

# 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



## REGULAR MEETING AGENDA

County Auditorium  
500 San Sebastian View

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

Tuesday, January 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 January 2017 as St. Johns County Jewish History Month*
- ❖ *Proclamation recognizing January 2017 as National Mentoring Month*
- ❖ Acceptance of Proclamations
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

### **Presenter - Michael Wanchick, Administrator**

1. **Professional Services Contract-County Administrator.** The effective term of County Administrator's current Professional Services Agreement expires on July 30, 2017. The Agreement will automatically renew unless the Board provides a written notice of termination to the County Administrator by no less than 180 days prior to the expiration date. As directed by the Board during its last regularly scheduled meeting, a proposed, revised draft of the Agreement is provided for review and discussion.

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

2. **Public Hearing \* COMPAMD 2016-05 4560 Race Track Road.** Adoption hearing for COMPAMD 2016-05, Known as 4560 Race Track Road, a Comprehensive Plan Amendment to amend the Future Land Use Map designation from Rural Silviculture (R/S) to Community Commercial (CC) for approximately 14.32 acres of land. The amendment also includes a textual policy to limit the Community Commercial uses to 90,000 square feet. The Planning and Zoning Agency recommended adoption of the amendment with a 5-0 vote at the December 1, 2016 meeting based on the three findings of fact contained in this report.

### **District 1**

**District 1**

- 3. Public Hearing \* PUD 2016-15 4560 Race Track Road.** PUD 2016-15, 4560 Race Track Road, a request to rezone from Open Rural (OR) to Planned Unit Development (PUD) to allow for 90,000 square feet of commercial development. The subject property is approximately 14.32 acres in area and is located on the south side of Race Track Road east of St. Johns Parkway. The Planning and Zoning Agency recommended approval of the rezoning at the December 1, 2016 meeting with a 5-0 vote.

**Presenter - John Burnham, Chief Engineer**

**District 2**

- 4. Public Hearing \* NZVAR 2016-08 Putman House.** Request for a Non-Zoning Variance to LDC, Section 5.01.01 to allow relief from platting and replatting requirements for completion of a single-family home on a 5-acre lot and a Non-Zoning Variance to LDC, Sections 6.04.07.B.1 and 2 to allow relief from easement requirements, specifically located at 7122-A Old State Road 207. This request is companion to Small Scale Comprehensive Plan Amendment (CPA(SS) 2016-11) to amend the Future Land Use Map for five acres from Agricultural-Intensive to Residential-A, which was approved by the Board of County Commissioners on December 20th with a vote of 5-0.

**Presenter - Beverly Frazier, Planner**

**District 1**

- 5. Public Hearing \* PUD 2016-08 CR 210 Town Center.** PUD 2016-08, CR 210 Town Center, a request to rezone from Open Rural (OR) to Planned Unit Development (PUD) to allow for 399,000 square feet of retail/commercial and 46,000 square feet of professional office development. The subject property is approximately 44.5 acres in area and is located in the northeast quadrant of the CR 210/Greenbriar Road intersection. The Planning and Zoning Agency recommended approval, with stipulations, of the rezoning at the December 1, 2016 meeting with a 5-0 vote. The Agency specified the recommendation of approval with removal of the waiver requested to the access management standards that allowed a full median opening that did not meet the spacing requirements. In addition, the Agency requested modifications to the Master Development Plan to address shared concerns with staff regarding the depiction of the minor access locations and reservation of right-of-way for potential extension of Shearwater Parkway on the eastern boundary of the proposed PUD. The applicant has modified the Planned Unit Development to address some, but not all, of the Planning and Zoning Agency recommendations.

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

**District 1**

- 6. Public Hearing \* COMPAMD 2014-04 Mill Creek Forest -Transmittal Hearing.** Transmittal hearing for COMPAMD 2014-04 known as Mill Creek Forest, a Comprehensive Plan Amendment to amend the Future Land Use Map from Rural/Silviculture (R/S) to Residential - B with a text amendment limiting the number of residential units to a maximum of 305 single family dwelling units. The subject property fronts along Greenbriar Road, east of Longleaf Pine Parkway in the vicinity of 601 Greenbriar Road. The Planning and Zoning Agency first heard this request on July 21, 2016 and recommended the amendment be transmitted with a 6-1 vote. Subsequent to the Agency meeting, the applicant requested a delay in this application going to the Board of County Commissioners, due to changes being proposed. These changes included the addition of 25 units, resulting in the number of units being increased from 280 to 305 and design changes to the layout of the PUD. On November 17, 2016, the Planning and Zoning Agency heard this request for transmittal a second time, recommending transmittal with a 4-3 vote. The Agency indicated concern with the lack of road and school capacity and timing of the development in relation to the provision of these facilities and services.

**Presenter - Zachary Moore, Planner**

**District 3**

7. **Public Hearing \* PUD 2016-09 Lightsey Road Extension PUD.** Request to rezone approximately 89.82 acres from Open Rural (OR) to Planned Unit Development to allow for a 207-unit, single family subdivision. The Planning and Zoning Agency Hearing for this request was held on November 17, 2016, where the Planning and Zoning Agency recommended approval with a 5-2 vote.

**District 3**

8. **Public Hearing \* REZ 2016-05 2391 US 1 South.** Request to rezone approximately 4.20 acres from Commercial, General (CG) and Open Rural (OR) to Commercial, Intensive (CI) to bring existing businesses into compliance and allow for additional uses. The Planning and Zoning Agency recommended approval of the rezoning request at its December 1, 2016 meeting with a 5-0 vote.

**Presenter - Valerie Stukes, Planner**

**District 2**

9. **Public Hearing \* REZ 2016-06 Farm Boy's Produce.** This is a request to rezone from Open Rural (OR) to Commercial, Intensive (CI) to allow for outdoor sales from a food truck, in conjunction with the existing Farm Boy's Produce business. The Planning and Zoning Agency recommended approval of the rezoning request at its November 17, 2016 meeting with a 7-0 vote.

**Presenter - Patrick Doty, Planner**

**District 5**

10. **Public Hearing \* REZ 2016-11 State Road 16 and Varella Avenue.** Request to rezone approximately 1.56 acres from Residential, Single-Family (RS-3) to Commercial, Neighborhood (CN), specifically located on the northwest quadrant of the intersection of State Road 16 and Varella Avenue. The Planning and Zoning Agency recommended approval of the rezoning request at its December 15, 2016 meeting with a 6-0 vote.

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

11. **Hurricane Matthew Disaster Recovery: Debris Removal.** In October 2016, Hurricane Matthew inflicted severe impacts to Florida, Georgia, South Carolina and North Carolina resulting in a presidential declaration for federal assistance in categories A & B [Debris Removal and Emergency Protective Measures respectively]. St. Johns County activated contracts in accordance with the Contract for Disaster Debris Removal, Reduction, and Disposal and Infrastructure Restoration pursuant to RFP 04-79. The County estimates the cost for debris removal, based upon 487,000 cubic yards for vegetative debris and 60,000 cubic yards for Class III debris, to total \$18.5 million related to Hurricane Matthew. For many disaster recovery costs, FEMA will reimburse up to 75% of eligible expenditures and the State will reimburse up to 12.5% of eligible expenditures, leaving St. Johns County to fund the remaining 12.5%; however, both FEMA and the State do not utilize those same reimbursement rates for debris removal and monitoring on private roads. The attached October 21, 2016 State of Florida Division of Emergency Management letter suspends their responsibility to pay 12.5% of costs of debris removal on private roads. The attached December 21, 2016 FEMA letter deems some-but-not-all private road zones eligible for reimbursement. Current estimates for eligible reimbursement for debris removal expenditures are as follows: FEMA = \$12,487,500, State \$1,734,375, and the County at \$2,428,125. Current estimates for Ineligible expenditures total \$1,850,000 for the County. Total eligible and ineligible County costs for debris removal total \$4,278,125. Because the Commission approved an initial \$1,000,000 for debris removal from Solid Waste Reserves at the October 18 BCC meeting, the Solid Waste Reserve requirement is \$3,278,125.

**Presenter - Ryan Murphy, Director**

**12. Pre-Entry Deck at St. Augustine Amphitheatre.** The St. Johns County Cultural Events Division continues to look for ways to improve the patron experience and for opportunities to generate additional revenue. As such, an opportunity to obtain a \$60,000 sponsorship with Canan Law will provide funding to construct an outdoor pre-entry gathering space between the St. Augustine Amphitheatre's east and center entry corridors. Revenue generated through food and beverage concessions generates additional revenue to cover both the deck's associated operating expenses and additional revenue for the overall operation (A fifteen year asset life pro forma is attached outlining two scenarios which reflect positive net position). The deck is anticipated to cost \$62,750 net donated materials. Additionally, the pre-entry deck will provide future monetary sponsorship opportunities for business seeking visibility to patrons entering the facility. An additional benefit provided from the deck's location is an improved ingress. This ingress will send patrons to a lesser-used entry way, alleviating a "bottle necking" issue common at busier gate entrances. The location already has sufficient power, plenty of shade from oak trees, and is large enough to fit a 4300 square foot deck.

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

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## CONSENT MEETING AGENDA

County Auditorium  
500 San Sebastian View

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### CONSENT AGENDA

1. Motion to **approve the Cash Requirement Report.** *For more information, contact Allen McDonald, County Finance Director at 904 819-3669*
2. Motion to approve the **Public Official Bond for Sheriff David Shoar**, in the amount of 10,000 beginning January 1, 2017 through January 1, 2021. *For more information, contact David Shoar, Sheriff at 904 810-6611*
3. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Bannon Lakes Phase 1B-2.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
4. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Enclave at Rivertown - Phase Two-A.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
5. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Whisper Creek Phase 4 Unit D.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
6. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Breezy Oaks (replat).** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
7. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Whisper Creek Phase 4 Unit A.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
8. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the **final plat for Whisper Creek Phase 4 Unit B.** *For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720*
9. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Bill of Sale and Schedule of Values conveying all personal property associated with the water and sewer lines to serve St. Mark Development Authority PODS Warehouse located off Bronze-Glow Way.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
10. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Bill of Sale and Schedule of Values conveying all personal property associated with the water and sewer lines to serve a Commercial Retail Store located off US1 South.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*

11. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Bill of Sale and Schedule of Values conveying all personal property associated with a force main extension along North Roscoe Boulevard.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
12. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting an **Easement for Utilities to provide water and sewer service to Gran Lake Phase 1B and 1C located off Pacetti Road,** and accepting a Bill of Sale conveying all personal property associated with the water and sewer system. *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
13. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Special Warranty Deed for a pump station, an Easement for Utilities to provide water and sewer service to Gran Lake Phase 1A and 1D located off Pacetti Road,** and accepting a Bill of Sale conveying all personal property associated with the water and sewer system. *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
14. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting **Special Warranty Deeds conveying two lift station sites to serve Marshall Creek DRI MV-4 and MUA-2.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
15. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting an **Easement for Utilities to provide water service to South Shore Plaza and accepting a Bill of Sale and Schedule of Values conveying all personal property associated with the water lines.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
16. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting an **Easement for Utilities and a Bill of Sale conveying all personal property associated with the water and sewer system to serve Palencia North Phase III B located off US 1 North.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
17. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting an **Easement for Utilities to provide water and sewer service to Summer Island located off A1A South and accepting a Bill of Sale conveying all personal property associated with the water and sewer system.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
18. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the terms and authorizing the County Administrator, or designee, **to execute a Purchase and Sale Agreement for property offered as surplus by the Anastasia Mosquito Control District at 500 Old Beach Road,** and approve a transfer \$25,000 from General Fund Reserves for related costs. *For more information, contact Damon Douglas, Project Manager at 209-0794*
19. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Bill of Sale and Schedule of Values conveying all personal property associated with the water and sewer lines to serve Medical Urgent Care on A1A South.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762*
20. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Deed of Dedication Right-of-Way from Moultrie Properties, LLC to St. Johns County for additional right-of-way along Old Moultrie Road required for a turn lane.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0809*

21. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Grant of Easement from Anastasia Baptist Church to St. Johns County for drainage improvements to the Menendez Park area.** *For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0809*
22. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the terms, provisions, conditions, and requirements **of an agreement between St. Johns County, Florida, and Gran Lake Incorporated, for the provision of utility water unit connection fee refund** and authorizing the County Administrator or his designee to execute the agreement substantially in the same form as attached on behalf of St. Johns County. *For more information, contact Gordon Smith, Assistant Director, Engineering/Operations at 904 209-2709*
23. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or designee, **to award Bid No. 17-04 St Johns County COA Transit Center Storage Buildings to ACON Construction Company, Inc.,** and to execute a contract in substantially the same form and format as the attached hereto for completion of the scope of work at a contract price not to exceed \$90,029.00. *For more information, contact Joseph Giammanco, Purchasing Manager at 904 209-0152*
24. 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 Joseph Giammanco, Purchasing Manager at 209-0152*
25. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or designee, **to award Bid No. 17-09 Combined Fire Station 5 and Sheriff's South Regional Command Center to F&G Construction General Contractors, Inc.,** and to execute a contract in substantially the same form and format as the attached hereto for completion of the Combined Fire Station 5 and Sheriff's South Regional Command Center at a contract price not to exceed \$7,158,000.00. *For more information, contact Joseph Giammanco, Purchasing Manager at 904 209-0152*
26. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the terms, conditions, and requirements of the **State of Florida, Emergency Medical Services Grant Program,** authorizing the County Administrator or his designee to apply for the grant on behalf of the County and recognizing & appropriating within the Fiscal Year 2017 General Fund Emergency Medical Services budget. *For more information, contact Jeff Prevatt, Assistant Fire Rescue Chief at 904 209-1702*
27. Motion authorizing the County Administrator or authorized designee to **submit the attached matching grant application to the Florida Department of Health Emergency Medical Services Program.** *For more information, contact Jeff Prevatt, Assistant Fire Rescue Chief at 904 209-1702*
28. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the terms and conditions contained in the attached **Interlocal Agreement regarding County-Funded Court Employees,** and authorizing the County Administrator to execute an interlocal agreement in substantially the same form and format on behalf of the County. *For more information, contact Stacey Stanish, Director, Administrative/Support Services at 904 209-0545*
29. Motion to authorize the County Administrator or to **execute a Hurricane Matthew Disaster Declaration (FEMA-4283-DR-FL) Federally Funded Public Assistance State Agreement** in substantially the same form and format as attached hereto. *For more information, contact Jesse Dunn, Director, OMB at 904 209-0568*

30. Motion to adopt Resolution 2017-\_\_\_\_\_, recognizing and appropriating a **Department of Homeland Security FEMA Hurricane Matthew Grant in an amount not to exceed \$55,853 and a State of Florida Division of Emergency Management Grant in an amount not to exceed \$9,309** within the Fiscal Year 2017 General Fund [Hurricane Matthew Department 0110]; and Motion to approve the transfer of \$232,723 from General Fund Reserves to the General Fund [Hurricane Matthew Department 0110]. *For more information, contact Jesse Dunn, Director, OMB at 904 209-0568*
31. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the terms and authorizing the County Administrator to **execute a Construction Agreement, payment of \$40,000.00 from the Moultrie Oaks Mobile Home Park to St. Johns County for site access improvements on Wildwood drive.** *For more information, contact Paolo S. Soria, Assistant County Attorney at 209-0809*
32. Motion to **ratify the terms of the Recreation Advisory Board** as stated in the attached letter dated November 21, 2016. *For more information, contact Melissa Lundquist, Assistant to the Board of County Commissioners at 904 209-0563*
33. Motion to **reappoint Ms. Susan Ponder-Stansel as the St. Johns County representative on the Health Planning Council of Northeast Florida, Inc.** for a two-year term scheduled to expire in October 2016. *For more information, contact Melissa Lundquist, Assistant to the Board of County Commissioners at 904 209-0563*
34. Motion to adopt Resolution 2017-\_\_\_\_\_, approving and authorizing the **transfer of an amount not to exceed \$12,000 from the Tree Bank Funds Reserves to provide landscaping as part of the Armstrong Park Trailhead project.** *For more information, contact Mike Dalton, Director of Facilities Management at 904 209-0195*
35. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing **completion of each of the audits described herein, approving the transfer of an amount not to exceed \$60,000 from the Health Insurance Fund Reserves [5500-59920]** in order to complete the audits, and authorizing the County Administrator or designee to execute an agreement in substantially the same form and format for completion of the audits in calendar year 2017. *For more information, contact Stacey Stanish, Director, Administrative and Support Services at 904 209-0635*
36. **Approval of Minutes:**

September 20, 2016 Regular Meeting  
November 22, 2016 Emergency Meeting  
December 13, 2016 Emergency Meeting  
November 29, 2016 Emergency Meeting  
December 27, 2016 Emergency Meeting  
January 3, 2017 Emergency Meeting

37. **Proofs:**

- a) Proof: Request for Bids, RFP No: 17-14, Fire Sprinkler Systems Maintenance, Inspection and Repair, published November 14, 2016 and November 21, 2016 in the St. Augustine Record.
- b) Proof: Request for Bids, Bid No: 17-16, Hazardous Tree Removal Services, published November 23, 2016 and November 30, 2016 in the St. Augustine Record.
- c) Proof: Request for Bids, Bid No: 17-01, Six-Mile 1 Master Lift Station Improvements, published on November 16, 2016 and November 23, 2016 in the St. Augustine Record.
- d) Proof: Notice of Meeting, Special Mtg 12/6/2016, published November 30, 2016 in the St. Augustine Record.
- e) Proof: RFQ No: 17-19, Coastal Engineering Professional Services, published



- November 24, 2016 and December 01, 2016 in the St. Augustine Record.
- f) Proof: Request for Bids, Bid No: 17-20, Restroom Cleaning Services for St. Johns County Beaches, published December 02, 2016 and December 09, 2016 in the St. Augustine Record.
  - g) Proof: Notice of Meeting, 11/8 Emergency BCC Meeting, published November 7, 2016 in the St. Augustine Record.

