

**REVISED**  
**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, November 4, 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
- ❖ National Anthem performed by the St. Augustine High School Chorus
- ❖ Proclamation Recognizing November 8, 2025, as St. Johns County-Israel Friendship Day
- ❖ Proclamation Recognizing November 11, 2025, as Veterans Day
- ❖ Acceptance of the Proclamations
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

**Presenter: Lex Taylor, Deputy County Attorney**

1. **Public Hearing \* Ordinance amending the St. Johns County Park Ordinance, adding definitions; adding prohibition of smoking and vaping in St. Johns County beaches and parks; amending to include cigarette butts and vaping paraphernalia as defined litter.** Article VIII, Section 2 of the Florida Constitution, and Chapter 166, Florida Statutes, provide Counties with the authority to exercise any power for municipal purposes, except if prohibited by law, and to adopt ordinances in furtherance of such authority. As of July 1, 2022, the Florida Legislature enacted Ch. 2022-13, Laws of Florida, which permits municipalities and counties to restrict smoking on their local beaches and in local parks. The Board has adopted Ordinance 2005-114, pertaining to public conduct in county parks (the "St. Johns County Parks Ordinance"). the Board has adopted Ordinance 2007-19, which was amended by Ordinance 2007-50, Ordinance 2009-60, 2013-25 and Ordinance 2024-5, pertaining to public conduct in county beaches (the "St. Johns County Beach Code"). At the St. Johns County Board meeting of August 20, 2025, appeared Charli Clay, a 7th grade student at Washington Classical Christian School, Izzy Howell, an 8th grade student, and Anila Lahiri, a history teacher at Washington Classical Christian School and the Civic Engagement Liaison at Anchor Faith Church, who advocated for prohibiting smoking and vaping on St. Johns County beaches. This is the first hearing and does not require a vote.

**Presenter: Douglas N. Burnett, Esq, St. Johns Law Group**  
**Staff Member: Jacob Smith, AICP, Planning Division Manager**

**District 2**

2. **Public Hearing \* MAJMOD 2025-07 Tocoí River Estates PRD.** Request for a Major Modification to the County Road 214 Planned Rural Development (Ordinance 2006-45) to rename the project to Tocoí River Estates PRD and to reset the expired phasing for a 205-unit residential subdivision. Located northeast of the County Road 214 and County Road 13 South intersection. The application was heard before the Planning and Zoning Agency on September 18, 2025, and received a unanimous 6-0 recommendation for denial, with Member Perkins absent.

**Presenter: Michael Roberson, Director, Growth Management**  
**Staff Member: Lisa Brown, Development Review Manager**

3. **Public Hearing \* Second Reading - Amendment to Impact Fee Ordinance.** This is the second and final public hearing to implement an updated Impact Fee Schedule and changes to the County Impact Fee Ordinance. The proposed ordinance is based upon an Impact Fee Update Study prepared by consultant, Benesch, originally presented to the Board of County Commissioners on January 21, 2025. Subsequent meetings included discussions that led to board direction on changes.

**Presenter: Jacob Smith, AICP Planning Division Manager**

4. **Potential Land Development Code Revisions: Recreational Vehicles, Outdoor Archery, and Development Order Application Procedures.** The Board of County Commissioners has requested discussion on the following Land Development Code regulations: 1. Definition of Recreational Vehicle; 2. Outdoor archery as a Special Use in the Open Rural zoning designation; and 3. Development order application procedures. Staff seeks direction on any changes the Board would like implemented into the Land Development Code.

**Presenter: Kaylee McHone, Property Owner**  
**Staff Member: Saleena Randolph, Senior Planner, & Kelly Schley, Senior Development Review Supervisor**

**District 2**

5. **Public Hearing \* CPA(SS) 2025-05 McHone Property.** Request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately five (5) acres of land from Rural/Silviculture to Residential-A (RES-A) with a text amendment limiting the property to a maximum of one (1) single family dwelling unit; located at an unaddressed parcel south of County Road 208. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on October 2, 2025. The Agency recommended approval with a vote of 7-0. Support was made by members Perkins, Hilsenbeck, Matovina, Green, Spiegel, Labanowski, and Olson. Agency discussion included the recorded access easement, paving the apron at the access easement, and the potential use of insecticides on the adjacent cropland. It was noted that the applicant does not oppose having cropland adjacent to this parcel and agrees to update the access easement to meet applicable code requirements. Neighboring divisions were identified on the survey provided by the applicant. Other topics addressed included the site's location outside the Development Area boundary, the applicant's plans to preserve a portion of the land, and similar approved projects that feature 208 frontages. This item has a companion item NZVAR 2025-18.

**District 2**

6. **Public Hearing \* NZVAR 2025-18 McHone Property.** Request for a Non-Zoning Variance to Section 5.01.01.C of the Land Development Code regarding subdivision and platting requirements.

**Presenter: Carl Cricco, President & Chief Executive Officer of United Way SJC**

7. **Dial 2-1-1 Presentation Item.** Carl Cricco, President & Chief Executive Officer of United Way SJC, will present information to the Board of County Commissioners regarding "Ride United Transportation Access" for residents of St. Johns County.

**Presenter: Marithza Ross, St. Johns County Parks Foundation Executive Director**

**Staff Member: Ryan Kane, Director, Parks and Recreation**

8. **St. Johns County Park Foundation Contract Agreement and Funding Request.** The Parks and Recreation Department is seeking approval of an updated contract agreement and continued funding between St. Johns County and the St. Johns County Parks Foundation. The St. Johns County Parks Foundation initially entered into an agreement with the St. Johns County Board of County Commissioners in FY22 to provide funding support for initiatives in partnership with the St. Johns County Parks and Recreation Department. The St. Johns County Parks Foundation requests a continuation of financial support in the amount of \$120,000 as the nonprofit organization continues to pursue initiatives and opportunities that align with its goals and objectives to enhance and expand recreational opportunities within St. Johns County. The Parks and Recreation Department supports the St. Johns County Parks Foundation's contract agreement and request for continued funding, which has been included in the adopted FY26 budget.

**Presenter: Prissy Fletcher, Grants & Policy Analyst**

9. **Second Reading - Agricultural Advisory Committee Ordinance.** During the November 19, 2024, BCC Meeting, the Board directed staff to explore the establishment of an advisory committee of farmers regarding active agriculture lands in St. Johns County. Attached for the Board's review and consideration is a draft ordinance establishing a seven-member agriculture advisory committee. The first reading was heard at the September 2, 2025, Regular BCC Meeting.

**Presenter: Shelby Romero, Sr Asst to the Board of County Commissioners**

10. **Consider appointments to the Library Advisory Board.** Currently, there are (3) three vacancies on the Library Advisory Board due to the expired terms of Jessica Hayes Dist. 4 Rep., Michael B. Macnamara Dist. 2 Rep., and Eric Sarrett Dist. 3 Rep. A vacancy ad was placed and ran for (180) days. Please see attached for your review and consideration, a recommendation letter and (17) applications: Anthony Harp Dist. 1, Brent Feldman Dist. 1, Louis Greco Dist. 3, Juan Holbrook Dist. 3, Sara Upchurch Dist. 3, Linda Gerena Dist. 4, Donald Frost Dist. 4, Heather Cucci Dist. 4, Jessica Hayes Dist. 4, Christopher Pondish Dist. 4, Brittany Barski Dist. 5, Mollie Meikle Dist. 5, Nayana Sen Dist. 5, Anna Straughan Dist. 5, Susan Ankudavich Dist. 5, Sandra Paul Dist. 5, and Mary Jane Ballou Dist. 5.

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

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500 San Sebastian View

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Tuesday, November 4, 2025 9:00 AM

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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. **Motion** to adopt Resolution 2025-\_\_\_\_\_, approving the transfer of \$887,650.00 in **road impact fee credits** from the Greenbriar Downs PUD to the Ashford Mills PUD (Shearwater); and finding the request consistent with Florida Statute. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
3. Motion to adopt Resolution 2025-\_\_\_\_\_, recognizing and appropriating \$37,622.78 from St. Johns County Council on Aging to the **Transit Revenue budget** to be used for the purchase of a replacement bus; and **amending the fiscal year 2026 budget** to reflect this appropriation in the Transit Revenues budget (1274-34602) and the expenditure in the Transit Expenditure budget (1275-56415). *For more information, contact Rachel Morris, Transit Grants Specialist at 904 209-0630*
4. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the transfer of \$402,697.00 in **road impact fee credits** from the Bartram Park PUD/DRI to the Fairfield Inn and Suites development (CR210) finding the request consistent with Florida Statute. *For more information, contact Lauren Dwyer, Transportation Planner at 904 209-0753*
5. Motion to adopt Resolution 2025-\_\_\_\_\_, accepting an **Easement for Utilities** associated with the water system to serve property located on Thomas Industry Way (IGP Lots 9, 10, and 11). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the terms and conditions of a **Purchase and Sale Agreement** for acquisition of a parcel located in Summer Haven; authorizing the County Administrator, or designee, to execute the agreement on behalf of the County and approving; and authorizing the **transfer** in the amount of \$120,950 from General Fund Reserves to the Land Management Department for the required grant matching funds. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

7. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the Chair of the Board, on behalf of the County, to execute and deliver a **License Agreement** to the State of Florida Department of Transportation for temporary use of a portion of Old A1A in connection with sidewalk curb ramp improvements adjacent to State Road A1A. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
8. Motion to adopt Resolution 2025-\_\_\_\_\_, approving a **Partial Release of Easement** and authorizing the Chair to execute the release on behalf of the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the terms, provisions, conditions and requirements of the **SRF loan amendment** and authorizing the execution and delivery of the SRF loan amendment. *For more information, contact Neal Shinkre, P.E., Director, Utilities at 904 209-2721*
10. Motion to adopt Resolution 2025-\_\_\_\_\_, adopting the **Fiscal Sustainability Plan** for the SR16 Water Reclamation Facility (WRF) headworks, Anastasia Island WRF reuse system, and related lift station and manhole rehabilitation projects based on the requirements for the Florida Department of Environmental Protection's State Revolving Loan program. *For more information, contact Neal Shinkre, P.E., Director, Utilities at 904 209-2721*
11. Motion to adopt Resolution 2025-\_\_\_\_\_, ratifying the **executed agreement** with Hayward Construction Group, LLC and to authorize the County Administrator, or designee, to approve any contract change order in which the change in cost is up to twenty-five percent (25%) of the initial value without returning the Board for approval to expedite the work to be completed before next years turtle season for IFB 2416. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
12. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **purchase two (2) Pierce Commercial Tankers** under the Sourcewell Contract #113021-OKC from Ten-8 Fire & Safety, LLC, as the sole dealer for Pierce Manufacturing, at a total purchase price of \$1,184,426. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
13. 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 17.1 and Florida State Statute 274.06. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
14. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, **execute purchase orders for the purchase of the vehicles and equipment budgeted in FY26** through the use of solicitations or piggyback of the Florida Sheriff's Association Contracts # FSA25-VEL33.0, FSA25-VEH23.0 and FSA23-EQU21.0 and the State of Florida Term Contracts # 25100000-23-STC and #25101600-21-STC, as appropriate, in order to serve the best interest of the County, without further Board approval. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

15. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute Contract Amendment No. 02 to Master Contract No: 24-MCA-TBL-20098**, in substantially the same form and format as attached, with T B Landmark Construction, Inc. for Phase 1 Design and GMP Development for the additional section for the route from the existing SR16 WRF to the west side of I-95 in the amount of \$855,990.95, which includes \$573,067.95 in Allowances for permitting, field surveys, subsurface utility exploration, maintenance of traffic, clearing and grubbing, and public meetings as needed. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
16. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute Contract Amendment #5 - GMP Amendment for Northwest Community Park** under the Construction Manager Agreement #24-MCA-WHA-19753 with Wharton-Smith, Inc in the amount not to exceed \$23,806,291.00 for performance of the Work in accordance with the Contract Documents. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
17. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award IFB 2499 Purchase of Signs and Sign Accessories for SJC Public Works- Traffic & Transportation** to the lowest, responsive, and responsible bidders, and to execute contracts with Lightle Enterprises of Ohio, LLC and McCain Sales of Florida, Inc. dba Universal Signs & Accessories in substantially same form and format as attached hereto, for the Sign Shop and accessories on an as needed basis, as provided in IFB 2499. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
18. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award IFB No: 2479; Construction of New Restroom at Mickler's Beach** to FSV Construction Company, as the lowest, responsive, and responsible bidder, and to execute a contract in substantially same form and format as attached hereto, for the Total Lump Sum bid price of \$613,210.00 for the completion of the specified project. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
19. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **award IFB No. 2473; Traffic Signal Maintenance and Repair** to B & S Signs, Inc., Chinchor Electric, Inc., and Traffic Control Devices, LLC as the responsive, responsible bidders, and to execute contracts in substantially same form and format as attached hereto, to perform the required services on an as-needed basis for Traffic Signal Maintenance as specified. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
20. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute Task Order 01** for Quality Engineering & Surveying, LLC for the provision of grant management services for the Flood Mitigation Assistance (FMA) and Hazard Mitigation Grant Program (HMGP) funding cycles FY23-FY25, in an amount not to exceed \$600,000.00, under RFP No. 23-39; Mitigation Consulting Services (Master Contract No: 23-PSA-QUA-18291). *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

21. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute the **First Amendment to the Agreement** between the County and The Pointe at Pointe Vedra Condominium Association, Inc. in substantially the same form as attached hereto. *For more information, contact Kealey West, Deputy County Attorney at 904 209-0816*
22. Motion to adopt Resolution 2025-\_\_\_\_\_, expressing the Board of County Commissioners support for the **definition of the term "antisemitism"** as adopted and defined in section 1.015 of the Florida Statutes. *For more information, contact Kealey West, Deputy County Attorney at 904 209-0692*
23. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the Chair, or designee, to **execute the Contract for Behavioral Health Services** between the County and SMA Healthcare, Inc. in an amount not to exceed \$230,000, in substantially the same form as attached hereto. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
24. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute the Contract between St. Johns County and Vilano Beach Main Street, Inc.** in an amount not to exceed \$64,000 for the purpose of providing services in support of economic development within the Vilano Beach Town Center, in substantially the same form as attached hereto. *For more information, contact Tera Meeks, Director, Community and Destination Development at 904 209-1676*
25. Motion to adopt Resolution 2025-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute the Contract between St. Johns County and Hastings Main Street, Inc.** in an amount not to exceed \$100,000 for the purpose of providing services in support of economic development within the Hastings Town Center, in substantially the same form as attached hereto. *For more information, contact Tera Meeks, Director, Community and Destination Development at 904 209-1676*
26. Motion to adopt Resolution 2025-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to **submit a completed Fishing Equipment Donation Program Grant Application** on behalf of St. Johns County Parks and Recreation Department for fishing equipment for park programs. *For more information, contact Ryan Kane, Director, Parks and Recreation at 904 209-0158*
27. Motion to adopt Resolution 2025-\_\_\_\_\_, approving the **Library's Annual Plan of Service 2025-2026**, as required by the State Library of Florida in order to receive annual State Aid to Libraries Grant funding. *For more information, contact Debra Rhodes Gibson, Director, Library at 904 827-6926*
28. Motion to **approve minutes:**

- 10/21/25

**29. Proofs:**

Proof: Notice of Value Adjustment Board Meeting, for the purpose of certifying the 2025 tax roll, published on September 26, 2025, in the St. Augustine Record.

Proof: Notice of Special Meeting to hold a public hearing to consider and adopt the final millage rates and budget for Fiscal Year 2026 in the County Auditorium, published on September 9, 2025, in the St. Augustine Record.

Proof: Notice of a Special Meeting of the St. Johns County Insurance Committee to discuss insurance issues and other business of the committee, published on September 9, 2025, in the St. Augustine Record.

Proof: Public Notice and Invitation for Public Comment; Rebuild Florida 2023 and 2024 Storms Infrastructure Repair Program Grant Application, published on September 18, 2025, in the St. Augustine Record.

Proof: Request for Proposal, Bid No.: 2254; Countywide Dredging Services, published on August 27, 2025 and September 3, 2025, in the St. Augustine Record.

Proof: Invitation for Bids No.: 2529; Barrier Island Lift Station Hardening; Package D - FDEP #HA001, published on September 4, 2025 and September 11, 2025, in the St. Augustine Record.

Proof: Invitation for Bids No.: 2500; Colonnade Drive and Preservation Trail Intersection Improvements, published on September 17, 2025 and September 24, 2025, in the St. Augustine Record.

Proof: Request for Bids, Bid No.: 2229; Window Replacement W.E. Harris Community Center - Department of Energy (DOE) Energy Efficiency and Conservation Block Grant (EECBG) Program, published on September 22, 2025 and September 29, 2025, in the St. Augustine Record.