

RESOLUTION NO. 2025- 483

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, 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.

RECITALS

WHEREAS, St. Johns County entered into a Lease Agreement with Northland Services, Inc. for office space at 2808 N 5th Street which included Units #501, 502, 503 and 504; and

WHEREAS, pursuant to the terms provided in Section 21 TERMINATION, Tenant provided six (6) month written notice to Landlord on July 1, 2025, advising of St. Johns County's intent to terminate the lease space known as Unit #504, effective January 1, 2026; and

WHEREAS, Northland Services, Inc. has submitted a First Amendment to Lease Agreement, attached hereto as Exhibit "A", incorporated by reference and made a part hereof; and

WHEREAS, it is in the best interest of the public to enter into this Amendment reflecting the reduction in lease space and Base Rent.

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 Board of County Commissioners hereby approves the terms of the First Amendment to Lease Agreement and authorizes the County Administrator, or designee, to execute said Amendment in a substantially similar form as attached hereto.

Section 3. To the extent that there are typographical and/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 the Court of St. Johns County is instructed to record the original First Amendment to Lease Agreement in the Public Records of St. Johns County, Florida.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 11th day of December, 2025.

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

Rendition Date DEC 18 2025

BY: Clay Murphy
Clay Murphy, Chair

ATTEST: Brandon J. Patty,
Clerk of the Circuit Court & Comptroller

Robin L. Platt
Deputy Clerk



FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT is entered into this _____ day of _____, 2025, by and between **NORTHLAND SERVICES, INC.** whose mailing address is P.O. Box 3106, St. Augustine, Florida 32085, hereinafter referred to as Landlord ("Landlord") and **ST. JOHNS COUNTY**, a political subdivision of the State of Florida, whose address is 500 San Sebastian View, St. Augustine, Florida 32084, hereinafter referred to as Tenant ("Tenant").

WITNESSETH:

WHEREAS, Landlord and Tenant entered into that certain Lease (the "Lease") dated November 22, 2023, approved by Resolution No. 2023-455, permitting Tenant to use Units #501, 502, 503 and 504, at 2808 N 5th Street, St. Augustine, Florida as office space; and

WHEREAS, pursuant to the terms provided in Section 21 TERMINATION, St. Johns County provided six (6) month written notice to Northland Services, Inc. on July 1, 2025, advising of St. Johns County's intent to terminate the lease space known as Unit #504 effective January 1, 2026, currently occupied by the Tourist and Development Council; and

WHEREAS, the parties hereto wish to amend the Lease to reflect the reduction in lease space and Base Rent.

NOW THEREFORE, in consideration of One Dollar (\$1.00) and other good and valuable considerations, the receipt and sufficiency of which is acknowledged, Tenant and Landlord agree as follows:

1. The parties mutually agree to and do hereby terminate Tenant's rights and obligations under the Lease related to Unit #504 effective January 1, 2026.
2. The parties agree the current lease space is approximately 4,452 square feet and acknowledge that Unit #504 accounts for 25% of the total Base Rent. Units 501-503 account for the remaining 75% of the total Base Rent.
3. Commencing January 1, 2026, the lease space shall be approximately 3,339 square feet. The Base Rent shall be \$70,853.58 annually and the estimated Annual Operating Costs shall be \$19,700.10 annually. Monthly lease payments shall be \$7,546.14.
4. Base Rent shall continue escalating by 3% annually during the term of this Lease and any associated amendments.
5. All other terms, conditions, and provisions of the original Lease Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, St. Johns County, Florida and Northland Services, Inc. set their hands and seals effective on the day and year first above written.

Signed, sealed and delivered
In the presence of:

ST. JOHNS COUNTY, FLORIDA, a
political subdivision of the State of Florida

Witness Signature

By: _____
Joy Andrews, County Administrator

Print Name

Witness Address **REQUIRED BUSINESS OR PERSONAL**

Witness Signature

Print Name

Witness Address **REQUIRED BUSINESS OR PERSONAL**

STATE OF FLORIDA
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 2025 by Joy Andrews as County Administrator for St. Johns County who is personally known to me.

Notary Public
My Commission Expires: _____

ATTEST: Brandon J. Patty,
Clerk of the Circuit Court & Comptroller

Deputy Clerk

IN WITNESS WHEREOF, St. Johns County, Florida and Northland Services, Inc. set their hands and seals effective on the day and year first above written.

Signed, sealed and delivered
In the presence of:

NORTHLAND SERVICES, INC

Ramie Ford
Witness Signature

By: [Signature]

Print Name: Leslie Don Dorris

Laurie Ford
Print Name

Title: COB

500 San Sebastian View

St. Augustine, FL 32084
Witness Address **REQUIRED** BUSINESS OR PERSONAL

Jenny Ellen-Ellis
Witness Signature

Jennifer Ellen-Ellis
Print Name

500 San Sebastian View

St. Augustine, FL 32084
Witness Address **REQUIRED** BUSINESS OR PERSONAL

STATE OF FLORIDA
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 2nd day of DECEMBER, 2025, by Leslie Don Dorris, who is Chairman of the Board (COB) of Northland Services, Inc., on behalf of said company. Such person is personally known to me or has produced Driver's Lic. as identification.

Jenny Ellen-Ellis
Notary Public
My Commission Expires: 5/19/2029



JENNIFER ELLEN-ELLIS
Commission # HH 877242
Expires May 19, 2029



Subject Location

N-Fifth St

N-Fourth St

N-Third St

State Road 16

Royal St-Augustine Pkwy



2024 Aerial Imagery
Date: 11/18/2025

Northland Services, Inc.
First Amendment to
Lease Agreement



Land Management
Systems
(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.