

**ST. AUGUSTINE PORT, WATERWAY & BEACH DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**Tuesday, January 17, 2023**

The regular meeting of the St. Augustine Port, Waterway & Beach District was held at the St. Augustine Beach City Commission Meeting Room, 2200 A1A South, St. Augustine Beach, Florida, on Tuesday, January 17, 2023.

**1. CALL TO ORDER**

Chairman Matt Brown called the meeting to order at 3:02, p.m.

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the flag of the United States of America followed.

**3. INVOCATION**

Chairman Brown gave the Invocation.

**4. ROLL CALL**

Chairman Matt Brown, Vice-Chairman Chris Way, Commissioner Tom Rivers, Commissioner Jane West, and Commissioner Linda Thomson were present. The meeting was also attended by Secretary-Treasurer Elyse Kemper and Clay Meek, General Counsel for the District. Ken Craig of Taylor Engineering, District Engineers, was present as well.

**5. ADOPTION OF AGENDA**

A Motion to approve the agenda was made by Chairman Brown, seconded by Commissioner West, and passed by a 5-0 vote.

**6. PUBLIC COMMENT**

None.

**7. GOVERNMENT REPRESENTATIVE COMMENTS**

Jim Piggott, Director of the General Services Department of the City of St. Augustine spoke on two matters. First, he presented a proposed renewal of the lease by the District of City property for the District's office. While no Commissioner was opposed to renewal of the lease, it was agreed that the matter would be placed on next month's agenda prior to a vote. Second, Salt Run and

Dolphin Drive dredging were proceeding as previously planned and announced.

#### **8. SECRETARY-TREASURER'S REPORT**

Secretary-Treasurer Kemper then delivered the financial report. As of December 31, 2022, the District spent: \$0 for overtime hours of police officers of the City of St. Augustine; \$4,199 for overtime hours of deputies of the St. Johns County Sheriff's Department; \$510 for derelict boats; and \$9,470 for channel marker repairs. The State Board of Administration account had a balance of \$23,588. The Operating Account had \$565,612 as of December 31, 2022. The money market account had \$0 in the reserve for projects and over \$1,100,000 in amounts not reserved for projects. Taxes received as of December 31, 2022, were \$382,798 for the current year and the balance of the remaining expected tax income was \$332,222.

Discussion was had as to the balance of the Summer Haven grant budgeted some time ago. Commissioner West reminded that the District Commission previously gave direction to Secretary-Treasurer Kemper that the reports should not list that item further as the item was properly considered expired and/or abandoned.

#### **9. APPROVAL OF MINUTES**

**A Motion to approve the minutes of the December 20, 2022, regular meeting was made by Commissioner Rivers, seconded by Vice-Chairman Way, and passed by a 5-0 vote.**

#### **10. ENGINEERING REPORT**

Ken Craig mentioned the Salt Run dredging as updated by Mr. Piggott. Commissioner West requested that Mr. Craig provide an update on the status of area beach renourishment at the next Commission meeting.

#### **11. OLD BUSINESS**

##### **A. District Boundaries**

Commissioner Rivers discussed the issue of the District's boundaries, which has been discussed at various times in the past. He suggested that the current legislature might be more receptive and that a better proposed expansion would be to include all area in the County East of interstate 95, instead of the previously proposals to include the whole County. All Commissioners were in



favor of this and Commissioner West agreed to attempt to prepare a draft bill proposal reflecting the will of the Commission, within the short time remaining before the draft bill submission deadline.

#### B. Channel Marker

Vice-Chairman Way indicated that, as the Commission agreed and directed at the prior meeting, he had contacted Yelton regarding green marker 11 that was leaning. The estimated cost if the marker was not broken was \$2,000.00 and, if broken, the estimated cost would be \$3,250.00. Yelton could not indicate which would be needed until they started the process. **A Motion to approve Yelton proceeding in accord with the contingent estimates was made by Commissioner Thomson, seconded by Vice-Chairman Way, and carried by a 5-0 vote.**

### 12. NEW BUSINESS

#### A. Web Design

Commissioner West gave an update and overview of suggested and proposed updates and revisions to the District web site and outlined the proposal from Avid for the work to be performed. The proposal was for an up-front payment of \$1,750.00, with an additional \$1,750.00 due upon completion of the work. **A Motion to approve the proposal was made by Vice-Chairman Way, seconded by Commissioner West, and carried by a 5-0 vote.**

### 13. PUBLIC COMMENT

No general members of the public gave comment. However, Mr. Piggott came forward at this point of the meeting and volunteered information and provided additional information as requested by the Commission regarding the updated bids for the City Marina Breakwater dock, a boat being removed, and an upcoming FIND meeting.

### 14. COMMENTS BY COMMISSIONERS

Commissioner West relayed information that had been given to her regarding the Regatta of Lights for the Commission to be aware of for any future action. Commissioner West had been informed that proper and full permitting had not been obtained for the event, that the Sheriff had not been paid for the overtime/officer extra duty hours incurred, and that at least two vessels had been involved in a crash/impact related to the event.

Commissioner Thomson commented upon a sailing center with a yacht club starting construction and mentioned an upcoming public meeting on beach damage from the storms on January 26, 2023.

**15. NEXT MEETING**

February 21, 2023, was announced as the next regular meeting date. As such, the **next regular meeting will be at 3:00, p.m., on February 21, 2023**, at the St. Augustine Beach City Commission Meeting Room, 2200 A1A South, St. Augustine Beach, Florida

**16. ADJOURN**

There being no further business, Chairman Matt Brown adjourned the meeting at 3:45, p.m.

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Secretary-Treasurer

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Commission Chairman Brown