

# 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, April 7, 2026 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
- ❖ Proclamation Recognizing Sexual Assault Awareness Month
- ❖ Proclamation Recognizing Child Abuse Prevention Month
- ❖ Acceptance of Proclamations
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

### **Presenter: PFM Asset Management**

### **Staff Member: Brandon J. Patty, Clerk of the Circuit Court and County Comptroller**

1. **Presentation of the St. Johns County Core Portfolio and OPEB Investment Portfolio.** The St. Johns County Board of County Commissioners Investment Policy, Section XVII Reporting, and OPEB Trust Investment Policy, Section XV, requires the Clerk, or designee, to prepare and submit a written report annually on all invested funds to the Board. Included in the report shall be a complete list of all invested funds, the name or type of security in which the funds are invested, the amount invested, the maturity date, income earned, the book value, the market value and the yield on each investment. PFM Asset Management, a division of U.S. Bancorp Asset Management Inc., is the County's investment advisor and has prepared the annual reports for the year ended December 31, 2025.

### **Presenter: Brad Wester, Driver McAfee Hawthorne & Diebenow**

### **Staff Member: Trevor Steven, Planner**

2. **Public Hearing \* PLNAPPL 2026-02 Shores Telecommunication Tower (TOWER 2024-04).** Request to appeal the Planning and Zoning Agency's (PZA) denial of a Special Use Permit (TOWER 2024-04) to Section 2.03.26 of the Land Development Code to allow for the construction of a 170-foot monopole wireless communication tower and support facilities within the St. Augustine Shores Planned Unit Development (Ordinance 1974-16, as amended), located specifically on Shores Boulevard just south of its intersection with Bianca Circle. The Special Use Permit request was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, December 18, 2025, and was denied with a vote of 6-1.

**District 3**

**Presenter: James Whitehouse, Esq, St. Johns Law Group**

**Staff Member: Marie Colee, Assistant Program Manager**

**District 2**

- 3. Public Hearing \* PLNAPPL 2026-04 U-Haul Center Signs (NZVAR 2025-10).** Request to appeal the Planning and Zoning Agency (PZA) denial of a Non-Zoning Variance (NZVAR 2025-10) to U-Haul of Mill Creek located within the Bridle Ridge Planned Unit Development (ORD. 2010-42, as amended) pursuant to Section 7.02.04.B.6 of the Land Development Code, to allow for an Advertising Display Area (ADA) of 636.14 square feet on Building A and 576.91 square feet on Building B in lieu of the required maximum of 200 square feet for wall signs per building, specifically located at 6235 County Road 16A. This application was heard by the Planning and Zoning Agency at their regularly scheduled public hearing on Thursday, January 15, 2025, and was denied with a vote of 4-2.

**Presenter: Mark Shelton, AICP, Kimley-Horn and Associates, Inc.**

**Staff Member: Saleena Randolph, Senior Planner**

**District 2**

- 4. Public Hearing \* PUD 2025-05 Henry Orthodontics PUD.** Request to rezone approximately 2.96 acres of land from Open Rural (OR) to Planned Unit Development (PUD) to allow for a maximum 29,600 square feet of Neighborhood Business and Commercial uses, located at 5643 State Road 16 and 5645 State Road 16. The Planning and Zoning Agency (PZA) heard this request at their regularly scheduled public hearing on March 5, 2026. The Agency recommended approval with a vote of 7-0. Support was made by members Perkins, Hilsenbeck, Matovina, Green, Spiegel, Labanowski, and Olson. During the hearing, discussions were made regarding the reduced Development Edge, the shape of the lot, the size of the Orthodontics Office in relation to the overall buildings, the differences between general store use and convenience store use, the timing of site construction in relation to roadway development on SR 16, and the permitted sign height. Additionally, further discussions took place concerning area traffic and road construction, with staff providing an update on the timelines for local road construction and planned connections. There were no public comments offered.

**Presenter: Neal Shinkre, P.E., Director, Utilities**

- 5. Public Hearing \* Amending the Comprehensive Plan for Wellhead Protection -- First Reading -- Hearing Only.** Since the original St. Johns County Land Development Code in 1999 and Comprehensive Plan, significant technological and regulatory advancements have been made related to wellhead protection. Based on increased density in the County and its need for future well sites, SJCUD proposes to bring the County Comp Plan and Land Development code into compliance with State law and alignment with current best practices. This is the first reading and public hearing of the proposed Comp Plan Amendment. If approved to proceed through the public hearing process, the Comp Plan Amendment will be sent to the State for recommendations. It is anticipated that the second reading of the ordinance would be scheduled for public hearing at the June 6th Board meeting.

**Presenter: Neal Shinkre, P.E., Director, Utilities**

6. **Public Hearing \* Amending and Restating the County Utility Ordinance – Second Reading -- Final Public Hearing.** This is a restatement of the existing Utility Ordinance to add language to Section 5 to allow for enhanced Septic to Sewer connections at greater distances from existing infrastructure, remove all new Capacity Commitments, grandfathering the eleven current residential parcels with Capacity Commitments, and removing the unnecessary Section 16 that allowed the County to cancel Capacity Commitments. Pursuant to direction from the Board of County Commissioners (BOCC) on October 7, 2025, staff prepared a white paper evaluating the feasibility of septic-to-sewer connections throughout the County Utilities service area. On December 2, 2025, the BOCC requested that staff present the findings of the white paper as a discussion item at a regularly scheduled Board meeting. On January 20, 2026, staff presented to the BOCC findings from the white paper that evaluated septic-to-sewer connection feasibility across the County Utilities service area. The discussion focused on existing policy, key barriers to participation, and proposed policy changes intended to improve affordability, equity, and homeowner participation while advancing environmental and State water quality goals. Included herein are redlines to the Utilities Ordinance to codify the white paper and previous BOCC discussion.

**Presenter: Jaime Locklear, Director, Purchasing**

7. **Award of Request for Proposal (RFP) 2476; Management of Solomon Calhoun Community Center Pool.** Due to the expiration of the final term of the existing services contract, SJC Purchasing issued RFP 2476; Management of Solomon Calhoun Community Center Pool to procure a qualified and experienced Contractor to provide any and all labor, materials, equipment, and supervision required to operate and manage the pool, facilitate and offer a variety of quality aquatic programs, and maintain the pool in a clean and operable condition. The RFP was advertised in accordance with the County Purchasing Policy, and three (3) responsive Proposals were received and forwarded to the Evaluation Committee for review and scoring. Planet Swim, LLC was identified as the top-ranked Proposer based upon evaluation of Proposals and presentations. Staff recommends Board approval to execute a contract with Planet Swim, LLC, in substantially the same form and format as attached, for performance of the services as specified in RFP 2476, and as negotiated. The negotiated contract shall be in place for a period of five (5) calendar years, with the possibility of three (3) one-year renewals, for exercise at the County's discretion, contingent upon satisfactory performance by the Contractor, continued need for the Services, and availability of lawfully appropriated funds. Planet Swim, LLC has agreed to utilize the current rate structure used under the current contract, and the County Fee Schedule, attached, is proposed to be revised to coincide, as the Fee Schedule does not currently reflect all of the rates. Planet Swim has also agreed to extend discounts to certain rates to residents within the West Augustine CRA, and has agreed to provide a 90-minute supervised free swim program each week for children who may not have a supervising adult present with them. Additionally, Planet Swim has proposed to contribute to Capital Improvements made to the SCCC, as well as remitting 15% of revenues generated by the programs to the County. Staff recommends Board approval to award RFP 2476 to Planet Swim, LLC, and to execute the negotiated contract, and approve the revisions to the County Fee Schedule.

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

- 8. Consider an appointment to the Land Acquisition Management Program (LAMP) Conservation Board.** The LAMP Conservation Board was established by Ordinance 2021-38 and serves as an advisory board to the Board of County Commissioners on issues involving the acquisition, conservation and management of Environmentally Sensitive Lands, Archaeological Sites, recreational lands and Aquifer Recharge Areas. Currently, there is one vacancy due to the resignation of Shorty Robbins. This vacancy is for a regular member. An advertisement was posted and ran for (30) days. Please find attached for your review and consideration (18) applications: Anubhav Dahiya, Dist. 1, David Goldman, Dist. 1, Rhonda Lovett, Dist. 1, Jeffrey Parker, Dist. 1, David Scott, Dist. 1, Trista Brophy Cerquera, Dist. 2, Karen Gabriel, Dist. 2, Brittney Odom, Dist. 2, Ashley Summers, Dist. 2, Seth Wingate, Dist. 2, Stacie Keller, Dist. 3, Peter Crolius, Dist. 4, Molly Newman, Dist. 4, Diane Solomon, Dist. 4, Peter McGoldrick, Dist. 5, Garrett Queener, Dist. 5, Amber Reeder, Dist. 5, Amanda Ropp, Dist. 5.
  
- 9. Consider appointments to the Contractors Review Board (CRB).** Currently, there are (2) vacancies on the Contractors Review Board due to the expired term of Corey Felton, a citizen representative, and a resignation by Tyler Watson, an Electrician representative. A vacancy ad was placed and ran for approx. 3 months. Please see for your review and consideration a letter of recommendation from the CRB and (3) qualified applications. Corey Felton, Dist. 2, Seth Wingate, Dist. 2, Donna Dove, Dist. 5. However, the vacancy ad for an Electrician will remain open, due to not receiving qualified applicants.

- ❖ Commissioners' Reports
- ❖ County Administrator's Report
- ❖ County Attorney's Report

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## BOARD MEETING AGENDA

County Auditorium  
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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 approve **PFS AGREE 2026-01** and authorize the County Administrator, or designee, to execute the Fountains East ILF Concurrency and Impact Fee Agreement, finding that the proposed Agreement is consistent with Section 11.09 of the Land Development Code. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
3. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting a **Grant of Utility Easement** from Ponte Vedra Corporation, Inc. to St. Johns County required for the Ponte Vedra Boulevard Drainage Improvement Project. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
4. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the sewer system to serve Redeemer Church Utility Improvements. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting an **Easement for Utilities, Bill of Sale with Schedule of Values, Release of Lien, and Warranty** associated with the water, sewer, and reuse water systems to serve Silverleaf Parcel 14A. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the sewer system to serve North Roscoe 6 Lots. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
7. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting a **Bill of Sale, Final Release of Lien and Warranty** associated with the water and sewer systems to serve Terra Pines Reserve Phase 4. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the terms, conditions, provisions, and requirements of a **Railroad Reimbursement Agreement, Synchronization of Grade Crossing Traffic Control Devices agreement** between Florida East Coast Railway, LLC and St. Johns County for the West King Street synchronization agreement and authorizing the County Administrator, or designee, to execute the agreement on behalf of the County. *For more information, contact Greg Caldwell, Director, Public Works at 904 209-0266*
  
9. 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 17.1 and Florida State Statute 274.06. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
10. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute **Task Order No: 50 to G&H Underground Construction, Inc.** for the provision of all labor, equipment, and materials required for improvements needed for San Julian Wetland Outfall, for an amount not to exceed \$1,125,607.79 under Bid No. 22-112; As-Needed Construction Services for Countywide Roadway Drainage & Infrastructure Maintenance (Master Contract No: 22-MCA-GHU-16966.) *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
11. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute a **Consent to Assignment Agreement**, in substantially the same form and format as attached hereto, providing for an assignment of Master Contract No. 25-PSA-CUS-21880 to Cushman & Wakefield Regional, LLC. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
12. Motion to declare the two (2) Pharmaceutical Refrigerators from the Florida Dept of Health as **surplus**, and authorize the County Administrator, or designee, to donate the equipment to Wildflower Clinic, non-profit 501(c)3 organization. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
13. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to **utilize the Sourcewell Contract #020625-MOT** for Public Safety Communications Technology & Hardware Solutions to purchase the radio consoles for SJC Fire Rescue at a purchase price of \$1,676,828, and to authorize the use of General Fund Reserves in the amount of \$1,676,828 for the purchase. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
14. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute **Change Order 05 to Task Order 07 for Bush Construction Company, Inc.**, to enclose the four (4) bay pole barn at SJC Fire Rescue by a Lump Sum increase of \$206,774.22 under Master Contract No, 23-MCC-BUS-18066 under RFQ No. 23-17; As-Needed Countywide Small-Scale Construction, Renovation, Maintenance, and Repair Services. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
  
15. Motion to adopt Resolution 2026-\_\_\_\_\_, providing the County's express approval of the governing body for the **Jacksonville Waves to use the County seal and/or logo** in promotion of the Jacksonville Waves' May 15, 2026, home game. *For more information, contact Lex Taylor, Deputy County Attorney at 904 209-0805*

16. Motion to **appoint Cindy Fraher** to the North Coastal Design Review Board for a first full (4) year term scheduled to expire April 7, 2030. *For more information, contact Shelby Romero, Sr. Asst. to the Board of County Commissioners at 904 209-0300*
17. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to **apply for the Selfless Love Foundation One Voice Impact Program 2026 Mini Grant Application** in an amount not to exceed \$3,500. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
18. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the terms, conditions, and requirements of **Amendment One to contract P025-STJBCC** between St. Johns County Board of County Commissioners and ElderSource for the Emergency Home Energy Assistance Program, and authorizing the County Administrator, or designee, to execute the Amendment on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
19. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the **Major Impact Special Event application** for the Pop Tennis Tournament to take place on May 23-25, 2026, at Butler Park East. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
20. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the **Major Impact Special Event application** for the Game On Triathlon to take place at Mickler's Beach on May 3, 2026. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
21. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the **Major Impact Special Event application** for a Beach Baptism event scheduled for June 28, 2026, at Mickler's Landing. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
22. Motion to adopt Resolution 2026-\_\_\_\_\_, granting a **Certificate of Public Convenience and Necessity** to Adventist Health System/Sunbelt, Inc. d/b/a Advenhealth EMS; 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*
23. Motion to **approve minutes:**
  - 3/24/26, BCC Regular