



Municipal Service District of Ponte Vedra Beach
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MEETING MINUTES

AUGUST 10, 2026

The Trustees of the Municipal Service District held their monthly meeting on Monday, August 10th at Christ Church – Formations Building, Room 224 at 5:30 PM.

TRUSTEES PRESENT

Kitty Switkes – Chairman
David Burch – Vice Chairman
Rick Brown
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 July 13th were discussed. A motion was made to approve the minutes as amended; they were seconded and unanimously carried.

PUBLIC COMMENT

Kim Odom – Ponte Vedra Library update – The library is excited to share that the Children's Cove is now open with expanded books and materials. Our summer was busy and we still have some adult events that are happening. We encourage everyone to come spend some time at the library and fill out our survey. Chairman Switkes asked if we could put this on our website or Facebook page. She reported that she will get in touch with the link.

Wes Moore – 338 San Juan Dr. – Mr. Moore is here for his wife as she likes to bike to Mickler and reported that there were five or six landscapers parking on the sidewalk. Deputy Tedder is aware.

TRUSTEE REPORTS

JEA - LANDSCAPE – CHAIRMAN SWITKES

Chairman Switkes reported that during this time of year we do not do a lot of landscaping but will get the palm trees at Murle's median trimmed and at San Juan and Ponte Vedra Blvd. (PVB). She reported that she is increasing her landscape budget as we are going to take care of the new sidewalk on PVB and the pocket park on Sunset Drive. The homeowner who was taking care of the mowing is

moving and we will probably have to take this over. Regarding JEA, we asked for an audit on the meters, and they split the account into two and the billing is messed up and they will get back to me tomorrow regarding the bill. We still have a high volume at Overlook Dr. and they were to look at that today.

BEACH AND SIDEWALK–VICE CHAIRMAN BURCH

Vice Chairman Burch reported that there is not much on the beaches except for the wall at the Solana Access has been taking care of. Regarding the sidewalk, we hit a bump in the road as the county wants the sidewalk in front of the church to curve around to Golfview and due to time off the survey work will be done this month and then we can go to look for contractors. Received a few comments from people on San Juan Dr. regarding things in their yards that will be impacted by the sidewalk. My goal is to keep the residents happy and not have the cost getting out of control and have the sidewalk as straight as possible. Chairman Switkes asked Vice Chairman Burch if he has a contact at JEA and he does not for the MSD. She will provide him with Greg Corcoran's contact information.

Next steps are to get the additional survey work done and update that in a civil plan and get a redraft done and bring that to the board for discussion. He reported he will try to get it all together for next meeting, but it will probably not happen. Ann is not here but she asked for additional spending on the sidewalk, and he reported that he will e-mail her the information she requested. Vice Chairman Burch reported that he will have to work with the county regarding the driveway from the sidewalk to the road. The county's opinion is different than ours and we are going to have to work with them. The driveways on PVB are just flatter and different than San Juan Dr. Chairman Switkes reported that there is opposition to the sidewalk and to be prepared for possible litigation.

Vice Chairman Burch reported that he read something on August 7th about the traffic pattern at Solana and that Commissioner Joseph has a plan. Chairman Switkes reported that we will talk about that in New Business.

TREASURER'S REPORT / STREET SIGNS– TREASURER BROWN

Treasurer Brown reported that he printed his report but did not bring it. The Treasurer's Report will be given next month.

BEACHES ENERGY / WEBSITE – TRUSTEE CALLAGHAN

Trustee Callaghan reported he sent out bids to five companies for the lights we want to have on Corona and Maria/Le Master. He received two bids back from Blue Bell Electric (formerly Franklin Electric) and Future Works. One was \$21,000 and one was \$14,000. Beaches Energy (BE) have done work with both contractors. He reported he has sent the bids to BE and will follow up with the other three companies. He reported that he received a contract from BE for installation of a streetlight at 28 Corona Road and we need two signatures. The cost will be \$1,396.34. Trustee Callaghan asked Attorney Flowers if we must have three bids if we sent it out to five companies. Attorney Flowers reported that two bids will be sufficient as the project is not over \$36,000. We only had one streetlight that was reported that needed repair. Last month he reported that BE would begin replacing and updating the streetlights between 501 and 567 PVB. That work has not yet started due to a high volume of repairs in other locations outside of the MSD.

Regarding the website, since our last meeting we have posted eight items through Facebook and e-blast.

Disaster Supply Kit Checklist
Come Prepared to Vote
Back to School Festival
Did you miss the BCC Meeting
Tax-Free Hurricane Prep Items

Al Hollon's 16 Years of Dedicated Service
Get Ready to Vote
Stay Informed – St. Johns County Board of Supervisors.

NEWSLETTER / FLAGS / INSURANCE - TRUSTEE CELLUCCI

Trustee Cellucci reported that he will not get a bid back for insurance until September. Vice Chairman Burch asked if Trustees have \$1 million, \$2 million aggregate. Trustee Cellucci reported yes and asked if we need to increase these limits. Please let them know that there is the possibility for the Board to be sued. Regarding the flags, they will be put up on Veteran's Day, which falls on a Wednesday so they will go up the weekend before and come down the weekend after. Chairman Switkes asked what he does with the retired flags. He reported that he takes them to the library or the legion and then there is a ceremony. There is a box in the library for retired flags. Regarding the newsletter he reported that he is still gathering information and photos. They discussed the FCC number for the newsletter as there was discussion it is not good.

FCC ENVIRONMENTAL / SHERIFF PATROLS AND PAYMENTS – TRUSTEE HOLLON

Since last meeting they issued 117 citations and 273 warnings. There has been discussion about the amounts of warnings, and they usually give a first timer a warning. Corona Road has been a hot spot, and one deputy made 19 stops. Not everything is writing citations and warnings as our deputies do assist other officers in the district.

Regarding FCC, they are aware that we need an invoice by the end of the year. Beginning next year, they have increased the rate by 4% and will go up to about \$19,000. Chairman Switkes asked if we can get another survey done for side door before the next fiscal year. Trustee Hollon reported that he will speak with them.

On the plan review he reported that he met with Ms. Castellon and asked her to repair a checklist of the zoning requirements for the MSD and a summary of what she has done. She has done that and forwarded it to me. He reported that he e-mailed Mike Roberson and asked for the total pay package so we can budget for this and would like a quarterly invoice moving forward. Attorney Flowers reported that we need to know how much we owe them for this fiscal year. Chairman Switkes reported that she would like the tree ordinance taken back to the Zoning Board as they have missed some things. They are giving credit to keep protected trees when you should be given credit for protecting non-protected trees. She reported that she would forward this to Trustee Hollon to give to Ms. Castellon.

TRUSTEE WHITE – CTTF / ROAD AND BRIDGE

Trustee White reported that he attended the CTTF meeting today and there was nothing controversial. Regarding the roads, there is a collapsed drainage pipe on Philips, and the county is aware of this. There is no resolution on the Pablo Road bridge, and the county is working on this. The resurfacing of the Miranda Bridge is supposed to be happening very soon but there is not a date yet.

Based on the midge fly's information and based on Attorney Flowers reading of the Charter, the activity of the treatment does not fall within the eight categories of our Charter. He reported that based on that information he will no longer be working on the midge fly problem for the MSD. He reported that he will continue to work with residents on a solution but at this time it does not fall under the MSD Charter. When we started this discussion, it was about the water quality of the lagoons, but when we step into treatment it is out of our lane. Attorney Flowers reported that he apologized to Trustee White for not checking into this sooner as he spent a lot of time on this project. Chairman Switkes reported that even though it is not in our Charter, you could possibly look into a MSTU. Attorney Flowers reported that there is a possibility of amending the Charter. Trustee Cellucci asked Trustee White to see if the county will come and trim back the trees in the 700 block if PVB as they are obstruction the sidewalk. Trustee White will contact the county.

ATTORNEY REPORT – ATTORNEY FLOWERS

Attorney Flowers has nothing new to report.

UNFINISHED BUSINESS

PARKING AT MICKLER’S – FINES FOR PARKING

Chairman Switkes reported that we sent another letter to Joy Andrews and Trustee Hollon reported that he spoke with Greg Caldwell about how we have paid for the PSA officers. Attorney Flowers asked Chairman Switkes if she received a response to the letter and she said yes from Commissioner Joseph but not Joy Andrews. After the election Chairman Switkes will reach back out to increase the fines.

Chairman Switkes reported that we have all three new Trustees in attendance tonight. She introduced Amanda Wainer, Mike Roberts, and Wes Moore. She thanked them for coming.

2026-2027 BUDGET DISCUSSION

Secretary Jurenovich is absent tonight. Attorney Flowers reported that we need to draft a budget that needs to be posted 72 hours before the first budget meeting. At this point you have advertised .2464 as your tentative millage and you will re-address that at your budget meeting. Chairman Switkes asked Trustee White if he want the \$75k for the midge flies to go back to drainage. He said yes. Chairman Switkes reported that for Landscape she wants \$20,000 and for beautification she wants \$12,000. Trustee White reported that you can move the Drainage down to \$145,000 and use the additional \$5,000 for Landscape. Attorney Flowers recapped it for the Secretary with \$145,000 Drainage, \$22,000 Landscape, and \$12,000 Beautification. They discussed FCC and Trustee Hollon said the number used is correct to cover. Chairman Switkes asked if there are any numbers that need adjusting. There was discussion about street signs, and they were going to keep it at \$10,000. Vice Chairman Burch reported that for last year we budget \$325,000 for sidewalks including the Ponte Vedra Circle portion. We have unspent of \$168,000. Going forward we will have about \$65,000 for that contract that will get us through full design and ROW permit. We previously budgeted \$250,000 and for next fiscal year we will have \$65,000 in expenses which leave us with \$185,000 and adding additional construction to Golfview. Vice Chairman Burch would like the number to be \$300,000. Attorney Flowers reported that you could do that but if we are not spending \$65,000 this year then the cash balance would be increased and budget that amount. The bottom line for additional items will either have to be out of a cash reserve or moving it from contingency reserves. There was discussion about the sidewalk budget. Vice Chairman Burch reported that we have \$250,000 in the budget and we know we are going to spend \$65,000 and suggested that we leave it as is and when we get some budgeted numbers, we can address the number then. Regarding funding from the county, maybe we need to construct the Pablo Road South to get their attention. A motion was made to approve the draft budget for the changes mentioned above. It was seconded and unanimously carried. Chairman Switkes asked Attorney Flowers to remind the board again about the millage and the vote. He reported that to keep the millage rate the same you need a super majority and to keep the millage rate at the rollback rate you need a majority.

Trustee White asked Vice Chairman Burch the next time he drives by the corner of Solana and PVB will you look on the SW corner, there is a sunken in where the crosswalk crosses it is down but every time it rains or when someone runs their sprinklers there is water there all the time. People are always going around it, and it just needs to be jackhammered up.

NEW BUSINESS

FDOT IMPROVEMENT FOR SOLANA ROAD

Trustee White reported that when we discussed this at last meeting, there were some additional changes. Following the FDOT workshop on June 23rd people did not really understand the full scope of what was being proposed by the FDOT. The FDOT did a simple summary of the meeting and the CTF did an educational summary to explain. Kim Kendall and Krista Joseph gave a joint statement

on the presentation (see attached) that was discussed. There is nothing more for us to discuss as there are changes in the pipeline that will be discussed after the election. Chairman Switkes reported in Kim Kendall's weekly newsletter she reported that FDOT is working to develop a non-U-turn at Solana Road. Trustee White reported we need to wait and see what comes next before moving forward.

KEY DATES

County Commissioners' Regular Meetings August 18th, Special Meeting August 19th, Regular Meeting September 1st, Special Meeting Budget Hearing September 3rd.

Next MSD regular meeting/first budget hearing will be, Monday, September 14th at Christ Church – Formations Building Room 224 @ 5:30pm

MSD Final Budget Hearing, September 24th at Christ Church – Formations Building Room 202 @ 5:30pm

ADJOURN

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

Submitted, Ann Jurenovich, MSD Secretary