

# 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, June 2, 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
- ❖ Spring 2026 SJC 101 Graduate Recognition
- ❖ Proclamation Recognizing Parks and Recreation Month
- ❖ Acceptance of Proclamations
- ❖ Deletions to Consent Agenda
- ❖ Approval of Consent Agenda
- ❖ Additions/Deletions to Regular Agenda
- ❖ Approval of Regular Agenda
- ❖ Public Comment

**Presenter: Robert Hardwick, Sheriff SJSO**

**Staff Member: Wade Schroeder, Director, OMB**

1. **Constitutional Officers' Fiscal Year 2027 Budget Presentations - St. Johns County Sheriff.** Presentation of the Constitutional Officer's tentative budgets for Fiscal Year 2027. Under F.S. 129.03(2), on or before June 1 of each year, Constitutional Officers shall submit to the Board of County Commissioners (BCC) a tentative budget for their respective offices for the ensuing fiscal year. Since the Tax Collector is fee-based, it is not required for the Tax Collector's budget to be submitted to the BCC at this time. The St. Johns County Sheriff will make a brief oral presentation to the BCC relative to his respective tentative budget.

**Presenter: Howard Holley, Chairman, Foundation for the Museum of Black History**

**Staff Member: Clay Murphy, Chair, Commissioner District 3**

2. **Presentation by the Foundation for the Museum of Black History.** The Foundation for the Museum of Black History will present an update on its purpose, goals, and capacity building strategies. The Foundation is also requesting Board consideration of \$125,000 in funding for fiscal year 2027.

**Presenter: Bruce B. Humphrey, Esq.**

**Staff Member: Jackie Williams, Overlay Planner**

**District 4**

- 3. *Public Hearing* \* PLNAPP 2026-05 203 Canal Boulevard (ZVAR 2025-16 Denial).** An Appeal of the Planning and Zoning Agency (PZA) denial of Zoning Variance 2025-16, a request for relief to Section 2.02.04.B.4 of the Land Development Code to allow the eave height of an Accessory Structure to be greater than the eave height of the Main Use residential building, specifically located at 203 Canal Boulevard. This item was heard at the Planning and Zoning Agency's regularly scheduled hearing December 5, 2025, and January 15, 2026. The proposed Zoning Variance (ZVAR 2025-16) is a continued item that was heard by the PZA at their regularly scheduled public hearing on Thursday, January 15, 2026. A motion to deny the Zoning Variance was made by Agency Member Greg Matovina and second by Agency Member Chuck Labanowski. The motion passed by a vote of 6-0 with Agency Member Meagan Perkins being absent.

**Presenter: Dustin Smith, CEO and Blake Merrell, COO, Merrell Bros., Inc.**

**Staff Member: Jaime Locklear, Director, Purchasing**

- 4. *Unsolicited Proposal - Biosolids Facility - Merrell Bros.*** An Unsolicited Proposal was received from Merrell Bros, for the design, construction and operation of a Biosolids Facility. The submitted Proposal is attached. The proposal meets the requirements provided for in SJC P3/Unsolicited Proposals Procedures and Florida Statute 255.065. Merrell Bros will make a presentation to the BOCC on the submitted Proposal. The process going forward will be provided. The BOCC has three options: 1) Reject Proposal; 2) Accept Proposal and direct Staff to competitively procure alternate Proposals; 3) Accept Proposal and direct Staff to follow process to forego competitive process for alternate Proposals in accordance with FL Statute and County Procedures.

**Presenter: Alberta Hipps, Hipps Group**

**Staff Member: Patrick Heekin, Planner**

**District 2**

- 5. *Public Hearing* \* CPA(SS) 2025-12 Shofner Property.** A request for a Small-Scale Comprehensive Plan Amendment to change the Future Land Use Map designation of approximately 5.03 acres of land from Agricultural-Intensive (A-I) to Residential-A (RES-A) with a text amendment limiting the property to a maximum of one (1) single family dwelling unit; located at 8995 Barrel Factory Road. A motion to recommend approval from the Planning and Zoning Agency passed by a vote of 5-1.

**Presenter: Jacob Smith, AICP, Planning Division Manager**

- 6. *Public Hearing* \* *Second Reading* - LDCA 2026-02 Home-Based Business.** This amendment amends Land Development Code Article II (Zoning Districts and Special Uses), Article III (Special Districts) and Article XII (Definitions) to codify changes to State Statute that went into effect on July 1, 2021 with the enactment of House Bill 403. The bill added Florida Statute 559.955, which stipulates the policies local governments may implement to regulate home-based businesses. This amendment brings the Land Development Code into compliance with F.S. 559.955 by adding the allowed specified criteria to Home-Based Business as permitted in zoning districts allowing residential use. The amendment also removes outdated language no longer in statute. On May 7, 2026 the Planning and Zoning Agency voted 5:1 to approve this amendment (Olson dissenting; Hilsenbeck absent). The first hearing of this item will take place at the Board of County Commissioners meeting on May 19, 2026.

**Presenter: Jacob Smith, AICP, Planning Division Manager**

7. **Public Hearing \* Adoption Hearing LDCA 2026-03 Landscaping Service Accessory Use.** The Board of County Commissioners requested changes to Land Development Code (LDC) regulations regarding Landscaping Service businesses as an accessory use to Commercial Plant Nurseries as a Special Use at their regularly scheduled public hearing on Tuesday, February 17, 2026. The Planning and Zoning Agency heard the proposed LDC amendment at their regularly scheduled meeting on April 16 and made a motion to recommend approval of the LDC changes with a vote of 6-0. The First Reading of this ordinance was held at the 5/19/26 BCC meeting.

**Presenter: Kealey West, Deputy County Attorney**

8. **First Reading - Florida Power & Light Franchise Agreement Ordinance.** Florida Power & Light Company currently provides electric utility services within portions of unincorporated St. Johns County utilizing County rights-of-way and other public property for the placement and maintenance of electric transmission and distribution infrastructure. The proposed non-exclusive Franchise Agreement grants FPL the continued right to construct, operate, and maintain its electric facilities within County rights-of-way and the nonexclusive right and privilege of supplying electricity and other services in the portions of the County subject to the terms and conditions of the Agreement. The Agreement establishes a franchise fee equal to 6% of FPL's applicable gross revenues derived from the sale of electricity within the unincorporated areas of the County it serves. The franchise fee will be collected by FPL through customer billing and remitted to the County. The proposed Agreement is consistent with franchise agreements utilized by counties and municipalities throughout the State and provides compensation to the County for the private use of public rights-of-way while preserving the County's police powers and regulatory authority.

**Presenter: Comm. Clay Murphy, Chair, District 3 Commissioner**

9. **Professional Services Amendment - County Attorney.** After receiving consensus from the board, the Chair negotiated changes to the County Attorney's contract.

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

10. **Appointment to the Tourist Development Council.** Currently, there is (1) vacancy for an accommodation position on the Tourist Development Council due to the expired term. A vacancy ad was placed and ran for (2) months. Please see a recommendation letter from the TDC and (10) applications; Jason Wallis, (Dist. 1), Brian Clark, (Dist. 2), Ashley Sumners (Dist. 2), Seth Wingate, (Dist. 2), Heather Harley-Davidson (Dist. 3), Diane Solomon, (Dist. 4), Rebecca Gallardo, (Dist. 5), Peter McGoldrick (Dist. 5), Jan Marie Orlosky, (Dist. 5), with (1) qualifying for the accommodations position: William Ackland, (Dist.4).

- ❖ 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 2026-\_\_\_\_, approving the **transfer of \$290,733.84 in road impact fee credits** from the North Creek PUD to the Bannon Lakes PUD finding the request consistent with Florida Statute. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
3. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to execute the **Impact Fee Agreement with McGarvey CR208, LLC** establishing a total road impact fee credit of \$255,142.02. *For more information, contact Jan Trantham, Senior Transportation Planner at 904 209-0611*
4. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting **two Easements for Utilities associated with the water and reuse systems and a Bill of Sale with a Schedule of Values, a Final Release of Lien, and a Warranty** associated with the water, sewer and reuse systems to serve Elevation Grocery. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
5. Motion to adopt Resolution 2026-\_\_\_\_\_, accepting an **Amended and Restated Easement for Utilities** associated with the existing water and sewer system and pump stations servicing the Villages of Vilano located off Coastal Highway. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*
6. Motion to adopt Resolution 2026-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute **Non-Exclusive Permissive Use Agreements** for temporary parking convenient to a polling location in Hastings, Florida during the 2026 election period. *For more information, contact Corey Bowens, Director at 904 209-1276*
7. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the Chair of the Board to execute a **Termination of Easement** terminating a Temporary Construction Easement. *For more information, contact Corey Bowens, Director, Land Management Systems at 904 209-0776*

8. 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*
9. Motion to declare EOC Warehouse Storage Bins as **surplus**, and authorize the County Administrator, or designee, to donate the Bins to Alachua County Emergency Management. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
10. Motion to adopt Resolution 2026-\_\_\_\_\_, **standardizing Genetec Security Center as the countywide access control/CCTV system** for five (5) years. *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 **utilize the OMNIA Cooperative Contract with Ferguson (#02-138), and Sourcewell Cooperative Contracts with Sunbelt Rentals Inc. (#040924-SNB) and United Rentals North America (#040924-URI)**, for the as needed purchase of available materials, parts, products and equipment throughout the duration of the contracts, including all exercised renewals. *For more information, contact Jaime Locklear, Director, Purchasing at 904 209-0158*
12. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the terms, provisions, conditions and requirements of the **First Amendment to the Agreement between St. Johns County and National Youth Advocate Program, Inc.**, and authorizing the County Administrator, or designee, to execute the Agreement on behalf of the county. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
13. Motion to adopt Resolution 2026-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute and deliver, on behalf of the County, the **Third Amendment to the Interagency Agreement between St. Johns County, Family Support Services of North Florida, Inc. and Community Partnership for Children, LLC** to renew the term, in substantially the same form as attached; and authorizing the County Administrator, or designee, to execute subsequent amendments to the Interagency Agreement, without further Board action, that do not propose to amend, modify, or otherwise change the material terms, conditions, provisions, or requirements of the Interagency Agreement. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
14. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the terms, conditions, and requirements of the **Agreement between St. Johns County, Florida and Family Support Services of North Florida, Inc.**, for Client Trust administrative services, authorizing the County Administrator, or designee, to execute the Agreement substantially in the same form as attached on behalf of the County. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*

15. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the **Amendment to Contract NJ211 between the County and Florida Department of Children and Families**, in substantially the same form as attached hereto, and ratifying the County Administrator's execution of the Amendment on behalf of the Board. *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
  
16. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the terms, conditions, and requirements of the **Agreement between St. Johns County, Florida and IMPACT: Advocating for Children Today, Inc.**, for implementation of a children's alliance, authorizing the County Administrator, or designee, to execute the Agreement substantially in the same form as attached on behalf of the County *For more information, contact Shawna Novak, Director, Health and Human Services at 904 209-6089*
  
17. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the **Memorandum of Understanding (MOU) between St. Johns County and the Summer Island Homeowners' Association, Inc. (SIHOA)** allowing the County to install and operate a security camera at Helen Mellon Schmidt Park, and to authorize an annual reimbursement to SIHOA in the amount of \$1,000 for associated electrical costs. *For more information, contact Ryan Kane, Director, Parks at 904 209-0324*
  
18. Motion to adopt Resolution 2026-\_\_\_\_\_, approving the Annual Bronco Group Christmas in July application for a **Major Impact Special Event** to take place at Mary Street and Frank Butler Park East on July 11, 2026. *For more information, contact Ryan Kane, Director, Parks & Recreation at 904 209-0324*
  
19. Motion to adopt St. Johns County Resolution 2026-\_\_\_\_\_, approving and authorizing the County Administrator to execute the **Interlocal Agreement between St. Johns County and Flagler County** for their respective Fire Rescue Departments to provide automatic aid and mutual aid in certain emergency situations, in substantially the same form as attached hereto. *For more information, contact Jeremy Robshaw, Administrative Services Chief at 904 209-1702*
  
20. Motion to adopt St. Johns County Resolution 2026-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to execute the **Affiliation Agreement between St. Johns County and The EMS Training School, LLC d/b/a Camsen Career Institute** to establish an emergency medical technician and paramedic cooperative field training program with St. Johns County Fire Rescue, in substantially in the same form as attached. *For more information, contact Jeremy Robshaw, Administrative Services Chief at 904 209-1702*
  
21. Motion to adopt Resolution 2026-\_\_\_\_\_, **recognizing and appropriating \$22,952.25 to the Emergency Medical Services Department**; certifying the funds allocated will be used solely to improve and expand County prehospital Emergency Medical Service; and authorizing the County Administrator, or designee, to execute and submit any forms and agreements necessary for the disbursement of the funds. *For more information, contact Jeremy Robshaw, Chief Administrative Services at 904 209-1750*

22. Motion to adopt Resolution 2026-\_\_\_\_\_, approving and authorizing the County Administrator, or designee, to **submit the SAFER, Assistance to Firefighter and Fire Prevention Grant applications** on behalf of St. Johns County Fire Rescue as part of the 2025 Assistance to Firefighters Grant programs. *For more information, contact Jeremy Robshaw, Admin Services Chief at 904 209-1750*
23. Motion to adopt Resolution 2026-\_\_\_\_\_, authorizing the County Administrator, or designee, to **execute and submit an application to the U.S. Department of Transportation for the Railroad Crossing Elimination Grant Program**, on behalf of the County, for the St. Johns County US-1/CR 210 Intersection Improvement Project. *For more information, contact Christine Valliere, Director, Intergovernmental Affairs at 904 209-0541*
24. Motion to adopt Resolution 2026-\_\_\_\_\_, **accepting the donation of new lounge chairs for the Main Library**, and thereby the creation of an asset inventory record. *For more information, contact Debra Gibson, Director, Library at 904 827-6926*
25. Motion to **approve minutes:**
- 5/19/26, BCC Regular