

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, September 16, 2025 9:00 AM

Please be sure all cellular devices are turned off for the duration of the County Commission Meeting

REGULAR MEETING

- ❖ Call to Order by Chair
- ❖ Roll Call by the Clerk of the Circuit Court and County Comptroller
- ❖ Invocation
- ❖ Pledge of Allegiance
- ❖ Proclamation Recognizing Constitution Week
- ❖ Acceptance of the Proclamation
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

Presenter: Michael Roberson, Director, Growth Management

1. **Impact Fee Schedule Update.** Staff will present the report with updates to the Impact Fee Schedule based on discussion at the Board of County Commissioners meeting on September 2, 2025. Staff seeks direction to move forward with updating the Impact Fee Schedule.

Presenter: Ryan Ross, Assistant County Attorney

2. **Public Hearing * Robinson Improvement Company, LLC: Florida Land Use and Environmental Dispute Resolution Act - Special Magistrate Report and Recommendation consideration.** On November 5, 2024, the Board denied Robinson Improvement Company's request to rezone 2,763 acres to PUD (PUD2024-09). Robinson Improvement filed a request for relief from the denial under the Florida Land Use and Environmental Dispute Resolution Act ("FLUEDRA"). Pursuant to FLUEDRA, the parties mediated the dispute and agreed to ask the Board to schedule a new rezoning hearing. The Board declined. The parties then proceeded to a public hearing before Special Magistrate J. Michael Traynor. Special Magistrate Traynor issued his Report and Recommendations on August 19, 2025. FLUEDRA now requires the Board to consider accepting, modifying, rejecting, or not taking action on the Report and Recommendation.

Presenter: Jaime Locklear, Director, Purchasing

- 3. Presentation of Phase 1 Proposals under RFP 2417 - Public-Private Partnership for Re-Development of World Golf Hall of Fame.** At the March 18, 2025, BOCC Meeting, the Board unanimously voted to proceed with a "P3" solicitation for the Re-Development of the World Golf Hall of Fame. An RFP was broadcast on June 18, 2025, with Proposals due on July 31, 2025. The RFP was set up into two (2) phases. Phase 1 is for the concept of the proposed projects to be submitted with basic information and requirements. Two (2) Phase 1 Proposals were received. The RFP provided for Staff to determine whether or not submitted Phase 1 Proposals as "Pass/Fail" based upon whether or not the proposal fulfills the County's requirements. Both submitted Proposals were determined to "Pass" the minimum requirements articulated in the RFP. The basis of the proposals are presented to the Board for consideration of "shortlisting" to Phase 2. Phase 2 of the RFP requires the County to develop (or have developed) a Design Criteria Package ("DCP") for the project(s) which include a construction component and then requires Proposers to provide a much more in-depth submittal of documentation and information related to the project proposed in the Phase 1 Proposal. Phase 2 Proposals and Presentations will be brought back before the Board for ranking. Board has three options for decision with today's agenda item: 1) select both Proposals to proceed to Phase 2; 2) select one Proposal to proceed to Phase 2; or 3) reject both Proposals.

Presenter: Marvin Sartain

Staff Member: Benjamin Powelson, Senior Engineer

District 3

- 4. Public Hearing * VACROA 2025-02 - Public Hearing to vacate a portion of Vermont Boulevard right-of-way.** The applicant has requested St. Johns County vacate a currently unopened portion of right-of-way known as Vermont Boulevard, located between Second Street and Third Street within the Vermont Heights Subdivision; immediate adjacent to Lots 1 & 2 of Block 74. Based on staff's review thus far, no party will be unreasonably affected by the requested vacation.

Presenter: Michael Sznajstajler

Staff Member: Evan Walsnovich, Planner

District 3

- 5. Public Hearing * MAJMOD 2025-03 St. Augustine Industrial Park.** Request for a Major Modification to the St. Augustine Industrial Park PUD (Ord. 1994-10, as amended) amending the phasing and expiration schedule to account for a proposed 200,000 square foot expansion to an existing warehouse/distribution facility. A revised Master Development Plan (MDP) Text and Map is provided to reflect the proposed changes. The subject site is specifically located at 3660 Deerpark Boulevard. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, August 7, 2025, and was unanimously recommended for approval by a vote of 7-0. There was minimal discussion about traffic impacts and improvements.

District 3

6. **Public Hearing * REZ 2025-06 RaceTrac at Dixie Highway.** Request to rezone approximately eight (8) acres of land, located at the southwest corner of the County Road 204 / US 1 South intersection, from Open Rural (OR) and Commercial Intensive (CI) with conditions to Commercial Highway and Tourist (CHT) with conditions. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, August 21, 2025, and was unanimously recommended for approval by a vote of 7-0.

*****Recess Regular Board of County Commissioners Meeting*****

*****Convene as St. Johns County Community Redevelopment Agency (CRA)*****

Presenter: Wade Schroeder, Director, Office of Management & Budget

7. **Community Redevelopment Agency Fiscal Year 2026 Annual Budget.** Pursuant to section 163.387, Florida Statutes, moneys in the Community Redevelopment Agency Trust Funds may be expended only pursuant to an annual budget adopted by the Community Redevelopment Agency and approved by the Board of County Commissioners. The CRA recommends the FY 2026 annual budget for the Flagler Estates, Vilano Beach, and West Augustine community redevelopment areas as attached.

*****Adjourn as St. Johns County Community Redevelopment Agency (CRA)*****

*****Reconvene Regular Board of County Commissioners Meeting*****

Presenter: Daniel Whitcraft, Director, Facilities Management
Staff Member: Jaime Locklear, Director, Purchasing

8. **CA#04 - GMP Amendment for Early Package for Northeast Park under Construction Manager Agreement #24-MCA-WHA-19753 with Wharton-Smith, Inc - RFQ No: 1530.** On May 9, 2024, the County entered into Construction Manager Agreement #24-MCA-WHA-19753 with Wharton-Smith, Inc ("WSI") as the top ranked firm under RFQ No: 1530; Construction Manager at Risk Services for Multiple Parks. The initial contract was for preconstruction services related to the Regional Parks (Central Community, Central Sportsplex, Northwest Community and Northeast Community) and improvements to Davis Park. The initial contract authorized the performance of the preconstruction services, and established the Construction Manager Fee of 4.9% to be applied to all Guaranteed Maximum Price ("GMP") Proposals. Since the effective date of the contract, WSI has been working with the County and the County's design firm to review and value engineer the design of the parks for the purposes of accomplishing the work within the County's established budgetary limitations. This CA#4 serves to incorporate the GMP for the Early Package for Northeast Community Park, which is a forty (40) acre site. The scope for this package includes site clearing, import fill dirt, site civil earthwork & rough grading, underground utilities, parking lot retention ponds and drives for four (4) natural grass softball/little league baseball fields, two (2) natural grass multi-purpose fields, and six (6) pickleball courts. This CA#4 serves to incorporate the GMP negotiated between WSI and County Staff for this scope, at a GMP amount of \$16,751,216.00, with a substantial completion date of May 31, 2027. Additionally, this GMP Amendment shall serve to adjust contract language in order to address the progress of the Contract schedule. Staff recommends Board approval to execute CA#4 as provided herein.

9. **Contract Amendment No: 08 for Implementation Advisory Services by Plante & Moran, PLLC under RFP No: 23-13; ERP Consulting Services.** On February 24, 2023, the County entered into a Professional Services Agreement No: 23-PSA-PLA-17684, with Plante and Moran, PLLC (“Consultant”) to perform Enterprise Resource Planning Consulting Services to assist the County with the development of scope, procurement, design and implementation of a new ERP System. The Consultant has submitted Contract Amendment No. 08 to expand existing services, including data conversion support from the legacy system to the new platform, organizational change management assistance, and subject matter expertise for system implementation. These services will be performed as directed by the County in accordance with the proposed scope and Contract. The increase is attributed to the need for greater involvement of higher-level resources, given the project’s complexity. Approval of this Contract Amendment will increase the Contract Price by \$393,400.00, for a revised total of \$2,693,440.00. Staff recommends Board approval to execute Contract Amendment No: 08 for the Implementation Advisory Services, as provided.

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

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Tuesday, September 16, 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-_____, accepting a **Bill of Sale with Schedule of Values, Release of Lien, and Warranty** for water, sewer, and reclaimed water systems to serve Silver Falls (Silverleaf Parcel 22A Phase 3). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
3. Motion to adopt Resolution 2025-_____, accepting an **Easement for Utilities, a Bill of Sale, Final Release of Lien, and Warranty** associated with the water system to serve Beaver Toyota. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
4. Motion to adopt Resolution 2025-_____, accepting a **Bill of Sale with Schedule of Values, a Release of Lien, and Warranty** associated with the Sewer Force Main Extension along Roscoe Boulevard. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2025-_____, accepting **Grant of Easements** required for the installation and maintenance of the water meters along Hedgewood Drive to serve The Isle of The World. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2025-_____, accepting a **Deed of Dedication** from Quoc Mai to St. Johns County as required in the Impact Fee Credit Agreement for MAI Office Complex on Old Moultrie Road. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2025-_____, approving the terms and conditions of **two (2) First Lease Amendments and a Second Lease Amendment** extending three (3) Commercial and Industrial Lease Agreements with Meadows Commercial Properties, Inc., and authorizing the County Administrator, or designee, to execute the agreements on behalf of the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2025-_____, accepting a **General Warranty Deed** from ICI Crossroads Holdings, LLC., as required in the Impact Fee Agreement for ICI Middlebourne Planned Unit Development. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2025-_____, approving the terms and authorizing the County Administrator, or designee, to execute a **Fifth Lease Modification Agreement** with Mickler's Landing LLC for lease space for a St. Johns County Sheriff's Office substation in Ponte Vedra. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
10. Motion to adopt Resolution 2025-_____, authorizing the County Administration, or designee, to execute and issue a **non-exclusive franchise agreement** to Bo McGee's Tractor Service, LLC, for the collection and transportation of commercial/industrial solid waste, in substantially the same form as attached hereto. *For more information, contact Greg Caldwell, Director, Public Works at 904 209-0266*
11. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to utilize the **Lake County contracts for the purchase fire apparatus equipment, equipment services, supplies, PPE and bunker gear** through the use of piggyback of the Lake County, Florida Contract #22-730A-K, throughout the duration of the contracts, including all exercised renewals, 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*
12. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **award IFB No: 2438**; Barrier Island Lift Station Hardening: Package B and Package C – FDEP #HA001 to PBM Constructors, Inc., as the lowest, responsive, and responsible bidder, and to execute a contract in substantially same form and format as attached hereto, at a total lump sum bid price of \$3,015,000.00 for completion of the specified project. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
13. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **execute Change Order No. 02 to Task Order No. 04**, under Master Contract 22-PSA-MOT-15832 with Mott MacDonald Florida, LLC in the not-to-exceed amount of \$56,352.00 to provide additional construction oversight services for the DeLeon Shores #1 Lift Station to Vickers Landing Connection Force Main Project. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
14. Motion to declare PPE "Bunker Gear" from St. Johns County Fire Rescue, as identified on the attached memo, as **surplus**, and authorize the County Administrator, or designee, to donate the gear to the Treasure Cay Emergency Services Organization. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
15. 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*

16. Motion to approve the **write-off of the following delinquent accounts receivable accounts**, effective September 30, 2025: 5,588 EMS accounts totaling \$1,928,082.71; 374 Utility Service accounts totaling \$82,449.75; Solid Waste Accounts totaling \$9,116.38; Community Based Care accounts totaling \$7,659.41; and Clerk of the Circuit Court & Comptroller's accounts providing a net total of \$3,413.20. *For more information, contact Wade Schroeder, Director, OMB at 904 209-0570*
17. Motion to adopt Resolution 2025-____, **amending the St. Johns County Fee Schedule for services** provided by St. Johns County Departments for Fiscal Year 2026. *For more information, contact Wade Schroeder, Director, Office of Management & Budget at 904 209-0570*
18. Motion to adopt Resolution 2025-_____, whereby the St. Johns County Board of County Commissioners elects to **opt out of providing an ad valorem property tax** exemption to certain properties otherwise eligible for the Live Local Act Missing Middle Property Tax Exemption, under authority granted pursuant to section 196.1978(3)(o), Florida Statutes. *For more information, contact Kealey West, Deputy County Attorney at 904 209-0692*
19. Motion to adopt Resolution 2025-_____, approving and authorizing the County Administrator, or designee, **to submit a completed FRDAP Grant Application** on behalf of the St. Johns County Parks and Recreation Department for development of the Bailey Ranch Property. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
20. Motion to adopt Resolution 2025-____, approving the terms, provisions, conditions, and requirements of the **Florida State Aid to Libraries grant application** and authorizing the Chair of the Board of County Commissioners, or designee, to execute the agreement substantially in the same form as attached. *For more information, contact Debra Rhodes Gibson, Director, Library Services at 904 827-6926*
21. Motion to adopt Resolution 2025-_____, accepting the **donation of furniture** on behalf of the Bartram Trail Library, and thereby the creation of asset inventory records for said items. *For more information, contact Debra Rhodes Gibson, Director, Library Services at 904 827-6926*
22. Motion to adopt Resolution 2025-_____, recognizing the **purchase and donation of furnishings** by the Ponte Vedra Friends of the Library for the renovated Children's Area, and thereby creating asset inventory records for said furnishings. *For more information, contact Debra Rhodes Gibson, Director, Library Services at 904 827-6926*
23. Motion to **approve minutes:**
 - 09/02/25, BCC Regular
 - 09/03/25, BCC Special