

**MINUTES OF MEETING
BOARD OF COUNTY COMMISSIONERS
ST. JOHNS COUNTY, FLORIDA
NOVEMBER 20, 2012
9:00 A.M.**

Proceedings of a regular meeting of the Board of County Commissioners of St. Johns County, Florida, held in the auditorium at the County Administration Building, 500 San Sebastian View, St. Augustine, Florida.

Present: Jay Morris, District 4, Chair
William A. McClure, District 3, Vice-Chair
Cyndi Stevenson, District 1
Ron Sanchez, District 2
Rachael Bennett, District 5
Michael Wanchick, County Administrator
Patrick McCormack, County Attorney
Sindy Wiseman, Deputy Clerk

Morris invited the new board members to speak before calling the meeting to order.

(10:06 a.m.) McClure spoke about his family and about his opposition in the election. McClure said he looked forward to working with the constitutional officers, and to the challenges and successes of the next four years.

(10:12 a.m.) Bennett thanked everyone who participated in the election, and said she looked forward to working with her fellow commissioners.

(10:13 a.m.) Stevenson welcomed the new board members, and spoke on the importance of the recent election.

(11/20/12 - 1 - 10:15 a.m.)
CALL TO ORDER

Morris called the meeting to order.

(11/20/12 - 1 - 10:15 a.m.)
ROLL CALL

The clerk called the roll and all members were present.

(11/20/12 - 1 - 10:15 a.m.)
DELETIONS TO CONSENT AGENDA

There were none.

(11/20/12 - 1 - 10:15 a.m.)
APPROVAL OF CONSENT AGENDA

Motion by Sanchez, seconded by McClure, carried 5/0, to approve the Consent Agenda, as submitted.

1. Approval of the Cash Requirement Report
2. Minutes: There were no minutes for approval.

3. Motion to adopt **Resolution No. 2012-325**, accepting a Bill of Sale and Schedule of Values for a water line for installation of a fire hydrant at Ocean Grove RV, on the corner of SR 206 and US1 South

RESOLUTION NO. 2012-325

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, ACCEPTING A BILL OF SALE AND SCHEDULE OF VALUES CONVEYING ALL PERSONAL PROPERTY ASSOCIATED WITH THE WATER LINE FOR INSTALLATION OF A NEW FIRE HYDRANT AT OCEAN GROVE RV, ON THE CORNER OF SR 206 AND US1 SOUTH

4. Motion to adopt **Resolution No. 2012-326**, approving the terms of, and authorizing the county administrator, or designee, to execute, a Purchase and Sale Agreement in the amount of \$25,000, for property required for the College Park Drainage Basin Improvements

RESOLUTION NO. 2012-326

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE A PURCHASE AND SALE AGREEMENT FOR PROPERTY REQUIRED FOR THE COLLEGE PARK DRAINAGE BASIN IMPROVEMENTS

5. Motion to adopt **Resolution No. 2012-327**, accepting a Bill of Sale conveying all personal property associated with the water and sewer lines within Las Calinas Parcel 3A, Unit 1, Phase 1, located off US1 North

RESOLUTION NO. 2012-327

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, ACCEPTING A BILL OF SALE AND SCHEDULE OF VALUES CONVEYING ALL PERSONAL PROPERTY ASSOCIATED WITH THE WATER AND SEWER LINES TO SERVE THE LAS CALINAS PARCEL 3A, UNIT 1, PHASE 1, OFF US1 NORTH

6. Motion to adopt **Resolution No. 2012-328**, authorizing the rehabilitation of property located at 7 Nesbit Avenue, in St. Augustine, by the Housing Finance Authority of St. Johns County, on behalf of St. Johns County, in connection with the NSP program funded by NSP grant funds for a bid price of \$21,615.00, in accordance with NSP requirements

RESOLUTION NO. 2012-328

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE REHABILITATION AND RENOVATION OF PROPERTY LOCATED AT 7 NESBIT AVENUE, IN ST. AUGUSTINE, BY THE HOUSING FINANCE AUTHORITY OF ST. JOHNS COUNTY, ON

BEHALF OF ST. JOHNS COUNTY, IN CONNECTION WITH THE NEIGHBORHOOD STABILIZATION PROGRAM ("NSP") FUNDED BY THE NSP GRANT FUNDS, IN ACCORDANCE WITH NSP REQUIREMENTS

7. Motion to adopt **Resolution No. 2012-329**, accepting an Easement for Utilities for water and sewer service to serve Players Club, Unit Seven, in Ponte Vedra

RESOLUTION NO. 2012-329

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, ACCEPTING AN EASEMENT FOR UTILITIES FOR WATER AND SEWER SERVICE TO SERVE PLAYERS CLUB, UNIT SEVEN, IN PONTE VEDRA

8. Motion to adopt **Resolution No. 2012-330**, accepting an Easement for Utilities for water and sewer service to serve St. Johns Plantation subdivision in Ponte Vedra

RESOLUTION NO. 2012-330

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, ACCEPTING AN EASEMENT FOR UTILITIES FOR WATER AND SEWER SERVICE TO SERVE ST. JOHNS PLANTATION, IN PONTE VEDRA

9. Motion to adopt **Resolution No. 2012-331**, authorizing the Board chair to execute a County Deed and Bill of Sale to the City of St. Augustine, conveying two lift stations on 4th Street and 16th Street, in connection with the Duval/St. Johns Improvement Project

RESOLUTION NO. 2012-331

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING AND AUTHORIZING THE CHAIR, OR DESIGNEE, TO EXECUTE A COUNTY DEED TO THE CITY OF ST. AUGUSTINE FOR THE 4TH STREET AND 16TH STREET LIFT STATIONS, AND FOR THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE BILL OF SALE TO THE CITY OF ST. AUGUSTINE CONVEYING THE RELATED INFRASTRUCTURE FOR THE 4TH STREET WATER AND SEWER LINES REQUIRED FOR THE DUVAL/ST. JOHNS STREET DRAINAGE IMPROVEMENT PROJECT

10. Motion to adopt **Resolution No. 2012-332**, approving the terms, provisions, conditions, and requirements of a Memorandum of Agreement between City of Atlantic Beach, Clay County Utility Authority, City of Gainesville, City of Green Cove Springs, City of Jacksonville Beach, JEA, City of Neptune Beach, Town of Orange Park, and St. Johns County to assess groundwater resource sustainability in Northeast Florida; and authorizing the county administrator, or his designee, to execute, on behalf of St. Johns County, any documents associated with this project. This agreement will not exceed \$26,000 per year for the next three years

RESOLUTION NO. 2012-332

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, PROVISIONS, CONDITIONS, AND REQUIREMENTS OF A MEMORANDUM OF AGREEMENT BETWEEN CITY OF ATLANTIC BEACH, CLAY COUNTY UTILITY AUTHORITY, CITY OF GAINESVILLE, CITY OF GREEN COVE SPRINGS, CITY OF JACKSONVILLE BEACH, JEA, CITY OF NEPTUNE BEACH, TOWN OF ORANGE PARK, AND ST. JOHNS COUNTY TO ASSESS GROUNDWATER RESOURCE SUSTAINABILITY IN NORTHEAST FLORIDA, AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR HIS DESIGNEE, TO EXECUTE ON BEHALF OF ST. JOHNS COUNTY, ANY DOCUMENTS ASSOCIATED WITH THIS PROJECT

11. Motion to adopt **Resolution No. 2012-333**, approving the terms, conditions, provisions, and requirements of an Agreement for Use of Facilities between St. Johns County, Florida, and First Coast Technical College; and authorizing the county administrator, or designee, to execute the agreement for Use of Facilities on behalf of St. Johns County, Florida. No funding is required

RESOLUTION NO. 2012-333

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, PROVISIONS, CONDITIONS, AND REQUIREMENTS OF AN AGREEMENT BETWEEN ST. JOHNS COUNTY, FLORIDA, AND FIRST COAST TECHNICAL COLLEGE, AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE AGREEMENT ON BEHALF OF ST. JOHNS COUNTY

12. Motion to adopt **Resolution No. 2012-334**, authorizing the county administrator, or designee, to accept a grant from the Florida Department of Environmental Protection to extend the St. Johns County Household Hazardous Waste Program to certain under-served areas of the County, recognize unanticipated revenue in the amount of \$50,000, and a transfer of \$5,000, from solid waste reserves to cover overtime costs. No match is required for the grant

RESOLUTION NO. 2012-334

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO ACCEPT A GRANT FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION TO EXTEND THE ST. JOHNS COUNTY HOUSEHOLD HAZARDOUS WASTE PROGRAM TO CERTAIN UNDER-SERVED AREAS OF THE COUNTY, TO AMEND THE FISCAL YEAR 2013 BUDGET RECOGNIZING UNANTICIPATED REVENUE IN THE AMOUNT OF \$50,000, AND TRANSFERRING \$5,000 FROM SOLID WASTE RESERVES, TO COVER THE COST TO IMPLEMENT THIS GRANT

13. Motion to adopt **Resolution No. 2012-335**, approving the terms, conditions, provisions, and requirements of a Non-Exclusive Franchise Agreement for Commercial/Industrial Solid Waste between St. Johns County, Florida, and Southern Comfort Mowing, Inc.; and authorizing the county administrator, or designee, to execute the Non-Exclusive Franchise Agreement for Commercial/Industrial Solid Waste on behalf of St. Johns County, Florida

RESOLUTION NO. 2012-335

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS, PROVISIONS, CONDITIONS, AND REQUIREMENTS OF A NON-EXCLUSIVE FRANCHISE AGREEMENT FOR COMMERCIAL/INDUSTRIAL SOLID WASTE BETWEEN ST. JOHNS COUNTY, FLORIDA, AND SOUTHERN COMFORT MOWING, INC., AND AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE NON-EXCLUSIVE FRANCHISE AGREEMENT FOR COMMERCIAL/INDUSTRIAL SOLID WASTE ON BEHALF OF ST. JOHNS COUNTY

14. Motion to declare items as surplus, and authorize the county administrator, or his designee, to dispose of same in accordance with Purchasing Policy 308 and Florida Statute 274
15. Motion to adopt **Resolution No. 2012-336**, authorizing the county administrator, or designee, to issue a purchase order to Maudlin International Trucks for one 2012 cab and chassis at a cost of \$88,977.00; and to issue a purchase order to Southern Sewer Equipment Sales for the vacuum/jet sewer cleaning machine at a cost of \$218,807.45, for a total cost of \$307,784.45, subject to the terms and conditions of the Florida Sheriff's Association, Florida Association of Counties, and Florida Fire Chief's Association Contract #11-19-0907

RESOLUTION NO. 2012-336

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO PURCHASE ONE VACUUM/JET SEWER CLEANING TRUCK

16. Motion to adopt **Resolution No. 2012-337**, authorizing the county administrator, or his designee, to enter into a Contract for one year, with three available one year extensions, with Duval Asphalt Products, Inc., for the purchase of cold bituminous asphalt patching mix, at a unit price of \$110 per ton, for the SJC Road & Bridge Department, as described in the Documents/Specifications for Bid No. 13-07 and the firm's submitted bid proposal. This is a reduction in price of \$10 per ton compared to prices last year

RESOLUTION NO. 2012-337

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO AWARD AND EXECUTE AN AGREEMENT FOR BID NO. 13-07, PURCHASE OF COLD

**BITUMINOUS ASPHALT PATCHING MIX FOR THE SJC
ROAD AND BRIDGE DEPARTMENT**

17. Motion to adopt **Resolution No. 2012-338**, authorizing the county administrator, or his designee, to enter into a Contract with Paymentus Corporation to provide a web portal for credit card and check processing. This will result in an annual savings of \$66,500 in fees

RESOLUTION NO. 2012-338

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE A CONTRACT FOR AN ONLINE WEB PAYMENT PORTAL, IVR PAYMENT PORTAL AND CREDIT CARD PROCESSING

18. Motion to adopt **Resolution No. 2012-339**, approving the terms, conditions, and requirements of Amendment #12 to the Community Based Care Contract #NJ204, between St. Johns County, Florida, and the State of Florida, Department of Children and Families; and authorizing the county administrator, or designee, to execute Contract Amendment #12 on behalf of the County

RESOLUTION NO. 2012-339

A RESOLUTION OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE TWELFTH AMENDMENT TO THE CONTRACT NJ204, BETWEEN ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS AND THE DEPARTMENT OF CHILDREN AND FAMILIES

19. Motion to approve the Fiscal Year 2012 end-of-year fund reserve transfers, per the attached schedule, to ensure fiscal year-end account balances do not reflect a negative balance, per the Administrative Code
20. Motion to approve the amendment to both the Fiscal Year 2013 Utility Services and Ponte Vedra Utility budget, to ensure compliance with the SJC BCC Administrative Code Section 200, per the attached schedule
21. Motion to approve a transfer in the amount of \$3,676.92 from General Fund Reserves (0083-59920) to LETF Reserves (1194-59920), so that the Sheriff may utilize unclaimed funds returned to the General Fund for FY 2011
22. Motion to adopt **Resolution No. 2012-340**, approving the terms, conditions, provisions, and requirements of a Grant Contract between the Florida Inland Navigation District and St. Johns County, Florida; and authorizing the county administrator, or designee, to execute the contract on behalf of St. Johns County. No funding is required from the General Fund

RESOLUTION NO. 2012-340

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF A GRANT CONTRACT AGREEMENT BETWEEN ST. JOHNS COUNTY, FLORIDA, AND THE FLORIDA

**INLAND NAVIGATION DISTRICT FOR THE VILANO
BEACH BOAT RAMP MAINTENANCE DREDGE
PROJECT, AND AUTHORIZING THE COUNTY
ADMINISTRATOR, OR DESIGNEE, TO EXECUTE THE
AGREEMENT ON BEHALF OF THE COUNTY**

(11/20/12 - 7 - 10:16 a.m.)

PUBLIC COMMENT

Vivian Browning, 115 Vilano Road, congratulated all of the commissioners and said she looked forward to working with them. She spoke about Tom Crawford's resignation, and requested the Board listen to Crawford's concerns.

(10:16 a.m.) Reverend Ronald Stafford, 655 Christopher Street, welcomed the new and re-elected commissioners. He spoke about the importance of voting within the districts, and requested the commission revisit single member districts.

(10:22 a.m.) Reverend Ron Rawls, Pastor of St. Paul AME Church, spoke about working with the commissioners on the West Augustine projects.

(11/20/12 - 7 - 10:23 a.m.)

ADDITIONS/DELETIONS TO REGULAR AGENDA

There were none.

(11/20/12 - 7 - 10:23 a.m.)

APPROVAL OF REGULAR AGENDA

Motion by Sanchez, seconded by McClure, carried 5/0, to approve the Regular Agenda, as submitted.

(11/20/12 - 7 - 10:24 a.m.)

1. RESOLUTION TO PARTICIPATE IN THE NEW POOLED COMMERCIAL PAPER LOAN PROGRAM REFINANCE COUNTY REVENUE NOTE, DRAW NO. A-3-2

Patrick McCormack, County Attorney, summarized the item, and introduced Doug Timms from the Office of Management and Budget.

Doug Timms, Director of the Office of Management and Budget, outlined the presentation, *Exhibit A*. He said this was a refinancing in the new commercial paper program through FLGFC. He said they knew there was a balloon payment of \$1,132,000, so they had planned for refinancing. This action would continue the loan, with a .25% initial variable annual rate. The initial \$30,000,000 line of credit would be a good source for equipment loans. He introduced Jean Mangu, the County's general finance counsel.

Jean Mangu, Edwards Cohen, said she could take any questions the Board had. Discussion ensued regarding the line of credit, financing costs, and bonds.

(10:30 a.m.) Stevenson clarified, for the public, that there would be no additional borrowing, other than the closing costs, and that there were no pledged property taxes.

(10:32 a.m.) **Motion by Morris, seconded by Sanchez, carried 5/0, to adopt Resolution No. 2012-341, authorizing the execution and delivery of the Loan Agreement, the Loan Note and other related documents associated with the County's participation in**

the new FLGFC Pooled Commercial Paper Loan Program and the borrowing of \$1,132,000 to refinance the County's Revenue Note, Draw No. A-3-2.

RESOLUTION NO. 2012-341

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AGREEING TO PARTICIPATION IN A NEW POOLED COMMERCIAL PAPER LOAN PROGRAM OF THE FLORIDA LOCAL GOVERNMENT FINANCE COMMISSION; APPROVING NOT EXCEEDING \$30,000,000 IN AUTHORIZED BORROWINGS FROM SUCH COMMERCIAL PAPER LOAN PROGRAM AND AGREEING TO SECURE SUCH BORROWINGS WITH CERTAIN NON-AD VALOREM FUNDS OF THE COUNTY; AUTHORIZING AND DIRECTING EXECUTION AND DELIVERY OF A LOAN AGREEMENT WITH THE FLORIDA LOCAL GOVERNMENT FINANCE COMMISSION AND JP MORGAN CHASE BANK, N.A.; AUTHORIZING AN INITIAL BORROWING OF \$1,132,000 PURSUANT TO THE TERMS OF THE LOAN AGREEMENT IN ORDER TO REFINANCE AN EXISTING LOAN PREVIOUSLY MADE TO THE COUNTY UNDER ONE OF THE FLORIDA LOCAL GOVERNMENT FINANCE COMMISSION'S OTHER LOAN PROGRAMS; AUTHORIZING THE EXECUTION OF AN INITIAL LOAN NOTE TO EVIDENCE SUCH INITIAL LOAN, AGREEING TO SECURE SUCH INITIAL LOAN WITH A COVENANT TO BUDGET AND APPROPRIATE LEGALLY AVAILABLE NON-AD VALOREM REVENUES OF THE COUNTY AND APPROVING THE TERMS AND CONDITIONS OF SUCH INITIAL LOAN NOTE, ALL AS PROVIDED HEREIN AND IN THE LOAN AGREEMENT; AUTHORIZING A NEGOTIATED SALE OF SUCH INITIAL LOAN NOTE; DIRECTING THE COUNTY ADMINISTRATOR TO ENSURE CERTAIN TASKS ARE PERFORMED; AUTHORIZING THE EXECUTION AND DELIVERY OF SUCH OTHER DOCUMENTS AS MAY BE NECESSARY TO EFFECT SUCH BORROWING; AND PROVIDING AN EFFECTIVE DATE

(11/20/12 - 8 - 10:33 a.m.)

2. ST. JOHNS RIVER WATER MANAGEMENT DISTRICT LAND SURPLUS PRESENTATION - ROBERT CHRISTIANSON, DIVISION DIRECTOR OF OPERATIONS AND LAND RESOURCES, WILL GIVE A PRESENTATION ON THE ST. JOHNS RIVER WATER MANAGEMENT DISTRICT'S (DISTRICT) EVALUATION OF THEIR DISTRICT-OWNED LANDS IDENTIFIED FOR CONSIDERATION AS SURPLUS LANDS. DRAFT RECOMMENDATIONS WERE COMPLETED IN OCTOBER 2012 AND ARE AVAILABLE FOR REVIEW ON THE DISTRICT'S WEBSITE. THE DISTRICT'S GOVERNING BOARD WILL CONSIDER THE SURPLUS OF LAND AT A PUBLIC MEETING DECEMBER 11, 2012. THE SALE OF SURPLUS LANDS REQUIRES A TWO-THIRDS VOTE OF THE GOVERNING BOARD. REVENUE GAINED FROM THE SALE CAN ONLY BE USED FOR LAND ACQUISITION - IT CANNOT BE REDIRECTED TO ANY OTHER ASPECT OF THE DISTRICT'S BUDGET. MORE INFORMATION ABOUT THE PROCESS AND ACCESS TO AN ONLINE

COMMENT FORM FOR INDIVIDUALS WHO WISH TO PROVIDE INPUT ABOUT A SPECIFIC PROPERTY OR THE PROCESS IS AVAILABLE AT FLORIDASWATER.COM/LAND ASSESSMENT

Jan Brewer, Environmental Division Director, gave the presentation. She said in December 2011, the District initiated a process to evaluate District-owned lands to determine if any land should be identified as surplus or for alternate uses. At the Board's request, the final recommendations were being presented to the Board, prior to the District Governing Board's December 11th meeting. She introduced Robert Christensen, Division Director of Operations and Land Resources, St. Johns River Water Management.

Christensen presented the District Lands Assessment, *Exhibit A*. He reviewed the process, the evaluation factors, and the next steps in the process. He said that district-wide the recommendation was to retain 93% of the properties, and 98% of the properties located in St. Johns County. He gave a breakdown of the recommendations for the remaining properties.

(10:49 a.m.) Stevenson asked if the proceeds from any land that was sold would be reinvested in the county. Discussion ensued about how proceeds and funding from other sources could be used.

(10:52 a.m.) Bennett talked about the various water district boundaries, and asked if the lands purchased or exchanged would stay within the St. Johns River Water Management District boundary. Discussion ensued about the districts and how they were approved.

Ed Paucek, 970 Irma Way, spoke about the District's processes. He said the process of land development had changed in a good way.

Motion by McClure, seconded by Sanchez, to authorize the County Administrator, on behalf of the Board of County Commissioners, to send a letter to recommend the staff approval for District-owned lands within St. Johns County.

(10:57 a.m.) Stevenson recommended that no motion be entered, as she didn't want to pressure the District to sale land by making a motion. **McClure withdrew the motion; Sanchez withdrew the second.**

(11/20/12 - 9 - 10:59 a.m.)
COMMISSIONERS' REPORTS

Commissioner Bennett:
No report.

(11:00 a.m.) Commissioner Sanchez:
Sanchez suggested establishing an agenda approval meeting. The other commissioners supported the recommendation. Wanchick said he liked the workshop idea. Discussion ensued about the recommendation.

(11:05 a.m.) Commissioner Stevenson:
Stevenson spoke about the letter from Crawford. She requested they exempt the portion of the letter that required staff to go through Administration, instead of the Board members. Discussion ensued regarding staff communication with Administration and Board members.

(11:30 a.m.) Commissioner McClure:
McClure spoke about some consent agenda items.

(11:32 a.m.) Commissioner Morris:

Morris spoke about some speeches he made on the status of St. Johns County. He said a total of over 300 people attended and they went very well. He said the County was running like a successful business.

(11/20/12 - 10 - 11:33 a.m.)

COUNTY ADMINISTRATOR'S REPORT

Wanchick suggested holding a workshop on the goals of the new Board for the next four years. He mentioned November 25, 2012, was Jacksonville Jaguar St. Johns County Day. He said there would be discounted tickets, transportation, and special food vendors. Administration held a raffle, for two tickets, as a fundraiser for the Sunshine Network and it was very successful. Keith Ruthenbeck from Parks and Recreation won the raffle for the two tickets. McClure gave the time and location for provided transportation.

(11/20/12 - 10 -11:36 a.m.)

COUNTY ATTORNEY'S REPORT

McCormack reminded the Board of the 2:00 p.m. workshop.

(11/20/12 - 10 - 11:37 a.m.)

CLERK OF COURT'S REPORT

No report.

The meeting recessed at 11:37 a.m., and reconvened at 2:00 p.m. with Natasha Lirette, Deputy Clerk, present.

(11/20/12 - 10 - 2:00 p.m.)

3. EDUCATIONAL SESSION FOR BOARD OF COUNTY COMMISSIONERS. THE SESSION IS DESIGNED TO EDUCATE BOTH THE BOARD AND THE PUBLIC ABOUT SOME OF THE MOST COMMON LAWS THAT AFFECT ELECTED OFFICIALS, VOLUNTEERS WHO SERVE ON LOCAL GOVERNMENT ADVISORY COMMITTEES AND BOARDS, AND CITIZENS WHO WISH TO TAKE AN ACTIVE ROLE IN COUNTY GOVERNMENT. VIRGINIA DELEGAL, GENERAL COUNSEL FOR THE FLORIDA ASSOCIATION OF COUNTIES, WILL MAKE A PRESENTATION COVERING COUNTY GOVERNMENT FORM AND FUNCTION. ADDITIONALLY, ATTORNEYS FROM THE OFFICE OF COUNTY ATTORNEY WILL REVIEW THE CODE OF ETHICS FOR PUBLIC OFFICERS AND EMPLOYEES AND LAWS RELATED TO QUASI-JUDICIAL PROCEEDINGS, GOVERNMENT IN THE SUNSHINE, AND PUBLIC RECORDS

Proof of publication for the Board of County Commissioners of St. Johns County educational workshop was received, having been published in *The St. Augustine Record* on November 20, 2012.

Patrick McCormack, County Attorney, opened the workshop. He stated that the Board requested the workshop be open to the public. He reviewed the agenda for the workshop, *Exhibit A*. He stated the following topics would be covered: county government form and function, ethics, voting conflict rules, Sunshine Law and public records, and quasi-judicial proceedings. He noted that the information being provided was an overview, intended as general information, not specific legal advice. He also introduced Virginia "Ginger" Delegal, Florida Association of Counties.

(2:07 p.m.) Delegal introduced herself. She also gave a presentation, *Exhibit B*, on county government form and function. She reviewed the following topics: what is FAC, history of Florida's counties, what is a county, how a county is different than a city, what forms of government are offered to the counties, who are the other county officers, are charter counties different, county functions, and providing funding for services provided.

(2:57 p.m.) David Migut, Assistant County Attorney, gave a presentation, *Exhibit C*, on ethics. He reviewed the following ethics laws that applied to elected and appointed board members: anti-nepotism prohibition, doing business with one's agency prohibition, conflicting employment and contractual relationships, prohibition against employees holding office, misuse of public position prohibition, gifts, and financial and gift reporting forms; a question and answer session ensued.

(3:29 p.m.) Erica Moore, Assistant County Attorney, gave a presentation, *Exhibit D*, on voting conflict rules. She reviewed definitions, special gain or loss, and voting conflict rules for elected and appointed participants.

(3:36 p.m.) McCormack noted that the definition of "relative" was different for nepotism, gifts, and voting conflicts. He also noted voting conflict differences with elected versus appointed boards.

McCormack recessed the workshop at 3:39 p.m., and reconvened the workshop at 3:45 p.m.

(3:45 p.m.) Regina Ross, Assistant County Attorney, gave a presentation, *Exhibit E*, on Sunshine Law and public records law. She reviewed the following: Government in the Sunshine Law, overview of the Sunshine Law, a discussions and deliberations, and consequences of failing to comply with the Sunshine Law; question and answer session ensued. She also reviewed public records, and exemptions to the public record law.

(4:17 p.m.) James Whitehouse, Senior Assistant County Attorney, gave a presentation, *Exhibit F*, on quasi-judicial proceedings and other related laws. He stated the information was a general overview of the law regarding quasi-judicial proceedings and related areas of the law. He reviewed the following: differences between legislative and quasi-judicial; and legislative proceedings: setting public policy and legislative decisions. He also reviewed quasi-judicial: acting like a judge in trial, quasi-judicial decisions, competent substantial evidence, particular findings, and ex-parte communications.

(4:33 p.m.) McCormack thanked the commissioners for hosting the workshop. He noted that the workshop would be posted on St. Johns County's website.

With there being no further business to come before the Board, the meeting adjourned at 4:34 p.m.

REPORTS:

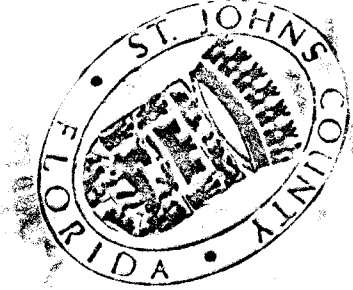
1. St. Johns County Board of County Commissioners Check Register, Check Nos. 489012-489015, totaling \$150,256.56 (11/05/12)
2. St. Johns County Board of County Commissioners Check Register, Check Nos. 489016-489211, totaling \$459,568.40 and Voucher Register, Voucher Nos. 11172-11226, totaling \$336,558.73 (11/06/12)
3. St. Johns County Board of County Commissioners Check Register, Check Nos. 489212-489234, totaling \$28,139.38 and Voucher Register, Voucher Nos. 11227-11239, totaling \$16,289.30 (11/07/12)

- 4 St. Johns County Board of County Commissioners Check Register, Check Nos. 489235-489463, totaling \$848,645.27 and Voucher Register, Voucher Nos. 11240-11287, totaling \$334,005.99 (11/13/12)

CORRESPONDENCE:

1. Letter to Liz Cloud, Department of State, Bureau of Administration Code and Weekly, dated November 8, 2012, regarding the filing of Ordinance Number 2012-33

Approved January 15, 2013



BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA

By: 
John H. Morris, Chair

ATTEST: CHERYL STRICKLAND, CLERK

By: 
Deputy Clerk