

RESOLUTION NO. 2019- 117

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, APPROVING THE TERMS AND CONDITIONS OF A MEMORANDUM OF UNDERSTANDING BETWEEN ST. JOHNS COUNTY SOLID WASTE MANAGEMENT AND ST. JOHNS COUNTY PUBLIC WORKS FOR USE OF OFFICE SPACE IN THE PUBLIC WORKS BUILDING LOCATED AT 2750 INDUSTRY CENTER ROAD.**

**RECITALS**

**WHEREAS**, St. Johns County Solid Waste Management is utilizing office space in the St. Johns County Public Works building located at 2750 Industry Center Road; and

**WHEREAS**, Solid Waste Management and Public Works have entered into a Memorandum of Understanding, attached hereto as Exhibit "A", incorporated by reference and made a part hereof; and

**WHEREAS**, the Memorandum of Understanding will be effective for one (1) year, and provides an option to renew on an annual basis under the same terms and conditions; and

**WHEREAS**, Solid Waste Management has agreed to compensate Public Works for use of the office space by paying/transferring an initial annual rental fee of \$43,710 dollars. Beginning October 1, 2019 and each year thereafter, the rental fee shall increase annually by an amount equal to three (3%) of the then current rent; and

**WHEREAS**, it is in the best interest of the County to approve the Memorandum of Understanding.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA**, as follows:

Section 1. The above recitals are incorporated by reference into the body of this Resolution and such recitals are adopted as findings of fact.

Section 2. The terms and conditions of the above-described Memorandum of Understanding attached hereto, is hereby approved by the Board of County Commissioners.

Section 3. To the extent that there are typographical, scrivener's, or administrative errors that do not change the tone, tenor, or concept of this Resolution, then

this Resolution may be revised without subsequent approval by the Board of County Commissioners.

Section 4. The Clerk of Court is instructed to file the Memorandum of Understanding in the public records of St. Johns County, Florida.

**PASSED AND ADOPTED** this 2<sup>nd</sup> day of April, 2019.

**BOARD OF COUNTY COMMISSIONERS  
ST. JOHNS COUNTY, FLORIDA**

By: Paul M. Waldron  
Paul M. Waldron, Chair

**ATTEST:** Hunter S. Conrad, Clerk

**RENDITION DATE** 4/4/19

By: Pam Halterman  
Deputy Clerk



## MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** is intended to provide guidance to St. Johns County staff with respect to offices occupied by **Solid Waste Management** staff in the Public Works building located at 2750 Industry Center Road, St. Augustine, Florida 32084.

**Use.** Since May 15, 2018, **Solid Waste Management** staff has been occupying, or plan to occupy in the future, Rooms 105, 158, 160, 161, and 170 - 179 in the Public Works building. **Solid Waste Management** has been provided approximately 1,330 square feet of office space, as well as 289 square feet of common space, for a total 1,619 square feet.

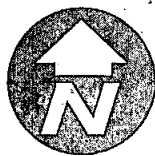
**Facilities.** **Public Works** shall furnish **Solid Waste Management** with 24/7 access to the building, security, janitorial services, attractive office furniture, high-speed internet access, telephones, access to conference rooms, break rooms, bathrooms, and a copy room. **Solid Waste Management** shall not be responsible for any costs associated with the property, including but not limited to, operating expenses, maintenance and repairs, property insurance, and property taxes as those costs are included in the square foot rental rate.

**Term(s).** Unless use is returned to **Public Works**, or the office space is otherwise allocated in a manner that is allowed by any applicable law, rule, or policy, then **Solid Waste Management** may continue use of such office space until September 30, 2019. Thereafter, this Memorandum of Understanding shall be automatically extended in one (1) year increments, on the same terms and conditions as contained herein, providing that neither party notifies the other in writing of intent not to accept such extension at least ninety (90) days prior to the end of the then current termination date.

**Payment for Use.** For such use, it is agreed that **Solid Waste Management** will pay/transfer to **Public Works** an amount of \$43,710 or \$27.00 per square foot, for the initial term. The payment/transfer shall be made in any manner and under any procedures that are acceptable to the County. Beginning on October 1, 2019 and each year thereafter, the rent shall increase annually by an amount equal to three percent (3%) of the then current rent.



Public Works  
2750 Industry Center Road



2013 Aerial Imagery  
0 500 1,000  
Feet  
March 7, 2019

Solid Waste Management  
and Public Works

*Memorandum of Understanding  
for Office Space*

Land Management  
Systems  
Real Estate  
Division  
(904) 209-0764

Disclaimer:  
This map is for reference use only.  
Data provided are derived from multiple  
sources with varying levels of accuracy.  
The St. Johns County Real Estate  
Division disclaims all responsibility  
for the accuracy or completeness  
of the data shown hereon.

