



*Municipal Service District of Ponte Vedra Beach
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MEETING MINUTES SEPTEMBER 9, 2024

The Trustees of the Municipal Service District held their monthly meeting on Monday, September 9th at the Ponte Vedra Beach Library at 5:30 PM.

TRUSTEES PRESENT

Al Hollon – Chairman
Kitty Switkes – Vice Chairman
Rick Brown – Treasurer
Charles Callaghan
John Cellucci - absent
Brad Wester
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 August 12th were discussed. A motion was made to approve the minutes, they were seconded and unanimously carried.

RAY MAZZAFERRO, OPERATIONS MANAGER, FCC ENVIRONMENTAL SERVICES

Chairman Hollon reported that Mr. Mazzaferro could not attend the meeting.

PUBLIC COMMENTS

Barb Roberts – 359 San Juan Dr. – She reported that she was not able to attend the meeting today but thanked the Board members, especially Trustee Wester, for their help with the no parking and the sidewalk.

TRUSTEE REPORTS

CHAIRMAN'S REPORT - CHAIRMAN HOLLON

FCC ENVIRONMENTAL / SHERIFF PATROLS AND PAYMENTS

Chairman Hollon reported that FCC is required in the interim to provide services until someone new is selected. Chairman Hollon would like to short pay them and send a cover letter with the check to FCC that we are going to reduce the amount we owe them, and we will need to have a joint audit.

Treasurer Brown reported that he would not advise short paying the invoice but agrees that a letter should be sent. Chairman Hollon reported that there were 48 citations and 178 warnings with a hot spot for speeding in the 100 block of Ponte Vedra Blvd. and south of Micklers.

JEA / LANDSCAPE – VICE CHAIRMAN SWITKES

Vice Chairman Switkes reported that for JEA the irrigation bill is fine. She reported that she has some concerns about Peninsular Pest as she is not happy with the service we are receiving.

TREASURER’S REPORT / STREET SIGNS– TREASURER BROWN

Treasurer Brown reported that the beginning balance in the Florida Prime money market for August was \$1.151 million. After three wire transfer withdrawals to the First Horizon checking totaling 93,500, and interest earned of \$5,088 the ending balance was \$1.062 million. The beginning balance in the First Horizon checking account was \$25,157. After the two-wire transfer in and checks totaling \$50,137, the ending balance was \$68,520. Monthly invoices did not include sanitation as we have a check for \$40,139.83 and that would bring the ending balance back in line. No new sign activity except for Vice Chairman Switkes reported a sign request for Ocean Course Drive and Lagoon Course Drive which he will send it to B & S Sign. A motion was made to approve the Treasurer’s Report, it was seconded and unanimously carried.

BEACHES ENERGY / WEBSITE – TRUSTEE CALLAGHAN

Trustee Callaghan reported that since our last meeting we have had six e-mails through the website regarding FCC missed pickups. There have been no street light issues and no movement with Beaches Energy (BE) regarding a contract or the street light costs. He reported that he spoke with Crystal regarding the website and will address this in unfinished business.

NEWSLETTER / FLAGS / INSURANCE - TRUSTEE CELLUCCI

Trustee Cellucci is absent tonight but sent in a report. Chairman Hollon reported that he has not received the premium yet for the insurance and that the flags will go up for Veterans Day November 8th or 9th and will come down the 12th or 13th. He is meeting with the newsletter company soon.

BEACH AND SIDEWALK– TRUSTEE WESTER

Trustee Wester reported on the beach and the best thing we have had is no tropical storms or hurricanes to give the sea oats a chance to take root. If anyone has any questions regarding the beach or maintenance on the walkover, please contact me. Regarding the sidewalks, Trustee Wester would like to ask permission from the board to go out and get bids for the northern section of the sidewalk (Ponte Vedra Circle, Merle’s Median to the County line). He will then bring the bids back to the board and then vet them with the county. Treasurer Brown asked about a sidewalk from San Juan to Pablo. Trustee Wester reported that this a 3,000-foot segment the county at one time said they were going to fund that sidewalk, but they pulled back on that. The segment in the north is a simple task and is well within our budget. Trustee White reported that you are probably going to need a crosswalk. Trustee Wester reported that a crosswalk is part of the budget. Vice Chairman Switkes asked if this is going to come from the new budget of \$75,000. Chairman Hollon made a motion for Trustee Wester to solicit three bids for the Phase 2 of the sidewalk, it was seconded and unanimously carried. Attorney Flowers asked Trustee Wester to work with him on the specs. Trustee Callaghan asked about how far the sidewalk would go. Trustee Wester reported around the corner but possibly to the county line. Trustee Callaghan reported that the county talked about at one time putting a sidewalk on PBV and would be on the west or east side. Trustee Wester reported that he met with engineers a long time ago and they said that there is enough room for a five-foot sidewalk segment and a grass strip on the west side by the fence.

Today the Ponte Vedra Zoning and Adjustment Board met to discuss the No Parking Ordinance on San Juan Drive, and it was approved. The ordinance was revised to allow parking for residents and their guests to occur after 5pm on weekdays to 7:00am and to allow parking on the weekends. This does not include contractors. The final vote will go to the full County Commission for a final

hearing.

TRUSTEE WHITE – CTTF / ROAD AND BRIDGE

Trustee White reported that the CTTF has been working for about a year on a Ponte Vedra Palm Valley traffic survey and takes all the local collector roads to use this data to know who is on the road. We asked the county to do a study to better understand who is on the road. We have a presentation that goes into the discussion for the next several years with congestion and would like to share it with the board. The folks from Anastasia

Mosquito District and Dr. Xue are planning to come to our December meeting to review the testing that they have done on the lagoons. In short the test shows low but not fish kill oxygen content. Regarding the drainage, this has been a great week to approach people about drainage improvements on Ponte Vedra Blvd. This week was an eye-opening experience for a lot of people. The county did a drainage easement study on the Blvd., and we know where we need outfalls, and we need to approach homeowners. San Juan drainage feasibility study we need to find out what improvements are necessary for the old part of San Juan that is not draining property. He reported that he has not heard back from the county to take this project on. Trustee Callaghan asked regarding the CTTF report will it address how much traffic is coming from Nocatee? Trustee White reported yes it will and we wanted to provide evidence that Ponte Vedra is causing traffic in Ponte Vedra. Vice Chairman Switkes reported that she has received questions about the paving and wanted to call Tommy Mashburn and wanted to make sure you were okay with me calling him. Trustee White reported yes please call him.

ATTORNEY REPORT – ATTORNEY FLOWERS

Attorney Flowers reported that one of the outcomes from the legislative session was an amendment to section 189.0694 that provides language beginning October 1, 2024, or by the end of the first fiscal year, each Special District must establish goals and objectives undertaken by the district as well as performance standards. By December 1 you must publish an annual report with the goals and objectives and if the performance standards were met. Chairman Hollon reported that he will start the process. For Law Enforcement it could be that we want to provide a safe community. Attorney Flowers reported that our budget has categories, and you could follow those categories.

Chairman Hollon reported to Attorney Flowers that we have discussed some drainage easements that are not owned by the county and the county does not seem too enthusiastic in looking into these. Chairman Hollon reported that Dwayne Kent has a map of all the drains that are county maintained the red are not. We need to find out who owns these by doing a title search. Attorney Flowers reported that he would like to have a copy of the map first before moving forward. Chairman Hollon made a motion to authorize Attorney Flowers to contact title companies to get a cost, it was seconded and unanimously carried.

UNFINISHED BUSINESS

JACK POPE POSITION – CHAIRMAN HOLLON

Chairman Hollon reported that he wanted someone to inspect building site and Joy Andrews told me today that they put this in the county budget to be voted on September 17th. He reported that he will let the board know if this was passed.

JEA – NEW FIRE HYDRANT 73 SAN JUAN – VICE CHAIRMAN SWITKES

Vice Chairman Switkes did a count of all the hydrants and the one from 181 San Juan to San Juan and Ponte Vedra Circle there is not one in between. She spoke with Rosaly Travis at 73 San Juan, and she is not opposed to having on put on her property. She reported that she spoke with JEA and the estimated cost would be \$11,000 which we would have to pay for and see what JEA thinks would be the best location. Some one from the audience asked if there is a need and have you asked the fire department if there is a need. She reported that she is trying to fill in a gap and will check with the fire department.

2023-2024 BUDGET AMENDMENT – ATTORNEY FLOWERS

Attorney Flowers reported that he mentioned this at last month's meeting that the Sanitation costs for this fiscal year will increase with the transition to FCC. We can amend our budget of a transfer of \$2,500 or more but we must publish it and have formalize a resolution. He reported that the resolution he drew up would take \$42,000 from the sidewalk budget and move it to the Sanitation line item. A motion was made to move approve the resolution, it was seconded and unanimously carried. Attorney Flowers reported that we might want to look at this in the future as the amount is so low.

SOCIAL MEDIA CONSIDERATION – CHAIRMAN HOLLON

Chairman Hollon reported that our current webmaster (Crystal) provided Trustee Cellucci who is not here tonight with the following information.

Two Social Media Accounts

August 2024 – December 2024 - \$1,250

2025 full-service package \$4,450 (hosting fee \$150 yearly \$1,300 website and \$3,000 social media)

10% discount less \$570.

Total \$5,130

Chairman Hollon thinks we should just try it to see how it would work. Vice Chairman Switkes reported that this is very expensive and wanted to see if someone on our board could do it. Vice Chairman Switkes reported that we should look at other option and she could sit down with Blair on the PVCA to see how to do it. You must remember that most families get their information from social media. Chairman Hollon reported that we will discuss this again next month since Trustee Cellucci is not here and Vice Chairman Switkes will get some information.

NEW BUSINESS

2024 - 2025 BUDGET DISCUSSION

Chairman Hollon reported that at this time this will be a public hearing regarding the budget for 2024-2025. Secretary Jurenovich reported that she gave everyone the draft budget where the cash has changed from the draft budget as we did not take into consideration Sanitation. With the current millage the reserves have gone down from \$93,000 to \$48,000. Vice Chairman Switkes said she contact Greg Caldwell and did not hear back and asked Trustee Wester if he thinks the sidewalk will happen because if it does not she would like to lower the millage. He thinks \$250,000 is a suitable number. Chairman Hollon reported that he believes \$250,000 shows good faith on our part. We also have two new Commissioners on the board, and we have done a lot of work on it.

Clair 339 San Juan Drive – asked if the Ponte Vedra Blvd. sidewalk would be moved to the west side and asked about who owns the lagoons.

Chairman Hollon reported that we adopt a millage that is above the rollback rate it is an increase. At the final meeting next week, you can lower the millage if you like. Trustee White asked with regards to the resolution we just talked about, can we do the same in 2024-2025 to amend the budget.

Attorney Flowers reported yes. The final meeting is next Monday, and we must have four attendees. Secretary Jurenovich will contact Trustee Cellucci for his attendance.

A motion was made to adopt the millage rate at 0.2464. It was seconded and carried with a vote of 5-1 with Treasurer Brown opposed.

A motion was made to adopt the 2024-2025 budget with current year contingency reserves at \$48,251. It was seconded and carried with a vote of 5-1 with Treasurer Brown opposed.

Vice Chairman Switkes asked Trustee Wester to let her know the date for the Board vote on the San Juan Parking.

KEY DATES

County Commissioners Meetings – September 17th and October 1st
Final Budget Hearing is Monday, September 16th at the Ponte Vedra Branch Library at 5:30pm
Next MSD regular meeting will be October 14th 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