

ST. JOHNS COUNTY

ST. AUGUSTINE, FLORIDA

BOARD OF COUNTY COMMISSIONERS

District 1 - Christian Whitehurst
District 2 - Sarah Arnold
District 3 - Clay Murphy, Chair
District 4 - Krista Joseph
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 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
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

Presenter: Dick D'Souza, Assistant Director, Growth Management, Transportation

1. **2026 Roadway and Transportation Alternatives List of Priority Projects (LOPP).**
The Florida Department of Transportation (FDOT) and the North Florida Transportation Planning Organization (TPO) requests project priorities from local governments for potential funding of new transportation projects to be considered for inclusion in the new fiscal year of FDOT's Work Program. This is an annual recurring request sent to local governments. The St. Johns County Board of County Commissioners is charged with prioritizing all projects within the County, including those within municipal boundaries. The Transportation Advisory Group (TAG), consisting of County staff, representatives of the City of St. Augustine, St. Augustine Beach, St. Johns County School District, St. Johns County Sheriff's Office, and the St. Augustine-St. Johns County Airport Authority met on November 13, 2025, to review last year's priorities and recommend this year's priorities. The attached LOPP includes TAG's recommendations for both highway and alternatives projects for FY 2027/28 - 2031/32.

Presenter: Jacob Smith, AICP, Planning Division Manager

Staff Member: Michael Roberson, Director, Growth Management

2. ***Public Hearing * 2050 Comprehensive Plan - Transmittal Hearing - Restrictive and Burdensome Revision.*** The 2050 Comprehensive Plan was heard at the Board of County Commissioners' meetings on May 20, 2025, June 3, 2025, and July 22nd, which was the original Transmittal Hearing. The 2050 Comp Plan received a unanimous vote to Transmit. Subsequent to the Transmittal to the State, the Florida Department of Commerce rejected St. Johns County's Comprehensive Plan, due to alleged violations of Senate Bill 180 (SB180), which restricts a County or Municipal government's ability to institute more restrictive or burdensome land development or comprehensive plan regulations. County staff, along with the Comprehensive Plan consultant, Inspire Place Making Collective, have revised the 2050 Comprehensive Plan to remove any language deemed more restrictive or burdensome, as well as language deemed potentially more restrictive or burdensome. Made part of this item is a quick reference guide providing all restrictive and burdensome policies identified by the state, and the proposed action to correct; the majority of policies will revert to their original form as found in the current 2025 Comprehensive Plan. Also attached is the most recent draft of the 2050 Comprehensive Plan for Transmittal, restrictive and burdensome changes are highlighted in yellow.

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

Staff Member: Trevor Steven, Planner

District 5

3. ***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 March 5, 2024. At the regularly scheduled Board of County Commissioners public hearing on December 2, 2025, the board voted 4-1 to continue the item to the December 16, 2025, meeting to allow for additional information to be brought back before the board. This information is generally related to the cost associated to the roundabout construction, along with potential proportionate fair share contributions.

Presenter: James G. Whitehouse, Esq. | St. Johns Law Group

Staff Member: Trevor Steven, Planner

District 4

4. ***Public Hearing * PLNAPPL 2025-03 Racioppi Family Pool (PVZVAR 2025-06).*** An Appeal of the Ponte Vedra Zoning and Adjustment Board (PVZAB) denial of a Zoning Variance (PVZVAR 2025-06) to Section VIII.M of the Ponte Vedra Zoning District Regulations to allow for a maximum Impervious Surface Ratio (ISR) of 44% in lieu of the required 40% to accommodate placement of a swimming pool, located specifically at 502 Morning Side Drive. This item originally came before the Ponte Vedra Zoning and Adjustment Board and their regularly scheduled meeting on October 6, 2025, and was denied with a vote of 3-2.

Presenter: James Whitehouse, Esquire
Staff Member: John P. Burnham, P.E., Engineer

District 3

5. **Public Hearing * VACROA 2025-03 Maure Family Property - Public Hearing to vacate a portion of Poinsettia Road right-of-way.** The unopened portion of Poinsettia Road right-of-way does not contain any asphalt or sidewalk and is not used for traffic circulation or access; therefore, the applicant is requesting to vacate this portion of right-of-way. Based on staff's review thus far, no party will be unreasonably affected by the requested vacation.

Presenter: Bill Lazar, Chair, Affordable Housing Advisory Committee
Staff Member: Joseph Cone, Assistant Director, Health and Human Services

6. **Public Hearing * The annual review of the St. Johns County Affordable Housing Advisory Committee (AHAC) Annual Report.** As required by Florida State Statute, the St. Johns County's Affordable Housing Advisory Committee (AHAC) annually reviews established policies, procedures, ordinances, and the County's Land Development Code, and Comprehensive Plan and make recommendations on strategies to encourage or facilitate the development and/or preservation of affordable housing. On November 19, 2025, AHAC conducted a noticed public hearing and by affirmative vote of the majority of the AHAC membership approved the attached final report.

Presenter: Amy Ring, Special Projects Manager

7. **Public Hearing * Second 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. The first hearing for this item took place at the Board of County Commissioners meeting on November 18, 2025. There was no Board discussion. This is the second hearing for this item.

Presenter: Jacob Smith, Planning Division Manager

8. **Public Hearing * LDCA 2025-08 Land Development Code Revisions - Second Reading.** On November 4, 2025, the Board of County Commissioners requested amendments to Land Development Code regulations for outdoor archery and development order application procedures. The first hearing of this item took place at the Board of County Commissioners meeting on December 2, 2025. This is the second hearing.

Presenter: Jaime Locklear, Director, Purchasing

9. **Purchasing Policy Updates - 2nd 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.

*****Recess the Board of County Commissioners Meeting*****

*****Convene the Community Redevelopment Agency*****

Presenter: Tera Meeks, Director, Community and Destination Development

District 3

- 10. St. Johns County Community Redevelopment Agency - Transfer of Tax Increment Financing Revenue for the West Augustine Health and Wellness Center within the Fiscal Year 2026 budget.** Request to amend the Fiscal Year 2026 West Augustine Community Redevelopment Agency Budget and the associated list of identified redevelopment projects to add the West Augustine Health and Wellness Center as an approved and funded capital redevelopment project; to allocate a not-to-exceed amount of \$650,000 from the West Augustine trust fund to reimburse West Augustine Historical Community Development Corporation for eligible capital construction cost overruns; and authorize the execution of the attached funding agreement in substantially the same form as provided here, for the construction of the Health and Wellness Center. The Health and Wellness Center has received funding by way of state appropriations, federal grants, and private investment; however, market cost increases and unanticipated underground construction costs have resulted in the project exceeding the original budget. The West Augustine CRA funding is being requested to complete the project on schedule and fulfill the remaining financial obligations for the Health and Wellness Center.

*****Adjourn the Community Redevelopment Agency*****

*****Convene the Board of County Commissioners Meeting*****

Presenter: Howard White, St. Johns County Building Official

- 11. Public Hearing * St. Johns County Condominium and Cooperative Milestone Inspection Ordinance.** 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.

- ❖ 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 terms and authorizing the County Administrator, or designee, to execute a **First Amendment to Lease Agreement** with Northland Services, Inc. for office space. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
3. Motion to adopt Resolution 2025-_____, approving the terms and authorizing the County Administrator, or designee, to execute a **First Amendment to License Agreement** with North Shores Improvement Association for office space. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
4. Motion to adopt Resolution 2025-_____, approving the **First Amendment** to the World Golf Village Convention Center Operating Agreement between St. Johns County, Florida, and St. Augustine Lodging Associates, LLC, approving the **Second Amendment Agreement** to Air Rights Easement, County Operating Agreement Consent Agreement, and authorizing the County Administrator, or designee to **execute** the Amendment on behalf of St. Johns County, in substantially the same form as attached hereto. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2025-_____, accepting a **Grant of Easement** to St. Johns County for drainage along Nature Walk Parkway. *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** from Elm Creek Homeowners Association, Inc. for a water line to be located between State Road 16 and Courtney Vista Drive. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2025-_____, approving a **Termination and Vacation of Easement** in connection with the Maplewood Development and authorizing the Chair to execute the termination 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-_____, authorizing the County Administrator, or designee, to **award IFB No. 2559; DeLeon Shores Park Improvements** to K & G Construction Co., Inc., as the lowest, responsive, and responsible bidder, and to execute a contract in substantially same form and format as attached hereto, for the Base bid price of \$1,976,559.00 for the completion of the specified project, and to approve a transfer of a not-to-exceed amount of \$207,399.00 from Tree Bank Fund Reserves. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*

9. Motion to adopt Resolution 2025-_____, approving the **award of RFQ No. 2415 – Development and Design Services for the SJC Fire Rescue Training Facility** to KMF Architects as the top ranked respondent, and authorizing the County Administrator, or designee, to execute the attached Agreement for completion Services as negotiated, and authorization of Phase 1 for a not-to-exceed amount of \$297,986.25. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
10. Motion to declare the attached 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*
11. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or designee, to **piggyback Sourcewell Contract #090222 and to execute PO# 20260845 with SHI International Corp**, in the amount of \$707,097.53 to provide Microsoft 365 and related product subscriptions and licenses. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
12. Motion to adopt Resolution 2025-_____, authorizing the County Administrator, or his designee, to **Execute Purchase Orders**, with Ingram Library Services LLLC, for Library Books and Non-Print Library Materials and Related Ancillary Services, through the utilization of a cooperative State of Florida Contract # 55000000-23-NY-ACS (Alternate Contract Source) under Misc 2674. *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: 01 under the Design-Build Agreement** with DiMare Construction Company, for completion of construction of the Silverleaf Fire Station #22 and Sheriff's Operations Center at a Guaranteed Maximum Price of \$11,694,400.00, in accordance with RFQ NO. 1710. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
14. Motion to **appoint** Commissioner Christian Whitehurst to the Northeast Florida Regional Council Board of Directors; and to **appoint** Commissioner Ann Taylor to the Northeast Florida Regional Council Board of Directors. *For more information, contact Clay Murphy, Chair, Commissioner District 3 at 904 209-0300*
15. Motion to **nominate** Charles Labanowski and Andrew Geisel, subject to Mr. Geisel meeting all requirements for to the North Florida TPO Citizen Advisory Committee, each to a first four-year term scheduled to expire on December 16, 2029, and to authorize their concurrent service on the Planning and Zoning board and Affordable Housing Advisory Committee, respectively, pursuant to Rule 2.203 F, finding that their dual service is in the best interest of St. Johns County because both are in good standing on the Planning and Zoning Board and Affordable Housing Advisory Committee, respectively, as attested by the Board's liaison, and their experience and service on the boards and committees will enhance and inform the advisory recommendations of the North Florida TPO Citizen Advisory Committee without creating conflicting duties or overlapping decision-making authority. *For more information, contact Shelby Romero, Sr. Asst. to the Board of County Commissioners at 904 209-0307*
16. Motion to adopt Resolution 2025-_____, approving the **St. Johns County Three Year Transportation Plan** update for years 2026- 2029 and to proceed with submission to the Florida Department of Children and Families for final approval by the Secretary of the Florida Department of Children and Families. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*

17. Motion to adopt Resolution 2025-_____, approving a **Memorandum of Understanding** between St. Johns County, through its Community Based Care program, a division of the County's Health and Human Services Department, and LSF Health Systems; and authorizing the County Administrator, or designee, to **execute the MOU** on behalf of the County. *For more information, contact Shawna Novak, Director, Health & Human Services at 904 209-6089*
18. Motion to adopt Resolution 2025-_____, **granting a Certificate of Public Convenience and Necessity** to Amerimed Emergency Medical Services, LLC and authorizing the Chair to execute said Certificate in substantially the same form as attached hereto. *For more information, contact Jeremy Robshaw, Admin Services Chief at 904 209-1750*
19. Motion to adopt Resolution 2025-_____, **amending the Fiscal Year 2026 General Fund** budget by recognizing a donation of \$7,200.00 residing in the General Fund's fund balance and appropriating these funds to the 2026 Library Services department budget for enhancement of the Bartram Trail branch library. *For more information, contact Debra Gibson, Director, Library at 904 827-6926*
20. Motion to **approve minutes:**
- 12/02/25, BCC Regular