

# 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, June 5, 2018 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 Clarence Eugene Hesser as the Oldest Living Pilot in St. Johns County.*
- ❖ *Presentation by St. Johns County Horse Council*
- ❖ *Presentation by International City/County Manager Association*
- ❖ Acceptance of Proclamation
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Jesse Dunn, Director, OMB**

1. **Constitutional Officers' Fiscal Year 2019 Budget Presentations.** Presentation of the Constitutional Officer's tentative budgets for Fiscal Year 2019. Under F.S. 129.03(2), on or before June 1 of each year, Constitutional Officers shall submit to the Board of County Commissioners (BCC) a tentative budget for their respective offices for the ensuing fiscal year. Since the Tax Collector and Property Appraiser are fee-based, it is not required for their budgets to be submitted to the BCC at this time. Each Constitutional Officer will make a brief oral presentation to the BCC relative to their respective tentative budget. The tentative presentation order will be Supervisor of Elections Vicky Oakes followed by Sheriff David B. Shoar. Clerk of Court Hunter S. Conrad will make a separate budget presentation on June 19th.

### **Presenter - Wanda Forrest, North Florida TPO, Transportation Planning Manager**

2. **Presentation on North Florida TPO Transportation Improvement Program (TIP) FY 2018/19-2022/23.** The TIP identifies all publicly funded highway, transit and aviation projects within the North Florida TPO area. This area includes all of Duval County and significant portions of Clay, St. Johns and Nassau Counties. This report will cover projects significant to St. Johns County.

**Presenter - Lisa Brown, Senior Supervising Planner**

**District 4**

3. **Public Hearing \* NZVAR 2018-05 Stines Parcels.** NZVAR 2018-05 Stines Parcels, a request for a non-zoning variance from the Land Development Code, Sections 5.01.01.C.3 and 6.02.01.B.3.a, to waive the replatting requirements and to allow the use of an existing access easement within a platted subdivision. The subject properties are located north of Canal Boulevard, east of North Roscoe Boulevard, on the west side of North Wilderness Trail within Palm Valley Gardens Unit 6 subdivision.

**Presenter - Shannon Acevedo, Senior Supervising Planner**

**District 3**

4. **Public Hearing \* COMPAMD 2018-01 Crescent Technical Court (transmittal).** Request to transmit Comprehensive Plan Amendment to amend the Future Land Use Map designation from Residential-B (Res-B) to Mixed Use District (MD) for approximately 38 acres along Crescent Technical Court. This amendment would accommodate the existing Industrial, Warehousing (IW) zoning at Crescent Technical Park, located west of US Hwy 1 and south of Watson Road. This was heard before the Planning and Zoning Agency which recommended denial on a 6-0 vote.

**Presenter - Teresa Bishop, Planning Division Manager**

5. **Public Hearing \* COMPAMD 2018-03 Transmittal hearing for COMPAMD 2018-03 to amend Transportation Element Policies B.1.2.5, B.1.2.6 and Capital Improvement Element Policy H.1.5.3 (c).** In order to promote economic and business development, the Board of County Commissioners directed staff to prepare amendments to the Comprehensive Plan and Land Development Code to exempt non-residential development from the County's concurrency program. Specifically, the proposed Comprehensive Plan amendments are to the Transportation Element Policies B.1.2.5, B.1.2.6 and Capital Improvement Element Policy H.1.5.3 (c). In addition, staff included amendments to remove outdated and obsolete policies which are no longer required by Florida Statutes, to clarify existing policies with current practice, as well as provide for the exemption of concurrency for non-residential development. The Planning and Zoning Agency heard this item on May 17, 2018.

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

6. **Public Hearing \* LDC Amendments - Articles III, VII, and X. Overlays, Signs, and Variances.** This is the final hearing for proposed amendments to Articles III, VII, and X that would amend specific design guidelines for Overlay Districts, clarify sign code standards, and revise procedural standards for relief from overlay district signage standards, general signage standards and PUD's. The Board of County Commissioners heard this item at first reading on April 3, 2018. The Planning and Zoning Agency heard this item on May 5, 2018 and recommended approval with no changes by a 6-0 vote.

**Presenter - Damon Douglas, Project Manager**

**District 4**

7. **Community request to initiate an MSTU/BU process for beach restoration in Ponte Vedra Beach.** Through the Chairman, property owners in Ponte Vedra Beach, including the recently formed Save Ponte Vedra Beach, Inc., are requesting the County to initiate the process to create an MSTU/BU to fund a beach restoration project in Ponte Vedra Beach. Staff will seek Board direction regarding this request. During Hurricanes Matthew and Irma, the area between the Duval County line and Guana Park lost over 760,000 cubic yards of sand, and 0.9 miles of the area was designated a critically eroded beach by the FDEP. Continuing beach erosion is threatening many oceanfront structures. Following Hurricane Irma, members of the community came together to address the beach erosion issues, and formed Save Ponte Vedra Beach, Inc. (SPVBI). The group hired Olsen Associates Coastal Engineering to assess the sand loss on the Ponte Vedra beachfront over the last thirty-two years. SPVBI aims to restore the lost sand via a beach nourishment project. SPVBI has conducted an informal survey to determine community support for the project, and wishes to share the results with the Commission. If authorized by the Board, staff will initiate a formal process of determining Community support and bring back to the Board the appropriate MSTU/BU funding mechanism for Board consideration.

**Presenter - Wade Schroeder, Assistant Director, OMB**

8. **Boat Ramp Services Cost and Cost Recovery.** Per a February 6, 2018 Commission meeting discussion, the Commission approved the exploration of cost and cost recovery for certain services including Beach Services, Parks & Recreational Services, Boat Ramp Services, and Library Services. The Office of Management & Budget is to present each service including any implied cost recovery. As part of this item, a brief status update of St. Johns County boat ramps will be presented.

**Presenter - Jeff Prevatt, Interim Chief Fire Rescue**

9. **Department Update presentation on behalf of St. Johns County Fire Rescue.** Department Update presentation on behalf of St. Johns County Fire Rescue which will include an update on current and future staffing, facilities and personnel needs related to the exponential growth being experienced in St. Johns County relative to the provision of Emergency Services
10. **2018 Staffing for Adequate Fire and Emergency Response (SAFER) Grant submittal and letter.** As part of the 2018 Staffing for Adequate Fire and Emergency Response (SAFER) Grant, the Chair of the board of County Commissioners must submit a letter approving the application and supporting the Notice of Funding Opportunity. With consensus of the Board this letter will be submitted as part of the application package. If this grant receives federal funding at the end of the review period, the application will come back to the Board for approval and official acceptance of the grant and funding. This initial letter is a requirement of the application package.

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

**District 3**

**11. Consider appointments to the Mid-Anastasia Design Review Board.** Currently there are five (5) vacancies on the Mid-Anastasia Design Review Board (MADRB). Two vacancies are due to resignations, one is due to an expired term, one is due to the passing of a member and one is an alternate position that has never been filled. These vacancies have been advertised and need to be filled as soon as possible for the MADRB to meet quorum requirements. Attached for your review and consideration is a recommendation from the MADRB and four (4) applications (Ginger Borman - Dist. 3, Robert Boese - Dist. 5, Diane Leonardi - Dist. 3, and Daniel Greene - Dist. 5).

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

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## CONSENT AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, June 5, 2018 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 allow the **Medical Examiner's Office to submit a grant application to the National Institute of Justice (NIJ) for a Coverdell Program grant** for autopsy saws at no financial cost to the County, and to allow the County Administrator to take any necessary actions for processing the grant application. *For more information, contact Kelly Boulos, Assistant to the Medical Examiner at 904 209-0823*
3. Motion to continue the public hearing for **VACROA 2016-04 Oak Street (Wilson), petition to vacate a portion of Oak Street**, to August 7, 2018, at 9:00am in the County Auditorium. *For more information, contact David Suarez, Engineer at 209-0672*
4. Motion to adopt Resolution 2018-\_\_\_\_\_, authorizing the **Clerk of the Courts**, under Section 95.361(2), Florida Statutes, to file the **survey map for Colee Cove Branch Road, and serving as prima facie evidence of ownership of the road to the County** for land already dedicated to the County and continuously maintained by the County for at least the immediate past fifteen years. *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
5. Motion to adopt Resolution 2018-\_\_\_\_\_, accepting an **Easement for Utilities associated with the water and sewer lines serving Grey Hawk Estates** located off County Road 208. *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
6. Motion to adopt Resolution 2018-\_\_\_\_\_, accepting a **Deed of Dedication Right-of-Way from Heritage Oaks at St. Johns Homeowners Association, Inc.** to St. Johns County conveying additional **right-of-way along Russell Sampson Road.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
7. Motion to adopt Resolution 2018-\_\_\_\_\_, 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 lines serving **Andalusia Phase 2 located off Wildwood Drive.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
8. Motion to adopt Resolution 2018-\_\_\_\_\_, 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 lines serving **Twin Creeks Amenity Center located off US 1 North.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*

9. Motion to adopt Resolution 2018-\_\_\_\_\_, accepting a **Final Release of Lien, Warranty, and Bill of Sale and Schedule of Values** conveying all personal property associated with the sewer lines serving **Moultrie Woods II located off Wildwood Drive.** *For more information, contact Gail Oliver, Land Management Systems Director at 209-0770*
10. Motion to approve the **transfer of \$352,464 from General Fund Capital Outlay Reserves (0083-59927) to Disaster Recovery - Hurricane Matthew Aid to Government Agencies (0110-58100)** for the reimbursement for repairs related to Hurricane Matthew to the **St. Augustine Port, Waterway & Beach District.** *For more information, contact Jay Brawley, County Engineer at 209-0113*
11. Motion to adopt Resolution 2018-\_\_\_\_\_, adopting **The Cross-Connection Program Manual for Cross-Connection Control and Backflow Prevention** for application to all systems supplied water by the St. Johns County Utility Department. *For more information, contact Sean O'Connor, Reclaimed Water Coordinator at 904 209-2738*
12. Motion to adopt Resolution 2018-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No. 18-53, Inspection, Maintenance, and Repair of St. Johns County Elevators, Booklifts, and Wheelchair Lifts, to Schindler Elevator Corporation,** as the lowest, responsive, responsible bidder, and to execute a contract in substantially the same form and format as attached for the required services as provided in Bid No: 18-54. *For more information, contact Jaime Locklear, Purchasing Manager at 904 209-0158*
13. Motion to adopt Resolution 2018-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No: 18-57, Ocean Oaks, Food Lion, and Cypress Lakes Lift Station Upgrades** and **execute a contract with G&H Underground Construction, Inc.,** in substantially the same form and format as the attached draft for completion of the specified scope of work at the amount of \$680,500. *For more information, contact Jaime Locklear, Purchasing Manager at 209-0158*
14. Motion to adopt Resolution 2018-\_\_\_\_\_, approving the recognition and appropriation of received **FY 2018 library donations in the amount of \$4,170** amending the FY 2018 Budget. *For more information, contact Debra Rhodes Gibson, Library Director at 827-6926*
15. Motion to approve a **transfer of \$24,000 from Impact Fee Zone C Reserves to Improvements O/T Building** for purchase of spectator shade structures. *For more information, contact William C. Smith, Parks and Recreation Director at 209-0324*
16. **Motion to approve minutes:**
  - 04/17/18, BCC Regular
17. **Proofs:**

Proof: Request for Proposals, RFP No.: 18-60; Employee Assistance Program (EAP) Services, published on April 20, 2018, and April 27, 2018, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 18-54; SJC Pet Center Hurricane Shutters, published on April 19, 2018, and April 26, 2018, in the St. Augustine Record.

Proof: SA Legal Retail, Tax Impact of Value Adjustment Board, published on May 2, 2018, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 18-63; Offshore Borrow Sand Area Design and Permit Application Assistance, published on April 25, 2018, and May 2, 2018, in the St. Augustine Record.

Proof: Request for Proposals, RFP No.: 18-49; Development, Installation, and Implementation of the Access Control Security System for SJC Detention Center, published on April 26, 2018, and May 3, 2018, in the St. Augustine Record.