

4**AGENDA ITEM
ST. JOHNS COUNTY BOARD OF COUNTY COMMISSIONERS***Deadline for Submission - Wednesday 9 a.m. – Thirteen Days Prior to BCC Meeting***10/6/2026****BCC MEETING DATE****TO:** Joy Andrews, County Administrator**DATE:** August 18, 2026**FROM:** Corey Bowens, Director, Land Management Systems**PHONE:** 904 209-0776**SUBJECT OR TITLE:** Resolution accepting a Bill of Sale with a Schedule of Values, Final Release of Lien, and Warranty associated with the water system to serve Brook Forest Amenity located off Brook Forest Drive.**AGENDA TYPE:** Consent Agenda, Resolution**BACKGROUND INFORMATION:**

Dream Finders Homes LLC has executed and presented a Bill of Sale with a Schedule of Values conveying all personal property associated with the water system to serve Brook Forest Amenity. Front Site Development LLC has executed a Final Release of Lien and Warranty for work performed at Brook Forest Amenity. St. Johns County Utility Department has reviewed and approved the documents as stated in the Memo included in this agenda package.

1. IS FUNDING REQUIRED? No**2. IF YES, INDICATE IF BUDGETED.** No**IF FUNDING IS REQUIRED, MANDATORY OMB REVIEW IS REQUIRED:****INDICATE FUNDING SOURCE:****SUGGESTED MOTION/RECOMMENDATION/ACTION:**

Motion to adopt Resolution 2026-_____, accepting a Bill of Sale with a Schedule of Values, Release of Lien, and Warranty for the water system to serve Brook Forest Amenity.

For Administration Use Only:**Legal:** Lex Taylor 8/28/2026**OMB:** CR 8/28/2026**Admin:** JDD 9/3/2026

RESOLUTION NO. 2026-_____

**A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF
ST. JOHNS COUNTY, FLORIDA, ACCEPTING A BILL OF SALE, FINAL
RELEASE OF LIEN AND WARRANTY ASSOCIATED WITH THE
WATER SYSTEM TO SERVE BROOK FOREST AMENITY LOCATED
OFF BROOK FOREST DRIVE.**

RECITALS

WHEREAS, Dream Finders Homes LLC, a Florida limited liability company, has executed and presented to the County a Bill of Sale with a Schedule of Values conveying all personal property associated with the water system to serve Brook Forest Amenity, attached hereto as Exhibit “A”, incorporated by reference and made a part hereof, and

WHEREAS, Front Site Development LLC, a Florida limited liability company, has executed and presented to the County a Final Release of Lien and Warranty for work performed at Brook Forest Amenity, attached hereto as Exhibits “B” and “C”, incorporated by reference and made a part hereof; and

WHEREAS, St. Johns County Utility Department has reviewed and approved the documents mentioned above, as stated in a memo attached hereto as Exhibit “D”, incorporated by reference and made a part hereof.

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 above described Bill of Sale, Final Release of Lien and Warranty, attached and incorporated hereto, are hereby accepted by the Board of County Commissioners.

Section 3. To the extent that there are typographical, scrivener 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 is instructed to record the Final Release of Lien in the Official Records and file the Warranty and Bill of Sale in the Public Records of St. Johns County, Florida.

PASSED AND ADOPTED this _____ day of _____, 2026.

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

By: _____
Clay Murphy, Chair

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

Deputy Clerk

Exhibit "A" to the Resolution

ST. JOHNS COUNTY UTILITY DEPARTMENT
3F - CLOSEOUT - BILL OF SALE

PROJECT: Brook Forest - Amenity Center at Silverleaf

Dream Finders Homes, LLC 14701 Philips Hwy., Suite 300, Jacksonville, FL 32256

Owners Name and Address. (the "Seller")

for and in consideration of the sum of Ten and No/100 Dollars (\$10) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, hereby grants, bargains, sells, transfers and delivers to **St. Johns County, Florida**, a political subdivision of the State of Florida, the following personal property:

See "Exhibit A-Schedule of Values" for the project listed above. (*Note: The description listed should match the description listed on the "Release of Lien"*)

The Seller does, for itself and its successors and assigns, covenant to and with St. Johns County and its successors and assigns, that it is lawful owner of said personal property; that the personal property is free of all encumbrances; that it has good rights to sell the same; and that it will warrant and defend the sale of the personal property against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, the Seller has caused this instrument to be duly executed and delivered by its duly authorized office on this 12th of February, 20 26.

WITNESS:

Louis P. Cowling
Witness Signature

Louis P. Cowling
Witness Print Name

OWNER:

Robert E. Riva Jr.
Owner Signature

Robert E. Riva Jr. Esq
Owner Print Name

STATE OF Florida

COUNTY OF Duval

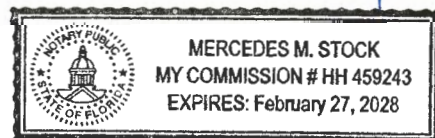
The foregoing instrument was acknowledged before me by means of X physical presence or _____ online notarization, this 12th day of February, 20 26, by

Robert E. Riva Jr. Esq as General Counsel + V.P. for
Dream Finders Homes LLC

Mercedes M Stock
Notary Public

My Commission Expires: 2/27/2028

Personally Known or Produced Identification
Type of Identification Produced



ST. JOHNS COUNTY UTILITY DEPARTMENT

ASSET MANAGEMENT

SCHEDULE OF VALUES - WATER

Project Name: BROOK FOREST AMENITY FACILITY

Contractor: FRONT SITE DEVELOPMENT

Developer:

	UNIT	QUANTITY	UNIT COST	TOTAL COST
Water Mains (Size, Type & Pipe Class)				
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
Water Valves (Size and Type)				
2" GATE VALVE THD GV O/L	Ea	2	\$ 511.20 -	\$ 1022.20 -
2" BALL VALVE PEXFLG	Ea	2	\$ 438.00 -	\$ 876.00 -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Hydrants Assembly (Size and Type)				
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Sevices (Size and Type)				
2" COMMERCIAL DR 9 POLY	Ea	2	\$ 1361.92 -	\$ 2723.92 -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Total Water System Cost			\$ 4621.12 -	

Exhibit "B" to the Resolution



ST. JOHNS COUNTY UTILITY DEPARTMENT
3C - CLOSEOUT - RELEASE OF LIEN UTILITY IMPROVEMENTS

The undersigned lienor, in consideration of the sum of (\$4,621.95) Four Thousand Six Hundred Twenty one dollars and Ninety Five Cents

hereby waives and releases its lien and right to claim a lien for Water, Sewer, and Reclaimed Water labor, services or materials furnished through

February 12, 2026

to

Dream Finders Homes, LLC

Date

(Developer's/Owner's Name)

to the following described property:

"SEE EXHIBIT A SCHEDULE OF VALUES FOR

PROJECT NAME Brook Forest - Amenity Center at Silverleaf

Note: The description listed should match the description listed on the "Bill of Sale".

The waiver and release does not cover any retention or labor, services, or materials furnished after the date specified.

IN WITNESS WHEREOF, the Lienor has caused this instrument to be duly executed and delivered by its duly authorized office on this 16th day of FEBRUARY, 2026.

WITNESS:

Handwritten signature of Xavier Beekom.

Witness Signature

Xavier Beekom

Print Witness Name

CONTRACTOR:

Handwritten signature of Scott Brunner.

Lienor's Signature

Scott Brunner

Print Lienor's Name

STATE OF

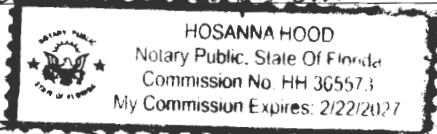
FL

COUNTY OF

ST Johns

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 16th day of February, 2026, by

Scott Brunner as member for Front Site Development.



Handwritten signature of Hosanna Hood.

Notary Public

My Commission Expires: 2/22/27

Personally Known or Produced Identification
Type of Identification Produced

ST. JOHNS COUNTY UTILITY DEPARTMENT

ASSET MANAGEMENT

SCHEDULE OF VALUES - WATER

Project Name: BROOK FOREST AMENITY FACILITYContractor: FRONT SITE DEVELOPMENT

Developer:

	UNIT	QUANTITY	UNIT COST	TOTAL COST
Water Mains (Size, Type & Pipe Class)				
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
	LF		\$ -	\$ -
Water Valves (Size and Type)				
2" GATE VALVE THD GV O/L	Ea	2	\$ 511.20 -	\$ 1022.40 -
2" BALL VALVE PEXFLG	Ea	2	\$ 438.00 -	\$ 876.00 -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Hydrants Assembly (Size and Type)				
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Sevices (Size and Type)				
2" COMMERCIAL DR 9 POLY	Ea	2	\$ 1361.92 -	\$ 2723.84 -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
	Ea		\$ -	\$ -
Total Water System Cost			\$ 4621.24 -	

Exhibit "C" to the Resolution
ST. JOHNS COUNTY UTILITY DEPARTMENT
3E - CLOSEOUT - WARRANTY

Date: 2/9/26
Project Title: BROOK FOREST - AMENITY FACILITY
FROM: FRONT SITE DEVELOPMENT
Contractor's Name
Address: 577 COLLEGE ST
JACKSONVILLE, FL 32204

TO: St. Johns County Utility Department
Post Office Box 3006
St. Augustine, Florida 32085

The undersigned warrants all its work performed in connection with the above project to be free from all defects in material and workmanship for a period of (1) year from the date of acceptance of the project by St. Johns County and agrees to remedy all defects arising with that period at its expense.

The term defects shall not be construed as embracing damage arising from misuse, negligence, Acts of God, normal wear and tear or failure to follow operating instructions.

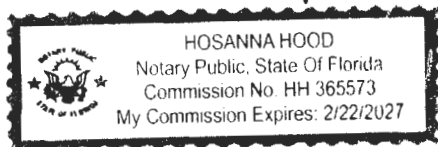
Contractor:

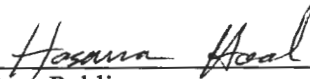
FRONT SITE DEVELOPMENT
Print Contractor's Name


Contractor's Signature

STATE OF FLORIDA
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of ☒ physical presence or _____ on-line notarization, this 9th day of February, 2026, by Scott Brummel as officer for Front Site Development.




Notary Public
My Commission Expires: 2/22/27

Personally Known or Produced Identification
Type of Identification Produced



Exhibit "D" to the Resoution

**ST. JOHNS COUNTY
UTILITIES**

1205 State Road 16
St. Augustine, Florida 32084

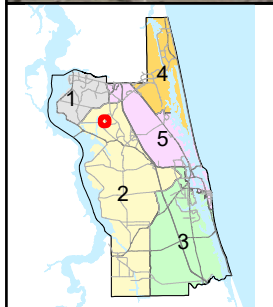
I N T E R O F F I C E M E M O R A N D U M

TO: David Kaufman, Real Estate Manager
FROM: Melissa Caraway, Utility Review Coordinator
DATE: August 12, 2026
SUBJECT: Brook Forest Amenity (ASBULT 2026000073)

St. Johns County Utility Department has reviewed and approved the Bill of Sale, Schedule of Values, Release of Lien, and Warranty. Please present the documents to the Board of County Commissioners (BCC) for final approval and acceptance of Brook Forest Amenity.

After acceptance by BCC, please provide the Utility Department with a copy of the executed resolution for our files.

Your support and cooperation as always are greatly appreciated.



Imagery Date: 1/2026

Date: 8/18/2026

Brook Forest Amenity
**Bill of Sale with Schedule of Values,
 Release of Lien, and Warranty**



**Land Management
 Systems**
Real Estate Division
(904) 209-0790

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 herein.