

**ST. AUGUSTINE PORT, WATERWAY & BEACH DISTRICT**  
**MINUTES OF REGULAR MEETING**  
**Tuesday, April 15, 2025**

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, April 15, 2025.

**1. CALL TO ORDER**

Chairman Matt Brown called the meeting to order at 3:00, p.m.

**2. PLEDGE OF ALLEGIANCE**

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

**3. INVOCATION**

The Invocation was given by Vice-Chairman Rivers.

**4. ROLL CALL**

Chairman Matt Brown, Vice-Chairman Tom Rivers, Commissioner Nicholas Binder, Commissioner Sandy Flowers, and Commissioner Lynda Kirker were present in person. The meeting was also attended in person by Secretary-Treasurer Elyse Kemper and Clay Meek, General Counsel for the District.

**5. ADOPTION OF AGENDA**

Commissioner Binder suggested that the engineer's report be added to future agendas going forward. **A Motion to approve the agenda with swearing in of Commissioner Kirker being removed from the agenda was made by Vice-Chairman Rivers, seconded by Commissioner Binder, and passed by a 5-0 vote.**

**6. PUBLIC COMMENT**

None.

**7. GOVERNMENT REPRESENTATIVE COMMENTS**

Eric Mauldin, St. Augustine Municipal Marina Harbormaster, indicated that some buoys were off station, but that the Coast Guard was soon coming to put them back on station. He also commented that the Blessing of the Fleet had occurred and approximately 75 vessels participated.

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

Secretary-Treasurer Kemper then delivered the financial report. As of March 31, 2025, the District spent: \$557 for overtime hours of police officers of the City of St. Augustine; \$665 for overtime hours of the City of St. Augustine Fire Department; \$10,273 for overtime hours of deputies of the St. Johns County Sheriff's Department; and \$5,656 for derelict boats. As of April 14, 2025, the State Board of Administration account had a balance of \$26,519. The Operating Account had \$707,545 as of April 14, 2025. The money market account had \$500,000 in the reserve for projects and \$1,327,797 in amounts not reserved for projects. Taxes received as of April 14, 2025, were \$824,493 for the current year and the balance of the remaining expected tax income was \$106,273.

## **9. APPROVAL OF MINUTES**

Commissioner Kirker indicated that the draft minutes of the March 18, 2025, meeting should be amended to reflect that she abstained for voting on approval the prior month's minutes. **A Motion to approve the minutes of the March 18, 2025, regular meeting with that amendment was made by Vice-Chairman Rivers, seconded by Commissioner Binder, and passed by a 4-0 vote, with Commissioner Flowers abstaining.**

## **10. OLD BUSINESS**

### **A. Continued Discussion Regarding Department of Revenue Compliance Letter**

Commissioner Flowers brought up this topic for further discussion. General Counsel Meek advised that there was no new information or legal authority beyond what had been previously shared and discussed by the Commission in prior meetings. **Commissioner Flowers then made a Motion to hire a lawyer other than Mr. Meek, which Motion died for a lack of second.** No other Motions were made.

## **11. NEW BUSINESS**

### **A. Funding Request presented by Tim Ford**

Tim Ford began discussing a funding application related to a dredging project. Chairman Brown asked if a formal grant application had been made. It was determined that the application had been made, but had not yet been circulated to all

Commissioners. Accordingly, the matter was continued to the Commission's next meeting for consideration after all Commissioners had an opportunity to review the written application.

B. USGS Safe Boating Week

Henry Seiden of the United States Coast Guard Auxiliary spoke regarding boating safety, May as safe boating month, and national safe boating week, which is from May 17, 2025, through May 23, 2025. He also brought a draft proclamation. After discussion, **a Motion to adopt the proclamation and add a graphic to the District's website with a link to United States Coast Guard Auxiliary safety information was made by Chairman Brown, seconded by Vice-Chairman Rivers, and passed by a 5-0 vote.**

C. Port Permitting Process

Commissioner Flowers requested this discussion and expressed a desire to regulate projects within the District and issue or deny permits. Chairman Brown pointed out that the District's potential power to regulate is subject to other governmental entities such as the State. No Motions were made.

D. Discussion Regarding Action Regarding Public Service Bonds

Commissioner Flowers initiated this topic and expressed her opinion on the bonds. Secretary-Treasurer Kemper provided information. No Motions were made.

E. Discussion of Port Attorney Contract

Commissioner Flowers requested this topic and expressed that she was unhappy with General Counsel Meek. Vice-Chairman Rivers indicated that he believed the majority of the Commission was happy with Mr. Meek's services. No Motions were made.

F. Discussion Regarding Tortuga Park Beach Parking Area

Commissioner Flowers indicated that she had communicated with Mr. Kane, St. Johns County Parks and Recreation Director, and Clay Murphy, Vice-Chair of the St. Johns County Board of Commissioners, regarding concerns over parking at Tortuga Park. Based upon Commissioner Flowers's comments, it appeared that Mr. Kane or another representative of the County was willing to present to the



District Commission and it was agreed that the topic would be placed on the next agenda under old business.

**12. PUBLIC COMMENT**

Henry Seiden commented that children under the age of six must wear life jackets at all times while on a boat less than 26 feet in length at all times it is underway.

**13. COMMENTS BY COMMISSIONERS**

Commissioner Binder indicated he wanted an engineering report at every meeting. He further briefly commented upon the City of St. Augustine Beach engineering report on the Ocean Hammock walkway project. He also noted that it would be good to get an update from the County on the Genovar project/plans in light of reports that trees were being removed for parking and that he would prefer for grants for the purchase of property to have a claw-back provision going forward that would require the grant funds to be repaid if the property was sold or transferred by the grantee. Finally, he indicated that he wanted to be sure that appropriate bonding was in place for Commissioners.

Vice-Chairman Rivers indicated he also wanted the Commission as a group to be updated and informed on Genovar and wished everyone a Happy Easter.

Commissioner Flowers reiterated comments made earlier in the meeting under old and new business.

**14. NEXT MEETING**

May 20, 2025, was announced as the next regular meeting date. As such, the **next regular meeting will be at 3:00, p.m., on May 20, 2025**, at the St. Augustine Beach City Commission Meeting Room, 2200 A1A South, St. Augustine Beach, Florida.

**15. ADJOURN**

Chairman Matt Brown adjourned the meeting at 3:47, p.m.

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Secretary-Treasurer

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Commission Chairman Brown