

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, May 02, 2017 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
- ❖ *Proclamation recognizing May 15-19, 2017 as National Safe Boating Week*
- ❖ *Proclamation recognizing May 2017 as Motorcycle Awareness Month*
- ❖ *Proclamation recognizing May 2017 National Drug Court Month*
- ❖ *Proclamation recognizing May 2017 Older Americans Month*
- ❖ Acceptance of Proclamations
- ❖ Public Comment
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter - Patrick F. McCormack, County Attorney

1. **Professional Services Contract-County Attorney.** The effective term of County Attorney's current Professional Services Agreement expires on October 15, 2017. A proposed revised draft of the Agreement will be provided for review and discussion in advance of the meeting.

Presenter - Dick D'Souza, Engineer

2. **Public Hearing * VACROA 2017-01 - A Public Hearing to vacate a portion of Riverside Boulevard as depicted on Plat of Riverdale Farms.** **District 2** The applicant requests the vacation of the unopened, unimproved right-of-way of Riverside Boulevard. Based on staff's review thus far, traffic patterns will not be negatively impacted, and no party will be unreasonably affected by the requested vacation.

Presenter - Beverly Frazier, Planner

3. **Public Hearing * CPA(SS) 2017-01 Usina Intracoastal Waterway Park.** **District 5** Request for a Small Scale Comprehensive Plan Amendment to the Future Land Use Map to change approximately 1.6 acres from Commercial to Parks and Open Space. The property is located at 603 Euclid Avenue, in the North Beach area, and currently operates as a public boat ramp from the eastern Intracoastal Waterway. The County-initiated amendment is requested for compliance with the requirements of the Florida Communities Trust FF8 Award. The Planning and Zoning Agency recommended approval of the amendment with a 7-0 vote based on three findings at the regular meeting held on April 6, 2017.

Presenter - Phong Nguyen, Transportation Development Manager

4. **2017 Roadway and Transportation Alternatives List of Priority Projects (LOPP).** The Florida Department of Transportation (FDOT) and the North Florida Transportation Planning Organization (TPO) request from local governments their project priorities for potential funding of new transportation projects to be considered for inclusion in the new fiscal year (FY 2022/23) of FDOT's Work Program. This is an annual recurring request to local governments. The St. Johns County Board of County Commissioners is charged with prioritizing all projects within the County, including those within municipal boundaries. The Transportation Advisory Group (TAG), consisting of County staff, representatives of the City of St. Augustine, St. Augustine Beach, Town of Hastings, St. Johns County School Board, St. Johns County Sheriff's Office, and the St. Augustine-St. Johns County Airport Authority met on March 24, 2017 to review last year's priorities and to recommend this year's priorities. The attached LOPP includes recommendations of the TAG for both highway and alternatives projects.

Presenter - Cynthia A May, Senior Planner

District 1

5. **Public Hearing * COMPAMD 2014-04 Mill Creek Forest.** COMPAMD 2014-04 Mill Creek Forest is a request for the Adoption of 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 (Res-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 heard this item on March 16, 2017, and made a recommendation for adoption by a vote of 4 - 0.

District 1

6. **Public Hearing * PUD 2016-12 Mill Creek Forest.** PUD 2016-12 Mill Creek Forest is a request to rezone approximately 264 acres from Open Rural (OR) to Planned Unit Development (PUD) to allow for the development of a 305 unit single-family development. The subject property fronts along Greenbriar Road, east of Longleaf Pine Parkway in the vicinity of 601 Greenbriar Road. The Planning and Zoning Agency heard this item on March 16, 2017, and made a recommendation for adoption by a vote of 4 - 0, with the deletion of Waiver #2.

Presenter - Paolo S. Soria, Assistant County Attorney

7. **Public Hearing * Land Development Code Amendments - Sign Code Revision - Article VII and Article XII.** This is the third and final hearing of a three part hearing process. Presented is a revision to Article VII and Article XII of the Land Development Code, which regulates signs and signage. The Planning and Zoning Agency recommended enactment of the presented proposed changes to Article VII and Article XII and removal of Digital Billboard Language by a vote of 5 to 1, with discussion of an additional consideration for residential districts on rural highways.

Presenter - Rebecca Lavie, Assistant County Attorney

8. **First 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. A workshop was held on February 28, 2017, at which time members of the community had the opportunity to provide feedback with respect to the ordinance changes. 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.

Presenter - Bradley Bulthuis, Assistant County Attorney

- 9. Public Hearing * Second Reading of Ordinance Relating to the Safe Operation of Small Unmanned Aircraft.** At its February 21, 2017 regular meeting, the Board of County Commissioners authorized the Office of the County Attorney to draft an ordinance providing for limited regulation of the operation of small unmanned aircraft systems, commonly referred to as "drones," within the unincorporated areas of the County, in order to address legitimate public concerns regarding safety, privacy, nuisance, trespass, and other property rights implicated by their operation. A proposed ordinance was presented to the Board for first reading at the April 18, 2017 meeting. Based on the Board's direction at the April 18 meeting, staff has revised the proposed ordinance to focus on areas relating to public safety, including operation over open air assemblies, and to provide an exception for model aircraft operated under the safety guidelines of a national organization. This proposed ordinance, if adopted, addresses the Board's concerns by prohibiting the operation of small unmanned aircraft (a) over open air assemblies without the property owner's consent; (b) while under the influence of drugs or alcohol; (c) that is equipped with a weapon; (d) with the intent to cause harm; (e) recklessly or carelessly; or (f) in violation of any federal or state law. This ordinance would authorize the St. Johns County Sheriff's Office or the Code Enforcement Division to enforce the ordinance as a misdemeanor or by noncriminal citation. The ordinance is expressly intended to not conflict with any applicable federal or state law or to either prohibit or authorize any operations contrary to federal or state law.

Presenter - Jesse Dunn, Director, OMB

- 10. Hurricane Matthew Disaster Recovery: Emergency Protective Measures.** 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]. As part of the initial recovery process, the County took the necessary actions before, during, and after the disaster to save lives, protect public health and safety, and prevent damage to improved public health and safety, and prevent damage to improved public property. The County estimates that the eligible costs for these Emergency Protective Measures were \$1,881,163.20. It is estimated that 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%. Estimates for eligible reimbursement for expenses related to establishing safe public beach access are as follows: FEMA at \$1,410,873, State at \$235,145, and the County at \$235,145. The County portion is requested to be transferred from the appropriate Fund Reserves.

11. Disaster Recovery Team Needs. In response to Hurricane Matthew, the County has spent the past six months addressing recovery needs including engaging in the Federal and State processes to submit for multiple lines of recovery funding. To date, the County has utilized existing staff resources and early on established a cross-departmental team to assess analyze and respond to shifting recovery needs. As we shift to a different phase focused on longer term project management, it has become clear that the process will be ongoing for an extended period estimated at 2 to 3 years and that existing resources will not be able to effectively manage this longer term, multi-tiered project phase. To address the demands associated with the ongoing recovery process, staffing changes are required which necessitate Board action. In keeping with the current budgetary restraints, to minimize hiring needs, the County proposes to continue utilizing the active workgroup and will expand and rearrange the scope of duties of positions as needed to utilize existing employee knowledge, skills and abilities. To minimize expenses, we will continue to manage the overall process with existing staff with minor adjustments. Where staff roles are expanded or rearranged for disaster recovery direction, all eligible related costs will be tracked and submitted for the appropriate FEMA reimbursements. Additionally, a minimum of three (3) full-time positions (FTEs) is requested: Two Project Managers and one (1) Procurement Specialist to manage the processes related to FEMA and other related disaster recovery project funding and the associated contract, procurement and on-going project management components. It is estimated that a substantial percentage of the costs (salaries, benefits, equipment) associated with all three (3) requested FTEs will be reimbursable consistent with FEMA disaster recovery and CDBG guidelines. It is anticipated that the above staffing strategy will meet the County's immediate disaster recovery management needs. As the process continues to evolve, future needs may be identified and recommended at that time. As the disaster recovery phase nears completion, organizational needs will be reassessed and any related new positions will be absorbed through attrition, reallocated at that time or eliminated if unneeded.

12. Hurricane Matthew Disaster Recovery: Disaster Recovery Consulting Services.

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 through G. The County solicited a disaster recovery consultant [RFP 17-07R] to assist the County in maximizing reimbursement and ensure compliance through both the Federal and State disaster recovery process. On December 20, 2016 the Commission authorized the County Administrator to negotiate and enter into a contract with Ardurra Group LLC, for disaster recovery consulting services. With the contract in place, the first 3 task orders has been issued to assist the County with the compilation of all materials related to FEMA's Project Worksheets: task order 1 was issued for Ardurra to provide expertise in identifying potential reimbursable projects through FEMA's Public Assistance Program with an end date of March 10; task order 2 was issued for Ardurra to compute eligible sand volumes and identify potential sand sources with an end date of April 15; task order 3 was issued for Ardurra to assist with obtaining CDBG-DR funding with an end date of May 8. St. Johns County's estimated damages, through which it will seek reimbursement through the FEMA disaster recovery process, could still provide in excess of \$100 million back to St. Johns County. In order for the County to continue our recovery task order 4 will allow for the continuation and expansion of Ardurra's ongoing services until March 10, 2018, estimated at \$2,976,714. All of Ardurra's time related to this task order is eligible for reimbursement through the FEMA Hurricane Matthew Grant. 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%. A General Fund Reserve transfer for the County's 12.5% is requested in the amount of \$372,089.

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

13. Consider an appointment to the Library Advisory Board (LAB). Currently there is one vacancy on the Library Advisory Board due to a resignation. The term is that of a citizen representing County Commission District 4. Please find attached for your review and consideration a recommendation from the Library Advisory Board and seven (7) applications (Rachael Bennett, District 5, George F. McCaughan, District 4, Susan Richbourg Parker, District 5, Antoinette (Toni) Siriani, District 2, Robert William Stewart, District 1, Lisa Taylor, District 5 and Karen S. Zander, District 5).

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

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CONSENT MEETING AGENDA

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Tuesday, May 02, 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 904 819-3669
2. Motion to adopt Resolution 2017-_____, approving the **final plat for Northridge Lakes Unit 5.** For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720
3. Motion to adopt Resolution 2017-_____, approving the **final plat for Arbor Mill Phase Two.** For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720
4. Motion to adopt Resolution 2017-_____, approving the **final plat for Palencia North Phase II C-1 (Replat).** For more information, contact Shannon Acevedo, Application Review Supervisor at 209-0720
5. Motion to adopt Resolution 2017-_____, authorizing the **notice required by Section 336.10, F.S., for a public hearing on June 6, 2017 9:00 a.m. or at a date and time as soon there after as possible,** to hear a request for the **vacation of the unopened, unimproved right-of-way of Palm Street,** located within the North Beach Subdivision. (VACROA 2016-07 Palm Street (DeBoer)). For more information, contact Dick D'Souza, Engineer at 209-0792
6. Motion to approve the **Windsong Acres School Concurrency Proportionate Share Mitigation Agreement (CONSCA 2017-02).** For more information, contact Jan Trantham, Senior Transportation Planner at 209-0611
7. Motion to adopt Resolution 2017-_____, approving the terms and authorizing the County Administrator, or designee, to **execute Contract Agreements with occupants and owners of mobile homes located on County property for security purposes.** For more information, contact Mary Ann Blount, Land Management Systems Director at 209-0762
8. Motion to adopt Resolution 2017-_____, approving the terms, provisions, conditions, and requirements of an amendment to **the Grant Agreement with the Florida Department of Environmental Protection;** authorizing the County Administrator, or designee, to execute the amendment on behalf of the County; approving the terms, provisions, conditions, and requirements of an amendment and **restatement of the Memorandum of Agreement with the St. Johns River Water Management District;** and authorizing the County Administrator, or designee, to execute the amendment and restatement on behalf of the County. For more information, contact Greg Caldwell, Assistant Public Works Director at 904 209-0132
9. 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 computer equipment 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

10. Motion to adopt Resolution 2017-_____, authorizing the County Administrator, or designee, to **execute an agreement with Florida Drug Testing, Inc.**, in substantially the same form and format as attached hereto, to provide drug screenings and related **services for the St. Johns County Drug Court Program.** *For more information, contact Ralph Cumberbatch, Adult Drug Court Coordinator at 904 827-5620*
11. Motion to adopt Resolution 2017-_____, approving the terms, conditions, and requirements of **the grant agreement between St Johns County and the U.S. Department of Housing and Urban Development**, authorizing the County Administrator or designee to execute the agreement on behalf of the County; and recognizing and appropriating the **grant in the amount of \$17,836 into the General Fund Social Services Department for Fiscal Year 2017.** *For more information, contact Shauna Novak, HHS Director at 904 209-6089*
12. Motion to adopt Resolution 2017-_____, approving the terms, conditions, and requirements of the agreement for the **Master Trust Administration between St. Johns County, Florida and Family Support Services of North Florida, Inc.**, authorizing the County Administrator, or designee, to execute the Third Contract Extension Agreement on behalf of the County. *For more information, contact Shauna Novak, Director, Health and Human Services at 904 209-6089*
13. Motion to adopt Resolution 2017-_____, approving the terms, conditions, and requirements of the Third Contract Extension Agreement for **adoption recruitment services, in conjunction with the Heart Gallery of North Florida, between St. Johns County, Florida and Family Support Services of North Florida, Inc.**, authorizing the County Administrator, or designee, to execute the Third Contract Extension Agreement on behalf of the County. *For more information, contact Shauna Novak, Director, Health and Human Services at 904 209-6089*
14. Motion to adopt Resolution 2017-_____, approving the terms, conditions and requirements to **Amendment #8 to the Community Based Care contract NJ206 between St. Johns County, Florida and the State of Florida, Department of Children and Families**, and authorizing the County Administrator, or designee to execute the Contract Amendment #8 on behalf of the County and recognize unanticipated revenue of \$96,601.00. *For more information, contact Shauna Novak, Director, Health and Human Services at 904 209-6089*
15. 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*

16. Approval of Minutes:

- March 7, 2017, Regular BCC meeting
- March 21, 2017, Regular BCC meeting
- April 4, 2017, Regular BCC meeting

17. Proofs:

- a) Proof: Notice of Public Hearing, MMTTC Moratorium Ordinance, published March 13, 2017 in the St. Augustine Record.
- b) Proof: Notice of Public Hearing, Land Use Regulation, published March 21, 2017 in the St. Augustine Record.
- c) Proof: Notice of Meeting, The Intergovernmental Committee – 4/5/17, published on March 29, 2017 in the St. Augustine Record.
- d) Proof: Request for Proposal, Misc No. 17-83; Operation of Concession at Treaty Park Softball Fields, published March 30, 2017 and April 6, 2017 in the St. Augustine Record.
- e) Proof: Request for Bids, Bid No: 17-31: A1A Ground Storage Tank and Booster Pump Station, published March 10, 2017 and March 17, 2017 in the St. Augustine Record.
- f) Proof: Notice of Public Hearings: Facilities Plan and Funding of the Ponte Vedra Players Club Water Reclamation Facility and Interconnecting Projects, published March 21, 2017 in the St. Augustine Record.
- g) Proof: Request for Bids, Bid No.: 17-34: Purchase of Antiscalant, published March 23, 2017 and March 30, 2017 in the St. Augustine Record.

- h) Proof: Request for Proposals, RFP No: 17-35: Medical and Prescription Claims Administration Services and Stop Loss Insurance, published March 23, 2017 and March 30, 2017 in the St. Augustine Record.
- i) Proof: Request for Bids, Bid No: 17-32: Anastasia Island Wastewater Treatment Plant Filter Replacement Project, published April 3, 2017 and April 10, 2017 in the St. Augustine Record.
- j) Proof: Request for Bids, Bid No.: 17-37: Ocean Village Club, Saltwater Cowboys, and Sea Place Lift Station Upgrades, published April 3, 2017 and April 10, 2017 in the St. Augustine Record.
- k) Proof: Request for Bids: Bid No: 17-38: Ponce De Leon Villas, Raintree and Anastasia Oaks Lift Station Upgrades, published April 3, 2017 and April 10, 2017 in the St. Augustine Record.
- l) Proof: Request for Bids, Bid No.: 17-39: Ocean Gate, Atlantic Oaks, and Marsh Creek Lift Station Improvements, published April 4, 2017 and April 11, 2017 in the St. Augustine Record.
- m) Proof: Request for Bids, Bid No: 17-40: Quail Hollow, Spyglass, and Summerhouse Lift Station Improvements, published April 5, 2017 and April 12, 2017 in the St. Augustine Record.
- n) Proof: Request for Bids, Bid No: 17-30: CR 210 at CR 2209 Intersection Improvements, published April 5, 2017 and April 12, 2017 in the St. Augustine Record.
- o) Proof: Request for Proposals, RFP No: 17-45: Fiscal Impact Analysis Model, published April 6, 2017 and April 13, 2017 in the St. Augustine Record.
- p) Proof: Request for Bids, Bid No.: 17-42: Grant Administration Services for Community Development Block Grant (CDBG), published April 6, 2017 and April 13, 2017 in the St. Augustine Record.