

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

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



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Joy Andrews, County Administrator
Rich Komando, County Attorney

Tuesday, November 18, 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
- ❖ Sheriff's Report on eBikes
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

Presenter: Vicky Oakes, Supervisor of Elections

1. **Request to split precinct 209 and add precinct 214; Request to reconfigure precincts 501 and 502 and add precinct 512 to allow for efficient operations on Election Day.** St. Johns County currently has 53 precincts and opens 43 polling places on Election Day. Due to high population growth in 2 specific areas of the county in which their Election Day polling places have limited capacity, the Supervisor finds it necessary to split precinct 209 into two precincts (precincts 209 and 214) and reconfigure precincts 501 and 502 to add one additional precinct (precinct 512). These changes will reduce lines at the polling places on Election Day and provide for an increase in efficiency for both voters and poll workers. Precinct 209 split will result in the addition of a new precinct (214) and polling place (Trail Mark Amenities Center). Reconfiguring precincts 501 and 502 will result in the addition of a new precinct (512) and polling place (Beachwalk Clubhouse). Following these modifications, St. Johns County will have 55 (+2) precincts and open 45 (+2) polling places on Election Day. These changes will increase efficiency for both voters and poll workers on Election Day, and lessen the amount of time voters stand in line waiting to cast a ballot.

Presenter: Jennifer Ravan, St Johns County Tax Collector

2. **Total Earned Unused and Undistributed Revenue.** In compliance with Florida Statute, 218.36, the St. Johns County Tax Collector, Jennifer Ravan, will present a report of unused earned revenue collected for the 2024-2025 fiscal year. Please note that these unused revenues have already been estimated as part of the County budget process and therefore they do not necessarily represent additional County revenue.

Presenter: Mary D. Solik | Doty Solik Law
Staff Member: Evan Walsnovich, Planner

District 3

3. ***Public Hearing * PLNAPPL 2025-02 Wildwood Treaty Wireless Facility (Appeal of TOWER 2025-01 Denial).*** Request to appeal the Planning and Zoning Agency's (PZA) denial of a Special Use Permit to Section 2.03.26 of the Land Development Code to allow for the construction of a 150-foot monopole communication tower and support facilities within Open Rural (OR) zoning, located specifically at 1152 Fort Peyton Drive, came before the Planning and Zoning Agency for public hearing on July 17, 2025. The Planning and Zoning Agency denied the application with a vote of 6-0, Member Green was absent.

Presenter: Christina Evans, AICP | Matthews DCCM
Staff Member: Justin Kelly, MPA, Principal Planner

District 3

4. ***Public Hearing * REZ 2025-10 Epic-Cure Warehouse.*** Request to rezone approximately 0.90 acres of land from Open Rural (OR) to Commercial Warehouse (CW) with conditions to provide consistent zoning across the overall 2.82 acre property. This request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, October 16, 2025, and was recommended for approval by a vote of 5-0.

Presenter: Brad Wester of Driver, McAfee, Hawthorne & Diebenow
Staff Member: Saleena Randolph, Senior Planner

District 1

5. ***Public Hearing * PUD 2025-01 Dark Horse.*** Request to rezone approximately 11.86 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a 21,000 square foot health/fitness facility and a 12,250 square foot covered turf field, located on an unaddressed parcel on the north side of Greenbriar Road and approximately 1.25 miles west of Longleaf Pine Parkway. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on October 16, 2025. The Agency recommended approval with a vote of 5 to 0. Support was made by members Perkins, Green, Spiegel, Labanowski, and Olson. Members Hilsenbeck and Matovina were absent. The agency member discussions covered topics such as the target age-group market, membership and coaching details, noise, lighting, traffic, and the benefit to the county. During public discussions, concerns were raised about the distinction between neighborhood commercial versus community commercial uses, the absence of a marketing or business plan, noise and lighting impacts, effects on wildlife with limited habitat, the compatibility of the use with the area, and suggestions that a location within a commercial district might be more appropriate. Further details can be found in the staff report.

Presenter: David and Patricia Watkins
Staff Member: Westly Woodward, Engineer

District 5

6. ***Public Hearing * NZVAR 2025-20 Zamora Street.*** Request for a Non-Zoning Variance to Sections 6.02.01.B.3 and 6.04.07.B.2 of the Land Development Code to allow for the use of a 15 foot wide access easement within a platted subdivision.

Presenter: Alec Millard

Staff Member: Westly Woodward, Engineer

District 2

- 7. Public Hearing * NZVAR 2025-23 Millard Family Home.** Request for a Non-Zoning Variance to Land Development Code Sections 6.02.01.A.2 and 6.04.05.C.1. to allow for one (1) non-standard residential driveway connection to a county roadway not directly abutting the subject property.

Presenter: Howard White, St Johns County Building Official

- 8. First Reading - Milestone Inspections for condominium and cooperative buildings three (3) stories or more in height.** During the 2022 Special Session, the Florida Legislature enacted Senate Bill 4-D, codified as Chapter 2022-269, Laws of Florida, establishing mandatory “milestone inspections” for condominium and cooperative buildings three (3) stories or more in height to ensure the structural integrity of aging buildings throughout the State of Florida. In 2023, the Legislature adopted Senate Bill 154, codified as Chapter 2023-203, Laws of Florida, further clarifying the milestone inspection process and requiring coordination between building officials, professional engineers, and condominium and cooperative associations. In 2025, the Legislature enacted Chapter 2025-175, Laws of Florida, amending section 553.899, Florida Statutes, to require all counties and municipalities to adopt an ordinance by December 31, 2025, establishing specific timelines for scheduling and commencement of repairs following a Phase Two Milestone Inspection.

Presenter: Amy Ring, Special Projects Manager

- 9. Public Hearing * First Reading - LDCA 2025-09 Certified Recovery Residences.** This amendment amends Land Development Code Article II (Zoning Districts and Special Uses) and Article IX (Administration) to comply with changes to State Statute that went into effect on July 1, 2025 with the enactment of Senate Bill 954. The bill requires the adoption of an ordinance to establish procedures for the review and approval of certified recovery residences and to provide a process for requesting reasonable accommodations from any local land use regulation that serves to prohibit or unreasonably restrict the establishment of a certified recovery residence consistent with Section 397.487(15), Florida Statutes. This is the first hearing for this item.

- ❖ 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. Motion to adopt Resolution 2025-_____, approving **the transfer of \$650,494.09 in road impact fee credits** from the Nocatee DRI to the Ponte Vedra Inn and Club 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-_____, authorizing the County Administrator, or designee, to execute the **Impact Fee Agreement** with IGP WCC Project, LLC establishing a total road impact fee credit of \$538,859.00. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
4. Motion to adopt Resolution 2025-_____, authorizing the notice required by Section 336.10, F.S., for a **Public Hearing on December 16, 2025, at 9:00am** or at a date and time as soon thereafter as possible to hear a request for the vacation of a portion of unopened Poinsettia Road right-of-way (VACROA 2025-03 Maure Family Property). *For more information, contact John P. Burnham, P.E., Engineer at 904 209-0672*
5. Motion to adopt Resolution 2025-_____, accepting an **Easement for Utilities** associated with the sewer system to serve North Roscoe 6 Lots. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2025-_____, accepting an **Easement for Utilities** associated with the water system to serve Silverleaf Parcel 8 Amenity located off Johns Island Parkway. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2025-_____, accepting a **Grant of Easement for Utilities** for water and sewer to serve Reverie at Silverleaf Phase 1 (Parcel 22C). *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2025-_____, granting and authorizing the County Administration, or designee, to **execute and issue a non-exclusive, Commercial/Industrial franchise agreement** to Last Tread, LLC d/b/a Dumpster Dudez of St. Johns 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*
9. Motion to adopt Resolution 2025-_____, granting and authorizing the County Administration, or designee, to **execute and issue a non-exclusive, Construction and Demolition Debris franchise agreement** to Last Tread, LLC d/b/a Dumpster Dudez of St. Johns for the collection and transportation of construction and demolition solid waste, in substantially the same form as attached hereto. *For more information, contact Greg Caldwell, Director, Public Works at 904 209-0266*
10. Motion to adopt Resolution 2025-_____, granting and authorizing the County Administration, or designee, to **execute and issue a non-exclusive franchise agreement** to CW Dumpsters, 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-_____, to approve the **agreement** between St. Johns County Utilities and the Beach Homes of Villages of Vilano Condominium Association to allow for the installation of a Master Meter in a safe location in exchange for a one-time providing of individual unit meters. *For more information, contact Neal Shinkre, Director, Utilities at 904 209-2721*
12. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **award IFB No: 2529; Barrier Island Lift Station Hardening: Package D – FDEP #HA001** to ClearWater Solutions, LLC 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 \$649,920.50 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 Contract Amendment No: 03 under Master Contract 22-PSA-ELB-17084** with Elbow Tree Cooperative, LLC., (Misc. 23-03; Mental Health Services for Fire Rescue) which exercises a 1-year renewal of the Contract, annual amount for FY 26 of \$645,432.00 for performance of the services as provided in the amendment. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
14. 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*
15. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **enter into the proposed Virtual Prime & Geo-Prime Sites and DSR Agreement** for a total not-to-exceed amount of \$2,128,459.00 and the Maintenance and Lifecycle Services for the DRS Equipment for years 2-4 of a cost not-to-exceed \$534,130.00 based on the availability for funds, continued need by the County, and satisfactory performance by the Motorola Solutions. *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 **award IFB No: 2378; Pedestrian and Drainage** Improvements - Palm Valley Road to Besch and Smith Civil Group, Inc., 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 \$1,436,782.78 for the completion of the specified project. *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 **execute an agreement** with Motorola Solutions, Inc. for the APX NEXT Subscription Renewal (5 Years) under Sourcewell Contract #042021-MOT, in substantially the same form and format as presented, for a not-to-exceed amount of \$903,401.42, and to take all necessary actions to effectuate the purchase. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
18. Motion to adopt Resolution 2025-_____, **recognizing and appropriating unanticipated revenue**; and **approving the Fiscal Year 2025 end-of-year fund reserve transfers** per the attached schedule to ensure fiscal year-end positive account balances per the St. Johns County Administrative Code. *For more information, contact Wade Schroeder, Director, Management & Budget at 904 209-0570*
19. Motion to adopt Resolution 2025-_____, approving and authorizing the Chair of the Board of County Commissioners to **execute the Estoppel Certificates** in substantially the same form as attached hereto. *For more information, contact Kealey West, Deputy County Attorney at 904 209-0816*
20. Motion to adopt Resolution 2025-_____, **amending the Fiscal Year 2026 Health Department, Coastal Hwy Dune & Beach, Serenata Beach MSTU, and SPV Blvd Dune and Beach MSTU Fund budgets** by recognizing fund balance and appropriating \$581 to the Health Department, \$26 to Coastal Hwy Dune & Beach, \$34 to Serenata Beach MSTU, and \$358 to SPV Blvd Dune and Beach MSTU departments for Property Appraiser services; and to **transfer** \$399,838 from General Fund Reserve to Property Appraiser Department, to transfer \$30,643 from Transportation Trust Fund Reserve to Public Works Admin. Department, to transfer \$47,078 from Fire Fund Reserve to Fire Admin. Department, to transfer \$11 from Vilano Street Lighting Reserve to Vilano Street Lighting Property department, to transfer \$37 from SA South Street Lighting Reserve to SA South Street Lighting department, and to transfer \$88 from Summerhaven MSTU Reserve to Summerhaven MSTU Property Appraiser Services department for Property Appraiser services. *For more information, contact Eddie Creamer, Property Appraiser at 904 827-5500*
21. Motion to approve the calendar year **2026 holiday schedule** for the Board of County Commissioners. *For more information, contact Desiree Woroner, Director, Human Resources at 904 209-0622*
22. Motion to adopt Resolution 2025-_____, recognizing and appropriating \$581,100.00 in **additional funding** within the County Fiscal Year 2026 Community Based Care Fund. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*

23. Motion to adopt Resolution 2025-_____, **amending the St. Johns County Fiscal Year 2026 Fee Schedule** to add a Homebuyer Education Class textbook fee for non-St. Johns County Residents. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
24. Motion to adopt Resolution 2025-_____, **approving the terms, conditions, and requirements of the contract** between St. Johns County and Protential Foundations for a sports-based youth development initiative to increase access and opportunity for low-income children in underserved communities, in an amount not to exceed \$80,000; and authorizing the County Administrator, or designee, to **execute the contract** substantially in the same form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
25. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **execute a non-exclusive permissive use agreement**, in substantially the same form and format as attached hereto, authorizing temporary use of Vilano Pier for a New Year's Eve Fireworks Display. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
26. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **execute a non-exclusive permissive use agreement**, in substantially the same form and format as attached hereto, authorizing temporary use of St Johns County Ocean and Fishing Pier for a New Year's Eve Fireworks Display *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
27. Motion to adopt Resolution 2025-_____, to authorize the County Administrator, or designee, to **submit a grant application** to the Florida Communities Trust, on behalf of St. Johns County, in efforts to secure reimbursement for Bishop Estates property land acquisition. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
28. Motion to adopt Resolution 2025-_____, approving the terms, conditions, and requirements of a **grant agreement** with the Florida Division of Emergency Management in the amount of \$90,554.63, through the Emergency Management Performance Grant, authorizing the County Administrator, or designee, to execute the grant agreement on behalf of the County substantially in the same form as attached, and recognizing and appropriating within the FY26 General Fund Emergency Management Department *For more information, contact Joseph Giammanco, PhD, Director, Emergency Management at 904 824-5550*
29. Motion to **appoint Mario Caycedo** as the District 2 Representative to the LAMP Conversation Board for a first 4-year term scheduled to expire on November 18, 2029; to **reappoint Irene Kaufman** as the District 4 Representative to the LAMP Conversation Board for a second 4-year term scheduled to expire on November 18, 2029; and to **reappoint Elizabeth Guthrie** as the District 5 Representative to the LAMP Conversation Board for a second 4-year term scheduled to expire on November 18, 2029. *For more information, contact Shelby Romero, Sr. Asst. to the Board of County Commissioners at 904 209-0307*
30. Motion to **approve minutes:**