

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, Chair
District 5 - Ann Taylor, Vice-Chair



BOARD MEETING AGENDA

County Auditorium
500 San Sebastian View

Joy Andrews, County Administrator
Rich Komando, County Attorney

Tuesday, December 2, 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
- ❖ SJC 101 Citizens Academy Graduation
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

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

Staff Member: Trevor Steven, Planner

District 5

1. **Public Hearing * WH 2025-01 Sebastian Oaks.** Request to amend the conditions of REZ 2023-16 (Ordinance 2024-09) to eliminate the requirement to construct a roundabout at the southern intersection of Old Lewis Speedway and Lewis Speedway and replace it with a condition that the developer shall adhere to St. Johns County's standard requirement for proportionate fair share transportation mitigation, as outlined within Part 11.09.00 of the Land Development Code. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on November 6, 2025. The Agency made a motion to recommend approval, which failed with a vote of 3-3. Support of the approval motion was made by members Spiegel, Matovina, and Perkins. Dissenting votes were made by members Olson, Hilsenbeck, and Labanowski. Member Green was absent. Discussion from the Agency members and the public was centered on the history of the project and the proposed roundabout that was included with the approval of REZ 2023-16 on 3/5/2024.

Presenter: Michael Roberson, Director, Growth Management

Staff Member: Lisa Brown, Development Review Manager

2. **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: Lex Taylor, Deputy County Attorney

3. **Public Hearing * Second Reading of 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 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 Second Hearing.

Presenter: Jacob Smith, Planning Division Manager

4. **LDCA 2025-08 Land Development Code Revisions.** On November 4, 2025, the Board of County Commissioners requested amendments to Land Development Code regulations for outdoor archery and development order application procedures. This is the first hearing of the proposed changes.

Presenter: Wade Schroeder, Director, Management & Budget

5. **St. Johns County, Florida Water and Sewer Refunding and Improvement Revenue Bonds, Series 2026.** On May 7, 2024, the Board passed Resolution 2024-206 to allow for the reimbursement of certain costs related to the acquisition of North Beach Utilities and other capital improvements to the County's water and sewer utility system in an amount not to exceed \$21,000,000. On June 3, 2025, the Board directed staff to assemble a finance team to facilitate utility bonds not to exceed \$21,000,000. On August 29, 2025, PFM Financial Advisors LLC, notified the County of an upcoming opportunity to refinance the County's outstanding Water and Sewer Revenue and Refunding Bonds, Series 2016 (the "2016 Bonds") to achieve debt service savings. The 2016 Bonds are outstanding in the principal amount of \$32,355,000 and have an initial call date of June 1, 2026. PFM Financial Advisors LLC further recommended for the County to move forward with this refinancing in conjunction with the proposed \$21,000,000 new money financing previously approved by the Board. The December 2, 2025 agenda item provides consideration of a resolution of the Board of County Commissioners, authorizing the issuance of St. Johns County, Florida Water and Sewer Refunding and Improvement Revenue Bonds, Series 2026, in an amount not to exceed \$55,000,000 for the principal purposes of financing and reimbursing costs of the acquisition, constructing and equipping of various capital improvements to the Utility System and refunding the 2016 Bonds in order to achieve debt service savings. The resolution authorizes the issuance of the 2026 Bonds, and pledges water and sewer net revenues to secure payment of the debt service. The Resolution provides for a competitive sale of the Bonds and approves the forms of various financing documents including the Preliminary Official Statement, the Official Notice of Sale, the Continuing Disclosure Certificate, the Registrar and Paying Agent Agreement and Escrow Deposit Agreement, all of which are incorporated as exhibits to this item.

Presenter: Jaime Locklear, Director, Purchasing

- 6. Purchasing Policy Updates - 1st Reading of Ordinance amending ORD2022-22.** Based upon operational changes related to the implementation of Workday, the County's new ERP Solution, and the inclusion of the procurement/contracting modules within Workday, changes to the Purchasing Policy are necessary to incorporate terms, definitions, and requirements which were previously not applicable. During the review for updates related to the ERP, some additional changes were made in order to address inconsistencies and/or clarify the parameter of the policy.

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

- 7. Consider appointments to the Recreation Advisory Board.** Currently there is one (1) vacancy on the Recreation Advisory Board (RAB) for an At Large member. This vacancy is due to an expired term. A vacancy ad was placed and ran for almost (60) days. Please see for your review and consideration a letter of recommendation from the RAB and (22) applications; Monica Bermudez, Dist. 1, Anthony Harp, Dist. 1, Kyle Jacobs, Dist. 1, Valerie Morrison, Dist. 1, Kim Harrison, Dist. 2, Susan Hartley, Dist. 2, Sara Self, Dist. 2, Ashley Sumners, Dist. 2, Laura Taylor, Dist. 2, Seth Wingate, Dist. 2, Whitney Graves, Dist. 3, Heather Harley-Davidson, Dist. 3, Tom McGarry, Dist. 3, Nicole Walford, Dist. 3, Jeff Lacher, Dist. 4, Tony Mazullo, Dist. 4, Diane Solomon, Dist. 4, Susan Ankudavich, Dist. 5, Bunyamin Cankirli, Dist. 5, Rebecca Gallardo, Dist. 5, Andy Stevenson, Dist. 5. Anna Straughan, Dist. 5.
- 8. Confirm appointment of Mario Caycedo to Land Acquisition Management Program (LAMP) Conservation Board and approval of dual service.** Board consideration of the appointment of Mario Caycedo as the District 2 Representative to the LAMP Conservation Board for a first four-year term, scheduled to expire November 18, 2029, and approval of his dual service on both the LAMP Conservation Board and the Value Adjustment Board (VAB) pursuant to Rule 2.203 F of the Board of County Commissioners' Rules and Policies. The LAMP Conservation Board was established by Ordinance 2021-38 and serves as an advisory board to the Board of County Commissioners ("BOCC") on issues involving the acquisition, conservation, and management of Environmentally Sensitive Lands, Archaeological Sites, recreational lands, and Aquifer Recharge Areas. Rule 2.203 F. of the BOCC Rules provides that no one may serve on more than one Board/Committee at the same time, unless at the specific direction of the Board of County Commissioners. Upon appointment of a current member to a second committee for dual service, the County Commission shall have a specific, stated reason for this action clearly stated in all pertinent motions. An applicant seeking dual status must be in good standing, as attested to by the County Commission liaison of the affected Board/Committee. Mr. Caycedo currently serves on the County Value Adjustment Board (VAB). Appointment to the LAMP Conservation Board would result in dual service on two County boards/committees. Staff recommends that the BOCC, pursuant to Rule 2.203 F, authorize dual service based on the following specific, stated reasons: Mr. Caycedo's experience and familiarity with property-related issues and County processes through his VAB service will enhance the quality of advice and recommendations provided by the LAMP Conservation Board on land acquisition, conservation, and management matters; and the LAMP Board is advisory in nature, and Mr. Caycedo's concurrent service on the VAB will not create a conflict of duties or impair either board's function.

- ❖ 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-_____, authorizing execution of the **Interlocal Agreement** between St. Johns County and the Municipal Service District of Ponte Vedra Beach for the creation and funding of a Ponte Vedra Zoning Regulations Plan Review Advisor position. *For more information, contact Michael Roberson, Director, Growth Management at 904 209-0593*
3. Motion to adopt Resolution 2025-_____, accepting and approving an **Easement Agreement and Termination of Easement** between KB Home Jacksonville, LLC and St. Johns County in connection the Maplewood Development and authorizing the Chair to execute the agreement on behalf of the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
4. Motion to adopt Resolution 2025-_____, approving the terms and authorizing the County Administrator, or designee, to execute **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*
5. Motion to adopt Resolution 2025-_____, accepting a **Bill of Sale with Schedule of Values, Release of Lien, and Warranty** associated with the Asturias Street Force Main Extension. *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, a Bill of Sale with a Schedule of Values, Final Release of Lien, and Warranty** associated with the water and sewer systems to serve Secession Phase 1. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. 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*

8. Motion to adopt Resolution 2025-_____, approving the terms and authorizing the County Administrator or designee to execute a **Purchase and Sale Agreement** and authorizing a transfer of \$36,100 from **Impact Fee Parks Zone D** for the acquisition of the property located on Moccasin Creek Lane. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
9. Motion to adopt Resolution 2025-_____, accepting an **easement for utilities** associated with the sewer and reuse systems to serve Silverleaf Parcel 12 West, Phase 1. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
10. Motion to adopt Resolution 2025-_____, approving an **Easement for Utilities** from St. Johns County to the City of St. Augustine and authorizing the Chair to execute the easement on behalf of the County. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
11. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **award IFB NO. 2548; Northwest Water Reclamation Facility Pump Station** to L7 Construction, 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 \$5,857,000.00 for completion of the specified project. *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. 2500; Colonnade Drive and Preservation Trail Intersection Improvements** to Chinchor Electric, 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 \$902,000.00 for the 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 **award RFQ NO. 2545; Design-Build Services for NW WRF Ground Storage Tank & Silverleaf RCW Ground Storage Tank** to Precon Corporation, as the qualified Design-Build Firm with the lowest technically acceptable cost proposal, and to execute a contract in substantially same form and format as attached hereto for completion of the Work for Total Cost of \$7,226,000.00. *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-_____, providing the County's express approval of the governing body for the Jacksonville Icemen **to use of the County seal and/or logo** in promotion of the Jacksonville Icemen's January 25, 2026, home game. *For more information, contact Lex Taylor, Deputy County Attorney at 904 209-0805*

16. Motion to approve **Administrative Code Section 121: Electronic Signature** *For more information, contact Sarah Taylor, Assistant County Administrator at 904 209-0549*
17. Motion to **appoint Holly Sipprell to the North Coastal Design Review Board** for a full (4) year term scheduled to expire December 2, 2029. *For more information, contact Shelby Romero, Sr. Asst. to the Board of County Commissioners at 904 209-0300*
18. Motion to adopt Resolution 2025-_____, **amending the FY26 General Fund budget** by recognizing Animal Control's St. Johns Pet Center donations of \$15,814 from FY25 and appropriating to Animal Control Department budget for use for projects and purchases. *For more information, contact Paul Studivant, Deputy Director, Animal Control at 904 209-0748*
19. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **execute a contract** in substantially the same form of the attached contract between St. Johns County, Florida, and JAXUSA Partnership for the purpose of marketing the Northeast Florida region, including St. Johns County, nationally and internationally to attract new businesses and talent to the region. *For more information, contact Christine Valliere, Director, Economic Development at 904 209-0541*
20. Motion to adopt Resolution 2025-_____, accepting the **IDA resolution** finding the Ascension/St. Vincent Hospital Expansion Project - Indiana Finance Authority Revenue Bonds (Ascension Senior Credit Group), Series 2025 Bonds eligible for IRS status as tax-exempt private activity bonds. *For more information, contact Christine Valliere, Director, Economic Development at 904 209-0541*
21. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **execute an amendment** substantially in the same form as the attached First Amendment to Economic Development Grant Agreement with KeHE Distributors, LLC and the developer of traffic control measures on behalf of St. Johns County. *For more information, contact Christine Valliere, Director, Economic Development at 904 209-0541*
22. Motion to **approve minutes:**
- 11/18/25, BCC Special
 - 11/18/25, BCC Regular

23. Proofs:

Proof: St. Johns County Legislative Delegation Public Meeting on Monday, October 27, 2025, at 9:00am in the St. Johns County Auditorium, published on October 14, 2025, in the St. Augustine Record.

Proof: Notice of Public Hearing to consider adopting an ordinance of the Board of County Commissioners of St. Johns County, establishing the St. Johns County Agriculture Advisory Committee, published on October 20, 2025, in the St. Augustine Record.

Proof: Request for Bids, RFQ No.: 2545; Design-Build Services for NW WRF Ground Storage Tank & Silverleaf RCW Ground Storage Tank, published on October 2, 2025, and October 9, 2025, in the St. Augustine Record.

Proof: Request for Bids No.: 2559; Deleon Shores Park Improvements, published on October 7, 2025, and October 14, 2025, in the St. Augustine Record.

Proof: Request for Bids under IFB No.: 2548; North-West Water Reclamation Facility Pump Station, published on October 13, 2025, and October 20, 2025, in the St. Augustine Record.