



Municipal Service District of Ponte Vedra Beach
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MEETING MINUTES
MARCH 9, 2026

The Trustees of the Municipal Service District held their monthly meeting on Monday, March 9th at Our Lady Star of the Sea Catholic Church, The Browning Center, Room 3 at 5:30 PM.

TRUSTEES PRESENT

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

Wayne Flowers – Attorney

Chairman Switkes called the meeting to order at 5:30 p.m. We will begin with the Pledge of Allegiance to the Flag. She discussed the statement of public notice / civility.

APPROVAL OF MINUTES

The Board of Trustees' regular meeting minutes from February 9th were discussed. A motion was made to approve the minutes; it was seconded and unanimously carried.

PUBLIC COMMENT

Kim Odom – Ponte Vedra Beach Library – Ms. Odom reported that the library is extremely excited for the renovation for the Children's Room. There will be updated furnishing and the children's library will be moved to the FOL Room and this will not impact voting. There is information in the library to show you the colors for the room.

David Johnson – 600 Ponte Vedra Blvd., Unit 204 – Mr. Johnson is here to talk about the commercial truck that is permanently parked on Ponte Vedra Blvd. The Truck is Ponte Vedra Cooling, LLC and they park there overnight and come every day and park their personal car there during the day. Chairman Switkes reported that she thinks he should talk to Deputy Tedder regarding this.

Charon Dyer – 100 Pablo Road – She reported that she wanted to know if there is anything regarding cutting down trees. There is a property that is for sale on San Juan that has beautiful oak trees and

she wanted to know if there is anything we can do about it. Chairman Switkes reported that there is a tree ordinance in the Ponte Vedra Zoning and if she could provide her the exact address, she can overlook this.

TRUSTEE REPORTS

JEA - LANDSCAPE – CHAIRMAN SWITKES

Chairman Switkes reported that they found the break in the irrigation at Overlook and will be watering at two times a week. For landscaping the two trees at the Corona Bridge that died have been replaced. The islands took a hit from the freeze, and we are cleaning them up. She reported that she spent some time this morning at the new sidewalk to get it presentable and will have it added to our landscape contract so that it is moved and presentable. She reported that she would not add sod as there is no irrigation.

BEACH AND SIDEWALK–VICE CHAIRMAN BURCH

Vice Chairman Burch reported that he had a good conversation with the county on the beach. The next restoration project will receive funding from FEMA 75%, County 12.5% and State 12.5%. The commissioners approved the funding so now it is just a matter of sourcing the sand. Their estimation is 12 – 18 months from today. It is a 4 ½ mile just north of Guana 1300 block. Treasurer Brown asked how far north this will take them. Vice Chairman Burch reported that he will reach out to the county to get some additional information. The project is supposed to cost \$26 million. Starting next month, the county will be doing tilling of the dry portion of sand for turtle season.

Regarding the sidewalk, Kimley-Horne was out doing their site visit. The purpose was to look more at driveway gradients and ADA slopes. The drawings are taking place now and hopefully we will have something to present at next month's meeting. Kimley-Horne sent an e-mail to Vice Chairman Burch summarizing the reasoning behind the feasibility study recommendation to locate the sidewalk on the west side (see attached e-mail).

TREASURER'S REPORT / STREET SIGNS– TREASURER BROWN

The beginning balance in the Florida Prime money market account was 1.48M. After two wire transfer withdrawals of \$29,000 and deposits from the county of \$103,634, plus \$4,505 interest earned, the ending balance was 1.56M. Current yield on the account is 3.84%. The beginning balance in the First Horizon checking account was \$22,378. After the two previously mentioned wire transfers of \$29,000, the ending balance was \$19,982.

Signs Report - The proposal for Stop sign repair at San Juan Circle and 79 San Juan Drive, is \$487.04 and has been scheduled for completion as early as next week.

Chairman Switkes asked for a motion to approve the Treasurer's Report. A motion was made, seconded and unanimously carried.

Chairman Switkes reported that she is reaching out to First Horizon to get the credit card limit increased. Attorney Flowers reported that the policy is \$4,000 and to raise it higher than that the policy would need to be amended.

BEACHES ENERGY / WEBSITE – TRUSTEE CALLAGHAN

Trustee Callaghan reported that the next batch of new poles to be installed will be in the 300-400 block of Ponte Vedra Blvd. (PVB). There are 11 streetlights that are not working properly. Three PVB, 2 San Juan, 2 Sunset, 1 Maria, Granada, and Solana. Met with Kyle Truhler to go over several locations where we want new streetlights. The one at Maria place and Le Master is a school bus stop so we are looking into getting some bids for that location. The 940-960 location on PVB was reported by residents as this is a very dark area. The streetlights are on the east side and not by the sidewalk, unfortunately the site does not have any room to put streetlights by the sidewalks. We will cut back some trees to hopefully get some additional light on the sidewalk. On Corona Road there

are no streetlights by the Colony, and this is because there is no power on that side of the road. Beaches Energy is going to look at the power across the street and see how much it will cost to have power put across the street. Trustee Hollon asked about the streetlight at Maria if a contractor will have to install this. Trustee Callaghan reported yes as the power source is down on Maria and will have to be brought up to the corner.

Regarding the website, there have not been any changes.

NEWSLETTER / FLAGS / INSURANCE - TRUSTEE CELLUCCI

Trustee Cellucci reported that the newsletter should be out soon. There is nothing regarding the insurance. The flags will be going up around the 22nd of May for 5 days for Memorial Day and all wooden poles will be replaced and had some help from a resident at 704 PVB. He reported that he is trying to set up a company to take care of the flags when he is no longer on the board.

FCC ENVIRONMENTAL / SHERIFF PATROLS AND PAYMENTS – TRUSTEE HOLLON

Trustee Hollon reported that since last month they issued 144 citations (40 for parking), 244 warnings mostly speeding, running stop signs and parking. He reviewed some deputy citations, one regarding a welfare check and some e-bikes running stop signs. He reported that he asked Sgt. Matus if on the weekends a Public Service Assistance could take over Mickler Beach on the weekend. Trustee Cellucci reported that there is a lending library at Mickler Beach.

Regarding FCC he has asked them for an invoice and asked them to review the number of homes getting side door pickup. Chairman Switkes reported that she gave him most of the numbers for side door and would like FCC to confirm the numbers.

TRUSTEE WHITE – CTTF / ROAD AND BRIDGE

Trustee White reported that he reached out to the county regarding the crosswalk on Solana Road at Golfview and this past week they installed a crosswalk with beacons to let traffic know they have to yield.

There is a failed drain on Philips Ave., and the county is trying to figure it out. The ongoing bridge railing reconstruction at Pablo is being rebid. There is a little work on Miranda and this year they are supposed to repave. There are some ongoing drainage designs at 300 PVB. He reported that he is still investigating the midge flies and meeting with the guy who came to last month's meeting.

The FDOT has approved to repave A1A from Duval County Line just south of Mickler. Included in this project are improvements at Ponte Vedra Lakes, Solana, Sawgrass Village and Player's Club. Of all of them 9 out of 10 complaints are for the Solana lights. They are going to take some money out and get the Solana light configured before the summer of 2028 when the repaving and improvements are to happen. They have fast tracked the concept, and this is a draft concept and asked them to come to a future MSD meeting to introduce the concept of the Solana Road improvements. They would like to get our comments before going before the public. Trustee White would like this on the agenda for the April meeting and if they cannot make it we can move it to May.

Chairman Switkes as about Avenue C and the widening it from JTB to Marlin. Trustee White reported that they have the ability to add additional capacity with the turn lanes, but it is a large complex problem, and Solana Road is broken and has to be fixed first. Chairman Switkes asked if the Solana Road has to do with the U-turn. Trustee White reported it may have to do with a U-turn. Trustee White reported that there is no other solution that will ever work as you have a property constraint on Solana Road. You must understand that Solana Road is broken and this will be the third time that they have come to fix the problem.

Chairman Switkes asked if he got any information regarding the Cul de sac on Poinciana. He reported that he would follow up with Tommy.

ATTORNEY REPORT – ATTORNEY FLOWERS

Attorney Flowers reported that he ran into Mike Robertson and they have posted the position for the plan review. He reported that he is waiting for the legislature on the ad valorem tax as this will affect our board.

Chairman Switkes reported that no one has signed up for the four seats and the Trustees that are up if they are going to re up or if should start looking for new Trustees. She reported that there is some useful information on the Supervisors of Elections website.

UNFINISHED BUSINESS

There is none.

NEW BUSINESS

AMEND THE PROCEDURES MANUAL – TRUSTEE HOLLON

Trustee Hollon reported that he wants to amend the procedures manual to make sure the county knows that it is not our role as a Board to tell people what to do regarding code. No trustee can communicate with the county on official business unless the Board approves it. Any individual can submit a Pride complaint. They sent this gentleman here tonight for the Board to take care of this issue of the wrapped vehicle and it is not in the purview of this Board. We should let residents know that we are not here for code enforcement.

Chairman Switkes reported that campaign signs can be 12 square feet in the MSD and not 6 square feet for the county. She reported that she would like to go to the zoning board and ask them why the 12 and if it can be changed.

Trustee Hollon reported that he would like to amend the policy manual. A motion was made as the amendment distributed; it was seconded and unanimously carried.

POINTE 1 BRIDGE – CHAIRMAN SWITKES

They have narrowed it down to two bids and are going to the county next week to present them. One is for \$195k and one is for \$271k. They met with the club, and they seem to be fine with it and will let us use the lot off Pablo for construction staging. Trustee Hollon asked what is the source of the funding for the bridge? There was some talk about some fund raising on San Juan Drive and Chairman Switkes said some funding from the MSD when we are working on our budget.

Chairman Switkes reported since we passed the amendment, she is asking the Boards approval to bring the Zoning Board the size of the campaign sign and the difference in the builder sign, real estate sign, and campaign sign. A motion was made to authorize Chairman Switkes to present to the Zoning Board and bring their attention that the allowance is greater in Ponte Vedra than county wide for campaign signs. It was seconded and unanimously carried.

KEY DATES

County Commissioners Meetings – March 24th and April 7th

Next MSD regular meeting will be, Monday, April 13th at Our Lady Star of the Sea Catholic Church – Browning Center, Room 3 @ 5:30pm

ADJOURN

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

Submitted, Ann Jurenovich, MSD Secretary

RE: PVMSD Sidewalk Discussion

From Wise, Chad <Chad.Wise@kimley-horn.com>

Date Mon 3/9/2026 10:02 AM

To David Burch <david.burch@inlightre.com>; wefkbf1971@gmail.com <wefkbf1971@gmail.com>

Cc Inman, Thomas <Thomas.Inman@kimley-horn.com>; Krehbiel, Wendy <Wendy.Krehbiel@kimley-horn.com>

Hi David,

Ahead of the meeting this evening, below are a few key points summarizing the reasoning behind the feasibility study's recommendation to locate the proposed sidewalk on the west side of San Juan Drive, along with observations from the site visit on Friday that continue to support that recommendation.

Reasons the west side was recommended in the feasibility study:

- **Fewer driveway crossings:** The west side of San Juan Drive has noticeably fewer residential driveways than the east side. This reduces the number of pedestrian/vehicle conflict points and allows for a safer, more continuous pedestrian route.
- **Vegetation impacts:** The west side generally contains hedges and smaller trees that would be easier to work around or relocate if necessary. The east side, by comparison, includes several mature oak trees and palm trees located closer to the roadway that would likely require significant impacts or removal to construct a continuous sidewalk.
- **Golf course frontage:** A long stretch of the west side runs along the golf course and does not have residential frontage. This provides a more open corridor for sidewalk installation and reduces impacts to homes, landscaping, and other private improvements.

Observations from the site visit on Friday:

- During the field review, we observed that nearly all of the existing residential driveways exceed the 2% maximum cross-slope allowed across a sidewalk per ADA standards. As a result, many of these driveways would likely require removal of the existing pavers and replacement with a concrete driveway apron to achieve compliant sidewalk slopes.
- The open frontage along the golf course on the west side continues to represent one of the least constrained segments of the corridor for sidewalk installation.

Overall, the field review reaffirmed the feasibility study's conclusion that the west side of San Juan Drive presents fewer physical constraints and fewer potential pedestrian conflicts, making it the more practical location for the proposed sidewalk.

Please let me know if you'd like any additional details prior to the meeting this evening.

Thank you,
Chad

Chad Wise, P.E.

Kimley-Horn | 12740 Gran Bay Parkway West, Suite 2350, Jacksonville, FL 32258

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