

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

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



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, January 16, 2018 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
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

#### **Presenter - Billy Zeits, Assistant Director**

#### **District 3**

1. **St. Johns Golf Club Master Plan Phase II presentation and Phase III approval.** St. Johns County staff and Erik Larsen from LarsenGolf will be presenting the findings of Phase II of the St. Johns Golf Club Master Plan. There will be a PowerPoint presentation that will include information regarding the land plan for the potential single family development, the findings of the drainage analysis along with the design and cost estimate for the golf course.

#### **Presenter - Cynthia A. May, Senior Planner**

#### **District 5**

2. **Public Hearing \* PUD 2016-21 Ravenswood Village.** Request to rezone approximately 50.16 acres from Planned Unit Development (PUD) and Open Rural (OR) to Planned Unit Development (PUD) to allow for a 126 unit, single family home subdivision. This item was heard by the Planning and Zoning Agency on November 16, 2017, who voted 6 - 0 in favor of recommending approval. Prior to this hearing the Applicants responded to Planning and Zoning Agency recommendations to minimize impacts of proposed development by reducing the number of lots from 170 to 126, and increasing the minimum lot width from 43 feet to 53 feet with all perimeter lots to be no less than 63 feet wide. Proposed PUD to replace Frontier Commons PUD approved for 80 townhouse units and 18 existing mobile homes, for a net increase of 28 units.

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

#### **District 4**

3. **Public Hearing \* DRIMOD 2017-03 Caballos del Mar (Oakbridge).** Request to amend the DRI to convert from Golf-Course uses and to assign 330 of the remaining unallocated residential units and four of the remaining unallocated commercial acres to the Development Parcel, as illustrated on the revised Map H. The Planning and Zoning Agency recommended approval of DRI MOD 2017-03 Caballos del Mar (Oakbridge) with a vote of 5-0 at the December 7, 2017 hearing based on four (4) findings of fact as provided in the staff report.

**Presenter - Beverly Frazier, Planner**

**District 4**

4. **Public Hearing \* MAJMOD 2017-10 Players Club at Sawgrass (Oakbridge).** Request for a Major Modification to the Players Club at Sawgrass PUD to assign 330 vested, age-restricted residential units to Parcels A1, A2 and B collectively, and to allow 15,000 square feet of commercial uses on Parcel B in lieu of Golf-Course uses. The Planning and Zoning Agency recommended approval of the modifications to the Caballos del Mar DRI and Players Club at Sawgrass PUD (Oakbridge Club) with a 5-0 vote at the December 7, 2017 regular meeting with requested revisions to the Master Development Plan. Details regarding the modification request and revised MDP are included in the Growth Management staff report.

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

**District 1**

5. **Public Hearing \* CDD AMD 2017-01 Bannon Lakes Community Development District Contraction.** Bannon Lakes Community Development District (CDD) petitions the St. Johns County Board of County Commissioners to adopt an amendment to St. Johns County Ordinance No. 2015-60 to remove approximately 20.28 acres from the Bannon Lakes CDD. The Bannon Lakes CDD contains approximately 579.53 acres of land. The Contraction Parcel is approximately 20.28 acres located in the southwest corner of the CDD, with frontage on International Golf Parkway. Shown as Parcel A on the current Master Development Plan Map, the Contraction Parcel is designated for Office and Commercial Uses. These findings are based upon the following information: the proposed CDD Petition and support materials, potential consistency with applicable policies of the Comprehensive Plan, the Land Development Code requirements and other relevant information available to staff.

**Presenter - Shannon Acevedo, Planner**

**District 1**

6. **Public Hearing \* NZVAR 2017-11 Sandy Creek Development Self- Storage.** Request for a Non-Zoning Variance to LDC, Section 7.02.05.B.1 limiting pole signs to a maximum Advertising Display Area of 300 square feet to allow an Advertising Display Area of up to 300 additional square feet to an existing pole sign, and a Non-Zoning Variance to LDC, Section 7.09.01 requiring non-conforming signs to remain substantially unchanged to allow an enlargement of a non-conforming sign, specifically located at 9951 Sandy Creek Parkway.

**Presenter - Beverly Frazier, Planner**

**District 1**

7. **Public Hearing \* MAJMOD 2017-09 CR 210 Town Center PUD.** Request a Major Modification to the CR 210 Town Center PUD to add approximately 154.4 acres of land for a total of 198.9 acres, increase commercial development from 445,000 square feet to 1,450,000 square feet within the Intensive Commercial Future Land Use designation, and add 187,000 square feet of non-residential uses consistent with the Rural/Silviculture Future Land Use designation. The Planning and Zoning Agency approved a motion to continue this item at the October 5, 2017 meeting to allow the applicant opportunity to revise the requested waivers regarding signage based on concerns expressed during the hearing. The applicant provided revisions to the Unified Sign Plan and associated waivers on October 18, 2017 which were presented to the Planning and Zoning Agency on November 2, 2017. The Agency voted 4-2 to recommend approval of the modification with the proposed USP and associated waivers. This modification request was presented to the Board of County Commissioners on November 21, 2017 and a continuance was granted by 5-0 vote to allow time for the applicant to work with staff to address concerns stated by the Board. The applicant submitted a revised Master Development Plan, including the Unified Sign Plan, which are included in the Growth Management staff report.

**Presenter - Jesse Dunn, Director, Office of Management & Budget**

- 8. Discussion and overview of Cost Recovery for Services in St. Johns County.** A Commission discussion in December has led Administration and OMB to provide an initial overview of cost recovery for services provided by St. Johns County.

**Presenter - Tera Meeks, Director, Tourism and Cultural Development**

- 9. Tourist Development Tax – Discussion of a 5th Cent.** The Board of County Commissioners made a request to hear a presentation regarding the levying and use of the 5th cent of Tourist Development Tax. The presentation will include the County's eligibility to implement the tax and use of generated revenues as described by Florida Statute 125.0104.

**Presenter - Kelly Wilson, Emergency Management Coordinator**

- 10. Hazard Mitigation Grant Program Update January 2018.** Hazard Mitigation Grant Program funds were made available to St. Johns County as part of the funding package from the Presidential Disaster Declaration for Hurricane Matthew. This presentation will be a status update for the Hazard Mitigation Grant Program, including our next steps in the process.

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

- 11. Consider appointments to the Housing Finance Authority.** Currently there are two vacancies on the Housing Finance Authority due to expired terms. Please find attached for your review and consideration three applications (Linda DeGrande - District 2, Curtis Craig Higgins - District 4, and Brian Ward - District, 1) along with a recommendation letter from the Housing Finance Authority. Per Florida Statute 159.605, terms for the Housing Finance Authority shall be four years. The motions below reflect such terms. Additionally, should Ms. DeGrande be reappointed, it would require suspending BCC Rule 2.203(C), that limits terms of service to two consecutive terms and the reinstatement of said rule, after the appointment is made.
- 12. Consider appointments to the Cultural Resource Review Board.** Currently there are five vacancies on the Cultural Resource Review Board. Three vacancies are older vacancies due to expired terms; one vacancy is due to successive absenteeism, resulting in the removal of the member by the CRRB, and one vacancy is due to a resignation. Three vacancies are again being advertised (application submission deadline of Dec. 28, 2017), with one of these vacancies being advertised specifically for a District 2 representative as requested by the CRRB. The three re-advertised vacancies will be brought before the Board of County Commissioners at a later date. 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 two applications. These applications are as follows: Gianna Gandossi - District 5 and Donald J. Pasky – District 4. Please note that Section 3.01.02 of the Land Development Code requires appointments to the Cultural Resource Review Board to be four-year terms.

**Presenter - Tera Meeks, Director, Tourism and Cultural Development**

**13. City of St. Augustine Panhandling Campaign Funding Request.** The City of St. Augustine is requesting the use of \$10,000 in Tourism Development Tax Dollars to fund an educational campaign to discourage the visiting tourist from supporting panhandling and to provide information on beneficial ways to assist those who are homeless. If approved the educational campaign will be developed by the St. Johns County Visitors and Convention Bureau. The total anticipated cost of the campaign is \$15,000 with the City contributing \$5,000 to the effort. The City Manager, John Regan presented the request to the Tourist Development Council (TDC) at the December 11, 2017 meeting and the TDC recommended approval of the \$10,000 expenditure of Tourism Development Tax Funds, which were allocated for advertising in FY18.

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

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

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



REGULAR MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, January 16, 2018 9:00 AM

---

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

## 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 No. 2018-\_\_\_, approving the terms, provisions, conditions and requirements of an Interlocal Agreement between St. Johns County and the State Attorney, Seventh Judicial Circuit, in order to provide the means and procedure for compensating the State Attorney's Office for prosecuting special laws and county ordinances punishable by incarceration;** authorizing the Chairman of the Board of County Commissioners to execute the Interlocal Agreement on behalf of St. Johns County; and directing the Clerk of Courts to file the Interlocal Agreement in the public records of St. Johns County. *For more information, contact Patrick McCormack, County Attorney at 904 209-0805*
- 3. Motion to adopt Resolution No. 2018-\_\_\_, approving the terms, provisions, conditions and requirements of an Interlocal Agreement between St. Johns County and the Public Defender, Seventh Judicial Circuit, in order to provide the means and procedure for compensating the Public Defender's Office for representing indigent persons arrested for, or charged with, violations of special laws and county ordinances punishable by incarceration;** authorizing the Chairman of the Board of County Commissioners to execute the Interlocal Agreement on behalf of St. Johns County; and directing the Clerk of Courts to file the Interlocal Agreement in the public records of St. Johns County. *For more information, contact Patrick McCormack, County Attorney at 904 209-0805*
- 4. Motion to adopt Resolution No. 2018-\_\_\_, approving the final plat for PLAT 2017-37 Cottages at Glenmoor.** *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
- 5. Motion to adopt Resolution No. 2018-\_\_\_, approving the final plat for PLAT 2017-68 Palms at Old Ponte Vedra Entry Way (replat).** *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
- 6. Motion to adopt Resolution No. 2018-\_\_\_, approving the final plat for PLAT 2017-54 Julington Lakes - Phase 4 Unit 2.** *For more information, contact David Suarez, Application Review Supervisor at 209-0720*

7. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the **final plat for PLAT 2017-59 Rivertown Estate Lots Phase 2**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
8. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the **final plat for PLAT 2017-70 Southaven Phase IIB**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
9. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the **final plat for PLAT 2017-56 Tomoka Pines**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
10. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the **final plat for PLAT 2017-51 Beacon Lake Phase 1**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
11. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the **final plat for PLAT 2017-61 Windward Ranch Phase Eight**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
12. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the notice required by Section 336.10, Florida Statute, for a **Public Hearing on February 20, 2018 at 9:00 a.m. or at a date and time as soon thereafter as possible to hear a request for the vacation of a portion of Debbies Way, near the intersection of Nocatee Parkway and Palm Valley Road (VACROA 2017-04 Debbies Way)**. *For more information, contact Dwight Fulton, Engineer at 209-0672*
13. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the terms and conditions for a Second Amendment to a **Non-Exclusive Communications Tower Lease Agreement with Verizon Wireless Personal Communications LP**, and authorizing the County Administrator, or his designee, to execute the Amendment on behalf of the County. *For more information, contact Gail Oliver, Land Management Systems Interim Director at 209-0770*
14. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the terms, provisions, conditions, and requirements of a **Memorandum of Agreement between City of Atlantic Beach, Clay County Utility Authority, City of Gainesville, City of Jacksonville Beach, Jacksonville Electric Authority, City of Neptune Beach, Town of Orange Park, and St. Johns County to assess groundwater resource sustainability in Northeast Florida** and authorizing the County Administrator, or his designee, to execute on behalf of St. Johns County, any documents associated with this project. *For more information, contact Gordon Smith, Assistant Director of Engineering/Operations at 904 209-2709*
15. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the terms, provisions, conditions and requirements of the **Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) loan agreement for the Ponte Vedra Players Club Water Reclamation Facility** and authorizing the execution and delivery of the SRF loan agreement. This program is part of the County's approved 2018 budget. *For more information, contact Bill Young, Utility Director at 904 209-2703*

16. 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, Assistant Purchasing Manager at 209-0158*
17. Motion to declare **one, 1995 Freightliner Fire Truck as surplus**, and authorize the County Administrator, or his designee, to donate the equipment to Florida Gateway College. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
18. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee to **purchase a furniture package for the new Public Works Facility**, approved during the budget process for the amount of \$320,350.74, from Office Environments & Services, subject to the terms and conditions of the Florida State Contract #425-001-12-1. *For more information, contact Mike Dalton, Director of Facilities Management at 904 209-0190*
19. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to enter into negotiations with the top ranked firm, **Hanson Professional Services, Inc.**, and upon successful negotiations, enter into a contract for completion of the work as specified in **RFQ No. 18-21; Shared-Use Non-Motorized (SUN) Trail – St. Johns River-to-Sea Loop Planning Study**, as previously approved for funding by the BOCC in FY 2017. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
20. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to assign the current agreement with **Integra Realty Resources for appraisal and appraisal related services, under RFQ No: 15-59, to Jones Lang LaSalle Valuation & Advisory Services**, and execute a Consent to Assignment Agreement in substantially the same form and format as provided. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
21. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or designee, to **purchase one, new 2018 Freightliner M2-112, 4x6 tandem axle transport dump truck** at a total price of \$102,128, from Lou Bachrodt Freightliner, subject to the terms and conditions of the Florida Sheriff's Association contract #FSA17-VEH15.0. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
22. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **RFP 18-22; Utility Rehabilitation/Construction Services**, and execute contracts in substantially same form and format as attached hereto with **eleven firms: Callaway Contracting, Inc., G&H Underground Construction, Inc., Gruhn May, Inc., Hinterland Group Inc., Insituform Technologies, LLC, Layne Inliner, LLC, National Water Main Cleaning Co., PBM Constructors Inc., SGS Contracting Services, Inc., US Water Services Corporation, and Wharton-Smith, Inc.**, to perform services in accordance with RFP 18-22. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*

23. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **Bid No: 18-19; Portable Restroom Rental and Servicing - St. Augustine Amphitheatre to The Lovely Loo Portable Restrooms, LLC.**, and to execute a contract substantially in the same form and format as attached based on the unit prices submitted and as provided in Bid No: 18-19. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
24. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **RFP 17-69; Disaster Debris Monitoring Services, and enter into negotiations with the highest ranked firm, Tetra Tech, Inc.**, and if negotiations are successful, execute a contract in substantially same form and format as attached hereto as provided in RFP 17-69. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
25. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **Bid No: 18-07; Purchase and Installation of Fleet Maintenance Equipment for Public Works Facility**, and to purchase the specified equipment from Automotive Development Group, Inc at a total price of \$500,186.71 in accordance with Bid No: 18-07. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
26. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **Bid No; 18-03; Trash Maintenance Services- St. Johns County Beaches, to Lyons Contract Service LLC**, and to execute a contract substantially in the same form and format as the attached, as provided in Bid No: 18-03. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
27. Motion to adopt **Resolution No. 2018-\_\_\_**, authorizing the County Administrator, or his designee, to award **Bid No. 18-14 to A.W.A. Contracting Company, Inc., Constantine Constructors, Inc., G&H Underground Construction, Inc., and VJ Usina Contracting, Inc.**, and to execute contracts substantially in the same form and format as attached, based on the unit prices submitted for **Countywide Roadway Drainage & Infrastructure Maintenance services** for St. Johns County, as provided in Bid No. 18-14. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
28. Motion to approve **transfer of \$20,080 from Golf Carts Lease Debt Service department to the Golf Course Carts department** in order to reappropriate funds from renewal of lease to maintenance of current fleet. *For more information, contact Wes Tucker, Director at 904 209-0352*
29. Motion to adopt **Resolution No. 2018-\_\_\_**, approving the terms, conditions, and requirements of the contract between **St. Johns County and Flagler Hospital, Continuum of Care (CoC) Lead Agency**, authorizing the County Administrator, or his designee, to execute the contract substantially in the same form and format as attached on behalf of the County; and recognizing and appropriating the grant in the amount of \$42,336.11 into the General Fund Social Services Department for Fiscal Year 2018. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6094*



**30.** Motion to approve reserve transfer, not to exceed \$200,500, from Building Services Fund Reserves [190-59920], in order to **adjust salaries commensurate with licensure and current market conditions for certified/licensed Building Inspector and Plans Examiner personnel.** *For more information, contact Suzanne Konchan, Director of Growth Management at 904 209-0712*

**31. Motion to approve Minutes:**

- 11/07/17, BCC Regular Meeting
- 11/14/17, BCC Emergency Meeting
- 11/21/17, BCC Regular Meeting
- 11/21/17, BCC Special Meeting
- 11/28/17, BCC Emergency Meeting
- 12/05/17, BCC Regular Meeting
- 12/12/17, BCC Emergency Meeting