

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

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



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, October 17, 2017 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 October 23-31, 2017 as Red Ribbon Week
- ❖ Proclamation recognizing October 2017 as Native Plant Month
- ❖ Proclamation recognizing October 2017 as National Arts and Humanities Month
- ❖ Proclamation recognizing the St. Johns Cultural Council and Art in the Public Places Program
- ❖ Acceptance of Proclamations
- ❖ 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 2016 CAFR as audited by Carr, Riggs & Ingram, LLC, the County's auditing firm. The CAFR 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 - Dennis Hollingsworth, CFC, St Johns County Tax Collector**

- 2. Report of Excess Fees for Fiscal Year 2016-17.** 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 2016-2017 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 - Rachel Garvey, Transit Grants Specialist**

3. **Presentation of the Public Transportation System Comprehensive Operational Analysis.** In March of 2016, St Johns County contracted with the University of South Florida Center for Urban Transportation Research to conduct a comprehensive Operational Analysis of the public transportation system to assess public transportation services. The main purpose of a Comprehensive Operations Analysis (COA) is to identify comprehensive improvements that could be made to a transit system over a five-year implementation period. CUTR was tasked to evaluate the Sunshine Bus Company (the fixed route transit system in St. Johns County). The last comprehensive review of the Sunshine Bus Company's system was conducted over 10 years ago. CUTR will present the findings and recommendations.

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

**District 5**

4. **Public Hearing \* ZVAR 2017-03 Carpentieri Residence.** ZVAR 2017-03 Carpentieri Residence, a request for a Zoning Variance from LDC, Table 6.01 to reduce the minimum front yard setback in Residential, Single-Family (RS-3) zoning from 25 feet to 15 feet, and a Zoning Variance to LDC, Section 6.07.01, method of measuring height, to allow construction of a single family home, specifically located on 3053 4th street (Lot 11, Block A, Surfside Subdivision). As this variance includes a variance to height, the Board of County Commissioners makes the final determination after recommendation from the Planning and Zoning Agency. The PZA recommended approval by a vote of 7-0 on the September 21, 2017 hearing.

**Presenter - Danielle Handy, Chief Planner**

**District 3**

5. **Public Hearing \* PUD 2017-01 Rock Springs Farm.** Request to rezone approximately 101.54 acres from Open Rural (OR) to Planned Unit Development (PUD) to allow a 202 single-family residential unit subdivision, located south of State Road 206 and east of US Highway 1. The applicant is proposing a twenty-two (22) unit density bonus achieved by dedication of public park land, wetland conservation, and upland preservation. The Planning and Zoning Agency recommended approval of PUD 2017-01 Rock Springs Farm on September 21, 2017 with a vote of 7-0 subject to a reduction in the proposed maximum lot coverage from 65% to 50%. Additional details regarding the request can be found within the public hearing packet.

**Presenter - Wil Smith, Director**

**District 4**

6. **Nocatee Preserve Trailhead Impact Fee Reimbursement Agreement.** St. Johns County received the 1630 acre Nocatee Preserve through a development order with the Tolomato Community Development District. The Nocatee Preserve provides residents and visitors with passive recreation elements in a natural setting and allows picturesque views of "Old Florida". The Management Plan provides for the development of a southern trailhead within the Preserve that would serve as the sole public waterway access for the 1630 acre parcel. St. Johns County and the Tolomato Community Development District mutually seek to complete construction of the southern trailhead facility. The Tolomato Community Development District has agreed to prepay impact fees to fund a portion of the project cost to facilitate completion of the project, in exchange for reimbursement of the fees credits. Completion of the Southern Trailhead will benefit the public by providing unique educational and recreational opportunities while preserving invaluable natural resources.

**Presenter – Joe Giammanco, Director Recovery Manager**

7. **Presentation \* Disaster Recovery Update on Hurricane Matthew and Hurricane Irma.** The St. Johns County Board of County Commissioners has requested a presentation from County staff, to provide an update regarding the public assistance process of the FEMA Disaster Recovery for both last year's Hurricane Matthew and the recent Hurricane Irma.

**Presenter - Michael Ryan, Director of Communications**

8. **Consider the proposed 2018 St. Johns County Legislative Action Plan and Top Three Legislative priorities.** The St. Johns County Legislative Action Plan is a focused list of priorities for which the County requests financial assistance and other support from our State and Federal legislative delegation members. Legislative priorities have historically included issues related to Florida Statutes, transportation, water quality, unfunded mandates, and a variety of other subjects. During this item, County Administration will present a list of recommended legislative priorities that was compiled with input from staff, constitutional officers, local cities, and other regional partners for the Board to consider adopting as the 2018 Legislative Action Plan. The approved Legislative Action Plan is subsequently presented to the public and submitted to the County's Legislative Delegation for consideration prior to the next legislative session. In addition, the Northeast Florida Regional Council (NEFRC) requests that all member Counties identify and consider adopting three top legislative priorities from the Legislative Action Plan. The NEFRC Legislative Committee will subsequently identify regional priorities for the 2018 Legislative Session that will be submitted to the region's State and Federal Elected officials.

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

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## CONSENT AGENDA

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Tuesday, October 17, 2017 9:00 AM

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## CONSENT AGENDA

- 1. Motion to approve the Cash Requirement Report** *For more information, contact Allen McDonald, County Finance Director at 819-3669*
- 2. Motion to approve the extension of the 2017 tax roll prior to completion and adjustments of the Property Value Adjustment Board parcels.** *For more information, contact Dennis W. Hollingsworth, C.F.C., St. Johns County Tax Collector at 904 209-2280*
- 3. Motion to adopt Resolution 2017- \_\_\_\_\_, approving the proposed Program of Projects, approving submission of the FY 2018 Section 5307 Urbanized Area Grant based on the approved Program of Projects, authorizing the County Administrator, or designee, to execute the grant agreement and any supplemental documentation upon approval of the application and to recognize the funds in the County's FY 2018 budget.** *For more information, contact Rachel Garvey, Transit Grant Specialist at 904 209-0630*
- 4. Motion to adopt Resolution 2017- \_\_\_\_\_, accepting a Bill of Sale and Schedule of Values conveying all personal property associated with the sewer lines serving RaceTrac Petroleum located at the corner of Old Moultrie Road and US 1 South.** *For more information, contact Mary Ann Blount, Director at 209-0762*
- 5. Motion to adopt Resolution 2017- \_\_\_\_\_, approving the terms of a Purchase and Sale Agreement for a Permanent Drainage Easement for improvements along Four Mile Road.** *For more information, contact Gail Oliver, Land Management Systems Interim Director at 209-0770*
- 6. Motion to adopt Resolution 2017- \_\_\_\_\_, accepting a Bill of Sale and Schedule of Values conveying all personal property associated with a force main extension on Pelican Way.** *For more information, contact Gail Oliver, Land Management Systems Interim Director at 209-0770*
- 7. Motion to adopt Resolution 2017- \_\_\_\_\_, accepting Assistance to Firefighters, Fire Prevention Grant in net amount of \$10,477; approving terms, conditions, requirements of grant agreement; authorizing County Administrator, or designee, to execute grant agreement on behalf of St. Johns County; and recognizing and appropriating the grant contribution in the FY 2018 budget.** *For more information, contact Jeremy Robshaw, Captain, SJCFR at 209-1750*

8. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting the funding recommendations of the **St Johns County Health and Human Services Advisory Council** as attached hereto and authorizing the County Administrator or designee to **extend the current funding agreements** as recommended by the Health and Human Services Advisory Council. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6089*

9. **Motion to Approve Minutes:**

- September 5, 2017, Special Meeting
- September 19, 2017, Emergency Meeting
- September 26, 2017, Emergency Meeting
- October 3, 2017, Special Meeting

10. **Proofs:**

- a) Proof: Request for Bids, Bid No.: 17-76; Collection of Used Cooking Oil from Tillman Ridge Landfill, published August 9, 2017 and August 16, 2017 in the St. Augustine Record.
- b) Proof: Request for Bids, Bid No.: 17-63; Player Club Water Reclamation Facility, published August 14, 2017 and August 21, 2017 in the St. Augustine Record.
- c) Proof: Request for Bids, Bid No.: 17-73; Records Management and Storage, published on August 15, 2017 and August 22, 2017 in the St. Augustine Record.
- d) Proof: Notice of Meeting, September 5, 2017 Special Meeting, published August 22, 2017 in the St. Augustine Record.
- e) Proof: Notice of Hearing, September 5, 2017 RARA Ordinance, published August 21, 2017 in the St. Augustine Record.
- f) Proof: Miscellaneous Notice, Unclaimed Monies, published on August 28, 2017 in the St. Augustine Record.
- g) Proof: Request for Bids, Bid No.: 17-78; Purchase of Fitness and Training Equipment – Fire Rescue, published August 18, 2017 and August 25, 2017 in the St. Augustine Record.
- h) Proof: Notice of Hearing, PZA BCC Ordinance 99-51 Amendment, published August 4, 2017 and August 25, 2017 in the St. Augustine Record.
- i) Proof: Request for Qualifications, RFQ No.: 17-79; Scada System Services, published August 24, 2017 and August 31, 2017, in the St. Augustine Record.
- j) Proof: Miscellaneous Notice, Proposed exchange of County property, published August 29, 2017 and September 5, 2017, in the St. Augustine Record.
- k) Proof: Request for Qualifications, RFQ No.: 17-80; Shared-use Non-motorized (SUN) Trail – St. Johns River-to-Sea Loop Planning Study, published on August 31, 2017 and September 7, 2017, in the St. Augustine Record.
- l) Proof: Request for Bids, Bid No.: 17-81, Low Bid Technically Acceptable Design Building Services for Bannon Lakes 2.0 MG Ground Storage Tank, published August 30, 2017 and September 6, 2017, in the St. Augustine Record.
- m) Proof: Request for Qualifications, RFQ No.: 17-62; Contractor Pre-qualification for Development, Installation, and Implementation of Access Control Security System for SJC Detention Center, published August 30, 2017 and September 6, 2017, in the St. Augustine Record.
- n) Proof: Request for Proposals, RFP No.: 18-02; SJC Building Services Electronic Permitting , Plan Review, and Inspection System, published on September 2, 2017 and September 9, 2017, in the St. Augustine Record.
- o) Proof: Request for Proposals, RFP No.: 17-69; Disaster Debris Monitoring Services, published September 6, 2017 and September 13, 2017, in the St. Augustine Record.
- p) Proof: Notice of Hearing, Special Meeting of the Board of County Commissioners on September 19, 2017, published September 9, 2017, in the St. Augustine Record.
- q) Proof: Notice of Meeting, Notice of Budget Workshop of the Board of County Commissioners on August 8, 2017, published August 3, 2017, in the St. Augustine Record.

