



American Beach Water and Sewer District Advisory Board Meeting

4:00 PM, May 12, 2022

James S. Page Governmental Complex, 96135 Nassau Place
Yulee, FL 32097

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

AUDIENCE INPUT – NON-AGENDA ITEMS

A. How to Provide Input

AUDIENCE INPUT – AGENDA ITEMS

B. How to Provide Input

ACTION ITEMS

C. Approve Minutes from Regular Meetings held on March 10, 2022 and April 14, 2022.

INFORMATIONAL ITEMS

D. American Beach Water and Sewer District Design and Construction Updates

ADJOURNMENT

American Beach Water and Sewer District Advisory Board
March 10, 2022, 4:00 p.m.
Commission Chambers, 96135 Nassau Place, Yulee, Florida

Call to Order, Invocation, and Pledge of Allegiance to the American Flag

Board Members:

Present: Chair Erving Gilyard, Eugene Emory, Colleen Hicks, Ruth Waters (arrived at 4:02 p.m.), and Tony Brown (arrived at 4:05 p.m.).

Other Officials Present: Michael S. Mullin, County Attorney and Marshall Eyerman, Assistant County Manager.

Staff Present: Representing the Clerk's office is Melissa Lucey, Deputy Clerk.

Official Agenda Summary:

AUDIENCE INPUT - NON-AGENDA AND AGENDA ITEMS:

220310ABAB - 4:02:03 Provide input on (Tab A) Non-Agenda Items and (Tab B) Agenda Items.

220310ABAB - 4:15:00 Mark Dawkins appeared via "Zoom" and inquired if there had been a determination on the prepaid assessment refund amount. Mr. Eyerman responded that the goal is to address these issues at the April meeting. There are several variables to consider, such as finalizing the bids and grants. He mentioned that there had been a discussion to hold a community meeting in April to address any questions or concerns. He stated as the process proceeded the Board of County Commissioners have pledged \$1.8 million; however, there will still be three years of assessments. Staff is trying to determine the next two years of assessments in order to refund the prepaid assessments. Mr. Mullin suggested that this Board make a motion for the Board of County Commissioners to consider refunding the prepaid assessment refund amount to the American Beach residents who prepaid in advance.

Motion: Recommend that the Board of the County Commissioners to consider refunding the American Beach property owners who prepaid their assessment fees, excluding \$749.00.

Maker: Board Member Brown

Second: Board Member Hicks

Discussion: Mr. Eyerman pointed out that the American Beach property owners who prepaid an assessment do not have an assessment lien on their property. He recommended that the Board consider withholding three years of assessments. Mr. Mullin commented the Board of County Commissioners would address that. Further discussion ensued regarding the assessment refund and the time.

Amend: Recommend to the Board of the County Commissioners to consider refunding the American Beach property owners who prepaid their assessment fees, excluding three years of the assessment at the earliest date.

Maker: Board Member Brown

Second: Board Member Emory

Action: Aye: Board Member Brown, Waters, Gilyard, Emory, and Hicks.

ACTIONS ITEM(S) :

220310ABAB - 4:02:23 (Tab C) Consider rescheduling the July 14, 2022 and August 11, 2022 American Beach Water and Sewer Advisory Board Meeting.

Discussion: Amy Bell, Senior Management Analyst, came forward and reviewed the request.

Motion: Approve to reschedule the American Beach Water and Sewer Advisory Board Meeting from July 14, 2022 to July 7, 2022 at 4:00 p.m., and August 11, 2022 to August 4, 2022 at 4:00 p.m.

Maker: Board Member Brown

Second: Board Member Emory

Action: Aye: Board Member Brown, Waters, Gilyard, Emory, and Hicks.

INFORMATIONAL ITEM(S) :

220310ABAB - 4:40:11 p.m. (Tab D) American Beach Water and Sewer District Design and Construction Updates.

Discussion: Teresa Irby Butler, Capital Project Manager with Florida Governmental Utility Authority (FGUA), appeared via "Zoom" to provide the program schedule update. She reviewed the March 2022 program schedule update for the bids, State Revolving Loan (SRF) Loan Agreement, and Water Infrastructure Improvement for the Nation (WIIN) grant approval. She provided additional updates on the estimated timeframe for the construction contract award and Notice to Proceed (NTP), Rural Economic Development Initiative (REDI) Grant application and submission for onsite sewer connections, and construction substantial completion.

Mr. Eyerman responded to the Board's inquiry regarding the bids submittals, noting that two bids were received and are in the review process. He advised that the bids exceed the project's estimated cost; however, staff is reviewing the funding between the SRF Loan Agreements and WIIN grant. He noted that there would be an impact on the cost that staff is reviewing with the increased costs of petroleum that will be utilized in the asphalt and pipeline.

Ms. Hicks indicated that she received emails regarding the Assessment Assistance Program and recommended additional outreach to the community. She requested for an update on the program. Mr. Eyerman recapped the program, noting that four applications had been received.

Public input: Beverly Davis, came forward to inquire if every property owner received notice of the Assessment Assistance Program. Ms. Bell advised that staff retains a master list of emails from American Beach property owners who provided their emails at community meetings. Mr. Eyerman further clarified that hard copies were sent to all American Beach recipients.

Chair Gilyard read a question from James Stanton via "Zoom" regarding receiving a refund for the prepaid assessment. Mr. Eyerman indicated that staff has records of American Beach property owners who prepaid the assessments and will be utilizing those records to process appropriately.

Request: Mr. Brown requested that staff notify the Board Members of pending items being brought before the Board of County Commissioners for their consideration.

There being no further business, the regular session of the American Beach Water and Sewer District Advisory Board adjourned at 4:57 p.m.

Ervin Gilyard, Chairperson

**American Beach Water and Sewer District Advisory Board
April 14, 2022, 4:00 p.m.
Commission Chambers, 96135 Nassau Place, Yulee, Florida**

Call to Order, Invocation, and Pledge of Allegiance to the American Flag

Board Members:

Present: Chair Erving Gilyard, Eugene Emory, Ruth Waters, and Tony Brown (arrived at 4:05 p.m.).

Absent: Board Member Colleen Hicks

Other Officials Present: Denise May, County Attorney and Marshall Eyerman, Assistant County Manager.

Staff Present: Representing the Clerk's office was Heather Nazworth, Deputy Clerk.

Official Agenda Summary:

AUDIENCE INPUT - NON-AGENDA AND AGENDA ITEMS:

220414ABAB - 4:01:24 Provide input on (Tab A) Non-Agenda Items and (Tab B) Agenda Items.

ACTIONS ITEM(S) :

220414ABAB - 4:02:42 (Tab C) Approve minutes from February 10, 2022, as presented.

Motion: Approve minutes from February 10, 2022, as presented.

Maker: Board Member Waters

Second: Board Member Emory

Action: Aye: Board Members Waters, Gilyard, and Emory.

Absent: Board Members Brown and Hicks

INFORMATIONAL ITEM(S) :

220414ABAB - 4:05:40 (Tab D) American Beach Water and Sewer District Design and Construction Updates.

Discussion: Teresa Irby Butler, Capital Project Manager with Florida Governmental Utility Authority (FGUA), appeared via "Zoom" to provide the program schedule update. She reviewed the April 2022 program update for the bids, State Revolving Loan (SRF) Loan Agreement, and Water Infrastructure Improvement for the Nation (WIIN) grant. She provided

additional updates on the estimated timeframe for the construction contract award and Notice to Proceed (NTP); Rural Economic Development Initiative (REDI) Grant letters of support, submission, and agreements; construction substantial completion; and installation for onsite sewer connections. The group further discussed the groundbreaking celebration, the construction contract, water/septic hookup, septic connection waiver, and refund of prepaid assessment amounts.

There being no further business, the regular session of the American Beach Water and Sewer District Advisory Board adjourned at 4:32 p.m.

Ervin Gilyard, Chairperson