

# ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

## BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst  
District 2 - Sarah Arnold  
District 3 - Clay Murphy, Vice-Chair  
District 4 - Krista Joseph, Chair  
District 5 - Ann Taylor



## BOARD MEETING AGENDA

County Auditorium  
500 San Sebastian View

Joy Andrews, County Administrator  
Rich Komando, County Attorney

Tuesday, July 22, 2025 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 Circuit Court and County Comptroller
- ❖ Invocation
- ❖ Pledge of Allegiance
- ❖ Proclamation Recognizing 2026 as the 250th or Semi Quincentennial Anniversary of the United States of America
- ❖ Acceptance of Proclamation
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

### **Presenter: Joy Andrews, County Administrator and Wade Schroeder, OMB**

1. **Fiscal Year 2026 Recommended Budget & Proposed Millage Rates.** The annual County budget process requires a number of steps, ranging from its preparation through adoption. Florida Statutes (F.S. 129.03(3) and F.S. 200.065, Truth in Millage ("TRIM") requirements) specify that a balanced Recommended Budget must be submitted to the Board of County Commissioners as the next step in the budget process. The Fiscal Year 2026 Recommended Budget has been balanced with expenditures and adequate reserves within each County fund equal to projected fund revenues. County Administration's Recommended 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. The Fiscal Year 2026 Recommended Budget Workbook may be found on the County's website at: [www.sjcfl.us/OMB](http://www.sjcfl.us/OMB). The BCC will need to approve proposed Millage rates for the County's TRIM mailing, and approve Wednesday, September 3, 2025 @ 5:01 PM in the County Auditorium as the Date, Time and Place of the first public hearing for the adoption of the FY 2026 Budget for the St. Johns County Board of County Commissioners. For practical purposes, once the proposed millage rates are set, they can still be decreased but not increased. Following the development and presentation of a Recommended Budget, the County is obligated to provide specific information to the Property Appraiser, including proposed millage rates, and the date, time, and meeting place of the tentative budget hearing. This information is placed on Department of Revenue DR-420 forms provided to the Property Appraiser. Those forms provide the basis for the TRIM notice mailed by the Property Appraiser to property owners in St. Johns County.

**Presenter: Douglas N. Burnett, Esq, St. Johns Law Group**

**Staff Member: Saleena Randolph, Senior Planner**

**District 2**

2. **Public Hearing \* WH 2024-03 Andre Land Holdings Workforce Housing.** Request to rezone approximately 11.37 acres of land from Open Rural (OR) to Workforce Housing (WH), located at 3165 County Road 208, Unit F. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on June 5, 2025. The Agency recommended denial with a vote of 6-0, supported by members Perkins, Matovina, Hilsenbeck, Spiegel, Green, and Labanowski. Members discussed several issues, including specimen trees, pricing, number of units, housing types, area compatibility, and proposed density. Public comments addressed existing rural uses in the area such as livestock management, poultry, equine activities, fishing ponds, and recreational shooting. Discussions included potential impacts on area school overcrowding, as well as opinions that townhomes may not be suitable for the area, noting that there are currently too many unsold townhome units in the County. More information is provided in the Staff Report.

**Presenter: Autumn Martinage**

**Staff Member: Clint Lynch, Chief Engineer**

**District 5**

3. **Public Hearing \* NZVAR 2025-08 The Beach at Vilano.** Request for a Non-Zoning Variance to Section 6.04.05.C of the Land Development Code regarding Access Management Driveway Design to allow for a one-way, exit only driveway measuring 14.5 feet in width, and a two-way driveway measuring 24 feet in width along Coastal Highway to provide access for a proposed Mixed Use development.

**Presenter: Sina Venus | Property Theater, LLC.**

**Staff Member: Evan Walsnovich, Planner**

**District 4**

4. **Public Hearing \* PUD 2024-15 Powers Center.** Request to rezone approximately 1.88 acres of land from Industrial Warehousing (IW) to Planned Unit Development (PUD) to allow for a maximum of 36,000 square feet of non-residential uses, specifically located at 9990 US-1 North. The Planning and Zoning Agency heard this request at their regularly scheduled public hearing on June 5, 2025. The motion to recommend approval by the Agency failed with a 2-4 vote (Motion by Perkins, second by Green; Spiegel, Hilsenbeck, Matovina, Labanowski dissenting - 1 vacant seat).

**Presenter: Amy Ring, Special Projects Manager**

5. **Public Hearing \* Second Reading - LDCA 2024-03 Land Development Code Updates.** Updates to Land Development Code (LDC) Articles II, III, V, VI, IX, and XII, and the Table of Contents, to maintain consistency with Florida Statutes and to better organize existing parts of the code. The Planning and Zoning Agency voted on May 15, 2025, to recommend approval of this item 5-0. The Board of County Commissioners heard this item for first reading on June 17, 2025. The Board had no questions and no members of the public spoke during public comment.

**Presenter: Lisa Brown, Development Review Manager**

- 6. Public Hearing \* First Reading - LDCA 2025-05 Land Development Code Update - Plats.** This amendment amends Land Development Code Section 5.01.00 Subdivisions to maintain consistency with changes to State Statute that went into effect on July 1, 2025, with the enactment of Senate Bill 784. The bill requires administrative approval of a plat or replat submitted pursuant to F.S. 177.091 according to certain processing criteria. The bill also requires passage of an ordinance designating an administrative authority to manage plat and replat submittals and render approval decisions. The amendment designates the Director of Growth Management Department as the administrative authority. This change to Florida law went into effect on July 1, 2025. The Board may choose to waive the second hearing required by St. Johns County Board of County Commissioners Rules and Policies Rule 3.103 (Introduction of Legislation) through implementation of Rule 1.103 (Suspension of Standing Rules). Such Board action requires a motion and vote of a majority plus one of the Commissioners present.

**\*\*\*The following items will be heard consecutively, time certain at 1:00 PM\*\*\***

**Presenter: David Henning, Inspire Placemaking Collective**

**Staff Member: Michael Lagasse, Environmental Manager**

- 7. Public Hearing \* First Reading - Proposed Amendments to the Land Development Code - Tree Ordinance.** First Hearing by the BCC on proposed Land Development Code, considering proposed "red-line" changes with regards to updates to the method of measuring and designating Specimen trees (LDC Article IV), increasing the per-inch Tree Deficiency Charge from \$25.00 to \$100.00 (LDC Article IV) and increase of the minimum preservation of upland natural vegetation required for certain Planned Urban Developments from 5% preserved to 10% preserved (LDC Article V). Also, a change to the definition of Specimen Tree is proposed in Article XII for consistency with the relevant change in Article IV.

**Presenter: George Kramer, President of Inspire Placemaking Collective**

**Staff Member: Mike Roberson, Director, Growth Management**

- 8. Public Hearing \* 2050 Comprehensive Plan - Transmittal Hearing.** The County's Comprehensive Plan requires an update pursuant to Florida Statutes 163.3184 and 163.3191. After performing extensive analysis of data collected from the public, County staff, and local agencies and organizations, the County's consultants, Inspire Placemaking Collective, prepared the 2050 Comprehensive Plan in the form presented today. The 2050 Comprehensive Plan was heard at the Board of County Commissioners' meetings on May 20, 2025, and June 3, 2025. Both the Board of County Commissioners' recommendations and public input from these meetings are incorporated into this Transmittal item. The Planning and Zoning agency heard this item on June 26, 2025, and voted 5-0 to recommend transmittal.

- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney's Report

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## CONSENT AGENDA

1. Motion to approve the **Cash Requirement Report**. *For more information, contact Donna Echegoyen, Deputy Director, BCC Accounting at 904 819-3680*
2. Approval of the **draft conceptual management plan** for the LAMP Hawkins Island conservation property located on the eastern bank of the Matanzas River, south of SR 312. *For more information, contact Ryan Mauch, Environmental Supervisor at 904 209-0621*
3. Motion to approve the Scott Road Subdivision School **Concurrency Proportionate Share Mitigation Agreement** (CONSCA 2025-02). *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
4. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien, and Warranty** associated with the water, sewer, and reclaimed water systems to serve Silverleaf Parcel 33 Phase 2 (Silver Meadows). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien, and Warranty** for water to serve Caliber Collision St. Augustine. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien, and Warranty** for water and sewer to serve Wildwood Self Storage located on SR 207. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting an **Easement for Utilities** associated with the water and sewer systems that serve Isles of the World at World Golf Village Phase 1. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Deed of Dedication** from 210East, LLC., to St. Johns County as required in the CR 210 Commercial Project Impact Fee Credit Agreement for CR 210 right-of-way. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Bill of Sale with Schedule of Values, Release of Lien, and Warranty** for water, sewer, and reclaimed water to serve Silverleaf Parcel 22A Phase 2 (Silver Falls). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
10. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Grant of Easement for Utilities** for water to serve Take 5 Oil Change located on McCoy Way. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
11. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the Chair of the Board, on behalf of the County, to execute an **Easement** to Florida Power & Light Company for construction, operation and maintenance of underground electric utility facilities to a booster pump station. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
12. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Temporary Construction Easement** from Anastasia Mosquito District of St. Johns County for a reclaimed water transmission main to be located near Law Enforcement Way. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
13. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting an **Easement for Utilities, Bill of Sale with a Schedule of Values, Release of Lien, and Warranty** for water to serve World Golf Village Apartments - The Southerly. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
14. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the terms and authorizing the County Administrator, or designee, to execute a **Purchase and Sale Agreement** for the acquisition of property required for the Woodlawn Road Improvement Project. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
15. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting a **Bill of Sale with Schedule of Values, a Release of Lien, and Warranty** for sewer systems (Lift Station) to serve World Golf Village Apartments - The Southerly. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
16. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the Chair of the Board, on behalf of the County, to execute an **Easement** to Florida Power & Light Company for the construction, operation, and maintenance of overhead and underground electric utility facilities on Regalo Road. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

17. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting an **Easement for Utilities, Bill of Sale with a Schedule of Values, Release of Lien, and Warranty** for water, gravity sewer, and reuse systems to serve Silverleaf Parcel 9 Phase 2 (Brook Forest). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
18. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the terms and authorizing the County Administrator, or designee, to execute a **Purchase and Sale Agreement** for the purchase of a Temporary Construction Easement for the State Road 16 and Four Mile Road Intersection Improvements Project. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
19. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the Chair of the Board, on behalf of the County, to execute an **Abandonment and Release of Easement**. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
20. Motion to authorize the Directors of both Parks & Rec. and the St. Johns County Utility Department to sign the **Memorandum of Understanding** for well monitoring and maintenance. *For more information, contact Neal Shinkre, Director, Utilities at 904 209-2721*
21. Motion to adopt Resolution 2025-\_\_\_\_\_, **extending the existing agreement** with Lennar Homes, LLC for the Windward Ranch offsite water transmission main. *For more information, contact Neal Shinkre, Director, Utilities at 904 209-2721*
22. Motion to adopt Resolution 2025-\_\_\_\_\_, **extending the existing agreement** with RKS of Florida, LLC for the offsite water and sewer transmission mains. *For more information, contact Neal Shinkre, Director, Utilities at 904 209-2721*
23. Motion to declare the attachment list as **surplus** and authorize the County Administrator, or designee, to dispose of the same in accordance with the Purchasing Policy Section 308 and Florida State Statute 274. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
24. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute a **Consent to Assignment Agreement**, in substantially the same form and format as attached hereto, providing for an assignment of Master Contract No. 14-MAS-PRO-05103 and Master Contract No. 22-PSA-PRO-15730 to PRIME AE Group, Inc. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
25. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute **Contract Amendment #3 - GMP Amendment** for Central Community Park Main Package under the Construction Manager Agreement #24-MCA-WHA-19753 with Wharton-Smith, Inc in the amount not to exceed \$8,926,501.00 for performance of the Work in accordance with the Contract Documents. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

26. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute **Change Order No: 08 to Master Contract No. 21-MCC-WOO-13032** with Woolpert, Inc, Inc. under RFQ No: 21-34; Digital Orthophotography to obtain the 2025 Hurricane Season pre- and post-storm lidar data, for a Not-To-Exceed amount of \$169,732.00 increasing the value of the Master Contract to \$1,959,637.84.. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
27. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **utilize the cooperative State of Florida Contract No: 561-20000-24-NY-ACS** with OES, LLC and to **execute and issue a purchase order** for the purchase of the specified furniture package for the SJC Public Services Center, for a total purchase price of \$618,526.50. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
28. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award RFQ 1940** Design Services for Florida Shared-Use Non-Motorized Trail Network Project 447061-1-54-01 Beach Blvd from Pope Road to SRA1A to Hanson Professional Services Inc., as the top ranked Respondent, and to execute a contract in substantially the same form and format as attached, at a not-to-exceed amount of \$729,070.55, to perform the required services in accordance with the negotiated contract. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
29. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award RFQ 1939** Design Services for Florida Shared-Use Non-Motorized Trail Network- Four Segments to Hanson Professional Services Inc., as the top ranked Respondent, and to execute a contract in substantially the same for and format as attached, at a not-to-exceed amount of \$3,242,116.10, to perform the required services in accordance with the negotiated contract. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
30. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **utilize the OMNIA cooperative contracts for Materials, Repairs, and Operations (MRO) Supplies** through the use of piggyback of the OMNIA Amazon #R-TC-17006, Home Depot #16154 & #170009, Lowes #R240805, via purchase order and purchase card throughout the duration of the contracts, including all exercised renewals, for micro and small purchases as applicable. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
31. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute Contract Amendment #03 to the Digital Library Reserve Access Agreement** with Overdrive, Inc, to in substantially the same form and format as attached, increasing the Contract Value to an annual amount not-to-exceed \$450,000.00 for the remaining contract term of three (3) years, in accordance with the Contract under SS 20-20. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
32. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute a **Consent to Assignment Agreement**, in substantially the same form and format as attached hereto, providing for an assignment of Master Contract No. 24-SOFT-SHE-20038 to Euna Solutions, Inc. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

33. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **Piggyback Putnam County Contract No. RFP 25-11 Cadaver Transport Services**, with Karl N. Flagg Serenity Memorial Chapel, Inc., under Misc. 2414 at an amount not to exceed the department's approved annual budget. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
34. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award IFB 2301; Surplus & Auction Services** to Great Expectations Auction, Auto & Travel Brokerage, LLC as the lowest, responsive, responsible bidder, and to execute a contract in substantially same form and format as attached hereto for performance of the services as specified in IFB 2301. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
35. Motion to approve and authorize the County Administrator to execute on behalf of the County, the **Agreement between the County and FCC** settling disputes under the Hauling Agreement, and to approve a transfer from Solid Waste Reserves to pay the balance of the August 2024 invoice. *For more information, contact Kealey West, Deputy County Attorney at 904 209-0692*
36. Motion to adopt Resolution 2025-\_\_\_\_\_, **amending the Fiscal Year 2025 Law Enforcement Trust Fund budget** to recognize and appropriate receipts from a confiscated property case. *For more information, contact Robert A. Hardwick, Sheriff at 904 209-0568*
37. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to **execute the first amendment to the Operations and Management Agreement** between St. Johns County Cultural Events Inc. and the St. Johns County Board of County Commissioners. *For more information, contact Jesse Dunn, Deputy County Administrator at 904 209-0530*
38. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the **recognition and appropriation** of a \$5,000 award from Preferred Governmental Insurance Trust for Fiscal Year 2025 in the General Fund Risk Management Department, and authorizing the County Administrator, or designee, to execute documents necessary to accept and implement the awarded fund. *For more information, contact Laura Dodd, Assistant Director, Risk Management & Benefits at 904 827-6889*
39. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the MindTravel Live-to-Headphones Silent Piano Concert application for a **Major Impact Special Event** to take place at Pier Park on September 13, 2025, and October 11, 2025. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
40. Motion to approve a **reserve transfer** of \$75,301 from Golf Club Reserves into the Golf Club Maintenance line for Improvements Other Than Building. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*



41. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute and deliver, on behalf of the County, a **Memorandum of Understanding** agreement between St. Johns County Fire Rescue and The University of Florida College of Medicine to allow a Physician Resident ride along program, in substantially the same form as attached hereto. *For more information, contact Jeremy B. Robshaw, Administrative Services Chief at 904 209-1750*
42. Motion to adopt Resolution 2025-\_\_\_\_\_, **granting a Certificate of Public Convenience and Necessity** to Shands Jacksonville Medical Center, Inc. dba UF Health Jacksonville to provide emergency and non-emergency medical services that originate within St. Johns County, in substantially the same form as attached hereto. *For more information, contact Jeremy B. Robshaw, Administrative Services Chief at 904 209-1750*
43. Motion to adopt Resolution 2025-\_\_\_\_\_, **recognizing unanticipated insurance proceeds** in the amount of \$29,160.99, increasing the Fire District Fund revenue budget and **appropriating this revenue** to the St. Johns County Fire Rescue - Fire Division department for additional repairs of an Aerial Fire Truck. *For more information, contact Sean McGee, Chief, Fire Rescue at 904 209-1700*
44. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the terms, conditions, and requirements of a **grant agreement** with Florida Division of Emergency Management in the amount of \$105,806.00 through the Emergency Preparedness & Assistance Grant, authorizing the County Administrator, or designee, to execute the grant agreement on behalf of the County, and recognizing and appropriating within the FY2025 General Fund Emergency Management Department. *For more information, contact Joseph Giammanco, Director, Emergency Management at 904 824-5550*
45. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute an agreement substantially** in the same form as the attached Economic Development Incentive Agreement with Vermeer Southeast on behalf of St. Johns County. The total capped value of the rebate shall not exceed \$166,645.00. *For more information, contact Sam Camp, Senior Project Manager at 904 209-3257*
46. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute and deliver, on behalf of the County, a **Memorandum of Understanding** between St. Johns County and St. Johns County School District regarding implementation of the Economic Development Administration Grant for the construction of the First Coast Technical College Workforce Training Facility in Hastings, in substantially the same form as attached hereto. *For more information, contact Sara Maxfield, Director, Economic Development at 904 209-0541*
47. Motion to **approve minutes:**

06/17/25, BCC Regular