

Ocean Highway & Port Authority

Robert Sturgess – Commissioner, District 1
Danny Fullwood – Commissioner, District 2
Adam Salzburg – Chairman, District 3
Carroll Franklin – Vice Chairman, District 4
Lissa Braddock – Secretary/Treasurer, District 5

Minutes

August 8, 2018

The Ocean Highway and Port Authority of Nassau County held their regular monthly meeting on Wednesday, August 8, 2018 at the County Commission Chambers, James Page Governmental Complex, Nassau Place, Yulee, FL 32037.

The meeting was called to order at 6 PM by Chairman Salzburg.

The invocation and the Pledge of Allegiance was led by Chairman Salzburg. Roll call was conducted by Ms. Amergian. All Commissioners were present. Also present were Mr. Clyde Davis, Attorney for the Board; Mr. Pierre LaPorte, Accountant for the Board; and Ms. Laura DiBella, Port Director.

Chairman Salzburg welcomed those in the audience and thanked them for attending the meeting and asked Ms. Amergian if anyone had signed up to speak. Ms. Amergian stated that City Commissioner Chip Ross had signed up to speak. Chairman Salzburg recognized Commissioner Ross. Commissioner Ross questioned the debt of "millions of dollars" still recorded on the Secured Transaction Registry. Chairman Sturgess instructed Mr. Ross to follow the link and a termination filing of the debt on February 7, 2018. In regards to the paving of Calvin Street, Mr. Davis has sent an email to Katie Bock outlining the process of paving the street and a resolution will be done by Mr. Davis once he gets a response. Commissioner Ross thanked the OHPA board and asked if there were any concerns for City Commissioners of Fernandina Beach. There were none.

Chairman Salzburg moved to the minutes from the July 11, 2018 Monthly Meeting. **Motion by Commissioner Franklin to approve the July 11, 2018 Monthly Meeting. Motion seconded by Commissioner Fullwood. Motion was unanimously approved.** A discussion followed regarding the length of the July 11, 2018 minutes. Going forward, minutes will reflect what was done at the meetings and less of what was said.

Chairman Salzburg stated there were no consent items.

Chairman Salzburg then moved to the Secretary/Treasurer's Report for July, 2018. Commissioner Braddock commented that there was nothing out of the ordinary in the July, 2018 Treasurer's Report. There were no balance report presented due to Pierre LaPorte being away.

Chairman Salzburg recognized OHPA Accountant Pierre LaPorte. Mr. LaPorte presented the Third Quarter Financial Statements. Mr. LaPorte summarized the third quarter financial statements, making note that the (229,183.36) for net income is due to waiting on reimbursements for the Hal Jones project. He also pointed out that Ms. Amergian's salary will be reflected on the Payroll instead of Contractors Salary. He reminded all that the Budget Workshop was scheduled for Friday, August 10, 2018 at 3:00 PM at the OHPA meeting room. Commission Fullwood asked about the Fixed Assets amounts on Page 1 of the Third Quarter Financials; Mr. LaPorte explained that the fixed assets were historical figures going back to 1990 and explained the fixed asset process.

Chairman Salzburg then recognized Attorney Davis for his report. Attorney Davis suggested sending a letter to the City Manager of Fernandina Beach advising that we would be working on a new Port Master Plan and ask for any matters that need to be addressed based on the prior Port Master Plan.

Commissioner Sturgess reminded that the Attorney's Report needs to be posted on the website seven days prior to the monthly meetings.

There was discussion brought forward by Commission Sturgess in relation to Florida Statute, Section 287.057. He questioned whether the OHPA is an agency of the Executive Branch as it pertains to the legal valid procurement process as the request to bid statute only applies to agencies. If we are not an agency, it is not a requirement that the operating agreement go to RFP. Commissioner Fullwood stated that the OHPA is Independent Special District and therefore not subject to Section 287.057 to the RFP process for the Operating Agreement. OHPA has the option to go out to RFP but is not required by the Attorney General's Office.

Commissioner Fullwood made the motion to continue negotiations with World Wide/Nassau Terminals to be the sole contracted operator of the Port of Fernandina, unless no agreement can be reached. Commissioner Franklin seconded the motion. Motion carried unanimously.

Chairman Salzburg recognized Laura DiBella for the Port Director and Economic Development reports. Ms. DiBella reported that the Hal Jones reimbursement for the Fender Project has been submitted 8/8/2018 to the FDOT for reimbursement. The process for reimbursement from FDOT for the crane purchase should go smoothly based on the experience gained with the Fender Project reimbursement. The call volume and public interest for the Port is high. She also reported that the Florida Ports Council will hold their annual three-day meeting in St. Petersburg September 4th – 6th, 2018. Ms. DiBella informed the Board that there is a grant available for security related projects available through the Florida Seaport Transportation and Economic Development Council (FSTED.) The caveat is that OHPA would need 25% of the match and the turnaround is two weeks (paperwork is due on August 23rd.) The funding cycle would be for July, 2019. This grant could be used for the Port lighting which has a replacement estimate of \$300,000. The current lighting at the Port is inadequate and several of the poles have been knocked down. **A motion to submit for the grant to obtain security funding for new lighting at the Port was made by Commissioner Franklin. Motion by Commissioner Sturgess. Motion carried unanimously.**

Ms. DiBella brought up a conversation that she has had with the Customs and Border Control (CBC) to upgrade their accommodations at the Port. More discussions will follow. There was no Economic Development Meeting this month. Economic Development report – she is meeting with a large manufacturer and a lot of things are happening. The Wildlight Commerce Park is 1.3 million SF of industrial space, there are users lined up to go in.

Commissioner Fullwood asked Ms. DiBella to investigate the specific wording needed from the DOT to get new charter amendments approved as the previously submitted charter amendments were rejected. Ms. DiBella was also asked about the rumors of the County taking over the Economic Development. Ms. DiBella stated that she has heard the same thing and the option is always on the table.

The Commissioners thanked Ms. DiBella for her continued work to support the Port.

Chairman Salzburg recognized Mr. Chris Ragucci for the Port Operations and Commercial Report for July, 2018.

Total Tons	33,532
Total Vessel Port Calls	9
Total Dockage Days	17
Total Rail Cars	226
Average Trucks per day	17

Mr. Ragucci commented that container vessel repairs caused lower than average container tonnage. (July, 2018 total 3,498 compared to 8,066 in June, 2018.) The Port welcomed the new customer Saga Navigator on August 1, 2018 with 3,100+/- tons of imported plywood from the Far East.

Mr. Ragucci asked the Commissioners to consider a workshop before the September Board meeting to discuss the new operating agreement. He also reported that work continues on the Leibherr crane acquisition, OHPA approved the contract subject to financing. Mr. Ragucci expressed concern that the work completed by Hal Jones be certified to contract specifications before the final payment has been sent.

Chairman Salzburg then moved to new business.

Port Security: Commissioner Salzburg stated that there nothing new to report.

Customs House: Commissioner Franklin. The termite tenting will begin soon.

Economic Development: Commissioner Fullwood. No meeting this month.

Emergency Management: Commission Franklin did not attend the July meeting due to a conflict.

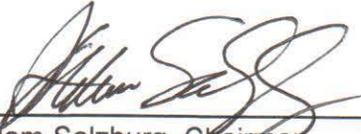
Technical Coordinating Committee: Commissioner Franklin stated that there was no meeting in July and the next meeting was scheduled for August 9, 2018.

TPO: Commissioner Salzburg: There was no meeting in July.

Nassau County Chamber (Commissioner Sturgess/Braddock): Nothing new to report.

Administrative Office Report was presented by Ms. Amergian. She reported that she is continuing to work with Joanna Cason to learn the office procedures and welcomes any feedback and direction from the Commissioners.

Chairman Salzburg states that if there were no other comments, the meeting stands adjourned at 7:52 PM.



Adam Salzburg, Chairman