

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 – Cyndi Stevenson

District 2 – Ron Sanchez

District 3 – William (Bill) A. McClure, Vice-Chair

District 4 – Jay Morris, Chair

District 5 – Rachael L. Bennett



REGULAR MEETING AGENDA

County Auditorium
500 San Sebastian View

Michael D. Wanchick, County Administrator

Patrick F. McCormack, County Attorney

TUESDAY, JULY 16, 2013 – 9:00 A.M.

❖*Please be sure all cellular devices are silenced 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 designating July 2013 as Recreation and Parks Month*
- ❖ *Acceptance of Proclamation*
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Public Comment
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda

Presenter – Allen MacDonald, Finance Director

1. Presentation of the St. Johns County Comprehensive Annual Financial Report.

Presenters – Patrick F. McCormack, County Attorney and Melissa Glasgow, Economic Development Director

- 2. Resolution authorizing approval of an Interlocal Agreement between the St. Johns County Industrial Development Authority and Orange County Health Facilities Authority relating to Orange County HFA's issuance of revenue bonds for the benefit of Presbyterian Retirement Communities, Inc., and its affiliates, including Wesley Manor, Inc., which operates Westminster Woods on Julington Creek, LLC. Presbyterian Retirement Communities, Inc.** Presbyterian Retirement Communities, Inc. ("PRC") has requested the St. Johns County IDA enter into an Interlocal Agreement with Orange County Health Finance Authority, and the Board, to approve, for the purposes of Section 147(f) of the IRS Code of 1986, as amended, the issuance by the Orange County HFA of Series 2013 Revenue Bonds for the benefit of PRC in an aggregate principal amount not to exceed \$20,000,000 and to finance capital improvements to senior living healthcare facilities in St. Johns County and Orange County, FL. The IDA approved this request at their meeting on 7/8/13.

Presenter – Gary L. Mackey, Transit Grant Specialist

- 3. Public Hearing – Consider the approval of Program of Projects, the submittal of the 2013 Section 5307 Urbanized Area Grant based on the program of projects, and execution of the awarded grant.** Each year the Federal Transit Administration apportions funding for urbanized area public transportation assistance. Our apportionment for this year is \$950,000. Once this apportionment is determined, a Program of Projects is developed and used as the basis for the Section 5307 Urbanized Area Grant submittal. Prior to this submittal, federal guidelines require a public hearing for the approval of the Program of Projects. The match requirement for this grant will be 50% for operating costs and 20% for capital. Operating costs for this year's grant is \$498,000 with the match coming from the county's contribution to transit (\$276,489) and an FDOT Block Grant (\$342,552). The 20% match for \$452,000 in capital will come from a soft match of toll revenue credits provided by the State of Florida. The purpose of this agenda item is for the approval of the 2013 Program of Projects, the submittal of the grant based on the approved Program of Projects and approval to execute the awarded grant.

Presenter – Vickie Renna, Long Range Planning Division

- 4. William Bartram Scenic and Historic Highway National Scenic Byway Grant - Northwest Historical Analysis.** William Bartram Scenic & Historic Highway (WBSH) became a designated Florida Department of Transportation (FDOT) Scenic Highway in 2005. In 2006, the National Scenic Byway (NSB) grant was awarded to St Johns County in the amount of \$750,000. 80% of that total was funded by the federal grant (\$600,000) and 20% was funded by St Johns County (\$150,000). Since 2007, this grant funding has been utilized for various WBSH projects. This year, the WBSH members would like to continue utilizing the remaining NSB grant funds to complete the following projects: Prepare a Northwest Historical Analysis and update 32 Master Site File Forms. This information will assist in Historic Preservation Resource Management and will be utilized in reviewing development applications in addition to preparing various reports and presentations; Prepare a video of William Bartram's life, to utilize as an educational tool; Prepare Florida Frontiers weekly magazine (<http://myfloridahistory.org/frontiers>) radio scripts, which will be used to broadcast historical facts about Northwest St Johns County throughout Florida; and Prepare St Johns County School Board Lesson Plans.

Presenter – Vickie Renna, Long Range Planning Division

- 5. William Bartram Scenic and Historic Highway National Scenic Byway Grant – Website Software Updates and Addition.** William Bartram Scenic & Historic Highway (WBSH) became a designated Florida Department of Transportation (FDOT) Scenic Highway in 2005. In 2006, the National Scenic Byway (NSB) grant was awarded to St Johns County in the amount of \$750,000. 80% of the total was funded by the federal grant (\$600,000) and 20% was funded by St Johns County (\$150,000). Since 2007, this grant funding has been utilized for various WBSH projects. This year, the WBSH members would like to continue utilizing the remaining NSB grant funds to complete the following project: Update the WBSH web site so it will function at full capacity and to allow for current information sharing. St Johns County Purchasing Department publically advertised the WBSH proposed projects on September 2012 and the consultants Letters of Interest and Qualification proposals were submitted back to the County on November 1, 2012. On November 29, 2012 the Evaluation Team, consisting of various County staff members and one WBSH representative, met and independently evaluated the consultants Letters of Interest.

Presenter – Wil Smith, Director of Recreation and Parks

6. Letter Supporting Designation of St. Johns River as a State Paddling Trail or Blueway. The St. Johns River Alliance is petitioning the Florida Department of Environmental Protection Office of Greenways and Trails to designate the entire St. Johns River as a State Designated paddling trail or blueway. St. Johns County has already designated the St. Johns River as a paddling trail and blueway on our St. Johns County Blueways, Greenways and Trails Master Plan. The River Alliance is asking all counties that are adjacent to the St. Johns River to write a letter of support for the FDEP Office of Greenways and Trails to take action through this designation. This designation would not require any additional funding at our publicly owned boat ramps, launching facilities and parks along the St. Johns River but would help in future grant applications should this designation be approved at the State level.

7. TDC Category III-Recreation Transfer of \$45,000 to St. Johns County Pier Fund. The St. Johns County Pier Fund requires a transfer of \$45,000 to resolve a negative fund balance. As a result of a one-month Pier closure for structural repairs and a beach re-nourishment project, that has caused inadequate water levels under the Pier, people have not been able to utilize the Pier to fish. Pier admission and sales of goods revenues have been down in FY 2012 and FY 2013. For FY 13 Pier operating costs have been approximately \$16,000 per month, while the Pier has generated \$8,300 per month on average from admissions and sale of goods. At the June 17, 2013 Tourist Development Council meeting, the Tourist Development Council decided by a vote of 4 – 3 not to recommend to the Board of County Commissioners the transfer of \$45,000 from the Category III Recreation reserve account to the Pier Fund. Historically, the TDT fund has subsidized Pier operations. Transfers of \$45,636 in FY 09, \$81,316 in FY 10, \$50,846 in FY 11, and \$175,000 in FY 12 have been made from the TDT Category III – Recreation category to the Pier Fund to support general operations and maintenance.

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

8. Appointment to the South Anastasia Design Review Board.

Presenter – Doug Timms, Office of Management & Budget Director

9. FY 2014 Recommended Budget Presentation. The annual County budget process requires a number of steps, ranging from its preparation through its adoption. Florida statutes (F.S. 129.03(3)) and Truth in Millage (TRIM) Legislation specify that a tentative balanced County Budget must be submitted to the Board of County Commissioners. At this point in time, the FY 2014 Recommended County Budget has been balanced with expenditures and adequate reserves within each fund equal to projected fund revenues. County Administration believes the Recommended County Budget represents a funding level that can reasonably assure the achievement of St. Johns County's operational needs while minimizing the tax impact on its citizenry. A Board Workshop on the FY 2014 Recommended Budget is scheduled on July 23, 2013 at 9:00 a.m. The tentative County Millage rates are required to be set during the BCC Meeting on July 23, 2013. For practical purposes, once the tentative Millage rates are set, they can still be decreased by the Commission but not increased.

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

End of Regular Agenda

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CONSENT AGENDA

County Auditorium
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TUESDAY, JULY 16, 2013

CONSENT AGENDA

1. **Approval of the Cash Requirement Report.** *For information, contact Allen MacDonald, County Finance Director at 819-3669, and a copy of this report is available in the County Commission office.*
2. **Minutes:**
 - May 7, 2013 Regular Meeting
 - May 21, 2013 Regular Meeting
 - June 4, 2013 Regular Meeting
3. Motion to adopt a Resolution approving the terms and authorizing the Chair, or designee, to execute an **Agreement for Modification and Updated Disclosure Statement for Children and Families for space** located at the Health and Human Services Center. *For information, contact Mary Ann Blount, Land Management Director, at 209-0762.*
4. Motion to adopt a Resolution accepting a **Grant of Drainage Easement** needed for annual maintenance in the area of Josiah, Hamilton and Allen Street off Masters Drive. No funding is required. *For information, contact Mary Ann Blount, Land Management Director, at 209-0762.*
5. Motion to adopt a Resolution accepting an **Easement for Utilities for water and sewer service for Pinehurst Pointe subdivision** off International Golf Parkway. No funding is required. *For information, contact Mary Ann Blount, Land Management Director, at 209-0762.*
6. Motion to adopt a Resolution approving the terms and authorizing the Chair, or designee, to execute a **Lease Amendment for the Veteran Affairs located at the Health and Human Services Center to add additional space, revise the termination date and amend the Fiscal Year 2013 Budget** to receive unanticipated revenue and authorize its expenditure by the St. Johns County Florida General Funds. *For information, contact Mary Ann Blount, Land Management Director, at 209-0762.*

7. Motion to adopt a Resolution approving **amendment of the Contract between the St. Johns County and the St. Johns County Council on Aging, Inc.**, to reallocate \$74,400 from use as the Veterans Initiative Grant (Capital Investment Match) to use in operating the Sunshine Bus program during Fiscal Year 2013; and authorizing the County Administrator, or designee, to execute the amendment in accordance with the contract provisions on behalf of the County. *For information, contact Gary L. Mackey, Transit Grant Specialist, at 209-0630.*
8. Motion to adopt a Resolution and to authorize the County Administrator, or his designee, to **submit a National Park Service Community Technical Assistance Application** to the National Park Service Rivers and Trails Program by August 1, 2013 and authorize the Chairman of the Board of County Commissioners to provide a letter of support for this application. No funding is required. *For information, contact Vickie Renna, Long Term Planner, at 209-0615.*
9. Motion to adopt a Resolution approving the **final plat for Lakeside Town Center Phase 2.** *For information, contact Kathy Nielsen, Application Review Manager, at 209 0698.*
10. Motion to adopt a Resolution approving the **final plat for Coastal Oaks Phase 2I Unit 1.** *For information, contact Kathy Nielsen, Application Review Manager, at 209 0698.*
11. Motion to adopt a Resolution approving the **final plat for Enclave at Town Center Phase 3.** *For information, contact Kathy Nielsen, Application Review Manager, at 209 0698.*
12. Motion to adopt a Resolution approving the final **plat for Woodlake, Phase III.** *For information, contact Kathy Nielsen, Application Review Manager, at 209 0698.*
13. Motion to adopt a Resolution **setting a Public Hearing date of August 20, 2013 at 9:00 a.m. to hear a request for the vacation of a portion of the drainage easement on Lot 12 of The Lakes** subdivision. *For information, contact John P. Burnham, P.E., Chief Engineer, Transportation Development Division, at 209-0672.*
14. Motion to adopt a Resolution **setting a Public Hearing date of August 20, 2013 at 9:00 a.m. to hear a request for the vacation of a portion of unopened right-of-way within the Alcazar Gardens** subdivision. *For information, contact John P. Burnham, P.E., Chief Engineer, Transportation Development Division, at 209-0672.*
15. Motion to adopt a Resolution **setting a Public Hearing date of August 20, 2013 at 9:00 a.m. to hear a request for the vacation of a portion of Oak Street.** *For information, contact John P. Burnham, P.E., Chief Engineer, Transportation Development Division, at 209-0672.*
16. Motion to **transfer \$4,800 from the Tree Bank Fund reserve** account (1231-59920) to Contractual Services (1231-53120) to purchase trees for four CWHIP grant homes. *For information, contact Benjamin Coney, Community Development Manager, at 827-6892.*

17. Motion to adopt a Resolution to authorize the County Administrator, or his designee, to enter into contract for 1 (1) year with three (3) available one year extensions, with Kentron Health Care, Inc., Bound Tree Medical, LLC, Henry Schein Inc., QuadMed, Inc and Midwest Medical Supply Co., LLC, for the **Purchase of St. Johns County Fire Rescue Pharmaceutical Supplies** as described in the Documents/Specifications for Re-Bid No: 13-44R and the firm's Bid Proposal. *For information, contact Doug Timms, Interim Purchasing Director, at 209-0566.*
18. Motion to adopt a Resolution authorizing the County Administrator, or his designee, to enter into a contract to **purchase two (2) 2014 16,500 GVWR, Extended Cab Trucks 4X2 with Service Body and 4,000 lb Crane** with 26,000 GCWR from Rountree-Moore Ford from Bid No: 13-57 in the amount of \$110,490.00 for the St. Johns County Utility Department. *For information, contact Doug Timms, Interim Purchasing Director, at 209-0566.*
19. Motion to authorize the **transfer of \$149,076 from Fire Rescue Reserves [1224-59920] to purchase 80 sets firefighter bunker gear.** *For information, contact Carl Shank, Fire Rescue Chief, at 209-0566.*
20. Motion to authorize the **transfer of \$50,441 from the Communication Surcharge Fund Reserve [1503-59920] to the St. Johns County Sheriff's Office for equipment** related to the implementation of the 800 MHz interoperable radio system. *For information, contact Jesse Dunn, Office of Management & Budget, at 209-0568.*
21. Motion to adopt a Resolution approving the terms, conditions, provisions and requirements of a **Grant Contract (Energy Efficiently Block Grant for Plantation Park) between St. Johns County and the State of Florida Office of Energy**, and authorizing the County Administrator **to execute the Contract with Musco Lighting** as sole source and the piggy back of Clay County RFP #08/09-3. This is a reimbursable grant that requires no matching funds from St. Johns County. *For information, contact Wil Smith, Recreation and Parks Director, at 209-0324.*
22. Motion to adopt a Resolution approving the terms, conditions, and requirements of the **Agreement between St. Johns County, Florida and Family Support Services of North Florida, Inc.**, authorizing the County Administrator, or designee, to execute the Agreement on behalf of the County. *For information, contact Joy Andrews, Health and Human Services Director, at 209-6088.*
23. Motion to accept and approve the **Recapitulation 2012 Balanced Tax Roll and Error & Insolvencies Report for St. Johns County**, as prepared by the St. Johns County Tax Collector. *For information, contact Dennis W. Hollingsworth, CFC, St. Johns Tax Collector, at 209-2280.*
24. Motion to adopt a Resolution authorizing the execution of a **Sub-Grant Agreement Modification with the Department of Economic Opportunity for the Neighborhood Stabilization Program** on behalf of St. Johns County that would provide an extension to allow the County to utilize remaining NSP program income funds. *For information, contact Benjamin Coney, Community Development Manager, at 827-6892.*
25. Motion to approve the request from the St. Johns County Clerk of Court to **dispose of 184 cubic feet of St. Johns County finance records up to and including fiscal year 2005**, in accordance with the statutory provisions of Florida Statute, Chapter 257.36(6) and by statutory authority of Florida Statute, Chapter 119.021(2). *For information, contact Carlton Moore, COC Records Management Director at 819-3641.*

26. Motion to authorize the County Administrator, or his designee, to enter into negotiations with, and if negotiations are successful, enter into contract for RFP 13-41 Non Alcoholic Pouring Rights for SJCCED Venues with the top ranked firm, PepsiCo. If an agreement cannot be reached with the top ranked firm, authorization is requested to begin negotiations with the next ranked respondent and continue until an agreement is reached. *For information, contact Doug Timms, Interim Purchasing Director, at 209-0566.*

End of Consent Agenda