



THERE WILL BE A REGULAR MEETING OF THE MARINELAND TOWN COMMISSION ON **MONDAY, OCTOBER 3, 2022 AT 5:30PM** AT THE **GTM NERR** IN THE MAIN CONFERENCE ROOM.

ZOOM: <https://us06web.zoom.us/j/85218508943?pwd=SjFKb3hRNmZiMTdQbVBxeksxRFINDz09>

Agenda

1. Call to order: Pledge of Allegiance
2. Additions, Deletions and Modifications to the Agenda
3. Announcements by the Mayor
4. Public Comment: This time has been allocated for public comment on any item or topic not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers should approach the podium, identify themselves and direct comments to the Chair.
5. General Business
 - i. Resolution 2022-03 Town of Marineland Millage
 - ii. Resolution 2022-04 Town of Marineland Budget
 - iii. Approval of Municipal Marina FY23 Budget
6. Adjournment

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he 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.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in this meeting should contact the (904) 386-3865 at least 48 hours prior to the meeting.



Angela TenBroeck is inviting you to a scheduled Zoom meeting.

Topic: Final Budget Hearing FY23 Meeting - Town of Marineland
Time: Oct 3, 2022 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85218508943?pwd=SjFKb3hRNmZiMTdQbVBxeksxRFlnNdz09>

Meeting ID: 852 1850 8943

Passcode: 014274

One tap mobile

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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Meeting ID: 852 1850 8943

Passcode: 014274

Find your local number: <https://us06web.zoom.us/j/kyCT6xp0O>



RESOLUTION 2022-03

A RESOLUTION OF THE TOWN OF MARINELAND OF FLAGLER COUNTY AND ST. JOHNS COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR MARINELAND FOR FISCAL YEAR 2022-2023, PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Town of Marineland of Flagler County and St. Johns County, Florida, on October 3, 2022, adopted fiscal year 2022-2023 final millage rates following a public hearing as required by Florida Statute 200.065; and

Whereas, the Town of Marineland of Flagler County and St. Johns County, Florida, held a public hearing as required by Florida Statute 200.065; and

Whereas, the gross taxable value for operating purposes not exempt from taxation within Flagler County has been certified by the County Property Appraiser to the Town of Marineland as \$12,669,725.

Now, therefore, be it resolved by the Town of Marineland of Flagler County and St. Johns County, Florida, that:

1. The fiscal year 2022-2023 operating millage rate is 10.0000 mills which is less than the rolled-back rate of 11.7235 mills.
2. This resolution shall take effect immediately upon its adoption.

Duly adopted at a public hearing this 3th day of October, 2022.

Time Adopted: _____ PM

Town of Marineland

Attest:

Angela TenBroeck, Mayor

Suzanne Dixon, Town Manager



RESOLUTION 2022-04

A RESOLUTION OF THE TOWN OF MARINELAND OF FLAGLER AND ST. JOHNS COUNTIES, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2022-2023, PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Town of Marineland of Flagler and St. Johns Counties, Florida, on October 3, 2022, held a public hearing as required by Florida Statute 200.065; and

Whereas, the Town of Marineland of Flagler County and St. Johns County, Florida, set forth the appropriations and revenue estimate for the budget for fiscal year 2022-2023 in the amount of \$ 176,145.

Now, therefore, be it resolved by the Town of Marineland of Flagler and St. Johns Counties, Florida, that:

1. The fiscal year 2022-2023 budget be adopted.
2. This resolution shall take effect immediately upon its adoption.

Duly adopted at a public hearing the 3th day of October, 2022.

Time Adopted: _____PM

Town of Marineland

Attest:

Angela TenBroeck, Mayor

Suzanne Dixon, Town Manager

BUDGET SUMMARY
TOWN OF MARINELAND, FLORIDA - FISCAL YEAR 2023

<u>ESTIMATED REVENUES</u>	Millage per \$1000	General Fund
Taxes:	10.0000	
Ad Valorem Taxes		120,362
Sales and Uses Taxes		0
Utility Service Taxes		4,352
Charges for Services, Municipal Marina		18,600
Licences & Permits		7,474
Fines & Forfeitures		0
Franchise Fees		20,327
Parking & General Government Fees		0
Rental Income		4,800
Interest Earned/Other		230
TOTAL REVENUES		176,145
<u>APPROPRIATIONS/EXPENDITURES</u>		
General Government		81,180
Physical Environment		9,424
Debt Service		19,436
Community Redevelopment Area Expenses		52,093
TOTAL APPROPRIATIONS/EXPENDITURES		162,133
Assigned Municipal Marina Reserve Fund		14,012
Operating Fund Balances/Reserves		6,335
TOTAL APPROPRIATED EXPENDITURES		
TRANSFERS, RESERVES & BALANCES		176,145
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD		

Budget Narrative

The budget for final adoption is the same as the tentative budget due to advertising requirements for TRIM. This budget uses 95% of anticipated ad valorem revenues rather than 100%.

You will notice the insurance expense and transfer to Marina are lower than will be expected. It is my recommendation to approve this budget today and do a budget amendment in December to increase ad valorem revenues to 100%, insurance expense to actual, and increase the transfer to the Marina to the standard \$18,000. These changes will have no net impact on projected fund balance as increases to revenue and expense will be equal.

Additionally, it is my recommendation the Commission approve the proposed Marina budget as is.

Greg Johnson, CPA

Finance Director

BUDGET - FISCAL YEAR 10/01/2022 - 9/30/2023

TOWN OF MARINELAND, FLORIDA
Preliminary Year-to-Date Numbers

Budget for Final Hearing on October 03, 2022

		APPROVED 2022 Budget	Forecasted YTD 09/30/22	PROPOSED 2023 Budget
1	GENERAL OPERATING ACCOUNT REVENUES			
2				
3	<i>Tax and Intergovernmental Revenue</i>			
4	Ad Valorem Taxes - 30 (based on retaining 10.00 % Millage)	118,933	117,346	120,362
5	Florida Communications Services Tax - 34	2,136	4,352	4,352
6				
7	<i>Total Tax and Intergovernmental Revenue</i>	121,069	121,698	124,714
8				
9	<i>Franchise Fees Revenue</i> - FPL Electricity - 33	17,750	19,928	20,327
10				
11	<i>Licenses, Permits & Fees Revenue</i>			
12	Local Business Tax Receipts (Occupational Licenses) - 35	1,427	1,562	1,624
13	Other Permits & Fees - 36	5,000	5,850	5,850
14				
15	<i>Total Licenses, Permits & Fees Revenue</i>	6,427	7,412	7,474
16				
17	<i>Interest Revenue</i>			
18	Interest on Investments - 38	225	230	230
19				
20	<i>Total Interest Revenue</i>	225	230	230
21				
22	<i>Miscellaneous/Other Revenue</i>			
23	Rental Income - 37	4,800	5,200	4,800
24	American Rescue Plan Act for NEUs	5,509	5,509	0
25	Gifts/Donations from Private Sources	0	0	0
26	Grant Funds	0	0	0
27	<i>Total Miscellaneous/Other Revenue</i>	10,309	10,709	4,800
28				
29				
30	TOTAL GENERAL OPERATING ACCOUNT REVENUES	\$ 155,780	\$ 159,977	\$ 157,545

BUDGET - FISCAL YEAR 10/01/2022 - 9/30/2023

TOWN OF MARINELAND, FLORIDA
Preliminary Year-to-Date Numbers

Budget for Final Hearing on October 03, 2022

		APPROVED 2022 Budget	Forecasted YTD 09/30/22	PROPOSED 2023 Budget
31	GENERAL OPERATING ACCOUNT EXPENDITURES			
32				
33	<i>Administration Expenditures</i>			
34	<i>Personnel Service</i>			
35	Town Manager	2,625	3,525	2,625
36	Town Clerk	2,400	4,400	6,000
37	Director of Finance	9,000	9,800	12,000
38	Legal	13,200	15,975	13,700
39	Town Planner	10,000	5,787	10,000
40	Annual Audit	6,949	6,949	7,157
41	Commissioner Stipends	12,000	11,250	12,000

42	Payroll Taxes		30	27	30
43	Total Personnel Service		56,204	57,713	63,512
44					
45	Operating Expenditures				
46	Office/Miscellaneous Expense		750	1,004	750
47	Donations & Dues		550	659	550
48	Postage & Printing		100	0	100
49	Legal Advertisement		580	870	870
50	Advertising & Promotion		0	637	600
51	Bank Service Charges		50	44	50
52	Insurance		4,902	4,902	4,902
53	Technology Expense (Website & Email)		2,500	3,983	2,500
54	Building Rental Fee		1,000	0	1,000
55	Licenses & Permits		1,800	0	1,800
56	Total Operating Expenditures		12,232	12,098	13,122
57					
58	Total Administration Expenditures		\$ 68,436	\$ 69,811	\$ 76,634
59					
60	Physical Environment, Roads and Streets				
61	Repairs and Maintenance - Roads & Streets				
62	Electric Utility Service - Street Lights		9,239	9,067	9,424
63	Affordable High-Speed Internet				
64	American Rescue Plan Act Expenses		5,509	5,509	0
65	Total Physical Environment/Road and Street		\$ 14,748	\$ 14,576	\$ 9,424
66	TOTAL GENERAL OPERATION ACCOUNT EXPENDITURES		83,184	84,387	86,058

BUDGET - FISCAL YEAR 10/01/2022 - 9/30/2023

TOWN OF MARINELAND, FLORIDA

Preliminary Year-to-Date Numbers

67	Other Revenues/Other Expenses		APPROVED 2022 Budget	Forecasted YTD 09/30/22	PROPOSED 2023 Budget
68					
69	Other Revenues				
70	Planning Revenue (was Site Plan Revenue)		0		0
71	Marina Income - 45		18,000	18,000	18,000
72	Possessory Interest Tax Revenue		600	2,284	600
73	Community Redevelopment Area Revenue		0	0	0
74					
75	Total Other Revenues		18,600	20,284	18,600
76					
77	Other Expenses				
78	Possessory Interest Tax Expense		600	2,284	600
79	Community Redevelopment Area Expense		44,920	44,920	52,093
80	JDI Invoice - Utility Connection		0	10,000	0
81	Marina Expense		0	0	0
82	Loan Interest Expense		7,007	6,632	3,945
83	Debt Service Expense		20,670	22,553	19,436
84	Transfer for Reserves to the Assigned Marina Account		18,000	18,000	14,012
85					
86	Total Other Expenses		91,197	104,390	90,087
87	Total Other Revenues/Expenses		\$ (72,597)	\$ (84,106)	\$ (71,487)
88	TOTAL EXPENDITURES		155,780	168,492	157,545
89	OPERATING (Deficit)/Surplus		0	-8,516	0
90			\$ 155,780	\$ 159,977	\$ 157,545

MARINELAND MARINA (MOBIUS MARINE INC.)					Fiscal Year 2022/2023 Proposed Budget								pg 1 of 2		Fiscal Year 21/22 actuals 9/22 projection
INCOME													Fiscal Year 2022/2023 budget	Fiscal Year 21 22 budget	
MARINA REVENUE	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23			
Daily Slip Rentals	2,640	3,872	1,458	1,753	1,363	3,907	4,248	2,516	1,969	1,381	765	826	26,698	25,164	27,739
Weekly Slip Rentals	327	2,077	664	992	468	1,726	915	748	908	1,173	861	945	11,804	10,786	11,258
Monthly Slip Rental	13,101	15,515	19,035	19,009	18,086	17,329	17,754	17,948	19,357	16,061	16,613	16,256	206,065	194,890	216,648
TOTAL SLIP	16,068	21,464	21,157	21,754	19,917	22,962	22,917	21,212	22,234	18,615	18,239	18,027	244,567	230,840	255,644
Electric-30 AMP	1,037	1,472	1,396	1,523	1,595	1,593	1,492	1,433	1,451	1,307	1,234	1,174	16,707	15,215	15,032
Electric-50 AMP	1,354	1,589	1,723	1,727	1,378	1,764	1,786	1,599	1,703	1,479	1,437	1,652	19,191	17,766	21,200
Electric-100 AMP	200	200	200	200	200	200	200	200	200	200	200	200	2,400	0	2,000
TOTAL ELECTRICAL	2,591	3,261	3,319	3,450	3,173	3,557	3,478	3,232	3,354	2,986	2,871	3,026	38,298	32,982	38,231
TOTAL MARINA SLIP AND ELECTRIC	18,659	24,725	24,476	25,204	23,090	26,519	26,395	24,444	25,588	21,601	21,110	21,053	282,865	263,822	293,876
OTHER REVENUE/credits															
Facility Rent non-slip	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other / CVA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other / Laundry Revenue	116	116	116	116	116	116	116	116	116	116	116	116	1,388	1,388	2,133
OTHER REVENUE	116	116	116	116	116	116	116	116	116	116	116	116	1,388	1,388	2,133
TOTAL REVENUE	18,775	24,841	24,592	25,320	23,206	26,635	26,511	24,560	25,704	21,717	21,226	21,169	284,253	265,209	296,009

EXPENSE

<u>Payroll</u>	3 payroll month									3 payroll month					
Dockmaster	3,833	3,833	5,750	3,833	3,833	3,833	3,833	3,833	3,833	5,750	3,833	3,833	49,834	49,834	49,736
Dockhands	1,692	1,692	2,538	1,692	1,692	1,692	1,692	1,692	1,692	2,538	1,692	1,692	22,000	16,500	18,600
Maintenance	577	577	865	577	577	577	577	577	577	865	577	577	7,500	3,000	3,529
Administration	706	706	1,059	706	706	706	706	706	706	1,059	706	706	9,182	8,900	8,724
Total Payroll	6,809	6,809	10,213	6,809	6,809	6,809	6,809	6,809	6,809	10,213	6,809	6,809	88,516	78,235	80,592
<u>Payroll Expense</u>															
FICA / FUTA	640	640	960	640	640	640	640	640	640	960	711	640	8,391	7,354	7,565
Workers Comp	325	325	488	325	325	325	325	325	325	488	361	325	4,267	3,740	3,847
FL SUTA	3	3	3	3	3	3	3	3	3	3	3	3	36	36	36
Total Payroll Expense	969	969	1,451	969	969	969	969	969	969	1,451	1,075	969	12,694	11,130	11,448
TOTAL PAYROLL & PR EXPENSE	7,777	7,777	11,665	7,777	7,777	7,777	7,777	7,777	7,777	11,665	7,884	7,777	101,211	89,365	92,038

<u>Administration</u>															
Management Fee	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	48,000	48,000	48,000
Insurance	260	260	260	260	260	260	260	260	260	260	260	260	3,120	3,120	3,119
Professional Services	25	25	25	25	25	25	25	25	25	25	25	25	300	300	0
Taxes/License/Fees	15	15	15	15	15	15	15	15	15	15	15	15	180	180	0
Phone	150	150	150	150	150	150	150	150	150	150	150	150	1,800	1,800	1,745
Internet	650	650	650	650	650	650	650	650	650	650	650	650	7,800	7,800	7,276
Auto Expense	21	21	21	21	21	21	21	21	21	21	21	21	250	250	0

													pg 2 of 2		Fiscal Year 21/22 actuals 9/22 projection
<u>Administration continued</u>	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Fiscal Year 2022/2023 budget	Fiscal Year 21 22 budget	
Credit Card Processing	732	969	959	987	905	1,039	1,034	958	1,002	847	828	826	11,086	12,471	11,283
Uniforms	42	42	42	42	42	42	42	42	42	42	42	42	500	500	439
software/office/postage	833	833	833	833	833	833	833	833	833	833	833	833	10,000	3,300	9,458
Facility Supplies (Restroom/Laundry)	208	208	208	208	208	208	208	208	208	208	208	208	2,500	2,500	1589
TOTAL ADMINISTRATION	6,936	7,173	7,163	7,192	7,109	7,243	7,238	7,162	7,207	7,051	7,032	7,030	85,536	99,234	82,910
<u>Marina Expense</u>															
Repair/Maintenance	400	400	400	678	678	678	678	678	678	678	678	678	7,300	4,800	2,650
Utilities (electric and water)	7,554	2,285	1,907	1,642	2,136	2,318	1,838	2,026	2,282	2,610	3,189	2,610	32,397	19,013	19,871
Waste Disposal	167	167	167	167	167	167	167	167	167	167	167	167	2,000	2,000	1,179
Landscaping	233	233	233	233	233	233	233	233	233	233	233	233	2,800	2,800	247
Marina Supplies & Equip	333	333	333	333	333	333	333	333	333	333	333	333	4,000	4,000	2,171
Laundry Equipment	125	125	125	125	125	125	125	125	125	125	125	125	1,500	1,000	0
TOTAL MARINA EXPENSE	8,812	3,543	3,165	3,178	3,672	3,854	3,374	3,562	3,818	4,146	4,725	4,146	49,997	14,600	26,118
<u>Marketing Expense</u>															
events	0	0	0	0	0	0	0	0	0	0	0	900	900	900	0
Advertising	75	75	75	75	75	75	75	75	75	775	775	775	3,000	3,000	900
TOTAL MARKETING	75	75	75	75	75	75	75	75	75	775	775	1,675	3,900	3,900	900
TOTAL EXPENSES	23,601	18,569	22,068	18,222	18,634	18,950	18,465	18,577	18,877	23,637	20,416	20,628	240,643	207,099	201,996
NET INCOME	-4,826.45	6,271.91	2,523.40	7,097.56	4,572.00	7,685.27	8,046.11	5,983.20	6,826.58	-1,920.15	810.11	540.45	43,609.99	58,110	94,013.14
RUNNING NET INCOME	-4,826.45	1,445.46	3,968.86	11,066.42	15,638.42	23,323.69	31,369.80	37,353.00	44,179.58	42,259.43	43,069.54	43,609.99			