

# 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, December 19, 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
- ❖ *Gia Reynolds Retirement Recognition*
- ❖ *Proclamation Recognizing Tolomato Community Development District for Funding Safety Improvements at Valley Ridge Academy*
- ❖ *Proclamation Recognizing 15th Anniversary of St. Johns County Drug Court*
- ❖ Acceptance of Proclamations
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

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

#### **District 4**

- 1. Request for the Board of County Commissioners to consider to hold an optional public hearing to amend the boundary of the Tolomato Community Development District (CDD).** The purpose of this hearing is for the Board of County Commissioners to consider an optional public hearing to amend the boundaries of the Tolomato Community Development District (CDD). This matter relates to a request from the Tolomato CDD Board of Supervisors to expand the CDD boundaries by approximately 79.34 acres of land in the northeast corner. The Tolomato CDD encompasses approximately 13,388.45 acres within the Nocatee Development of Regional Impact (DRI) and Planned Unit Development (PUD), and is located in St. Johns County and Duval County. Florida Statutes, Chapter 190 provides that CDD proposals 2,500 acres or greater are required to be heard by the Florida Land and Water Adjudicatory Commission (FLWAC); thus, any expansion will be pursuant to their action. However, Florida Statutes Chapter 190 requires notice to the local government and an opportunity for the local government to hold a public hearing on the expansion and provide comment to FLWAC if applicable. Such a hearing and subsequent submitted comment is not required, but if the Board decides to hold this optional public hearing, the statutes require the hearing to be limited to the expansion property, and whether or not the County supports the expansion. The amendment will not result in a cumulative net total greater than 50% of the District; therefore, the addition of the Expansion Parcel does not trigger the expanded review process of Section 190.046(l)(f), Florida Statutes. The Expansion Parcel is included within a neighborhood currently under development by the landowner, the majority of which already lies within the District's Boundaries. The amendment will ensure that the District continues to bear the burden for installation of infrastructure and maintenance of certain facilities.

**Presenter - Damon Douglas, Project Manager, Disaster Recovery**

2. **Public Hearing \* Second Hearing of an ordinance to create Municipal Service Taxing Units to fund the local share of dune and beach restoration costs in South Ponte Vedra and Vilano Beaches.** Florida Department of Environmental Protection (FDEP) funding is available, with a required 50% local share match, for dune-berm replacement between FDEP Range Monuments 67 and 117. The proposed ordinance will create three Municipal Service Taxing Units (MSTUs), one east of A1A and seaward of the Coastal Construction Control Line, one east of A1A and landward of the Coastal Construction Control Line, and one west of A1A, within which millage could be budgeted and levied to repay the cost of the local share match.

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

**District 2**

3. **Public Hearing \* COMPAMD 2017-04 Town of Hastings (Transmittal) and Comprehensive Plan Text Amendment.** Transmittal hearing for COMPAMD 2017-00 known as the Town of Hastings, a Comprehensive Plan Amendment to amend the Future Land Use Map of the St. Johns County Comprehensive Plan to include the lands of the former Town of Hastings and apply St. Johns County Land Use categories to these lands; and to amend the text of the St. Johns County Comprehensive Plan to accommodate existing FAR, density, and site specific development amendments for the former Town of Hastings. Adoption hearings are proposed for February 6, 2018 if transmitted. If approved and enacted the amendments are effective after dissolution of the Town of Hastings.

**District 2**

4. **Public Hearing \* REZ 2017-09 Town of Hastings.** This is the first public hearing in a three part series to Rezone and Include Lands of the former Town of Hastings into St. Johns County official zoning atlas and to apply St. Johns County Zoning designations to these lands. This ordinance would also amend Article III of the St. Johns County Land Development Code to establish the Hastings Overlay District within the former municipal boundaries of the Town of Hastings. These amendments to the Land Development Code would create Article III, Part 3.12.00 Hastings Overlay District in order to preserve specific Land Uses and development standards not provided for by the St. Johns County Land Development Code.

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

**District 1**

5. **Public Hearing \* CPA(SS) 2017-02 Casper Residence.** Request for a Small Scale Comprehensive Plan Amendment to the Future Land Use Map to change approximately 1.03 acres from Rural/Silviculture (R/S) to Residential-A to allow for the construction of a single-family. The property is located in the River Park Acres Subdivision on Ranchwood Lane off of State Road 13 North. On November 2, 2017 the Planning and Zoning Agency considered the application, and voted 6-0 to recommend approval.

**Presenter - Valerie Stukes, Planner**

**District 2**

6. **Public Hearing \* MAJMOD 2017-14 North Florida Industrial Park.** Request for a Major Modification to the North Florida Industrial Park Planned Unit Development (PUD) to add an additional 8,000 square feet of commercial, office, and industrial development to Phase I, and to add Car Wash Facilities as an allowed use within Phase I. The subject property is located west of I-95, just south of County Road 210 W and north of Sampson Way. On November 2, 2017 the Planning and Zoning Agency considered the application, and voted 6-0 to recommend approval.

## **District 2**

- 7. Public Hearing \* REZ 2017-10 Fidus Office Warehouse.** Request to rezone 0.5 acres from Open Rural (OR) to Industrial Warehouse (IW) to allow for a 5,000 square foot warehouse building with an accessory 3,000 square foot office building, specifically located at 1955 State Road 16. The subject property is located south of State Road 16 and approximately 466 feet east of Fortner Road. The property to the west is the Covenant Presbyterian Church and the property to the east is the D'Angelo Design Center. On November 16, 2017 the Planning and Zoning Agency considered the application, and voted 6-0 to recommend approval. The discussion generally noted the neighboring zoning districts of Industrial Warehousing and Commercial Intensive makes this request compatible with the surrounding area.

## **District 3**

- 8. Public Hearing \* REZ 2017-07 Walberg and Dzuck House.** Request to rezone a vacant lot of approximately 0.29 acres from Commercial, General (CG) to Residential, Single-Family (RS-3) to allow for the construction of a Modular Home. The subject property is located east of A1A South and south of East Magnolia Drive. On November 16, 2017 the Planning and Zoning Agency considered the application, and voted 6-0 to recommend approval. The discussion by the Agency generally noted that this request is reasonable for this specific area being that there "is not a great deal of commercial in the immediate vicinity".

### **Presenter - Rebecca Lavie, Assistant County Attorney**

- 9. Public Hearing \* Second Reading of Treasure Beach Bulkhead Ordinance.** This ordinance regulates bulkheads and docks within the Treasure Beach canals. It consolidates and updates St. Johns County ordinances 1997-54 and 1999-7, which contain the existing canal regulations. The revisions are based on input received from both County staff and residents of the Treasure Beach community and include updated standards for construction of bulkheads, a requirement that a right-of-way permit be obtained prior to new docks being constructed within the canals, revised standards for cul de sac lots, provision for nonconformities, provision for an administrative waiver for certain minor errors with respect to the location of bulkheads, docks, or other non-vessel structures, and provision for disclosure of ordinance requirements upon transfer of properties abutting the canals. A redline version of the ordinance showing the changes that have been made since the ordinance's first reading has been provided.

### **Presenter - Jaime Locklear, Assistant Purchasing Manager**

- 10. Bid No: 18-23. SJC Combined Fire Stations 5, 11 & Sheriff's South Regional Command Center.** This project consists of furnishing all labor, materials, equipment, and any other items necessary for the construction of a 4-bay fire station and sheriff's command center to be located at 3370 US 1 South, St. Augustine, FL 32086. As an Essential Facility, the building exterior systems are to comply with enhanced Protection Level "D". The building will be stucco on masonry bearing walls with steel joists and metal deck. Roofing is a single ply roof membrane on rigid insulation. Windows shall be missile impact rated, laminated insulated low "E" glass in aluminum framing. Plumbing, Fire Protection, Mechanical, Electrical (including installation of owner-provided generator) and IT work is included as indicated on the drawings and specifications. Exterior work includes compacted fill, fence and gate systems, utility connections and coordination, paving and drainage, irrigation landscaping (both hard and soft) along with sidewalks as indicated on the drawings. Associated site structures include Physical Agility Building/Training Tower. All work shall be performed in accordance with the plans and specifications issued for this project. The bid was advertised on October 23, 2017 in accordance with St. Johns County Purchasing Policy and Procedures. Eight bids were received on December 6, 2017, with the lowest responsive, responsible bid submitted by Dimare Construction Co., with a lump sum bid amount of \$6,449,700. Staff recommends the bid be awarded to Dimare Construction Company, and a contract executed for the completion of the work specified in Bid No: 18-23.

**11. Affordable Housing Grant Agreement between St Johns County and Habitat for Humanity of St. Augustine/St. Johns County, Inc.** On September 7, 2016 the County issued a Notice of Funding Availability inviting eligible St Johns County non-profit organizations to submit proposals related to affordable housing or housing of homeless individuals through the newly developed and Board of County Commissioners approved Affordable Housing Grant Program. Project proposals were accepted between September 7, 2016 and September 30, 2016. On October 19, 2016 a publicly noticed project application evaluation meeting was held where projects were evaluated by the Affordable Housing Grant Review Committee. On November 1, 2016 the Board of County Commissioners approved the recommendations of the Affordable Housing Grant Review Committee and authorized the County Administrator, or his designee, to proceed with the execution of grant agreements with the organizations. This grant agreement is between the County and Habitat for Humanity of St. Augustine/St. Johns County, Inc. in the amount of \$458,787.27 and will be used to provide needed infrastructure in order to develop a residential subdivision (Canopy Oaks) which will provide a minimum of 18 residences on property located in West St. Augustine on land currently vacant and lacking full vehicular access and necessary infrastructure. Funding for this grant was appropriated in the FY17 Budget as a Special Contingency Reserve in the General Fund which was funded by DRI funds paid to the County. In order to expend these funds for their intended purpose, a motion to approve a transfer from Special Contingency Reserves is necessary

**12. Public Hearing \* A Substantial Amendment must be made to the U.S. Department of Housing and Urban Development (HUD) approved 2016-2017 St. Johns County Annual Action Plan projects of Planning and Administration and Homeless Housing Rehabilitation to be re-allocated to another eligible project.** HUD has awarded the County a Community Development Block Grant, in the amount of \$799,754, to assist the County in providing benefits to low and moderate income residents in accordance with the 2016 – 2020 Consolidated Plan and the 2016–2017 Action Plan. The County allocated \$159,951 for Planning and Administration functions, but only spent \$42,744 to execute eligible functions. Therefore, \$117,207 from the Planning and Administration line item must be re-allocated to another eligible project. Additionally, \$90,661 was originally allocated for Homeless Housing Rehabilitation. However, HUD later determined that this project was ineligible for funding. This resolution will re-allocate \$117,207 from Administration and Planning and re-allocate \$90,661 from Homeless Housing Rehabilitation projects to increase the allocation for the West Augustine Drainage Improvement project so that the new allocation will be \$508,270.

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

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## CONSENT MEETING AGENDA

County Auditorium  
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Tuesday, December 19, 2017 9:00 AM

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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 2017-\_\_\_\_\_, approving the final **plat for PLAT 2017-66 Shearwater Phase 2A**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
3. Motion to adopt Resolution 2017-\_\_\_\_\_, approving the final **plat for PLAT 2017-51 Beacon Lake Phase 1**. *For more information, contact David Suarez, Application Review Supervisor at 209-0720*
4. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting a **Bill of Sale and Schedule of Values** conveying all personal property associated with the **utilities serving A+ Garage Complete Auto Repair, Inc.** located off Agricultural Center Drive. *For more information, contact Gail Oliver, Land Management Systems Interim Director at 209-0770*
5. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or designee, to **purchase one (1) new Ford F-450 service-body truck with crane at a total price of \$102,276.00 from Coggin Ford**, 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*
6. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or designee, to **purchase five (5) new Ford F-150 Pickup Trucks at a total price of \$189,140.00 from Prestige Ford**, subject to the terms and conditions of the Florida Sheriff's Association contract #FSA17-VEL25.0. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
7. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No. 18-20 Burney's Septic Tank Service, Inc. and Moore's Sand and Septic Inc.**, and to execute contracts substantially in the same form and format as attached based on the unit prices submitted for the provision of as needed **Liquid Biosolid Hauling** for St. Johns County. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 904 209-0158*
8. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No; 18-10; County Mitigation Conservation Area Services, to Carter Environmental Services**, and to execute a contract substantially in the same form and format as attached. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*
9. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **award Bid No: 18-17 to Perma-Fix of Florida, Inc.** and to execute a contract substantially in the same form and format as attached for one (1) year with three (3) available one-year renewals for **Household Hazardous Waste Collection Services**. *For more information, contact Jaime Locklear, Assistant Purchasing Manager at 209-0158*

10. 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*
11. Motion to adopt Resolution 2017-\_\_\_\_\_, recognizing **\$8,950 in unanticipated insurance proceeds** and appropriate to the **FY2018 Special Revenue Golf Course Fund**. *For more information, contact Stacia Lando, Budget Analyst at 209-0566*
12. Motion to adopt Resolution 2017-\_\_\_\_\_, **amending the St. Johns County Fee Schedule** for services provided by St. Johns County Departments for Fiscal Year 2018. *For more information, contact Devin Cousins, Budget Analyst at 209-0569*
13. Motion to adopt Resolution 2017-\_\_\_\_\_, authorizing the County Administrator, or his designee, to **submit the St. Johns County FY 2016-2017 Consolidated Annual Performance and Evaluation Report (CAPER) to the U.S. Department of Housing and Urban Development (HUD)** on behalf of the County. *For more information, contact Shawna Novak, Director, HHS at 827-6089*
14. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting the **independent agency amended contract extension agreements with Betty Griffin Center, Emergency Services and Homeless Coalition, and St. Francis House** as attached hereto and authorizing the County Administrator or designee to execute the agreements on behalf of the County. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6094*
15. Motion to adopt Resolution 2017-\_\_\_\_\_, accepting the **independent agency amended contract extension agreement with Home Again St. Johns, Inc.** as attached hereto and authorizing the County Administrator or designee to execute the agreement on behalf of the County. *For more information, contact Shawna Novak, Health and Human Services Director at 904 209-6094*
16. Motion to adopt Resolution 2017-\_\_\_\_\_, **recognizing \$7,700.00 in unanticipated revenues**, and appropriating such funds to the **FY2018 General Fund Parks and Recreation Department** for the construction of a **cricket pitch** on county owned-property located at the St. Johns County Fairgrounds. *For more information, contact Wil Smith, Director at 209-0324*
17. **Proofs:**
  - a) Proof: Request for Bids, Bid No.: 18-17; Household Hazardous Waste Collection Services, published on November 6, 2017, in the St. Augustine Record.
  - b) Proof: Request for Bids, Bid No.: 18-14; Countywide Roadway Drainage & Infrastructure Maintenance, published on October 26, 2017, and November 2, 2017, in the St. Augustine Record.
  - c) Proof: Request for Proposals, RFP No.: 18-24; Misdemeanor Probation Supervision Services, published on November 3, 2017, and November 10, 2017, in the St. Augustine Record.
  - d) Proof: Request for Proposals, RFP No.: 18-07; Purchase and Installation of Fleet Maintenance Equipment for Public Works Facility, published on November 06, 2017, and November 13, 2017, in the St. Augustine Record.
  - e) Proof: Request for Proposals, RFP No.: 18-11; Housing Inspection Services, published on November 09, 2017, and November 16, 2017, in the St. Augustine Record.
  - f) Proof: Request for Proposals, RFP No.: 18-12; Rehabilitation Services for State Housing Initiatives Partnership (SHIP) Program, published on November 13, 2017, and November 20, 2017, in the St. Augustine Record.
  - g) Proof: Request for Proposals, RFP No.: 18-13; Emergency Services for Sub-Standard Housing, published on November 13, 2017, and November 20, 2017, in the St. Augustine Record.

