



Municipal Service District of Ponte Vedra Beach
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MEETING MINUTES

AUGUST 12, 2024

The Trustees of the Municipal Service District held their monthly meeting on Monday, August 12th at Our Lady Star of the Sea Catholic Church at 5:30 PM.

TRUSTEES PRESENT

Al Hollon – Chairman
Kitty Switkes – Vice Chairman
Rick Brown – Treasurer - absent
Charles Callaghan
John Cellucci
Brad Wester - absent
Michael White

Wayne Flowers – Attorney

Chairman Hollon called the meeting to order at 5:30 p.m. We will begin with the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

The Board of Trustees regular meeting minutes from July 8th were discussed. A motion was made to approve the minutes, they were seconded and unanimously carried.

The Board of Trustees special meeting minutes from July 19th were discussed. A motion was made to approve the minutes, they were seconded and unanimously carried.

REPAVING SAN JUAN DRIVE – GREG CALDWELL, DIRECTOR PUBLIC WORKS ST. JOHNS COUNTY

Chairman Hollon introduced Greg Caldwell and asked him about the repaving of San Juan Drive. Mr. Caldwell reported that they have funds in this year's budget to mill and repave San Juan Drive. We also looked at widening the road, but we agreed that widening it will increase speed. We are going to keep the existing footprint and have it completed by September 30th. Mr. Caldwell reported that they are repaving 1.1 miles. Trustee White reported that he believes that they are paving from Pablo Road north to Solana Road. Mr. Caldwell reported that he will verify it. Trustee White asked about the resurfacing the Miranda Bridge as it is an underlying wooden deck. Mr. Caldwell reported that they have a program regarding bridges, and he believes this is something they will be looking at in the future. Chairman Hollon asked Mr. Caldwell if we could have some additional No Parking

signs in the area of San Juan as they are not spaced out appropriately and one has been removed. Chairman Hollon inquired about FCC and wanted to have an update. Mr. Caldwell reported that he issued a notice of default to FCC and have been in contact with the president and the CEO. He reported that the yard trash is very behind. Chairman Hollon reported that FCC cannot get the job done in the MSD in three days and Republic told them that. Commissioner Joseph reported that she spoke with Joy Andrews and tomorrow is the day that they have to show 100% completion, or they will have to look at additional vendors. Chairman Hollon reported that what is important to us is that we have correct information on pick up day to give to our residents and the customer service people working the phones have the correct days. Vice Chairman Switkes reported that we have not had an update on the San Juan Drive sidewalk in about six months and we are coming up on our ending fiscal year and trying to budget for next fiscal year. Where are we on the sidewalk and what can we do to help get this moving forward? Mr. Caldwell reported that there are residents that are not for the sidewalk, and this is a \$1 million project. Vice Chairman Switkes asked if it is a money issue and reported that there will always be opposition, but we had a lot of people at our meetings that are for the sidewalk. Mr. Caldwell reported that he will get together with his administration and see if we need to hold an open meeting. Mr. Caldwell reported that your estimate of the project was \$500,000 and we say it is a \$1 million project. Vice Chairman Switkes reported that the first phase from Solana to Miranda was \$500,000 and that has been the discussion. She reported that we had three meetings to discuss the sidewalk and there were very few against it and if we need to have another meeting then we will. Mr. Caldwell asked Vice Chairman Switkes to contact him to discuss further. Chairman Hollon thanked Mr. Caldwell for attending the meeting.

PUBLIC COMMENTS

Duke Steinemann – 363 San Juan Dr. – Mr. Steinemann reported that he has lived on San Juan Dr. since 2013 and had questions about the parking ordinance and went down to the county meeting and spoke with Ellen Avery Smith about the resident parking and spoke with Trustee Wester about the language. Chairman Hollon reported that Trustee Wester took the same ordinance that we used on Ponte Vedra Blvd. There was a discussion about resident parking and new language. Chairman Hollon reported what is reasonable length of time. Mr. Steinemann believes that if people are having an event at their home they should not have to get a permit for an event at your house but agrees with vendor and lawn care agencies. Trustee White reported that he helped Trustee Wester with the original ordinance and recalls in the discussion the sensitivity, but you had to do one or the other.

Jessica Nash – 363 San Juan Dr. – Ms. Nash reported that the no parking was brought up by a vocal minority. We discussed having a certain number of cars before getting a permit. She reported that they discuss this with Trustee Wester. Chairman Hollon reported that if a deputy is called to write a ticket he must if there is an ordinance. There is no way that we can have reasonable as defining a parking violation as there must be some objectivity. Ms. Nash reported that she understands that, but you cannot take a Ponte Vedra Blvd. ordinance and apply it to San Juan as they are two different roads with different traffic patterns. She believes we should work together to come to an understanding.

Wes Moore – 338 San Juan Dr. – Mr. Moore reported that he was in attendance of the No Parking ordinance, and it was very well attended and supported. San Juan Dr. is very unsafe and there is a weekly bible study down the road from me and there are at least 20 cars parking on the street on the side roads it is very unsafe.

Barbara Moriotti – 600 Ponte Vedra Blvd. – Ms. Moriotti discussed the vegetation that is behind the Carlyle on both sides of Corona Road. Chairman Hollon reported that the lagoon is a state waterway that dumps into the Guana, and we can request that they remove the vegetation. Chairman Hollon reported that there was motion passed to test the water quality in the lagoons and we are trying to do our part to update the drainage.

Larry Gillespie – 600 Ponte Vedra Blvd – Mr. Gillespie lives at the Carlyle and reported that they

have had a reoccurring problem with the vegetation. The foliage has gotten bigger and how is the water going to get by all this? He asked the Board to assist in requesting that this vegetation be cleared out. He discussed the north side of the bridge, the palm trees and growth and asked if the MSD could keep this maintained better. He thanked the Board for what they do.

TRUSTEE REPORTS

CHAIRMAN'S REPORT - CHAIRMAN HOLLON

FCC ENVIRONMENTAL / SHERIFF PATROLS AND PAYMENTS

Chairman Hollon reported that the FCC contract was subject to a competitive bid process, and they were awarded this contract back in December. We checked the number of homes we have now as last year we paid for 1,403 homes. There are 1,824 taxing parcels, 200 do not use any services. That leaves us with 1,624 of which 590 of them are condos and only 160 of these condos use our services. Our contract with FCC provides that people who do not use the side door pick up should not pay for it and we will be doing an audit on those homes. Chairman Hollon reported that last month there were 76 citations and 201 warnings with most being traffic. He reported that he recently met with the patrol sergeant and let them know that traffic is our major concern.

JEA / LANDSCAPE – VICE CHAIRMAN SWITKES

Vice Chairman Switkes reported that for JEA the water bill was similar to last month's. She reported that she had discussion with Greg Corcoran about adding a fire hydrant in the 70 block of San Juan Drive. Mr. Corcoran reported that it is our responsibility to pay for an additional hydrant and she spoke with a neighbor at 73 San Juan about installing the hydrant there and they agreed. A rough estimate is between \$11 and \$12 thousand dollars. She asked to have this on the agenda for next month. For landscaping she does not have any updates, as all the islands look good. She reported that the bridge on Corona was just pressure washed and the Club is responsible for trimming the palm trees at the bridge. She suggested that they call Jay Reister at the Ponte Vedra Inn and Club to have the palm trees trimmed. She asked for Board approval to have the bridges at Lake and Rutile pressure washed and made a motion to spend \$700 to have both bridges pressure washed. The motion was seconded and unanimously carried.

TREASURER'S REPORT / STREET SIGNS– TREASURER BROWN

Treasurer Brown is absent tonight but sent in his report. The beginning balance in the Florida Prime money market in July was \$1.0195 million. After two wire transfer withdrawals to the First Horizon checking totaling 50k, one small ACH deposit from St Johns County for \$147.33 and interest earned of \$5,412.74 the ending balance was \$1.151 million. The beginning balance in the First Horizon checking account was \$30,300.33. After the two wire transfer deposits totaling 50k, less checks cleared totaling \$55,142.98, the ending balance was \$25,157.35. There were no extraordinary items in the month of July, but there will be a significant increase in the sanitation expense in the month of August.

Chairman Hollon reported that he would like the Board to authorize him to send a letter to FCC with the number of homes that Vice Chairman Switkes and Trustee Cellucci provided me along with the check and let them know we would like to conduct a joint audit to see how many homes they are servicing and then we can request a deduction in price and a refund for services already provided.

Attorney Flowers reported that we usually pay in arrears for Sanitation and FCC invoiced on August 1st and the invoice is due August 31st. The services have not been rendered. My suggestion is that either you or the secretary send a letter or e-mail letting them know that we are not sending the check until services are rendered. There is a late fee involved and they should send us an invoice for August that is due at the end of September. Chairman Hollon will send FCC an e-mail regarding payment. Attorney Flowers reported that we will need to amend the 23-24 budget. We budgeted for Republic, and we know the amount for FCC so we can do it now. A motion was made to approve the Treasurer's Report, it was seconded and unanimously carried.

BEACHES ENERGY / WEBSITE – TRUSTEE CALLAGHAN

Trustee Callaghan reported the for Beaches Energy (BE) we are starting to see some progress on the street lighting cost. It is in their lawyers' hands, and they should have something in the next week for new lights and monthly service cost. Pricing for a new light is about \$1,500 and that includes labor, pole, and the light itself. Trustee Callaghan asked them if we can pay now for the new lights that we budgeted this fiscal year and said that we could. Regarding the website, we put the information regarding FCC and looking forward to getting a link of addresses for FCC service. Chairman Hollon reported that he would like the county website to link to our website regarding sanitation. Vice Chairman Switkes asked if in September we will get an invoice to pay for these lights? Trustee Callaghan reported that we should.

NEWSLETTER / FLAGS / INSURANCE - TRUSTEE CELLUCCI

Trustee Cellucci reported that he spoke with the insurance agent and to expect an increase of 10 to 12 percent. He reported that he ordered some new flags and put a new flag up at Corona and A1A. The flags will go up for Veterans Day. Regarding the newsletter, he reported that he contacted the webmaster about e-mailing the newsletter. He reported that as of now we have no social media and discussed this with her and the full-service package of social media and website would be \$5,000. For the remainder of this year from today – December she would like an additional \$1,250. The webmaster would guarantee a 24–48-hour turnaround. Trustee Cellucci would like to try this out for the remainder of the year and see what the results are. Trustee Cellucci would like to make a motion to start this now. Trustee Callaghan reported that he does not think we have a need for social media, and it is only good if you update this all the time, and we do not have enough news to update this all the time. There was discussion about e-mail addresses and adding more people to the website. Vice Chairman Switkes reported that this was not on the agenda for tonight and we have a limited board and would like to table it to next month. Chairman Hollon reported that we will put this on the agenda for next month.

BEACH AND SIDEWALK– TRUSTEE WESTER

Trustee Wester is absent tonight.

TRUSTEE WHITE – CTTF / ROAD AND BRIDGE

Trustee White reported that for the CTTF there is a traffic survey we have been working on with the county and before the end of the year there will be a presentation. Regarding road and bridge, Dwayne Kent told us that we cannot expand the scope of the drainage feasibility study and that we should do this separately. Trustee White reported that he has not responded. This will cause us a lot of work to do and would like the procurement department to let us expand the scope. Commissioner Joseph asked for his contact. Regarding the water sampling from the lagoon, it was taken and got contaminated so they had to do it again. Spoke with Martha Gleason at Anastasia Mosquito Control District about water quality and midge flies. She reported that they do not do anything regarding midge flies, but she said that they will check the water quality and water flow to make sure we do not have a problem with infectious mosquitoes. Trustee White reported that Dr. Xue, Executive Director of Anastasia Mosquito Control District will come to our September 9th meeting to give us a presentation of what they are doing. Commissioner Joseph reported that right next to mosquito control is Tim Williams and he is the UF guy and for free he will look at the lagoon and tell you what type of fish you might need. Mrs. Gleason reported that any new development in St. Johns County that wants to put in a storm water drainage system, must put in a fountain or bubbler so the water does not become stagnate. Vice Chairman Switkes ask Trustee White when they are going to have Micklers/A1A intersection completed? Trustee White reported that they said the end of Fall, but he believes it will be around Christmas.

ATTORNEY REPORT – ATTORNEY FLOWERS

Attorney Flowers reported that he has nothing new to report.

UNFINISHED BUSINESS

JACK POPE POSITION – CHAIRMAN HOLLON

Chairman Hollon reported that he and Attorney Flowers have done everything they can do to push this through and that he will follow up with Joy Andrews after the FCC has been taken care of. Chairman Hollon reported that we want someone to be able to check during the construction phase.

Chairman Hollon reported that regarding the speed feedback signs in the MSD, we do not own them, and they are the property of the county. He spoke with Hank Mein at the county, and he said that they can get them anytime they want them as they like to rotate them. Chairman Hollon reported that we would like to keep those signs and Commissioner Joseph reported that she will make sure that they stay in the MSD. Chairman Hollon reported that he would like to have two on Le Master Drive since this is a cut through road. The traffic control guy at the county said that each sign costs about \$10,000 each to be installed. Commissioner Joseph reported that Greg Caldwell is in charge of those signs. Trustee Callaghan asked if there is any data that these signs hold as to what are the speeds. Chairman Hollon reported that he does not know and will ask if they track speed. Chairman Hollon reported that we have money in the budget for traffic speed signs.

NEW BUSINESS

2024 BUDGET DISCUSSION

Chairman Hollon reported that Treasurer Brown is not here tonight. Secretary Jurenovich reported that we do not have anything in the Traffic Sign line item. Chairman Hollon reported that we should put \$21,000. The FCC number will most likely be reduced. Attorney Flowers reported that tonight we need to approve a draft budget because at the September 9th meeting you will be approving the budget. The draft budget you are approving tonight will need to be posted on the website 72 hours before your meeting. You are not approving the millage rate tonight, but you can further adjust this budget on the eighth. Secretary Jurenovich reported that we need to find out about the sidewalk and the drainage. Vice Chairman Switkes asked if we can use the new percentage, Chairman Hollon reported yes. Vice Chairman Switkes reported that she thinks we should have more money in Phase 1 of the sidewalk to get the project moving forward. Chairman Hollon asked Trustee White what are the cost of the feasibility studies for the drainage. He reported we will need \$150,000 to support the sidewalk project if it moves forward. Trustee White reported that for Phase 1 we had community consensus. Chairman Hollon reported that Trustee Wester has done a lot of work on this, and we need his input. Secretary Jurenovich reported that Phase 2 of the sidewalk is from Ponte Vedra Circle to San Juan and not Miranda to the Boulevard. Vice Chairman Switkes reported that if she can get the hydrant invoice in can it go into this year's budget? Attorney Flowers reported that tonight we have to vote on a draft budget and can address the hydrant at next month's meeting. There was discussion to reduce the law enforcement to \$275,000. The sidewalk was updated to Phase 1 at \$250,000 and Phase 2 at \$75,000. Trustee Wester needs to update the board on Phase 2. Trustee Cellucci asked if you could reallocate the money up till the final budget meeting and it was agreed upon. The draft budget was agreed upon with \$91,933 in current year contingency reserves. A motion was made to approve the draft budget as discussed, it was seconded and unanimously carried.

KEY DATES

County Commissioners Meetings – August 20th and September 3rd

Next MSD meeting will be September 9th at the Ponte Vedra Branch Library at 5:30pm

ADJOURN

A motion was made to adjourn; it was seconded and unanimously carried.

Submitted, Ann Jurenovich, MSD Secretary