OCEAN HIGHWAY & PORT AUTHORITY

NASSAU COUNTY

AGENDA

Wednesday, August 14, 2019

6:00 PM

Commissioner Chambers
James Page Government Complex
96135 Nassau Place, Yulee, FL 32097

6:00 PM – Meeting Called to Order – Chairman

Invocation – Commissioner Cole

Pledge of Allegiance – Commissioner Cole

Roll Call: Robert Sturgess, District 1; Danny Fullwood, District 2, Scott Hanna, District 3; Carrol Franklin, District 4; Mike Cole, District 5

- Comments - Audience (Sign in sheets on the Press Table)

1. **Approval of Minutes**
   - July 10, 2019 Monthly Meeting Minutes
   - July 30, 2019 Budget Workshop
2. **Consent Items**
   - None
3. **Report by Pierre LaPorte**
   - Financial Report – July 2019
   - Financial Statements for the Quarter Ending June 30, 2019
4. **Report by Jeb Branham, Port Attorney**
5. **Report by Laura DiBella, Port Director**

6. Port of Fernandina Report

- Tonnage Report – July 2019

7. Unfinished Business

- 2019-2020 Draft Budget
- Right Whale Festival Sponsorship

8. New Business

- MARAD Announcement – M95 Fernandina Beach to Charleston Barge Service
- TranSystems Proposal for Professional Consulting Services – For Preparation of a Design Criteria Package for inclusion in an RFP for the Design-Build Development of a 28,900 SF On-Terminal Warehouse for Port Cargo Operations
- TranSystems Proposal for Port of Fernandina MARAD Grant Application
- Channel Re-Alignment Request from City of Fernandina

Committee Reports

- Port Security – Commissioner Fullwood
- Customs House – Commissioner Franklin
- Economic Development – Commissioner Fullwood
- Emergency Management – Commissioner Franklin
- Technical Coordinating Committee – Commissioner Hanna
- TPO – Commissioner Cole
- Nassau Chamber East Side – Commissioner Sturgess
- Nassau Chamber West Side – Commissioner Cole

9. Administrative Office Manager Report

10. Other items to be brought by Commissioners

11. Adjourn

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Fla. Stat. § 286.0105.

Ocean Highway & Port Authority

Robert Sturgess – Chairman, Commissioner, District 1
Danny Fullwood – Vice Chairman, Commissioner, District 2
Scott Hanna – Commissioner, District 3
Carroll Franklin – Secretary/Treasurer, District 4
Mike Cole –District 5

Monthly Meeting Minutes

July 10, 2019

The Ocean Highway and Port Authority of Nassau County held its Monthly Meeting on Wednesday, July 10, 2019 the County Commissioners Chambers at the James S. Page Government Complex, 96135 Nassau Place, Yulee, Florida 32097.

The meeting was called to order at 6:01 PM by Chairman Sturgess.

The invocation was given and Pledge of Allegiance was led by Commissioner Fullwood. Roll call was conducted by Ms. Barbara Amergian. All Commissioners were present. Also in attendance was Jeb Branham, Port Attorney; Laura DiBella, Port Director, Pierre LaPorte, Port Accountant; and Chris Ragucci, Port Operator.

Chairman Sturgess recognized Chip Ross, 210 N. Front Street, Fernandina Beach, Florida to speak to the Board. Mr. Ross has questions regarding the Fernandina Beach News Leader article on July 5th regarding the pilot payment from OHPA to the City of Fernandina Beach. There was discussion about what city fund that the pilot payment went into; he informed the Board that funds were deposited to the General Fund. There was further discussion about issues in the article.

Commissioner Franklin made the motion to accept the June 12, 2019 Monthly Meeting minutes with a correction. There was no discussion. Motion passed unanimously.

The Board unanimously approved the purchase of a new printer/copier/scanner/fax machine for the OHPA office, purchase price not to exceed $750.

Pierre LaPorte, Port Accountant, presented the June 2019 financials. There were no questions from the Board. Mr. LaPorte also presented the first draft of the 2019-2020 Budget to the Commissioners. There was discussion about the rent payments to OHPA from GSA for the Customs House; these payments will cease on April 20, 2020. Two proposed additional budget increases included increase in the commissioner's salaries and tablets/laptops for each of the commissioners to use for OHPA business.

A Budget Workshop was scheduled for Tuesday, July 30, 2019 at the OHPA Conference Room, 10 AM.

Jeb Branham, Port Attorney, presented his report. The quitclaim deed issue with Blue Lynx has been closed; Blue Lynx will reimburse OHPA $920 for attorney fees. The issue of the pilot payment due to the City of Fernandina Beach this month was discussed; there is concerned as to whether OHPA ever took action to approve the pilot payment and what the end date was to the agreement. He is continuing to research the issue. There was discussion regarding the City recently rejecting the 2014 Strategic Master Plan at a City Commissioner meeting in June

and what the purpose was for that recent vote at the City Commissioners meeting. Mr. Branham is waiting for the minutes of that City meeting to become public so he can review. City Commissioner Ross offered that the rejection was done as a housekeeping matter for the City.

Laura DiBella, Port Director, presented her report to the Commissioners. She indicated that City Manager, Dale Martin, would be sending a letter requesting OHPA support to the Army Corp of Engineers as a channel sponsor in the channel realignment. Ms. DiBella also reported that six projects were report to FSTED for funding in the amount of $3 to 4,000,000. Ms. DiBella reported that there is a grant still open for port security and working to submit to the grant with a 25% match. The question of the responsibility of the Nassau Tradeplex sign was resolved, the County has responsibility for it. Ms. DiBella gave an update on MARAD – still waiting for approval which is needed by 8/15/19; grants will need to be applied for and will have to move quickly if approval is granted. Ms. DiBella will be traveling to Singapore to represent the Port of Fernandina. She continues to work on new customers for the port. She reported to the Board that there are issues with the County and the Economic Development office and her relationship as the Port Director may change. Chairman Sturgess will draft a letter in support of Ms. DiBella's position as the Port Director.

Chris Ragucci, Port Operator, presented the monthly tonnage report to the Commissioners. He also reported that current trade negotiations with China are having an adverse effect on shipments. The Liebherr crane was damaged during a recent lightning storm and the repairs ($40-50,000) have been completed. Dredging permits are progressing, currently waiting on the Army Corp of Engineers permits. Mr. Ragucci will meet in with Customs Official Steve Parrott and Commissioner Franklin to discuss the process of the housing the Customs agents when the GSA rent ends in April, 2020.

A recess was called at 8:00 PM. The meeting resumed at 8:08 PM.

Commissioner Hanna made the motion to authorize Chairman Sturgess to execute the Mutual Aid Agreement. Motion passed unanimously. Commission Fullwood made the motion to authorized Chairman Sturgess to execute the MOU with JaxPort. Motion passed unanimously.

There was discussion regarding partnering with Worldwide Terminals for a sponsorship level for the Right Whale Festival in November, 2019. The matter was tabled until the August meeting.
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Commissioner Fullwood made the motion to accept Resolution 2019-10. A RESOLUTION OF THE OCEAN HIGHWAY AND PORT AUTHORITY OF NASSAU COUNTY, FLORIDA AUTHORIZING INCREASED FUNDING FOR A PUBLIC TRANSPORTATION GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE REBAILITATION AND REFURBISHMENT OF PIER STRUCTURES AND BERTH MAINTENANCE DREDGING; PROVIDING FOR AN EFFECTIVE DATE. The motion passed unanimously.

Committee Reports:

Port Security – Commissioner Fullwood – Nothing to report this month.

Customs House – Commissioner Franklin – The AC unit at the Customs House had repair work done. A new unit will eventually need to be installed. Two verbal quotes will be needed.

Economic Development – Commissioner Fullwood – Nothing to add to Ms. DiBella's report.

Emergency Management – Commissioner Franklin – Nothing to report this month.

Technical Coordinating Committee – Nothing to report this month.

TPO – Commissioner Cole – Nothing to report this month.

Nassau Chamber East Side – Commissioner Sturgess – Nothing to report this month.

Nassau County West Side – Commissioner Cole – Nothing to report this month.

In other items to be brought before the Commissioners: **Commissioner Fullwood asked for the Board's approval to dedicate the Customs House to former Commissioner Ronny Braddock. The motion was approved unanimously.** Chairman Sturgess asked Port Attorney Branham to check for any issues in dedicating a government designated building.

Meeting was adjourned at 8:31 PM.

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Robert H. Sturgess, Chairman

Ocean Highway & Port Authority

Robert Sturgess – Chairman, Commissioner, District 1
Danny Fullwood – Vice Chairman, Commissioner, District 2
Scott Hanna – Commissioner, District 3
Carroll Franklin – Secretary/Treasurer, District 4
Mike Cole –District 5

Budget Workshop

July 30, 2019

The Ocean Highway and Port Authority of Nassau County held a Budget Workshop Tuesday, July 30, 2019 at the Ocean Highway and Port Authority Office, 86130 License Road #9, Fernandina Beach, FL 32034

The meeting was called to order at 10:00 AM by Chairman Sturgess.

The invocation was given and Pledge of Allegiance was led by Chairman Sturgess. Roll call was conducted by Ms. Barbara Amergian. All Commissioners were present. Also in attendance was Laura DiBella, Port Director, Pierre LaPorte, Port Accountant; and Chris Ragucci, Port Operator. Jeb Branham, Port Attorney was absent from the workshop.

There was discussion regarding funding for a part time Port Director and Marketing of the Port.

Port Attorney reviewed the proposed 2019-2020 Budget. Adjustments to the 2019-2020 budget include:

Additional $30,000 for Commissioner Salaries
Additional $4,000 in Expenses-Office Administrator for laptop purchases for the Commissioners
Decrease to $100 in Travel – Office Administrator.
Eliminate $250 for GNCCC-Membership.
Decrease to $300 for Website – hosting fees only - $2,200 added to Salary – Office Administrator.

The draft budget as presented is currently underbudgeted by $28,080.68. The Board asked Chis Ragucci to consider increasing the annual fee by $30,000. Mr. Ragucci informed the Board that he can not commit to any increase due to a dry patch the Port is currently experiencing.

The workshop was adjourned at 12:21 PM.

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Robert H, Sturgess, Chairman

Nassau County, Florida

Ocean Highway & Port Authority

FINANCIAL STATEMENTS

for the

Quarter ended June 30, 2019

COURSON &STAM, LLC
CERTIFIED PUBLIC ACCOUNTANTS
2398 Sadler Road, Amelia Island, FL 32034

COURSON &STAM, LLC
CERTIFIED PUBLIC ACCOUNTANTS

Your Success Is Our Business

To the Board of Commissioners of
The Ocean Highway and Port Authority
of Nassau County, Florida

Management is responsible for the accompanying financial statements of the Ocean High and Port Authority of Nassau County (a not for profit Special District chartered by the Legislature of the State of Florida), which comprise the balance sheet as of June 30, 2019, June 30, 2018 and March 31, 2019 and the related statement of income and retained earnings for one quarter ended and three quarters ended June 30, 2019 and one quarter ended June 30, 2018, in accordance with accounting principles generally accepted in the United States of America.

We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

A statement of cash flows for the quarter ended June 30, 2019, June 30, 2018 and March 31, 2019, has not been presented. Accounting principles generally accepted in the United States of America require that such a statement be presented when financial statements purport to present financial position and results of operations.

Management has elected to omit substantially all of the disclosures required by generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Ocean Highway and Port Authority's financial position. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to the Ocean Highway and Port Authority of Nassau County.

Courson and Stam LLC

Aug 5, 2019

2398 SADLER RD. FERNANDINA BEACH, FL 32034 \ PHONE: (904) 261-7803 FAX: (904) 261-1011

OCEAN HIGHWAY & PORT AUTHORITY
Balance Sheet Comparison
As of June 30, 2019, and March 31, 2019

	As of Jun 30, 2019	As of Mar 31, 2019
ASSETS		
Current Assets		
Bank Accounts		
1010 Petty Cash	150.00	150.00
1020 Cash In Bank - Compass	0.00	0.00
1044 Cash in Bank-First Fed MM-1552	0.00	16,226.95
1045 BBT - Maintenance Acct	23,244.00	106,228.20
1047 1047 BB&T	981.00	981.00
81591 1046 BB&T	0.00	0.00
FF Bank Project Account	912.04	912.04
First Federal - Operating	146,518.31	19,668.32
First Federal -MMA	25,712.97	7,425.32
First Federal-Admin	379.05	89.22
Port Maintenance Account	0.00	0.00
Port Revenue Account	0.00	2,033.06
Total Bank Accounts	**$ 197,897.37**	**$ 153,714.11**
Other Current Assets		
1060 Accounts Receivable	0.00	110,962.28
1062 Annual Fee Receivable	49,301.57	141,867.00
Total Other Current Assets	**$ 49,301.57**	**$ 252,829.28**
Total Current Assets	**$ 247,198.94**	**$ 406,543.39**
Fixed Assets		
2010 Land - Port	3,183,736.29	3,183,736.29
2020 Buildings	772,000.00	772,000.00
2025 1997,1998,1999 - Warehouse	2,060,166.47	2,060,166.47
2026 1997,1998,1999 - Bulk Pier	191,099.29	191,099.29
2027 Warehouse #1 - Refurbish	918,327.92	918,327.92
2028 Road Project	347,150.95	347,150.95
2030 Equipment	805,054.69	805,054.69
2031 Leibherr Crane	1,878,118.43	1,428,657.12
2040 Port Improvements	24,678,447.68	24,678,447.68
2043 Tradeplex Improvements	1,013,339.04	1,013,339.04
2045 Dredge Project	929,083.69	929,083.69
2046 Gate Entry/Storage Yard	251,709.73	251,709.73
2047 New Pier - 2003	611,546.36	611,546.36
2050 Security	762,117.44	762,117.44
2100 Accumulated Depreciation	-27,564,407.49	-27,300,607.49
Total Fixed Assets	**$ 10,837,490.49**	**$ 10,651,829.18**
TOTAL ASSETS	**$ 11,084,689.43**	**$ 11,058,372.57**

OCEAN HIGHWAY & PORT AUTHORITY
Balance Sheet Comparison
As of June 30, 2019, and March 31, 2019

	As of Jun 30, 2019	As of Mar 31, 2019
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 *Accounts Payable	2,972.00	0.00
Total Accounts Payable	$ 2,972.00	$ 0.00
Other Current Liabilities		
3020 Accounts Payable	9,982.73	9,982.73
3022 Annual Fee Payble	87,494.00	74,996.00
3023 BBT LIne of Credit	789,131.27	459,326.47
3030 Accrued Payroll	5,000.00	5,000.00
3040 Payroll Taxes Payable	2,011.74	1,875.79
3042 Unemployment Taxes Payable	0.00	0.00
3056 Advanced Revenue Bond	0.00	1,350,000.00
3509 Unearned Revenue	0.00	0.00
Total Other Current Liabilities	$ 893,619.74	$ 1,901,180.99
Total Current Liabilities	$ 896,591.74	$ 1,901,180.99
Long-Term Liabilities		
4012 Advance Revenue Payable	0.00	-681,827.00
4013 Derivative Financial Instrument	0.00	0.00
4014 Escrow Deposit	0.00	0.00
Total Long-Term Liabilities	$ 0.00	-$ 681,827.00
Total Liabilities	$ 896,591.74	$ 1,219,353.99
Equity		
5006 Contrib. Capital - Audit 9/98	442,681.32	442,681.32
5007 Contrib. Capital - Audit 9/97	8,813.00	8,813.00
5008 Contrib. Capital - Audit 9/96	59,665.00	59,665.00
5009 Contrib. Capital - Audit 9/95	854,456.00	854,456.00
5010 Contrib. Capital - Dot 2012	389,750.24	389,750.24
5020 Beginning Fund Deficit	-9,270,843.41	-9,270,843.41
5025 YTD Fund (Deficit)/Excess	7,167,100.49	7,167,100.49
6500 Contributed Capital-operator	6,085,088.64	6,085,088.64
6501 Operator Contrib - Nov 2018	4,555,985.56	3,887,812.56
Net Income	-104,599.15	214,494.74
Total Equity	$ 10,188,097.69	$ 9,839,018.58
TOTAL LIABILITIES AND EQUITY	$ 11,084,689.43	$ 11,058,372.57

OCEAN HIGHWAY & PORT AUTHORITY
Statement of Operations
For the One Quarter Ended Jun 30, 2019 and the Three Quarters ended Jun 30, 2018

	Apr - Jun, 2019	Oct 2018 - Jun 2019
Income		
6015 Interest Income	27.64	73.26
6023 Port Security Reimbursement	57,439.61	139,283.19
6025 Rental Income	6,881.69	20,592.05
6028 Annual Fee	67,917.00	217,784.00
6031 Maintenance Contrib	15,000.00	40,000.00
6035 State of Florida - DOT Funds		603,034.40
6050 Miscellaneous Income	72,000.00	82,548.00
Total Income	**$ 219,265.94**	**$ 1,103,314.90**
Gross Profit	**$ 219,265.94**	**$ 1,103,314.90**
Expenses		
8020 Advertising		356.57
8050 Bank Charges	10.00	457.21
8065 Commissioners Fees	22,500.00	64,959.18
8068 Office Mngr Payroll	5,280.00	13,141.50
8075 Depreciation	263,800.00	791,416.00
8080 Dues & Subscriptions		22,212.00
8100 Insurance	212.00	11,084.00
8110 Interest Expense	6,299.69	18,123.20
8120 Janitorial	840.00	2,600.00
8121 Lawn Maintenance	400.00	1,000.00
8128 Quarterly Marketing Fees		2,083.00
8130 Office Supplies	731.33	2,289.85
8135 Office Manager Travel		91.29
8140 Outside Services		117.00
8150 Payroll Taxes - Commissioner	1,721.28	5,382.93
8151 Payroll Taxes - Office Manager	452.88	747.21
8154 State Unemployment Tax	49.04	72.54
8165 Pest Control		575.00
8166 Port Security	66,572.31	141,210.38
8180 Professional Fees		
8180- Professional Fees-Other	32,800.00	42,800.00
8180A Accountant	6,000.00	13,500.00
8180B Port Attorney	5,700.00	24,512.50
Total 8180 Professional Fees	**$ 44,500.00**	**$ 80,812.50**
8200 Repairs & Maintenance		6,479.58
8235 Taxes - Annual Fee	12,498.00	37,494.00
8270 Utilities		
8270A FPU	1,001.70	2,381.71
8270B City of FB Utility	309.38	1,044.02
Total 8270 Utilities	**$ 1,311.08**	**$ 3,425.73**
8280 Miscellaneous Expense	219.94	1,783.38
Purchases		
Total Expenses	**$ 427,397.55**	**$ 1,207,914.05**
Net Income	**-$ 208,131.61**	**-$ 104,599.15**

OCEAN HIGHWAY & PORT AUTHORITY
Statement of Operations
For the One Quarter Ended Jun 30, 2019 and Jun 30, 2018

	Apr - Jun, 2019	Apr - Jun, 2018
Income		
6015 Interest Income	27.64	47.14
6020 Port Revenue	0.00	272,006.14
6023 Port Security Reimbursement	57,439.61	58,131.16
6025 Rental Income	6,881.69	6,802.86
6028 Annual Fee	67,917.00	21,570.00
6031 Maintenance Contrib	15,000.00	0.00
6050 Miscellaneous Income	72,000.00	9.60
Total Income	**$ 219,265.94**	**$ 358,566.90**
Gross Profit	**$ 219,265.94**	**$ 358,566.90**
Expenses		
8020 Advertising		65.11
8050 Bank Charges	10.00	10.00
8065 Commissioners Fees	22,500.00	19,370.00
8068 Office Mngr Payroll	5,280.00	
8075 Depreciation	263,800.00	264,000.00
8100 Insurance	212.00	224.00
8110 Interest Expense	6,299.69	
8120 Janitorial	840.00	909.06
8121 Lawn Maintenance	400.00	397.37
8130 Office Supplies	731.33	68.10
8135 Office Manager Travel		128.41
8140 Outside Services		2,166.66
8150 Payroll Taxes - Commissioner	1,721.28	-3,213.75
8151 Payroll Taxes - Office Manager	452.88	
8154 State Unemployment Tax	49.04	15.00
8165 Pest Control		75.00
8166 Port Security	66,572.31	58,131.16
8180 Professional Fees		12,900.00
8180- Professional Fees-Other	32,800.00	2,000.00
8180A Accountant	6,000.00	5,250.00
8180B Port Attorney	5,700.00	3,750.00
Total 8180 Professional Fees	**$ 44,500.00**	**$ 23,900.00**
8220 Security Software Maintenance		3,245.00
8235 Taxes - Annual Fee	12,498.00	12,498.00
8270 Utilities		
8270A FPU	1,001.70	656.18
8270B City of FB Utility	309.38	302.40
Total 8270 Utilities	**$ 1,311.08**	**$ 958.58**
8279 Donation (deleted)		2,500.00
8280 Miscellaneous Expense	219.94	17.50
Project Construction Costs (deleted)		200,000.00
Total Expenses	**$ 427,397.55**	**$ 585,465.20**
Net Income	**-$ 208,131.61**	**-$ 226,898.30**

JEB T. BRANHAM, P.A.
Jeb T. Branham
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Jacksonville Beach, Florida 32250
Tel: (904) 339-0500; Fax: (904) 339-0501
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August 7, 2019

Attorney Report

The near term legal issues are as follows:

1. The issue of the end date for the $50,000 annual payments to Fernandina Beach in lieu of taxes is still open. I am engaging in discussions with Tammi Bach on the matter.

2. In June, the Fernandina Beach city council failed to pass a resolution that would have found OHPA's 2014 Strategic Master Plan to be consistent, to the extent practicable, with the City of Fernandina Beach's current comprehensive plan. The city council did not pass the resolution. Despite requests, Fernandina Beach has not identified any way in which the 2014 Strategic Master Plan is inconsistent with the current comprehensive plan. The city has no intention of starting dispute resolution proceedings with the Northeast Florida Regional council to resolve the unidentified inconsistencies.

Jeb T. Branham, Esq.
419 3rd Street North
Jacksonville Beach, FL 32250

Invoice submitted to:
Ocean Highway and Port Authority

August 07, 2019

Invoice # 12964

Professional Services

		Hrs/Rate	Amount
7/8/2019	Prepare resolution 2019-10;	0.30 200.00/hr	60.00
7/10/2019	Prepare BlueLinx billing (.5); prepare for regular meeting (.5); revise mutual aid agreement (.2) ; attend regular meeting (2.7);	3.90 200.00/hr	780.00
7/15/2019	Telephone conference with R. Sturgess regarding port matters;	0.40 200.00/hr	80.00
7/18/2019	Review DRI materials;	0.40 200.00/hr	80.00
7/19/2019	Research Fernandina Beach city council action;	0.50 200.00/hr	100.00
7/29/2019	Review correspondence from P. LaPorte regarding World Wide payments; email to J. Stanton regarding bond trustee; telephone conference with bond trustee regarding World Wide payments; telephone conference with J. Stanton regarding Word Wide payments; email to B. Amergian regarding World Wide payments;	0.70 200.00/hr	140.00
8/1/2019	Review procurement policy; email to L. DiBella regarding procurement;	0.10 200.00/hr	20.00
8/2/2019	Telephone conferences with R. Sturgess regarding PILOT payments;	0.40 200.00/hr	80.00
8/6/2019	Telephone conference with R. Sturgess regarding PILOT payments;	0.20 200.00/hr	40.00

		Hours	Amount
	For professional services rendered	6.90	$1,380.00
	Additional Charges :		
8/7/2019	Miscellaneous - Adjustment		520.00
	Total additional charges		$520.00
	Total amount of this bill		$1,900.00
	Previous balance		$1,900.00
	Accounts receivable transactions		
7/3/2019	Payment - thank you. Check No. 2235		($1,900.00)
	Total payments and adjustments		($1,900.00)
	Balance due		$1,900.00

NASSAU COUNTY OCEAN HIGHWAY & PORT AUTHORITY

OHPA Operating Budget v.3

	YTD ACTUAL	BUDGET 2018-2019	BUDGET 2019-2020	
Revenues				
Nassau Terminal Annual Fee	88,768.45	88,768.45		
Quarterly Fee	168,482.43	231,401.18	251,675.00	
Insurance Reimbursement	10,548.00	0.00		
PILOT Payment	0.00	50,000.00	0.00	
Misc Income	72,000.00	0.00	2,000.00	
Interest	54.57	20.00	60.00	
TOTAL REVENUES	339,853.45	370,189.63	253,735.00	
EXPENSES				
COMMISSION DIRECT				
Salaries - Commissioners	67,500.00	90,000.00	120,000.00	**
Payroll Taxes	5,382.93	8,521.00	11,361.00	**
Unemployment	0.00	75.00	75.00	
Conferences & Travel	882.04	1,000.00	1,000.00	
Insurance	212.00	102.00	102.00	
Salaries - Board Attorney	32,387.50	30,000.00	30,000.00	
TOTAL COMMISSION DIRECT	106,364.47	129,698.00	162,538.00	
COMMISSION OPERATION				
Salaries- Accountant	10,500.00	18,000.00	18,000.00	
Salaries - Office Administrator	14,442.78	19,350.00	23,535.68	**
Expenses - Office Administrator	2,289.85	3,000.00	7,000.00	**
Travel - Office Administrator	91.29	1,000.00	100.00	**
TOTAL COMMISSION OPERATION	27,323.92	41,350.00	48,635.68	
COMMISSION DISCRETIONARY				
Dept. of Revenue (Special Dist. Fee)	175.00	175.00	175.00	
TPO. - Membership	1,257.00	1,217.00	1,257.00	
GNCCC-Membership	0.00	250.00	250.00	
AIFBY Chamber	280.00	280.00	280.00	
Advertisement	254.83	500.00	500.00	
Special Meeting - Court Reporter	0.00	0.00	0.00	
Web Site	0.00	2,500.00	300.00	**
Awards & Presentations	632.10	120.00	120.00	
Discretionary	63.00	100.00	100.00	
TOTAL COMMISSION DISCRETIONARY	2,661.93	5,142.00	2,982.00	
PORT OPERATIONS				
FB Annual Fee - PILOT	0.00	50,000.00	0.00	
Insurance	10,872.00	11,499.00	11,500.00	
Audit	32,800.00	25,800.00	25,800.00	
FL Ports Council Dues	20,500.00	24,250.00	20,500.00	
Nassau Cty Economic Dev Board	10,000.00	10,000.00	10,000.00	
Bond Fees (Moodys)	2,083.00	0.00	0.00	
TOTAL PORT OPERATIONS	76,255.00	121,549.00	67,800.00	
TOTAL EXPENSES	212,605.32	297,739.00	281,955.68	
Excess Revenues over Expenditures	127,248.13	72,450.63	-28,220.68	
CARRY FORWARDS and Additional Items				
Cash CarryForward - Operating			40,000.00	
Cash CarryForward - Bond Fee			65,000.00	
Expense Items				
PILOT Payment Reimbursement			50,000.00	
PILOT Payment			-50,000.00	
Audit Fee - Yellow Book Audit			-7,000.00	
Audit Fee - Yellow Book Audit Reimbursement			7,000.00	

NASSAU COUNTY OCEAN HIGHWAY & PORT AUTHORITY

Customs House

Budget - V3 - July 2019

	YTD Jun-19 ACTUAL	BUDGET 2018-2019	BUDGET 2019-2020	
INCOME				
GSA - Customs House - RENTAL INCOME	20,592.05	27,649.00	16,131.22	thru April 2020
Interest				
TOTAL INCOME	20,592.05	27,649.00	16,131.22	
CUSTOMS HOUSE				
Bug Out Pest Control	50.00	300.00	50.00	
River Pest Control Termite Bond	275.00	290.00	275.00	
Bug Out Termite Bond	250.00	225.00	250.00	
Lawn Service	1,000.00	1,440.00	0.00	
Cleaning Service	2,600.00	3,660.00	3,360.00	280/month
City of Fernandina Beach (Water)	1,044.02	1,500.00	1,500.00	
Florida Public Utilities (Electric)	2,381.71	5,000.00	5,000.00	
Maintenance	6,479.58	8,223.00	5,696.22	
TOTAL CUSTOMS HOUSE	14,080.31	20,638.00	16,131.22	
Net Increase(decrease) in Funds	6,511.74	7,011.00	0.00	

Sponsor Form
2019 Right Whale Festival

www.rightwhalefestival.com
November 2 & 3, 2019
Main Beach, Fernandina Beach, Florida

The Right Whale Festival celebrates the annual return of endangered North Atlantic right whales to the warm coastal water off northeast Florida and Georgia, where they give birth to and nurse their young. With fewer than 450 remaining, this family-fun event raises awareness of the threats to right whales and how we can help in their recovery. The festival highlights local efforts to protect these whales from extinction, as well as ocean- themed activities and exhibits that emphasize education and environmentally responsible adventures and products.

Sponsor Levels

(Please choose the level or dollar amount you would like to sponsor. Please see attached for level benefits.)

- ☐ Right Whale - $25,000
- ☐ Shark - $10,000
- ☐ Manatee - $5,000
- ☐ Dolphin - $2,500
- ☐ Sea Turtle - $1,000
- ☐ Friend of Festival - $500
- ☐ Other:_____

To become a sponsor, please return this form to rightwhalefestival@gmail.com or mail to the address below:

Right Whale Festival
c/o Clearwater Marine Aquarium Research Institute
249 Windward Passage
Clearwater, Florida 33767

Note: Only commitments prior to 09/16/2019 will be ensured inclusion on marketing incentives. Please send a digital logo to rightwhalefestival@gmail.com as high resolution JPEG, Ai, or EPS format.

Company/Organization Information

Company Name:	
Contact Name:	
Address:	
City/State:	
ZipCode:	
Phone:	
Email:	
Website:	

Payment

- ◯ **Credit Card/ PayPal**: https://www.paypal.me/RightWhaleFestival
- ◯ **Check**: make payable to *Clearwater Marine Aquarium Research Institute*
- ◉ **In-Kind**: attach detailed explanation

THANK YOU FOR YOUR SUPPORT!

SPONSORSHIP OPPORTUNITIES	Right Whale $25,000	Shark $10,000	Manatee $5,000	Dolphin $2,500	Sea Turtle $1,000	Friend of Festival $500
PreFestival Dinner	✓					
Onstage Recognition Banners	✓					
Recognition during Radio Ads	✓					
Recognition in Opening Address	✓	✓				
Logo in Annual Festival Video	✓	✓				
Logo on Print and Web Ads*	✓	✓	✓			
Full-color Logo on Events Signs	✓	✓	✓			
Framed Poster Signed by Artist	✓	✓	✓			
Exhibit Booth Space (tent, table, chairs)	✓	✓	✓	✓		
Admission for ____ to VIP Area	✓ (20)	✓ (10)	✓ (5)	✓ (3)		
Festival T-shirts	✓ (20)	✓ (10)	✓ (5)	✓ (3)		
Onstage Shout-out	✓	✓	✓	✓	✓	
Logo on Festival T-shirts	✓	✓	✓	✓	✓	
Complimentary Event Registration	✓	✓	✓	✓	✓	✓
Logo on Festival Poster	✓	✓	✓	✓	✓	✓
Logo and Link on Festival Website	✓	✓	✓	✓	✓	✓

***Only for commitments by September 1.**

See additional descriptions on the following page.

Pre-Festival Dinner with Partners and Scientists: Enjoy a dinner with festival partners and right whale scientists the night before the festival at a restaurant in Fernandina Beach, Florida. *10 people per organization*

Onstage Recognition Banners: The large banners will be devoted to recognizing 1 organization per banner for their contribution to the festival.

Recognition during Radio Ads: Sponsor organization will be mentioned on radio advertisements on iHeart radio stations.

Recognition in Opening Address: Recognition of your organization by emcee and/or a representative of your organization may address the festival attendees.

Logo included in Annual Festival Video: A professional video will be produced during the festival and promoted through social media both to recap the current year's festival and promote the following year's festival.

Logo on Print and Web Ads: Organization's logo will appear on print ads in local newspapers and magazines, as well as on web ads on local websites. **Only for commitments by September 1.*

Full-Color Logo on Event Signs: Organization's logo will be included on banners throughout the festival grounds.

Framed Festival Poster Signed by the Artist: 11x17 framed annual festival poster signed by the artist.

Exhibit Booth Space (with Tent, Table & Chairs): 10x10 tent space, tables) and chairs upon request.

Admission for ___ in VIP Area: Area and/or tent with private bathroom, refreshments and seating. Also, a place to meet with musicians and festival partners.

Festival T-shirts: Specified number of full-color festival t-shirts; sizes can be provided in advance to customize your order.

Onstage Shout-out: Recognition by emcee on stage during the festival.

Logo on festival T-shirts: Organization's logo included on the back of the annual festival t-shirt.

Complimentary Event Registration: No charge for exhibitors selling items.

Logo included on Festival Poster: Organization's logo will be include on annual festival poster; 2000+ posted throughout the community.

Logo and Link on Festival Website: Organization logo included on www.rightwhalefestival.com sponsor page.

MARAD

U.S. Department of Transportation Announces Nine New Marine Highway Project Designations

U.S. Department of Transportation Announces Nine Marine Highway Project Designations

WASHINGTON, DC – The U.S. Department of Transportation's Maritime Administration (MARAD) today announced the designation of nine Marine Highway Projects and a Marine Highway Route that will benefit Connecticut, Florida, Michigan, New York, Oregon, Texas, Virginia, Washington State and American Samoa. Marine highways are navigable waterways that can be used as alternate options to traditional shipping methods.

"The designation of marine highways by Congress will help move cargo and people to help grow the economy and shift freight off of congested highways," said Transportation Secretary Elaine L. Chao.

"Marine highways are an efficient and cost-effective option for moving freight and passengers in America," said Maritime Administrator Mark H. Buzby.

The America's Marine Highway Program (AMHP) authorizes the designation of Marine Highway Routes and Marine Highway Projects. A Marine Highway Project is a planned service, or expansion of an existing service, on a designated Marine Highway Route. Designation makes projects and highway routes eligible to apply for federal funding. Congress appropriated $7 million for AMHP in Fiscal Year 2019.

The new designations and route include:

Bridgeport to Port Jefferson Ferry Service: The Bridgeport to Port Jefferson ferry service currently removes over 440,000 passenger vehicles and nearly 9,000 trucks from the road annually and relieves landside congestion on Long Island, the bridge crossings and along the I-95 corridor in New York and Connecticut. The Ferry Service Expansion includes the development of a new state-of-the-art ferry terminal (Barnum Landing) for the Bridgeport & Port Jefferson Steamboat Company in Bridgeport, CT.

Port of NY to CT Ports Trailer on Barge: By connecting Brooklyn, NY, Newark, NJ, Bridgeport, CT and other New England ports along the existing M-95 Marine Highway, this barge service is designed to reduce congestion in the NY/NJ port area and on the highways, bridges, and tunnels that connect to Interstate 95 into New England.

M-95 Fernandina Beach to Charleston Barge Service: A new barge service will help the Port of Fernandina in Nassau County, the northernmost county on the Atlantic coast in Florida, service all coastal seaports on the Atlantic, including Charleston, SC, and contribute to the reduction of truck traffic on I-95.

Port of Oswego Great Lakes Container Service: The designation will support the Port's goal of expanding its reach into national containerized cargo movement, which should help to reduce on-road truck trips and ease congestion at two international border crossings (Buffalo and Detroit/Windsor).

Port of Morrow Barge Service Extension: The expansion of existing service will support the rural economy and increase the economic competitiveness of the region by reducing transportation costs and rail and highway congestion through new opportunities for barge shipping to and from the Port along M-84.

Wallops Island M95 Intermodal Barge Service: The creation of a new barge service will expand short sea shipping near Virginia Space's Mid-Atlantic Regional Spaceport (MARS) at NASA's Wallops Flight Facility on the Eastern Shore of Virginia. This project will grow existing site capabilities at Wallops Island, enhance STEM research opportunities, and spur high-tech/high-paying jobs in a predominately rural area.

Seattle – Bainbridge Island Ferry Service: This service offers a faster, more reliable, and safer alternative to the circuitous road connections where freight and passenger vehicles would otherwise travel along Interstate 5 (I-5) and State Route (SR) 16, as well as SR 3 and SR 305.

Houston Gateway & Gulf Container-On-Barge Central Node: As proposed the project would reduce landside congestion through the creation of dedicated centralized Container on Barge facilities serving the M-69, M-146, and M-10 marine highways.

American Samoa Inter-Island Ferry Service: As a newly designated Marine Highway route and designated project, the Port of Pago Pago will enhance both intra-island and inter-island transportation to the outer islands, including the movement of freight, to ultimately promote the development and growth of these relatively isolated areas.

###

Updated: Tuesday, July 30, 2019

Contact Us

Marine Highway Program
1200 New Jersey Avenue, SE
Washington, DC 20590
United States
mh@dot.gov

Phone: 202-366-1123

Business Hours:
9:00am-5:00pm ET, M-F

Share

TranSystems

Frederick (Rick) R. Ferrin, P.E.
Vice President

200 East Robinson Street, Suite 600
Orlando, FL 32801
Cell 904 838 4264
frferrin@transystems.com

August 1, 2019

Laura DiBella
Executive Director | Port Director
Nassau County Economic Development Board
Fernandina Ocean Highway and Port Authority
76346 William Burgess Blvd, Yulee, FL 32097

Re: Proposal for Professional Consulting Services
For Preparation of a Design Criteria Package for inclusion in an RFP for the Design-Build Development of a 28,900 square foot On-Terminal Warehouse for Port Cargo Operations

Dear Ms. DiBella:

TranSystems Corporation is pleased to submit this proposal to provide professional consulting services for the preparation of a design criteria package that will provide project information for solicitation of competitive technical and cost proposals for the design-build development of a 28,900 square foot on-terminal warehouse for cargo operations at the Port of Fernandina. The design criteria package will contain the project planning, layouts, preliminary design, specifications, and other pertinent project delivery information in a document that will be distributed to pre-qualified design-build teams as a portion of a Request for Proposals (RFP) to produce technical and cost proposals for competitive evaluation by Ocean Highway and Port Authority (OH&PA). It has been determined that the most cost-effective and efficient means of developing the warehouse is using the design-build project delivery method.

This letter details the services TranSystems proposes to perform, the pricing at which TranSystems proposes to perform those professional services and the schedule for completion of those services for the OH&PA.

SCOPE OF SERVICES

In connection with the above referenced Project, TranSystems shall perform the following described services:

1. TranSystems will develop final conceptual layouts of the warehouse and immediately surrounding area that establish the specific location and dimensions of the warehouse, the means of truck and cargo handling equipment access/egress, truck loading areas and parking and freight rail access. Attachment A shows the approximate project limits.

2. TranSystems will perform cargo operations and traffic analysis to ensure the maximum efficiency of the layout, allowing for cargo to be moved directly from the main wharf into or out of the warehouse and then transloaded from or to trucks or rail cars.

3. TranSystems will develop project information, plans and specifications, and criteria, requirements and delivery schedules that will be included in the Port's Request for Proposals from pre-qualified design-build firms or teams. TranSystems will address such elements as cargo handling procedures and traffic circulation, site survey, soil conditions and geotechnical design requirements, architectural, structural, civil, mechanical and electrical engineering, environmental assessment, project permitting requirements, contractor responsibilities and delivery schedule. Sufficient planning, cargo operations and design information will be developed by TranSystems in the design criteria package for the pre-qualified design-build firms or teams to prepare fully responsive technical and price proposals for evaluation and selection by the Port. TranSystems will also provide technical responses to written questions from design-build bidders during the bid period.

4. TranSystems will assist the Port in pre-qualifying design-build firms or teams that respond to the Port's Request for Qualifications (RFQ). Additionally, TranSystems will assist the Port in the evaluation of design-build bids at the end of the RFP process to identify the most responsive and best proposal. TranSystems will assist the Ocean Highway & Port Authority in the development, negotiation and execution of a design-build contract with the selected firm/team for design and construction of Warehouse #1.

SPECIFIC TASKS:

- Project initiation meeting, frequent in-progress planning and design reviews with client, team coordination and project management
- Prepare and finalize conceptual layouts of warehouse and site
- Analyze terminal cargo operations at warehouse and evaluate traffic flow to maximize warehouse design and site layout efficiencies
- Develop the draft Request for Qualifications (RFQ) from interested Design-Builders
- Finalize and assist the Port in publication of the RFQ
- Respond to questions from Design-Builders re. the RFQ
- Develop evaluation criteria and assist the Port in selecting fully qualified respondents to the RFQ
- Prepare the Design Criteria Package for Warehouse #1 and surrounding site
    - Field investigations
    - Survey and development of base sheet
    - Geotechnical site investigation (boring and sampling)
    - Floor and building foundation design
    - Architecture and structural design
    - Develop site plans (site civil engineering)
    - Develop floor plans
    - Environmental assessment, identification of remediation requirements and preliminary permitting
    - Electrical engineering design
    - Mechanical engineering (HVAC)
    - Fire protection design

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Frederick (Rick) R. Ferrin, P.E.
Vice President

- Finalize and QA/QC review of the Design Criteria Package
- Prepare draft of the request for technical and price proposals – RFPs to be sent to pre-qualified Design-Builders (Design Criteria Package will accompany the RFP)
- Finalize RFP and send to pre-qualified Design-Builders
- Respond to questions from Design-Builders re. RFP and Design Criteria Package
- Develop evaluation criteria and assist the Port in selection of the highest ranked Design Builder according to their qualifications and technical and price proposals.
- Assist the Port in development, negotiation and execution of a design-build contract with the selected firm/team for design and construction of Warehouse #1.

SCHEDULE

- The Design Criteria Package (DCP) will be completed and fully QA/QC reviewed 100 days after NTP in order to be sent to pre-qualified design-build firms/teams with the RFPs.

- Overall project schedule to up Design-Build Contract Execution:

Milestone	**Calendar Days after NTP for the DCP**
Final conceptual facility and site layout	30
Advertise Request for Qualifications (RFQ)	45
Design-Builders' Submission of Qualifications	75
Port Evaluation and pre-qualification of Design-Builders	90
Develop Draft Design-Build RFP for Port Review	90
Port Completes Review of Draft Design-Build RFP	100
Issue RFP to pre-qualified Design-Builders with DCP	105
Submittal of Design-Builders Bids	135
Evaluate Bids, Interview/Negotiate and Port Submits Award for Board Approval	165
Design-Build Contract Execution by Port	180

- Approximate Design-Build Timeframes

Activity	**Duration**
Design	2.5 months
Permitting	1 month (concurrent)
Construction	12 months
Beneficial Occupancy	14.5 months after D-B Contract Execution
Project Close-Out	0.5 months after Beneficial Occupancy

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Frederick (Rick) R. Ferrin, P.E.
Vice President

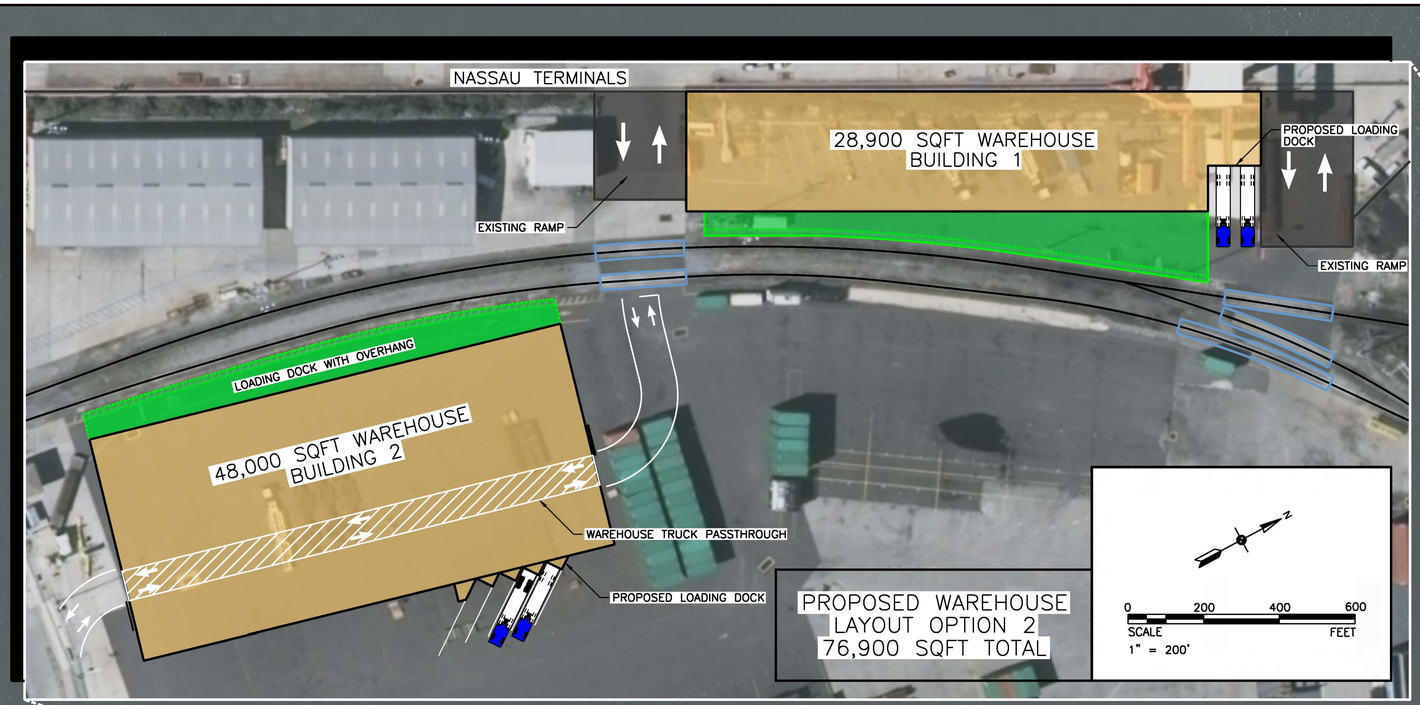
PROPOSED FEE

As compensation for the performance of the above described Services, TranSystems will be reimbursed by payment of a fee of $137,834. Invoices will be sent monthly and will be based on TranSystems' estimate of the total services actually completed as of the time of billing.

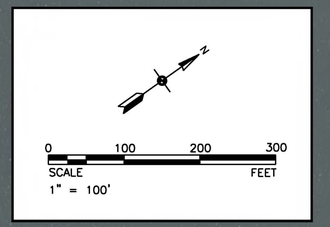
We look forward to favorable consideration of our proposal and will be eager to begin upon NTP. Please contact me if you require additional information.

Sincerely,

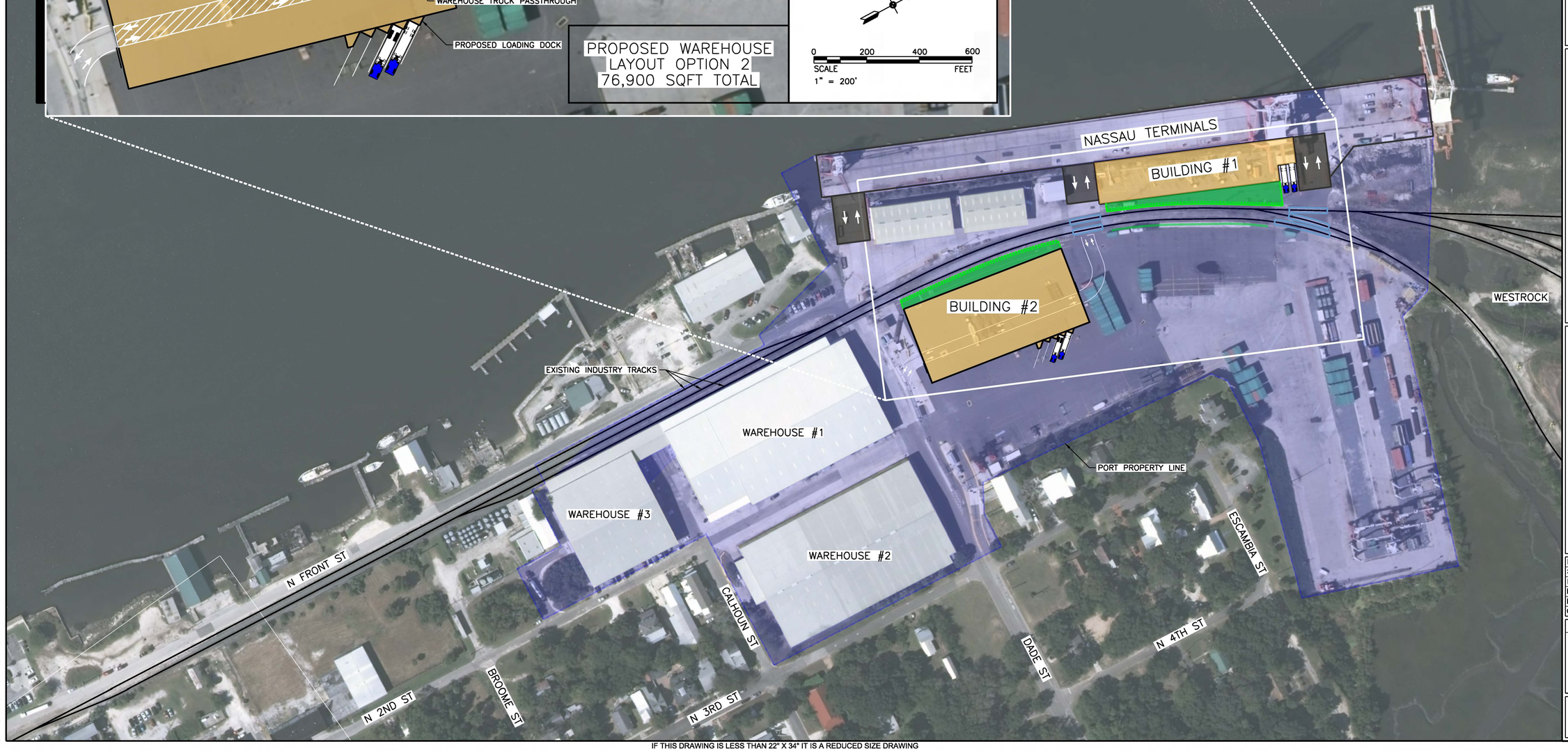
Frederick R. Ferrin, PE
Vice President, TranSystems Corporation



PROPOSED WAREHOUSE
LAYOUT OPTION 2
76,900 SQFT TOTAL



WORLDWIDE TERMINALS FERNANDINA



CONSULTANTS:

TranSystems

OCEAN HIGHWAY & PORT AUTHORITY

PORT OF FERNANDINA

REVISIONS:

MARK	DATE	DESCRIPTION

PROJ NO:
SCALE: 1"=100'
DATE: $DATE$
DESIGNED BY:
DRAWN BY:
CHECKED BY:

SHEET TITLE:

PORT FERNANDINA EXHIBIT OPTION 2

SHEET NO.

EX-01

SHEET 1 OF 1

$USER$ $DATE$ - $TIME$ - $FILE$

IF THIS DRAWING IS LESS THAN 22" X 34" IT IS A REDUCED SIZE DRAWING

TranSystems

Frederick (Rick) R. Ferrin, P.E.
Vice President

200 East Robinson Street, Suite 600
Orlando, FL 32801
Cell 904 838 4264
frferrin@transystems.com

August 2, 2019

Ms. Laura DiBella
Executive Director/Port Director
Nassau County Economic Development Board |
Port of Fernandina - Ocean Highway & Port Authority
76346 William Burgess Blvd
Yulee, FL 32097

Re: Proposal for Port of Fernandina MARAD Grant Application

Dear Ms. DiBella

TranSystems is pleased to submit the attached proposal to prepare a Maritime Administration (MARAD) America's Marine Highway Projects (Marine Highway) Grant Application for the acquisition of specific and critically needed pieces of cargo handling equipment for Marine Highway barge operations. TranSystems is ready to assist with the requirements outlined in the MARAD Notice of Funding Opportunity (NOFO) released by the U.S. Department of Transportation (U.S. DOT) and our Project Team includes, Rick Ferrin, Rob Mariner, and Jim Dubea, all experienced in federal grant proposals.

This letter details the services TranSystems proposes to perform to develop the grant application, the pricing at which TranSystems proposes to perform these services, and the schedule for completing these services. The preparation of this grant application will be performed as a tasking under the provisions and requirements of the Continuing Services contract between OH&PA and TranSystems.

SCOPE OF SERVICES

In connection with the above referenced Projects, TranSystems shall perform the following described services:

Task Listing for America's Marine Highway Projects Grant Application:

1. TranSystems will write and edit the Federal Maine Highway grant application
2. Provide assistance in preparing the SF-424 and all Maine Highway grant criteria.
3. Prepare a concise description of the project, the transportation challenges that it is intended to address and how it will address those challenges. Present the project history, including any components previously completed. If applicable, place the project into a broader context of other transportation infrastructure investments completed or being pursued by the Port of Fernandina and how this program will benefit communities in rural areas.

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Frederick (Rick) R. Ferrin, P.E.
Vice President

4. Prepare a description of the project location to include a detailed geographical location, a detailed geographical description of the project and a map of the project's location and connections to existing transportation infrastructure.
5. Prepare the sources and uses of project funds
6. Define all primary selection criteria to include:
   - Demonstrating the project's financially viability,
   - Demonstrating the grant funds will be spent efficiently and effectively,
   - Demonstrating the market exists for the services of the proposed project as evidenced by contracts or written statements of intent from potential customers, and
   - Describing the public benefits anticipated by the proposed grant project, as outlined in 46 CFR 393.3(c)(8) and as described in the relevant Marine Highway Project Designation application
7. Define the project readiness including: Technical Feasibility, Project Schedule, Required Approvals and Assessment of Project Risks and Mitigation Strategies
8. Final Documents will be delivered in draft version two weeks prior to estimated due date for grant submittal, and final document will be delivered at least 72 hours prior to established due date.

SCHEDULE

TranSystems is ready to begin immediately upon agreement with this proposal and will ensure the Marine Highway grant application is complete before the application deadline, currently scheduled for September 20, 2019.

COMPENSATION

As compensation for the performance of the above-described services, TranSystems will be reimbursed by the Client on a time and materials basis according to our standard hourly rates in effect at the time the services are performed up to a maximum fee of $30,000, payable to Consultant upon submission of the Grant application on or before September 20, 2019**.**

We sincerely appreciate the opportunity to work with you on this project Please let us know if you have any questions or need any further information.

Sincerely,

Frederick R. Ferrin, PE
Vice President, Ports and Maritime

City of Fernandina Beach
Office of the City Manager

Mr. Dale L. Martin
dmartin@fbfl.org

July 25, 2019

Honorable Robert Sturgess
Chairman, Ocean Highway & Port Authority
86130 License Rd, Suite 9
Fernandina Beach, FL 32034

Dear Chairman Sturgess:

As you are aware, the City's efforts to restore its marina following Hurricane Matthew were hampered by the marina facilities location in proximity to the federal navigation channel. Special permits were required to replace both the southern and northern attenuators in their previous (original) location. The City thanks the Ocean Highway & Port Authority for its letter of support in pursuit of the special permit.

The first enclosed correspondence (dated Mar 21, 2019) is authorization to modify the original application for the northern attenuator with an amended special condition:

> 5.0 Assurance That Project Will Not Be an Obstruction to Navigable Capacity of Waters of the United States that is Contrary to the Public Interest

The terms of the special condition state:

> If the District Engineer makes a written determination that the project has become an obstruction to the navigable capacity of waters of the United States, the Permittee agrees that it will take action to remove the obstruction within six months of the District Engineer's written determination and without expense to the United States. Options for removing the obstruction may include the Permittee (1) causing the project to be removed, relocated, or altered, or (2) causing the channel to be realigned consistent with federal authorization.

The federal authorization referred to is the Water Resources Development Act of 2000 (Public Law 106-541- Dec. 11, 2000):

> SEC. 308. FERNANDINA HARBOR, FLORIDA
>
> The project for navigation, Fernandina Harbor, Florida, authorized by the first section of the Act entitled "An Act making appropriations for the construction, repair, completion, and preservation of certain works on rivers and harbors, and for other purposes", approved June 14, 1880 (21 Stat. 186), is modified to authorize the Secretary to realign the access channel in the vicinity of the Fernandina Beach Municipal Marina 100 feet to the west. The cost of the realignment, including acquisition of lands, easements, rights-of-way, and dredged material disposal areas and relocations, shall be a non-Federal expense."

The modification presented in Sec. 308 above was the result of the collaborative effort of the City of Fernandina Beach, the Ocean Highway & Port Authority, and Rayonier to have the federal channel realigned. Copies of 1998 documents demonstrating this effort are attached.

Despite this significant support and with the appropriate Congressional authorization, no further action was ever taken by United States Army Corps of Engineers (USACE) to realign the channel.

With the regulatory challenges associated with repairing the City's Marina following Hurricane Matthew and the Mar 21, 2019, language offered by USACE officials, the City wishes again to pursue the realignment of the channel. To the best of my knowledge, the authorization specified in the Water Resources Development Act of 2000 remains in effect, having not expired or been repealed or amended.

The City requested USACE direction on re-initiating the channel realignment and the final attached document was provided (although undated, was received via email Jul 10, 2019). The correspondence instructs the non-Federal sponsor to request the USACE to act on the authorized realignment.

Therefore, on behalf of the City of Fernandina Beach, the City hereby requests that the Ocean Highway & Port Authority again support and request the channel realignment authorized by the Water Resources Development Act of 2000. Since the realignment will be a non-Federal expense, no Federal appropriation is necessary.

Thank you for your efforts and assistance to complete this nearly twenty-year process. If you have any questions, please contact me.

Sincerely,

Dale L. Martin
City Manager

Cc:

Honorable J. Rutherford (U.S. Representative, FL-4)
City Commission
City Attorney
City Clerk
Marina Advisory Board
A. Jacobs (Jacobs Scholz & Wyler, LLC.)

Enclosures:

Correspondence, A. Kelly, USACE, to D. Martin, City of Fernandina Beach (Mar 21, 2019)
Resolution 98-1, Ocean Highway Port Authority (Jan 22, 1998)
Correspondence, J. Shroads, Rayonier, to Ocean Highway & Port Authority (Feb 6, 1998)
Correspondence, T. Williams, OHPA, to Rep. T. Fowler, U.S. Congress (Feb 13, 1998)
Water Resources Development Act of 2000 (portion)
Correspondence, J. Murphy, USACE, to D. Martin, City of Fernandina Beach (Jul 10, 2019)

DEPARTMENT OF THE ARMY
JACKSONVILLE DISTRICT CORPS OF ENGINEERS
P.O. BOX 4970
JACKSONVILLE, FLORIDA 32232-0019

REPLY TO ATTENTION OF

March 21, 2019

Regulatory Division
North Permits Branch
Jacksonville Permits Section
SAJ-1997-02063 (SP-SCW)
Modification-2

City of Fernandina Beach
Mr. Dale L. Martin
204 Ash Street
Fernandina Beach, Florida 32034

Dear Mr. Martin:

The U.S. Army Corps of Engineers (Corps) has completed the review and evaluation of your modification request, received on September 28, 2018, in which you asked to revise the plans authorized by Department of the Army (DA) permit number SAJ-1997-2063. The DA permit, dated August 31, 2018, authorized the removal and replacement of the existing 14-foot by 810-foot floating southern wave attenuator dock and 92 associated concrete pilings. A permit modification, dated February 19, 2019, authorized the construction of an Americans with Disabilities Act (ADA) compliant 6-foot by 80-foot gangway to a 17-foot by 30-foot floating platform landward of the floating southern wave attenuator dock. The project site is located in the Amelia River, at the Fernandina Harbor Marina, at 3 South Front Street, in Sections 17, 22, and 23, Township 3 North, Range 28 East, Fernandina Beach, Nassau County, Florida.

The proposed modification would result in the removal and replacement of the existing 14-foot by 300-foot floating northern wave attenuator dock and 15 concrete pilings, removal and replacement of the existing 10-foot by 30-foot gangway, removal of the existing 28-foot by 72-foot floating fuel/boater check-in building dock and 4 pilings, and construction of a 16-foot by 30-foot floating fuel/boater check-in dock with 8 concrete pilings. The modification must be completed in accordance with the five pages of enclosed construction drawings and the special conditions, which are incorporated in, and made a part of the permit.

Special Conditions: The following special condition replaces special condition number five.

5. **Assurance That Project Will Not Be an Obstruction to Navigable Capacity of Waters of the United States that is Contrary to the Public Interest:** The projects (southern wave attenuator dock and northern wave attenuator dock) authorized by this permit are located within 44.8 feet and 6.6 feet, respectively, of the Fernandina Harbor

Deep Draft Navigation Channel. The Corps has determined and the Permittee acknowledges that new information may become available or circumstances relating to the authorized activity may change after permit issuance, including operations of the United States, use of the Fernandina Harbor Deep Draft Navigation or Intracoastal Waterway channels, and/or the need for maintenance dredging. If the District Engineer makes a written determination that the project has become an obstruction to the navigable capacity of waters of the United States, the Permittee agrees that it will take action to remove the obstruction within six months of the District Engineer's written determination and without expense to the United States. Options for removing the obstruction may include the Permittee (1) causing the project to be removed, relocated, or altered, or (2) causing the channel to be realigned consistent with federal authorization. Any plans, investments and actions that the permittee reasonably makes or takes in reliance on this permit should take into account this permit condition and that circumstances relating to the authorized activity may change. No claim shall be made against the United States on account of any such removal, relocation, or alteration of the project that is needed to ensure the project is not contrary to the public interest. This permit condition does not alter the Corps' authority to modify, suspend, or revoke this permit in accordance with 33 C.F.R. § 325.7.

The impact of your proposal on navigation and the environment has been reviewed and found to be insignificant. The permit is hereby modified in accordance with your request. You should attach this letter to the permit. All other conditions of the permit remain in full force and effect.

If you have any questions concerning this permit modification, please contact the project manager Shannon White at the letterhead address, by telephone at 904-232-1681 or by electronic mail at shannon.c.white@usace.army.mil.

Thank you for your cooperation with our permit program. The Corps' Jacksonville District Regulatory Division is committed to improving service to our customers. We strive to perform our duty in a friendly and timely manner while working to preserve our environment.

We invite you to complete our automated Customer Service Survey at http://corpsmapu.usace.army.mil/cm_apex/f?p=regulatory_survey. Please be aware this Internet address is case sensitive; and, you will need to enter it exactly as it appears above. Your input is appreciated – favorable or otherwise.

BY AUTHORITY OF THE SECRETARY OF THE ARMY:

Andrew D. Kelly
Colonel, U.S. Army
District Commander

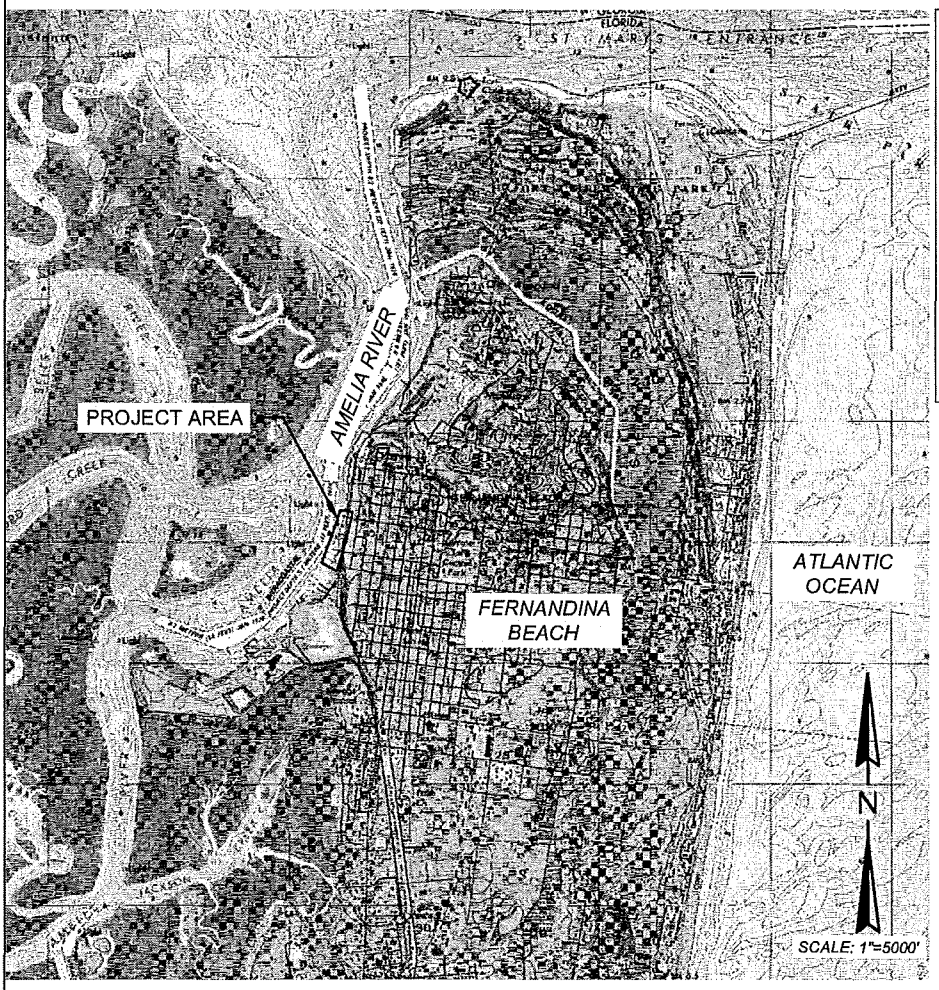
Enclosures

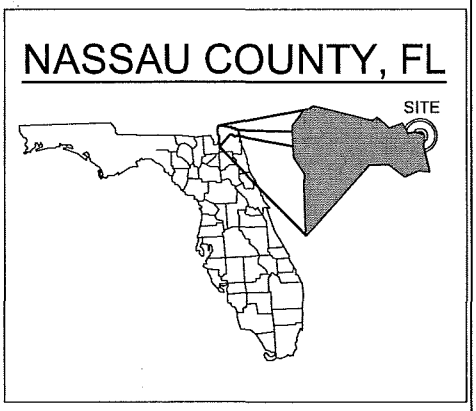
Copies Furnished:
Applied Technology and Management, 2201 NW 40th Terrace, Gainesville, FL 32605
CESAJ-RD-PE

FOR PERMITTING PURPOSES ONLY
"NOT FOR CONSTRUCTION"

FERNANDINA HARBOR MARINA
NORTHERN ATTENUATOR REPAIR/REPLACEMENT

3 SOUTH FRONT STREET
FERNANDINA BEACH, FLORIDA 32034





SHEET INDEX:
1. COVER SHEET & LOCATION MAP
2. EXISTING CONDITIONS
3. EXISTING CONDITIONS "ZOOMED IN"
4. PROPOSED IMPROVEMENTS
5. BOATER CHECK-IN/FUEL BUILDING FLOATING FOUNDATION DETAILS
6. TYPICAL ADA RAMP PROFILE

FDEP BENCHMARK & DATUM ELEV. STATION 872-0030		
TIDAL DATUM	ABBREVATION	FEET, NAVD88
MEAN HIGHER HIGH WATER	MHHW	2.74
MEAN HIGH WATER	MHW	2.39
NORTH AMERICAN VERTICAL DATUM, 1988	NAVD88	0
MEAN LOW WATER	MLW	-3.64
MEAN LOWER LOW WATER	MLLW	-3.82

NOTES:
1. IMAGE WAS DOWNLOADED FROM LABINS.ORG WEBSITE.
2. TIDAL DATUM INFORMATION FOUND ON LABINS.ORG.

O:\Projects\18-3170 US-FL Fernandina\DWG\Fuel_dock\FH-fuel-dock-Permit PlansREV02.dwg (1) 9/28/18
NOTE: THESE DRAWINGS AND DESIGNS ARE STRICTLY CONFIDENTIAL AND PROTECTED BY INTERNATIONAL COPYRIGHT LAW. DETAILS MUST NOT BE DISCLOSED, REPRODUCED OR COMMUNICATED TO A 3rd PARTY IN ANY FORM OR MANNER WITHOUT THE PRIOR WRITTEN APPROVAL OF APPLIED TECHNOLOGY & MANAGEMENT.

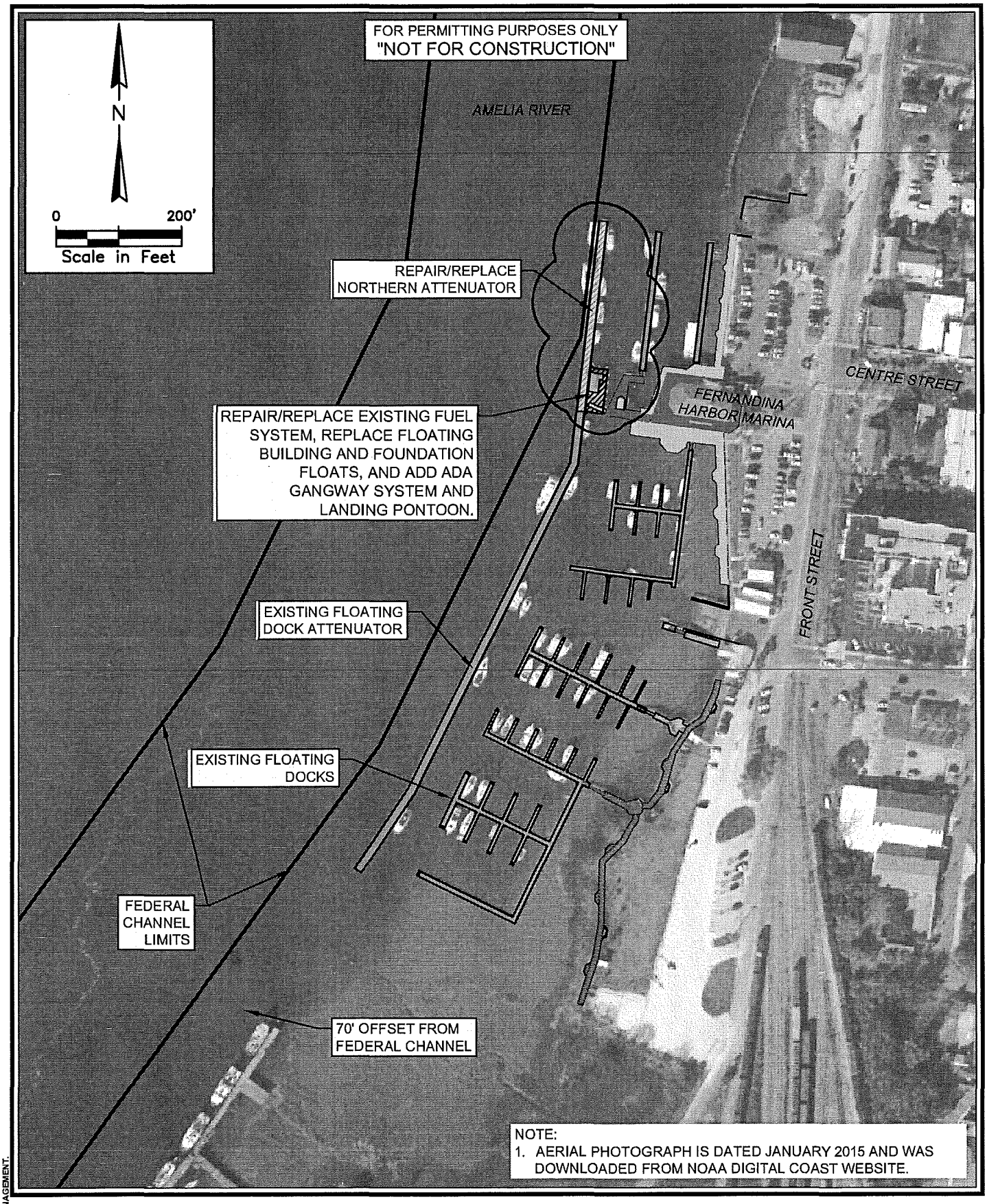
ATM
2201 NW 40th Terrace
Gainesville, FL 32605
(386) 256-1477
Certificate of Authorization #4669

Cover Sheet
& Location Map
Project: Northern Attenuator Repair/Replacement

Fernandina Harbor Marina
3 South Front St., Fernandina Beach, Florida 32034

County: Nassau	
Section: 17, 22 & 23	
Township: 3 North	
Range: 28 East	

JOB NO: 18-3170	CHECKED BY:
DATE: 09/28/2018	DRAWN BY: MM
SCALE: Shown	SHEET: 1



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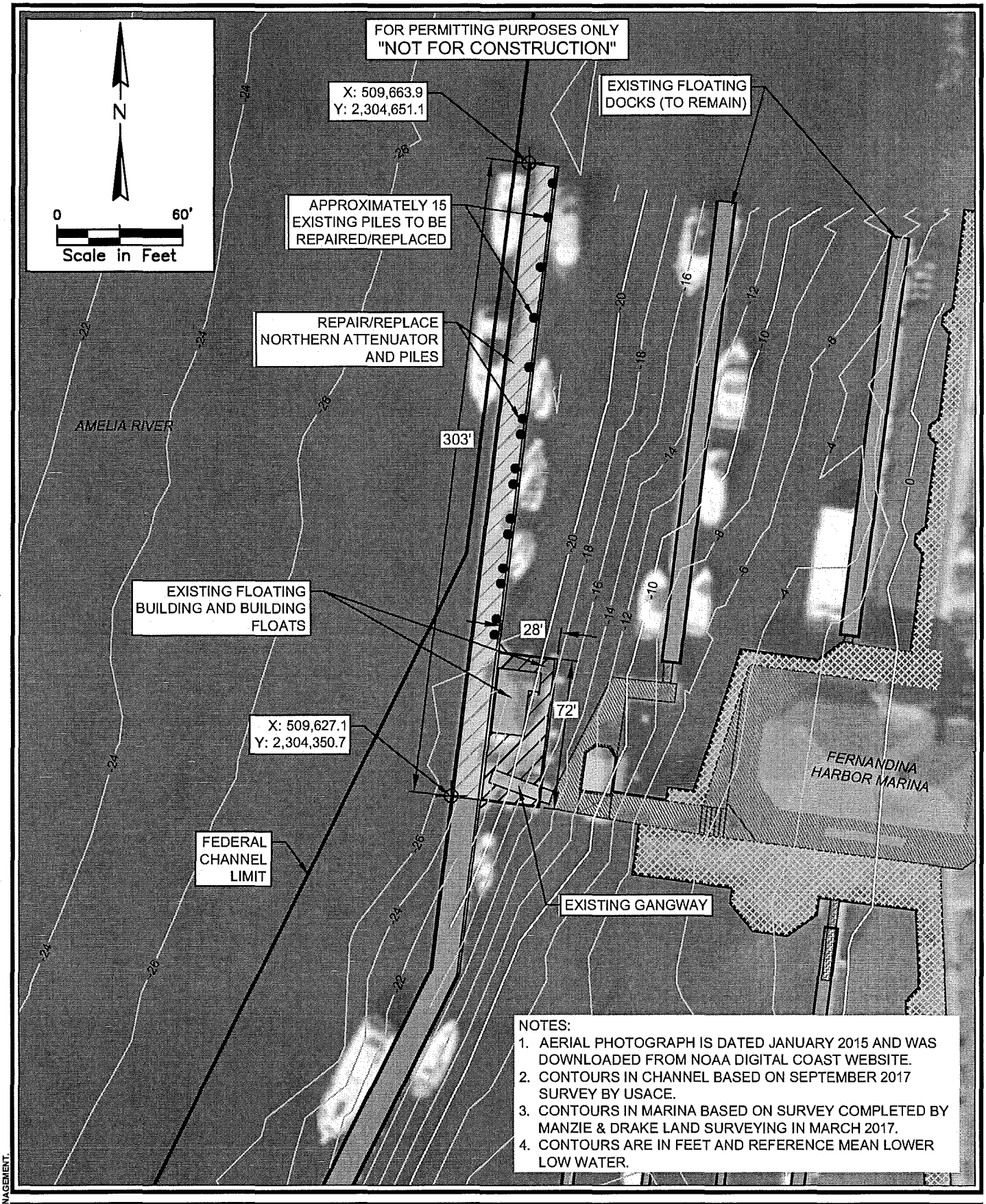
Existing Conditions

Project: Northern Attenuator Repair/Replacement

Fernandina Harbor Marina
3 South Front St., Fernandina Beach, Florida 32034

County: Nassau	
Section: 17, 22 & 23	
Township: 3 North	
Range: 28 East	

JOB NO: 18-3170	CHECKED BY:
DATE: 09/28/2018	DRAWN BY: MM
SCALE: 1"=200'	SHEET: 2



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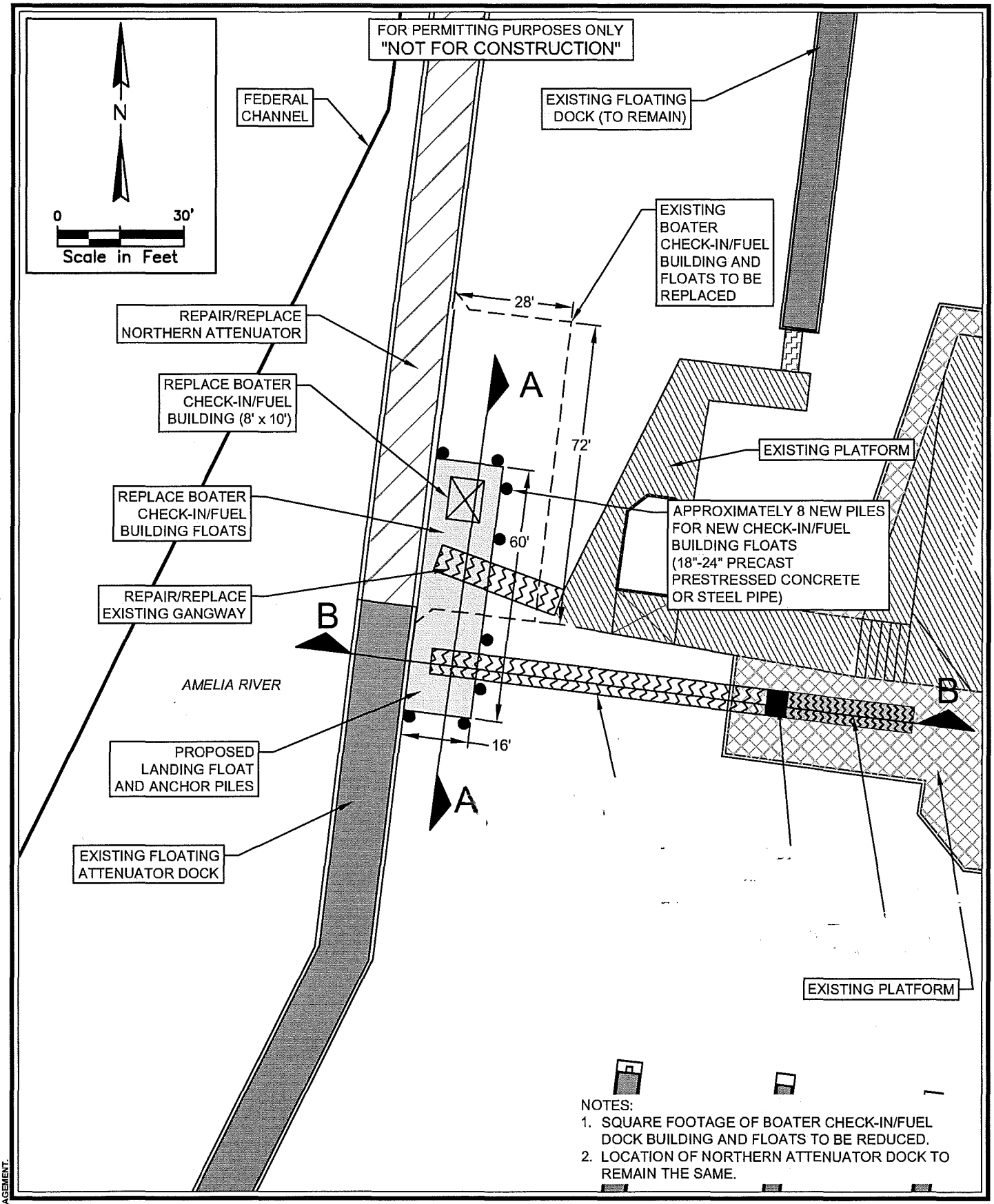
Existing Conditions
"Zoomed In"
Project: Northern Attenuator Repair/Replacement

Fernandina Harbor Marina
3 South Front St., Fernandina Beach, Florida 32034

County: Nassau	
Section: 17, 22 & 23	
Township: 3 North	
Range: 28 East	
JOB NO: 18-3170	CHECKED BY:
DATE: 09/28/2018	DRAWN BY: MM
SCALE: 1"=60'	SHEET: 3



O:\Projects\18-3170 US-FL Fernandina\DWG\Fuel_dock\FH-fuel-dock-Permit PlansREV02.dwg (4) 9/28/18
NOTE: THESE DRAWINGS AND DESIGNS ARE STRICTLY CONFIDENTIAL AND PROTECTED BY INTERNATIONAL COPYRIGHT LAW. DETAILS MUST NOT BE DISCLOSED, REPRODUCED OR COMMUNICATED TO A 3rd PARTY IN ANY FORM OR MANNER WITHOUT THE PRIOR WRITTEN APPROVAL OF APPLIED TECHNOLOGY & MANAGEMENT.

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Gainesville, FL 32605
(386) 256-1477
Certificate of Authorization #4669

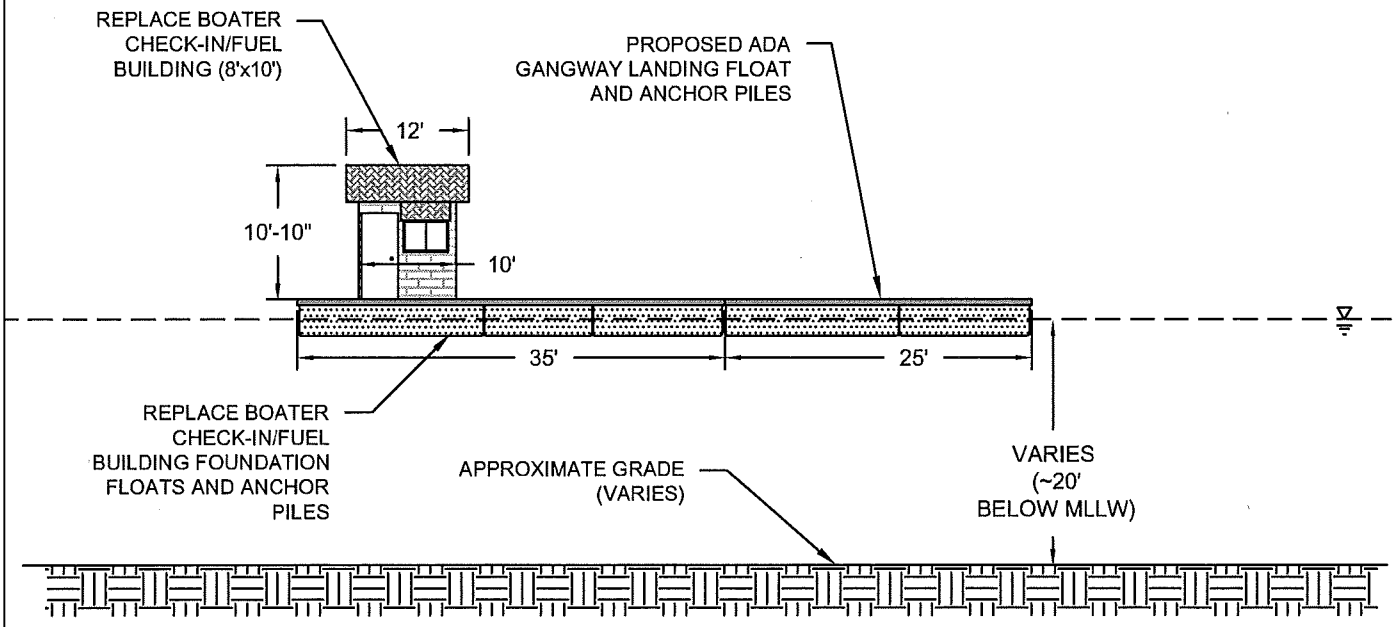
Proposed
Improvements
Project: Northern Attenuator Repair/Replacement

Fernandina Harbor Marina
3 South Front St., Fernandina Beach, Florida 32034

County: Nassau	
Section: 17, 22 & 23	
Township: 3 North	
Range: 28 East	
JOB NO: 18-3170	CHECKED BY:
DATE: 09/28/2018	DRAWN BY: MM
SCALE: 1"=30'	SHEET: 4

FOR PERMITTING PURPOSES ONLY
"NOT FOR CONSTRUCTION"

SECTION A-A - TYPICAL BOATER CHECK-IN/FUEL BUILDING FOUNDATION FLOATS CROSS SECTION



NOTE:
1. BOATER CHECK-IN/FUEL BUILDING IS DRAWN FOR ILLUSTRATIVE PURPOSES AND MAY VARY AT TIME OF CONSTRUCTION.

O:\Projects\18-3170 US-FL Fernandina\DWG\Fuel_dock\FH-fuel-dock-Permit PlansREV02.dwg (5) 9/28/18
NOTE: THESE DRAWINGS AND DESIGNS ARE STRICTLY CONFIDENTIAL AND PROTECTED BY INTERNATIONAL COPYRIGHT LAW. DETAILS MUST NOT BE DISCLOSED, REPRODUCED OR COMMUNICATED TO A 3rd PARTY IN ANY FORM OR MANNER WITHOUT THE PRIOR WRITTEN APPROVAL OF APPLIED TECHNOLOGY & MANAGEMENT.

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Gainesville, FL 32605
(386) 256-1477
Certificate of Authorization #4669

Boater Check-In/Fuel Building
Floating Foundation Details
Project: Northern Attenuator Repair/Replacement

Fernandina Harbor Marina
3 South Front St., Fernandina Beach, Florida 32034

County: Nassau	
Section: 17, 22 & 23	
Township: 3 North	
Range: 28 East	
JOB NO: 18-3170	CHECKED BY:
DATE: 09/28/2018	DRAWN BY: MM
SCALE: NTS	SHEET: 5

RESOLUTION NUMBER 98-1

A RESOLUTION OF THE OCEAN HIGHWAY AND PORT AUTHORITY, NASSAU COUNTY

WHEREAS, The City of Fernandina Beach is in the process of redesigning and renovation of the City of Fernandina Beach Marina; and

WHEREAS, The redesign and renovation of the marina necessitates the realignment of the Amelia River Channel; and

WHEREAS, The City of Fernandina Beach requires the cooperation of the Ocean Highway And Port Authority, as the sponsoring agency for the Amelia River Navigation Channel, to realign the navigational channel; and

WHEREAS, The Ocean Highway And Port Authority desires to assist the City of Fernandina Beach in securing the realignment of the Amelia River Channel and further supports the redesign and renovation of the City of Fernandina Beach Marina.

NOW THEREFORE, BE IT RESOLVED THAT:

The Ocean Highway and Port Authority supports the redesign and renovation of the City of Fernandina Beach Marina, and agrees to assist the City of Fernandina Beach in the realignment of the Amelia River Channel, subject to the following:

A. The realignment of the Amelia River Channel results in no cost to the Ocean Highway And Port Authority.

B. The consent and approval obtained in writing by ITT Rayonier to abandon its "turn basin" currently located in the channel of the Amelia River adjacent to ITT Rayonier property.

DATED this 22nd day of January, 1998.

OCEAN HIGHWAY AND PORT AUTHORITY

By: _____
Its Chairman

Attest: _____
Its Secretary

Rayonier

Law Department

February 6, 1998

Nassau County Ocean
Highway and Port Authority
910 South 8th Street
Fernandina Beach, FL 32034

Dear Commissioners.

Rayonier appreciates the leadership role you have assumed as local sponsor of the deep-draft project in the Amelia River. We believe that the improvements you are sponsoring will resolve the concerns for safe navigability, which arose from the proposal to re-construct the City Marina with a new Pier C at the edge of the existing channel.

The proposal you are sponsoring, as we understand it, is to move "Cut 6" of the Channel 100 feet westerly from its present location and to eliminate the turning basin adjacent to the Rayonier mill. Moving Cut 6 westerly by 100 feet will eliminate the bend in the channel immediately adjacent to the proposed City Marina Pier C.

If the channel can be relocated as proposed, Rayonier's objection to the proposed construction of "Pier C" will be resolved. If the channel can be relocated as proposed, then the turning basin adjacent to the Rayonier mill becomes less useful, and can be abandoned without significantly impacting the safe accessibility to the mill by ocean going vessels. Since Rayonier objected to proposed Permit Application No. 199702063, in which the City of Fernandina Beach sought approval from the US Army Corps of Engineers to reconfigure the City Marina with Pier C, Rayonier's objection can be withdrawn if this proposal is approved and implemented.

We believe the channel realignment you are sponsoring will adequately serve the interests of all parties who use the Amelia River, and who rely upon its safe navigability. We extend our best regards in your efforts, and look forward to approval of the improvement package you are sponsoring.

Sincerely,

James L. Shroads
Southeast Regional Counsel

cc: J. Kriesel

31 South 4th Street • P.O. Box 723 • Fernandina Beach, FL 32035-0723
Telephone (904) 261-0828 • Fax (904) 261-2107

OCEAN HIGHWAY and PORT AUTHORITY

Nassau County

February 13, 1998

Honorable Tillie Fowler
U.S. Representative, Fourth District of Florida
4452 Hendricks Avenue
Jacksonville, FL 32207 and,
109 Cannon House Office Building
Washington, D.C. 20515

Dear Representative Fowler:

This letter is being written to you, on behalf of the City of Fernandina Beach (City) by the Ocean Highway and Port Authority of Nassau County. The City has requested us, as the local sponsoring authority, to petition the U.S. Army Corp of Engineers (USACE) for improvements to the Deep Draft Federal Project that includes a realignment of a portion of the Federal channel adjacent to the City's Marina.

Included under the sub-section of "Relevant Correspondence" of the Proposed Changes to Fernandina Harbor Deep-Draft Channel (enclosed) is a letter from the USACE dated January 6, 1998. Paragraph three, sentence four (highlighted for your convenience) instructs our agency to contact you concerning this matter.

Should you or your office have any questions concerning this request, you may contact the City's Marina Director, Coleman Langshaw at 904-277-2565, or the consulting engineers, Applied Technology and Management (Messrs. Sam Phlegar or Rob Semmes) at 803-884-8750.

Thank you for your assistance with this matter.

Sincerely,
OCEAN HIGHWAY & PORT AUTHORITY

Thomas S. Williams, Chairman

TSW/cr
c: Mr. Beril Heimer, Chief, Atlantic Permits Section, USACE
Mr. Robert H. Semmes, Engineer, Applied Technology & Mgmt.
Mr. Coleman C. Langshaw, Marina Director, City of Fernandina Beach

WATER RESOURCES DEVELOPMENT ACT OF 2000

SEC. 306. DELAWARE RIVER MAINSTEM AND CHANNEL DEEPENING, DELAWARE, NEW JERSEY, AND PENNSYLVANIA.

The project for navigation, Delaware River Mainstem and Channel Deepening, Delaware, New Jersey, and Pennsylvania, authorized by section 101(6) of the Water Resources Development Act of 1992 (106 Stat. 4802) and modified by section 308 of the Water Resources Development Act of 1999 (113 Stat. 300), is further modified to authorize the Secretary to credit toward the non-Federal share of the cost of the project under section 101(a)(2) of the Water Resources Development Act of 1986 (33 U.S.C. 2211(a)(2)) the costs incurred by the non-Federal interests in providing additional capacity at dredged material disposal areas, providing community access to the project (including such disposal areas), and meeting applicable beautification requirements.

SEC. 307. REHOBOTH BEACH AND DEWEY BEACH, DELAWARE.

The project for storm damage reduction and shoreline protection, Rehoboth Beach and Dewey Beach, Delaware, authorized by section 101(b)(6) of the Water Resources Development Act of 1996 (110 Stat. 3667), is modified to authorize the project to be carried out at a total cost of $13,997,000, with an estimated Federal cost of $9,098,000 and an estimated non-Federal cost of $4,899,000, and an estimated average annual cost of $1,320,000 for periodic nourishment over the 50-year life of the project, with an estimated annual Federal cost of $858,000 and an estimated annual non-Federal cost of $462,000.

SEC. 308. FERNANDINA HARBOR, FLORIDA.

The project for navigation, Fernandina Harbor, Florida, authorized by the first section of the Act entitled "An Act making appropriations for the construction, repair, completion, and preservation of certain works on rivers and harbors, and for other purposes", approved June 14, 1880 (21 Stat. 186), is modified to authorize the Secretary to realign the access channel in the vicinity of the Fernandina Beach Municipal Marina 100 feet to the west. The cost of the realignment, including acquisition of lands, easements, rights-of-way, and dredged material disposal areas and relocations, shall be a non-Federal expense.

SEC. 309. GASPARILLA AND ESTERO ISLANDS, FLORIDA.

The project for shore protection, Gasparilla and Estero Island segments, Lee County, Florida, authorized under section 201 of the Flood Control Act of 1965 (79 Stat. 1073) by Senate Resolution dated December 17, 1970, and by House Resolution dated December 15, 1970, is modified to authorize the Secretary to enter into an agreement with the non-Federal interest to carry out the project in accordance with section 206 of the Water Resources Development Act of 1992 (33 U.S.C. 426i–1) if the Secretary determines that the project is technically sound, environmentally acceptable, and economically justified.

SEC. 310. EAST SAINT LOUIS AND VICINITY, ILLINOIS.

The project for flood protection, East Saint Louis and vicinity, Illinois (East Side levee and sanitary district), authorized by section 204 of the Flood Control Act of 1965 (79 Stat. 1082), is modified to include ecosystem restoration as a project purpose.

DEPARTMENT OF THE ARMY
CORPS OF ENGINEERS, JACKSONVILLE DISTRICT
701 SAN MARCO BOULEVARD
JACKSONVILLE, FLORIDA 32207-8175

Programs and Project Management Division
Water Resources Branch

Mr. Dale Martin
City Manager
204 Ash Street
Fernandina Beach, FL 32034

Dear Mr. Martin:

Please contact the non-Federal sponsor for Fernandina Harbor, the Nassau County, Ocean, Highway and Port Authority, regarding realignment of the channel as authorized by Water Resources Development Act, 2000; Public Law 106-541; Sec. 308 as the cost of the realignment shall be a non-Federal expense. The non-Federal sponsor must request the U.S. Army Corps of Engineers act on the authorized realignment.

If you have any further questions regarding this or need additional information, please feel free to contact me or you may contact the Project Manager, Mr. Beau J. Corbett at 904-232-1463 or by e-mail at beau.j.corbett@usace.army.mil.

Sincerely,

Tim Murphy

Jerry T. Murphy, P.E., PMP
Deputy District Engineer
for Programs and Project Management

ADMINISTRATIVE OFFICE MANAGER'S REPORT

July 2019

Hours Worked – 75 Hours

- Attended and completed meeting minutes for the 7.10.19 Monthly Meeting
- Scanned documents and indexed minutes, meeting materials from 6.2.19 Monthly Meeting posted to website
- All July invoices paid and entered into Quickbooks
- Attending the 7.30.19 Budget Workshop and completed meeting minutes
- Responded to all emails
- Research for tablets for commissioners and new printer/scanner/copier for office
- Banking for OHPA accounts
- Website updates – continued
- Office and electronic files – continued organization

Reminder that I will be on vacation August 26 through August 30th.

Public Records Request Received – 0