



ST. JOHNS RIVER STATE COLLEGE

JOE H. PICKENS, J.D., PRESIDENT
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(386) 312-4113 | JoePickens@SJRstate.edu

PALATKA CAMPUS 5001 ST. JOHNS AVENUE
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SJRstate.edu

EQUAL OPPORTUNITY/EQUAL ACCESS COLLEGE

MEMORANDUM

TO: All Trustees

FROM: Joe H. Pickens, J.D.

DATE: January 13, 2026

RE: January Board Meeting

The St. Johns River State College District Board of Trustees Meeting will be held on **Wednesday, January 21** at the **St. Augustine Campus**. We will meet in the Viking Center Multipurpose Room V-112.

Please review the enclosed material and if you have any questions, do not hesitate to call me. If you are unable to attend, please call me before noon on that date.

Thank you.

JHP/sms

Enclosure



ST. JOHNS RIVER STATE COLLEGE DISTRICT BOARD OF TRUSTEES

Meeting, Wednesday, January 21, 2026,
2:00 p.m., **St. Augustine Campus**,
Viking Center Multipurpose Room V-112

MISSION STATEMENT

St. Johns River State College, an open-access, public institution of higher education in Northeast Florida, promotes excellence in teaching and learning to enrich the lives of its students and strengthen its community. The College offers certificates, associate and baccalaureate degrees, and provides high-quality education, training, and cultural opportunities to encourage scholarly achievement. St. Johns River State College delivers high-quality instruction through face-to-face and distance education modalities and creates a supportive learning environment that includes services and resources to enable all students to reach their educational goals.

**Note: At the discretion of the Chair or any other Board member, items may be taken out of order for action and/or discussion.*

I. Call to Order

II. Public Comment

III. Old Business

IV. Consent Agenda – Chairperson Rich Komando

Action

The items on the consent agenda are routine business and are not expected to require discussion before action. Items will be enacted by one motion. Any Trustee can request a topic to be removed from the consent agenda and discussed further for separate action.

A. Minutes

1. Approval of Revisions to Minutes of September 17 and October 15, 2025 Board Meetings
2. Approval of Minutes of December 3, 2025, Board Meeting

B. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown *(If you have any questions, please call Dr. Brown's direct #386-312-4202.)*

1. Approval of Personnel Matters

C. Vice President for Finance/CFO – VP Randy Peterson *(If you have any questions, please call VP Peterson's direct #386-312-4022.)*

1. Approval of Monthly Financial Report – December 2025
2. Budget Amendments
 - a. Operating Fund 1
 - b. Restricted Fund 2
 - c. Auxiliary Fund 3
 - d. Capital Outlay / Plant Fund 7

3. Facilities Usage Report – December 2025

4. Approval of Write-offs of Tangible Personal Property

V. New Business

A. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown – Action and Information Agenda Items *(If you have any questions, please call Dr. Brown's direct #386-312-4202.)*

1. Student Housing DSO & SJR State Foundation – Dr. Melanie Brown
 - a. Action to Approve 2024-25 St. Johns River State College Student Housing DSO Audit Action
 - b. Action to Approve 2024-25 Student Housing DSO Internal Revenue Service Return of Organization Exempt from Income Tax Form 990N (Taxable Year Ended March 31, 2025) Action
 - c. Action to Approve Student Housing Direct Support Organizations (DSO) Audit Review Checklist Action
 - d. Action to Approve Memorandum of Understanding between St. Johns River State College and the St. Johns River State College Student Housing DSO Action
 - e. Letter from Internal Revenue Service, Recognition of Student Housing DSO Tax Exempt Status resulting from Filing Application Form 1023-EZ Information
 - f. SJR State President's Gala Information
 - Save the Date: March 5, 2026, 6pm Thrasher Horne Center, Orange Park
 - 2026 Goals:
 - 1) Establish the SJR State President's Gala as an annual event held at Thrasher Horne each spring
 - 2) Raise \$60,000 to support SJR State students through scholarships and student success initiatives
 - Sponsorship Opportunities
 - Tickets on sale now www.sjrst.edu/presidents-gala
2. Facilities – AVP of Facilities, Planning, and Capital Projects - Terry Thomas
 - a. Change Order #001, Scherer Construction, Remodel & Additions to the FloArts Building Project, Palatka Campus Information
 - b. Action to Award RFQ-SJR-06-2025 for New Prequalified Contractor Status Action
 - c. Action to Award RFQ-SJR-07-2025 for Renewal of Prequalified Contractor Status Action

- d. Action to Award BID-SJR-08-2025 for the Exterior Painting Gymnasium Project, Palatka Campus Action
- e. Action to Award BID-SJR-09-2025 for the Renovation of Offices and Addition, Gymnasium Project, Palatka Campus Action
- f. Action to Approve Waiving Solicitation Requirements for Beach Volleyball Courts Project, Palatka Campus Action

B. Vice President for Finance/CFO – VP Randy Peterson –
Information Agenda Items *(If you have any questions, please call VP Peterson’s direct #386-312-4022.)*

- 1. Financial Audit for Fiscal Year Ended June 20, 2025 Information
- 2. Economic Impact Analysis of St. Johns River State College conducted by Lighthouse Professional Services. Summary of article “Florida State Colleges: Delivering Florida’s Workforce Solutions” published in *Florida Trend Magazine* Information

VI. President’s Report

- A. Florida College System Council of Trustees Information

VII. Trustees’ Comments

VIII. Adjournment



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S T A T E C O L L E G E

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EQUAL OPPORTUNITY/EQUAL ACCESS COLLEGE

MEMORANDUM

TO: All Trustees

FROM: Susan Sutliff 

DATE: December 9, 2025

RE: Revision to Minutes for September 17 and October 15, 2025
Board Meetings

The minutes of the September 17 and October 15, 2025 SJR State Board Meetings are being revised to indicate that Trustee Nick Primrose is the Vice-Chair. This requests approval of the revisions.

Thank you.

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

September 17, 2025 (Revised)

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Nick Primrose, Vice-Chair – attended virtually as he
was out-of-the country for his job; physical quorum was
present
Mr. Wendell Davis
Mr. Jud Sapp
Ms. Chereese Stewart
Mr. Cyrus Zomorodian

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Lisa Miles, J.D., Board Attorney

Chairperson Komando called the meeting to order at
2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing
none, the floor was closed to Public Comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando noted that Trustee Nick
Primrose was traveling for work and was participating
in the meeting virtually.

Chairperson Komando requested approval of the
Consent Agenda Items IV.A-E:

Consent Agenda
Items

A.1 - Minutes of August 20, 2025, Board Meeting

B.1 - Chief Operating Officer/Senior Vice President –
Dr. Melanie Brown: Personnel Matters

C.1-2- Vice President for Finance/CFO – Randy
Peterson: Facilities Usage Report – August 2025; and
Monthly Financial Report – August 2025.

D.1-2 - Vice President for Academic & Student Affairs –
Dr. Ed Jordan: 2025-2026 Articulation Agreement
Between the District Board of Trustees of St. Johns
River State College and private schools Ark Christian
Academy and St. Johns Country Day School.

E.1 - VP/Chief Institutional Research Officer - Dr. Ros Humerick: Perkins V Equipment Upgrade and Modernization Grant.

Mr. Davis moved approval of Consent Agenda Items IV.A-E. Mr. Sapp seconded the motion. Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Consent
Agenda Items IV.A-E

Dr. Melanie Brown gave an update regarding the College Administration's Review of SJR State Board Rules, Policies and Procedures through the lens of the July 29, 2025, Memorandum from the Attorney General: Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination. An internal review of board policies, operating procedures, and internal practices is currently underway. Some of the areas being reviewed include the Foundation, Human Resources, and Business Office. She noted some policies and procedures that do not align with the guidance have been identified and will be brought to the Board to be repealed. However, nothing egregious has been found as the College has been proactively working to align practice with state guidance in this area for the past few years. The Board will be updated on the process.

Chief Operating
Officer Item V.A.1

Dr. Brown reviewed and requested approval of the recommendation of the Student Housing DSO Board to name the new Student Housing Building as Carl C. Beck Hall. President Pickens noted that there will be a gift over time of \$1M from Mr. Beck's trust in recognition of naming the building after him. He referred to Florida Statute 267.062 and explained that Mr. Beck passed away in 2021. Also, it is not a public building as the College is leasing the land to Viking Art, Inc. Mr. Beck was the genesis of the resources for the project. He was also a member of this board for a number of years, and a member and chair of the Foundation Board. In the lease documents, the College reserved the right for the Board to approve the naming.

Mr. Davis, on behalf of the DSO Board, moved to approve the recommendation to name the new Student Housing building as Carl C. Beck Hall. The motion was seconded by Mr. Sapp (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2

VP/CFO Randy Peterson introduced the new Controller Beth Groff. President Pickens noted that the College is very fortunate to have Ms. Groff and that he greatly values all of the staff in the Business Office.

VP/CFO Randy Peterson reviewed and requested approval to Transfer from the Board Designated Operating Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.1

Mr. Peterson reviewed and requested approval of to Transfer from Auxiliary Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.2

Mr. Peterson reviewed and requested approval of Ongoing Quarterly Payments from Auxiliary Funds to the St. Johns River State College Foundation for the Purpose of Funding Scholarships.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.3. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.3

Mr. Peterson reviewed and requested approval of the Fund Balance Carry-Forward Spending Plan.

Mr. Davis moved, seconded by Ms. Stewart, to approve VP/Chief Finance Officer Item V.B.4. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.4

Mr. Peterson presented and requested approval to Accept the Annual Financial Report – Fiscal Year 2024-2025.

Mr. Davis moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.5. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.5

Mr. Peterson noted the memo with the follow-up information to Trustee Primrose's concern regarding the need for a local back-up/alternative company for Disaster Recovery and Remediation Services. He explained that he misunderstood Trustee Primrose's request at the last meeting, thinking Mr. Primrose meant local electricians, plumbers, etc. Mr. Peterson explained that after talking to Mr. Primrose and reading the minutes, it became clear that was not the request. Therefore, he researched further and noted the additional memo with more information that was distributed at the beginning of the meeting. President Pickens noted that joint procurement does meet FEMA requirements, while piggyback contracting does not.

VP/Chief Finance
Officer Item V.B.6

Mr. Peterson discussed three recommendations:

- Enter into a contract with BMS CAT LLC for Disaster Recovery and Remediation Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Looks Great Services of MS for Disaster Debris Removal Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Roston Solutions LLC for Disaster Debris Monitoring Services once Santa Fe College's board approves the contract.

Trustee Primrose thanked Mr. Peterson for the extra information. He was in support of the three recommendations. Since it is the middle of hurricane season currently, he requested that the College issue an RFP beginning the first of the calendar year to find out if any local contractors are interested in providing the services to SJR State and not the whole state

college system. It was the consensus of the Board to support the three recommendations.

Mr. Peterson gave an update on the emergency lockdown at the Palatka Campus that occurred on September 4. He and Brian Keith, Director of Campus Safety, debriefed the next day and noted a few items to improve, such as setting the outside horns and inside beacons to sound off for a longer time. He noted that Dr. Brown sent informational emails throughout the 3-hour lockdown. He stated that Campus Safety will partner with Strategic Communications and Flo-Arts to develop a safety and security video for all new students and new employees. Currently, a reminder is sent to all students and staff each semester.

Additional Agenda
Item

Trustee Zomorodian noted that SJR State College needs to be prepared for any eventuality. President Pickens reiterated that ours is an open access college where the public is welcome.

Dr. Ed Jordan reviewed and requested approval of the Florida College System College Affordability Report for 2025.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.1. as submitted (a detailed listing is contained in the material submitted by the Office of Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Vice
President for
Academic & Student
Affairs Item V.C.1

Dr. Jordan reviewed for information only the Florida School of the Arts 2025-2026 Season of Events.

Vice President for
Academic & Student
Affairs Item V.C.2

President Pickens thanked the Board for attending the Student Housing Ribbon Cutting and Dedication held this morning and for the support throughout the process.

President's Report

President Pickens noted the AFC Florida College System Legislative Fly-In in Tallahassee. is scheduled on November 4-5.

President Pickens informed the Trustees that the 2025 Safety Summit is scheduled on October 8 in Orlando, and it is mandatory attendance by all Presidents. He noted that Brian Keith and Tim Adams will attend also.

President Pickens noted that he will attend Speaker-Designate Sam Garrison's Designation Ceremony on October 9. Trustees Komando, Zomorodian, and Stewart stated they will be attending also.

Trustee comments were made. Trustee Zomorodian stated that without getting political, it is important to mention that the murder of Charlie Kirk occurred on a college campus. It is a tragedy and is relevant in terms of where we sit on a college campus.

Trustee Comments

Chairperson Komando adjourned the meeting at 3:30 p.m.

Adjournment

EXECUTIVE SECRETARY

CHAIRPERSON

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

October 15, 2025 (Revised)

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Nick Primrose, Vice-Chair
Mr. Wendell Davis
Mr. Jud Sapp
Ms. Chereese Stewart
Mr. Cyrus Zomorodian

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Jeremiah Blocker, J.D., Board Attorney

Chairperson Komando called the meeting to order at
2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing
none, the floor was closed to Public Comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando requested approval of the
Consent Agenda Items IV.a-d:

Consent Agenda
Items

A.1 - Minutes of September 17, 2025, Board Meeting

B.1 - Chief Operating Officer/Senior Vice President –
Dr. Melanie Brown: Personnel Matters

C.1-2- Vice President for Finance/CFO – Randy
Peterson: Facilities Usage Report – September 2025;
Monthly Financial Report – September 2025; and
Budget Amendments (Operating Fund 1, Restricted
Fund 2, Auxiliary Fund 3, and Capital Outlay/Plant
Fund 7).

D.1-2 - Vice President for Academic & Student Affairs –
Dr. Ed Jordan: 2025-2026 Allied Health Program
Handbook Update.

Mr. Primrose moved approval of Consent Agenda
Items IV.a-d. Mr. Davis seconded the motion. Motion
carried (Davis, Komando, Primrose, Sapp, Stewart,
Zomorodian – Yes).

Approved Consent
Agenda Items IV.a-d

Dr. Melanie Brown reviewed for information only
Amendment to SJR Board Rule 2.11 Pre-Qualification

Chief Operating
Officer Item V.A.1.a-c

of Contractors, Repeal SJR Board Rule 4.31 Minority Business Contract Policy, and Amendment to SJR Board Rule 7.23 Transferring Credits to St. Johns River State College.

Dr. Brown reviewed and requested approval to Change the Date of the Board of Trustees Meeting from November 19 to December 3, 2025. Trustees Stewart and Primrose noted they had conflicts; however, they may be able to attend via Zoom.

Mr. Davis moved, seconded by Ms. Stewart, to approve Chief Operating Officer Item V.A.1.d (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.1.d

AVP Terry Thomas introduced Ray Sjogren, the new Director of Facilities Business Operations.

AVP Thomas reviewed for information only Change Order #001, Scorpio Corporation, Palatka Campus Site Improvements Project.

Chief Operating
Officer Item V.A.2.a

AVP Thomas reviewed and requested approval for the Final Pay Application for Work Completed, Scorpio Corporation, Palatka Campus Site Improvements Project.

Ms. Stewart, moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.2.b (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2.b

AVP Thomas reviewed and requested approval of the Continuing Services Agreement for Janitorial Services with ABM Industry Groups, LLC. Discussion followed.

Mr. Primrose, moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.2.c (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2.c

AVP Chuck Romer reviewed for information only an update on SJR State Open Enrollment.

Chief Operating
Officer Item V.A.3.a

VP/CFO Randy Peterson reviewed and requested approval of the Contract Between BMS CAT, LLC and St. Johns River State College for Disaster Recovery Services.

Mr. Primrose moved, seconded by Ms. Stewart, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.1

Mr. Peterson reviewed and requested approval of the Contract Between Looks Great Services of MS, Inc. and St. Johns River State College for Disaster Debris Removal and Malmanagement Services.

Mr. Davis moved, seconded by Mr. Primrose, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.2

Dr. Jordan introduced QEP Co-Director Misel Soto, who gave an update on “The Viking Experience: Core to Career.” He noted that Co-Director Dr. Misty Sutton had an Anatomy Lab to teach and was therefore not available to attend the Board meeting. Discussion followed.

Vice President for
Academic & Student
Affairs Item V.C.1

President Pickens informed the Board of a bill that has been filed in the House that would require every public institution of higher learning in Florida to name a roadway in the college after Charlie Kirk. Trustee Stewart noted that the Clay County Board of County Commissioners in their meeting yesterday discussed naming a road after Mr. Kirk. Discussion followed.

President’s Report

Trustee Davis, Chair of the Student Housing DSO Board, noted that the first audit passed amazingly well.

Trustee comments were made.

Trustee Comments

Chairperson Komando adjourned meeting at 3:00 pm

Adjournment

EXECUTIVE SECRETARY

CHAIRPERSON

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

October 15, 2025 (Revised)

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Nick Primrose, Vice-Chair
Mr. Wendell Davis
Mr. Jud Sapp
Ms. Chereese Stewart
Mr. Cyrus Zomorodian

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Jeremiah Blocker, J.D., Board Attorney

Chairperson Komando called the meeting to order at
2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing
none, the floor was closed to Public Comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando requested approval of the
Consent Agenda Items IV.a-d:

Consent Agenda
Items

A.1 - Minutes of September 17, 2025, Board Meeting

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Dr. Melanie Brown: Personnel Matters

C.1-2- Vice President for Finance/CFO – Randy
Peterson: Facilities Usage Report – September 2025;
Monthly Financial Report – September 2025; and
Budget Amendments (Operating Fund 1, Restricted
Fund 2, Auxiliary Fund 3, and Capital Outlay/Plant
Fund 7).

D.1-2 - Vice President for Academic & Student Affairs –
Dr. Ed Jordan: 2025-2026 Allied Health Program
Handbook Update.

Mr. Primrose moved approval of Consent Agenda
Items IV.a-d. Mr. Davis seconded the motion. Motion
carried (Davis, Komando, Primrose, Sapp, Stewart,
Zomorodian – Yes).

Approved Consent
Agenda Items IV.a-d

Dr. Melanie Brown reviewed for information only
Amendment to SJR Board Rule 2.11 Pre-Qualification

Chief Operating
Officer Item V.A.1.a-c

of Contractors, Repeal SJR Board Rule 4.31 Minority Business Contract Policy, and Amendment to SJR Board Rule 7.23 Transferring Credits to St. Johns River State College.

Dr. Brown reviewed and requested approval to Change the Date of the Board of Trustees Meeting from November 19 to December 3, 2025. Trustees Stewart and Primrose noted they had conflicts; however, they may be able to attend via Zoom.

Mr. Davis moved, seconded by Ms. Stewart, to approve Chief Operating Officer Item V.A.1.d (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.1.d

AVP Terry Thomas introduced Ray Sjogren, the new Director of Facilities Business Operations.

AVP Thomas reviewed for information only Change Order #001, Scorpio Corporation, Palatka Campus Site Improvements Project.

Chief Operating
Officer Item V.A.2.a

AVP Thomas reviewed and requested approval for the Final Pay Application for Work Completed, Scorpio Corporation, Palatka Campus Site Improvements Project.

Ms. Stewart, moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.2.b (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2.b

AVP Thomas reviewed and requested approval of the Continuing Services Agreement for Janitorial Services with ABM Industry Groups, LLC. Discussion followed.

Mr. Primrose, moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.2.c (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2.c

AVP Chuck Romer reviewed for information only an update on SJR State Open Enrollment.

Chief Operating
Officer Item V.A.3.a

VP/CFO Randy Peterson reviewed and requested approval of the Contract Between BMS CAT, LLC and St. Johns River State College for Disaster Recovery Services.

Mr. Primrose moved, seconded by Ms. Stewart, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.1

Mr. Peterson reviewed and requested approval of the Contract Between Looks Great Services of MS, Inc. and St. Johns River State College for Disaster Debris Removal and Malmanagement Services.

Mr. Davis moved, seconded by Mr. Primrose, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.2

Dr. Jordan introduced QEP Co-Director Misel Soto, who gave an update on “The Viking Experience: Core to Career.” He noted that Co-Director Dr. Misty Sutton had an Anatomy Lab to teach and was therefore not available to attend the Board meeting. Discussion followed.

Vice President for
Academic & Student
Affairs Item V.C.1

President Pickens informed the Board of a bill that has been filed in the House that would require every public institution of higher learning in Florida to name a roadway in the college after Charlie Kirk. Trustee Stewart noted that the Clay County Board of County Commissioners in their meeting yesterday discussed naming a road after Mr. Kirk. Discussion followed.

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Trustee Davis, Chair of the Student Housing DSO Board, noted that the first audit passed amazingly well.

Trustee comments were made.

Trustee Comments

Chairperson Komando adjourned meeting at 3:00 pm

Adjournment

EXECUTIVE SECRETARY

CHAIRPERSON

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

September 17, 2025 (Revised)

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson

Mr. Nick Primrose, Vice-Chair – attended virtually as he was out-of-the country for his job; physical quorum was present

Mr. Wendell Davis

Mr. Jud Sapp

Ms. Chereese Stewart

Mr. Cyrus Zomorodian

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary

Lisa Miles, J.D., Board Attorney

Chairperson Komando called the meeting to order at 2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing none, the floor was closed to Public Comments.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando noted that Trustee Nick Primrose was traveling for work and was participating in the meeting virtually.

Chairperson Komando requested approval of the Consent Agenda Items IV.A-E:

Consent Agenda Items

A.1 - Minutes of August 20, 2025, Board Meeting

B.1 - Chief Operating Officer/Senior Vice President – Dr. Melanie Brown: Personnel Matters

C.1-2- Vice President for Finance/CFO – Randy Peterson: Facilities Usage Report – August 2025; and Monthly Financial Report – August 2025.

D.1-2 - Vice President for Academic & Student Affairs – Dr. Ed Jordan: 2025-2026 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and private schools Ark Christian Academy and St. Johns Country Day School.

E.1 - VP/Chief Institutional Research Officer - Dr. Ros Humerick: Perkins V Equipment Upgrade and Modernization Grant.

Mr. Davis moved approval of Consent Agenda Items IV.A-E. Mr. Sapp seconded the motion. Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Consent
Agenda Items IV.A-E

Dr. Melanie Brown gave an update regarding the College Administration's Review of SJR State Board Rules, Policies and Procedures through the lens of the July 29, 2025, Memorandum from the Attorney General: Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination. An internal review of board policies, operating procedures, and internal practices is currently underway. Some of the areas being reviewed include the Foundation, Human Resources, and Business Office. She noted some policies and procedures that do not align with the guidance have been identified and will be brought to the Board to be repealed. However, nothing egregious has been found as the College has been proactively working to align practice with state guidance in this area for the past few years. The Board will be updated on the process.

Chief Operating
Officer Item V.A.1

Dr. Brown reviewed and requested approval of the recommendation of the Student Housing DSO Board to name the new Student Housing Building as Carl C. Beck Hall. President Pickens noted that there will be a gift over time of \$1M from Mr. Beck's trust in recognition of naming the building after him. He referred to Florida Statute 267.062 and explained that Mr. Beck passed away in 2021. Also, it is not a public building as the College is leasing the land to Viking Art, Inc. Mr. Beck was the genesis of the resources for the project. He was also a member of this board for a number of years, and a member and chair of the Foundation Board. In the lease documents, the College reserved the right for the Board to approve the naming.

Mr. Davis, on behalf of the DSO Board, moved to approve the recommendation to name the new Student Housing building as Carl C. Beck Hall. The motion was seconded by Mr. Sapp (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
V.A.2

VP/CFO Randy Peterson introduced the new Controller Beth Groff. President Pickens noted that the College is very fortunate to have Ms. Groff and that he greatly values all of the staff in the Business Office.

VP/CFO Randy Peterson reviewed and requested approval to Transfer from the Board Designated Operating Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.1

Mr. Peterson reviewed and requested approval of to Transfer from Auxiliary Reserves to the Unexpended Plant Fund for the Flo Arts Deferred Maintenance and Renovation Project.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.2

Mr. Peterson reviewed and requested approval of Ongoing Quarterly Payments from Auxiliary Funds to the St. Johns River State College Foundation for the Purpose of Funding Scholarships.

Ms. Stewart moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.3. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.3

Mr. Peterson reviewed and requested approval of the Fund Balance Carry-Forward Spending Plan.

Mr. Davis moved, seconded by Ms. Stewart, to approve VP/Chief Finance Officer Item V.B.4. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.4

Mr. Peterson presented and requested approval to Accept the Annual Financial Report – Fiscal Year 2024-2025.

Mr. Davis moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.5. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.5

Mr. Peterson noted the memo with the follow-up information to Trustee Primrose's concern regarding the need for a local back-up/alternative company for Disaster Recovery and Remediation Services. He explained that he misunderstood Trustee Primrose's request at the last meeting, thinking Mr. Primrose meant local electricians, plumbers, etc. Mr. Peterson explained that after talking to Mr. Primrose and reading the minutes, it became clear that was not the request. Therefore, he researched further and noted the additional memo with more information that was distributed at the beginning of the meeting. President Pickens noted that joint procurement does meet FEMA requirements, while piggyback contracting does not.

VP/Chief Finance
Officer Item V.B.6

Mr. Peterson discussed three recommendations:

- Enter into a contract with BMS CAT LLC for Disaster Recovery and Remediation Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Looks Great Services of MS for Disaster Debris Removal Services as secondary backup company. This is a company already awarded the solicitation by Santa Fe College and can be contracted within approximately one week.
- Enter into a contract with Roston Solutions LLC for Disaster Debris Monitoring Services once Santa Fe College's board approves the contract.

Trustee Primrose thanked Mr. Peterson for the extra information. He was in support of the three recommendations. Since it is the middle of hurricane season currently, he requested that the College issue an RFP beginning the first of the calendar year to find out if any local contractors are interested in providing the services to SJR State and not the whole state

college system. It was the consensus of the Board to support the three recommendations.

Mr. Peterson gave an update on the emergency lockdown at the Palatka Campus that occurred on September 4. He and Brian Keith, Director of Campus Safety, debriefed the next day and noted a few items to improve, such as setting the outside horns and inside beacons to sound off for a longer time. He noted that Dr. Brown sent informational emails throughout the 3-hour lockdown. He stated that Campus Safety will partner with Strategic Communications and Flo-Arts to develop a safety and security video for all new students and new employees. Currently, a reminder is sent to all students and staff each semester.

Additional Agenda
Item

Trustee Zomorodian noted that SJR State College needs to be prepared for any eventuality. President Pickens reiterated that ours is an open access college where the public is welcome.

Dr. Ed Jordan reviewed and requested approval of the Florida College System College Affordability Report for 2025.

Ms. Stewart moved, seconded by Mr. Davis, to approve Vice President for Academic & Student Affairs Item V.C.1. as submitted (a detailed listing is contained in the material submitted by the Office of Vice President for Academic & Student Affairs). Motion carried (Davis, Komando, Primrose, Sapp, Stewart, Zomorodian – Yes).

Approved Vice
President for
Academic & Student
Affairs Item V.C.1

Dr. Jordan reviewed for information only the Florida School of the Arts 2025-2026 Season of Events.

Vice President for
Academic & Student
Affairs Item V.C.2

President Pickens thanked the Board for attending the Student Housing Ribbon Cutting and Dedication held this morning and for the support throughout the process.

President's Report

President Pickens noted the AFC Florida College System Legislative Fly-In in Tallahassee. is scheduled on November 4-5.

President Pickens informed the Trustees that the 2025 Safety Summit is scheduled on October 8 in Orlando, and it is mandatory attendance by all Presidents. He noted that Brian Keith and Tim Adams will attend also.

President Pickens noted that he will attend Speaker-Designate Sam Garrison's Designation Ceremony on October 9. Trustees Komando, Zomorodian, and Stewart stated they will be attending also.

Trustee comments were made. Trustee Zomorodian stated that without getting political, it is important to mention that the murder of Charlie Kirk occurred on a college campus. It is a tragedy and is relevant in terms of where we sit on a college campus.

Chairperson Komando adjourned the meeting at 3:30 p.m.

Trustee Comments

Adjournment

EXECUTIVE SECRETARY

CHAIRPERSON

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

December 3, 2025

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Wendell Davis
Mr. Jud Sapp
Ms. Chereese Stewart via Zoom
Mr. Cyrus Zomorodian

MEMBERS ABSENT:

Mr. Nick Primrose, Vice-Chair (excused)

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Charlie Douglas, J.D., Board Attorney

Chairperson Komando called the meeting to order at 2:00 pm.

Meeting Call to Order

The floor was open to Public Comments. Hearing none, the floor was closed to Public Comments.

Public Comment

Dr. Ed Jordan welcomed Athletic Director Ross Jones, who introduced Head Indoor Volleyball Coach Stephanie Champine and Asst. Indoor Volleyball Coach Shaun Dryden. AD Jones presented an update on the Indoor Volleyball Team, which was the Florida College System Activities Association (FCSAA) DII Volleyball Champion. They also participated in the NJCAA DII Volleyball Championship Tournament.

Viking Spotlight

There was no Old Business.

Old Business

Chairperson Komando requested approval of the Consent Agenda Items V.a-d:

Consent Agenda
Items

a.1 - Minutes of October 15, 2025, Board Meeting

b.1-2 - Chief Operating Officer/Senior Vice President – Dr. Melanie Brown: Personnel Matters and State's Annual Information Security Report (document is exempt from Public Record).

c.1-3- Vice President for Finance/CFO – Randy Peterson: Facilities Usage Report – October and November 2025; Monthly Financial Report – October 2025; and Write-offs of Tangible Personal Property.

d. Academic Affairs1-6 and Workforce 1-2 - Vice President for Academic & Student Affairs – Dr. Ed Jordan:

Curriculum revisions effective Fall 2026:

Adult Education Department - *Courses to Delete* ABX 0100 ABX Mathematics – 5 Day

Department of Arts and Sciences - *Courses to Delete* PHI 2630 Contemporary Ethics and PHI 2630 Honors Contemporary Ethics; *Revised Program* Honors Program

Florida School of the Arts - *Courses to Delete* ARH 1006 Visual Ideas, ART 1540C Watercolor I, ART 2164C Mixed Media, DAA 1100 Basic Contemporary Dance, DAA 1101 Intermediate Contemporary Dance, PGY 2107C Large Format Photography, and TPP 1710 Stage Voice I

Department of Teacher Education - *Revised Courses* - EEX 4221 Assessment of Exceptional Education Students, LAE 4314 Teaching Language Arts, RED 4511 Intermediate Literacy: Reading & Thinking, and RED 4940 Final Reading Practicum; *Courses to Delete* - PEL 2214 Softball III, PEL 2219 Baseball III, and PEL 2324 Volleyball III.

2025-2026 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and Lighthouse Christian School.

2026-2027 Early College Articulation Agreement Between the District Board of Trustees of St. Johns River State College and Clay and Putnam County School Districts.

Curriculum revisions effective Fall 2026: Department of Nursing *Revised Course* NUR 1521C Mental Health Nursing.

New 2025-2026 Continuing Workforce Education Course (Advanced and Specialized) CWL ##### - SHIELD – Frontline Leadership Training.

Mr. Davis moved approval of Consent Agenda Items V.a-d. Mr. Zomorodian seconded the motion. Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Consent
Agenda Items V.a-d

Chairperson Komando called a public hearing for Amendment to SJR Board Rule 2.11 Pre-Qualification of Contractors. There being no comments, he adjourned the public hearing.

Public Hearing

Dr. Melanie Brown reviewed and requested approval of Amendment to SJR Board Rule 2.11 Pre-Qualification of Contractors.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve Chief Operating Officer Item VI.A.1.b (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.1.b

Chairperson Komando called a public hearing for Repeal of SJR Board Rule 4.31 Minority Business Contract Policy. There being no comments, he adjourned the public hearing.

Public Hearing

Dr. Brown reviewed and requested approval to Repeal SJR Board Rule 4.31 Minority Business Contract Policy.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve Chief Operating Officer Item VI.A.1.d (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.1.d

Chairperson Komando called a public hearing for Amendment to SJR Board Rule 7.23 Transferring Credits to St. Johns River State College. There being no comments, he adjourned the public hearing.

Public Hearing

Dr. Brown reviewed and requested approval of Amendment to SJR Board Rule 7.23 Transferring Credits to St. Johns River State College.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.1.f (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.1.f

Dr. Brown reviewed for information only the receipt of the approval from the Florida Department of Education to serve as a Charter School Sponsor. Discussion followed. President Pickens informed the Board that he and Dr. Brown met with each of the three (3) school district superintendents prior to submission of the application.

Chief Operating
Officer Item VI.A.1.g

Dr. Brown reviewed for information only the Aspen Institute naming St. Johns River State College as a Top

Chief Operating
Officer Item VI.A.1.h

200 US Community College eligible for the 2027 Aspen Prize. The narrative was submitted yesterday.

AVP Michelle Sjogren reviewed and requested approval of the 2024-25 St. Johns River State College Foundation Audit.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.2.a (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.a

AVP Sjogren reviewed and requested approval of the 2024-25 Internal Revenue Service Return of Organization Exempt from Income Tax Form 990 (Taxable Year Ended March 31, 2025).

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.2.b (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.b

AVP Sjogren reviewed and requested approval of the Renewal of the Designation and Certification of the St. Johns River State College Foundation, Inc., as a Direct Support Organization for the College (DSO Audit Review Checklist).

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.2.c (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.c

AVP Sjogren reviewed for information only the Internal Revenue Service Application for Recognition of Exemption Form 1023.

Chief Operating
Officer Item VI.A.2.d

AVP Sjogren reviewed and requested approval of the Memorandum of Understanding between St. Johns River State College and the St. Johns River State College Foundation.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.2.e (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.2.e

AVP Sjogren reviewed for information only the Annual Report and presented a Foundation Update. She noted that JoLynn Carter, new Director of the Foundation, has identified in the budget an additional \$80K for scholarships. The Foundation has engaged a new investment firm Northern Trust. The Investment Policy has since been revised. The new Finance Committee Chair is new Foundation Board member Linda Forde.

Chief Operating
Officer Item VI.A.2.f

AVP Sjogren informed the Trustees of the trivia event fundraiser that will be held on December 11.

AVP Sjogren discussed the financial statement that was distributed.

AVP Thomas reviewed for information only Change Order #002, Scorpio Corporation, Sewer Piping Repair and Replacement Project, Palatka Campus.

Chief Operating
Officer Item VI.A.3.a

AVP Thomas reviewed and requested approval of the Annual Comprehensive Safety Inspection Reports.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.3.b (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.3.b

AVP Thomas reviewed and requested approval of the Plans & Specifications for the Exterior Painting, Gymnasium, Palatka Campus.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.3.c (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.3.c

AVP Thomas reviewed and requested approval of the Plans & Specifications for the Renovation and New Construction of Offices, Gymnasium, Palatka Campus.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item VI.A.3.d (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.3.d

AVP Thomas reviewed and requested approval for the Final Pay Application for Work Completed, Scorpio

Corporation, Chiller and Cooling Tower Replacement Project, Orange Park Campus.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve Chief Operating Officer Item VI.A.3.e (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.3.e

AVP Thomas reviewed and requested approval for the Final Pay Application for Work Completed, Scorpio Corporation, Sewer Piping Repair and Replacement Project, Palatka Campus.

Mr. Davis moved, seconded by Mr. Zomorodian, to approve Chief Operating Officer Item VI.A.3.f (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved Chief
Operating Officer Item
VI.A.3.f

VP/CFO Randy Peterson reviewed and requested approval of the College's Continuity of Operations Plan (COOP) (document is exempt from Public Record).

Mr. Zomorodian moved, seconded by Mr. Davis, to approve VP/Chief Finance Officer Item V.B.1. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.1

Mr. Peterson reviewed and requested approval of the College's Facility Usage Fee Schedule (it was noted that this does not include the Thrasher-Horne Center).

Mr. Davis moved, seconded by Mr. Sapp, to approve VP/Chief Finance Officer Item V.B.2. as submitted (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Approved VP/Chief
Finance Officer Item
V.B.2

Associate Vice President for Academic Affairs Mike Keller reviewed and requested approval of the Summer 2026 Study Abroad Proposal (May 15-26) – The Republic of Ireland (LIT 2182, ENC 1102 and WOH 1022).

Mr. Davis moved, seconded by Mr. Zomorodian, to approve Vice President for Academic & Student Affairs Item VI.C.1.a as submitted (a detailed listing is contained in the material submitted by the Office of

Approved Vice
President for
Academic & Student
Affairs Item VI.C.1.a

VP/Chief Finance Officer). Motion carried (Davis, Komando, Sapp, Stewart, Zomorodian – Yes).

Assistant Vice President of Workforce and Career Services Dr. Jay Paterson reviewed for information only Workforce Education - Associate in Science Degree Proposals: A.S. Crime Scene Technology/Forensic Science (Fall 2026); A.S. Cardiovascular Technology (Fall 2027); and A.S. Agribusiness Management (Fall 2026).

Vice President for Academic & Student Affairs Item VI.C.2.a.i-iii

President Pickens welcomed Attorney Charlie Douglas.

President's Report

President Pickens informed the group that Trustee Cyrus Zomorodian has been nominated for a potential circuit court judgeship. Mr. Zomorodian stated that he is one of eight finalists and it is extremely competitive.

President Pickens reminded the Board that graduation is on December 18. Clay County Sheriff Michelle Cook will be the guest speaker.

President Pickens noted that the Flo-Arts building is in the midst of renovation.

President Pickens expressed holiday greetings and thanked the Trustees for all their support of the College.


Trustee comments were made.

Trustee Comments

Chairperson Komando adjourned the meeting at 3:00 p.m.

Adjournment

TO: Joe Pickens, J.D.
College President

FROM: Melanie Brown, Ph.D. 
Chief Operating Officer/Senior Vice President

DATE: January 13, 2026

RE: **CONSENT** Agenda Item
January 21, 2026, District Board of Trustees Meeting

The following item is submitted for the Board of Trustees' consideration at the January 21, 2026, meeting:

1. *Approval of Personnel Matters*

	DISTRICT BOARD OF TRUSTEES				
	PERSONNEL MATTERS				
	BOARD MEETING: January 21, 2026				
	NAME	JOB CLASSIFICATION	TYPE OF PAY OR ACTION	PAY SCALE OR RATE	DATES
	David Miller	FT - Faculty	Termination	N/A	1/21/2026
	NAME	JOB CLASSIFICATION	TYPE OF PAY OR ACTION	PAY SCALE OR RATE	DATES
	Colleen Hollister	FT- Administration	Promotion	AD - Grade 126	1/1/2026
	NAME	JOB CLASSIFICATION	TYPE OF PAY OR ACTION	PAY SCALE OR RATE	DATES
	Nancy Brantley	FT - Para-professional	Pay Increase	PP - Grade 112	1/1/2026
	Steven DePriest	FT - Para-professional	Hire	PP - Grade 116	1/5/2026
	Jared Heltke	FT - Para-professional	Hire	PP - Grade 114	1/5/2026
	NAME	JOB CLASSIFICATION	TYPE OF PAY OR ACTION	PAY SCALE OR RATE	DATES
	Xavier Long	FT - Career Service	Hire	CS - Grade 108	1/5/2026
	Steven Radtke	FT - Career Service	Hire	CS - Grade 105	1/5/2026
	MISCELLANEOUS				
	1. Request approval for the below to volunteer in Arts & Sciences beginning 1/05/2026:				
	Amber Borden				
	2. Request approval for the below to volunteer at Thrasher-Horne beginning 1/05/2026:				
	Jeffrey Paffe				
	Hayden Portier				



ST. JOHNS RIVER

S T A T E C O L L E G E

Memorandum

TO: Joe Pickens, J.D.
President

FROM: Randy Peterson
Vice President/CFO

DATE: January 12, 2026

RE: Consent Agenda Items: January 21, 2026, District Board of Trustees Meeting

The following Consent items are submitted for the Board of Trustees' consideration at the January 21, 2026, meeting:

CONSENT AGENDA ITEMS:

1. Approval of Monthly Financial Report – December 2025
2. Budget Amendments
 - a. Operating Fund 1
 - b. Restricted Fund 2
 - c. Auxiliary Fund 3
 - d. Capital Outlay/Plant Fund 7
3. Facilities Usage Report – December 2025
4. Approval of Write-offs of Tangible Personal Property



ST. JOHNS RIVER
S T A T E C O L L E G E

Monthly Financial Report

December 2025

ST. JOHNS RIVER STATE COLLEGE
BALANCE SHEET
As of December 31, 2025

			FUND TYPE					
TOTAL			GENERAL CURRENT	RESTRICTED CURRENT	AUXILIARY	SCHOLARSHIP	AGENCY	UNEXPENDED PLANT
Assets								
1	Cash	\$ 23,446,358	\$ 437,300	\$ 507,916	\$ 6,531,926	\$ 1,199,813	\$ 1,364,586	\$ 13,404,817
2	Cash Equivalents	561	561	-	-	-	-	-
3	Certificates of Deposit	20,000,000	20,000,000	-	-	-	-	-
4	Accounts Receivable	3,717,361	3,201,697	147,882	61,154	74,293	-	232,335
5	Inventories	282,763	-	-	282,763	-	-	-
6	Due From Component Unit	-	-	-	-	-	-	-
7	Prepaid Assets	10,768	10,768	-	-	-	-	-
8	Other Assets	2,600	2,600	-	-	-	-	-
9	Due from State	19,786,769	-	-	-	-	-	19,786,769
10	Total Assets	67,247,180	23,652,927	655,797	6,875,843	1,274,106	1,364,586	33,423,921
11	Deferred Outflow of Resources	8,489,699	8,489,699	-	-	-	-	-
Liabilities								
12	Net Pension Liability	23,950,733	23,950,733	-	-	-	-	-
13	Compensated Absences Payable	4,188,531	4,188,531	-	-	-	-	-
14	Other Post Employment Benefit Payable	1,579,841	1,579,841	-	-	-	-	-
15	Deferred Revenue	3,431	-	-	3,431	-	-	-
16	Payables	1,414,127	13,131	11	37,416	(1,017)	1,364,586	-
17	Due to Other Funds	4,594	4,594	-	-	-	-	-
18	Total Liabilities	31,141,257	29,736,831	11	40,846	(1,017)	1,364,586	-
19	Deferred Inflow of Resources	4,410,853	4,410,853	-	-	-	-	-
20	Fund Balance	40,184,768	(2,005,058)	655,786	6,834,997	1,275,123	-	33,423,921
21	Amount Expected to be Financed in Future Years	25,640,259	25,640,259	-	-	-	-	-
22	Adjusted Fund Balance	65,825,028	23,635,201	655,786	6,834,997	1,275,123	-	33,423,921

<p>ST. JOHNS RIVER STATE COLLEGE</p> <p>SUMMARY OF INCOME AND EXPENDITURES</p> <p>UNRESTRICTED CURRENT FUND</p> <p>For the Month Ended December 31, 2025</p>
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	CURRENT YEAR 2025-2026				FY % 50.0%	PRIOR YEAR 2024-2025
	Current Budget	Year to Date Activity	Unobligated Balance	Act %	Year to Date Activity	
Revenue:						
Tuition and Fees	\$ 11,362,531	\$ 9,314,896	\$ 2,047,635	82.0%	\$ 8,575,750	
State Support	38,431,358	16,956,493	21,474,865	44.1%	17,820,051	
Local Support	2,100,000	1,238,436	861,564	59.0%	1,327,686	
Other Sources	1,613,800	944,909	668,891	58.6%	1,074,252	
Total Revenue	53,507,689	28,454,734	25,052,955	53.2%	28,797,739	
Expenditures:						
Salaries	27,604,306	13,717,324	13,886,982	49.7%	13,515,762	
Benefits	11,857,290	5,645,444	6,211,846	47.6%	4,489,577	
Total Salaries & Benefits	39,461,596	19,362,769	20,098,827	49.1%	18,005,339	
Materials and Supplies	2,465,356	1,395,191	1,395,191	56.6%	1,300,736	
Contracted Non Instructional	1,786,013	523,083	1,262,930	29.3%	715,398	
Utilities	1,264,310	580,666	683,644	45.9%	522,148	
Repairs and Maintenance	1,398,603	634,669	763,933	45.4%	771,291	
Professional Fees	249,350	111,371	137,979	44.7%	117,744	
Insurance	962,125	573,416	388,709	59.6%	594,026	
Technology Services	194,620	140,846	53,774	72.4%	108,640	
Travel	440,540	122,017	318,523	27.7%	97,923	
Advertising	111,207	63,161	48,046	56.8%	42,306	
Other Services	1,005,210	470,923	534,288	46.8%	410,754	
Other Current Charges	1,177,454	633,970	543,484	53.8%	604,056	
Total Current Expenses	11,054,786	5,249,311	6,130,501	47.5%	5,285,022	
Capital Outlay	3,110,791	256,723	2,854,068	8.3%	386,930	
Transfers	4,500,000	4,000,000	500,000	88.9%	1,000,000	
Total Expenditures	58,127,173	28,868,803	29,258,370	49.7%	24,677,292	
Net Revenues and Expenditures	\$ (4,619,484)	\$ (414,069)			\$ 4,120,447	
Budgeted Ending Adjusted Fund Balance *	\$ 19,429,786					
* excludes Amount to be Financed in Future Years of \$25,640,259						

ST. JOHNS RIVER STATE COLLEGE
SUMMARY OF INCOME AND EXPENDITURES
RESTRICTED CURRENT FUND
For the Month Ended December 31, 2025

<u>CURRENT YEAR 2025-2026</u>				FY % 50.0%	<u>PRIOR YEAR 2024-2025</u>
	Current Budget	Year to Date Activity	Unobligated Balance	Act %	Year to Date Activity
Revenue:					
1 Federal Support	\$ 977,311	\$ 394,279	\$ 583,032	40.3%	\$ 281,489
2 Student Fees	762,000	657,912	104,088	86.3%	614,440
3 State Support	113,177	54,462	58,715	48.1%	47,733
4 Other Sources	-	-	-	0.0%	-
5 Total Revenue	1,852,488	1,106,653	745,835	59.7%	943,662
Expenditures:					
6 Salaries	675,755	357,989	317,766	53.0%	330,046
7 Benefits	280,288	148,967	131,321	53.1%	98,507
8 Total Salaries & Benefits	956,043	506,956	449,087	53.0%	428,553
9 Materials and Supplies	236,861	112,173	124,688	47.4%	154,396
10 Contracted Non Instructional	46,378	32,100	14,278	69.2%	23,110
11 Repairs and Maintenance	293	418	(125)	142.7%	2,691
12 Professional Fees	28,005	5,885	22,120	21.0%	6,875
13 Technology Services	-	-	-	0.0%	-
14 Travel	153,372	74,383	78,989	48.5%	37,909
15 Advertising	-	-	-	0.0%	500
16 Other Services	118,206	48,009	70,197	40.6%	57,650
17 Other Current Charges	20,584	17,495	3,089	85.0%	-
18 Total Current Expenses	603,698	290,463	313,235	48.1%	283,131
19 Capital Outlay	335,009	61,501	273,508	18.4%	4,465
20 Total Expenditures	1,894,750	858,920	1,035,830	45.3%	716,149
21 Net Revenues and Expenditures	\$ (42,262)	\$ 247,733			\$ 227,512

St. Johns River State College
Budget Amendment Request

Fiscal Year 2025-26
Month December

Reason for Amendment

Amendment Number: 2 Fund Balance not Above 5% _____
Transfer from Fund 1 _____
Other (SBOE approval not required) x

Be it resolved that the District Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Fund Name: General Fund Fund Number: 1

Category	Original Budget	Increase	Decrease	Amended Budget
Begin Fund Balance	24,049,279			24,049,279
Revenues	54,478,415		970,726	53,507,689
Total Available	78,527,694			77,556,968
Personnel	39,057,464	404,132		39,461,596
Expenses	15,497,735	57,051		15,554,786
Equipment	3,382,169		271,378	3,110,791
End Fund Balance	20,590,326			19,429,795
Total Accountable	78,527,694			77,556,968

Justification: Adjustment decrease to correct Pipeline revenue. Increase personnel budget for November supplements and categorical reclassification for Pipeline fund, and category changes as requested by departments for general operations.

Certified:  Date: 1-6-24
Vice President for Finance

St. Johns River State College
Budget Amendment Activity
Fund 2: Restricted Funds

Fiscal Year 2025-26
Month December

Amendment Number: 2

Be it resolved that the District Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Fund Name: Restricted Fund

Category	Estimated Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	\$ 408,053			\$ 408,053
Revenues				
Student Fees	762,000			762,000
Federal Support	761,665	215,646		977,311
State Support	113,177			113,177
Other Sources	-			-
Total Revenue Budget	1,636,842	215,646	-	1,852,488
Expenditures:				
Salaries and Benefits	930,967	25,076		956,043
Current Expenses	614,171		10,473	603,698
Capital Outlay	126,901	208,108		335,009
Total Expenditure Budget	1,672,039	233,184	10,473	1,894,750
Increase(Decrease) in Fund Balance	(35,197)	(17,538)	(10,473)	(42,262)
Estimated Ending Fund Balance	<u>\$ 372,856</u>			<u>\$ 365,791</u>

Justification: Adjust revenue budgets due to additional funding and new grants. Adjust expenditure budget categories for grant operating needs, as well as establishing expenditure budgets for new grant funds. Category changes allowed by grantor.

Certified:


Vice President for Finance

Date: 1-6-26

**ST. JOHNS RIVER STATE COLLEGE
2025-26 RESTRICTED FUNDS
BUDGET ADMENDMENTS AS OF DECEMBER 31, 2025**

	<u>2025-26 ESTIMATED BUDGET</u>	<u>BUDGET AMENDMENTS</u>	<u>CURRENT ADJUSTED BUDGET</u>	
<u>Revenue Budget</u>				
Carl Perkins PSAV	349,212	215,646	564,858	
Adult Education Family Literacy	291,638		291,638	
Federal Work Study Program	120,815		120,815	977,311
Criminal Justice Trust Fund	108,177		108,177	
Line Grant	5,000		5,000	
Wellness Program	-	-	-	113,177
Criminal Justice Selection Center	9,000		9,000	
Student Activities	753,000	-	753,000	762,000
Total Revenue	1,636,842	215,646	1,852,488	

	<u>2025-26 CURRENT BUDGET</u>	<u>PERSONNEL EXPENSES</u>	<u>CURRENT EXPENSES</u>	<u>CAPITAL OUTLAY</u>	<u>CURRENT ADJUSTED BUDGET</u>
<u>Expenditure Budget</u>					
Carl Perkins	349,212	7,757		207,889	564,858
Adult Education Family Literacy	291,638				291,638
Federal Work Study Program	120,815				120,815
Criminal Justice Trust Fund	108,177				108,177
Line Grant	7,727				7,727
Criminal Justice Selection Center	9,000				9,000
Wellness Program	25,005				25,005
Student Activities	760,466	7,064	(219)	219	767,530
Total Expenditures	1,672,040	14,821	(219)	208,108	1,894,750

St. Johns River State College
Budget Amendment Request
Fund 3: Auxiliary Fund

Fiscal Year 2025-2026
Month December

Amendment Number: 2

Be it resolved that the District Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Fund Name: Auxiliary Fund Fund Number 3

Category	Current Budget	Increase	Decrease	Amended Budget
Est. Begin Fund Balance	\$ 6,943,633			6,943,633
Revenues	5,400,800			5,400,800
Total Available	12,344,433	-	-	12,344,433
Personnel	1,127,745	18,342		1,146,087
Current Expenses	4,503,063			4,503,063
Equipment/Leases	24,881	7,455		32,336
Total Expenditures	5,655,689			5,681,486
Total Budgeted Reserves	\$ 6,688,744	\$ -	\$ -	\$ 6,662,947

Justification: Update personnel budget for November supplements. Increase capital outlay budget equipment purchase.

Certified:


Vice President for Finance

FUND 3: AUXILIARY FUND BUDGET DETAILS
12/31/2025

	31100 Bookstore	31130 Food/Vending	31140 TH Cultural Art	31150 TH Rentals	TOTAL
1 Begin Fund Balance	4,391,714	193,618	1,844,465	513,835	6,943,633
2 Budgeted Revenue-Beginning	2,180,450	17,000	2,986,900	216,450	5,400,800
3 Total Budgeted Revenue	2,180,450	17,000	2,986,900	216,450	5,400,800
4 Budgeted Expenses					
5 Personnel	405,313	-	549,012	173,421	1,127,746
6 November Supplements	7,576		7,536	3,229	18,341
7 Total Personnel	412,889	-	556,548	176,650	1,146,087
8 Operating	2,081,423	10,000	2,365,737	45,903	4,503,063
9 Total Operating	2,081,423	10,000	2,365,737	45,903	4,503,063
10 Equipment	1,881	-	15,334	7,666	24,881
11 Register Replacements	7,455				7,455
12 Total Equipment	9,336	-	15,334	7,666	32,336
13 Total Budgeted Expenses	2,503,648	10,000	2,937,619	230,219	5,681,486
14 Increase(Decrease) in Fund Balance	(323,198)	7,000	49,281	(13,769)	(280,686)
15 Estimated Ending Fund Balance	4,068,516	200,618	1,893,746	500,066	6,662,947

**St. Johns River State College
Budget Amendment Request
Fund 7: Capital Outlay/Plant Fund**

Fiscal Year 2025-26
Month December

Amendment Number: 2

Be it resolved that the District Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Fund Name: Plant Fund Number: 7

Category	Approved Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	\$ 22,515,443			\$ 22,515,443
Revenues	\$ 22,719,362		\$ 1	\$ 22,719,361
Expenditures:				
Capital Improvement Fee	\$ 3,781,886	\$ -	\$ -	\$ 3,781,886
Sale of Assets	57,875			57,875
Local Transfers	10,289,443		1	10,289,442
Capital Outlay & Debt Service (CO&DS)	775,454			775,454
Renovation/Remodel (PECO)	120,693			120,693
24/25 Reno Clasrm Bldg Wkfrs Ctr Add	9,999,124			9,999,124
State Deferred Maintenance	694,886	-	-	694,886
Total Expenditure Budget	\$ 25,719,362	\$ -	\$ 1	\$ 25,719,361
Estimated Ending Fund Balance	<u>\$ 19,515,444</u>			<u>\$ 19,515,444</u>

Justification: Contingency funds as needed for scope of work changes.

Certified:


Vice President/Chief Financial Officer

Date: 1-12-26

	2025-26 APPROVED BUDGET	BUDGET AMENDMENT TWO	2025-26 AMENDED BUDGET
<u>REVENUE BUDGET</u>			
Capital Improvement Fee	\$ 3,781,886	\$ -	\$ 3,781,886
21/22 Rem/Ren/Add Instructional & Support-Orange Park Campus	120,693		120,693
Capital Outlay &Debt Service (CO&DS)	775,454		775,454
State Deferred Maintenance	694,886		694,886
24/25 Reno Classroom Building Workforce Center Addition	9,999,124		9,999,124
Other Income	57,875		57,875
College Funds	10,289,443	(1)	10,289,442
2025-26 Capital Outlay Revenue Budget	\$ 25,719,362	\$ (1)	\$ 25,719,361
<u>EXPENDITURE BUDGET</u>			
<u>Capital Improvement Fee</u>			
Student Safety Improvements	177,725	\$ -	177,725
SAC Building V (Viking Center) Furnishings & Equipment	23,780		23,780
Classroom Eq-Learning Resources	20,097		20,097
Academic Departmental Capital Equipment Needs	17,355		17,355
Technology Refresh 2022-23			-
Technology Refresh 2023-24			-
Technology Refresh 2024-25	413,193		413,193
Technology Refresh 2025-26	600,000		600,000
C/W Carpet Replacement	15,192		15,192
PAC FloArts Black Box Renovation	8,474		8,474
Student Related Capital Purchases - Expenses	17,010		17,010
Cisco Phone Upgrade	12,134		12,134
Remodel/Addition to FloArts Building	275,000		275,000
Unallocated Funding	2,148,490	-	2,148,490
	\$ 3,728,451	\$ -	\$ 3,728,451
<u>Capital Improvement Fee - PSAV</u>			
Unallocated Funding	\$ 53,435	\$ -	\$ 53,435
	\$ 53,435	\$ -	\$ 53,435
<u>Sales of Assets</u>			
Miscellaneous Projects	\$ 11,497	\$ -	\$ 11,497
Sale of Assets Expenses	4,575		4,575
Unallocated Funding	41,804	-	41,804
	\$ 57,875	\$ -	\$ 57,875
<u>Local-Transfer</u>			
PAC Building A (Admin.) Renovation	\$ 2,250	\$ -	\$ 2,250
Tree Campus	4,021		4,021
SAC Building V (Viking Center) Addition/Renovation	25,769		25,769
Security Updates	-		-
Facilities Planning	690	776	1,466
PAC Softball Batting Cage	777	(777)	-
Remodel/Addition to FloArts Building	7,910,759		7,910,759
Unallocated Funding	-	-	-
	\$ 7,944,265	\$ (1)	\$ 7,944,265

Local-Deferred Maintenance

C/W Sidewalk Repairs	\$ 4,573	\$ -	\$ 4,573
PAC Covered Walkway	1,542	(1,542)	-
C/W Miscellaneous Maintenance Projects	1,559,235	(500,000)	1,059,235
PAC Miscellaneous Deferred Maintenance (Beautification)	715,115		715,115
C/W Elevator Upgrades	64,376		64,376
PAC Site Improvements Project	-		-
PAC, Gymnasium Projects		500,000	500,000
Unallocated Funding	337	1,542	1,879
	<u>\$ 2,345,178</u>	<u>\$ -</u>	<u>\$ 2,345,178</u>

Local-Capital Projects

SAC Chiller/Cooling Tower Replacement	\$ -	\$ -	\$ -
PAC Sewer Lift Station Replacement	-		-
PAC Sewer Line & Manhole Replacement Phase 1	-		-
Unallocated Funding	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Capital Outlay & Debt Service

Furniture Replacement	\$ 24,794	\$ -	\$ 24,794
C/W Roof Repair	-		-
Infrastructure & Site Improvements	234,958		234,958
PAC Storm Water Master Plan	50,000		50,000
Civil Rights Assessment - ADA Compliance	5,483		5,483
Library, Gender Neutral Restroom, PAC	-		-
Unallocated Funding	460,219	-	460,219
	<u>\$ 775,454</u>	<u>\$ -</u>	<u>\$ 775,454</u>

21/22 OPC Ren/Rem (PECO)

OPC Chiller Project for Thrasher Horne Center (Special Needs Shelter)	\$ 120,693	\$ -	\$ 120,693
	<u>\$ 120,693</u>	<u>\$ -</u>	<u>\$ 120,693</u>

State Deferred Maintenance

PAC Building V Roof Replacement	\$ -	\$ -	\$ -
PAC Library Restroom/Window Wall System, ADA/Life Safety	1,067		1,067
SAC Chiller Replacement	6,997		6,997
OPC Chiller and Cooling Tower Replacement	230,550		230,550
PAC Sewer Piping Repair/Replacement	456,273	-	456,273
	<u>\$ 694,886</u>	<u>\$ -</u>	<u>\$ 694,886</u>

24/25 PAC Ren/Add (PECO)

PAC Ren/Add Classroom Building and Workforce Addition	\$ 9,999,124	\$ -	\$ 9,999,124
	<u>\$ 9,999,124</u>	<u>\$ -</u>	<u>\$ 9,999,124</u>

2025-26 Capital Outlay Expenditure Budget

	\$ 25,719,362	\$ (1)	\$ 25,719,361
--	----------------------	---------------	----------------------

C/W Sidewalk Repairs	\$ 4,573	\$ -	\$ 4,573
PAC Covered Walkway	1,542	(1,542)	-
C/W Miscellaneous Maintenance Projects	1,559,235	(500,000)	1,059,235
PAC Miscellaneous Deferred Maintenance (Beautification)	715,115		715,115
C/W Elevator Upgrades	64,376		64,376
PAC Site Improvements Project	-		-
PAC, Gymnasium Projects		500,000	500,000
Unallocated Funding	337	1,542	1,879
	<u>\$ 2,345,178</u>	<u>\$ -</u>	<u>\$ 2,345,178</u>
<u>Local-Capital Projects</u>			
SAC Chiller/Cooling Tower Replacement	\$ -	\$ -	\$ -
PAC Sewer Lift Station Replacement	-		-
PAC Sewer Line & Manhole Replacement Phase 1	-		-
Unallocated Funding	-	-	-
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Capital Outlay & Debt Service</u>			
Furniture Replacement	\$ 24,794	\$ -	\$ 24,794
C/W Roof Repair	-		-
Infrastructure & Site Improvements	234,958		234,958
PAC Storm Water Master Plan	50,000		50,000
Civil Rights Assessment - ADA Compliance	5,483		5,483
Library, Gender Neutral Restroom, PAC	-		-
Unallocated Funding	460,219	-	460,219
	<u>\$ 775,454</u>	<u>\$ -</u>	<u>\$ 775,454</u>
<u>21/22 OPC Ren/Rem (PECO)</u>			
OPC Chiller Project for Thrasher Horne Center (Special Needs Shelter)	\$ 120,693	\$ -	\$ 120,693
	<u>\$ 120,693</u>	<u>\$ -</u>	<u>\$ 120,693</u>
<u>State Deferred Maintenance</u>			
PAC Building V Roof Replacement	\$ -	\$ -	\$ -
PAC Library Restroom/Window Wall System, ADA/Life Safety	1,067		1,067
SAC Chiller Replacement	6,997		6,997
OPC Chiller and Cooling Tower Replacement	230,550		230,550
PAC Sewer Piping Repair/Replacement	456,273	-	456,273
	<u>\$ 694,886</u>	<u>\$ -</u>	<u>\$ 694,886</u>
<u>24/25 PAC Ren/Add (PECO)</u>			
PAC Ren/Add Classroom Building and Workforce Addition	\$ 9,999,124	\$ -	\$ 9,999,124
	<u>\$ 9,999,124</u>	<u>\$ -</u>	<u>\$ 9,999,124</u>
2025-26 Capital Outlay Expenditure Budget	\$ 25,719,362	\$ (1)	\$ 25,719,361




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Mr. Randy Peterson
VP for Finance

From: Amy Tincher 
Senior Accountant

Date: January 9, 2026

Subject: Report on Facilities Use for December 2025

For the month of December 2025:

Daytona State College – DCF exams	Palatka
CC's Motorcycle Training	Palatka
Fellowship of Christian Athletes	Palatka
Ross Jones Baseball Academy	Palatka
Palatka Christian Service Center	Palatka
Community Hospice of NE FL	Palatka
Council of Financial Advisors	Orange Park




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Mr. Randy Peterson
VP for Finance

From: Cindy Reed 
Assistant Controller


Date: January 12, 2026

Subject: Action on Write-Off of Tangible Personal Property

The write-off of tangible personal property must be approved by the Board of Trustees at the January 21, 2026, Board Meeting. I recommend write-off approval for the listed tangible personal property items from the college's property system. Please let me know if you have any questions on these items.

<u>Property #</u>	<u>Description</u>	<u>Reason for Write-Off</u>	<u>Acquisition Date</u>
31355	Cisco Infrastructure	ITEM OBSOLUTE	06/27/2013

TO: Joe Pickens, J.D.
College President

FROM: Melanie Brown, Ph.D. 
Chief Operating Officer/Senior Vice President

DATE: January 13, 2026

RE: ***ACTION*** and ***INFORMATIONAL*** Agenda Items
January 21, 2026, District Board of Trustees Meeting

The following items are submitted for the Board of Trustees' consideration at the January 21, 2026, meeting:

1. Student Housing DSO & SJR State Foundation, Dr. Melanie Brown

- a. Action to Approve the 2024-25 St. Johns River State College Student Housing DSO Audit
- b. Action to Approve the 2024-25 Student Housing DSO Internal Revenue Service Return of Organization Exempt from Income Tax Form 990N (Taxable Year Ended March 31, 2025)
- c. Action to Approve the Student Housing Direct Support Organizations (DSO) Audit Review Checklist
- d. Action to Approve the Memorandum of Understanding between St. Johns River State College and the St. Johns River State College Student Housing DSO
- e. Information Only: Letter from Internal Revenue Service, Recognition of Student Housing DSO Tax Exempt Status resulting from Filing Application Form 1023-EZ
- f. Information Only: SJR State President's Gala
 - Save the Date: March 5, 2026, 6pm Thrasher Horne Center, Orange Park
 - 2026 Goals:
 - 1) Establish the SJR State President's Gala as an annual event held at Thrasher Horne each spring
 - 2) Raise \$60,000 to support SJR State students through scholarships and student success initiatives
 - Sponsorship Opportunities
 - Tickets on sale now www.sjrstate.edu/presidents-gala

2. Facilities, AVP Terry Thomas

- a. Information Only: Change Order #001, Scherer Construction, Remodel & Additions to the FloArts Building Project, Palatka Campus
- b. Action to Award RFQ-SJR-06-2025 for New Prequalified Contractor Status
- c. Action to Award RFQ-SJR-07-2025 for Renewal of Prequalified Contractor Status
- d. Action to Award BID-SJR-08-2025 for the Exterior Painting Gymnasium Project, Palatka Campus
- e. Action to Award BID-SJR-09-2025 for the Renovation of Offices and Addition, Gymnasium Project, Palatka Campus
- f. Action to Approve Waiving Solicitation Requirements for Beach Volleyball Courts Project, Palatka Campus

2025

St. Johns River State College Student
Housing Corporation
(a Component Unit of St. Johns River
State College)

Financial Statements and
Independent Auditor's Report

March 31, 2025

**ST. JOHNS RIVER STATE COLLEGE
STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER
STATE COLLEGE)**

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT**

MARCH 31, 2025

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statement of St. Johns River State College Student Housing Corporation (the Corporation), a component unit of St. Johns River State College (the College), as of and for the year ended March 31, 2025, and the related notes to the financial statements, which collectively comprise the Corporation's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as of March 31, 2025, and the changes in its financial position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Corporation and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

The Corporation's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

CERTIFIED PUBLIC ACCOUNTANTS

Gainesville | Ocala | Tallahassee | Sarasota | Orlando | Tampa

purvisgray.com

Members of American and Florida Institutes of Certified Public Accountants

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

INDEPENDENT AUDITOR'S REPORT

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Corporation's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

INDEPENDENT AUDITOR'S REPORT

context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated August 22, 2025, on our consideration of the Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control over financial reporting and compliance.

Purvis Gray

August 22, 2025
Gainesville, Florida

**St. Johns River State College Student Housing Corporation
Management's Discussion and Analysis
For the Year Ended March 31, 2025**

The following is management's discussion and analysis of the activity within the St. Johns River State College (the College) Foundation's (the Foundation) Student Housing checking account for the fiscal year ended March 31, 2025. This report is intended to summarize the limited account activity and provide context on the Foundation's role in student housing financial operations.

Overview and Financial Activity

The Student Housing checking account was opened on **October 17, 2023**, with an initial deposit of **\$10,000.00** designated to support administrative or incidental expenses related to the College's student housing initiatives. During the 2024–2025 fiscal year, the account experienced **minimal financial activity**, with only one transaction recorded:

- A **\$61.25 reimbursement** issued to **the College** on **July 9, 2024**, to cover the 2024 Annual Report Filing with the State of Florida.

As of March 31, 2025, the account balance remains at **\$9,938.75**.

Role of the Foundation and Third-Party Management

It is important to note that **the majority of revenues and expenses associated with the College's student housing operations are not managed through the Foundation**. Instead, **a third-party management company is primarily responsible for overseeing housing-related financial activity**, including rent collection, maintenance, staffing, and operational costs.

The Foundation's involvement is currently limited to housing-related administrative tasks and support functions that fall outside the scope of the third-party manager. The Foundation will continue to monitor and manage this account as needed and in accordance with the College's directives.

Future Considerations

At this time, **housing-related expenditures for the 2025–2026 fiscal year are undetermined**, as the College continues to evaluate long-term planning and partnership strategies. This account may be used in the future to support one-time administrative costs, compliance filings, or other expenses not handled by the third party.

The Foundation remains committed to maintaining transparency and sound stewardship of any student housing-related funds under its care.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF NET POSITION
MARCH 31, 2025

ASSETS

Current Assets

Cash	\$ 9,939
Total Current Assets	<u>9,939</u>

LIABILITIES AND NET POSITION

Current Liabilities

Due to St. Johns River State College Foundation, Inc.	44
Total Current Liabilities	<u>44</u>

Net Position

Unrestricted	9,895
Total Net Position	<u>9,895</u>

Total Liabilities and Net Position	<u>\$ 9,939</u>
---	-----------------

See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED MARCH 31, 2025

Expenses	
General and Administrative	\$ 61
Total Operating Expenses	<u>61</u>
Operating Income	<u>(61)</u>
Change in Net Position	(61)
Net Position, Beginning of Year	<u>9,956</u>
Net Position, End of Year	<u><u>\$ 9,895</u></u>

See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2025

Cash Flows from Operating Activities

Cash Paid for State Annual Filing Requirements	\$ (61)
Net Cash (Used in) Operating Activities	<u>(61)</u>

Net (Decreases) in Cash and Cash Equivalents (61)

Cash and Cash Equivalents, Beginning of Year 10,000

Cash and Cash Equivalents, End of Year \$ 9,939

See accompanying notes.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Note 1 - Summary of Significant Accounting Policies

Nature of Organization

St. Johns River State College Student Housing Corporation (the Corporation) was incorporated on March 2, 2023, as a direct support organization as provided for in Section 1004.70, Florida Statutes, and is considered a discrete component unit of St. Johns River State College (the College). As such, the Corporation is organized to provide a means for the development, financing, acquisition and construction of the College's student housing facilities.

The Corporation is governed by a three-member board. The board members are appointed by the College's board of trustees.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statement of the Corporation have been prepared in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard-setting body for governmental accounting and financial reporting. As such, the Corporation presents only the statements required of enterprise funds, which include the statement of net position, statement of revenues, expenses and changes in net position, and statement of cash flows.

For financial reporting purposes, the Corporation is considered a special-purpose government engaged only in business-type activities. Accordingly, the Corporation prepares its financial statements using the economic resources measurement focus and the accrual basis of accounting in accordance with GAAP for proprietary funds, which is similar to those for private business enterprises. Accordingly, revenues are recorded when earned and expenses are recorded when incurred.

Net Position

The net position of the Corporation is reported as follows:

- *Unrestricted net position* represents net position that does not meet the definition of "restricted" or "net investment in capital assets".

Cash and Cash Equivalents

The Corporation considers all unrestricted, highly liquid investments with a maturity of three months or less to be cash equivalents.

Due to St. Johns River State College Foundation (the Foundation)

Due to the Foundation represents amounts invoiced by the Foundation for filing fees that remain unpaid at year-end.

Operating Activities

Operating revenues and expenses represent ongoing activities of the Corporation, as well as ongoing activities which are in support of the Corporation's student housing for the benefit of the College. Operating activities relate to the Corporation's purpose, organize and operate student housing for the benefit of the College, and to proceed with planning for the necessary sale of the current housing. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Net Position Flow Assumption

Sometimes the Corporation will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to determine amounts reported as restricted and unrestricted net position, it is the Corporation's policy to consider restricted net position to have been used before unrestricted net position is applied.

Note 2 - Deposits and Investments

Custodial Credit Risk – Deposits

Deposits include cash on hand and amounts held in the Corporation's demand accounts. At March 31, 2025, the carrying amount of the Corporation's deposits was \$9,939.

Each demand account is insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. Any balance in excess of FDIC insurance is covered by collateral held by the Corporation's custodial bank, which is pledged to a state trust fund that provide security in accordance with Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.

The Florida Security for Public Deposits Act (the Act) established guidelines for qualification and participation by banks and savings associations, procedures for the administration of the collateral requirements and characteristics of eligible collateral. Under the Act, the qualified public depository must pledge at least 50 percent of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance. Additional collateral, up to a maximum of 125 percent, may be required, if deemed necessary under the conditions set forth in the Act.

Obligations pledged to secure deposits must be delivered to the State Treasurer or, with the approval of the State Treasurer, to a bank, savings association, or trust company provided a power of attorney is delivered to the Treasurer. Under the Act, the pool may assess participating financial institutions on a pro rata basis to fund any shortfall in the event of the failure of a member institution.

Note 3 - Related-Party Transactions

The Corporation is defined as a direct support organization by Florida Statute 1004.70, and as such, the Corporation is organized and operating exclusively to provide residential housing for the College. At March 31, 2025, the Corporation had payables to the Foundation of \$44.

On August 29, 2024, the Corporation signed a ground lease agreement with the College for the use of land on which the student housing is to be constructed. The term of the lease is not to exceed 40 years for a fee of \$1 per annum. Upon termination, all improvements and ownership of all personal property shall be transferred to the College.

ST. JOHNS RIVER STATE COLLEGE STUDENT HOUSING CORPORATION
(A COMPONENT UNIT OF ST. JOHNS RIVER STATE COLLEGE)
NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2025

Note 4 - Sublease and Developer Agreement

The Corporation entered into a long-term sublease agreement with a private developer for the development, design, permitting, financing, construction, operation, and maintenance of a student housing facility located on land leased by the College to the Corporation. The developer is responsible for all costs and risks associated with the project during the lease term.

Under the agreement, the developer has the right to operate the facility and collect rental revenues for a period of 40 years, after which all rights to the facility, including any improvements made, will revert to the Corporation at no cost. The sublease was executed at a nominal rental rate of \$1 per annum.

Note 5 - Risk Management

The Corporation is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, and errors and omissions. The Corporation is insured through the College, which provides coverage for these risks.

ADDITIONAL REPORT

**INDEPENDENT AUDITOR’S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statement of St. Johns Rivers State College Student Housing Corporation (the Corporation), a component unit of St. Johns River State College (the College), as of and for the year ended March 31, 2025, and the related notes to the financial statements, which collectively comprise the Corporation’s basic financial statements, and have issued our report thereon dated August 22, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Corporation’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Corporation’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Corporation’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Corporation’s financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

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Board of Directors
St. Johns River State College
Student Housing Corporation
Palatka, Florida

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Corporation's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Corporation's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Corporation's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Purvis Gray

August 22, 2025
Gainesville, Florida

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COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

Board of Directors
St. Johns River State College Student Housing Corporation
Palatka, Florida

We have audited the financial statements of the St. Johns River State College Student Housing Corporation (the Corporation) for the year ended March 31, 2025, and we will issue our report thereon dated August 22, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 10, 2025. Professional standards also require that we communicate to you the following information related to our audit:

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Corporation are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2025. We noted no transactions entered into by the Corporation during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. No such misstatements were noted during the audit.

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Board of Directors
St. Johns River State College Student Housing Corporation
Palatka, Florida

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated August 22, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Corporation's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Corporation's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, which is required supplementary information (RSI) that supplements the financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the financial statements, and other knowledge we obtained during our audit of the financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of the Board of Directors and management of the Corporation and is not intended to be, and should not be, used by anyone other than these specified parties.

Purvis Gray

August 22, 2025
Gainesville, Florida

DIRECT-SUPPORT ORGANIZATIONS (DSO) AUDIT REVIEW CHECK LIST

DSO NAME: St. Johns River State College Student Housing Corporation

FOR THE YEAR ENDING: April 1, 2024- March 31, 2025

COLLEGE PRESIDENT'S RESPONSE TO DSO AUDIT:

1. In accordance with Section 1004.70(2), Florida Statutes (F.S.), did the chair of the board of trustees appoint a representative to the board of directors and the executive committee of each direct-support organization established under section 1004.70, Florida Statutes?

YES ☒ NO ☐

NAME OF APPOINTEE: Wendell Davis

2. In accordance with section 1004.70(2), F.S., did the president or the president's designee serve on the board of directors and the executive committee of the college's direct-support organization?

YES ☒ NO ☐

NAME OF APPOINTEE: Joe Pickens

3. In accordance with section 1004.70(4)(c), F.S., did the board of trustees approve all transactions or agreements between one direct support organization and another direct support organization?

YES ☒ NO ☐ N/A ☐

4. In accordance with section 1004.70(4)(e), F.S., did the board of trustees authorize all debt, including lease-purchase agreements, incurred by the direct-support organization?

(Authorization for approval of short-term loans and lease-purchase agreements for a term of not more than five years, including renewals, extensions, and refundings, for goods, materials, equipment, and services may be delegated by the board of trustees to the board of directors of the direct-support organization. Trustees shall evaluate proposals for debt according to guidelines issued by the Division of Florida Colleges. Revenues of the Florida College System institution may not be pledged to debt issued by direct-support organizations.)

YES ☐ NO ☐ N/A ☒

5. In accordance with section 1004.70(5), F.S., did this direct-support organization submit to the board of trustees a copy of its Internal Revenue Service (IRS) Application for Recognition of Exemption form (Form 1023) and its IRS Return of Organization Exempt from Income Tax form (Form 990)?

YES ☒ NO ☐

6. **Did the board of trustees review the following issues and accept the annual audit?**

- A. College support of direct-support organization's operating expenses.
- B. Annual change in the direct-support organization's net assets.
- C. Direct-support organization's ability to cover indebtedness (both current and projected).
- D. Direct-support organization's internal controls.
- E. Direct-support organization's compliance with Florida Statute.

YES ☒ NO ☐

7. **If the direct-support organization expended \$750,000 or more in federal awards during the fiscal year, was an independent federal single audit performed as required pursuant to the Single Audit Act Amendments of 1996 (Section 7502 (a)(1)(A)); OMB Circular A-133 (Part 3, Section M); the Florida Single Audit Act (F.S. 215.97 (2)(a)); or other applicable federal and state law?**

YES ☐ NO ☐ N/A ☒

8. **Did the board of trustees approve for the addition or cancellation of a direct-support organization and notify the Florida College System Budget Office and Division?**

YES ☐ NO ☐ N/A ☒

COLLEGE NAME: St. Johns River State College

PRESIDENT (SIGNATURE) _____
(Print Name) Joe H. Pickens, J.D., President

DATE _____

CHAIR, BOARD OF TRUSTEES (SIGNATURE) _____
(Print Name) Rich Komando, J.D., Chair

DATE _____

Please attach this checklist to the audit and return to:

Director, The Florida College System Budget Office
Florida Department of Education
325 West Gaines Street, Suite #1224
Tallahassee, FL 32399-0400
Collegereporting@fldoe.org

St. Johns River State College Student Housing Corporation
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is between St. Johns River State College and the St. Johns River State College Student Housing Corporation. The SJR State Student Housing Corporation (henceforth referred to as the “Corporation”) was organized and incorporated on March 2, 2023, as a direct support organization of St. Johns River State College (henceforth referred to as the “College”).

The purpose of the Corporation is to support the activities and educational purposes of the College by leasing certain real property for purposes of residential housing and other services ancillary to residential housing for the benefit of students of St. Johns River State College.

In consideration of the mutual commitments herein contained, the parties agree as follow:

COLLEGE GOVERNANCE

The College’s District Board of Trustees (henceforth referred to as the “Trustees”) is responsible for overseeing the mission, leadership and operations of the College and for setting priorities and long-term plans for the College.

THE STUDENT HOUSING CORPORATION’S RELATIONSHIP TO THE COLLEGE

The Corporation’s Board of Directors (henceforth referred to as the “Board”) is responsible for the control and management of all assets of the Corporation.

The Corporation shall support the activities and educational purposes of the College by providing assistance in connection with the development, acquisition or construction of capital or other projects, including the leasing of real property.

THE COLLEGE’S RELATIONSHIP TO THE STUDENT HOUSING CORPORATION

The President of the College is responsible for communicating the College’s priorities and long-term plans, as approved by the Trustees, to the Corporation.

The College recognizes that the Corporation is a private corporation with the authority to keep all records and data confidential, consistent with the law.

The President of the College shall serve as a member of the Corporation Board, with voting rights.

A representative, appointed by the College District Board of Trustees shall serve as a member of the Corporation Board, with voting rights.

The College shall comply with FS 1013.40(4)(b), “State operating funds; state performance funds; and revenues collected from the tuition, out-of-state fee, activity and service fee, financial aid fee, technology fee, and distance learning fee may not be used for construction, debt service payments, maintenance, or operation of such dormitories.” However, the College, in accordance with FS 1004.70, may provide in-kind services, such as office space, technology and utilities, as it deems appropriate.

STUDENT HOUSING CORPORATION RESPONSIBILITIES

The Corporation shall be authorized to use the property, facilities, and personal services of the College, to receive, hold, invest, or administer assets or property and to make expenditures for the benefit of the College in accordance with Florida law. The Corporation further shall be authorized to issue revenue bonds, certificates of participation, or other forms of indebtedness upon approval of the College's Board of Trustees and in accordance with the applicable laws of the State of Florida, and to enter into agreements to finance, develop, design and construct, lease, lease-purchase, purchase, or operate facilities necessary and desirable to serve the needs and purposes of the College.

Corporation Funding and Administration

The Corporation is responsible for establishing an annual budget.

The Corporation will provide access to data and records to the College for College purposes, as required by law.

To ensure effective achievement of this Memorandum of Understanding, the College and the Corporation officers and Board representatives shall hold periodic meetings to foster and maintain productive relationships and to ensure open and continuing communications and alignment of priorities.

The foregoing is in compliance with Florida Statutes governing State Colleges, their Trustees, Presidents, and direct support organizations including, but not limited to, §1001.64(14), §1001.64(39) and (40), §1001.65, §1004.06, §1004.70 and §1013.40(4)(b).

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized officers.

By: _____

St. Johns River State College District Board of Trustees Chair, **Rich Komando**

Date: _____

By: _____

St. Johns River State College President, **Joe H. Pickens, J.D.**

Date: _____

By: _____

St. Johns River State College Student Housing Corporation Board Chair, **Wendell Davis**

Date: _____



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

ST JOHNS RIVER STATE COLLEGE STUDENT
HOUSING CORPORATION
C/O JOE PICKENS
5001 ST JOHNS AVENUE
PALATKA, FL 32177-3897

Date:
06/18/2025
Employer ID number:
93-2694070
Person to contact:
Name: Kelli M.
ID number: 0194881
Telephone: (877) 829-5500
Accounting period ending:
March 31
Public charity status:
170(b)(1)(A)(iv)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
March 2, 2023
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053521002385

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

YOUR GENEROSITY TURNS POSSIBILITY INTO REAL OPPORTUNITY!

Your partnership demonstrates a commitment to education, community growth and the success of students who are working to transform their lives. Together, we are creating new opportunities and new futures for the communities we serve.

**FOR SPONSORSHIP DETAILS OR TO SECURE
YOUR PARTNERSHIP, PLEASE CONTACT:**

JoLynn Carter

Director of Development and Foundation Operations

(904) 276-6797 | JoLynnCarter@SJRstate.edu

Michelle Sjogren

Assistant Vice President for Institutional Advancement and Strategic Communications

(904) 276-6814 | MichelleSjogren@SJRstate.edu

THANK YOU!



Orange Park • Palatka • St. Augustine

St. Johns River State College is an equal educational and employment opportunity institution. Read more at SJRstate.edu/nondiscrimination.



SPONSORSHIP PACKAGE



St. Johns River State College

President's Gala

Thursday, March 5, 2026

Thrasher-Horne Center - Lobby & Dining on Stage

2900 Thrasher-Horne Avenue, Orange Park, FL 32065

ABOUT THE EVENT

Join us for an elegant evening in support of SJR State Foundation programs that provide vital assistance to students. Held at the beautiful Thrasher-Horne Center, the President's Gala brings together community partners and friends for exceptional dining and inspiring stories from students whose lives have been changed through donor generosity.

We are pleased to share that Van Royal, a long-time Clay County resident, will serve as the host for the evening.

Your presence helps remove financial barriers and creates brighter futures for students across our three campuses.

WHY YOUR SPONSORSHIP MATTERS

Your sponsorship helps:

- Provide essential financial assistance
- Create pathways to degrees and career advancement
- Strengthen our regional workforce
- Support success across all three SJR State campuses

Your investment empowers students to stay on track and pursue their dreams with confidence.

	PLATINUM SPONSOR (ONE AVAILABLE)	GOLD SPONSOR	SILVER SPONSOR	BRONZE SPONSOR	WINE BOTTLE SPONSOR (TWO AVAILABLE)	LIVE AUCTION SPONSOR (ONE AVAILABLE)	COCKTAIL HOUR SPONSOR (ONE AVAILABLE)	EXCLUSIVE MEDIA SPONSORSHIP IN-KIND SPONSOR
Sponsorship Level	\$10,000 +	\$5,000 +	\$2,500 +	\$1,500 +	\$1,000	\$1,000	\$750	Value up to \$2,500
Seating at Gala	2x VIP Table (10)	VIP Seating (8)	VIP Seating (8)	VIP Seating (4)	VIP Seating (2)	VIP Seating (2)		VIP Seating (2)
Recognition from the podium	🏆	🏆						🏆
Logo recognition and placement on SJR State marketing materials	Prominent	🏆	🏆	🏆	🏆	Logo printed on wine bottle for each VIP table	Logo printed on auction paddles	🏆
Inclusion on SJR State website, social media and digital signage	🏆	🏆	🏆	🏆				🏆
Marquee Listing (Clay and Putnam County)	🏆							
Recognition in e-newsletters	🏆	🏆	🏆	🏆	🏆	🏆	🏆	🏆

SPONSOR BENEFITS

Our prestigious President's Gala is a signature event that we expect will attract more than 300 business and community leaders to support students at St. Johns River State College.



Scan the QR code or visit sjrstate.edu/presidents-gala for more details.




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning and Capital Projects

Date: January 13, 2026

Subject: Information Item: Change Order #001 to the Scherer Construction Contract

This is an information item for the Board of Trustees at their meeting on January 21, 2026. Change Order #001 was executed by the College to the Scherer Construction contract for the remodel and addition to the Flo-Arts building project on the Palatka campus.

Change Order #001 was an additive change order in the amount of \$3,356.21. This change order included

COP #2RI – (\$27,181.60) is a credit for roofing materials bought by SJRSC Owner Direct Purchase.
COP #3 - \$7,554.35 is proposed for removing wallpaper not shown to be removed in the drawings and requested by the architect in RFI #5.
COP #4RI - \$1,415.95 is to repair existing electrical circuits per RFI #10 and to relocate electrical outlets per RFI #13.
COP #5 - \$20,625.13 is proposed to add structural beams and a column will per RFI #3.
COP #6 - \$6,508.28 is for structural steel to be added per RFI #4.
COP #7 - \$551.53 is to relocate existing electrical panel per RFI #22.
COP #8 - \$14,000.73 is to replace 135 sheets of rotten plywood sheathing on the existing buildings.
COP #9 - \$0.00 was issued this week adding an additional 30 days to the project at no cost to the college.
COP #11 – (\$20,118.16) is a credit to change the glazing from Viralite 1" glass to Trulite 1" glass.

Please let me know if I may answer any questions regarding this agenda item.

Attachment (1)



AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
Remodel and Addition to the FloArts
Building, Palatka Campus St. Johns River
State College
5001 St. Johns Avenue, Palatka FL 32177

CONTRACT INFORMATION:
Contract For: General Construction

Date: 06-03-2025

CHANGE ORDER INFORMATION:
Change Order Number: 001

Date: 11-20-2025

OWNER: (Name and address)
St. Johns River State College
5001 St. Johns Avenue, Palatka FL 32177

ARCHITECT: (Name and address)
Kasper Architects + Associates
10175 Fortune Parkway, Suite 701
Jacksonville FL 32256

CONTRACTOR: (Name and address)
Scherer Construction
2504 NW 71st Place, Gainesville FL
32653

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

GC to proceed with work outlined in COP #2R1 - 11

(Please see attached COP's for reference)

COP #2R1 - (\$27,181.60) is a credit for roofing materials bought by SJRSC Owner Direct Purchase.

COP #3 - \$7,554.35 is proposed for removing wallpaper not shown to be removed in the drawings and requested by the architect in RFI#5.

COP #4R1 - \$1,415.95 is to repair existing electrical circuit per RFI #10 and to relocate electrical outlets per RFI #13.

COP #5 - \$20,625.13 is proposed to add structural beams and a column will per RFI #3.

COP #6 - \$6,508.28 is for structural steel to be added per RFI #4.

COP #7 - \$551.53 is to relocate existing electrical panel per RFI #22.

COP #8 - \$14,000.73 is to replace 135 sheets of rotten plywood sheathing on the existing buildings.

COP #9 - \$0.00 was issued this week adding an additional 30 days to the project at no cost to the college.

COP #11 - (\$20,118.16) is a credit to change the glazing from Vitalite 1" glass to Trulite 1" glass.

The original was

\$ 12,614,013.00

The net change by previously authorized Change Orders

\$ 0.00

The prior to this Change Order was

\$ 12,614,013.00

The will be increased by this Change Order in the amount of

\$ 3,356.21

The new including this Change Order will be

\$ 12,617,369.21

The Contract Time will be increased by Thirty-One (31) days.

The new date of Substantial Completion will be 07-31-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.


ARCHITECT (Signature)

BY: David Martin - PM

(Printed name, title, and license
number if required)

11/24/25
Date


CONTRACTOR (Signature)

BY: Oliver Kirkpatrick - PM

(Printed name and title)

11/24/2025
Date


OWNER (Signature)

BY: Joe H. Pickens, J.D. - President

(Printed name and title)

12/2/25
Date



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #02R1

September 24, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #02R1
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Roofing ODP
 - Credit for the cost of the roofing materials purchased directly by SJRSC.
 - Sales tax is not included in this credit because it was already included in the \$10,000 ODP credit provided with the original contract.

The contract will be decreased by: Twenty-Seven Thousand One Hundred Eighty-One Dollars and Sixty Cents (\$27,181.60).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018
www.schererconstruction.com

Change Order Proposal #02R1

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25652

September 24, 2025

Description of Work: Credit for cost of roofing materials purchased directly by SIRSC.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Roofing	-1	LS		\$ -		\$ -	\$ 27,076.00	\$ (27,076.00)	\$ (27,076.00)
Subtotal				\$ -		\$ -		\$ (27,076.00)	\$ (27,076.00)
Labor Burden (40% of Labor Subtotal)								\$ -	-
Materials Tax (7% of Materials Subtotal)								\$ -	-
General Liability (0.39% of Subcontract Subtotal)								\$ (105.60)	(105.60)
Total								\$ (27,181.60)	(27,181.60)

Jacksonville
3003 Phillips Hwy
Jacksonville, FL 32207



08-0011413773

ORDER ACKNOWLEDGMENT

Account: THUROO 0003
Branch: 08JAX
Phone: (352)-222-3459
Fax:

Bill To: *ST JOHNS RIVER STATE COLLEGE
5001 SAINT JOHNS AVE
PALATKA, FL 32177

Ship To: THUE ROOFING & CONSTRUCTION LLC
5001 ST JOHNS AVE
FLO ARTS CENTER
PALATKA, FL 32177

Page 1 of 2

PO: FLO ARTS CENTER		Ref:		Job: 2ND SHIPMENT	
Order Date: 08/25/25 Exp Delv Date: 10/31/25		Sales JCLOER Agents JCLOER		Type: 02CALDLV Ordered By: CHRIS P Created By: JCLOER	
Ship Via: *CRS					

QUANTITY	UOM	ITEM/DESCRIPTION	PRICE/UOM	AMOUNT
8000	SQFT	** Not Assigned Group ** 7563920 8 ROLLS GAF 60-MIL TPO-10' X 100' -EVERGUARD	0.75/SQFT	6,000.00
5500	SQFT	7561920 11 ROLLS GAF 60-MIL TPO-5' X 100' -EVERGUARD	0.75/SQFT	4,125.00
3	EACH	Z165-4NH ***Z163-4"NH*** ZURN 4" COMBINATION DRAIN* -ROOF & OVERFLOWW/CAST IRON DOME	632.00/EACH	1,896.00
1	EACH	BILNB50 BILCO NB-50 ROOF HATCH* 30" X 54" ALL ALUMINUM	1,485.00/EACH	1,485.00
33.6	SQ	TAPISOX 4 UNITS 18 PCS TAPERED ISO 1/2"--1 1/2" "X" ISO PANEL 4'X4'(48 PCS/UNIT) #317246	0.00/SQ	0.00
30.72	SQ	TAPISOY 8 UNITS TAPERED ISO 1.5"--2.5" "Y" ISO PANEL-4X4(24 PCS/UNIT) #317255	0.00/SQ	0.00
22.24	SQ	4ISO2 5 UNITS 19 PCS 2.0" ISO INSULATION (4X4) (24 PCS/UNIT) #316821	0.00/SQ	0.00
19.2	SQ	4ISO4 10 UNITS 4.0" ISO INSULATION (4X4) (12 PCS/ UNIT)#317006	0.00/SQ	0.00
1	EACH	** TAPERED SYSTEM Group ** TAPER 250307-SJR-A TAPERED INSULATION SYSTEM	13,500.00/EACH	13,500.00

Jacksonville
3003 Phillips Hwy
Jacksonville, FL 32207



08-0011413773

ORDER ACKNOWLEDGMENT

Account: THUROO 0003
Branch: 08JAX
Phone: (352)-222-3459
Fax:

Bill To: *ST JOHNS RIVER STATE COLLEGE
5001 SAINT JOHNS AVE
PALATKA, FL 32177

Ship To: THUE ROOFING & CONSTRUCTION LLC
5001 ST JOHNS AVE
FLO ARTS CENTER
PALATKA, FL 32177

Page 2 of 2

PO: FLO ARTS CENTER		Ref:		Job: 2ND SHIPMENT	
Order Date: 08/25/25		Sales JCLOER		Type: 02CALDLV	
Exp Delv Date: 10/31/25		Agents JCLOER		Ship Via: *CRS	
				Ordered By: CHRIS P	
				Created By: JCLOER	
QUANTITY		UOM		ITEM/DESCRIPTION	
				PRICE/UOM	
				AMOUNT	
				Subtotal	
				27,006.00	
				Fuel Surcharge	
				70.00	
				1.5 % SERVICE CHARGE PER MONTH	
				ON ALL AMOUNTS OVER 30 DAYS.	
				ALL CLAIMS AND RETURNED GOODS	
				MUST BE ACCOMPANIED BY THIS	
				YARD ORDER.	
				A RESTOCKING FEE WILL BE IMPOSED	
				ON ALL RETURNS.	
				Non-Discountable items are NOT included in the term discount.	
				Items marked with an asterisk (*) are not discountable. Please	
				refer to the discount allowance at the bottom of your invoice	
				for the proper discount amount.	
				CRS, Inc.	
				www.crsupply.com	

Balance **\$27,076.00**



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2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #03

September 23, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #03
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Demolition
 - Remove 11,709 SF of existing wallpaper not shown to be removed on drawings per direction in RFI #5.

The contract will be increased by: Seven Thousand Five Hundred Fifty-Four Dollars and Thirty-Five Cents (\$7,554.35).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018
www.schererconstruction.com

Change Order Proposal #03

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25652

September 23, 2025

Description of Work: Remove 11,709 SF of existing wallpaper not shown to be removed on drawings per direction in RFI #5.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Demolition	1	LS		\$ -		\$ -	\$ 7,525.00	\$ 7,525.00	\$ 7,525.00
Subtotal				\$ -		\$ -		\$ 7,525.00	\$ 7,525.00
Labor Burden (40% of Labor Subtotal)								\$ -	\$ -
Materials Tax (7% of Materials Subtotal)								\$ -	\$ -
General Liability (0.39% of Subcontract Subtotal)								\$ 29.35	\$ 29.35
Total								\$	7,554.35



Place, Gainesville, FL 32608
(352) 281-6435, Fax: (352) 226-8653
Rjcameronci1@gmail.com
Lic: CGC058711

Oliver Kirkpatrick
Project Manager
Scherer Construction
SJRCs Fl-Arts Building
COP 03

Change Order Proposal 03

As requested, the following represents our proposal for additional costs to remove the wallpaper from the existing walls scheduled to remain, as requested by Scherer Construction.

Added Labor, Materials & Equipment **\$7,525.00**

Inclusions:

Remove 11,709 square feet of existing wallpaper throughout the building and dispose of it in the dumpster.

Exclusions:

Design engineering of any kind
Repair/replacement of existing substrate or metal studs due to the removal of wallpaper or tile.
Any and all items not specifically addressed as inclusions.

Time impact of changes will require an additional 4 working days to our previous work schedule.

All work to be completed during normal business hours (Mon through Fri, 07:00am to 15:30pm).
Premium time/overtime is not included in this proposal.

Please feel free to contact me directly with any questions, comments or concerns. Please sign and acknowledge approval of COP and return to Brenda@rjcameron.net. RJ Cameron will expect prompt execution of change order and bill accordingly on next billing cycle.

Thank you Kindly,

A handwritten signature in cursive script that reads "Brenda Bruce".

Brenda Bruce
R.J. Cameron Construction, Inc.

Contractor: _____

By (Signature): _____

(Typed Name): _____

Date: _____

R.J. Cameron Construction, Inc.
7826 SW 37th Place Gainesville, FL 32608
352-281-6435

Project: SJRSC-Flo-Arts Building

Description of Change: Wallpaper Removal

DATE: 08/11/2025

LABOR

<u>Quantity</u>	<u>Units</u>	<u>Description</u>	<u>\$/unit</u>	<u>Cost of labor</u>
96	Man Hours	Demo Wallpaper	\$ 48.00	\$ 4,608.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
		Labor Subtotal		\$ 4,608.00
		Labor Burden Percentage	42%	\$ 1,935.36
		Labor Total		\$ 4,608.00

MATERIAL

<u>Quantity</u>	<u>Units</u>	<u>Description</u>	<u>\$/unit</u>	<u>Cost of Material</u>
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
		Material subtotal		\$ -
		Material Sales Tax	7.50%	\$ -
		Material Total		\$ -

EQUIPMENT & SUBCONTRACTORS & UNIT COSTS

<u>Quantity</u>	<u>Units</u>	<u>Description</u>	<u>\$/unit</u>	<u>Cost of Material</u>
			\$ -	\$ -
			\$ -	\$ -
				\$ -
				\$ -
		Equipment & Sub Total		\$ -

	Labor Total	\$ 4,608.00
	Material total	\$ -
	Equipment & Sub Total	\$ -
	Subtotal	\$ 4,608.00
	Labor Burden Total	\$ 1,935.36
	OH&P	15% \$ 981.50
	GRAND TOTAL (no pennies)	\$ 7,525

DEMOLITION PLAN

WALL TO BE DEMOLISHED

WALL TO REMAIN

0'0"

FOR DEMOLITION PLAN

Second Floor Wallpaper Removal Layout 2,250 sqft



2 FLOOR DEMOLITION PLAN



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2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
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Change Order Proposal #04R1

October 3, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #04R1
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Electrical
 - o Repair existing electrical circuit in equipment yard per response to RFI #10.
 - o Relocate existing electrical outlets in Auditorium not shown to be relocated on drawings per response to RFI #13.

The contract will be increased by: One Thousand Four Hundred Fifteen Dollars and Ninety-Five Cents (\$1,415.95).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018
www.schererconstruction.com

Change Order Proposal #04R1

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25632

October 3, 2025

Description of Work: Repair existing circuit in equipment yard per RFI #10 and relocate existing electrical outlets per RFI #13.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Electrical	1	LS		\$ -		\$ -	\$ 1,410.45	\$ 1,410.45	\$ 1,410.45
Subtotal				\$ -		\$ -		\$ 1,410.45	\$ 1,410.45
Labor Burden (40% of Labor Subtotal)								\$ -	-
Materials Tax (7% of Materials Subtotal)								\$ -	-
General Liability (0.39% of Subcontract Subtotal)								\$ 5.50	5.50
Total								\$ 1,415.95	1,415.95

Totals (Detailed) - Bid Summary: Default

Job Number 197
 Bid Date 9/26/2025
 Bid Time 11:01:00 AM
 Square Footage 0

Material Totals

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	\$53.73	0.00 %	\$53.73
02 Wire & Cable	22.49	0.00 %	22.49
05 Wiring Device & Covers	71.69	0.00 %	71.69
07 Misc	2.32	0.00 %	2.32
18 Phase #18	13.96	0.00 %	13.96
Total	\$164.19		\$164.19
Sales Tax (7.50%)			\$12.31
Total Material			\$176.50

Labor Hours

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	6.44	0.00 %	6.44
02 Wire & Cable	0.83	0.00 %	0.83
05 Wiring Device & Covers	1.34	0.00 %	1.34
07 Misc	0.12	0.00 %	0.12
18 Phase #18	0.60	0.00 %	0.60
Total	9.33		9.33

Labor Rates

<u>Category</u>	<u>% of Total</u>	<u>Hours</u>	<u>Base Rate</u>	<u>Burden \$</u>	<u>Burden %</u>	<u>Extended</u>
Journeyman	100.000	9.330	\$33.00	16.17	49.000	\$458.76
Total	100.000	9.330	x \$49.17 (average of labor rate w/burden) =			\$458.76

Non-Productive Labor

<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Factor</u>	<u>Extended</u>
Total				\$0.00
Total Labor (9.33 hours)				\$458.76
Job Subtotal (Prime Cost)				\$635.26
Overhead (15.00%)				95.29
Profit (15.00%)				109.58

Totals (Detailed) - Bid Summary: Default

Job Total	\$840.13
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Actual Bid Price	\$840.13
------------------	----------

Material to Direct Labor ratio: 0.28

Prime Cost per square foot	\$0.00
----------------------------	--------

Job Total per square foot	\$0.00
---------------------------	--------

Actual Bid Price per square ft	\$0.00
--------------------------------	--------

Labor cost per square foot	\$0.00
----------------------------	--------

Labor hours per square foot	0.00
-----------------------------	------

Gross Profit %	24.39
----------------	-------

Gross Profit \$	\$204.87
-----------------	----------

Net Profit %	13.04
--------------	-------

Oliver RFI #10

Job Number: 197

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr
— 01 Raceway, Fittings & Boxes —						
1010	1/2" EMT (Difficult)	40	87.38 C	34.95	6.70 C	2.68
1496	1/2" Comp Steel Insul Throat Conn	2	187.72 C	3.75	0.18 E	0.36
1576	1/2" Compression Steel Cplg	4	137.57 C	5.50	0.25 E	1.00
2571	4" Square Box (1/2 & 3/4 KO's)	2	206.00 C	4.12	0.30 E	0.60
2579	1G WP Bell Box-(3)1/2" Hubs	2	270.44 C	5.41	0.90 E	1.80
	— 01 Raceway, Fittings & Boxes Total —			53.73		6.44
— 02 Wire & Cable —						
2787	#12 THHN CU Solid Wire	138	162.99 M	22.49	6.00 M	0.83
	— 02 Wire & Cable Total —			22.49		0.83
— 05 Wiring Device & Covers —						
4518	20A/125V Spec Grade GFI Dup Rcpt (5-20R)	2	25.30 E	50.60	0.35 E	0.70
4771	1G WP In Use Cover	2	10.00 E	20.00	0.20 E	0.40
4791	4" Square Flat Blank Cover w/KO	2	54.33 C	1.09	0.12 E	0.24
	— 05 Wiring Device & Covers Total —			71.69		1.34
— 07 Misc —						
6839	Red Wirenuts	6	96.53 M	0.58	3.50 M	0.02
1234868	Green Grounding Pigtail	2	87.00 C	1.74	0.05 E	0.10
	— 07 Misc Total —			2.32		0.12
— 18 Phase #18 —						
T0001	Caddy Bracket 1/2' - 3/4" Flange type	4	2.65 E	10.60	0.05 E	0.20
T0002	#8 x 1/2" Zips	8	0.42 E	3.36	0.05 E	0.40
	— 18 Phase #18 Total —			13.96		0.60
	Job Total			164.19		9.33

Totals (Detailed) - Bid Summary: Default

Job Number 198
 Bid Date 9/28/2025
 Bid Time 11:31:00 AM
 Square Footage 0

Material Totals

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	\$23.98	0.00 %	\$23.98
02 Wire & Cable	102.01	0.00 %	102.01
18 Phase #18	5.30	0.00 %	5.30
Total	\$131.29		\$131.29
Sales Tax (7.50%)			\$9.85
Total Material			\$141.14

Labor Hours

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	2.20	0.00 %	2.20
02 Wire & Cable	3.60	0.00 %	3.60
18 Phase #18	0.10	0.00 %	0.10
Total	5.90		5.90

Labor Rates

<u>Category</u>	<u>% of Total</u>	<u>Hours</u>	<u>Base Rate</u>	<u>Burden \$</u>	<u>Burden %</u>	<u>Extended</u>
Journeyman	100.000	5.900	\$33.00	16.17	49.000	\$290.10
Total	100.000	5.900	x \$49.17 (average of labor rate w/burden) =			\$290.10

Non-Productive Labor

<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Factor</u>	<u>Extended</u>
Total				\$0.00
Total Labor (5.90 hours)				\$290.10
Job Subtotal (Prime Cost)				\$431.24
Overhead (15.00%)				64.69
Profit (15.00%)				74.39
Job Total				\$570.32

Actual Bid Price

\$570.32

Totals (Detailed) - Bid Summary: Default

Material to Direct Labor ratio: 0.33

Prime Cost per square foot

\$0.00

Job Total per square foot

\$0.00

Actual Bid Price per square ft

\$0.00

Labor cost per square foot

\$0.00

Labor hours per square foot

0.00

Gross Profit %

24.39

Gross Profit \$

\$139.08

Net Profit %

13.04

Oliver RFI #13

Job Number: 198

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr
— 01 Raceway, Fittings & Boxes —						
1010	1/2" EMT (Difficult)	20	87.38 C	17.48	6.70 C	1.34
1496	1/2" Comp Steel Insul Throat Conn	2	187.72 C	3.75	0.18 E	0.36
1576	1/2" Compression Steel Cplg	2	137.57 C	2.75	0.25 E	0.50
— 01 Raceway, Fittings & Boxes Total —				23.98		2.20
— 02 Wire & Cable —						
2790	#12 THHN CU Stranded Wire	600	170.01 M	102.01	6.00 M	3.60
— 02 Wire & Cable Total —				102.01		3.60
— 18 Phase #18 —						
T0001	Caddy Bracket 1/2" - 3/4" Flange type	2	2.65 E	5.30	0.05 E	0.10
— 18 Phase #18 Total —				5.30		0.10
Job Total				131.29		5.90



**PRESTON
LINK**

ELECTRIC, INC. EC 13001848

4000 S.W. 35th Terrace - Gainesville, Florida 32608 - Voice 352-373-3516 Fax 352-335-3836

Change Order Proposal

9/23/2025

TO:

Mr. Oliver Kirkpatrick
Scherer Construction, LLC
Gainesville, FL

Project Name: SJRSC FlowArts Renovations

Request: RFI No.10

PLE Project No. C3788-25

PLE Change Order Proposal No.C3788-COP1

Work Description:

Furnish additional labor and materials associated with changes in scope as described in RFI #10
08.25.25

The Total amount of this Change Order is : **\$1,277.04**

Attached are the following supporting reports:

- **Extensions** (Material Quantities, Prices and Labor Unitswith Extended Totals)
- **Summary Totals** (Recap Sheet)

If you should have any questions or if I can be of further assistance please call me.

Sincerely,

Guy Roig
Vice President
Preston-Link Electric, Inc.
V-352.373.3517 F-352.335.3836 C-352.339.2905
www.prestonlinkelectric.com

SJRSC Flowart Renovations : RFI No.10
Totals (Summary) - Bid Summary: Default

Material	
Non-Quoted	\$334.81
Quotes	0.00
Sales Tax (7.50%)	25.11
Total Material	\$359.92
Labor	
Direct (14.18 hours @ \$52.93)	\$750.55
Non-Productive Labor	0.00
Total Labor (14.18 hours)	\$750.55
Direct Job Expenses	\$0.00
Tools and Miscellaneous Materials	0.00
Subcontracts	0.00
Job Subtotal (Prime Cost)	\$1,110.47
Overhead (0.00%)	0.00
Profit (15.00%)	166.57
Job Total	\$1,277.04
 Actual Bid Price	 \$1,277.04
 Material to Direct Labor ratio: 0.32	
Prime Cost per square foot	\$0.00
Job Total per square foot	\$0.00
Actual Bid Price per square ft	\$0.00
Labor cost per square foot	\$0.00
Labor hours per square foot	0.00
Gross Profit %	13.04
Gross Profit \$	\$166.57
Net Profit %	13.04

SJRS Flowart Renovations : RFI No.10

Job Number: C3788-COP1

Item #	Description	Quantity	Extension By Phase			Labor Hr U	Ext Lab Hr	Lab Factor[%]	Mat Factor[%]
			Price U		Ext Price				
— 01 Raceway, Fittings & Boxes —									
1012	1/2" EMT	40.00	150.92 C		60.37	11.70 C	4.68	0.00	0.00
1466	1/2" Steel Comp Insul Throat Conn	2.00	1.86 E		3.72	0.16 E	0.36	0.00	0.00
1556	1/2" Steel Compression Coupling	4.00	170.73 C		8.83	0.25 E	1.00	0.00	0.00
2413	1/2"&3/4"to 1/8"&1/4" Flange Hanger (Caddy)	4.00	342.59 C		13.70	3.00 C	0.12	0.00	0.00
2461	4S x 1-1/2" Box with raised GND	2.00	661.50 C		13.23	0.30 E	0.60	0.00	0.00
2484	1G WP Bell Box-(3)1/2" Hubs	2.00	843.67 C		16.87	1.90 E	3.80	0.00	0.00
7990	Grndscr&Bare Pigtail	2.00	9,830.00 M		19.66	2.00 C	0.04	0.00	0.00
7999	8 X 1/2" Zippss	8.00	25.30 C		2.02	0.15 E	1.20	0.00	0.00
— 01 Raceway, Fittings & Boxes Total —					136.40		11.80		
— 02 Wire & Cable —									
2825	#12 THHN CU Solid Wire	138.00	854.21 M		90.28	6.00 M	0.83	0.00	0.00
6980	Red Wlrenuts	6.00	186.55 M		1.12	3.50 C	0.21	0.00	0.00
— 02 Wire & Cable Total —					91.40		1.04		
— 05 Wiring Device & Covers —									
2476	4" Square Flat Blank Cover w/KO	2.00	1,184.66 C		23.69	0.12 E	0.24	0.00	0.00
5353	20A/125V Spec Grade GFI Dup Rcpt (5-20R)	2.00	18.48 E		36.92	0.35 E	0.70	0.00	0.00
— 05 Wiring Device & Covers Total —					60.61		0.94		
— 09 Phase #9 —									
16546874	1G WP In Use Cover	2.00	23.20 E		46.40	0.20 E	0.40	0.00	0.00
— 09 Phase #9 Total —					48.40		0.40		
Job Total					334.81		14.18		



PRESTON

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ELECTRIC, INC. EC 13001848

4000 S.W. 35th Terrace - Gainesville, Florida 32608 - Voice 352-373-3516 Fax 352-335-3836

Change Order Proposal

9/23/2025

TO:

Mr. Oliver Kirkpatrick
Scherer Construction, LLC
Gainesville, FL

Project Name: SJRSC FlowArts Renovations

Request: RFI No. 13

PLE Project No. C3788-25

PLE Change Order Proposal No. C3788-COP2

Work Description:

Furnish additional labor and materials associated with changes as described in response to RFI #13

The Total amount of this Change Order is : **\$1,276.96**

Attached are the following supporting reports:

- **Extensions** (Material Quantities, Prices and Labor Units with Extended Totals)
- **Summary Totals** (Recap Sheet)

If you should have any questions or if I can be of further assistance please call me.

Sincerely,

Guy Roig

Vice President

Preston-Link Electric, Inc.

V-352.373.3517 F-352.335.3836 C-352.339.2905

www.prestonlinkelectric.com

SJRSC Flowart Renovations : RFI No. 13
Totals (Summary) - Bid Summary: Default

Material	
Non-Quoted	\$500.19
Quotes	0.00
Sales Tax (7.50%)	37.51
Total Material	\$537.70
Labor	
Direct (10.82 hours @ \$52.93)	\$572.70
Non-Productive Labor	0.00
Total Labor (10.82 hours)	\$572.70
Direct Job Expenses	\$0.00
Tools and Miscellaneous Materials	0.00
Subcontracts	0.00
Job Subtotal (Prime Cost)	\$1,110.40
Overhead (0.00%)	0.00
Profit (15.00%)	166.56
Job Total	\$1,276.96
 Actual Bid Price	 \$1,276.96

SJRS Flowart Renovations : RFI No. 13

Job Number: C3788-COP2

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr	Lab Factor[%]	Mat Factor[%]
--- 01 Raceway, Fittings & Boxes ---								
1002	1/2" EMT	20.00	328.50 C	65.70	4.50 C	0.90	0.00	0.00
1466	1/2" Steel Comp Insul Throat Conn	2.00	1.86 E	3.72	0.18 E	0.36	0.00	0.00
1556	1/2" Steel Compression Coupling	2.00	170.73 C	3.41	0.25 E	0.50	0.00	0.00
2413	1/2"&3/4"to 1/8"&1/4" Flange Hanger (Caddy)	2.00	342.59 C	8.85	3.00 C	0.06	0.00	0.00
	--- 01 Raceway, Fittings & Boxes Total ---			79.68		1.82		
--- 02 Wire & Cable ---								
2754	#12 THHN CU Stranded Wire	600.00	700.85 M	420.51	15.00 M	9.00	0.00	0.00
	--- 02 Wire & Cable Total ---			420.51		9.00		
	Job Total			500.19		10.82		



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #05

September 24, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #05
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Structural Steel
 - Provide additional structural steel per Engineer of Record's response to RFI #3.

The contract will be increased by: Twenty Thousand Six Hundred Twenty-Five Dollars and Thirteen Cents (\$20,625.13).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018
www.schererconstruction.com

Change Order Proposal #05

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25652

September 24, 2025

Description of Work: Provide additional structural steel per response to RFI #3.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Structural Steel	1	LS		\$ -		\$ -	\$ 20,545.00	\$ 20,545.00	\$ 20,545.00
Subtotal				\$ -		\$ -		\$ 20,545.00	\$ 20,545.00
Labor Burden (40% of Labor Subtotal)								\$ -	-
Materials Tax (7% of Materials Subtotal)								\$ -	-
General Liability (0.39% of Subcontract Subtotal)								\$ 80.13	80.13
Total								\$ 20,625.13	20,625.13



Project: 2554 - FloArts Bldg.
5001 St. Johns Avenue
Palatka, Florida 32177

DRAFT**Prime Contract Potential Change Order #02: CE #02 - RFI #3- Added Steel**

TO:	Scherer Construction 2504 NW 71st Place Gainesville, Florida 32653	FROM:	Division 5 Florida Inc PO Box 6058 STARKE, Florida 32091
PCO NUMBER/REVISION:	02 / 0	CONTRACT:	25652-01 - Furnish & Install Structural Steel
REQUEST RECEIVED FROM:		CREATED BY:	Cody Veon (Division 5 Florida Inc)
STATUS:	Draft	CREATED DATE:	9/12/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$20,545.00

POTENTIAL CHANGE ORDER TITLE: CE #02 - RFI #3- Added Steel

CHANGE REASON: Design Changes

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #02 - RFI #3- Added Steel

Provide Detailing Fabrication, Delivery, Shoring, Equipment & Installation to Shore up and remove, then add new steel per RFI #3.

- Shore Existing Steel
- Cut and remove existing beam and pipe column.
- Install (2) new HSS columns
- Install (1) new WF beam

*If added steel can be installed at the same time as temporary shoring/demo, please deduct \$2,000 from CO amount.

ATTACHMENTS:

Scherer Construction
2504 NW 71st Place
Gainesville, Florida 32653

Division 5 Florida Inc
PO Box 6058
STARKE, Florida 32091

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #06

September 24, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #06
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Structural Steel
 - Provide additional structural steel per Engineer of Record's response to RFI #4.

The contract will be increased by: Six Thousand Five Hundred Eight Dollars and Twenty-Eight Cents (\$6,508.28).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



PCO #01

Project: 2554 - FloArts Bldg.
5001 St. Johns Avenue
Palatka, Florida 32177

DRAFT

Prime Contract Potential Change Order #01: CE #01 - RFI #4- Added Steel

TO:	Scherer Construction 2504 NW 71st Place Gainesville, Florida 32653	FROM:	Division 5 Florida Inc PO Box 6058 STARKE, Florida 32091
PCO NUMBER/REVISION:	01 / 0	CONTRACT:	25652-01 - Furnish & Install Structural Steel
REQUEST RECEIVED FROM:		CREATED BY:	Cody Veon (Division 5 Florida Inc)
STATUS:	Draft	CREATED DATE:	9/12/2025
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$6,483.00

POTENTIAL CHANGE ORDER TITLE: CE #01 - RFI #4- Added Steel

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

CE #01 - RFI #4- Added Steel

Furnish & Install (2) HSS Columns and (1) WF beam per RFI #4

ATTACHMENTS:

Scherer Construction
2504 NW 71st Place
Gainesville, Florida 32653

Division 5 Florida Inc
PO Box 6058
STARKE, Florida 32091

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #07

October 3, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #07
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Electrical
 - Relocate existing electrical panel in CIRC. F0212 per RFI #22.

The contract will be increased by: Five Hundred Fifty-One Dollars and Fifty-Three Cents (\$551.53).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

10.10.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018

Change Order Proposal #07

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25652

October 3, 2025

Description of Work: Relocate existing electrical panel in CIRC. F0212 per RFI #22.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Electrical	1	LS		\$.		\$.	\$ 549.39	\$ 549.39	\$ 549.39
Subtotal				\$.		\$.		\$ 549.39	\$ 549.39
Labor Burden (40% of Labor Subtotal)								\$	-
Materials Tax (7% of Materials Subtotal)								\$	-
General Liability (0.39% of Subcontract Subtotal)								\$	2.14
Total								\$	551.53

Totals (Detailed) - Bid Summary: Default

Job Number 199
 Bid Date 9/26/2025
 Bid Time 11:42:00 AM
 Square Footage 0

Material Totals

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	\$37.88	0.00 %	\$37.88
02 Wire & Cable	29.34	0.00 %	29.34
05 Wiring Device & Covers	0.62	0.00 %	0.62
07 Misc	3.64	0.00 %	3.64
18 Phase #18	5.30	0.00 %	5.30
Total	\$76.78		\$76.78
Sales Tax (7.50%)			\$5.76
Total Material			\$82.54

Labor Hours

<u>Division</u>	<u>Total</u>	<u>Factor</u>	<u>Extended</u>
01 Raceway, Fittings & Boxes	2.78	0.00 %	2.78
02 Wire & Cable	1.08	0.00 %	1.08
05 Wiring Device & Covers	0.16	0.00 %	0.16
07 Misc	2.65	0.00 %	2.65
18 Phase #18	0.10	0.00 %	0.10
Total	6.77		6.77

Labor Rates

<u>Category</u>	<u>% of Total</u>	<u>Hours</u>	<u>Base Rate</u>	<u>Burden \$</u>	<u>Burden %</u>	<u>Extended</u>
Journeyman	100.000	6.770	\$33.00	16.17	49.000	\$332.88
Total	100.000	6.770	x \$49.17 (average of labor rate w/burden) =			\$332.88

Non-Productive Labor

<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Factor</u>	<u>Extended</u>
Total				\$0.00
Total Labor (6.77 hours)				\$332.88
Job Subtotal (Prime Cost)				\$415.42
Overhead (15.00%)				62.31
Profit (15.00%)				71.66

Totals (Detailed) - Bid Summary: Default

Job Total

\$549.39

Actual Bid Price

\$549.39

Material to Direct Labor ratio: 0.20

Prime Cost per square foot

\$0.00

Job Total per square foot

\$0.00

Actual Bid Price per square ft

\$0.00

Labor cost per square foot

\$0.00

Labor hours per square foot

0.00

Gross Profit %

24.39

Gross Profit \$

\$133.97

Net Profit %

13.04

Oliver RFI #22

Job Number: 199

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr
— 01 Raceway, Fittings & Boxes —						
1011	3/4" EMT (Difficult)	20	119.80 C	23.96	7.50 C	1.50
1457	3/4" Set Screw Steel Insul Throat Conn	2	131.49 C	2.63	0.10 E	0.20
1557	3/4" Set Screw Steel Cplg	2	63.20 C	1.26	0.12 E	0.24
2279	3/4" 1-Hole Strap	6	27.13 C	1.63	4.00 C	0.24
2577	4-11/16" Square Box w/brkt Comb KO's	1	706.99 C	7.07	0.30 E	0.30
6658	1/4" Lock Washer	10	13.33 C	1.33	0.03 E	0.30
— 01 Raceway, Fittings & Boxes Total —				37.88		2.78
— 02 Wire & Cable —						
2787	#12 THHN CU Solid Wire	180	162.99 M	29.34	6.00 M	1.08
— 02 Wire & Cable Total —				29.34		1.08
— 05 Wiring Device & Covers —						
4792	4-11/16" Square Blank Cover	1	61.90 C	0.62	0.16 E	0.16
— 05 Wiring Device & Covers Total —				0.62		0.16
— 07 Misc —						
6841	Blue Wirenuts	1	51.39 C	0.51	5.25 C	0.05
6869	3/16"X3" Toggle Bolt	10	25.50 C	2.55	0.22 E	2.20
10712	Yellow Insulated Connector22-10	8	71.94 M	0.58	0.05 E	0.40
— 07 Misc Total —				3.64		2.65
— 18 Phase #18 —						
T0001	Caddy Bracket 1/2" - 3/4" Flange type	2	2.65 E	5.30	0.05 E	0.10
— 18 Phase #18 Total —				5.30		0.10
Job Total				76.78		6.77



PRESTON

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ELECTRIC, INC. EC 13001848

4000 S.W. 35th Terrace - Gainesville, Florida 32608 - Voice 352-373-3516 Fax 352-335-3836

Change Order Proposal

9/25/2025

TO:

Mr. Oliver Kirkpatrick
Scherer Construction, LLC
Gainesville, FL

Project Name: SJRSC FlowArts Renovations

Request: RFI No. 22

PLE Project No. C3788-25

PLE Change Order Proposal No. C3788-COP3

Work Description:

Furnish additional labor and materials associated with changes in scope as described in RFI #22

The Total amount of this Change Order is : **\$931.27**

Attached are the following supporting reports:

- **Extensions** (Material Quantities, Prices and Labor Units with Extended Totals)
- **Summary Totals** (Recap Sheet)

If you should have any questions or if I can be of further assistance please call me.

Sincerely,

Guy Roig

Vice President

Preston-Link Electric, Inc.

V-352.373.3517 F-352.335.3836 C-352.339.2905

www.prestonlinkelectric.com

SJRSC Flowart Renovations : RFI No. 22
Totals (Summary) - Bid Summary: Default

Material	
Non-Quoted	\$342.17
Quotes	0.00
Sales Tax (7.50%)	25.66
Total Material	\$367.83
Labor	
Direct (8.35 hours @ \$52.93)	\$441.97
Non-Productive Labor	0.00
Total Labor (8.35 hours)	\$441.97
Direct Job Expenses	\$0.00
Tools and Miscellaneous Materials	0.00
Subcontracts	0.00
Job Subtotal (Prime Cost)	\$809.80
Overhead (0.00%)	0.00
Profit (15.00%)	121.47
Job Total	\$931.27
 Actual Bid Price	 \$931.27

SJRSF Flowart Renovations : RFI No. 22

Job Number: C3788-COP3

Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr	Lab Factor[%]	Mat Factor[%]
--- 01 Raceway, Fittings & Boxes ---								
1003	3/4" EMT	20.00	580.50 C	116.10	14.00 C	2.80	0.00	0.00
1447	3/4" Steel Set Screw Insul Throat Conn	2.00	182.75 C	3.66	0.10 E	0.20	0.00	0.00
1537	3/4" Steel Set Screw Cplg	2.00	141.58 C	2.83	0.12 E	0.24	0.00	0.00
2322	3/4" 1-Hole Strap	6.00	26.67 C	1.60	4.00 C	0.24	0.00	0.00
2413	1/2" & 3/4" to 1/8" & 1/4" Flange Hanger (Caddy)	2.00	342.59 C	6.85	3.00 C	0.06	0.00	0.00
2442	3/16X3 Toggle Bolt	10.00	30.00 C	3.00	22.00 C	2.20	0.00	0.00
2473	4-11/16" x 2-1/8" Bracket Box w/Combo KO	1.00	7,310.44 C	73.10	0.30 E	0.30	0.00	0.00
8015	1/4" lock washer	10.00	8.60 C	0.86	2.00 C	0.20	0.00	0.00
--- 01 Raceway, Fittings & Boxes Total ---				208.00		6.24		
--- 02 Wire & Cable ---								
2825	#12 THHN CU Solid Wire	180.00	654.21 M	117.76	9.00 M	1.82	0.00	0.00
6979	Yellow wirenut	8.00	147.83 M	1.18	3.50 C	0.28	0.00	0.00
6982	Blue Wirenuts	1.00	634.40 M	0.63	5.25 C	0.05	0.00	0.00
--- 02 Wire & Cable Total ---				119.57		1.95		
--- 05 Wiring Device & Covers ---								
2477	4-11/16" Square Blank Cover	1.00	1,459.99 C	14.60	0.16 E	0.16	0.00	0.00
--- 05 Wiring Device & Covers Total ---				14.60		0.16		
Job Total				342.17		8.35		



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #08R1

November 5, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #08R1
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Plywood
 - Remove and replace 135 sheets of rotten CDX plywood. Existing plywood was concealed beneath existing failing stucco and Tyvek and could not be seen before demolition.
 - Replacement of sheets will be documented via marked up before and after photographs. If the total amount of plywood sheets replaced is less than 135, this COP will be revised to reflect a \$50 credit per sheet for labor and the material cost will be revised to reflect only the sheets purchased and installed.

The contract will be increased by: Fourteen Thousand Dollars and Seventy-Three Cents (\$14,000.73).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

11.10.2025

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018

Change Order Proposal #08R1

Project: Remodel and Addition to the FioArts Building, Palatka Campus
Project Number: 23048/25652

November 5, 2025

Description of Work: Remove and replace 135 sheets of rotten plywood uncovered behind existing stucco.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Plywood (Material)	1	LS		\$ -		\$ -	\$ 3,451.24	\$ 3,451.24	\$ 3,451.24
Plywood (Labor)	1	LS		\$ -		\$ -	\$ 10,495.10	\$ 10,495.10	\$ 10,495.10
Subtotal				\$ -		\$ -		\$ 13,946.34	\$ 13,946.34
Labor Burden (40% of Labor Subtotal)								\$ -	\$ -
Materials Tax (7% of Materials Subtotal)								\$ -	\$ -
General Liability (0.39% of Subcontract Subtotal)								\$ 54.39	\$ 54.39
Total								\$ 14,000.73	\$ 14,000.73

ESTIMATE #1344

10/27/25 12:52 PM

84 LUMBER CO.

CUSTOMER COPY

PAGE 1

NAME: SCHERER CONST.OF N.FLORIDA LLC
CODE: 0048133100-000-000
ADDRESS: 2504 NW 71 PLACE
GAINESVILLE, FL 32653
PHONE: (352) 371-1417 FAX: (352) 338-1018
PROJECT: SJRSC FLOARTS

STORE: 1331 - 84 LUMBER
ADDRESS: 5083 NW 13TH ST GAINESVILLE FL
PHONE: (352) 338-8401
ASSOCIATE: DEANNA BAKER
EST DATE: 10/27/25 START: / /
Job Loc: TBD
PALATKA, FL 32177 A00

< THIS IS NOT A RECEIPT >

P.O.S.#	QTY	DESCRIPTION	PRICE	EXTENDED
1. 4968721	135	** DELIVERED		
3. 29000	1	15/32X4X8 CDX DOMESTIC R/S	23.65	3,192.75
		FUEL SURCHARGE	35.00	35.00
SUBTOTAL				3,227.75
7% TAX TM				223.49
TOTAL				3,451.24

84 LUMBER CO. ESTIMATE AND PRICING POLICY

1. REGULAR UNIT PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE ANYTIME AFTER 7 DAYS FOLLOWING DATE OF ESTIMATE.
2. SALE PRICES ARE IN EFFECT ONLY UNTIL THE END OF THE ADVERTISED SALE PERIOD.
3. CUSTOMER DEPOSIT OF FULL AMOUNT OF ESTIMATED TOTAL PRICE WILL RENDER UNIT PRICES FIRM FOR 30 DAYS FROM DATE OF DEPOSIT.
4. 84 LUMBER CO. ASSUMES NO RESPONSIBILITY FOR ACCURACY OF TAKE OFFS FROM DRAWINGS OR BLUEPRINTS OR THAT THE PRODUCTS LISTED WILL BE SUFFICIENT TO COMPLETE CUSTOMER'S INTENDED PROJECT. CUSTOMERS SHOULD HAVE QUALIFIED ENGINEER OR ARCHITECT REVIEW ALL QUANTITIES.
5. THIS ESTIMATE DOES NOT CONSTITUTE A CONTRACT OF SALE OR GUARANTEE AVAILABILITY OF ANY PRODUCT LISTED.
6. ALL PRICES QUOTED BASED ON TOTAL PACKAGE PRICE AND SUBJECT TO CHANGE IF TOTAL PACKAGE NOT PURCHASED OR CONTENTS OF PACKAGE CHANGE.

For this project, call Maggie's Mgmt LLC dba 84 Insurance for a quote on Builders Risk Insurance at 877-866-1384 Opt. 1 Ext. 2165 or visit 84insurance.com.

Maggies Management, LLC is a licensed insurance producer and is a separate entity from 84 Lumber Co. 84 Lumber Co. is not licensed to and does not sell insurance.

Subcontractor Summary

Subcontractor: Central Florida Drywall & Plastering, Inc.
 Summary Completed By: Kenneth Tenney
 Facility: _____
 Date Submitted: 10/27/2025
 Project Name: SJRC FloArts
 Contractor: Central Florida Drywall & Plastering, Inc.
 Submitted To: Oliver

GC CO #: _____
 Subcontractor COR #: _____
 Description of Change: _____
 Remove and replace 135 sheets of CDX
 See credit per sheet for any sheets less than the 135 assumed
 Credit TBD

LABOR - List labor type (List individual personnel/position individually), manhours, FULLY burdened labor rate:

Labor Classification	Quantity	Units		Labor Rate	Extension
		hrs	x	\$/hour	-
Foreman		hrs	x	57 \$/hour	-
Skilled Labor	190	hrs	x	45 \$/hour	8,550.00
Laborer		hrs	x	32 \$/hour	-
		hrs	x	\$/hour	-
Credit per sheet not installed		Sheet	x	-50 \$/Sheet	-
		hrs	x	\$/hour	-
Total Labor					8,550.00

MATERIAL - List summary of each material type, quantity, and unit cost

Item	Quantity	Units		Unit price	Total
			x		-
			x		-
			x		-
			x		-
			x		-
			x		-
			x		-
			x		-
Subtotal:					-
Project Specific Tax Rate:					7.50%
Total Material					-

EQUIPMENT - List summary of each piece of equipment, including type, qty, units and unit price:

Item	Quantity	Units		Unit price	Total
Lift	1	1	x	991.00	991.00
			x		-
			x		-
			x		-
			x		-
Total Equipment					991.00

SubTotal Labor, Material, Equipment 9,541.00
 Overhead and Profit (10% allowable by contract) 954.10
SubTotal Labor, Material, Equipment **10,495.10**

TIER SUBCONTRACTOR(S) - List the name of each sub and provide a copy of their quote to support unit prices.

Tier subcontractor(s)	Tier Sub CO Value
	-
	-

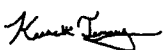
SubTotal Tier Subcontractor Cost -
 5% Mark Up -

SubTotal Tier Subcontractor Cost **-**

Total Potential Change Request Value: **\$ 10,495.10**

Kenneth F. Tenney

Printed Name



Signature

10/27/2025

Date



Make checks payable to: Suwannee River Dream Works LLC
5439 NW 72 Way
Bell Florida 32619

[illegible]



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #09

November 10, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #09
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Time Extension (No Cost)
 - Notice to Proceed was issued for June 30, 2025 with a Substantial Completion date of June 29, 2026. The original Substantial Completion date was contingent upon receipt of a Building Permit prior to commencement on June 30, 2025. A partial Building Permit was issued by NEFEC on August 18, 2025 pending receipt of energy calculations. Issuance of the Building Permit was seven (7) weeks after original Notice to Proceed.
 - It was noted in the meeting minutes for the OAC meeting on August 27, 2025 that SJRSC needs three (3) full weeks to move in furniture before classes begin for Fall 2025 on around August 24, 2026. It was also noted that a Temporary Certificate of Occupancy is required to start moving furniture in and that the different areas of the project, ie. North Wing, South Wing, Lobby, and Addition, can be phased as necessary to obtain Temporary Certificates of Occupancy and start moving in furniture. Due to the constrained date of August 24, 2026, only five (5) weeks of the seven (7) weeks permitting delay have been added at this time.
 - The revised Substantial Completion date shall be July 31, 2026.

The contract amount will be unchanged by this proposal: Zero Dollars and Zero (\$0.00).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

11.12.25

Date

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	2025					Qtr 4, 2025			Qtr 1, 2026			Qtr 2, 2026			Qtr 3, 2026		
							May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
1	🔧	SJRSC FloArts	311 days	Tue 6/3/25	Fri 8/21/26																		
2	🔧	Pre-Construction	135 days	Tue 6/3/25	Fri 12/12/25																		
3	🔧	Pre-Construction Meeting	1 day	Tue 6/3/25	Tue 6/3/25																		
4	🔧	Issue Building Permit (NEFEC)	53 days	Wed 6/4/25	Mon 8/18/25	3																	
5	🔧	Issue Concrete Subcontract	1 day	Thu 6/19/25	Thu 6/19/25																		
6	🔧	Prepare ODP for Concrete	69 days	Fri 6/20/25	Fri 9/26/25	5																	
7	🔧	Notice to Proceed	1 day	Mon 6/30/25	Mon 6/30/25	3FS+18 days																	
8	🔧	Issue Plumbing Subcontract	1 day	Tue 7/22/25	Tue 7/22/25																		
9	🔧	Prepare ODP for Plumbing	44 days	Wed 7/23/25	Tue 9/23/25	8																	
10	🔧	Issue Structural Steel Subcontract	1 day	Tue 8/5/25	Tue 8/5/25																		
11	🔧	Prepare ODP for Joists and Decking	6 days	Wed 8/6/25	Wed 8/13/25	10																	
12	🔧	Issue ODP PO for Joists and Decking	15 days	Thu 8/14/25	Thu 9/4/25	11																	
13	🔧	RFI #14 Structural Steel Connections	9 days	Wed 9/3/25	Mon 9/15/25																		
14	🔧	Procure Joists and Decking	69 days	Fri 9/5/25	Fri 12/12/25	12																	
15	🔧	Issue Framing and Drywall Subcontract	1 day	Mon 9/8/25	Mon 9/8/25																		
16	🔧	Prepare ODP for Framing and Drywall	14 days	Tue 9/9/25	Fri 9/26/25	15																	
17	🔧	Prepare Exterior Framing Shop Drawings	29 days	Tue 9/9/25	Fri 10/17/25	15																	
18	🔧	RFI #18 Pond Drain Structure (EDA)	13 days	Wed 9/10/25	Fri 9/26/25																		
19	🔧	Prepare Structural Steel Shop Drawings	15 days	Tue 9/16/25	Mon 10/6/25	13																	
20	🔧	RFI #29 Existing Utilities (EDA)	5 days	Mon 9/22/25	Fri 9/26/25																		
21	🔧	Issue EIFS Subcontract	1 day	Mon 9/22/25	Mon 9/22/25																		
22	🔧	Issue Fire Protection Subcontract	1 day	Tue 9/23/25	Tue 9/23/25																		
23	🔧	Prepare ODP for EIFS	9 days	Tue 9/23/25	Fri 10/3/25	21																	
24	🔧	Prepare ODP for Fire Protection	8 days	Wed 9/24/25	Fri 10/3/25	22																	
25	🔧	Issue ODP PO for Plumbing	5 days	Wed 9/24/25	Tue 9/30/25	9																	
26	🔧	Prepare Fire Protection Shop Drawings	18 days	Wed 9/24/25	Fri 10/17/25	22																	
27	🔧	Issue ODP PO for Concrete	5 days	Mon 9/29/25	Fri 10/3/25	6																	
28	🔧	Issue ODP PO for Framing and Drywall	5 days	Mon 9/29/25	Fri 10/3/25	16																	
29	🔧	Issue ODP PO for EIFS	5 days	Mon 10/6/25	Fri 10/10/25	23																	
30	🔧	Issue ODP for Fire Protection	5 days	Mon 10/6/25	Fri 10/10/25	24																	
31	🔧	Review Structural Steel Shop Drawings	9 days	Tue 10/7/25	Fri 10/17/25	19																	
32	🔧	Fabricate Structural Steel	30 days	Mon 10/20/25	Tue 12/2/25	31																	
33	🔧	Review Exterior Framing Shop Drawings	5 days	Mon 10/20/25	Fri 10/24/25	17																	
34	🔧	Review Fire Protection Shop Drawings	5 days	Mon 10/20/25	Fri 10/24/25	26																	
35	🔧	Procure Exterior Framing Materials	5 days	Mon 10/27/25	Fri 10/31/25	33																	
36	🔧	Construction	276 days	Mon 6/30/25	Thu 7/30/26																		
37	🔧	Abate Asbestos	4 days	Mon 6/30/25	Thu 7/3/25	7SS																	
38	🔧	Perform Demolition	59 days	Mon 7/7/25	Fri 9/26/25	37																	
39	🔧	Apply EIFS	25 days	Wed 1/14/26	Tue 2/17/26	54,133,159																	
40	🔧	Install Interior Signage	15 days	Wed 5/13/26	Wed 6/3/26	78,112,141,189																	

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	2025		Qtr 3, 2025					Qtr 4, 2025				Qtr 1, 2026			Qtr 2, 2026			Qtr 3, 2026									
							May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep										
41	🔧	Install Access Control Systems	15 days	Wed 5/13/26	Wed 6/3/26	40SS																											
42	🔧	Install Elevator	30 days	Thu 6/4/26	Thu 7/16/26	41																											
43	🔧	Install Aluminum Canopy	10 days	Fri 7/17/26	Thu 7/30/26	42																											
44	🔧	North Wing	158 days	Tue 8/19/25	Thu 4/2/26																												
45	🔧	Install TPO Roofing	7 days	Tue 8/19/25	Wed 8/27/25																												
46	🔧	Rough-In Electrical Above Ceilings	38 days	Tue 8/19/25	Fri 10/10/25	88SS																											
47	🔧	Rough-In Plumbing	8 days	Wed 10/1/25	Fri 10/10/25	25																											
48	🔧	Form and Prepare Stage Footing	5 days	Mon 10/6/25	Fri 10/10/25	90SS																											
49	🔧	Place Stage Footing	1 day	Fri 10/10/25	Fri 10/10/25	48FF																											
50	🔧	Form and Prepare Stage Wall	5 days	Mon 10/13/25	Fri 10/17/25	49																											
51	🔧	Place and Finish Stage Wall	1 day	Fri 10/17/25	Fri 10/17/25	50FF																											
52	🔧	Replace Rotten Exterior Plywood	5 days	Mon 10/13/25	Fri 10/17/25	92SS																											
53	🔧	Form and Prepare Concrete Slabs	5 days	Mon 10/20/25	Fri 10/24/25	51																											
54	🔧	Apply Air/Water-Resistive Barrier	5 days	Mon 10/20/25	Fri 10/24/25	159SS																											
55	🔧	Place and Finish Concrete Slabs	1 day	Fri 10/24/25	Fri 10/24/25	53FF																											
56	🔧	Erect Structural Steel	5 days	Wed 12/3/25	Tue 12/9/25	93SS																											
57	🔧	Install Overhead Doors	5 days	Wed 12/10/25	Tue 12/16/25	56																											
58	🔧	Frame Interior Walls	5 days	Wed 12/10/25	Tue 12/16/25	56																											
59	🔧	Rough-In Fire Protection System Piping	10 days	Wed 12/17/25	Wed 12/31/25	34,58																											
60	🔧	Rough-In HVAC	10 days	Wed 12/17/25	Wed 12/31/25	58																											
61	🔧	Rough-In Electrical in Walls	15 days	Wed 12/17/25	Thu 1/8/26	58																											
62	🔧	Install HVAC Equipment	5 days	Fri 1/2/26	Thu 1/8/26	60																											
63	🔧	Hang Gypsum Board	5 days	Fri 1/9/26	Thu 1/15/26	47,60,61																											
64	🔧	Apply Drywall Finish	5 days	Fri 1/16/26	Thu 1/22/26	63																											
65	🔧	Hang Acoustical Ceiling Grids	5 days	Fri 1/23/26	Thu 1/29/26	64																											
66	🔧	Install Porcelain Tiles	5 days	Fri 1/23/26	Thu 1/29/26	64																											
67	🔧	Install Fire Sprinkler Heads	5 days	Fri 1/30/26	Thu 2/5/26	65																											
68	🔧	Trim Out Plumbing	5 days	Fri 1/30/26	Thu 2/5/26	66																											
69	🔧	Trim Out HVAC	5 days	Fri 1/30/26	Thu 2/5/26	65																											
70	🔧	Trim Out Electrical in Ceilings	10 days	Fri 1/30/26	Thu 2/12/26	65																											
71	🔧	Apply Primer and First Coat of Paint	5 days	Fri 2/6/26	Thu 2/12/26	69																											
72	🔧	Install BAS Controls	10 days	Fri 2/6/26	Thu 2/19/26	69																											
73	🔧	Install Millwork	5 days	Fri 2/13/26	Thu 2/19/26	71																											
74	🔧	Install Acoustical Ceiling Tiles	5 days	Fri 2/13/26	Thu 2/19/26	69,70																											
75	🔧	Trim Out Electrical in Walls	10 days	Fri 2/13/26	Thu 2/26/26	71																											
76	🔧	Install Theatrical Lighting Systems	10 days	Fri 2/20/26	Thu 3/5/26	74																											
77	🔧	Install AV System	10 days	Fri 2/20/26	Thu 3/5/26	76SS																											
78	🔧	Apply Final Coat of Paint	5 days	Fri 2/27/26	Thu 3/5/26	75																											
79	🔧	Install Stage Subflooring	3 days	Fri 3/6/26	Tue 3/10/26	76																											
80	🔧	Install Wood Wall Slats	5 days	Fri 3/6/26	Thu 3/12/26	78																											

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	2025	Qtr 3, 2025	Qtr 4, 2025	Qtr 1, 2026	Qtr 2, 2026	Qtr 3, 2026											
							May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
81		Install Carpet Tiles	5 days	Fri 3/6/26	Thu 3/12/26	78																	
82		Install LVT Flooring	5 days	Fri 3/6/26	Thu 3/12/26	8155																	
83		Install Wood at Proscenium Wall	10 days	Wed 3/11/26	Tue 3/24/26	79																	
84		Install Doors and Hardware	10 days	Fri 3/13/26	Thu 3/26/26	82																	
85		Install Theater Seating	10 days	Fri 3/13/26	Thu 3/26/26	81,69																	
86		Install Specialties	5 days	Fri 3/27/26	Thu 4/2/26	84																	
87		South Wing	179 days	Tue 8/19/25	Fri 5/1/26																		
88		Rough-In Electrical Above Ceilings	38 days	Tue 8/19/25	Fri 10/10/25	4																	
89		Install TPO Roofing	9 days	Thu 8/28/25	Wed 9/10/25	45																	
90		Form and Prepare Concrete Footings	5 days	Mon 10/6/25	Fri 10/10/25	27																	
91		Place Concrete Footings	1 day	Fri 10/10/25	Fri 10/10/25	90FF																	
92		Replace Rotten Exterior Plywood	5 days	Mon 10/13/25	Fri 10/17/25	29																	
93		Erect Structural Steel	15 days	Wed 12/3/25	Tue 12/23/25	32,91																	
94		Frame Interior Walls	10 days	Wed 12/24/25	Thu 1/8/26	93																	
95		Rough-In Plumbing	5 days	Fri 1/9/26	Thu 1/15/26	94																	
96		Rough-In HVAC	10 days	Fri 1/9/26	Thu 1/22/26	94																	
97		Rough-In Electrical in Walls	10 days	Fri 1/9/26	Thu 1/22/26	94																	
98		Frame Exterior Walls	5 days	Fri 1/23/26	Thu 1/29/26	35,160																	
99		Install HVAC Equipment	5 days	Fri 1/23/26	Thu 1/29/26	96																	
100		Hang Gypsyp Board	10 days	Fri 1/23/26	Thu 2/5/26	95,96,97																	
101		Apply Drywall Finish	10 days	Fri 2/6/26	Thu 2/19/26	100																	
102		Hang Acoustical Ceiling Grids	10 days	Fri 2/20/26	Thu 3/5/26	101																	
103		Trim Out HVAC	5 days	Fri 3/6/26	Thu 3/12/26	102																	
104		Trim Out Electrical in Ceilings	5 days	Fri 3/6/26	Thu 3/12/26	102																	
105		Install Acoustical Ceiling Tiles	5 days	Fri 3/13/26	Thu 3/19/26	103,104																	
106		Apply Primer and First Coat of Paint	5 days	Fri 3/13/26	Thu 3/19/26	103																	
107		Install BAS Controls	5 days	Fri 3/13/26	Thu 3/19/26	103																	
108		Install Millwork	2 days	Fri 3/20/26	Mon 3/23/26	106																	
109		Trim Out Plumbing	5 days	Fri 3/20/26	Thu 3/26/26	106																	
110		Trim Out Electrical in Walls	5 days	Fri 3/20/26	Thu 3/26/26	106																	
111		Install Theatrical Lighting Systems	10 days	Fri 3/20/26	Thu 4/2/26	105																	
112		Apply Final Coat of Paint	5 days	Fri 3/27/26	Thu 4/2/26	110																	
113		Install Acoustical Wall Panels	5 days	Fri 4/3/26	Thu 4/9/26	112																	
114		Install Carpet Tiles	5 days	Fri 4/10/26	Thu 4/16/26	113																	
115		Install LVT Flooring	5 days	Fri 4/10/26	Thu 4/16/26	114SS																	
116		Install Interior Storefronts and Glazing	3 days	Fri 4/17/26	Tue 4/21/26	117SS																	
117		Install Doors and Hardware	5 days	Fri 4/17/26	Thu 4/23/26	114,115																	
118		Install Specialties	6 days	Fri 4/24/26	Fri 5/1/26	117																	
119		Addition	138 days	Mon 9/29/25	Tue 4/14/26																		
120		Prepare Building Pad	15 days	Mon 9/29/25	Fri 10/17/25	20																	

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	Q25	Qtr 3, 2025					Qtr 4, 2025			Qtr 1, 2026			Qtr 2, 2026			Qtr 3, 2026		
							May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
121		Excavate and Prepare Elevator Pit Footing	5 days	Mon 10/20/25	Fri 10/24/25	120																		
122		Place Elevator Pit Footing	1 day	Fri 10/24/25	Fri 10/24/25	121FF																		
123		Form and Prepare Elevator Pit Walls	5 days	Mon 10/27/25	Fri 10/31/25	122																		
124		Place and Finish Elevator Pit Walls	1 day	Fri 10/31/25	Fri 10/31/25	123FF																		
125		Excavate and Prepare Footings	5 days	Mon 11/3/25	Fri 11/7/25	124																		
126		Place Concrete Footings	1 day	Fri 11/7/25	Fri 11/7/25	125FF																		
127		Rough-In Plumbing	10 days	Mon 11/10/25	Fri 11/21/25	126																		
128		Lay CMU Walls	20 days	Mon 11/10/25	Tue 12/9/25	126																		
129		Erect Structural Steel	10 days	Mon 12/15/25	Mon 12/29/25	14,128																		
130		Install TPO Roofing	5 days	Tue 12/30/25	Tue 1/6/26	129																		
131		Frame Interior Walls	5 days	Tue 12/30/25	Tue 1/6/26	129																		
132		Rough-In Electrical Above Ceilings	20 days	Tue 12/30/25	Tue 1/27/26	129																		
133		Apply Air/Water-Resistive Barrier	5 days	Wed 1/7/26	Tue 1/13/26	130																		
134		Rough-In Plumbing	5 days	Wed 1/7/26	Tue 1/13/26	131																		
135		Rough-In Fire Protection System	10 days	Wed 1/7/26	Tue 1/20/26	130																		
136		Rough-In HVAC	10 days	Wed 1/7/26	Tue 1/20/26	131																		
137		Rough-In Electrical in Walls	15 days	Wed 1/7/26	Tue 1/27/26	131																		
138		Install HVAC Equipment	5 days	Wed 1/21/26	Tue 1/27/26	136																		
139		Apply Primer and First Coat of Paint	5 days	Wed 1/28/26	Tue 2/3/26	138																		
140		Trim Out Electrical in Walls	10 days	Wed 2/4/26	Tue 2/17/26	139																		
141		Apply Final Coat of Paint	5 days	Wed 2/18/26	Tue 2/24/26	140																		
142		Hang Gypsum Board	10 days	Wed 2/18/26	Tue 3/3/26	134,136,140																		
143		Install LVT Flooring	5 days	Wed 2/25/26	Tue 3/3/26	141																		
144		Install Doors and Hardware	5 days	Wed 2/25/26	Tue 3/3/26	141																		
145		Install Porcelain Tiles	5 days	Wed 3/4/26	Tue 3/10/26	142																		
146		Install Specialties	5 days	Wed 3/4/26	Tue 3/10/26	144																		
147		Apply Drywall Finish	10 days	Wed 3/4/26	Tue 3/17/26	142																		
148		Trim Out Plumbing	5 days	Wed 3/11/26	Tue 3/17/26	145																		
149		Hang Acoustical Ceiling Grids	5 days	Wed 3/18/26	Tue 3/24/26	147																		
150		Install Fire Sprinkler Heads	5 days	Wed 3/25/26	Tue 3/31/26	149																		
151		Trim Out HVAC	5 days	Wed 3/25/26	Tue 3/31/26	149																		
152		Trim Out Electrical in Ceilings	10 days	Wed 3/25/26	Tue 4/7/26	149																		
153		Install BAS Controls	10 days	Wed 4/1/26	Tue 4/14/26	151																		
154		Install Acoustical Ceiling Tiles	5 days	Wed 4/8/26	Tue 4/14/26	151,152																		
155		Lobby	163 days	Mon 10/6/25	Wed 5/27/26																			
156		Excavate and Prepare Footings	10 days	Mon 10/6/25	Fri 10/17/25	27																		
157		Place Concrete Footings	1 day	Fri 10/17/25	Fri 10/17/25	156FF																		
158		Rough-In Plumbing	5 days	Mon 10/20/25	Fri 10/24/25	157																		
159		Apply Air/Water-Resistive Barrier	5 days	Mon 10/20/25	Fri 10/24/25	92																		
160		Erect Structural Steel	20 days	Wed 12/24/25	Thu 1/22/26	93,56																		

ID	Task Mode	Task Name	Duration	Start	Finish	Predecessors	2025					Qtr 4, 2025			Qtr 1, 2026			Qtr 2, 2026			Qtr 3, 2026		
							May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
161	▶	Install Decking	5 days	Fri 1/23/26	Thu 1/29/26	14,160																	
162	▶	Frame Exterior Walls	15 days	Fri 1/23/26	Thu 2/12/26	35,160																	
163	▶	Form and Prepare Slab on Grade	5 days	Fri 1/30/26	Thu 2/5/26	161																	
164	▶	Place and Finish Slab on Grade	1 day	Thu 2/5/26	Thu 2/5/26	163FF																	
165	▶	Rough-In Fire Protection System	5 days	Fri 2/6/26	Thu 2/12/26	164																	
166	▶	Frame Interior Walls	10 days	Fri 2/6/26	Thu 2/19/26	164																	
167	▶	Rough-In Electrical	10 days	Fri 2/6/26	Thu 2/19/26	164																	
168	▶	Rough-In HVAC	10 days	Fri 2/6/26	Thu 2/19/26	164																	
169	▶	Hang Exterior Sheathing	10 days	Fri 2/13/26	Thu 2/26/26	162																	
170	▶	Install HVAC Equipment	5 days	Fri 2/20/26	Thu 2/26/26	168																	
171	▶	Apply Air/Water-Resistive Barrier	5 days	Fri 2/27/26	Thu 3/5/26	169																	
172	▶	Install TPO Roofing	6 days	Fri 2/27/26	Fri 3/6/26	169																	
173	▶	Install Storefronts and Glazing	5 days	Mon 3/9/26	Fri 3/13/26	172																	
174	▶	Hang Gypsum Board	10 days	Mon 3/16/26	Fri 3/27/26	167,165,168,173																	
175	▶	Hang Ceiling Grids	5 days	Mon 3/30/26	Fri 4/3/26	174																	
176	▶	Install Wall Tile	5 days	Mon 3/30/26	Fri 4/3/26	174																	
177	▶	Install Porcelain Tiles	5 days	Mon 3/30/26	Fri 4/3/26	174																	
178	▶	Apply Drywall Finish	12 days	Mon 3/30/26	Tue 4/14/26	174																	
179	▶	Install Fire Sprinkler Heads	5 days	Mon 4/6/26	Fri 4/10/26	175																	
180	▶	Trim Out Plumbing	5 days	Mon 4/6/26	Fri 4/10/26	176																	
181	▶	Install Ceiling Tiles	5 days	Mon 4/13/26	Fri 4/17/26	179																	
182	▶	Apply Primer and First Coat of Paint	10 days	Wed 4/15/26	Tue 4/28/26	178																	
183	▶	Trim Out Electrical	15 days	Wed 4/15/26	Tue 5/5/26	178																	
184	▶	Trim Out HVAC	10 days	Mon 4/20/26	Fri 5/1/26	181																	
185	▶	Install Stairs and Handrails	5 days	Wed 4/29/26	Tue 5/5/26	182																	
186	▶	Install Millwork	5 days	Wed 4/29/26	Tue 5/5/26	182																	
187	▶	Install BAS Controls	5 days	Mon 5/4/26	Fri 5/8/26	184																	
188	▶	Install Stair Treads	2 days	Wed 5/6/26	Thu 5/7/26	185																	
189	▶	Apply Final Coat of Paint	5 days	Wed 5/6/26	Tue 5/12/26	183																	
190	▶	Install Flooring	5 days	Wed 5/6/26	Tue 5/12/26	185																	
191	▶	Install Doors and Hardware	5 days	Wed 5/13/26	Tue 5/19/26	189																	
192	▶	Install Carpet Tiles	5 days	Wed 5/13/26	Tue 5/19/26	189																	
193	▶	Install LVT Flooring	5 days	Wed 5/13/26	Tue 5/19/26	192SS																	
194	▶	Install Specialties	5 days	Wed 5/20/26	Wed 5/27/26	191																	
195	▶	Close Out	16 days	Fri 7/31/26	Fri 8/21/26																		
196	▶	Substantial Completion (CO)	1 day	Fri 7/31/26	Fri 7/31/26	36																	
197	▶	Complete Punch List	14 days	Mon 8/3/26	Thu 8/20/26	196																	
198	▶	Final Completion	1 day	Fri 8/21/26	Fri 8/21/26	197																	

Page 5



2504 NW 71 Place, Gainesville, FL 32653 Tel: (352) 371-1417
2926 Edison Avenue, Jacksonville, FL 32254 Tel: (904) 288-6060
www.schererconstruction.com
CGC057622 CGC1524022

Change Order Proposal #11

November 10, 2025

St. Johns River State College
5001 St. Johns Avenue
Palatka, FL 32177

Attention: Terry L. Thomas

Subject: Change Order Proposal #11
Remodel and Addition to the FloArts Building, Palatka Campus
St. Johns River State College

Please find attached our change order proposal for the following:

- Glazing Credit
 - Savings for switching exterior glazing from Viracon 1" VNE-63 Ultraclear Tempered to Trulite 1" insulated Solarban 90 VT Starphire Tempered.

The contract will be decreased by: Twenty Thousand One Hundred Eighteen Dollars and Sixteen Cents (\$20,118.16).

If you have any questions, please give me a call.

Sincerely,

Oliver Kirkpatrick – Project Manager
Scherer Construction of North Florida, LLC

APPROVED

Terry L. Thomas – AVP of Facilities, Planning
and Capital Projects
St. Johns River State College

11.20.25

Date



2504 NW 71 Place
Gainesville, FL 32653
Tel: (352) 371-1417
Fax: (352) 338-1018

Change Order Proposal #11

Project: Remodel and Addition to the FloArts Building, Palatka Campus
Project Number: 23048/25652

November 10, 2025

Description of Work: Credit for switching exterior glazing from Viracon 1" VNE-63 Ultraclear Tempered to Trulite 1" Insulated Solarban 90 VT Starphire tempered.

ITEM	QTY	UNIT	U/L	LABOR	U/M	MATERIALS	U/S	SUB	TOTAL
Storefronts and Glazing	-1	LS		\$ -		\$ -	\$ 20,040.00	\$ (20,040.00)	\$ (20,040.00)
Subtotal				\$ -		\$ -		\$ (20,040.00)	\$ (20,040.00)
Labor Burden (40% of Labor Subtotal)								\$ -	\$ -
Materials Tax (7% of Materials Subtotal)								\$ -	\$ -
General Liability (0.39% of Subcontract Subtotal)								\$ (78.16)	\$ (78.16)
Total								\$ (20,118.16)	\$ (20,118.16)

SHEA'S GLASS COMPANY
2321 NE 19th Drive
GAINESVILLE, FL. 32609
PH. 352-372-4353 ~ FAX 352-371-6839

PROPOSED CHANGE ORDER

Date: October 9, 2025

To: Scherer Construction

Attn: Oliver Kirkpatrick

Project: Flo Arts

Location: Palatka, FL

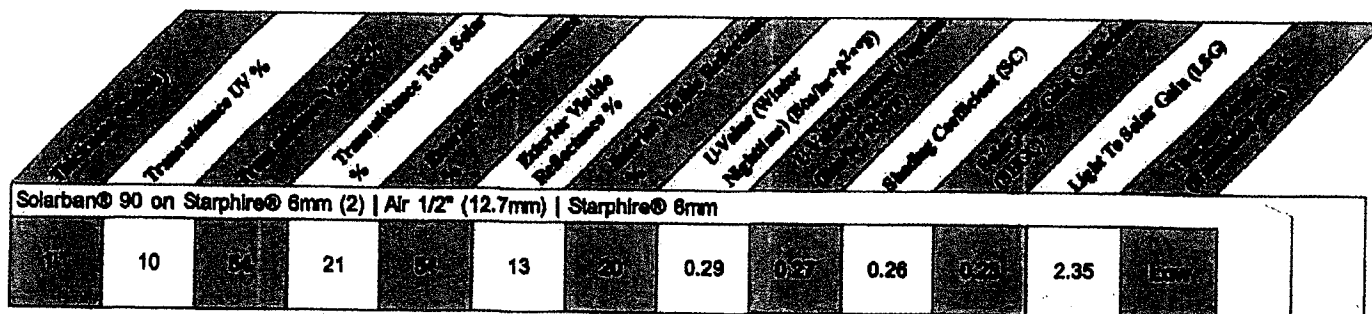
To change exterior glass from Viracon 1" VNE-63 Ultraclear Tempered to Trulite
1" insulated Solarban 90 VT Starphire Tempered

*Also attached is the performance data for the Trulite glass product.

Cost Savings of \$20,040.00

Shea's Glass Co.

Deanna Howard



Specifications

Insulating Unit Construction

Solarban® 90 on Starphire® 6mm (2) | Air 1/2" (12.7mm) | Starphire® 6mm

Outdoor Lite: Starphire® with a second surface Solarban® 90

Indoor Lite: Starphire® 6mm

Vitro Approved Manufacturers/Where to Buy Vitro Products: Vitro Certified™ Network

Certification: Vitro lite(s) are Cradle to Cradle certified by McDonough Braungart Design Chemistry, LLC (MBDC www.mhdc.com)

Solarban® 90: Solarban 90 is a high performing MSVD advanced solar control low-e glass with the appeal of a true neutral-reflective clear glass aesthetic. Solarban 90 glass is engineered with new materials and refinements to Vitro's proven triple-silver coating technology to offer architects a product that outperforms Solarban 70 glass while balancing visible light transmittance and helping to manage glare. The coating can also be paired with, or used directly on several Vitro tinted glasses in an insulating glass unit.

Starphire®: Starphire® Ultra-Clear glass is a unique low-iron glass, the clearest float glass available, delivering high light transmittance and true-color fidelity.

The results represent Center-of-Glass performance data based on ANSI/NFRC 100 and ANSI/NFRC 200 Environmental Design Conditions utilizing the LBNL Window 7.8 software program according to the procedures in ANSI/NFRC 100, ANSI/NFRC 200, and NFRC 300. Performance data is based on representative samples of factory production. Actual values may vary slightly due to variations in the production process. This data is to be used for comparison purposes and should not be considered a contract. For configurations that include diffuse components, performance results cannot be verified and should only be used as a general indication of performance. It is the recipient's responsibility to ensure the manufacturability of the above glazing configurations as well as evaluating appropriate design considerations such as wind and snow load analysis, thermal stress analysis, and local building code compliance. Vitro makes no warranty or guarantee as to the results obtained by the user and assumes no responsibility for the accuracy of the data from non-Vitro manufacturers utilized in the above simulations. Vitro recommends that a full size mock-up be reviewed under the specific job-site conditions and retain the mock-up as a basis of acceptable product.

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Glass colors represented are approximate.

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ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning and Capital Projects

Date: January 13, 2026

Subject: Action Item: To Award RFQ-SJR-06-2025 for New Pre-Qualified Contractor Status

In addition to inviting our current pool of pre-qualified contractors to renew their certificates, the College invited construction-related contractors, not currently pre-qualified, to apply for pre-qualification for the 2026 Calendar Year. For this purpose, RFQ-SJR-06-2025 was issued and advertised in conjunction with SREF (State Requirements for Educational Facilities) requirements. The advertisements appeared in the newspapers of each county of the College's service district for three consecutive weeks and on the College's procurement web page.

Responses were received from 7 contractors. A committee of facilities and business office personnel evaluated the responses in a public meeting held on January 8, 2026. The committee recommendation for each contractor is attached. Five of the seven contractors met requirements and are recommended for new certificates of pre-qualification for the 2026 annual period. Category chart requirements are the same for both new and renewal pre-qualification candidates. A Category Chart for Calendar Year 2026 is attached for ease of reference.

Contractors are listed by Type: General, Building, Civil, Roofing and/or Mechanical. Also, listed is the Category for which each contractor met requirements. Categories are based on the bonding capacity attainable. In order to qualify in a particular category, a contractor must be able to bond a single project at the highest threshold of that category. As required by SREF, the top threshold of the category listed specifies the maximum dollar value of any individual project a contractor may have under contract with the College, and this amount is also the total dollar volume of work a contractor is permitted to have under contract at any one time with the College.

Please request action by the Board at the January meeting to award this RFQ for pre-qualification of the recommended contractors.

I will be happy to answer any questions regarding this matter.

Attachments (2)



St. Johns River State College
RFQ-SJR-06-2025
PRE-QUALIFIED CONTRACTOR CERTIFICATES-NEW

NOTICE OF INTENT TO AWARD

Evaluation Committee Recommendations for Pre-Qualified Contractor New Certificates for Calendar Year 2026

Respondent	<u>Contractor Type</u>					Category Requested	Pre-Qualification Requirements Met	Category Recommended
	GC	BC	Civil	Roofing	Mech.			
KBT Contracting Corp 5105 Blanding Blvd Jacksonville, FL 32210	X	X		X		3A	Met	3A
Palmetto Construction Services 5875 Mining Terrace, Suite 208 Jacksonville, FL 32257	X					4	Met	4
Stellar Group, Inc. 2900 Hartley Road Jacksonville, FL 32207	X					8	Met	8
STG Contracting Group, Inc. 115 Land Grant Street, Suite 6 St. Augustine, FL 32092	X					8	Met	8
Wharton-Smith, Inc. 750 Monroe Road Sanford, FL 32771	X		X		X	8	Met	8

Note: As used above, GC = General Contractor / BC = Building Contractor / Mech. = Mechanical

Pre-Qualification Categories	Category Thresholds (Must be able to bond a single project at the top threshold number to qualify in the category.)
Category 1	\$0 - \$200,000 Zero dollars to two-hundred thousand dollars
Category 1A	\$0 - \$1,000,000 Zero dollars to one million dollars
Category 2	\$0 - \$2,000,000 Zero to two million dollars
Category 3A	\$0 - \$4,000,000 Zero to four million dollars
Category 3B	\$0 - \$6,000,000 Zero to six million dollars
Category 4	\$0 - \$10,000,000 Zero to ten million dollars
Category 5	\$0 - \$12,000,000 Zero to twelve million dollars
Category 6	\$0 - \$16,000,000 Zero to sixteen million dollars
Category 7	\$0 to \$20,000,000 Zero to twenty million dollars
Category 8	\$0 to \$30,000,000 Zero to thirty million dollars




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning and Capital Projects

Date: January 13, 2026

Subject: Action Item: To Award RFQ-SJR-07-2025 for Renewal of Pre-Qualified Contractor Status

Please request action by the Board at the January meeting to award RFQ-SJR-07-2025 to renew pre-qualified contractor status for the recommended contractors for the calendar year 2026.

The State Requirements for Educational Facilities (SREF) issued by the Florida Department of Education requires Colleges to pre-qualify contractors in order for them to be eligible to respond to construction related (new construction, renovation, and remodeling) competitive solicitations (bid) during the pre-qualification period. The Colleges pre-qualifies contractors on an annual calendar year basis.

RFQ-SJR-07-2025 was issued and advertised to invite our currently pre-qualified contractors to renew their certificates of pre-qualification with SJR State for the 2026 calendar year. Twenty-Two contractors responded to the request for renewal of their pre-qualified contractor status. The responses were evaluated by a committee of facilities and business office personnel in a public meeting on January 8. All twenty-two contractors met requirements for renewal certificates in their current categories and are recommended for pre-qualification for the 2026 annual period. As provided by SREF, contractors may request an increase or decrease in category if they choose to do so.

The list of contractors recommended for renewal is attached. Contractors are listed by Type: General, Building, Civil, Roofing and/or Mechanical. Also, listed is the Category for which each contractor met requirements. Categories are based on the bonding capacity attainable. In order to qualify in a particular category, a contractor must be able to bond a single project at the highest threshold of that category, As required by SREF, the top threshold of the category listed specifies the maximum dollar value of any individual project a contractor may have under contract with the College, and this amount is also the total dollar volume of work a contractor is permitted to have under contract at any one time with the College. A Category Chart for Calendar Year 2026 is attached.

Please request action by the Board at the December meeting to award this RFQ for pre-qualification of the recommended contractors.

I will be happy to answer any questions regarding this matter.

Attachments (2)



**St. Johns River State College
RFQ-SJR-07-2025
PRE-QUALIFIED CONTRACTOR CERTIFICATES-RENEWAL**

NOTICE OF INTENT TO AWARD

Evaluation committee recommendations for pre-qualified contractors New Certificates for Calendar Year 2026 by the District Board of Trustees.

Respondent	Contractor Type					Category Requested	Pre-Qualification Requirements Met	Category Recommended
	GC	BC	Civil	Roofing	Mech.			
Acme Roofing & Sheet Metal Co. 37 Banner Street Dothan, AL 36301				X		4	Met	4
Acon Construction Co., Inc. 6353 Regent Blvd., Suite 401 Jacksonville, FL 32224	X					3B	Met	3B
Advanced Roofing, Inc. 200 Northstar Court Sanford, Florida 32771	X			X		8	Met	8
Ajax Building Company, LLC 1080 Commerce Blvd. Midway, FL 32343	X					8	Met	8
Allstate Construction, Inc. 8640 Philips Highway, #6 Jacksonville, FL 32256	X					8	Met	8
Besch and Smith civil Group 345 Cumberland Industrial Ct. St. Augustine, FL 32095			X			4	Met	4
CGC Inc. 7036 12 th Street W. Jacksonville, FL 32220			X			7	Met	7
Charles Perry Partners, Inc. 12926 Gran Bay Parkway West, Ste 205 Jacksonville, FL 32258	X					8	Met	8

Respondent	Contractor Type					Category Requested	Pre-Qualification Requirements Met	Category Recommended
	GC	BC	Civil	Roofing	Mech.			
Coker Industrial Contractors, Inc. 850369 US Hwy. 17 Yulee, Florida 32097	X				X	2	Met	2
D.E. Scorpio Corporation D/B/A Scorpio 3911 W Newberry Road Gainesville, Florida 32607	X					8	Met	8
DiMare Construction Co. 3545 U S 1 South St. Augustine, Florida 32086	X					5	Met	5
E Vaughn Rivers, Inc. 1882 Bellair Boulevard Orange Park, FL 32073	X					7	Met	7
Foresight Construction Group 3491 Pall Mall Drive, Suite 204 Jacksonville, FL 32257	X					8	Met	8
Jenkins Roofing Inc. 5343 Gateway Drive Tallahassee, FL 32303		X		X		7	Met	7
McLauchlin & Company 3019 SW 27 th Avenue, Suite 102 Ocala, FL 34471	X					5	Met	5
Next Dimension Construction Inc 13624 S US Highway 441 Summerfield, FL 34491				X		2	Met	2
Parrish McCall Constructors, Inc. 3345 SW 2 nd Avenue Gainesville, FL 32608	X					8	Met	8
Perry-McCall Construction, Inc. 6104 S. Gazebo Park Place Jacksonville, FL 32257	X					8	Met	8
Perry Roofing, Inc. 2505 NW 71 st Place Gainesville, FL 32653				X		3A	Met	3A

Respondent	Contractor Type					Category Requested	Pre-Qualification Requirements Met	Category Recommended
	GC	BC	Civil	Roofing	Mech.			
Register Roofing & Sheet Metal 4632 Sub Chaser Court Jacksonville, FL 32244				X		3A	Met	3A
Scherer Construction 2504 NW 71st Place Gainesville, Florida 32653	X			X		8	Met	8
Thomas May Construction Company 310 College Drive Orange Park, Florida 32065	x			X		7	Met	7

Note: As used above, GC = General Contractor / BC = Building Contractor / Mech. = Mechanical

Pre-Qualification Categories	Category Thresholds (Must be able to bond a single project at the top threshold number to qualify in the category.)
Category 1	\$0 - \$200,000 Zero dollars to two-hundred thousand dollars
Category 1A	\$0 - \$1,000,000 Zero dollars to one million dollars
Category 2	\$0 - \$2,000,000 Zero to two million dollars
Category 3A	\$0 - \$4,000,000 Zero to four million dollars
Category 3B	\$0 - \$6,000,000 Zero to six million dollars
Category 4	\$0 - \$10,000,000 Zero to ten million dollars
Category 5	\$0 - \$12,000,000 Zero to twelve million dollars
Category 6	\$0 - \$16,000,000 Zero to sixteen million dollars
Category 7	\$0 to \$20,000,000 Zero to twenty million dollars
Category 8	\$0 to \$30,000,000 Zero to thirty million dollars




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning, and Capital Projects

Date: January 13, 2026

Subject: Action Item: Exterior Painting Gymnasium Project – Palatka Campus

This is an action item for the Board of Trustees at their meeting on January 21, 2026. Bids were opened on January 9, 2026, for the Exterior Painting Gymnasium Project on the Palatka campus.

The scope of this project includes all labor, materials, equipment, and supervision necessary to properly clean, prepare, and apply new exterior paint coatings to all designated surfaces.

We received four bids from pre-qualified contractors. All contractors submitted complete bid submittal packages. The bid submitted by Thomas May Construction was the lowest bid received. I would like to recommend this bid for approval in the amount of \$113,800.00.

Please let me know if I may answer any questions regarding this recommendation.

Attachment (1)



St. Johns River State College

BID-SJR-08-2025

Exterior Painting Gymnasium Project, Palatka Campus

NOTICE OF INTENT TO AWARD

SJR State College intends to recommend to the District Board of Trustees that they award this bid to **Thomas May Construction** on January 21, 2026

Contractor	Base Bid	Unit A Price	Unit B Price
Thomas May Construction	\$113,800.00	\$43.75	\$45.75
Foresight Construction	\$144,187.00	\$50.00	\$55.00
ABBA Construction	\$152,397.00	\$175.00	\$180.00
Scherer Construction	\$174,160.00	\$4.95	\$7.95

Unit Price A: Remove existing wood fascia at eave of the perimeter of the roof, where the wood is rotten, damaged, or warped. Replace with new P.T. wood fascia board and paint to match adjacent surfaces. Protect existing metal drip edge. This unit price is for using a 2x10 piece of treated lumber. The unit price shall be per linear foot of replacement material.

Unit Price B: Remove existing wood fascia at eave of the perimeter of the roof, where the wood is rotten, damaged, or warped. Replace with new P.T. wood fascia board and paint to match adjacent surfaces. Protect existing metal drip edge. This unit price is for using a 2x12 piece of treated lumber. The unit price shall be per linear foot of replacement material.

NOTE: Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning, and Capital Projects

Date: January 13, 2026

Subject: Action Item: Renovation of Offices with Addition, Gymnasium Project – Palatka Campus

This is an action item for the Board of Trustees at their meeting on January 21, 2026. Bids were opened on January 9, 2026, for the Renovation of Offices with Addition, Gymnasium Project on the Palatka campus.

The scope of this project includes all labor, materials, equipment, supervision, and coordination necessary to complete interior renovations and associated construction. Scope of work may include demolition, framing, finishes, mechanical, electrical, plumbing modifications, and integration of the new addition with existing building systems. All work shall be performed in accordance with approved plans, specifications, applicable codes, and College standards.

We received one bid from Scherer Construction. The bid submitted by Scherer Construction was complete and below project budget. I would like to recommend this bid for approval in the amount of \$242,563.00.

Please let me know if I may answer any questions regarding this recommendation.

Attachment (1)



St. Johns River State College BID-SJR-09-2025

Renovation of Offices with Addition, Gymnasium Project, Palatka Campus

NOTICE OF INTENT TO AWARD

SJR State College intends to recommend to the District Board of Trustees that they award this bid to Scherer Construction of North Florida, LLC on January 21, 2026.

Contractor	Base Bid	Total Bid
Scherer Construction of North Florida, LLC	\$242,563.00	\$242,563.00

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.




ST. JOHNS RIVER

S T A T E C O L L E G E

MEMORANDUM

To: Dr. Melanie Brown
Chief Operating Officer and Senior Vice President

From: Terry Thomas 
Assistant Vice President of Facilities, Planning, and Capital Projects

Date: January 13, 2026

Subject: Action Item: Approval to Waive Solicitation Requirements for Beach Volleyball Courts Project, Palatka Campus

This is an action item for the Board of Trustees at their meeting on January 21, 2026, requesting their approval to waive solicitation requirements for the construction of four (4) beach volleyball courts on the Palatka Campus. The scope of this project includes all labor, equipment, and materials to construct (4) beach volleyball courts including custom nets, lines, antennas, pole pads, sand drainage perf pipe, rock, four (4) Monson Poles system, concrete sitting border and a rinse station per competition requirements.

Per SJR State's policies and Florida Administrative Code 6A-14.0734(3), I am requesting approval to waive solicitation requirements for three (3) reasons, safety of our student athletes, cost savings, and expert knowledge not available from pre-qualified contractors.

Our beach volleyball athletes are currently playing in a public county park that is not secure or patrolled. Park grounds are not maintained as necessary to prevent injury if our athletes fall on broken glass or other items left behind by visitors. We are also not able to hold competition tournaments due to scheduling conflicts with other county events.

Our solicitation process for projects uses Board approved pre-qualified contractors for bidding purposes. The prequalified contractors have little to no knowledge of competition requirements for beach volleyball courts. When bidding, contractors will sub out to expert court builders, adding profit & overhead (20% to 40%) and general conditions (6% to 12%). This added cost will result in bids that are above the current budget for this project.

I reached out to three competition court design/builders, results are below

Lake Jem Sports - responded to phone call, visited campus and measured area for courts and emailed a contract with The School Board of Lake County, Florida. The college cannot piggyback on this contract because it was for sod installation and maintenance of Lake County Schools athletic fields. Emailed vendor on October 23, 2025, with an explanation for why we cannot use the provided contract and requested a letter of reference from the Florida Region of USA Volleyball Association. Received no response.

Sport Surfaces – has current contract with Omnia Partners which the college could piggyback on. Called vendor three times (11.3.25, 11.17.25, & 12.1.225), left voicemails and vendor was non-responsive.

Sand Court Experts – responded to phone call, visited campus and measured area for courts, emailed court photos and quote on December 9, 2025. Total quote for project \$223,225.

I would like to request approval to waive the solicitation process and move forward with the project by issuing a purchase order to Sand Court Experts.

Please let me know if I may answer any questions regarding this recommendation.

Attachments

6A-14.0734 Procurement Requirements.

(1) Colleges shall, as the circumstances require, publicly solicit the submittal of competitive offers from at least three (3) sources, when purchasing services or commodities exceeding the amount as specified in Section 287.017, F.S., for Category Three. Solicitations of competitive offers are defined as:

(a) "Competitive sealed bids," "competitive sealed proposals" or "competitive sealed replies," means the process of receiving competitive offers transmitted by secured electronic means or written bids, proposals, or replies.

(b) "Competitive solicitations" or "solicitations" means an invitation to bid, a request for proposal, request for quote, or an invitation to negotiate.

Boards of trustees may adopt smaller amounts beyond which to require the solicitation of competitive offers. The college president or designee reserves the right to reject any or all offers submitted in response to the college's solicitation, and/or solicit new offers as deemed in the college's best interest. When accepting responsive offers to the college's solicitations, colleges shall accept the lowest or best responsive offer. If other than the lowest or best offer meeting specifications is accepted, the college shall maintain a public record of the justification. Recommendation for awards not exceeding the Category Five threshold as specified in Section 287.017, F.S., may be approved or rejected by the president or a designee if such authority is delegated in policy adopted by the board of trustees. Recommendation for awards exceeding the Category Five threshold as specified in Section 287.017, F.S., shall be approved or rejected by the board of trustees.

(2) Exceptions to the requirement to solicit competitive offers are:

(a) Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, graphic and computer based instructional software.

(b) Library books, reference books, periodicals, and other library materials and supplies.

(c) Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or buying cooperatives.

(d) Food.

(e) Services or commodities available only from a single or sole source.

(f) Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.

(g) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.

(h) Single source procurements for purposes of economy or efficiency in standardization of materials or equipment.

(i) Items for resale.

(3) The college president or designee, may waive solicitation requirements in emergencies when there is an imminent threat to students, employees, or public safety or in cases when necessary to prevent damage to the facilities caused by an unexpected circumstance in accordance with rules established by the local board of trustees.

(4) When a board of trustees solicits the submittal of competitive offers and only one responsive offer is submitted, the college may purchase such products or service under the best terms it can negotiate.

Rulemaking Authority 1001.02(1) FS. Law Implemented 1001.02, 1010.01, 1010.02 FS. History—New 12-19-74, Formerly 6A-8.121, Amended 12-26-77, 6-12-83, 6-27-85, Formerly 6A-14.734, Amended 9-30-86, 11-12-91, 12-18-94, 6-18-96, 2-10-99, 7-20-04, 6-20-07.

3325K

SECTION 2: OVERVIEW AND GUIDELINES

Except as noted in Item Two (2) above, competitive solicitations will be obtained prior to issuing a requisition for a purchase order in accordance with the guidelines and procedures in this section.

1. The following thresholds apply unless otherwise directed by the funding source (i.e, for grant related solicitations, contact Purchasing for guidance):

TOTAL PU CHASE PRICE

MINIMUM REQUIREMENTS

\$0.01 to \$ 10,000.00

No formal quote or competitive solicitation is required. The requesting department shall identify the best value for the required commodity or service. Note, a statement of work must be provided if services are requested. Good judgment shall be exercised that no purchase is made at an unreasonable price.

\$ 10,000.01 to Category 3, 287.017 F.S.

(Category 3 is currently \$65,000) A minimum of three (3) written solicitations to be submitted to Purchasing at requisition entry, unless exempt by State law FAC 6-A-14.0734..

Category 3 to Category 5, 287.017 F.S.

(Category 5 is currently \$325,000) Formal Bid or RFP issued by Purchasing and approved by the President unless exempt by State law FAC 6-A-14.0734..

Category 5 unlimited

Formal Bid or RFP issued by Purchasing and approved by the District Board of Trustees unless exempt by State law FAC 6-A-14.0734.

2. Requisitions are required for the purchase of commodities and/or services unless waived by the Purchasing Office or the Chief Financial Officer. This includes (credit) card purchases. Purchase Orders are issued and transmitted by the Purchasing Office unless alternate arrangements are approved by the Purchasing Office or the CFO on a case-by-case basis.
3. Purchases requiring multiple competitive solicitations (quotes) should be documented using the Price Comparison Documentation Form available on the Business Office web page, and the form should be submitted to the Business Office at the time of requisition entry.
4. Splitting purchases among requisitions to avoid competitive solicitation is prohibited.
5. Only the College President or designee, with the prior approval of the Chair of the Board of Trustees, is authorized to waive bid requirements in emergencies when there is an imminent threat to students, employees, or public safety, or in cases when it is necessary to prevent damage to College facilities caused by an unexpected circumstance.
6. Requirements for exempt purchases:
 - a. The requisition should cite the reason for the exemption as listed in Section 1, Item 2 above, in the text of the requisition.
 - b. If the exemption in Section 1, Item 2(c) is applicable, the name of the contract and the

contract identification number should be included in the requisition. Additionally, if other than State of Florida contracts are cited for the exemption, copies of the publicly solicited award and copies of any resultant contract or purchase order must be submitted to the Purchasing Office or the Director of Capital Assets/Risk Management to be reviewed for acceptance prior to requisition entry.

Thomas, Terry L.

*non-Response
after this email*

From: Thomas, Terry L.
Sent: Thursday, October 23, 2025 1:02 PM
To: Scott Bishop
Cc: Reynolds, Tom
Subject: Outdoor Competition Volleyball Courts At College

Good afternoon, Scott,

Since we cannot use the contract that you emailed to us earlier in September. Can you request and email to me a letter of reference from the Florida Region of USA Volleyball? Do they have a list of preferred design/builders?

I look forward to hearing from you.

Best regards,

Terry Thomas

AVP of Facilities, Planning and Capital Projects

St. Johns River State College
5001 St. Johns Avenue | Palatka, FL 32177
(386) 312-4110|
Visit us on the Web at SJRstate.edu

Due to Florida's very broad public records laws, most written communications to or from College employees regarding College business are public records, available to the public and media upon request. Therefore, this e-mail communication may be subject to public disclosure.

Thomas, Terry L.

From: Thomas, Terry L.
Sent: Monday, September 29, 2025 1:07 PM
To: Scott Bishop; Phillip Hisey
Cc: Reynolds, Tom; Jim Granger
Subject: RE: Competition Volleyball Courts at the College

Good afternoon,

After reviewing the contract that you attached to your previous email, I don't believe we can use this contract for the design and building of our beach volleyball courts at our college. As you mentioned in your previous email, this contract includes sod installation and maintenance of athletic fields. I do not see mention of designing, building, or maintenance of courts. Your thoughts, please.

Best regards,

Terry Thomas

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From: Scott Bishop <sbishop@lakejemsports.com>
Sent: Thursday, September 11, 2025 11:52 AM
To: Thomas, Terry L. <TerryThomas@sjrstate.edu>; Phillip Hisey <phisey@lakejemsports.com>
Cc: Reynolds, Tom <TomReynolds@sjrstate.edu>; Jim Granger <jimg@ljfholdco.com>
Subject: Re: Competition Volleyball Courts at the College

You don't often get email from sbishop@lakejemsports.com. [Learn why this is important](#)

EXTERNAL: This email originated from outside of SJR State. Do not click any links or open any attachments unless you trust the sender and know the content is safe. Please forward suspicious emails to IT@sjrstate.edu

Terry,

I added Jim Granger our Sales Manager to this email. Jim and Phillip Hisey, my General Manager are available to assist us as needed.

Attached is the existing multi-year contract with Lake County Schools that UCF used for approval. We recently completed 160,000 sq ft of re-grading for storm water management and replanting of Bermuda sod at UCF's Memory Mall.

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Thomas, Terry L. <TerryThomas@sjrstate.edu>
Sent: Wednesday, September 10, 2025 10:06:41 AM
To: Scott Bishop <sbishop@lakejemsports.com>; Phillip Hisey <phisey@lakejemsports.com>
Cc: Reynolds, Tom <TomReynolds@sjrstate.edu>
Subject: RE: Competition Volleyball Courts at the College

Good morning, Scott,

It was a pleasure to meet and speak with you on Friday. Below is Tom Reynolds' contact information:

Tom Reynolds
Email: tomreynolds@sjrstate.edu
Phone: 904.276.6763

We look forward to hearing from you soon.

Best regards,

Terry Thomas

AVP of Facilities, Planning and Capital Projects

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5001 St. Johns Avenue | Palatka, FL 32177
(386) 312-4110|
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From: Scott Bishop <sbishop@lakejemsports.com>
Sent: Wednesday, September 3, 2025 10:27 AM
To: Phillip Hisey <phisey@lakejemsports.com>; Thomas, Terry L. <TerryThomas@sjrstate.edu>
Subject: RE: Competition Volleyball Courts at the College

You don't often get email from sbishop@lakejemsports.com. [Learn why this is important](#)

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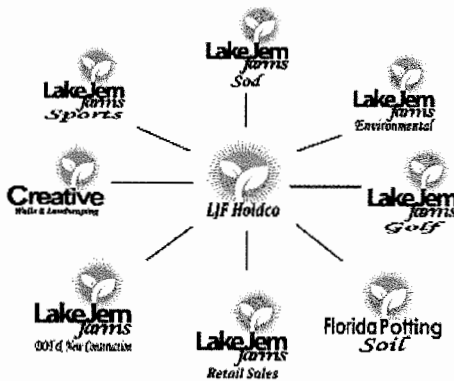
Terry,

Good morning. I look forward to walking the proposed project site at the Palatka campus. As we discussed, my company, Sand Courts USA, has partnered with Lake Jem Farms to expand our turnkey sports complex capabilities in Florida. Now operating as Lake Jem Farms Sports, we are a preferred beach court contractor for the Florida Region of USA Volleyball. Our most recent project was the Lake Sumter State College "Lakehawks" 6-court competition complex. I spoke to Michelle Moriarty at the FL Region Office this morning. She asked me to send an email with the specific information needed, and she would be able to assist us. I have worked closely with the FL Reg of USAV, designing and building several projects.

Are you available Friday the 5th? I can stop by after lunch on my way to Jacksonville?

Thank you,

Scott Bishop
Project Manager
Lake Jem Sports
352-933-0696
SBishop@LakeJemSports.com



From: Phillip Hisey <phisey@lakejemfarms.com>
Sent: Wednesday, September 3, 2025 8:54 AM
To: Thomas, Terry L. <TerryThomas@sjrstate.edu>
Cc: Scott Bishop <sbishop@lakejemsports.com>
Subject: RE: Competition Volleyball Courts at the College

Good morning,

Sorry for not responding yesterday. I believe you spoke with Scott Bishop who is our Volleyball expert and can assist. I have forwarded this email to him for response.

Thank you for reaching out and we look forward to the opportunity.

Thank you,

Phillip Hisey

General Manager
Lake Jem Farms Sports
862 Duncan Dr.
Tavares, FL 32784
352-933-2166



From: Thomas, Terry L. <TerryThomas@sjrstate.edu>
Sent: Tuesday, September 2, 2025 12:38 PM
To: Phillip Hisey <phisey@lakejemfarms.com>
Subject: Competition Volleyball Courts at the College

You don't often get email from terrythomas@sjrstate.edu. [Learn why this is important](#)
Good afternoon,

I spoke with you over the phone at the end of July and wanted to touch base with you again about our new volleyball courts that we would like to design and build on our Palatka campus. In order to not bid this project, I need a letter or a preferred list of vendors from the USA Volleyball Association, or can you provide me with contact information so I can speak with them. I look forward to hearing from you.

Best regards,

Terry Thomas

AVP of Facilities, Planning and Capital Projects

St. Johns River State College
5001 St. Johns Avenue | Palatka, FL 32177
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AGREEMENT FOR CONTRACTOR SERVICES

THIS AGREEMENT FOR CONTRACTOR SERVICES is entered into by and between The School Board of Lake County, Florida, a political subdivision of the State of Florida, whose address is 201 West Burleigh Boulevard, Tavares, Florida 32778 ("School Board"), and Lake Jem Farms, LLC, whose address is 862 S. Duncan Dr. Tavares, FL 32778 ("Contractor").

WHEREAS, School Board is responsible for operating and controlling all public K-12 schools located in Lake County, Florida (collectively referred to herein as "Lake County Schools") and is the statutory contracting agent for all Lake County Schools.

WHEREAS, School Board issued Invitation to Bid 22-0804-B-YR (the "Bid") seeking proposals from individuals or firms qualified to provide sod installation and maintenance of Lake County Schools athletic fields (the "Services").

WHEREAS, School Board desires to obtain the Services from Contractor and believes doing so will serve a valid public purpose and be to the economic advantage of School Board.

WHEREAS, Contractor is qualified, willing, and able to provide the Services to School Board in accordance with the Bid and this Agreement.

WHEREAS, Superintendent, Diane S. Kornegay, does not have any financial interest whatsoever in Contractor.

WHEREAS, no individual member of School Board has any financial interest whatsoever in Contractor.

NOW, THEREFORE, in consideration of the mutual promises, covenants, terms, and conditions set forth herein, and for other good and valuable considerations, the receipt and sufficiency of which is hereby acknowledged, School Board and Contractor hereby agree as follows:

1. **Recitals.** The above recitals are true and correct and fully incorporated herein.
2. **Term; Termination.** The term of this Agreement shall commence on October 10, 2022 and, unless earlier terminated in accordance herewith, shall end on October 9, 2023. School Board may extend the term of this Agreement for up to three (3) additional periods of one (1) year each by giving written notice to Contractor of School Board's intent to do so no later than sixty (60) days prior to the end of the term then in effect. This Agreement may be terminated by (i) either party, without cause, upon delivery of written notice of such intent to terminate this Agreement not less than ninety (90) days prior to the effective date of such termination, (ii) written agreement executed by Contractor and School Board, or (iii) immediately by School Board if Contractor fails to perform any of Contractor's duties or obligations created hereunder.
3. **Scope of Services.** Contractor shall provide the Services in accordance with the Bid and **EXHIBIT "A"** attached hereto. Nothing contained herein shall be construed as obligating School Board to obtain the Services from Contractor or otherwise limiting School Board's right to obtain the Services from other vendors.
4. **Payment.** School Board shall pay Contractor for the Services in accordance with the Bid and **EXHIBIT "B"** attached hereto. No other costs for the Services shall be billed to or paid by School Board.
5. **Contact Person.** The primary contact person under this Agreement for Contractor shall be Michelle Garretson, Contract and Compliance Coordinator, who can be contacted at 352-415-0825 or mgarretson@liffholdco.com. The primary contact person under this Agreement for School Board shall be Gary Rogers, Supervisor of Warehouse & Grounds, who can be contacted at RogersG@lake.k12.fl.us or 352-253-6744.

- 6. Insurance.** Contractor shall comply with the following insurance requirements:
- A.** Contractor shall maintain throughout the term of this Agreement:
 - (i) Comprehensive General Liability insurance in the amount of one million dollars (\$1,000,000) per occurrence; and
 - (ii) Automobile Liability Insurance, in an amount not less than five hundred thousand dollars (\$500,000) combined single limit per occurrence for bodily injury and property damage, covering all owned, non-owned, and hired vehicles that may be used by Contractor or any of Contractor's employees, agents, subcontractors, or representatives in connection with providing the Services to School Board; and
 - (iii) Workers' Compensation Insurance for all employees of Contractor as required by Florida Statutes. A Waiver of Subrogation in favor of School Board and its members, officers and employees shall be endorsed onto the workers' compensation policy.
 - B.** "The School Board of Lake County, Florida, and its members, officers, and employees" shall be listed as an additional insured on all Comprehensive General Liability insurance and Automobile Liability insurance policies described herein.
 - C.** The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of Contractor.
 - D.** Contractor shall ensure that all insurance policies required by this section are issued by companies with either of the following qualifications:
 - (i) The company must be (1) authorized by subsisting certificates of authority by the Department of Insurance of the State of Florida or (2) an eligible surplus lines insurer under Florida Statutes. In addition, the insurer must have a Best's Rating of "A" or better according to the latest edition of Best's Key Rating Guide, published by A.M. Best Company; or
 - (ii) With respect only to the Workers' Compensation Insurance, the company may be (1) authorized as a group self-insurer pursuant to Florida Statutes or (2) authorized as a commercial self-insurance fund pursuant to Florida Statutes.
 - E.** Neither approval nor failure to disapprove the insurance furnished by Contractor to School Board shall relieve Contractor of Contractor's full responsibility to provide insurance as required under this Agreement.
 - F.** Contractor shall be responsible for assuring that the insurance remains in force for the duration of this Agreement, including all renewals or extensions hereof. Contractor shall be responsible for notifying School Board within forty-eight (48) hours upon receipt of any cancellation notice or intent to non-renew. If the insurance is scheduled to expire during the term of this Agreement, then Contractor shall be responsible for submitting new or renewed certificates of insurance to School Board at a minimum of fifteen (15) calendar days in advance of such expiration.

- G. Contractor shall deliver to School Board a certificate of insurance for each of the above-described policies within ten (10) days after full execution of this Agreement. Such certificates of insurance shall be delivered to:

The School Board of Lake County, Florida
Purchasing Department
29529 County Road 561
Tavares, Florida 32778

- H. The name and address of the Certificate Holder on each certificate of insurance must be:

The School Board of Lake County, Florida
201 West Burleigh Boulevard
Tavares, Florida 32778

- I. If Contractor fails to maintain insurance as required herein, then such failure shall constitute a material breach of this Agreement and School Board shall have the right to terminate this Agreement without further liability. Further, Contractor agrees that upon such breach, School Board may take any action necessary at law or in equity to preserve and protect School Board's rights.

7. Indemnification. Contractor hereby indemnifies and holds School Board harmless from and against all losses, liabilities, damages, claims, causes of action, and expenses, including, without limitation, attorneys' fees and court costs regardless of whether a lawsuit has been filed, arising out of or relating to (i) any breach of or default under this Agreement directly or indirectly caused by Contractor or any of Contractor's members, officers, agents, employees, subcontractors, suppliers, or representatives, (ii) any unpaid costs or expenses related to any labor, services, or materials furnished by, to, or on behalf of Contractor pursuant to this Agreement or (iii) any error, mistake, act, omission, or negligence on the part of Contractor or any of Contractor's members, officers, agents, employees, subcontractors, suppliers, or representatives while performing the Services. The foregoing indemnity shall apply in all circumstances except where School Board is solely negligent. Within three (3) business days after receiving notice of any claim asserted against Contractor and School Board, Contractor shall deliver written notice to School Board and School Board shall have the right, but not the obligation, to participate in the defense of any such claim. Failure to provide timely notice of any claim asserted against Contractor and School Board shall constitute a default by Contractor hereunder. This paragraph shall survive the expiration or earlier termination of this Agreement.

8. Sovereign Immunity. Notwithstanding anything contained herein to the contrary, nothing herein shall be construed as a waiver by School Board of sovereign immunity or of any rights, privileges, or limits to liability existing under Section 768.28, Florida Statutes. Any liability on the part of School Board hereunder shall be subject to School Board's right to sovereign immunity and any other limitations provided to School Board under Florida law. This paragraph shall survive the expiration or earlier termination of this Agreement.

9. Laws and Regulations. Contractor shall be solely responsible for obtaining all permits and licenses necessary to provide the Services and for complying with all federal, state, and local laws, codes, rules, regulations, ordinances, and orders of any public, quasi-public, or other governmental entity concerning performance of the Services.

10. Access to Financial Records. Contractor will maintain accounting records in accordance with generally accepted accounting principles and practices to substantiate all invoiced amounts. Contractor shall ensure that such records are available for examination by School Board during Contractor's normal business hours. Contractor shall maintain such records for a period of three (3) years after the date of the invoice. This paragraph shall survive the expiration or earlier termination of this Agreement.

11. Contingent Fees Prohibited. Contractor warrants that he or she has not employed or retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement and that he or she has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for Contractor any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. In the event of a breach of this provision, School Board shall have the right to terminate this Agreement without further liability, and at its discretion, deduct from the contract price, or otherwise recover, the full amount of any such fee, commission, percentage, gift, or consideration paid in breach of this Agreement. This paragraph shall survive the expiration or earlier termination of this Agreement.

12. Non-Appropriation. Notwithstanding anything contained herein to the contrary, School Board's obligation to purchase and pay for goods and services under this Agreement is contingent on the annual appropriation and availability of sufficient funds, as determined in School Board's sole and absolute discretion, to pay for such goods and services. If School Board determines the annual appropriation or availability of funds is insufficient to allow School Board to fulfill its obligations hereunder, then (a) School Board shall give written notice to Contractor, (b) Contractor shall have the option to terminate this Agreement within fifteen (15) days after receipt of said notice, (c) School Board shall remain obligated to pay for all goods and services actually delivered or provided to School Board prior to Contractor's receipt of said notice, and (d) in no event shall School Board's failure to fully perform, if caused by insufficient annual appropriation or availability of funds, constitute a breach of this Agreement or an event of default hereunder, or otherwise trigger any late charges or similar penalties.

13. Independent Contractor. Contractor acknowledges and agrees that it is an independent contractor for the limited purpose of providing the Services, and nothing in this Agreement shall be construed as creating any other type of relationship, including, without limitation, partnership, joint venture, or agency, between Contractor and School Board. Neither Contractor nor any of Contractor's members, officers, agents, representatives, employees, subcontractors, suppliers, or independent contractors shall be deemed to be employed by School Board or eligible to receive insurance or other employment benefits provided by School Board to its employees, including, without limitation, workers' compensation insurance, unemployment insurance, or retirement benefits. Further, Contractor will be responsible for paying its own Federal income tax and self-employment tax, or any other taxes applicable to the compensation paid under this Agreement. Notwithstanding anything contained herein to the contrary, in no event shall School Board be liable or otherwise responsible for the acts or omissions of Contractor under the doctrine of respondeat superior or any similar legal theory. This paragraph shall survive the expiration or earlier termination of this Agreement.

14. Approval of Personnel. School Board reserves the right to approve the contact person and the persons actually performing the Services on behalf of Contractor pursuant to this Agreement. If School Board, in its sole discretion, is dissatisfied with the contact person or the person or persons actually performing Services on behalf of Contractor pursuant to this Agreement, then School Board may require that Contractor assign a different person or persons to be the contact person or to perform the Services hereunder.

15. Background Investigations. Contractor hereby represents and warrants that Contractor has read and is familiar with Sections 1012.315, 1012.32, 1012.465, 1012.467, and 1012.468, Florida Statutes regarding background investigations. Contractor shall comply with all requirements of all such statutes and shall provide School Board with proof of such compliance upon request. Contractor's failure to fully comply with the requirements of this paragraph or Sections 1012.315, 1012.32, 1012.465, 1012.467 and 1012.468, Florida Statutes, shall constitute a default by Contractor hereunder.

16. Notices. Any notices required or permitted to be given under this Agreement shall be in writing and shall be deemed given if delivered by hand, sent by United States registered or certified mail (return receipt requested), sent by recognized overnight courier, or sent by e-mail addressed as follows:

If to School Board: Lake County Schools
Attn: Diane S. Kornegay
201 West Burleigh Blvd.
Tavares, FL 32778
kornegayd@lake.k12.fl.us

If to Contractor: Lake Jem Farms, LLC
Attn: Michelle Garretson
862 South Duncan Drive
Tavares, FL 32778
Email: mgarretson@ljkholdco.com

Notices shall be deemed effective only if sent to each address listed for the intended recipient party, or such other address as may be subsequently provided by that party in writing. Notices personally delivered, sent by United States registered or certified mail, or sent by overnight courier shall be deemed given on the date of receipt. Notices sent by e-mail shall be deemed sent upon transmission if sent to the recipient party's e-mail address shown above and the e-mail message is not returned to the sender as being undeliverable. For the purposes of this Agreement, the attorney for any of the parties to this Agreement shall be permitted to deliver any and all notices under this Agreement on behalf of his or her client, and any notice so delivered by said attorney shall be deemed as delivered by his or her client as if his or her client had delivered the same directly.

17. Confidential Information. All student records, data, personnel records, and other confidential information (collectively "Confidential Information") that comes within Contractor's possession in the course of providing goods or services to School Board shall be held in confidence by Contractor in strict compliance with all confidentiality and disclosure provisions of all applicable federal and state laws, rules, and regulations, including, without limitation, the Family Educational Rights and Privacy Act, Chapter 1002, Florida Statutes, and all relevant policies of School Board (collectively referred to herein as "Privacy Laws"). Contractor shall not copy or otherwise remove any Confidential Information from any electronic device owned or controlled by School Board without School Board's prior written authorization. Contractor understands and acknowledges that any unauthorized disclosure of Confidential Information may violate Privacy Laws and may result in penalties other than damages for which Contractor shall be liable and for which Contractor hereby expressly indemnifies and holds School Board harmless from and against. This paragraph shall survive the expiration or earlier termination of this Agreement.

18. Public Records Retention. To the extent doing so will not violate any federal law relating to confidentiality of records, Contractor shall comply with the Florida Public Records Law, Chapter 119, Florida Statutes by:

- A. Keeping and maintaining all public records required by School Board to perform the service.

- B. Providing to School Board, upon request from School Board's Custodian of Records, a copy of any requested records or allowing such records to be inspected or copied within a reasonable time at a cost that does not exceed the cost allowable under Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensuring all public records that are exempt or confidential and exempt from disclosure under Chapter 119, Florida Statutes, are not disclosed except as otherwise authorized by law for the duration of this Agreement and following completion of this Agreement if Contractor does not transfer the records to School Board.
- D. Upon completion of this Agreement, either (1) transferring to School Board, at no cost to School Board, all public records in Contractor's possession and destroying any duplicate copies of public records that are exempt or confidential and exempt from disclosure under Chapter 119, Florida Statutes, or (2) continuing to keep and maintain all public records required by School Board to perform the service in accordance with all applicable requirements for retaining public records. All records stored electronically by Contractor must be provided to School Board in a format that is compatible with School Board's information technology systems.

Notwithstanding anything contained herein to the contrary, failure to comply with the above provisions shall constitute a default and material breach of this Agreement by Contractor and shall give School Board the option, but not the obligation, to immediately terminate this Agreement without penalty. If School Board elects to terminate this Agreement, then Contractor may be liable for all costs associated with School Board securing the same services, including without limitation any increase in costs for the same services and the cost to solicit additional bids.

CONTRACTOR SHALL DIRECT ALL QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT TO SCHOOL BOARD'S CUSTODIAN OF RECORDS AT (352) 253-6513 OR CHALLENGERN@LAKE.K12.FL.US OR 201 WEST BURLEIGH BLVD, TAVARES, FL 32778.

19. Debarment. Contractor hereby certifies that, to the best of its knowledge and belief, neither Contractor nor any of Contractor's owners, principals, or officers (i) are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a federal department or agency, (ii) are presently indicted or otherwise criminally charged with, or have, within the past five (5) years, been convicted of or had a civil judgment rendered against them for, commission of fraud or any other criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property, or (iii) have, within the past five (5) years, had one or more public transactions (federal, state or local) terminated for cause or default. Contractor shall notify School Board within thirty (30) days after the occurrence of any of the foregoing and the failure to do so shall constitute a default by Contractor hereunder.

20. E-Verify System. Contractor understands and acknowledges that, pursuant to Section 448.095, Florida Statutes, Contractor is a contractor subject to the following:

- A. Contractor shall use the U.S. Department of Homeland Security's E-Verify system, available at <https://www.e-verify.gov/>, to verify the work authorization status of all employees hired during the term of this Agreement.
- B. If Contractor employs any subcontractors to perform the Services, then Contractor shall require each subcontractor to also use the E-Verify system to verify the work authorization status of all employees hired by such subcontractor during the term of this Agreement. In addition, each subcontractor shall provide to Contractor an affidavit stating they do not employ, contract with, or subcontract with any unauthorized aliens, as defined in Section 448.095(1)(k), Florida Statutes. Contractor shall keep and maintain said affidavit for the duration of this Agreement and shall provide a copy to School Board upon receipt.
- C. Contractor shall provide evidence of compliance with Section 448.095, Florida Statutes, within fifteen (15) days after full execution of this Agreement and thereafter as often as requested by School Board. Satisfactory evidence of compliance with Section 448.095, Florida Statutes, includes without limitation written notice of Contractor's E-Verify number.
- D. Notwithstanding anything contained herein to the contrary, failure to comply with the above provisions shall constitute a default and material breach of this Agreement by Contractor and shall give School Board the option, but not the obligation, to immediately terminate this Agreement without penalty. If School Board elects to terminate this Agreement, then Contractor may be liable for all costs associated with School Board securing the same services, including without limitation any increase in costs for the same services and the cost to solicit additional bids.

21. Disclosure of Conflict. Contractor shall disclose to School Board any situation or circumstance that has the potential to create a conflict of interest concerning Contractor's performance of its duties and obligations under this Agreement.

22. Modifications. This Agreement may not be modified or amended nor shall any provision of it be waived except in writing signed by Contractor and School Board, or their respective agents acting under express written authority to do so. No oral agreement, statement, promise, undertaking, understanding, arrangement, act, or omission of either party, occurring after the date hereof may be deemed an amendment or modification to this Agreement unless reduced to writing and signed by Contractor and School Board, or their respective agents acting under express written authority to do so.

23. Assignability. This Agreement is binding on and shall inure to the benefit of Contractor and its successors and assigns; provided, however, that Contractor may not assign any of its rights or obligations contained in this Agreement without School Board's prior written consent.

24. No Third Party Beneficiary Rights. No provision of this Agreement is intended or shall be construed to provide or create any third-party beneficiary right or any other right of any kind in any entity, manager, member, employee, subcontractor, officer, director, shareholder, partner, owner, agent, or associate of any party hereto, or in any other person, unless otherwise specifically provided for herein, and, except as so provided, all terms and provisions hereof shall be personal solely between the parties to this Agreement.

25. Counterparts. This Agreement may be executed in as many counterparts as may be required, each of which when so executed shall be deemed an original, but all of which when taken together shall constitute a single agreement. An electronic or facsimile copy of this Agreement and any signatures hereon shall be considered for all purposes as originals.

26. **Incorporation.** The Bid is fully incorporated as if set forth herein by reference. Any conflict between the terms of the Bid and this Agreement shall be controlled by this Agreement.
27. **Entire Agreement.** This Agreement, including all exhibits attached hereto, constitutes the entire agreement between Contractor and School Board and replaces all prior communications, understandings, representations, arrangements, and agreements, whether oral or written, between or among them related to the terms and subject matter of this Agreement that were not otherwise reduced to writing and incorporated herein.
28. **Severability.** If for any reason any of the covenants, agreements, terms, or provisions contained herein shall be determined to be invalid or unenforceable by a court of competent jurisdiction, then the validity of the remaining covenants, agreements, terms, and provisions hereof shall be in no way affected, prejudiced, or disturbed by said determination and this Agreement shall be automatically conformed to the law and shall continue in full force and effect.
29. **Governing Law.** The laws of the State of Florida shall apply to and control any dispute concerning the interpretation, construction, performance, or enforcement of this Agreement. Contractor and School Board hereby agree that the exclusive jurisdiction for any legal proceeding arising out of or relating to this Agreement shall be the courts serving Lake County, Florida and Contractor and School Board hereby waive any challenge to personal jurisdiction or venue in that court.
30. **Waiver.** No delay or failure on the part of any party hereto in exercising any right, power, or privilege under this Agreement shall impair any such right, power, or privilege, or be construed as a waiver or acquiescence thereto. No waiver shall be valid against any party, unless made in writing and signed by the party against whom enforcement of such waiver is sought and then only to the extent expressly specified therein.
31. **Prevailing Party Attorneys' Fees.** If either Contractor or School Board bring a legal action or proceeding arising out of or relating to this Agreement or because of an alleged dispute, breach, default, or misrepresentation or for a declaration of the rights and obligations in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and other costs incurred in that action or proceeding in addition to any other relief to which the prevailing party may be entitled.
32. **Force Majeure.** Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, hurricanes or tropical storms, embargo, riot, sabotage, labor dispute, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the delayed cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.
33. **Construction.** This Agreement shall be construed as if Contractor and School Board jointly prepared this Agreement, and any uncertainty or ambiguity shall not be construed against any one party. Whenever applicable in this Agreement, the use of the singular shall include the plural and the use of the plural shall include the singular. The headings used in this Agreement are solely for convenience of reference and shall not control the meaning or interpretation of this Agreement.
34. **Authority.** Each party signing below represents and warrants they possess full authority to enter into this Agreement and to lawfully and effectively bind the entities they purport to represent.

IN WITNESS WHEREOF, Contractor and School Board have executed this Agreement on the respective dates set forth below.

The School Board of Lake County, Florida

By: Stephanie Luke
Stephanie Luke, Chairperson

Date: 10-10-2022

Attest: Diane S. Kornegay
Diane S. Kornegay, Superintendent

Approved as to form:

[Signature]
School Board Attorney

Lake Jem Farms, LLC

By: [Signature]
Corey Warner, CEO

E-Verify #: _____

Date: Oct. 11, 2022

EXHIBIT A

SCOPE OF SERVICES

Contractor shall be responsible for sod installation and maintenance of athletic fields at Lake County Schools as follows:

I. GENERAL INFORMATION

- A. Contractor shall furnish all necessary labor, materials, and equipment to prepare field surfacing, supply, deliver, and install sod as requested by School Board. When installation is required, Contractor shall be responsible for grading, stripping of old sod, and the delivery, installation and rolling of new sod as specified herein. It is Contractor's responsibility to become thoroughly familiar with the various work sites, with respect to soil conditions, facilities, access, and traffic.
- B. Contractor shall provide and maintain appropriate equipment for the field preparation, transport, off-loading, and installation of both rolls and pallets of sod as described herein.
- C. Contractor shall provide pallet sod squares in at least 2.5 square foot sections measuring 15 inches wide by 2 feet long, 1.5 inches thick, and maintaining these dimensions during installation.
- D. Contractor shall provide Big Roll sod (Bermuda Only) in 250 square foot rolls measuring 30 to 48 inches wide and at least 1.5 inches thick with stabilized netting removed during onsite installation.
- E. Contractor shall provide Sand Grown Tifway 419 or TifTuf, certified Bermuda sod in pallets or rolls that are a minimum of 1.5 inches in height from the sod's soil base.
- F. Contractor shall provide Bahia sod in pallets that are a minimum of 1.5 to 3 inches in height from the sod's soil base. Argentine or Pensacola Bahia may be substituted with prior approval from School Board's representative.
- G. Contractor shall permit School Board to pick up pallets of sod from Contractor at distribution sites upon request.

II. RESPONSIBILITIES

- A. Contractor shall coordinate with School Board staff to expedite each project upon receipt of a delivery order and shall provide the specified sod as scheduled, even if Contractor has to secure the specified sod from another source or state due to weather, timing, or availability. Within forty-eight (48) hours of receiving each delivery order, Contractor shall confirm receipt of the order and commencement of work with School Board's representative.
- B. School Board's representative shall communicate the scope of work to Contractor for areas scheduled for sod installations (each a "Project Scope"). Contractor shall measure the square footage and install layout with School Board's representative based on the Project Scope. Contractor shall provide a quote based on the Project Scope to School Board's representative, who will then submit the quote to School Board or School Board's designee for approval and establishment of a delivery order. Each time a delivery order is issued, School Board's representative will schedule a project start date with Contractor.

III. FIELD PREPERATION

- A. Contractor shall conduct field preparation prior to the installation of new sod, which shall include but not be limited to, the following (as identified in the Project Scope or the delivery order furnished by School Board's representative):

1. Scraping or rotovate existing field area to remove worn and uneven playing surfaces. Only with School Board's prior consent shall contractor be allowed to chemically remove sod.
 2. Scraped, rotovated, or chemically treated worn areas shall be at grade allowing for the new sod install to be level with the surrounding established turf allowing for positive surface drainage.
 3. Contractor shall use mechanical laser grading in areas greater than 4,000 sq. feet, identified for sod replacement always creating positive surface drainage bringing in clean fill topsoil containing no material larger than 2.0 millimeters and with a minimum composition of 80% sand and 20% clay or organic compost.
 4. Contractor shall use hand tools to remove all grass and debris to level the surface to match existing turf levels where mechanical laser grading is not used.
 5. Contractor shall be responsible for disposal of waste material off site, unless an on-site disposal area has been identified by School Board's representative or in the delivery order.
 6. Tilling scraped bare area, bringing in supplemental clean fill topsoil containing no material larger than 2.0 millimeters with a minimum composition of 80% sand and 20% clay or organic compost, leveling areas to receive new sod matching the existing surrounding grade (level) turf.
 7. Athletic fields requiring clay (premium ball clay only), such as softball, baseball, etc., shall be approved by School Board. The clay area shall also be determined and approved by School Board. The building of the pitcher's mound shall be done with clay bricks as approved by School Board. Also, the placement of the bases shall be approved by School Board.
 8. If the specified scope of work includes irrigation, then Contractor shall only use Rain Bird valves, controllers, and falcon heads, unless otherwise directed by School Board.
 9. Contractor shall keep the work area clean and free of any trash, debris, and dead grass. Installed sod shall be abutted firmly with other newly and existing sod to minimize gaps between installed pieces. Sod is not to be stretched when installed in rolls. All newly installed sod shall have good root to soil contact using a ride-on roller to close sod joints leveling the sod installation.
 10. Contractor shall ensure that sprinkler heads are not covered with newly installed sod and sprinkler heads are at grade upon completion of sod installation.
 11. Contractor shall ensure positive surface drainage as defined by not allowing water to accumulate in re-sodded areas for more than sixty (60) minutes after a rain event (i.e. essentially, no standing water).
- B. Fill material shall consist of a mix of USGA sand and compost. The minimum average ratio shall be 80% of sand to 20% clay or silt compost consisting of PH levels and soil nutrients that support the vigorous growth of Bermuda and Bahia grasses.
- C. Starter Fertilizer (8n-2p-8k Pre-treatment with root jell) shall be applied with sod installations to promote root establishment and vigorous growth of newly installed sod either by Big Roll or pallets (slabs).

IV. MATERIALS

- A. Bermuda Sod. All Bermuda sod varieties (e.g. Tifway 419, Tiftuf, and Latitude 36) shall have a habit of growth that is normal to the species, and shall be fresh cut within 24 hours of installation showing no yellowing or wilting. The material shall be well-formed, vigorous, and free from insects, pests, diseases, weeds, chemical, cultural, and weather damage. The sod shall be heavily foliated and sturdily established with the proper growing medium to allow for transplanting in the dimensions it was originally delivered. The Bermuda sod shall be from a sand based growing medium. Sod shall be available for quality inspection by School Board prior to pick up or delivery to the job site. Contractor shall provide School Board with "Certified" Bermuda certificates for each load delivered to the job site.
- B. Bahia Sod. All Bahia shall be Bahia (i.e. Argentine or Pensacola Bahia). These varieties shall have a habit of growth that is normal to the species and shall be fresh cut within 24 hours of installation showing no yellowing or wilting. The material shall be well formed, vigorous, and free from insects, pests, diseases, weeds, chemical, cultural, and weather damage. The sod shall be heavily foliated and sturdily established with the proper growing medium to allow for transplanting in the dimensions it was originally delivered. The Bahia sod shall be from a sand based growing medium. Sod shall be available for quality inspection prior to pick up or delivery to the job site. Upon request, Contractor will provide School Board proof describing the variety of Bahia delivered to the job site.
- C. Material Rejection. School Board shall have the right, at any stage of the planting operation, to reject all work and materials which do not meet the requirements of this scope of work. Any rejected material shall be removed from the site, and acceptable material substituted in its place, at no additional expense to School Board.
- D. Pick Up From Contractor's Location. Contractor shall make available pallet pick up orders for four (4) pallets (i.e. 1,600 square feet) or less, at distribution centers within Lake County, Florida. School Board staff shall be responsible for returning pallets without charge. Contractor shall not charge a deposit fee for pallets.

V. INSTALLATION

- A. Work Commencement. Installation shall be on an as-needed basis and as requested by School Board. Actual work shall start after a project conference and at a time and date mutually acceptable to School Board and Contractor within one week of a target installation date established by School Board's representative, barring any unfavorable weather conditions. Prior to beginning work, Contractor shall identify and protect all areas needing protection from heavy equipment (e.g. running tracks, tennis courts, etc.), so as to not cause damage.
- B. Sod. Big Roll sod backing (plastic netting) will be removed prior to installation. Rolls and pallet sod will be tightly abutted eliminating gaps and open seems. All new sod will be rolled with a ride-on roller to ensure soil to sod root contact eliminating air pockets and creating a smooth level surface.
- C. Safety. Contractor shall take all safety precautions to avoid accidents, injuries, or unnecessary delays, or hardships to Contractor's employees, School Board employees, Lake County Schools' students, and the general public.

- D. Landscape Foreman. Labor crews shall be directed by Contractor's landscape foreman, who shall be experienced in planting sod, adhering to specifications, reading blueprints, and coordinating work. Contractor's foreman shall be present at all project conferences, present all job sites during installation, and capable of communication effectively with School Board's representative.
- E. Final Grading. The surface shall be finished as "final grade". Contractor shall rake and restore the surfaces that have been disturbed by forklifts or other equipment during installation of new sod. A finish grade shall be at surface grade.
- F. Damage to Facilities. Contractor shall be responsible for any damage to equipment, facilities, and utilities during work on any project (e.g. sprinklers, pavement, buildings, water fountains, fencing, netting, running tracks, long jump and pole vault areas, etc.).
- G. Site Cleanliness. Contractor shall keep each job site free from accumulations of waste materials, trash, and rubbish. Contractor shall remove and dispose of excess soil and other matter created during execution of each project (e.g. net backing of sod, roll tubes, pallets, etc.).
- H. Notice of Completion. Contractor shall provide written notice to School Board's representative of completion of work within twenty-four (24) hours of project completion.

VI. PROJECT COMPLETION, INSPECTION AND GUARANTEE

- A. Project Completion. Project completion occurs when all work described in the Project Scope and associated delivery order has been fully performed.
- B. Inspection. School Board's representative shall have two (2) business days after receipt of Contractor's notice of completion to conduct a walkthrough inspection with Contractor of the applicable job site. If such walkthrough inspection reveals any unsatisfactory materials or workmanship, as identified by School Board's representative, then Contractor shall have one (1) business day to correct the deficiencies, after which Contractor shall schedule another walkthrough and re-inspection with School Board's representative of the job site. If School Board's representative finds that Contractor satisfactorily addressed all noted deficiencies, then School Board's representative will issue a Receipt of Goods and Services authorizing payment in full to Contractor. If, however, School Board's representative finds Contractor failed to satisfactorily address all noted deficiencies, then School Board's representative will complete an Unsatisfactory Performance form to document the specific materials or workmanship that remains unsatisfactory and directing final payment to be withheld until the noted deficiencies are fully resolved.
- C. Guarantee. All sod shall be guaranteed for one (1) month from completion of planting (i.e. sod rooted and growing vigorously). Contractor shall, as Contractor's sole expense, replace any sod that does not remain in satisfactory condition, as determined by School Board's representative, through the end of the guarantee period. Such replacement shall occur within one (1) week after Contractor receives written notification from School Board. All sod replacements shall be of the same kind and type as originally provided and shall be furnished and planted as specified in the associated Project Scope or delivery order. All replacement sod shall be guaranteed for an additional one (1) month period from the date of planting. **School Board shall be responsible for maintaining proper moisture levels on newly installed sod to aid proper grow-in.**

EXHIBIT "B"

COMPENSATION

- School Board shall compensate Contractor pursuant to the payment schedule below.
- Contractor shall invoice School Board for all work performed, materials provided, and costs incurred by Contractor pursuant to this Agreement in accordance with the payment schedule below.
- Notwithstanding anything contained herein to the contrary, Contractor shall be entitled to no compensation for (i) work not actually performed, (ii) materials not actually provided, (iii) costs not actually incurred, (iv) work, materials, or costs not properly invoiced in accordance with the payment schedule below, (v) or work, materials, or costs not previously requested or authorized by School Board in writing.

IV. PAYMENT SCHEDULE:

Bid #22-0004-B-YH										
Bid Name: Sod Installation and Restoration of Athletic Fields										
Bid Open: September 19, 2022 @ 2PM										
Sod/Athletic Field - Purchase and Installation (Athletic and Non-Athletic)										
All prices are fully burdened					Lake Jern Farms			Ground Source LLC		
Item #		Description	Est Qty	UOM	Cost per UOM	Total Cost	Est Qty	UOM	Cost per UOM	Total Cost
Non-Athletic Areas (Sod Squares by item prices)										
1	2215931	Sod - Argentine Bahia (0 to 5,000 SF - material only, delivered cost)	23,500	SF	\$ 0.32	\$ 7,520.00	23,500	SF	\$ 0.32	\$ 7,520.00
2	2215934	Sod - Argentine Bahia (5,001 SF or more - material only, delivered cost)	23,000	SF	\$ 0.32	\$ 7,360.00	23,000	SF	\$ 0.32	\$ 7,360.00
3	2215936	Sod - St. Augustine Floristam (0 to 5,000 SF - material only, delivered cost)	1,500	SF	\$ 0.53	\$ 831.00	1,500	SF	\$ 0.53	\$ 831.00
4	2215939	Sod - St. Augustine Floristam (5,001 SF or more - material only, delivered cost)	1,500	SF	\$ 0.46	\$ 690.00	1,500	SF	\$ 0.46	\$ 690.00
5	2700223	Common Bermuda Sod Squares - (0 to 5,000 SF - material only, delivered cost)	1,000	SF	\$ 0.79	\$ 790.00	1,000	SF	\$ 0.79	\$ 790.00
						\$ 16,101.00				
Non-Athletic Areas (Labor for sod installation only)										
6	2215941	Argentine Bahia, Floristam, Bermuda Perennialized Sod (0 to 5,000 SF - Labor Only - complete sod installation, including all removal, sod installation, fine grading, rolling, and any miscellaneous preparation needed. Doesn't include sod material)	23,500	SF	\$ 0.81	\$ 19,035.00	23,500	SF	\$ 0.81	\$ 19,035.00
7	2899086	Argentine Bahia or Floristam perennalized sod (5,001 SF or more - Labor Only - complete sod installation, including all removal, sod installation, fine grading, rolling, and any miscellaneous preparation needed. Doesn't include sod material)	23,000	SF	\$ 0.75	\$ 17,250.00	23,000	SF	\$ 0.75	\$ 17,250.00
8	2926243	Argentine Bahia or Floristam (labor only to lay 0 to 5,000 SF in areas prepared by others)	3,000	SF	\$ 0.49	\$ 1,470.00	3,000	SF	\$ 0.49	\$ 1,470.00
						\$ 37,755.00				
Athletic Fields (Sod only)										
9	2132302	ROLL Bermuda, Tifway 419, Tifd, and Latitude 36 sod - material only, delivered cost	245,000	SF	\$ 0.45	\$ 110,250.00	245,000	SF	\$ 0.51	\$ 124,950.00
Athletic Fields (Labor only)										
10	2701428	Athletic Field Sod Installation (0 to 17,000 SF - labor only including all removal, sod installation, fine grading, rolling, and any miscellaneous preparation needed including fertilizer. Does not include sod material)	40,000	SF	\$ 1.05	\$ 42,000.00	40,000	SF	\$ 1.05	\$ 42,000.00
11	2701429	Athletic Field Sod Installation (17,000 SF or more - labor only including all removal, sod installation, fine grading, rolling, and any miscellaneous preparation needed including fertilizer. Does not include sod material)	200,000	SF	\$ 0.75	\$ 150,000.00	200,000	SF	\$ 1.05	\$ 210,000.00
12	2899050	Sprigging - labor and materials (419 Bermuda, Celebration, or Tifway)	1,000	SF	\$ 0.40	\$ 400.00	1,000	SF	\$ 0.40	\$ 400.00
						\$ 152,400.00				
Rolls 419 Bermuda Sod for Sod Installation and Athletic Field Areas										
13	2700240	Remove existing grassy materials - labor and equipment cost	1,000	SF	\$ 0.40	\$ 400.00	1,000	SF	\$ 0.50	\$ 500.00
14	2838244	Laser Grade Sod only - labor and equipment (To facilitate proper drainage only)	200,000	SF	\$ 0.15	\$ 30,000.00	200,000	SF	\$ 0.15	\$ 30,000.00
15	2938245	Furnish, spread and install topsoil materials (To facilitate proper drainage only)	30	CY	\$ 30.00	\$ 900.00	30	CY	\$ 62.00	\$ 1,860.00
16	2899009	Furnish, spread and install USGA sand - installation cost	100	CY	\$ 15.00	\$ 1,500.00	100	CY	\$ 58.00	\$ 5,800.00
17	2899011	Emergency watering (per event, 1 1/2" of water) (Only in event irrigation system is not functioning properly)	1,000	SF	\$ 0.40	\$ 400.00	1,000	SF	\$ 0.40	\$ 400.00
18		Top Dressing - Sand (by Truckload)	20	TON	\$ 31.00	\$ 620.00	20	TON	\$ 31.00	\$ 620.00
19		Top Dressing - Sand with 80/20 Mix (by Truckload)	20	TON	\$ 31.00	\$ 620.00	20	TON	\$ 31.00	\$ 620.00
20		Premium Clay 85/15 (by Truckload)	20	TON	\$ 31.00	\$ 620.00	20	TON	\$ 31.00	\$ 620.00
21		Aeration of existing sod	1,000	SF	\$ 0.80	\$ 800.00	1,000	SF	\$ 0.80	\$ 800.00
22		Starter Fertilizer 8-2-8 pretreatment with root jelly	1,000	SF	\$ 0.80	\$ 800.00	1,000	SF	\$ 0.80	\$ 800.00
23		Chumpster 20 Yd roll Off	5	EA	\$ 120.00	\$ 600.00	5	EA	\$ 120.00	\$ 600.00
24		Job Site Installation/Deinstallation - 1 charge per job	5	Per job	\$ 120.00	\$ 600.00	5	Per job	\$ 120.00	\$ 600.00
						\$ 12,000.00				
						\$ 46,630.00				

V. INVOICES.

- A.** Invoices for hourly rate services shall be submitted monthly and shall include the following details for each separate task performed:
- (a) the date the task was performed;
 - (b) identification, by name or initials, of the person performing the task;
 - (c) a description, with reasonable particularity, of the task;
 - (d) the actual time expended to perform the task; provided;
 - (e) the hourly rate applicable to the individual performing the task; and
 - (f) the fee being charged for the task.
- B.** All other invoices shall be submitted monthly or when a specific project is completed, and shall include the following details for each separate task performed, where applicable:
- (a) Purchase order number;
 - (b) Name and address of vendor;
 - (c) Unique invoice number;
 - (d) Date and location of service/delivery;
 - (e) Itemized unit quantities and unit prices;
 - (f) Line item total or extended price, minimum contract discount; and
 - (g) All pricing must be in accordance with rates set forth in the payment schedule section of this Agreement.
- C.** Block or bundled billing entries, in which two or more tasks are blocked or bundled together into a single billing entry, are prohibited unless a lump sum award is approved.

ESTIMATE

Sand Court Experts
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#771 St Johns River
Bill to
St Johns River
5001 St Johns Ave
Palatika, Florida 32177

Ship to
St Johns River
5001 St Johns Ave
Palatika, Florida 32177

Estimate details
Estimate no.: 771-1
Estimate date: 12/09/2025

Description	Amount
(4) Custom nets, lines, antennas, pole pads	\$8,000.00
Sand	\$71,500.00
General Labor, Heavy Equipment, Fabric, Dumpster, (8) Sleeves	\$55,000.00
Drainage Perf pipe, rock	\$7,000.00
(4) Monson Poles system	\$10,000.00
Concrete sitting border	\$57,225.00
Rinse Station	\$12,500.00
Subtotal	\$221,225.00
Shipping	\$2,000.00
Total	\$223,225.00

Accepted date Accepted by

Contact Us

35816 Pinegate Trail, Eustis FL
32736

352-267-1670

Butch@SandCourtExperts.com
Mark@SandCourtExperts.com



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ST. JOHNS RIVER

S T A T E C O L L E G E

Memorandum

TO: Joe Pickens, President

FROM: Randy Peterson
Vice President/CFO

A handwritten signature in black ink, appearing to be 'Randy Peterson', written over the printed name and title.

DATE: January 12, 2026

RE: Information Agenda Items: January 21, 2026, District Board of Trustees Meeting

The following Information items are submitted for the Board of Trustees' approval at the January 21, 2026, meeting:


INFORMATION AGENDA ITEMS:

1. Financial Audit for Fiscal Year Ended June 30, 2025
2. PowerPoint presentation on the Economic Impact Analysis of St. Johns River State College conducted by Lighthouse Professional Services. Presentation will also include a summary of the article "Florida State Colleges: Delivering Florida's Workforce Solutions" published in *Florida Trend Magazine*.



Memorandum

TO: Randy Peterson
Vice President/CFO

FROM: Beth Dillon 
Controller

DATE: January 7, 2026

SUBJECT: Financial Audit Report, Fiscal Year Ended June 30, 2025

The Office of the Auditor General for the State of Florida annually audits the fiscal operations of St. Johns River State College. The scope of the audit included an examination of the College's basic financial statements as of and for the fiscal year ended June 30, 2025, as well as obtaining an understanding of the College's environment and internal controls in order to assess the risk of material misstatement necessary to plan the audit of the financial statements. In addition, the auditor conducted an examination to determine whether the college executed various transactions in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

The College received an unmodified opinion. A summary of the audit report is as follows:

- The College's basic financial statements were presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
- There were no deficiencies identified in the College's internal control over financial reporting that were considered material weaknesses.
- There were no instances of noncompliance or other matters that were required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States.

Please place this item on the January 21, 2026, Board agenda. I would be happy to answer any questions regarding this audit report.

STATE OF FLORIDA AUDITOR GENERAL

Financial Audit

Report No. 2026-062
December 2025

ST. JOHNS RIVER STATE COLLEGE

For the Fiscal Year Ended
June 30, 2025



Sherrill F. Norman, CPA
Auditor General

Board of Trustees and President

During the 2024-25 fiscal year, Mr. Joe H. Pickens, J.D., served as President of St. Johns River State College and the following individuals served as Members of the Board of Trustees:

	County
Rich Komando, Chair	Confidential ^a
Wendell D. Davis, Vice Chair from 1-22-25 ^b	Clay
James E. Reid through 1-2-25, Vice Chair from 8-22-24 through 1-2-25 ^b	Putnam
Jan Conrad through 9-18-24, ^c Vice Chair through 8-21-24	St. Johns
Nick Primrose from 1-3-25	St. Johns
W.J. Sapp Jr.	Clay
Chereese Stewart from 1-3-25	Confidential ^a
Cyrus Zomorodian from 1-3-25	St. Johns

^a County is confidential pursuant to Section 119.071(4), Florida Statutes.

^b Vice Chair position vacant from 1-3-25, through 1-21-25.

^c Trustee position vacant from 9-19-24 to 1-2-25.

Note: One Trustee position was vacant through 1-2-25 and another position was vacant the entire period.

The Auditor General conducts audits of governmental entities to provide the Legislature, Florida's citizens, public entity management, and other stakeholders unbiased, timely, and relevant information for use in promoting government accountability and stewardship and improving government operations.

The team leader was Daniel O'Donnell, CPA, and the audit was supervised by Ivo N. Njabe, CPA.

Please address inquiries regarding this report to Jaime N. Hoelscher, CPA, Audit Manager, by e-mail at jaimehoelscher@aud.state.fl.us or by telephone at (850) 412-2868.

This report and other reports prepared by the Auditor General are available at:

FLAuditor.gov

Printed copies of our reports may be requested by contacting us at:

State of Florida Auditor General

Claude Pepper Building, Suite G74 · 111 West Madison Street · Tallahassee, FL 32399-1450 · (850) 412-2722

ST. JOHNS RIVER STATE COLLEGE
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SUMMARY

SUMMARY OF REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

Our audit disclosed that the basic financial statements of St. Johns River State College (a component unit of the State of Florida) were presented fairly, in all material respects, in accordance with prescribed financial reporting standards.

SUMMARY OF REPORT ON INTERNAL CONTROL AND COMPLIANCE

Our audit did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* issued by the Comptroller General of the United States.

AUDIT OBJECTIVES AND SCOPE

Our audit objectives were to obtain reasonable assurance about whether the financial statements as a whole were free from material misstatements, whether due to fraud or error, and to issue an auditor's report that included our opinions. In doing so we:

- Exercised professional judgment and maintained professional skepticism throughout the audit.
- Identified and assessed the risks of material misstatement of the financial statements, whether due to fraud or error, and designed and performed audit procedures responsive to those risks.
- Obtained an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluated the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluated the overall presentation of the financial statements.
- Concluded whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for a reasonable period of time.
- Examined various transactions to determine whether they were executed, in both manner and substance, in accordance with governing provisions of laws, rules, regulations, contracts, and grant agreements.

An examination of Federal awards administered by the College is included within the scope of our Statewide audit of Federal awards administered by the State of Florida.

AUDIT METHODOLOGY

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and applicable standards contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

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Tallahassee, Florida 32399-1450



Phone: (850) 412-2722
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The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of St. Johns River State College, a component unit of the State of Florida, and its aggregate discretely presented component units as of and for the fiscal year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the College's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the reports of the other auditors, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of St. Johns River State College and of its aggregate discretely presented component units as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the aggregate discretely presented component units, which represent 100 percent of the transactions and account balances of the aggregate discretely presented component units columns as of June 30, 2025. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the aggregate discretely presented component units, is based solely on the reports of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the ***Auditor's Responsibilities for the Audit of the Financial Statements*** section of our report. We are required to be independent of the College and to meet our other ethical responsibilities, in accordance with the relevant ethical

requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the College's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that **MANAGEMENT'S DISCUSSION AND ANALYSIS**, the **Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios**, **Schedule of the College's Proportionate Share of the Net Pension Liability – Florida Retirement System Pension Plan**, **Schedule of College Contributions – Florida Retirement System Pension Plan**, **Schedule of the College's Proportionate Share of the Net Pension Liability – Health Insurance Subsidy Pension Plan**, **Schedule of College Contributions – Health Insurance Subsidy Pension Plan**, and **Notes to Required Supplementary Information** be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We and other auditors have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 15, 2025, on our consideration of the St. Johns River State College's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements and other matters included under the heading **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the

College's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control over financial reporting and compliance.

Respectfully submitted,

A handwritten signature in black ink, reading "Sherrill F. Norman". The signature is fluid and cursive, with the first name "Sherrill" and last name "Norman" clearly legible, and "F." as a small initial in the middle.

Sherrill F. Norman, CPA
Tallahassee, Florida
December 15, 2025

MANAGEMENT'S DISCUSSION AND ANALYSIS

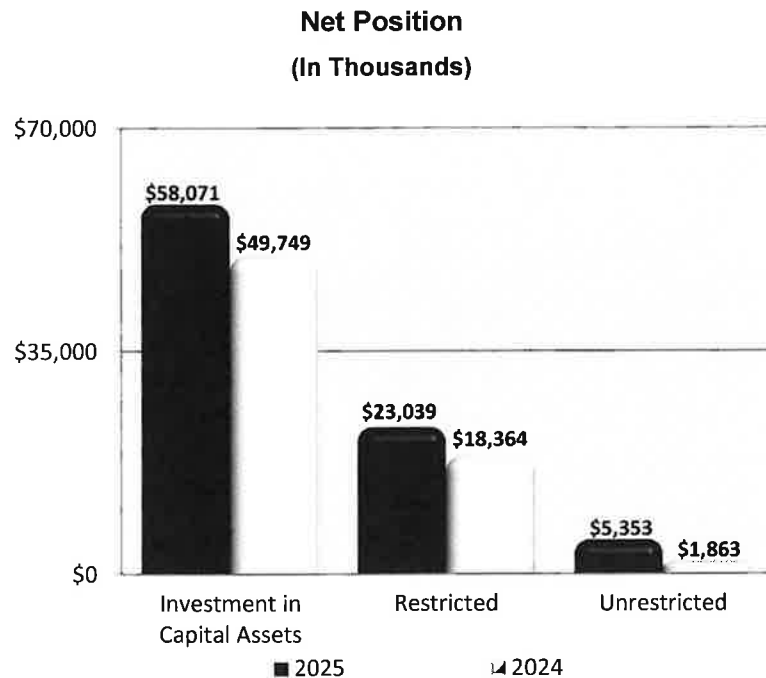
Management's discussion and analysis (MD&A) provides an overview of the financial position and activities of the College for the fiscal year ended June 30, 2025, and should be read in conjunction with the financial statements and notes thereto. The MD&A, and financial statements and notes thereto, are the responsibility of College management. The MD&A contains financial activity of the College for the fiscal years ended June 30, 2025, and June 30, 2024, and its discretely presented component units, the St. Johns River State College Foundation, Inc. and the St. Johns River State College Student Housing Corporation for the fiscal years ended March 31, 2025, and March 31, 2024.

FINANCIAL HIGHLIGHTS

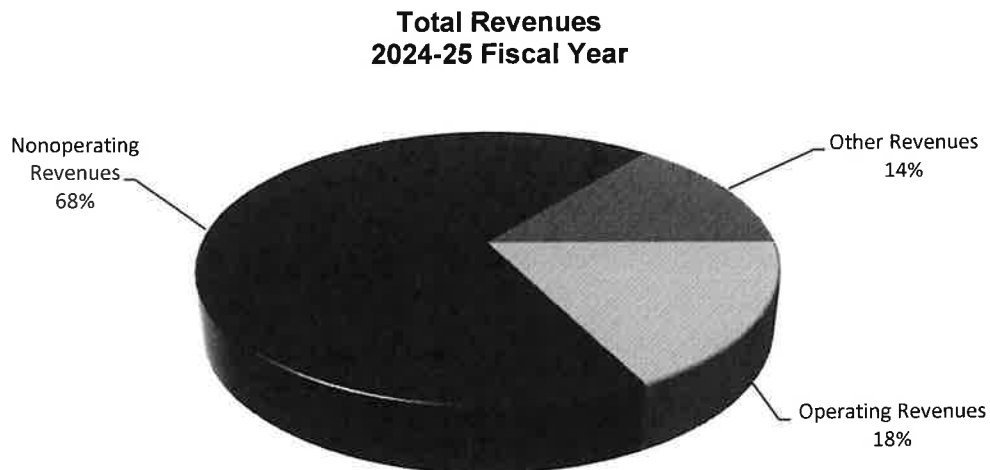
The College's assets and deferred outflows of resources totaled \$126.2 million at June 30, 2025. This balance reflects a \$22.7 million, or 21.9 percent, increase as compared to the 2023-24 fiscal year, resulting primarily from an \$8.3 million increase in capital assets, net of accumulated depreciation, a \$5.9 million increase in due from other governmental agencies, a \$5 million increase in investments, a \$2.9 million increase in accounts receivable, and a \$1.2 million increase in deferred outflows, offset by a \$0.7 million decrease in restricted cash and cash equivalents. While assets and deferred outflows of resources grew, liabilities and deferred inflows of resources increased by \$6.2 million, or 18.5 percent, totaling \$39.8 million at June 30, 2025, resulting primarily from a \$2.9 million increase in unearned revenue, an increase in compensated absences payable of \$1.5 million, a \$0.8 million increase in deferred inflows of resources, a \$0.6 million increase in accounts payable, and a \$0.3 million increase in retainage payable. As a result, the College's net position increased by \$16.5 million, resulting in a year-end balance of \$86.5 million.

The College's operating revenues totaled \$14.2 million for the 2024-25 fiscal year, representing a 5.9 percent increase compared to the 2023-24 fiscal year largely due to an increase of \$0.5 million in net student tuition and fees. Operating expenses totaled \$65 million for the 2024-25 fiscal year, representing an increase of 2.3 percent as compared to the 2023-24 fiscal year. This increase resulted primarily from a \$1.8 million increase in scholarships and waivers, a \$1.2 million increase in personnel services, and a \$0.3 million increase in depreciation, offset by a \$1.9 million decrease in materials and supplies.

Net position represents the residual interest in the College's assets and deferred outflows of resources after deducting liabilities and deferred inflows of resources. The College's comparative total net position by category for the fiscal years ended June 30, 2025, and June 30, 2024, is shown in the following graph:



The following chart provides a graphical presentation of College revenues by category for the 2024-25 fiscal year:



OVERVIEW OF FINANCIAL STATEMENTS

Pursuant to the Governmental Accounting Standards Board (GASB) Statement No. 35, the College's financial report consists of three basic financial statements: the statement of net position; the statement of revenues, expenses, and changes in net position; and the statement of cash flows. The financial statements, and notes thereto, encompass the College and its component units, the St. Johns River State College Foundation, Inc. (Foundation) and the St. Johns River State College Student Housing Corporation (Housing Corp). Based on the application of the criteria for determining component units,

the Foundation and the Housing Corp are included within the College reporting entity as discretely presented component units.

The Statement of Net Position

The statement of net position reflects the assets, deferred outflows of resources, liabilities, and deferred inflows of resources of the College and its component units, using the accrual basis of accounting, and presents the financial position of the College and its component units at a specified time. Assets, plus deferred outflows of resources, less liabilities, less deferred inflows of resources, equals net position, which is one indicator of the College's current financial condition. The changes in net position that occur over time indicate improvement or deterioration in the College's financial condition.

The following summarizes the assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position of the College and its component units for the respective fiscal years ended:

Condensed Statement of Net Position

(In Thousands)

	College		Component Units	
	6-30-25	6-30-24	3-31-25	3-31-24
Assets				
Current Assets	\$ 48,924	\$ 34,401	\$ 7,382	\$ 6,887
Capital Assets, Net	58,071	49,749	-	-
Other Noncurrent Assets	10,730	12,114	3,588	3,538
Total Assets	117,725	96,264	10,970	10,425
Deferred Outflows of Resources	8,490	7,255	-	-
Liabilities				
Current Liabilities	6,017	2,142	11	16
Noncurrent Liabilities	29,324	27,834	3	64
Total Liabilities	35,341	29,976	14	80
Deferred Inflows of Resources	4,411	3,567	195	135
Net Position				
Investment in Capital Assets	58,071	49,749	-	-
Restricted	23,039	18,364	7,374	7,059
Unrestricted	5,353	1,863	3,387	3,151
Total Net Position	\$ 86,463	\$ 69,976	\$ 10,761	\$ 10,210

The \$14.5 million increase in current assets was primarily due to a \$5.9 million increase in due from other governmental agencies, resulting primarily from payments received from the State for deferred maintenance projects. Additionally, investments increased \$5 million primarily due to an increase in purchases of certificates of deposits and accounts receivable increased by \$2.9 million due to 2025-26 fiscal year student tuition and fees. The \$1.2 million increase in the College's deferred outflows of resources resulted mainly from pension-related adjustments required by GASB Statement No. 68. The increase in capital assets is primarily due to a \$6.1 million increase in construction in progress for the Renovation of Classroom Building and Workforce Center Addition Project on the Palatka campus.

The increase in current liabilities is primarily due to a \$2.9 million increase in unearned revenue for Fall 2025 student tuition and fees, a \$0.6 million increase in accounts payable, and a \$0.3 million increase in retainage payable. The increase in noncurrent liabilities is due largely to a \$1.5 million increase in the College's compensated absences payable, due to the implementation of GASB Statement No. 101, *Compensated Absences*. The increase in the College's deferred inflows of resources resulted mainly from a \$0.9 million increase in pension-related adjustments required by GASB Statement No. 68.

The Statement of Revenues, Expenses, and Changes in Net Position

The statement of revenues, expenses, and changes in net position presents the College's and its component units' revenue and expense activity, categorized as operating and nonoperating. Revenues and expenses are recognized when earned or incurred, regardless of when cash is received or paid.

The following summarizes the College's and its component units' activity for the respective fiscal years ended:

Condensed Statement of Revenues, Expenses, and Changes in Net Position For the Fiscal Years

	(In Thousands)			
	College		Component Units	
	6-30-25	6-30-24	3-31-25	3-31-24
Operating Revenues	\$ 14,238	\$ 13,447	\$ 619	\$ 636
Less, Operating Expenses	65,008	63,571	834	658
Operating Loss	(50,770)	(50,124)	(215)	(22)
Net Nonoperating Revenues	55,759	50,239	717	1,503
Income Before Other Revenues	4,989	115	502	1,481
Other Revenues	11,498	1,271	49	18
Net Increase In Net Position	16,487	1,386	551	1,499
Net Position, Beginning of Year	69,976	68,590	10,210	8,711
Net Position, End of Year	<u>\$ 86,463</u>	<u>\$ 69,976</u>	<u>\$ 10,761</u>	<u>\$ 10,210</u>

Operating Revenues

GASB Statement No. 35 categorizes revenues as either operating or nonoperating. Operating revenues generally result from exchange transactions where each of the parties to the transaction either gives or receives something of equal or similar value.

The following summarizes the operating revenues for the College and its component units by source that were used to fund operating activities for the respective fiscal years ended:

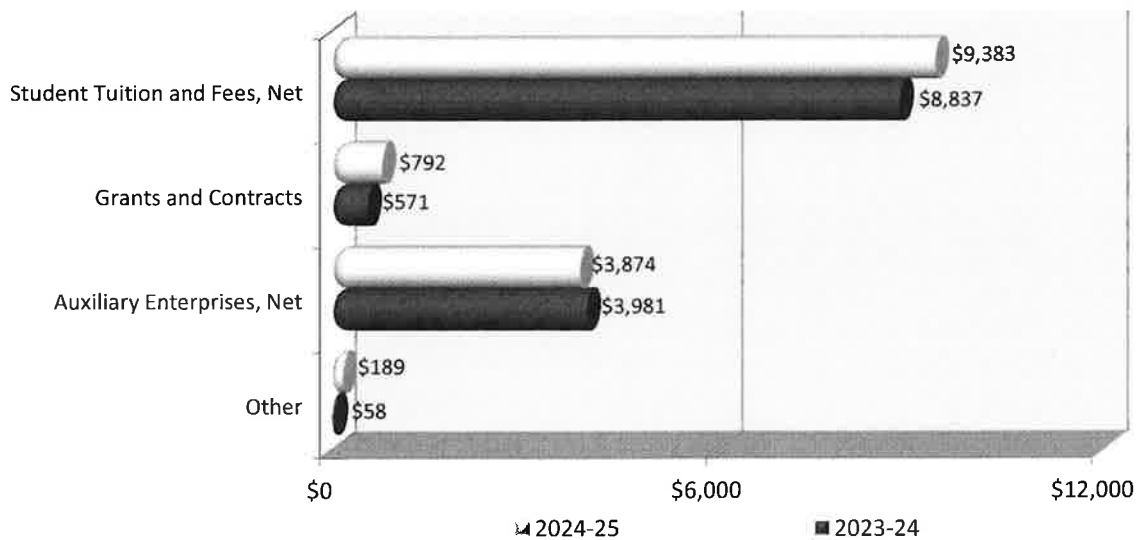
Operating Revenues For the Fiscal Years

(In Thousands)

	College		Component Units	
	6-30-25	6-30-24	3-31-25	3-31-24
Student Tuition and Fees, Net	\$ 9,383	\$ 8,837	\$ -	\$ -
Grants and Contracts	792	571	-	-
Auxiliary Enterprises, Net	3,874	3,981	-	-
Other	189	58	619	636
Total Operating Revenues	\$ 14,238	\$ 13,447	\$ 619	\$ 636

The following chart presents the College's operating revenues for the 2024-25 and 2023-24 fiscal years:

Operating Revenues (In Thousands)



College operating revenue changes were primarily the result of increases in net student tuition and fees. Net student tuition and fees increased by \$0.5 million, or 6.2 percent compared to the prior fiscal year due largely to increased enrollment.

Operating Expenses

Expenses are categorized as operating or nonoperating. The majority of the College's expenses are operating expenses as defined by GASB Statement No. 35. GASB gives financial reporting entities the choice of reporting operating expenses in the functional or natural classifications. The College has chosen to report the expenses in their natural classification on the statement of revenues, expenses, and changes in net position and has displayed the functional classification in the notes to financial statements.

The following summarizes operating expenses by natural classification for the College and its component units for the respective fiscal years ended:

Operating Expenses For the Fiscal Years

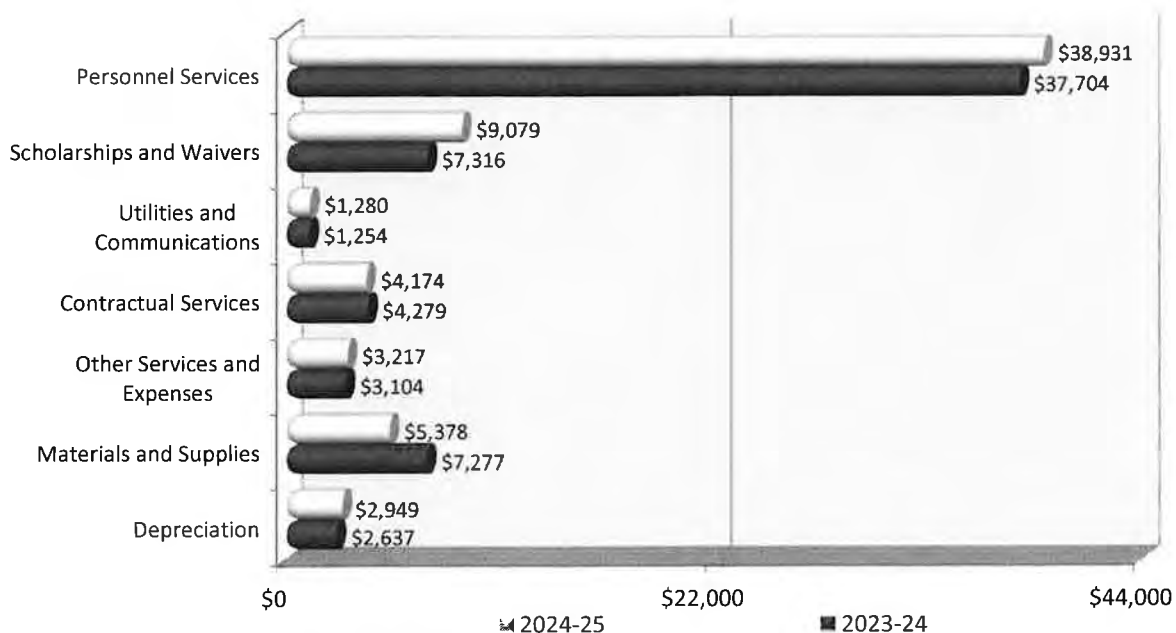
(In Thousands)

	College		Component Units	
	6-30-25	6-30-24	3-31-25	3-31-24
Personnel Services	\$ 38,931	\$ 37,704	\$ -	\$ -
Scholarships and Waivers	9,079	7,316	406	382
Utilities and Communications	1,280	1,254	-	-
Contractual Services	4,174	4,279	111	103
Other Services and Expenses	3,217	3,104	317	173
Materials and Supplies	5,378	7,277	-	-
Depreciation	2,949	2,637	-	-
Total Operating Expenses	\$ 65,008	\$ 63,571	\$ 834	\$ 658

The following chart presents the College's operating expenses for the 2024-25 and 2023-24 fiscal years:

Operating Expenses

(In Thousands)



College operating expense changes were primarily the result of increases in personnel services, and scholarships and waivers, offset by a decrease in materials and supplies. Personnel services increased by \$1.2 million, or 3.3 percent, due primarily to increases of \$2.1 million in employee salaries, \$1.7 million in health insurance, and \$1 million in compensated absences due to implementation of GASB Statement No. 101, offset by pension expense adjustments required by GASB Statement No. 68. of \$3.6 million. Scholarships and waivers increased by \$1.8 million, or 24.1 percent, due primarily to increases in Federal Pell grants of \$2.4 million. Materials and supplies decreased by \$1.9 million, or 26.1 percent, due primarily to a decrease in noncapitalized repair and maintenance costs of \$1.7 million.

Nonoperating Revenues

Certain revenue sources that the College relies on to provide funding for operations, including State noncapital appropriations, Federal and State student financial aid, certain gifts and grants, and investment income, are defined by GASB as nonoperating. The following summarizes the College's nonoperating revenues for the 2024-25 and 2023-24 fiscal years:

Nonoperating Revenues For the Fiscal Years		
(In Thousands)		
	2024-25	2023-24
State Noncapital Appropriations	\$ 40,324	\$ 36,921
Federal and State Student Financial Aid	11,401	9,326
Gifts and Grants	2,256	2,282
Investment Income	1,762	1,705
Gain on Disposal of Capital Assets	14	5
Other Nonoperating Revenues	2	-
Nonoperating Revenues	\$ 55,759	\$ 50,239

Nonoperating revenues increased by \$5.5 million, or 11 percent when compared to the prior fiscal year. State noncapital appropriations increased by \$3.4 million, or 9.2 percent, primarily due to an increase of \$3.2 million in the Florida College System Program Fund appropriation from the State of Florida. Federal and State student financial aid increased by \$2.1 million, or 22.2 percent due primarily to an increase in Federal Pell student financial aid of \$2.4 million.

Other Revenues

This category is composed of State capital appropriations and capital grants, contracts, gifts, and fees. The following summarizes the College's other revenues for the 2024-25 and 2023-24 fiscal years:

Other Revenues For the Fiscal Years		
(In Thousands)		
	2024-25	2023-24
State Capital Appropriations	\$ 10,166	\$ 158
Capital Grants, Contracts, Gifts, and Fees	1,332	1,113
Total	\$ 11,498	\$ 1,271

Other revenues increased \$10.2 million when compared to the prior fiscal year. State capital appropriations increased by \$10 million due to an increase of State Public Education Capital Outlay appropriations for the Renovation of Classroom Building and Workforce Center Addition Project on the Palatka campus.

The Statement of Cash Flows

The statement of cash flows provides information about the College's financial results by reporting the major sources and uses of cash and cash equivalents. This statement will assist in evaluating the

College's ability to generate net cash flows, its ability to meet its financial obligations as they come due, and its need for external financing. Cash flows from operating activities show the net cash used by the operating activities of the College. Cash flows from capital financing activities include all plant funds and related long-term debt activities. Cash flows from investing activities show the net source and use of cash related to purchasing or selling investments, and earning income on those investments. Cash flows from noncapital financing activities include those activities not covered in other sections.

The following summarizes the College's cash flows for the 2024-25 and 2023-24 fiscal years:

Condensed Statement of Cash Flows
For the Fiscal Years
(In Thousands)

	<u>2024-25</u>	<u>2023-24</u>
Cash Provided (Used) by:		
Operating Activities	\$ (46,685)	\$ (43,611)
Noncapital Financing Activities	53,978	48,529
Capital and Related Financing Activities	(4,825)	(335)
Investing Activities	<u>(3,210)</u>	<u>(5,340)</u>
Net Decrease in Cash and Cash Equivalents	(742)	(757)
Cash and Cash Equivalents, Beginning of Year	<u>24,837</u>	<u>25,594</u>
Cash and Cash Equivalents, End of Year	<u><u>\$ 24,095</u></u>	<u><u>\$ 24,837</u></u>

Major sources of funds came from State noncapital appropriations (\$40.3 million), proceeds from maturity of investments (\$15 million), Federal and State student financial aid (\$11.4 million), net student tuition and fees (\$9.2 million), capital grants and gifts (\$5.5 million), net auxiliary enterprises (\$4.2 million), Federal Direct Student Loan program receipts (\$4.2 million), gifts and grants received for other than capital or endowment purposes (\$2.3 million), investment income (\$1.8 million), and grants and contracts (\$0.8 million). Major uses of funds were for payments to employees and for employee benefits (\$37.6 million), purchases of investments (\$20 million), payments to suppliers (\$13 million), purchases of capital assets (\$10.4 million), payments for scholarships (\$9.1 million), disbursements to students for Federal Direct Student Loans (\$4.2 million), and payments for utilities and communications (\$1.3 million).

The College's overall cash and cash equivalents decreased by \$0.7 million, or 3 percent, from the prior fiscal year. Net cash used for operating activities increased by \$3.1 million primarily due to an increase in payments to employees and an increase in payments for scholarships, offset by a decrease in payments to suppliers, an increase in student tuition and fees, and an increase in auxiliary enterprises revenue. Net cash provided by noncapital financing activities increased by \$5.4 million primarily due to an increase in State noncapital appropriations and an increase in Federal and State student financial aid. Net cash used by capital and related financing activities increased by \$4.5 million primarily due to an increase in purchase of capital assets, offset by an increase in capital grants and gifts. Net cash used by investing activities decreased by \$2.1 million due to an increase in proceeds from maturities of investments, offset by an increase in purchase of investments.

CAPITAL ASSETS AND CAPITAL EXPENSES AND COMMITMENTS

Capital Assets

At June 30, 2025, the College had \$107.2 million in capital assets, less accumulated depreciation of \$49.1 million, for net capital assets of \$58.1 million. Depreciation charges for the current fiscal year totaled \$2.9 million. The following table summarizes the College's capital assets, net of accumulated depreciation, at June 30:

Capital Assets, Net at June 30
(In Thousands)

	<u>2025</u>	<u>2024</u>
Land	\$ 688	\$ 688
Construction in Progress	6,584	441
Buildings	47,093	45,609
Other Structures and Improvements	349	20
Furniture, Machinery, and Equipment	<u>3,357</u>	<u>2,991</u>
Capital Assets, Net	<u>\$ 58,071</u>	<u>\$ 49,749</u>

Additional information about the College's capital assets is presented in the notes to financial statements.

Capital Expenses and Commitments

Major capital expenses through June 30, 2025, were primarily for \$6.6 million in other structures and improvements and renovation projects at all three campuses. The College's construction commitments at June 30, 2025, are as follows:

	<u>Amount</u> <u>(In Thousands)</u>
Total Committed	\$ 20,251
Completed to Date	<u>(6,584)</u>
Balance Committed	<u>\$ 13,667</u>

Additional information about the College's construction commitments is presented in the notes to financial statements.

ECONOMIC FACTORS THAT WILL AFFECT THE FUTURE
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The College's economic condition is closely tied to that of the State of Florida. Based upon the State budget adopted during the 2025 legislative session, the College's State appropriations decreased by \$2.5 million over the prior fiscal year which equates to a 6.4 percent decrease. This decrease was primarily the result of the elimination of \$3 million in the 2024-25 fiscal year nonrecurring operational appropriations, that were partially offset by an increase of \$0.5 million recurring operational appropriations. Additionally, the College received \$1.9 million in *Prepping Institutions, Programs, Employers and Learners* (PIPELINE) funding, which is a 58.3 percent increase over the prior fiscal year's PIPELINE funding. The purpose of the PIPELINE funding is to reward performance and excellence among nursing education programs. Other than State appropriations, the College receives the majority

of its other operating funds from student tuition and fees. Based upon Fall Term 2025 enrollment, the College continues to see modest enrollment increases, which is a positive indicator for additional 2025-26 fiscal year tuition and fee revenues. Additionally, the College will launch the following new bachelor's degree programs in the 2025-26 fiscal year: Biological Sciences, Digital Art and Media, Exceptional Student Education, Performance Design and Production, and Social and Human Services. Lastly, the College was appropriated an additional \$9.4 million in fixed capital outlay funds as part of the State budget adopted during the 2025 legislative session. These funds are in addition to the \$10 million appropriated during the 2024 legislative session and are to be used to begin renovation of a classroom building and a workforce training center addition on the College's Palatka campus. Given the enrollment projections, new programs, and fixed capital outlay appropriations, the College anticipates adequate resources to continue to provide and enhance the educational programs and services to students within the communities we serve.

REQUESTS FOR INFORMATION

Questions concerning information provided in the MD&A or other required supplementary information, and financial statements and notes thereto, or requests for additional financial information should be addressed to the Vice President/Chief Financial Officer, St. Johns River State College, 5001 St. Johns Avenue, Palatka, Florida 32177.

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BASIC FINANCIAL STATEMENTS

ST. JOHNS RIVER STATE COLLEGE A Component Unit of the State of Florida Statement of Net Position

June 30, 2025

	College	Component Units
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 12,004,204	\$ 2,253,864
Restricted Cash and Cash Equivalents	1,360,098	-
Investments	20,000,000	5,127,941
Accounts Receivable, Net	3,716,162	-
Due from Other Governmental Agencies	11,509,477	-
Due from Component Unit	26,874	44
Inventories	282,763	-
Prepaid Expenses	21,333	-
Deposits Receivable	2,600	-
Total Current Assets	48,923,511	7,381,849
Noncurrent Assets:		
Restricted Cash and Cash Equivalents	10,730,345	-
Restricted Investments	-	3,460,038
Depreciable Capital Assets, Net	50,798,954	-
Nondepreciable Capital Assets	7,272,065	-
Irrevocable Split-Interest Agreement Receivable	-	127,997
Total Noncurrent Assets	68,801,364	3,588,035
TOTAL ASSETS	117,724,875	10,969,884
DEFERRED OUTFLOWS OF RESOURCES		
Other Postemployment Benefits	444,846	-
Pensions	8,044,853	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	8,489,699	-
LIABILITIES		
Current Liabilities:		
Accounts Payable	737,325	10,644
Salary and Payroll Taxes Payable	1,443,533	-
Retainage Payable	273,346	-
Due to Other Governmental Agencies	9,331	-
Unearned Revenue	3,116,995	-
Deposits Held for Others	40,614	-
Long-Term Liabilities - Current Portion:		
Compensated Absences Payable	321,133	-
Other Postemployment Benefits Payable	47,016	-
Net Pension Liability	27,802	-
Total Current Liabilities	6,017,095	10,644

	<u>College</u>	<u>Component Units</u>
LIABILITIES (Continued)		
Noncurrent Liabilities:		
Compensated Absences Payable	3,867,398	-
Other Postemployment Benefits Payable	1,532,825	-
Net Pension Liability	23,922,931	-
Irrevocable Split-Interest Agreement	-	2,721
Total Noncurrent Liabilities	<u>29,323,154</u>	<u>2,721</u>
TOTAL LIABILITIES	<u>35,340,249</u>	<u>13,365</u>
DEFERRED INFLOWS OF RESOURCES		
Other Postemployment Benefits	1,091,637	-
Pensions	3,319,216	-
Deferred Public-Private Partnership Arrangement Receipts	-	195,246
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>4,410,853</u>	<u>195,246</u>
NET POSITION		
Investment in Capital Assets	58,071,018	-
Restricted:		
Nonexpendable:		
Endowment	-	3,460,038
Expendable:		
Grants and Loans	408,053	-
Scholarships	116,315	3,914,084
Capital Projects	22,515,443	-
Unrestricted	<u>5,352,643</u>	<u>3,387,151</u>
TOTAL NET POSITION	<u>\$ 86,463,472</u>	<u>\$ 10,761,273</u>

The accompanying notes to financial statements are an integral part of this statement.

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ST. JOHNS RIVER STATE COLLEGE
A Component Unit of the State of Florida
Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Year Ended June 30, 2025

	<u>College</u>	<u>Component Units</u>
REVENUES		
Operating Revenues:		
Student Tuition and Fees, Net of Scholarship Allowances of \$3,074,329	\$ 9,383,452	\$ -
Federal Grants and Contracts	620,727	-
State and Local Grants and Contracts	111,153	-
Nongovernmental Grants and Contracts	60,000	-
Auxiliary Enterprises, Net of Scholarship Allowances of \$601,250	3,873,738	-
Other Operating Revenues	189,185	619,333
Total Operating Revenues	<u>14,238,255</u>	<u>619,333</u>
EXPENSES		
Operating Expenses:		
Personnel Services	38,930,723	-
Scholarships and Waivers	9,078,822	406,291
Utilities and Communications	1,279,741	-
Contractual Services	4,174,013	110,613
Other Services and Expenses	3,216,959	317,738
Materials and Supplies	5,378,484	-
Depreciation	2,949,496	-
Total Operating Expenses	<u>65,008,238</u>	<u>834,642</u>
Operating Loss	<u>(50,769,983)</u>	<u>(215,309)</u>
NONOPERATING REVENUES		
State Noncapital Appropriations	40,324,102	-
Federal and State Student Financial Aid	11,400,479	-
Gifts and Grants Received for Other Than Capital or Endowment Purposes	2,256,418	-
Investment Income	1,761,554	717,566
Gain on Disposal of Capital Assets	14,339	-
Other Nonoperating Revenues	1,989	-
Total Nonoperating Revenues	<u>55,758,881</u>	<u>717,566</u>
Income Before Other Revenues	<u>4,988,898</u>	<u>502,257</u>
State Capital Appropriations	10,165,600	-
Capital Grants, Contracts, Gifts, and Fees	1,332,956	-
Endowment Contributions	-	48,999
Total Other Revenues	<u>11,498,556</u>	<u>48,999</u>
Increase in Net Position	<u>16,487,454</u>	<u>551,256</u>
Net Position, Beginning of Year	<u>69,976,018</u>	<u>10,210,017</u>
Net Position, End of Year	<u>\$ 86,463,472</u>	<u>\$ 10,761,273</u>

The accompanying notes to financial statements are an integral part of this statement.

ST. JOHNS RIVER STATE COLLEGE
A Component Unit of the State of Florida
Statement of Cash Flows

For the Fiscal Year Ended June 30, 2025

	<u>College</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Student Tuition and Fees, Net	\$ 9,217,185
Grants and Contracts	782,422
Payments to Suppliers	(12,980,378)
Payments for Utilities and Communications	(1,279,741)
Payments to Employees	(27,160,217)
Payments for Employee Benefits	(10,488,571)
Payments for Scholarships	(9,078,822)
Auxiliary Enterprises, Net	4,150,614
Other Receipts	<u>153,058</u>
Net Cash Used by Operating Activities	<u>(46,684,450)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
State Noncapital Appropriations	40,324,102
Federal and State Student Financial Aid	11,397,047
Federal Direct Loan Program Receipts	4,183,373
Federal Direct Loan Program Disbursements	(4,183,373)
Gifts and Grants Received for Other Than Capital or Endowment Purposes	<u>2,256,418</u>
Net Cash Provided by Noncapital Financing Activities	<u>53,977,567</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
State Capital Appropriations	131,446
Capital Grants and Gifts	5,463,446
Proceeds from Sale of Capital Assets	14,339
Purchases of Capital Assets	<u>(10,434,374)</u>
Net Cash Used by Capital and Related Financing Activities	<u>(4,825,143)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from Maturities of Investments	15,000,000
Purchases of Investments	(20,000,000)
Investment Income	<u>1,789,911</u>
Net Cash Used by Investing Activities	<u>(3,210,089)</u>
Net Decrease in Cash and Cash Equivalents	(742,115)
Cash and Cash Equivalents, Beginning of Year	<u>24,836,762</u>
Cash and Cash Equivalents, End of Year	<u><u>\$ 24,094,647</u></u>

	<u>College</u>
RECONCILIATION OF OPERATING LOSS	
TO NET CASH USED BY OPERATING ACTIVITIES	
Operating Loss	\$ (50,769,983)
Adjustments to Reconcile Operating Loss	
to Net Cash Used by Operating Activities:	
Depreciation Expense	2,949,496
Changes in Assets, Liabilities, Deferred Outflows of Resources,	
and Deferred Inflows of Resources:	
Receivables, Net	(2,939,124)
Due from Other Governmental Agencies	2,366
Due to Other Governmental Agencies	9,331
Inventories	(66,779)
Prepaid Expenses	2,417
Accounts Payable	267,021
Salary and Payroll Taxes Payable	183,933
Unearned Revenue	2,625,486
Deposits Held for Others	(45,458)
Due from Component Unit	(1,158)
Compensated Absences Payable	1,506,556
Other Postemployment Benefits Payable	(73,942)
Net Pension Liability	56,510
Deferred Outflows of Resources Related to Other Postemployment Benefits	88,999
Deferred Inflows of Resources Related to Other Postemployment Benefits	(15,759)
Deferred Outflows of Resources Related to Pensions	(1,323,584)
Deferred Inflows of Resources Related to Pensions	859,222
NET CASH USED BY OPERATING ACTIVITIES	<u><u>\$ (46,684,450)</u></u>

The accompanying notes to financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

Reporting Entity. The governing body of St. Johns River State College, a component unit of the State of Florida, is the College Board of Trustees. The Board of Trustees constitutes a corporation and is composed of seven members appointed by the Governor and confirmed by the Senate. The Board of Trustees is under the general direction and control of the Florida Department of Education, Division of Florida Colleges, and is governed by State law and State Board of Education (SBE) rules. However, the Board of Trustees is directly responsible for the day-to-day operations and control of the College within the framework of applicable State laws and SBE rules. The College serves Clay, Putnam, and St. Johns Counties.

Criteria for defining the reporting entity are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. These criteria were used to evaluate potential component units for which the Board of Trustees is financially accountable and other organizations for which the nature and significance of their relationship with the Board of Trustees are such that exclusion would cause the College's financial statements to be misleading. Based on the application of these criteria, the College is a component unit of the State of Florida, and its financial balances and activities are reported in the State's Annual Comprehensive Financial Report by discrete presentation.

Discretely Presented Component Units. Based on the application of the criteria for determining component units, the following component units are included within the College's reporting entity:

- St. Johns River State College Foundation, Inc. (Foundation): This legally separate entity is included within the College's reporting entity as a discretely presented component unit and is governed by a separate board.
- St. Johns River State College Student Housing Corporation (Housing Corp): On February 20, 2023, the Housing Corp was formed as a not-for-profit corporation under the laws of the State of Florida to support the activities and educational purposes of the College by leasing certain real property for purposes of facilitating the construction of residential housing and other services ancillary to residential housing for the benefit of students of St. Johns River State College. The Housing Corp provides assistance in connection with the development, financing, acquisition or construction of capital, or other college projects. This legally separate entity is included within the College's reporting entity as a discretely presented component unit and is governed by a separate board.

The component units are also direct-support organizations, as defined in Section 1004.70, Florida Statutes, and although legally separate from the College, are financially accountable to the College. The Foundation and the Housing Corp are managed independently, outside the College's budgeting process, and their powers generally are vested in a governing board pursuant to various State statutes. The Foundation and Housing Corp receive, hold, invest, and administer property, and make expenditures to or for the benefit of the College.

The Foundation and the Housing Corp are audited by other auditors pursuant to Section 1004.70(6), Florida Statutes. Both the Foundation's and the Housing Corp's audited financial statements are available to the public and can be obtained from the Director of Foundation, St. Johns River State College,

5001 St. Johns Avenue, Palatka, Florida 32177. The financial data reported on the accompanying financial statements was derived from both the Foundation's and the Housing Corp's audited financial statements for the fiscal year ended March 31, 2025. Condensed financial statements for the College's component units are included in a subsequent note.

Basis of Presentation. The College's accounting policies conform with accounting principles generally accepted in the United States of America applicable to public colleges and universities as prescribed by GASB. The National Association of College and University Business Officers (NACUBO) also provides the College with recommendations prescribed in accordance with generally accepted accounting principles promulgated by GASB and the Financial Accounting Standards Board (FASB). GASB allows public colleges various reporting options. The College has elected to report as an entity engaged in only business-type activities. This election requires the adoption of the accrual basis of accounting and entitywide reporting including the following components:

- Management's Discussion and Analysis
- Basic Financial Statements:
 - Statement of Net Position
 - Statement of Revenues, Expenses, and Changes in Net Position
 - Statement of Cash Flows
 - Notes to Financial Statements
- Other Required Supplementary Information

Measurement Focus and Basis of Accounting. Basis of accounting refers to when revenues, expenses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. The College's financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met. The College follows GASB standards of accounting and financial reporting.

The College's component units use the economic resources measurement focus and accrual basis of accounting whereby revenues are recognized when earned and expenses are recognized when incurred, and follow GASB standards of accounting and financial reporting.

Significant interdepartmental sales between auxiliary service departments and other institutional departments have been accounted for as reductions of expenses and not revenues of those departments.

The College's principal operating activity is instruction. Operating revenues and expenses generally include all fiscal transactions directly related to instruction as well as administration, academic support, student services, physical plant operations, and depreciation of capital assets. Nonoperating revenues include State noncapital appropriations, Federal and State student financial aid, gifts and grants received

for other than capital or endowment purposes, and investment income (net of unrealized gains or losses on investments). Other revenues generally include revenues for capital construction projects.

The statement of net position is presented in a classified format to distinguish between current and noncurrent assets and liabilities. When both restricted and unrestricted resources are available to fund certain programs, it is the College's policy to first apply the restricted resources to such programs followed by the use of the unrestricted resources.

The statement of revenues, expenses, and changes in net position is presented by major sources and is reported net of tuition and book scholarship allowances. Tuition and book scholarship allowances are the difference between the stated charge for goods and services provided by the College and the amount that is actually paid by the student or the third party making payment on behalf of the student. The College is able to identify, within its accounting system, amounts paid for tuition, fees, and book charges by financial aid. To the extent that these resources are used to pay student charges, the College records a scholarship allowance against tuition and fee revenues and auxiliary enterprise revenues.

The statement of cash flows is presented using the direct method in compliance with GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*.

Cash and Cash Equivalents. The amount reported as cash and cash equivalents consist of cash on hand, cash in demand accounts, and cash with the State Treasury Special Purpose Investment Account (SPIA) investment pool. For reporting cash flows, the College considers all highly liquid investments with original maturities of 3 months or less, that are not held solely for income or profit, to be cash equivalents. Under this definition, the College considers amounts invested in the State Treasury SPIA investment pool to be cash equivalents.

College cash deposits are held in banks qualified as public depositories under Florida law. All such deposits are insured by the Federal Deposit Insurance Corporation, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool required by Chapter 280, Florida Statutes. Cash and cash equivalents that are externally restricted to make debt service payments, maintain sinking or reserve funds, or to purchase or construct capital or other restricted assets are classified as restricted.

The Foundation and Housing Corp, for reporting cash flows, consider all highly liquid investments with original maturities of 3 months or less to be cash equivalents. At March 31, 2025, the Foundation had \$371,936 in demand accounts, \$1,095,549 in money market accounts, and \$776,440 in investment management accounts. At March 31, 2025, the Housing Corp had \$9,939 in demand accounts.

Inventories. Inventories consist of items for resale by the campus bookstore, and are valued using the moving average inventory method of valuation. Consumable laboratory supplies, teaching materials, and office supplies on hand in College departments are expensed when purchased, and are not considered material. Accordingly, these items are not included in the reported inventory.

Capital Assets. College capital assets consist of land, construction in progress, buildings, other structures and improvements, and furniture, machinery, and equipment. These assets are capitalized and recorded at cost at the date of acquisition or at acquisition value at the date received in the case of

gifts and purchases of State surplus property. Additions, improvements, and other outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The College has a capitalization threshold of \$5,000 for tangible personal property and \$25,000 for buildings and other structures and improvements. Depreciation is computed on the straight-line basis over the following estimated useful lives:

- Buildings – 40 years
- Other Structures and Improvements – 10 years
- Furniture, Machinery, and Equipment:
 - Computer Equipment – 3 years
 - Vehicles, Office Machines, and Educational Equipment – 5 years
 - Furniture – 7 years

Noncurrent Liabilities. Noncurrent liabilities include compensated absences payable, other postemployment benefits payable, and net pension liabilities that are not scheduled to be paid within the next fiscal year.

Pensions. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net positions of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS and HIS fiduciary net positions have been determined on the same basis as they are reported by the FRS and the HIS plans. Benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

2. Accounting Change

Change in Accounting Principle. The College implemented GASB Statement No. 101, *Compensated Absences*, which updates the recognition and measurement guidance for compensated absences and requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means.

3. Deficit Net Position in Individual Funds

The College reported an unrestricted net position which included a deficit in the current funds - unrestricted, as shown below. This deficit can be attributed to the full recognition of long-term liabilities (i.e., compensated absences payable, other postemployment benefits payable, and net pension liabilities) in the current unrestricted funds.

<u>Fund</u>	<u>Net Position</u>
Current Funds - Unrestricted	\$ (1,590,989)
Auxiliary Funds	6,943,632
Total	\$ 5,352,643

4. Investments

The Board of Trustees has adopted a written investment policy providing that surplus funds of the College shall be invested in those institutions and instruments permitted under the provisions of Florida Statutes. Section 218.415(16), Florida Statutes, authorizes the College to invest in the Florida PRIME investment pool administered by the State Board of Administration (SBA); Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits and savings accounts in qualified public depositories, as defined by Section 280.02, Florida Statutes; direct obligations of the United States Treasury; obligations of Federal agencies and instrumentalities; securities of, or interests in, certain open-end or closed-end management type investment companies; and other investments approved by the Board of Trustees as authorized by law. SBE Rule 6A-14.0765(3), Florida Administrative Code, provides that College loan, endowment, annuity, and life income funds may also be invested pursuant to Section 215.47, Florida Statutes. Investments authorized by Section 215.47, Florida Statutes, include bonds, notes, commercial paper, and various other types of investments.

Fair Value Measurement. The College categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs.

All of the College's recurring fair value measurements as of June 30, 2025, are valued using quoted market prices (Level 1 inputs), with the following maturities:

Investments by fair value level	Amount	Maturity in Years		
		Less than 1	1 - 5	6 - 10
Certificates of Deposit	\$ 20,000,000	\$ 20,000,000	\$ -	\$ -

Discretely Presented Component Units Investments. The Foundation categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, and Level 3 inputs are significant unobservable inputs.

Investments held by the Foundation as of March 31, 2025, are reported at fair value using quoted market prices in active markets for identical assets (Level 1 inputs), with the following maturities:

Investments by fair value level	Amount	Maturity in Years		
		Less than 1	1 - 5	6 - 10
Bonds and Notes	\$ 1,888,380	\$ 289,967	\$ 659,911	\$ 938,502
Equity Investments				
Common Stock	4,173,917			
Exchange Traded Funds	105,480			
Real Estate Mutual Fund	369,878			
Equities Mutual Fund	1,934,479			
Fixed Income Mutual Fund	83,863			
Fixed Income Exchange Traded Fund	31,982			
Total Component Units Investments	\$ 8,587,979			

The Foundation invested in various debt and equity securities. The following risks apply to the Foundation's investments:

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Foundation investment policies include asset allocation guidelines and investment management structure to ensure adequate diversification to reduce the volatility of investment returns.

Credit Risk: Credit risk is the risk that an insurer or other counterparty to an investment will not fulfill its obligations. The Foundation's investment policy requires that debt securities be rated "Baa" or "BBB" or better by Moody's or Standard & Poor's rating services, respectively. The Foundation's investment policy also sets allowable ranges for allocation of assets as follows: domestic equities (50 - 70 percent); international equities (10 - 20 percent); fixed income securities (10 - 20 percent); real estate (0 - 10 percent); cash equivalents (2 - 10 percent); and limits charitable gift annuity investments to no more than 50 percent equities (including mutual funds) and no more than 10 percent in any one stock or fund.

Custodial Credit Risk: Custodial credit risk is the risk that in the event of failure of the counterparty, the value of investments or collateral securities in the possession of an outside party will not be recoverable. The Foundation does not have a formal investment policy that addresses custodial credit risk.

Concentration of Credit Risk: Concentration of credit risk is the risk of loss attributed to the magnitude of investment in a single issuer. The Foundation's investment policy limits investments with a single issuer to not more than 5 percent of the market value of the portfolio.

As of March 31, 2025, the Housing Corp reported no investments.

5. Accounts Receivable

Accounts receivable represent amounts for student fee deferments, various student services provided by the College, and contract and grant reimbursements due from third parties. The accounts receivable are reported net of a \$72,255 allowance for doubtful accounts.

6. Due From Other Governmental Agencies

The amount due from other governmental agencies primarily consists of \$11,329,467 of deferred maintenance funds and Public Education Capital Outlay allocations due from the State for maintenance projects and construction of College facilities.

7. Due From Component Unit

The amount due from component unit consists of \$26,874 owed to the College by the Foundation for scholarships and student aid. The College's financial statements are reported for the fiscal year ended June 30, 2025. The College's component unit financial statements are reported for the fiscal year ended March 31, 2025. Accordingly, there was no corresponding amount reported as due to the College by the component unit as of March 31, 2025.

8. Capital Assets

Capital assets activity for the fiscal year ended June 30, 2025, is shown in the following table:

<u>Description</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>
Nondepreciable Capital Assets:				
Land	\$ 687,582	\$ -	\$ -	\$ 687,582
Construction in Progress	441,041	9,898,433	3,754,991	6,584,483
Total Nondepreciable Capital Assets	\$ 1,128,623	\$ 9,898,433	\$ 3,754,991	\$ 7,272,065
Depreciable Capital Assets:				
Buildings	\$ 81,599,690	\$ 3,412,800	\$ -	\$ 85,012,490
Other Structures and Improvements	4,593,601	342,190	-	4,935,791
Furniture, Machinery, and Equipment	8,856,760	1,372,642	289,270	9,940,132
Total Depreciable Capital Assets	95,050,051	5,127,632	289,270	99,888,413
Less, Accumulated Depreciation:				
Buildings	35,990,206	1,929,040	-	37,919,246
Other Structures and Improvements	4,573,578	13,273	-	4,586,851
Furniture, Machinery, and Equipment	5,865,449	1,007,183	289,270	6,583,362
Total Accumulated Depreciation	46,429,233	2,949,496	289,270	49,089,459
Total Depreciable Capital Assets, Net	\$ 48,620,818	\$ 2,178,136	\$ -	\$ 50,798,954

9. Unearned Revenue

Unearned revenue at June 30, 2025, includes student tuition and fees received prior to fiscal year end related to subsequent accounting periods, and prepayments of Thrasher-Horne Center cultural program sales and meeting room rentals for which expenses have yet to be incurred. As of June 30, 2025, the College reported the following amounts as unearned revenue:

<u>Description</u>	<u>Amount</u>
Student Tuition and Fees	\$ 2,739,452
Thrasher-Horne Center Sales	377,543
Total Unearned Revenue	\$ 3,116,995

10. Long-Term Liabilities

Long-term liabilities activity for the fiscal year ended June 30, 2025, is shown in the following table:

Description	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Compensated Absences Payable	\$ 2,681,976	\$ 1,843,717	\$ 337,162	\$ 4,188,531	\$ 321,133
Other Postemployment Benefits Payable	1,653,783	115,239	189,181	1,579,841	47,016
Net Pension Liability	23,894,223	3,703,183	3,646,673	23,950,733	27,802
Total Long-Term Liabilities	\$ 28,229,982	\$ 5,662,139	\$ 4,173,016	\$ 29,719,105	\$ 395,951

Compensated Absences Payable. College employees may accrue annual and sick leave based on length of service, subject to certain limitations regarding the amount that will be paid upon termination. Compensated absences are estimated and accrued as liabilities to the extent that it is more likely than not that the leave will be used for time off or otherwise paid in cash or settled through noncash means. The College reports a liability for the accrued leave; however, State noncapital appropriations fund only the portion of accrued leave that is used or paid in the current fiscal year. Although the College expects the liability to be funded primarily from future appropriations, generally accepted accounting principles do not permit the recording of a receivable in anticipation of future appropriations. At June 30, 2025, the estimated liability for compensated absences, which includes the College's share of the Florida Retirement System and FICA contributions, totaled \$4,188,531. The current portion of the compensated absences liability, \$321,133, is the amount expected to be paid in the coming fiscal year and represents a historical percentage of leave used applied to total accrued leave liability.

Other Postemployment Benefits Payable. The College follows GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, for other postemployment benefits administered by the Florida College System Risk Management Consortium (Consortium).

General Information about the OPEB Plan

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer defined benefit plan administered by the Consortium that provides OPEB for all employees who satisfy the College's retirement eligibility provisions. Pursuant to the provisions of Section 112.0801, Florida Statutes, former employees who retire from the College are eligible to participate in the College's healthcare benefits. The College subsidizes the premium rates paid by retirees by allowing them to participate in the OPEB Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The College does not offer any explicit subsidies for retiree coverage. Retirees are required to enroll in the Federal Medicare (Medicare) program for their primary coverage as soon as they are eligible. The OPEB Plan contribution requirements and benefit terms of the College and the OPEB Plan members are established and may be amended by action from the Board. No assets are accumulated in a trust that meet the criteria in paragraph 4 of GASB Statement No. 75.

Benefits Provided. The OPEB Plan provides healthcare benefits for retirees and their dependents. The OPEB Plan only provides an implicit subsidy as described above.

Employees Covered by Benefit Terms. At June 30, 2023, the following employees were covered by the benefit terms:

Inactive Employees or Beneficiaries Currently Receiving Benefits	25
Inactive Employees Entitled to But Not Yet Receiving Benefits	26
Active Employees	311
Total	362

Total OPEB Liability

The College's total OPEB liability of \$1,579,841 was measured as of June 30, 2024, and was determined by an actuarial valuation as of June 30, 2023.

Actuarial Assumptions and Other Inputs. The total OPEB liability in the June 30, 2023, actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.40 percent
Real Wage Growth	0.85 percent
Wage Inflation	3.25 percent
Salary increases	
Regular Employees	3.65 – 6.35 percent
Senior Management	4.20 – 9.30 percent
Municipal Bond Index Rate	
Prior Measurement Date	3.65 percent
Measurement Date	3.93 percent
Healthcare cost trend rates	
Pre-Medicare	7.00 percent for 2023, decreasing to an ultimate rate of 4.40 percent by 2034
Medicare	5.125 percent for 2023, decreasing to an ultimate rate of 4.40 percent by 2027

The discount rate was based on the Bond Buyer General Obligation 20-year Municipal Bond Index.

Mortality rates were based on the PUB-2010 mortality tables, with adjustments for FRS experience and generational mortality improvements using Scale MP-2021.

The demographic actuarial assumptions for retirement, disability incidence, withdrawal, and salary increases used in the June 30, 2023, valuation were based on the results of an actuarial experience study for the period July 1, 2018, through June 30, 2023, adopted by the FRS.

The remaining actuarial assumptions (e.g., initial per capita costs, health care cost trends, rate of plan participation, rates of plan election, etc.) used in the June 30, 2023, valuation were based on a review of recent plan experience done concurrently with the June 30, 2023, valuation.

Changes in the Total OPEB Liability

	Amount
Balance at 6/30/24	\$ 1,653,783
Changes for the year:	
Service Cost	53,714
Interest	61,525
Changes in Assumptions or Other Inputs	(145,008)
Benefit Payments	(44,173)
Net Changes	(73,942)
Balance at 6/30/25	\$ 1,579,841

Changes of assumptions and other inputs reflect a change in the discount rate from 3.65 percent in 2023 to 3.93 percent in 2024.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate. The following table presents the total OPEB liability of the College, as well as what the College's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.93 percent) or 1 percentage point higher (4.93 percent) than the current rate:

	1% Decrease (2.93%)	Current Discount Rate (3.93%)	1% Increase (4.93%)
Total OPEB liability	\$1,858,992	\$1,579,841	\$1,357,164

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates. The following table presents the total OPEB liability of the College, as well as what the College's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	1% Decrease	Healthcare Cost Trend Rates	1% Increase
Total OPEB liability	\$1,320,715	\$1,579,841	\$1,915,023

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2025, the College recognized OPEB expense of \$46,314. At June 30, 2025, the College reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 217,187	\$ 464,201
Change of assumptions or other inputs	180,643	627,436
Transactions subsequent to the measurement date	47,016	-
Total	\$ 444,846	\$ 1,091,637

Of the total amount reported as deferred outflows of resources related to OPEB, \$47,016 resulting from benefits paid subsequent to the measurement date and before the end of the fiscal year will be included as a reduction of the total OPEB liability in the fiscal year ending June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2026	\$ (68,925)
2027	(58,079)
2028	(47,002)
2029	(89,340)
2030	(91,214)
Thereafter	(339,247)
Total	\$ (693,807)

Net Pension Liability. As a participating employer in the Florida Retirement System (FRS), the College recognizes its proportionate share of the collective net pension liabilities of the FRS cost-sharing multiple-employer defined benefit plans. As of June 30, 2025, the College's proportionate share of the net pension liabilities totaled \$23,950,733. Note 11. includes a complete discussion of defined benefit pension plans.

11. Retirement Plans – Defined Benefit Pension Plans

General Information about the Florida Retirement System (FRS)

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan and amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the HIS Program, a cost-sharing multiple-employer defined benefit pension plan to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the College are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122, Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and

described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of two cost-sharing multiple-employer defined benefit plans and other nonintegrated programs. An annual comprehensive financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services Web site (www.dms.myflorida.com).

The College's FRS and HIS pension expense totaled \$2,620,950 for the fiscal year ended June 30, 2025.

FRS Pension Plan

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are as follows:

- *Regular Class* – Members of the FRS who do not qualify for membership in the other classes.
- *Senior Management Service Class* – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at 6 years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at 8 years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of creditable service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Employees enrolled in the Plan may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

The DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS-participating employer. An employee may participate in DROP for a period not to exceed 96 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and are not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the average final compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on retirement plan and/or the class to which the member belonged when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following table shows the percentage value for each year of service credit earned:

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>% Value</u>
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
Senior Management Service Class	2.00

As provided in Section 121.101, Florida Statutes, if the member was initially enrolled in the Plan before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member was initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The Florida Legislature establishes contribution rates for participating employers and employees. Contribution rates during the 2024-25 fiscal year were:

<u>Class</u>	<u>Percent of Gross Salary</u>	
	<u>Employee</u>	<u>Employer (1)</u>
FRS, Regular	3.00	13.63
FRS, Senior Management Service	3.00	34.52
Deferred Retirement Option Program (applicable to members from all of the above classes)	0.00	21.13
FRS, Reemployed Retiree	(2)	(2)

(1) Employer rates include 2 percent for the postemployment health insurance subsidy. Also, employer rates, other than for DROP participants, include 0.06 percent for administrative costs of the Investment Plan.

(2) Contribution rates are dependent upon retirement class in which reemployed.

The College's contributions to the Plan totaled \$2,577,716 for the fiscal year ended June 30, 2025.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2025, the College reported a liability of \$15,962,846 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2024. The College's proportionate share of the net pension liability was based on the College's 2023-24 fiscal year contributions relative to the total 2023-24 fiscal year contributions of all participating members. At June 30, 2024, the College's proportionate share was

0.041263974 percent, which was an increase of 0.001760857 from its proportionate share measured as of June 30, 2023.

For the fiscal year ended June 30, 2025, the College recognized pension expense of \$2,350,601. In addition, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 1,612,676	\$ -
Change of assumptions	2,187,854	-
Net difference between projected and actual earnings on FRS Plan investments	-	1,060,974
Changes in proportion and differences between College FRS contributions and proportionate share of contributions	629,518	899,074
College FRS contributions subsequent to the measurement date	2,577,716	-
Total	\$ 7,007,764	\$ 1,960,048

The deferred outflows of resources totaling \$2,577,716, resulting from College contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2026	\$ (308,518)
2027	2,518,197
2028	40,063
2029	43,802
2030	176,456
Total	\$ 2,470,000

Actuarial Assumptions. The total pension liability in the July 1, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40 percent
Salary increases	3.50 percent, average, including inflation
Investment rate of return	6.70 percent, net of pension plan investment expense, including inflation

Salary increases were changed from 3.25 percent in the previous valuation to 3.50 percent in the current valuation.

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2021. This is a change from the previous valuation in which the mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018.

The actuarial assumptions used in the July 1, 2024, valuation were based on the results of an actuarial experience study for the period July 1, 2018, through June 30, 2023.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy's description of each asset class was used to map the target allocation to the asset classes shown below. Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1.0%	3.3%	3.3%	1.1%
Fixed Income	29.0%	5.7%	5.6%	3.9%
Global Equity	45.0%	8.6%	7.0%	18.2%
Real Estate (Property)	12.0%	8.1%	6.8%	16.6%
Private Equity	11.0%	12.4%	8.8%	28.4%
Strategic Investments	2.0%	6.6%	6.2%	8.7%
Total	100.0%			
Assumed inflation - Mean			2.4%	1.5%

(1) As outlined in the Plan's investment policy.

Discount Rate. The discount rate used to measure the total pension liability was 6.70 percent. The Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. The discount rate used in the 2024 valuation was unchanged from the previous valuation.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 6.70 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.70 percent) or 1 percentage point higher (7.70 percent) than the current rate:

	<u>1% Decrease (5.70%)</u>	<u>Current Discount Rate (6.70%)</u>	<u>1% Increase (7.70%)</u>
College's proportionate share of the net pension liability	\$28,078,087	\$15,962,846	\$5,813,762

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Annual Comprehensive Financial Report.

Payables to the Pension Plan. At June 30, 2025, the College reported a payable of \$186,229 for the outstanding amount of contributions to the Plan required for the fiscal year ended June 30, 2025.

HIS Pension Plan

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2025, eligible retirees and beneficiaries received a monthly HIS payment of \$7.50 for each year of creditable service completed at the time of retirement with a minimum HIS payment of \$45 and a maximum HIS payment of \$225 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which can include Medicare.

Contributions. The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2025, the contribution rate was 2 percent of payroll pursuant to Section 112.363, Florida Statutes. The College contributed 100 percent of its statutorily required contributions for the current and preceding 3 years. HIS Plan contributions are deposited in a separate trust fund from which HIS payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The College's contributions to the HIS Plan totaled \$492,635 for the fiscal year ended June 30, 2025.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2025, the College reported a net pension liability of \$7,987,887 for its proportionate share of the net pension liability. The current portion of the net pension liability is the College's proportionate share of benefit payments expected to be paid within 1 year, net of the College's proportionate share of the HIS Plan's fiduciary net position available to pay that amount. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2024. The College's proportionate share of the net pension liability was based on the College's 2023-24 fiscal year contributions relative to the total 2023-24 fiscal year contributions of all participating members. At June 30, 2024, the College's proportionate share was 0.053249111 percent, which was an increase of 0.001909086 from its proportionate share measured as of June 30, 2023.

For the fiscal year ended June 30, 2025, the College recognized pension expense of \$270,349. In addition, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual experience on HIS Plan investments	\$ 77,128	\$ 15,338
Change of assumptions	141,367	945,663
Net difference between projected and actual earnings on HIS Plan investments	-	2,889
Changes in proportion and differences between College HIS contributions and proportionate share of HIS contributions	325,959	395,278
College contributions subsequent to the measurement date	492,635	-
Total	\$ 1,037,089	\$ 1,359,168

The deferred outflows of resources totaling \$492,635 resulting from College contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ending June 30, 2026. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Fiscal Year Ending June 30</u>	<u>Amount</u>
2026	\$ (165,127)
2027	(178,525)
2028	(241,079)
2029	(168,975)
2030	(53,008)
Thereafter	(8,000)
Total	\$ (814,714)

Actuarial Assumptions. The total pension liability in the July 1, 2024, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.40 percent
Salary increases	3.50 percent, average, including inflation
Municipal bond rate	3.93 percent

Salary increases were changed from 3.25 percent in the previous valuation to 3.50 percent in the current valuation.

Mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2021. This is a change from the previous valuation in which the mortality rates were based on the PUB-2010 base table, projected generationally with Scale MP-2018.

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 3.93 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index. The discount rate changed from 3.65 percent to 3.93 percent.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 3.93 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.93 percent) or 1 percentage point higher (4.93 percent) than the current rate:

	1% Decrease (2.93%)	Current Discount Rate (3.93%)	1% Increase (4.93%)
College's proportionate share of the net pension liability	\$9,093,183	\$7,987,887	\$7,070,313

Pension Plan Fiduciary Net Position. Detailed information about the HIS Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Annual Comprehensive Financial Report.

Payables to the Pension Plan. At June 30, 2025, the College reported a payable of \$30,548 for the outstanding amount of contributions to the HIS Plan required for the fiscal year ended June 30, 2025.

12. Retirement Plans – Defined Contribution Pension Plans

FRS Investment Plan. The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State's Annual Comprehensive Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. College employees already participating in the State College System Optional Retirement Program or DROP are not eligible to participate in the Investment Plan. Employer and employee contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Service retirement benefits are based upon the value of the member's account upon retirement. Benefit terms, including contribution requirements, are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contributions rates, that are based on salary and membership class (Regular Class, Senior Management Service Class, etc.), as the FRS defined benefit plan. Contributions

are directed to individual member accounts and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2024-25 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	11.30
FRS, Senior Management Service	12.67

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings regardless of membership class. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Nonvested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5-year period, the employee will regain control over their account. If the employee does not return within the 5-year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2025, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the College.

After termination and applying to receive benefits, the member may roll over vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided in which the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The College's Investment Plan pension expense totaled \$1,213,593 for the fiscal year ended June 30, 2025.

Payables to the Investment Plan. At June 30, 2025, the College reported a payable of \$93,456 for the outstanding amount of contributions to the Plan required for the fiscal year ended June 30, 2025.

13. Construction Commitments

The College's construction commitments at June 30, 2025, were as follows:

<u>Project Description</u>	<u>Total Commitment</u>	<u>Completed to Date</u>	<u>Balance Committed</u>
Remodel/Addition to the FloArts Building Project	\$ 13,800,000	\$ 868,623	\$ 12,931,377
Site Improvements Project	3,662,978	3,493,960	169,018
Chiller & Cooling Tower Replacement Project	1,629,672	1,246,260	383,412
Sewer Piping Repair/Replacement Project	1,158,011	974,764	183,247
Total	\$ 20,250,661	\$ 6,583,607	\$ 13,667,054

14. Risk Management Programs

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The College provided coverage for these risks primarily through the Florida College System Risk Management Consortium (Consortium), which was created under authority of Section 1001.64(27), Florida Statutes, by the boards of trustees of the Florida public colleges for the purpose of joining a cooperative effort to develop, implement, and participate in a coordinated Statewide college risk management program. The Consortium is self-sustaining through member assessments (premiums) and purchases excess insurance through commercial companies for claims in excess of specified amounts. Excess insurance from commercial companies provided coverage of up to \$100 million to February 28, 2025, and up to \$125 million from March 1, 2025, for property insurance. Insurance coverage obtained through the Consortium included fire and extended property, general and automobile liability, workers' compensation, health (through December 31, 2024), life, and other liability coverage. Settled claims resulting from these risks have not exceeded commercial coverage in any of the past 3 fiscal years.

Beginning in January 2025, College employees may participate in the State group health insurance plan. The State's risk financing activities associated with State group health insurance, such as risk of loss related to medical and prescription drug claims, are administered through the State Employees Group Health Insurance Trust Fund. It is the practice of the State not to purchase commercial coverage for the risk of loss covered by this Fund. Additional information on the State's group health insurance plan, including the actuarial report, is available from the Florida Department of Management Services, Division of State Group Insurance.

15. Functional Distribution of Operating Expenses

The functional classification of an operating expense (instruction, academic support, etc.) is assigned to a department based on the nature of the activity, which represents the material portion of the activity attributable to the department. For example, activities of an academic department for which the primary departmental function is instruction may include some activities other than direct instruction such as public service. However, when the primary mission of the department consists of instructional program elements, all expenses of the department are reported under the instruction classification. The operating expenses on the statement of revenues, expenses, and changes in net position are presented by natural classifications. The following are those same expenses presented in functional classifications as recommended by NACUBO:

<u>Functional Classification</u>	<u>Amount</u>
Instruction	\$ 20,192,939
Public Services	596,634
Academic Support	4,599,830
Student Services	5,716,876
Institutional Support	9,942,473
Operation and Maintenance of Plant	7,287,024
Scholarships and Waivers	9,078,822
Depreciation	2,949,496
Auxiliary Enterprises	4,644,144
Total Operating Expenses	\$ 65,008,238

16. Discretely Presented Component Units

The College has two discretely presented component units as discussed in Note 1. These component units represent 100 percent of the transactions and account balances of the aggregate discretely presented component units columns of the financial statements. The following financial information is from the most recently available audited financial statements for the component units:

Condensed Statement of Net Position

	<u>Direct-Support Organizations</u>		
	<u>St. Johns River State College Foundation, Inc. 3/31/2025</u>	<u>St. Johns River State College Student Housing Corp 3/31/2025</u>	<u>Total</u>
Assets:			
Current Assets	\$ 7,371,910	\$ 9,939	\$ 7,381,849
Noncurrent Assets	3,588,035	-	3,588,035
Total Assets	10,959,945	9,939	10,969,884
Liabilities:			
Current Liabilities	10,600	44	10,644
Noncurrent Liabilities	2,721	-	2,721
Total Liabilities	13,321	44	13,365
Deferred Inflows of Resources	195,246	-	195,246
Net Position:			
Restricted Nonexpendable	3,460,038	-	3,460,038
Restricted Expendable	3,914,084	-	3,914,084
Unrestricted	3,377,256	9,895	3,387,151
Total Net Position	\$ 10,751,378	\$ 9,895	\$ 10,761,273

Condensed Statement of Revenues, Expenses, and Changes in Net Position

	Direct-Support Organizations		
	St. Johns River State College Foundation, Inc. 3/31/2025	St. Johns River State College Student Housing Corp 3/31/2025	Total
Operating Revenues	\$ 619,333	\$ -	\$ 619,333
Operating Expenses	834,581	61	834,642
Operating Loss	(215,248)	(61)	(215,309)
Nonoperating Revenues	717,566	-	717,566
Other Revenues	48,999	-	48,999
Increase (Decrease) in Net Position	551,317	(61)	551,256
Net Position, Beginning of Year	10,200,061	9,956	10,210,017
Net Position, End of Year	\$ 10,751,378	\$ 9,895	\$ 10,761,273

OTHER REQUIRED SUPPLEMENTARY INFORMATION

Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios

	2024	2023	2022	2021	2020
Total OPEB Liability					
Service cost	\$ 53,714	\$ 78,598	\$ 111,494	\$ 107,673	\$ 79,831
Interest	61,525	77,432	57,415	53,523	71,836
Difference between expected and actual experience	-	(579,245)	-	212,718	-
Changes of assumptions or other inputs	(145,008)	(5,461)	(557,862)	(92,855)	245,427
Benefit Payments	(44,173)	(52,110)	(45,932)	(51,252)	(59,644)
Net change in total OPEB liability	(73,942)	(480,786)	(434,885)	229,807	337,450
Total OPEB Liability - beginning	1,653,783	2,134,569	2,569,454	2,339,647	2,002,197
Total OPEB Liability - ending	<u>\$ 1,579,841</u>	<u>\$ 1,653,783</u>	<u>\$ 2,134,569</u>	<u>\$ 2,569,454</u>	<u>\$ 2,339,647</u>
Covered-Employee Payroll	\$ 16,773,713	\$ 16,773,713	\$ 16,773,752	\$ 16,773,752	\$ 15,660,287
Total OPEB Liability as a percentage of covered-employee payroll	9.42%	9.86%	12.73%	15.32%	14.94%
	2019	2018	2017		
Total OPEB Liability					
Service cost	\$ 62,459	\$ 65,386	\$ 72,927		
Interest	57,630	53,825	48,219		
Difference between expected and actual experience	260,385	-	-		
Changes of assumptions or other inputs	164,768	(79,760)	(151,084)		
Benefit Payments	(63,778)	(60,765)	(59,519)		
Net change in total OPEB liability	481,464	(21,314)	(89,457)		
Total OPEB Liability - beginning	1,520,733	1,542,047	1,631,504		
Total OPEB Liability - ending	<u>\$ 2,002,197</u>	<u>\$ 1,520,733</u>	<u>\$ 1,542,047</u>		
Covered-Employee Payroll	\$ 15,660,287	\$ 15,896,035	\$ 15,896,035		
Total OPEB Liability as a percentage of covered-employee payroll	12.79%	9.57%	9.70%		

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**Schedule of the College's Proportionate Share of the Net Pension Liability –
Florida Retirement System Pension Plan**

	<u>2024 (1)</u>	<u>2023 (1)</u>	<u>2022 (1)</u>	<u>2021 (1)</u>
College's proportion of the FRS net pension liability	0.041263974%	0.039503117%	0.043924874%	0.044764932%
College's proportionate share of the FRS net pension liability	\$ 15,962,846	\$ 15,740,742	\$ 16,343,583	\$ 3,381,482
College's covered payroll (2)	\$ 22,612,496	\$ 20,548,443	\$ 20,229,145	\$ 19,463,011
College's proportionate share of the FRS net pension liability as a percentage of its covered payroll	70.59%	76.60%	80.79%	17.37%
FRS Plan fiduciary net position as a percentage of the FRS total pension liability	83.70%	82.38%	82.89%	96.40%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

Schedule of College Contributions – Florida Retirement System Pension Plan

	<u>2025 (1)</u>	<u>2024 (1)</u>	<u>2023 (1)</u>	<u>2022 (1)</u>
Contractually required FRS contribution	\$ 2,577,716	\$ 2,376,750	\$ 1,928,785	\$ 1,918,622
FRS contributions in relation to the contractually required contribution	<u>(2,577,716)</u>	<u>(2,376,750)</u>	<u>(1,928,785)</u>	<u>(1,918,622)</u>
FRS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
College's covered payroll (2)	\$ 24,631,730	\$ 22,612,496	\$ 20,548,443	\$ 20,229,145
FRS contributions as a percentage of covered payroll	10.47%	10.51%	9.39%	9.48%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

<u>2020 (1)</u>	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>	<u>2015 (1)</u>
0.043331278%	0.042277680%	0.043257206%	0.042311196%	0.043366046%	0.045294300%
\$ 18,780,414	\$ 14,559,845	\$ 13,029,295	\$ 12,515,368	\$ 10,949,960	\$ 5,850,366
\$ 19,698,124	\$ 18,513,474	\$ 18,489,074	\$ 18,174,849	\$ 18,293,849	\$ 18,089,635
95.34%	78.64%	70.47%	68.86%	59.86%	32.34%
78.85%	82.61%	84.26%	83.89%	84.88%	92.00%

<u>2021 (1)</u>	<u>2020 (1)</u>	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>
\$ 1,718,320	\$ 1,289,149	\$ 1,341,816	\$ 1,260,976	\$ 1,137,187	\$ 1,098,667
<u>(1,718,320)</u>	<u>(1,289,149)</u>	<u>(1,341,816)</u>	<u>(1,260,976)</u>	<u>(1,137,187)</u>	<u>(1,098,667)</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 19,463,011	\$ 19,698,124	\$ 18,513,474	\$ 18,489,074	\$ 18,174,849	\$ 18,293,849
8.83%	6.54%	7.25%	6.82%	6.26%	6.01%

**Schedule of the College's Proportionate Share of the Net Pension Liability –
Health Insurance Subsidy Pension Plan**

	<u>2024 (1)</u>	<u>2023 (1)</u>	<u>2022 (1)</u>	<u>2021 (1)</u>
College's proportion of the HIS net pension liability	0.053249111%	0.051340025%	0.055160434%	0.054976814%
College's proportionate share of the HIS net pension liability	\$ 7,987,887	\$ 8,153,481	\$ 5,842,371	\$ 6,743,733
College's covered payroll (2)	\$ 22,612,496	\$ 20,548,443	\$ 20,229,145	\$ 19,463,011
College's proportionate share of the HIS net pension liability as a percentage of its covered payroll	35.33%	39.68%	28.88%	34.65%
HIS Plan fiduciary net position as a percentage of the HIS total pension liability	4.80%	4.12%	4.81%	3.56%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP.

Schedule of College Contributions – Health Insurance Subsidy Pension Plan

	<u>2025 (1)</u>	<u>2024 (1)</u>	<u>2023 (1)</u>	<u>2022 (1)</u>
Contractually required HIS contribution	\$ 492,635	\$ 452,250	\$ 341,104	\$ 335,804
HIS contributions in relation to the contractually required HIS contribution	<u>(492,635)</u>	<u>(452,250)</u>	<u>(341,104)</u>	<u>(335,804)</u>
HIS contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
College's covered payroll (2)	\$ 24,631,730	\$ 22,612,496	\$ 20,548,443	\$ 20,229,145
HIS contributions as a percentage of covered payroll	2.00%	2.00%	1.66%	1.66%

(1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered payroll includes defined benefit plan actives, investment plan members, and members in DROP.

<u>2020 (1)</u>	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>	<u>2015 (1)</u>
0.056851222%	0.055390690%	0.056572452%	0.057019833%	0.059101534%	0.059626812%
\$ 6,941,442	\$ 6,197,664	\$ 5,987,692	\$ 6,096,824	\$ 6,888,039	\$ 6,080,997
\$ 19,698,124	\$ 18,513,474	\$ 18,489,074	\$ 18,174,849	\$ 18,293,849	\$ 18,089,635
35.24%	33.48%	32.39%	33.55%	37.65%	33.62%
3.00%	2.63%	2.15%	1.64%	0.97%	0.50%

<u>2021 (1)</u>	<u>2020 (1)</u>	<u>2019 (1)</u>	<u>2018 (1)</u>	<u>2017 (1)</u>	<u>2016 (1)</u>
\$ 323,360	\$ 328,112	\$ 308,478	\$ 307,697	\$ 301,742	\$ 303,885
<u>(323,360)</u>	<u>(328,112)</u>	<u>(308,478)</u>	<u>(307,697)</u>	<u>(301,742)</u>	<u>(303,885)</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 19,463,011	\$ 19,698,124	\$ 18,513,474	\$ 18,489,074	\$ 18,174,849	\$ 18,293,849
1.66%	1.67%	1.67%	1.66%	1.66%	1.66%

1. Schedule of Changes in the College's Total Other Postemployment Benefits Liability and Related Ratios

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

Changes of Assumptions. Changes of assumptions since the prior measurement date are as follows:

- The discount rate increased from 3.65 percent to 3.93 percent due to a change in the Municipal Bond Index Rate.
- Changes occurred in retirement rates, termination rates, disability rates, mortality rates, DROP entry assumptions, and salary increases.

2. Schedule of Net Pension Liability and Schedule of Contributions – Florida Retirement System Pension Plan

Changes of Assumptions. Changes of assumptions since the prior measurement date are as follows:

- Salary increases including inflation increased from 3.25 percent to 3.50 percent.
- The mortality rates changed from the PUB-2010 mortality table using Scale MP-2018 in 2023, to the PUB-2010 mortality table using Scale MP-2021 in 2024.

3. Schedule of Net Pension Liability and Schedule of Contributions – Health Insurance Subsidy Pension Plan

Changes of Assumptions. Changes of assumptions since the prior measurement date are as follows:

- The discount rate increased from 3.65 percent to 3.93 percent and the demographic and coverage election assumptions were updated.
- Salary increases including inflation increased from 3.25 percent to 3.50 percent.
- The mortality rates changed from the PUB-2010 mortality table using Scale MP-2018 in 2023, to the PUB-2010 mortality table using Scale MP-2021 in 2024.



Sherrill F. Norman, CPA
Auditor General

AUDITOR GENERAL STATE OF FLORIDA

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Tallahassee, Florida 32399-1450



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Fax: (850) 488-6975

The President of the Senate, the Speaker of the
House of Representatives, and the
Legislative Auditing Committee

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the St. Johns River State College, a component unit of the State of Florida, and its aggregate discretely presented component units as of and for the fiscal year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the College's basic financial statements, and have issued our report thereon dated December 15, 2025, included under the heading **INDEPENDENT AUDITOR'S REPORT**. Our report includes a reference to other auditors who audited the financial statements of the aggregate discretely presented component units, as described in our report on the College's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the College's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. Accordingly, we do not express an opinion on the effectiveness of the College's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the College's financial statements will not be prevented, or detected and corrected, on

a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the College's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, rules, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the College's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the College's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink, reading "Sherrill F. Norman". The signature is fluid and cursive, with the first name "Sherrill" and last name "Norman" clearly legible.

Sherrill F. Norman, CPA
Tallahassee, Florida
December 15, 2025

Economic Impact Analysis for St. Johns River State College



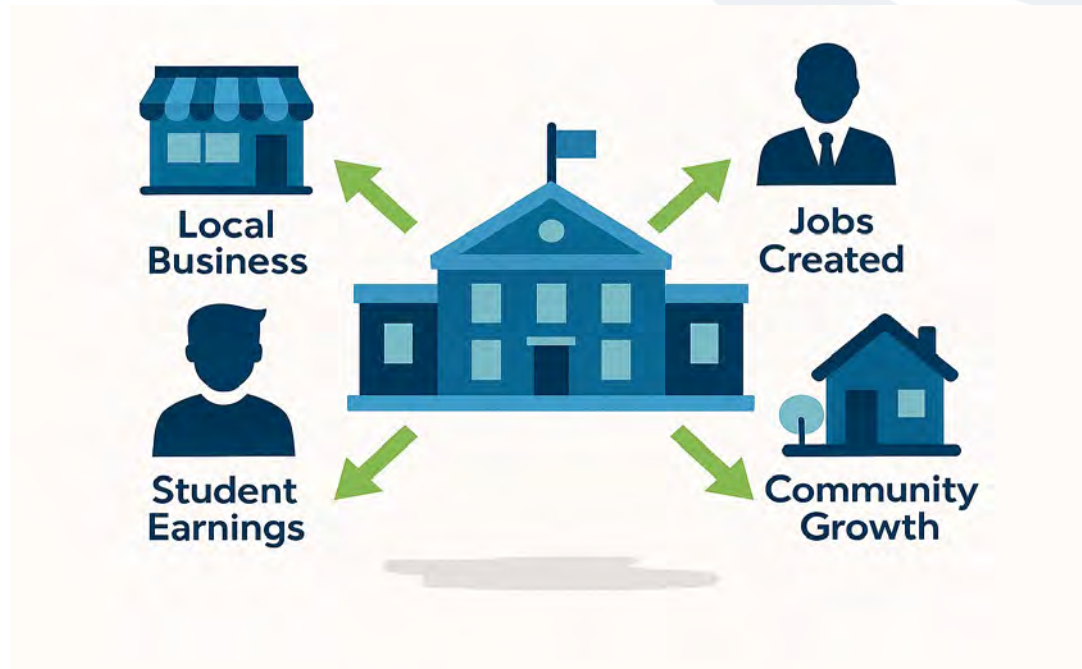
ST. JOHNS RIVER
STATE COLLEGE

About the Analysis:

- Analysis requested by the Council of Presidents for the Florida College System Colleges by Lighthouse Professional Services.
- Much of the SJR State data and information collected by Suzanne Evans, Ros Humerick, Randy Peterson, Chuck Romer, Amanda Sheridan, and Michelle Sjogren.
- Data and assumptions used in the study are based on several sources, including the FY 2023-24, academic and financial reports from SJR State, industry and employment data from the U.S. Bureau of Labor Statistics and U.S. Census Bureau, outputs of Lightcast's Multi-Regional Social Accounting Matrix model, and a variety of studies and surveys relating education to social behavior.

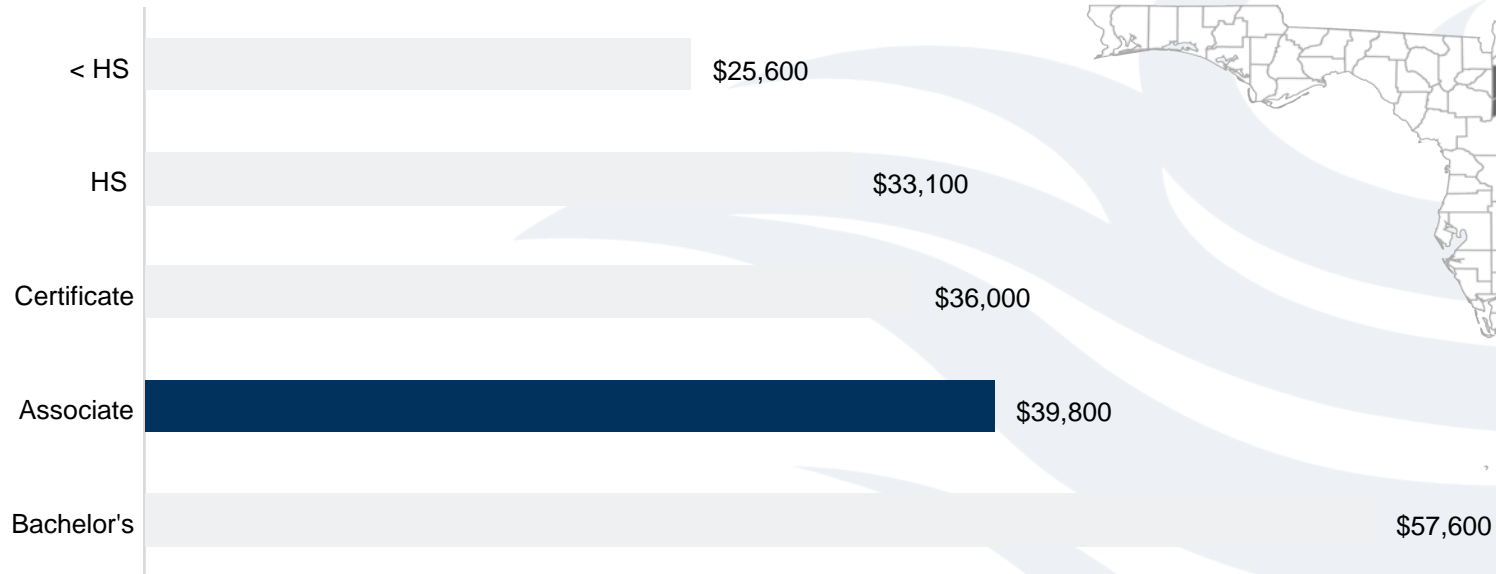
What is an Economic Impact Analysis?

A measurement of the total economic effects of a specific event, project, business, or industry on a geographic area.



About the SJR State Service Area

AVERAGE EARNINGS BY EDUCATION LEVEL



The average associate degree graduate from SJR State will see an increase in earnings of \$6,700 each year compared to a person with a high school diploma or equivalent working in Florida.

\$25.1 billion

Total Gross Regional
Product (GRP)

293,207

Total Jobs

SJR State Creates Value in Many Ways

- Helps students increase their employability and achieve their individual potential.
- Draws students to the region, generating new dollars and opportunities for the SJR State Service Area.
- Provides students with the education, training, and skills they need to have fulfilling and prosperous careers.
- Serves regional businesses, and benefits society as a whole from an expanded economy and improved quality of life.

Economic Spending Impact

- **Operations Spending Impact** – SJR State adds economic value to the SJR State Service Area as an employer of regional residents and a large-scale buyer of goods and services.
- **Student Spending Impact** – Around 9% of students attending SJR State originated from outside the region. Some in-region students (retained students) would have left if not for the existence of SJR State. These students spend money on groceries, accommodations, transportation, and other household expenses.
- **Alumni Spending Impact** - Since the establishment of the college, students have studied at SJR State and entered the regional workforce with greater knowledge and new skills. As a result of their education from SJR State, the students receive higher earnings and increase the productivity of the businesses that employ them.



ECONOMIC IMPACT ANALYSIS



Operations Spending Impact

*College payroll and
other spending + ripple effects*

\$51.5 million

Added regional income

OR

730

Jobs supported in the region



Student Spending Impact

*Relocated/retained student
spending + ripple effects*

\$6.5 million

Added regional income

OR

110

Jobs supported in the region



Alumni Impact

*Higher alumni earnings and increased
business profit + ripple effects*

\$142.8 million

Added regional income

OR

1,862

Jobs supported in the region



ECONOMIC IMPACT ANALYSIS

Total Impact

\$200.8 million

Total income added
in the region

OR

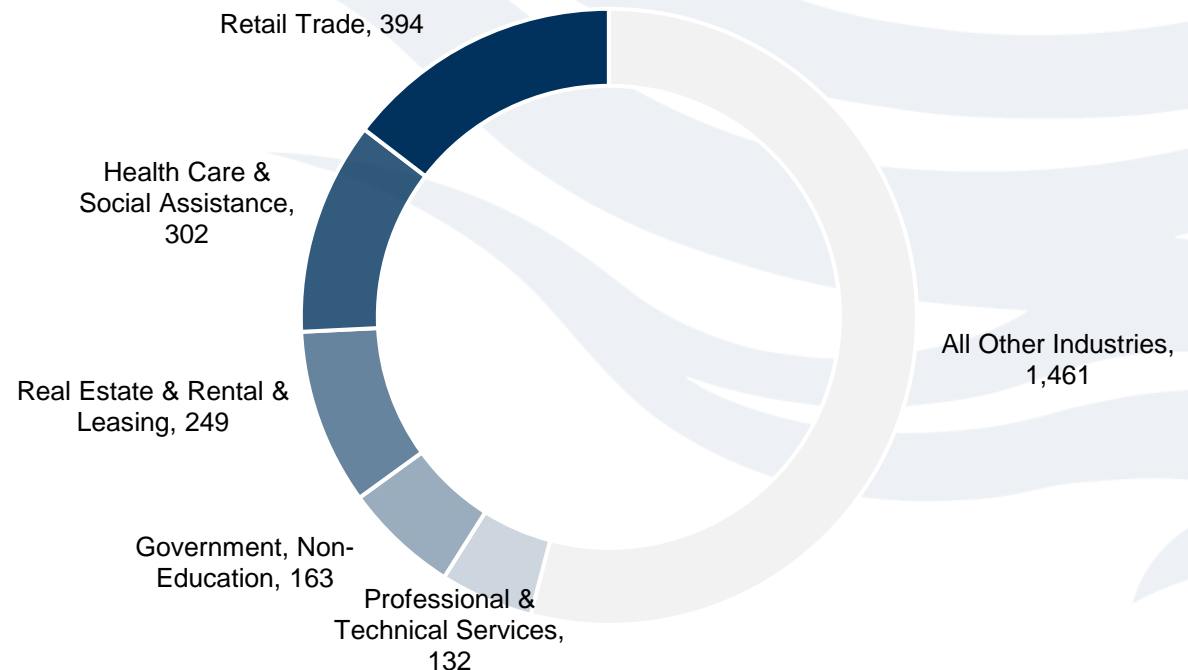
0.8%

Of region's GRP

2,702

Total jobs supported
in the region

Impacts by industry (jobs supported)



Economic Investment Impact Analysis

- Investment analysis is a standard method for determining whether or not an existing or proposed investment is economically viable?
- This method applies when someone or an entity invests money expecting future benefits over time, with those benefits discounted to reflect their present value.
- Methods used to analyze an investment are commonly the net present value, the benefit-cost ratio, and the internal rate of return.

Investment Analysis Perspectives

- **Student Perspective** – In order to attend the college, the students made an investment by paying for tuition, fees, books, and supplies. In return for their investment, SJR State's students will receive a stream of higher future earnings that will continue to grow throughout their working lives.
- **Taxpayer Perspective** – As SJR State students earn more, they will make higher tax payments throughout their working lives. Students' employers will also make higher tax payments as they increase their output and purchases of goods and services. Benefits to taxpayers will also consist of savings generated by the improved lifestyles of SJR State students and the corresponding reduced government services.
- **Social Perspective** – SJR State students earn more money over their lifetime which means more income is circulating in the state. Businesses also make more money because they have better-trained employees from SJR State, which boosts their productivity and output.



INVESTMENT ANALYSIS



Student Perspective

\$155.9 million

Benefit: Higher future earnings

\$27.4 million

Cost: Tuition, supplies, opportunity cost

5.7

Benefit/cost ratio

17.6%

Rate of return



Taxpayer Perspective

\$56.6 million

Benefit: Future tax revenue, government savings

\$39.6 million

Cost: State and local funding

1.4

Benefit/cost ratio

2.5%

Rate of return



Social Perspective

\$844.7 million

Benefit: Growth in state economic base, future earnings, and private and social savings

\$81.4 million

Cost: All college and student costs

10.4

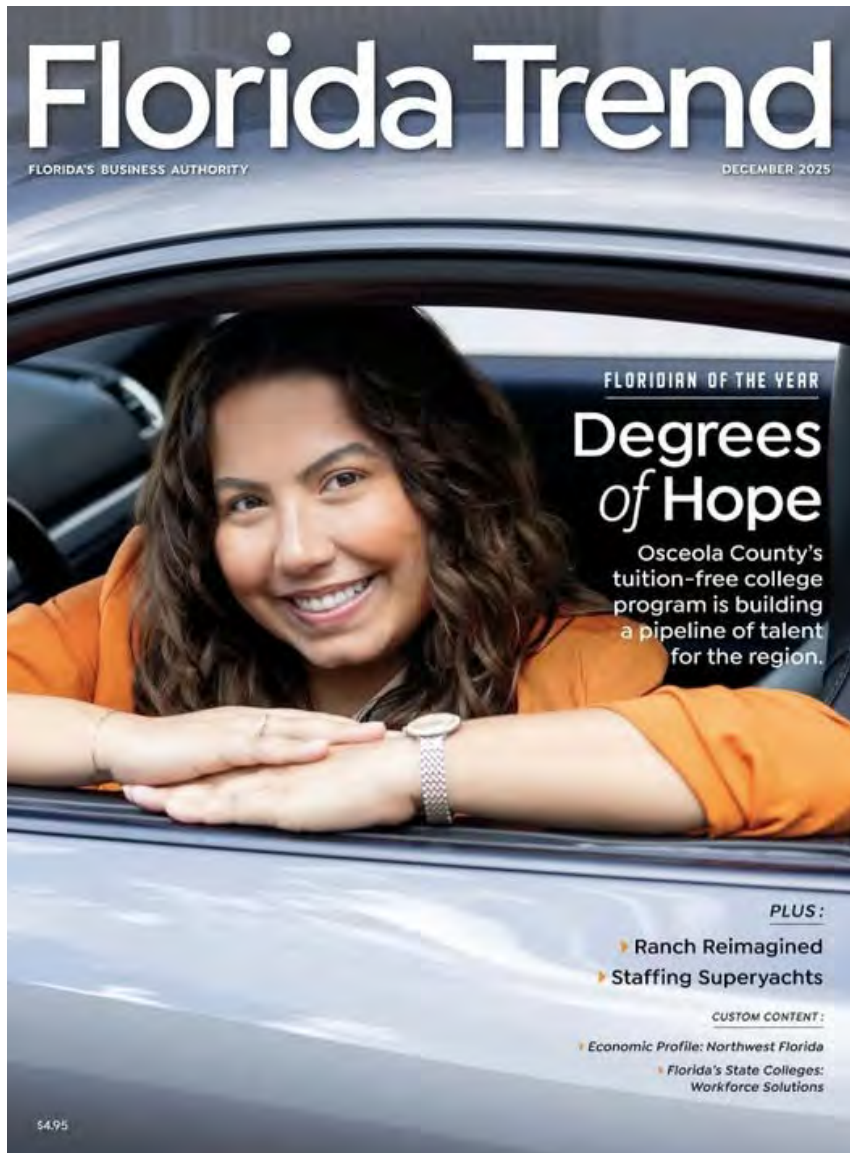
Benefit/cost ratio

n/a*

Rate of return

Future benefits are discounted to the present.

* The rate of return is not reported for the social perspective because the beneficiaries are not necessarily the same as the original investors.



Florida's State Colleges: Delivering Florida's Workforce Solutions

December 2025 edition



ST. JOHNS RIVER
STATE COLLEGE

Florida's State Colleges: Delivering Florida's Workforce Solutions

- To fill the workforce pipeline, the 28 members of the Florida College System prioritize work-based learning experiences, foster partnerships with employers to meet market needs, offer specialized training in high-demand sectors, and create innovative curricula and accessible resources that empower students and professionals.
- “Florida’s state colleges were created to service local communities. That means we listen carefully to employers, we adapt to regional economic needs, and we prepare our students to succeed in high-demand jobs.” Kathy Hebda, Chancellor, Division of Florida Colleges.

Health Care

- Partnerships are key to student success.
- SJR State partners with HCA Florida Orange Park and HCA Florida Putnam hospitals that provide matching funding, allowing many students to graduate debt free.
- SJR State partners with high-school based career education offering students opportunities to earn industry certifications and pathways to careers after high school.
- With an NCLEX pass rate above the state average, graduates enjoy a 100% job placement rate.
- “We actively recruit SJR State graduates at HCA.” Mary Tabor, Chief Nursing Officer, HCA Florida Orange Park Hospital.

Criminal Justice

- SJR State Criminal Justice programs work closely with sheriff's offices, police departments, and state and federal agencies to prepare graduates with the skills and experience they need to serve their communities.
- Last year 98% of all SJR State graduates were employed by a local agency after completing the program.
- SJR State offers associate degrees in criminal justice and paralegal studies, as well as a Bachelor of Science in Criminal Justice-Applied Intelligence Studies.

Business/Computer Information Technology

- As the community grows, the need for a trained workforce also grows.
- Through conversations with local advisory boards, SJR State's business administration and computer information technology programs prepare students for employment in business and finance, management, insurance, real estate, sales, marketing, computer support, networking and cybersecurity.

Manufacturing/Trades/Design and Production Technology

- With the expansion of Clay and Putnam counties' economies, SJR State has collaborated with employers, economic development agencies and local school districts to develop programs in manufacturing and trades.
- SJR State has partnered with Beck Automotive and the Palatka Housing Authority to offer programs and pathways in HVAC, construction, welding, automotive, and agriculture.

On the Horizon

- The college will break ground in Fall 2026 on an addition and renovation of the technology building on the Palatka Campus.
- The newly renovated Florida School of the Arts will open in Fall 2026 on its 50th anniversary.
- The recently opened student housing, in partnership with a local business leader, provides on-campus living for students.



Questions?

FLORIDA COLLEGE SYSTEM COUNCIL OF TRUSTEES

INAUGURAL GENERAL SESSION

AGENDA

Date: Tuesday, January 6, 2026

Location: Zoom Conference Call

Presiding: Bill Cramer, Chair (Gulf Coast State College)

A quick housekeeping note: Please keep your microphones muted when not speaking to preserve audio quality for the group. If you wish to speak during the Open Forum, please use the 'Raise Hand' feature.

I. Call to Order & Procedural Business

Call to Order by Chair Bill Cramer

Introduction of Council Leadership

- Vice Chair: Gordon Sprague (Chair, Pensacola State College)
- Secretary: Terry Atchley (Chair, South Florida State College)
- COP Liaison: Dr. Ed Meadows (President, Pensacola State College)

Recognition of Partners

- Council of Presidents: Dr. Georgia Lorenz, Chair (President, Seminole State College)
- Association of Florida Colleges: Tony Carvajal, Executive Director
- Advisor: Bill Mallowney, Vice President for Policy and General Counsel, Valencia College

Roll Call & Certification of Quorum (minimum 8 member colleges)

Approval of Minutes from November 4, 2025, Organizational Meeting

II. Chairman's Report: Revitalizing the Trustee Voice

Please refer to the accompanying document 'Council_of_Trustees_Background.pdf' for a comprehensive overview of the Council's history, mission, and organizational structure.

How the Council is structured: designed for responsiveness and partnership

- Focused on advocacy and trustee education
- Lower threshold for emergency meetings (5 colleges vs. 15)

- Structural liaison with Council of Presidents

Our mission: unified advocacy and trustee education

- Advocacy: Building relationships in Tallahassee to secure resources for the FCS
- Education: Strengthening governance through trustee training and mentorship

III. Legislative Update: The Budget and Our Timeline

Governor's FY 2025-26 budget recommendations

- \$90M Program Fund (\$20M above legislative guidance)
- \$44M Campus Safety allocation
- \$100M Workforce Capitalization Grant

Critical timing: Legislative Session convenes January 13th

Presidents' perspective on operational needs (Dr. Georgia Lorenz)

The trustee role: immediate action plan for the next seven days

IV. Education Committee: Strengthening Governance

First major project: Updating the Trustee Manual (last revised 2018)

- Joint effort with Council of Presidents and AFC

New Board Mentorship Initiative

- In-person workshops at your campus (virtual options available)
- Experienced trustees, presidents, and counsel providing targeted support

V. Open Forum & General Questions

Panel: Chair Cramer, Vice Chair Sprague, Dr. Lorenz, Tony Carvajal

Open floor for any questions, concerns, or general discussion

VI. Future Meetings & Operations

Meeting frequency and format: Discussion and input requested

At least one annual in-person meeting (joint with Council of Presidents, per bylaws)

Communications coordination through Tony Carvajal (AFC)

Next priority: Trustee education initiatives

Adjournment