

St. Augustine Port, Waterway & Beach District

Minutes of Public Workshop Regarding "Vision Statement"

April 19, 2005

The Public Workshop of the St. Augustine Port, Waterway & Beach District regarding "Vision Statement" was held in the St. Augustine Beach City Commission Meeting Room, 2200 AlA South, St. Augustine Beach, Florida on Tuesday, April 19, 2005 at 3:00 p.m.

Vice-Chairman Rick Gleeson called the Public Workshop to order.

The Pledge of Allegiance followed.

In the absence of Secretary-Treasurer Dennis Bell, Elyse Kemper from his office called the roll. Commissioners Barry Benjamin and Tom Rivers were in attendance. Chairman Jack McGuinness and Commissioner Jerry Dixon were absent. Also in attendance were: the District's Attorney, Geoff Dobson and Engineering Consultants Dr. Steve Schropp and Rajesh Srinivas from Taylor Engineering. From the public: Jay Bliss and Carl Blow.

Dr. Steve Schropp indicated he had done a search to see if he could find a Vision Statement for similar types of Districts and was not very successful. He was able to pull up some other governmental agencies' Vision Statements to give the Board some idea of what they've done. A copy of these Vision Statements will be attached to the final copy of the Minutes in the permanent Minute Book. He stressed keeping it short and concise as possible while at the same time, setting "your direction in the types of activities you want to participate in and giving you something that you can look back upon during future discussions and say, when you consider a project or a proposal, does this fit what this District feels like its Mission is, its Vision is"? He explained that at Taylor Engineering, their Vision Statement has assisted them to clarify the decision-making process. Discussion followed.

Commissioner Tom Rivers also handed out what he could find regarding Vision Statements and Mission Statements, a copy of which will be attached to the final copy of the Minutes in the permanent Minute Book. He read it aloud. He added that he believes he would also include the hiring of an Executive Director. He didn't believe it should be put in the Mission Statement but "something certainly that we would consider...down the road".

Vice-Chairman Rick Gleeson suggested using a more general Mission Statement might be made as opposed to "listing specifics".

Commissioner Barry Benjamin noted "I think that this is a definite Mission Statement and then I think what Commissioner Gleeson is talking about would be a Vision Statement. Vision being what you'd like to see in the future; Mission being what we need to do now. So I guess we need to define now is this a Vision or is this a Mission?" Discussion ensued.

Dr. Steve Schropp said, "in general, I think Commissioner Benjamin may have hit it on the head in that the Vision Statement, in reviewing these other documents, the Vision Statement seems to be a bit, a bit more generic and the Mission Statement points toward more specific ideas..."

Vice-Chairman Rick Gleeson thought that the proposed Mission Statement presented by Commissioner Rivers could be taken back and considered by the Commissioners. He then read from the City of Palm Coast, Florida's Vision Statement.

Commissioner Barry Benjamin reminded the Board that nothing could be voted upon until a full meeting took place with the balance of the Board present.

Jay Bliss, 12 Oglethorpe took the podium. "Listening to what Dr. Schropp had to say earlier, there is a large essence of what this District was created for and that's all in the enabling Legislation and I would like to suggest that that enabling Legislation be used as the backup for a statement..."

Commissioner Tom Rivers thought that the enabling Legislation would fall under the category of existing laws. Discussion followed.

When asked by Commissioner Rivers if it would be included under existing laws, the District's Attorney, Geoff Dobson answered, "yes - existing laws include - not only Florida Statutes include case law, it includes Florida Administration Code, it includes special Acts of the Legislature..."

When Vice-Chairman Rick Gleeson asked if hiring an Executive Director should be included in the Mission Statement, Dr. Steve Schropp answered, "I don't believe that would be part of your Mission Statement. I believe that's getting into - as you start drilling down deeper into the planning process...I think it's more along the lines of a specific goal or a specific objective that you would look at in order to achieve your Mission and, I guess that I would also say that I would - in looking at this, I would say probably the review of possible District boundary expansion. In my opinion, at least it would probably also would follow that same category of a specific goal or objective..." He thought getting the Vision Statement and Mission Statement in place first, gives the Board long-term guidance.

Vice-Chairman Rick Gleeson asked if there was any additional verbiage necessary to be included.

Carl Blow, 1 Santa Monica spoke but didn't go the podium so it was very difficult to understand him. He reminded the Board that they have power boaters, sailboaters, kayakers that need to be considered but figured that would be taken care of with the use of the words "recreational boating". Inserting "boat ramps, anchorage areas and channel maintenance should be included".

Vice-Chairman Rick Gleeson thought of not being so specific about boat ramps and channel maintenance, but it would be issues pertaining to recreational, perhaps commercial vessel/boating operations, etc. He thought being a bit more unspecific and general would be important.

Commissioner Barry Benjamin reminded the Board that the City Commission or County Commission are "actively trying to acquire some other locations for boat ramps and they're actively pursuing the issue on the anchorages and moorings". He thought since the Port District doesn't own the bottomland anyway, it might be "stepping on their toes".

Commissioner Tom Rivers thought it would be a good idea to stop it at "related activities - just stop it right there because when you talk about cooperation with the City of St. Augustine, you might as well throw in the County and St. Augustine Beach - and add the words commercial and recreational boating".

Carl Blow thought that they should leave "maintaining or maintenance in here because I think that's one thing a lot of original public...they don't realize that the waterway needs to be maintained..."

Commissioner Tom Rivers suggested putting the period after the word "activities" and let that be the Vision Statement and then start a Mission Statement - "then you'd have a Vision Statement and a Mission Statement".

Commissioner Barry Benjamin concurred.

Vice-Chairman Rick Gleeson read the beginning sentence would then be instead of the "Mission, it would be the Vision".

Commissioner Tom Rivers agreed. Discussion followed.

Vice-Chairman Rick Gleeson reminded the Board that the Workshop was for a Vision Statement and Commissioner Tom Rivers agreed.

When Vice-Chairman referred to the Master Plan changing in about 10 years, Dr. Schropp answered, "I think if you craft the Mission Statement very carefully, I'm not sure you'll see that change all that much, although again, all these things should be reviewed periodically. What I do think you'll see though is that to accomplish that Mission, the specific things -

specific activities that you engage in, over time, will need change..." Discussion followed.

Vice-Chairman Rick Gleeson suggested including channel maintenance and the implementation of the St. Augustine Inlet Management Plan which is a long-term program which might come and go but, "I guess the Inlet maintenance or attention to the Inlet is certainly something that would continue forever and maybe incorporate that in the Mission".

Mr. Dobson said, "to simplify it, the Vision is how you wish to be perceived by others. The Mission is what is the purpose of the District - and then you have the goals on how you are going to accomplish both the Mission and the Vision...so that the goals will change..." He pointed out that the statement presented by Dr. Schropp from the City of Palm Coast accomplishes those things.

Vice-Chairman Rick Gleeson read the first sentence, now amended, to reflect the Vision Statement - "The Mission of the St. Augustine Port, Waterway & Beach District is to broaden and strengthen issues pertaining to commercial and recreational boating, waterway access and related activities".

Mr. Dobson said that that was more of a Mission than a Vision. "The Vision would be that the St. Augustine Port, Waterway and Beach District is perceived to be a leader in the broadening and the strengthening of recreational and commercial boating".

Vice-Chairman Rick Gleeson asked how the Board wanted to be perceived by others.

Mr. Dobson said if they looked at the City of Palm Coast's statements, first they have their Vision that they want to be perceived as a leadership city and then their Mission is really to provide municipal services.

When asked by Commissioner Tom Rivers to repeat what Mr. Dobson meant, he answered, "Well, the Vision is, the St. Augustine Port, Waterway and Beach District leads in the broadening and strengthening of issues pertaining to recreational and commercial boating...but what happens is, when you get to the maintenance and improvement, that's a Mission - that's what their purpose is. So the purpose of the District would be to maintain and improve boater access to the District's waterways...and then you have the specific goals of boundary expansion, District Director, carry out the Inlet Maintenance Plan, building new boat ramps".

Vice-Chairman Rick Gleeson suggested each Commissioner take home their notes and each set their own goals and objectives. He reminded the Board that the Master Plan Update could also assist the Commissioners in developing the Vision and Mission Statements.

Dr. Steve Schropp said he would get together with Taylor Engineering's Editor and try to draft up what he thought the essence was of the Vision and Mission Statements and either send them to each Commissioner or bring it up at the Board's next meeting.

Jay Bliss asked if the Master Plan was available at the libraries yet.

Commissioner Tom Rivers answered that they were at both County libraries.

When Mr. Bliss asked if he could purchase a copy of it, Vice-Chairman Rick Gleeson answered that it would eventually be on the Port's website but if he wanted to purchase a copy, it could probably occur.

Dr. Schropp told Mr. Bliss that if he gave him his e-mail address, he could e-mail him a copy.

Vice-Chairman Rick Gleeson asked Dr. Schropp after he gets with his Editor and has drafts, to send copies to the Commissioners prior to the next meeting. He stated he would do that.

The Public Workshop was adjourned after all Board members in attendance

agreed to do so.

SECRETARY-TREASURER

CHAIRMAN

St. Augustine Port, Waterway & Beach District

Minutes of Regular Meeting

April 19, 2005

The Regular Meeting of the St. Augustine Port, Waterway & Beach District was held in the St. Augustine Beach City Commission Meeting Room, 2200 AlA South, St. Augustine Beach, Florida on Tuesday, April 19, 2005 at 4:00 p.m.

Vice-Chairman Rick Gleeson called the meeting to order.

In addition to the attendees listed in the above Public Workshop on "Vision Statement", Commissioner Jerry Dixon arrived late. From the public were: John Regan from the City of St. Augustine, David Fann from the University of Florida, Tina Johnson, Carl Doerr, Rick and Bert Hernandez, Al Cope, Charles Caster, Betty Day, David Fenn, Steve Fricke with the City of St. Augustine Police Department and Richard George.

Vice-Chairman Rick Gleeson asked for approval of the March 22, 2005 Minutes.

MOTION

A motion was made by Commissioner Barry Benjamin and seconded by Commissioner Tom Rivers to accept the Minutes of the March 22, 2005 Meeting as presented. The motion passed by a unanimous vote.

Vice-Chairman Rick Gleeson reminded the Board that they had also received copies of Minutes from the previous Public Workshop but there had been problems with the tape player and therefore, half of the discussion was left out. He asked if there were any corrections to those Minutes.

Commissioner Tom Rivers proposed adding to that, "probably the most important thing in the Workshop and that would be that we asked them (Old City Web Services) to bring back a proposal or a proposed design for the website at the May meeting".

MOTION

A motion was made by Commissioner Barry Benjamin and seconded by Commissioner Tom Rivers to accept the Minutes of the Public Workshop on Website Development as amended. The motion passed by a unanimous voice vote.

In the absence of Dennis Bell, Elyse Kemper from his office presented the Treasurer's Report dated March 31, 2005. The amount of funds in the Florida State Board of Administration totaled \$1,278,365. Funds available at Wachovia Bank totaled \$51,281.00. Committed funds total \$53,747.00 leaving \$1,275,899.00 available. The taxes budgeted for the year totaled \$361,899.00. To date, \$330,941.00 has been collected with \$30,958.00 still expected and from prior years, there still remains \$17,008.00 uncollected. Through April 14, 2005, Wachovia Bank has a total of \$64,067.00. To date \$4,848.00 has been spent in Law Enforcement Overtime and \$10,000.00 has just been spent on the Offshore Reefs.

When Commissioner Tom Rivers questioned Ms. Kemper regarding the Law Enforcement Overtime as whether it was spent between the last meeting and this current meeting, she answered that although she didn't have the Invoice with her, to her recollection, there was another \$800.00 or \$900.00 - part of it was for the overtime, but there was maintenance on that as well.

MOTION

A motion was made by Commissioner Tom Rivers and seconded by Commissioner Barry Benjamin to approve the Treasurer's Report as presented. The motion passed by a unanimous voice vote.

Dr. Steve Schropp indicated the only ongoing activity this month was that Chip Yelton received the channel markers and has the pilings in for replacing the channel markers in Salt Run. He attempted to repair these markers last week, however, the weather prevented him from doing so. They will continue to check in with him and be sure he attempts to get them in as soon as possible.

Commissioner Jerry Dixon indicated that he had spoken with Jason Sheffield of the City and John Regan and they would like the Port Board to allocate some funds for boat removal. He suggested waiting for Mr. Regan to take the podium.

Mr. Fann took the podium and apologized for not having the printed guides as yet. As part of the normal review cycle a review had to be done by the Communications Director and senior staff. They found enough "improvements" so it went back to the graphic designer instead of going directly to the printer. He passed out what the guide would eventually look like. The printer suggested that the paper be changed but the Sea Grant people will pay for the difference. It will all be a synthetic paper and completely waterproof. A press release will be drafted and presented to the Board at a future date. On May 20, 2005, in Ft. Lauderdale, there will be a conference on waterways and waterfronts - issues on law, policy and planning. He passed out brochures on that conference. He also said there will be a Preservation Workshop on May 19, 2005, at the same hotel in Ft. Lauderdale - Community Guide to Establishing Managed Anchorages and Mooring Fields. Port Board members are invited to attend, but the University of Florida, who is holding these conferences, said they would be happy to come to St. Augustine and provide the same information to the Port Board.

Update on the Artificial Reef Initiative was next on the Agenda. Vice-Chairman Rick Gleeson indicated he had talked with Amy Kennedy the day prior and their Invoice for \$10,000.00 was just paid (the Port's contribution to that effort). She was expecting to get the bids in for the project to supply pre-fabricated reef ball-type materials as well as transporting and deploying those devices to the authorized permanent site that is off of Matanzas Inlet. Discussion ensued.

Website Development was next on the Agenda. A Public Workshop was held on April 12th. Commissioner Tom Rivers explained that the Workshop went very well. It was very productive and ideas about Website domain names, putting the approved Minutes on the Website, the Agendas for upcoming Meetings, the announcements for Meetings and the Master Plan were "kicked around". Old City Web Services will come to the May Meeting with a proposed design. Discussion followed.

Commissioner Jerry Dixon reminded Mr. Regan that Jason Sheffield at the City of St. Augustine suggested the Port allocate funds this year and possibly on a perpetual basis for the removal of derelict boats. They will then get a bid and obtain the best price. He is not opposed to allocating money this year but desired to have a policy in place to minimize this responsibility in the future.

John Regan, Chief Operating Director for the City of St. Augustine took the podium. The history on derelict vessels is that about 5 years ago, an Interlocal Agreement was prepared between the City of St. Augustine and the St. Augustine Port, Waterway & Beach District where State funds were used. It had been very successful until the State funds "dried up". On the average, his recollection of costs that the City was spending between \$15,000.00 and \$20,000.00 annually to remove derelict vessels. He suggested the Port Board allocate \$20,000.00 a year for derelict boat removal. He also suggested that boat removal needed to go by a boat by boat basis. Discussion followed.

Steve Fricke from the St. Augustine Police Department took the podium. He said that it was not unusual for vessels to pass through 3-4 recorded owners. Unfortunately there are 15 derelict vessels at the current time.

Commissioner Barry Benjamin suggested searching the registration process.

Commander Fricke said the problem with that is that "you do not need a Florida registration to keep a boat in Florida waters. You can be registered through the Coast Guard..."

Commissioners Barry Benjamin and Jerry Dixon both concurred that if a boat is in Florida waters for more than thirty (30) or sixty (60) days, you need a Florida registration. Discussion followed.

Mr. Regan wanted to thank Taylor Engineering for successfully obtaining all of the appropriate environmental permits for the Sea Wall project. He wanted to discuss the dredging project on the Yacht Basin on the western side of Davis Shores on Dolphin Drive. He reiterated what he had spoken of at previous meetings regarding the Yacht Basin. He suggested even though the Yacht Basin is out of the Port's jurisdiction, the bar that extends from the Yacht Basin out to the navigable channel in the Intracoastal Waterway has been "growing over time" - the City suggests to the Port Authority help take the bar back away from the Intracoastal Waterway and dredge the area. He illustrated this on a paper he put up for the Board members to view. The City Commission asked him to come before the Port Board and actually work on a cost reimbursement basis. It would remove the material that encroaches on the Intracoastal Waterway. When asked by Vice-Chairman Rick Gleeson if he was asking for the Port Board to loan them the money, Mr. Regan answered, "we're actually asking you to contribute money to the project - for that part of the project that is in the public interest..."

Commissioner Barry Benjamin asked why they couldn't use F.I.N.D. money to assist.

Dr. Steve Schropp answered, "the F.I.N.D. grant applications are, I believe, already in. In fact, they're already in". Discussion ensued.

Commissioner Jerry Dixon indicated that he thought the project was worthy.

Commissioner Barry Benjamin disagreed, indicating he was not opposed to giving some money, but a lot of dredging projects needed to be taken care of in the San Sebastian River and he didn't want to use a lot of that money for people on Dolphin Drive. Discussion followed regarding dredging and sand settling back in. He wasn't opposed to giving \$20,000.00.

Commissioner Jerry Dixon said he was willing to commit to \$50,000.00.

Commissioner Tom Rivers indicated he didn't think any action could be taken on this topic today because it wasn't on the Agenda.

Mr. Dobson said it could be handled at this Meeting, however, it will require an Interlocal Agreement so that the Interlocal Agreement "will come back to you at the next Meeting, but you cannot just say, oh, 20 grand, 50 grand, you know - you literally have to enter into the Interlocal Agreement".

Mr. Regan said he would be happy to put together an Interlocal Agreement and Commissioner Jerry Dixon thought it best to wait until Chairman Jack McGuinness was present to discuss the matter. Discussion followed.

Commissioner Barry Benjamin suggested tabling it until Chairman McGuinness was back and in the meantime a local Interlocal Agreement could be presented to the Board.

Mr. Dobson alerted the Board that the Interlocal Agreement would also have to "define also the scope of the project and what's being done for the District - whatever amount of money it is." Discussion followed regarding amending the existing Interlocal Agreement that was already in place.

Mr. Blow presented e-mails exchanged between he and David Roach from F.I.N.D. He was hoping that the Port Authority could purchase land in exchange for spoil sites. A copy of this material will be affixed to the permanent Minutes in the Minute Book. Discussion ensued.

Richard George, 1011 South Matanzas Boulevard, took the podium. He told the Board that he was there to discuss the Yacht Basin on Dolphin Drive. He is fearful that the shoal that has been created is going to close the mouth that they have worked to open and be unusable to the general public.

Carl Doerr, 227 Matanzas Boulevard, took the podium. He supported what John Regan presented today but said he listened intently during the Financial Report. They are asking for just a little bit of money of what the Port has. He suggested the Port Authority allocate \$20,000.00 per year for the next five (5) years.

Mr. Dobson reiterated what he had said previously, "the Commission has to have the ability to, if it chooses, because of change in membership or whatever, at the end of the fiscal year, to not appropriate for the following year".

Al Cope, 97 Dolphin Drive, took the podium. He explained that they as a group and as a neighborhood have been working on the project and they are excited about getting the area dredged out. A lot of people come in there on the weekends. He was present to support what the neighborhood is attempting to receive.

Comments by Commissioners was next on the Agenda since Public Input had subsided.

Commissioner Jerry Dixon had nothing on which to comment.

Commissioner Tom Rivers did make another attempt again this month to put out another news release to The St. Augustine Record and that article didn't appear in The Record either, however, he will continue trying.

Commissioner Jerry Dixon indicated he supported the Web page idea submitted by Commissioner Tom Rivers and thinks it's a good way to have contact with the public.

Commissioner Barry Benjamin thinks that the publication being made by Sea Grant will be another good source of information.

The next Meeting was set up for Tuesday, May 17, 2005 at 4:00 p.m. at the same location.

Commissioner Barry Benjamin asked that Debbie Paterson call him again to remind him of Meetings.

The meeting was adjourned.

SECRETARY-TREASURER

CHAIRMAN