201-59927 to Improvements O/T Building 1201-56301 for Gamble Rogers Sports Lighting.** *For more information, contact Billy Zeits, Parks and Recreation Assistant Director at 904 209-0322*

**32. Proofs:**

Proof: Request for Bids, Bid No.: 19-61; Countywide Aquatic Inspection and Maintenance Services, published on July 10, 2019, and July 17, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 19-78; Signalization Replacement at Intersection of US 1/CR 210 - HMGP 4283-010-R, published on July 12, 2019, and July 19, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 19-79; Signalization Replacement at Intersection of US 1/Lewis Point Road/St. Augustine South Drive - HMGP 4283-011-R, published on July 12, 2019, and July 19, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 19-80; Signalization Replacement at Intersection of US 1/Shore Drive - HMGP 4283-012-R, published on July 12, 2019, and July 19, 2019, in the St. Augustine Record.

Proof: Notice of Meeting, Value Adjustment Board 2019 Organizational Meeting, held on July 25, 2019, published on July 13, 2019, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 19-75; Sale of Real Property Located at 448 Shores Blvd., St. Augustine, FL (known as the Shores Fire Station 11), published on July 17, 2019, and July 24, 2019, in the St. Augustine Record.

*For more information, contact , at*

