



THERE WILL BE A REGULAR MEETING OF THE MARINELAND TOWN COMMISSION ON
**THURSDAY, JUNE 15, 2023 AT 6:00PM AT THE MARINELAND COASTAL POLICY
CENTER IN THE MAIN CONFERENCE ROOM.
9601 N OCEANSHORE BLVD, ST AUGUSTINE FL 32080**

Agenda

1. **Call to order: Pledge of Allegiance**
2. **Additions, Deletions and Modifications to the Agenda**
3. **Announcements by the Mayor**
4. **Recognitions, Proclamations and Presentations**
5. **Community Outreach:** This thirty-minute time period has been allocated for public comment on any consent agenda 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.
6. **Consent Agenda**
 - a. Approval of Minutes
 - i. May 18, 2023 Regular Meeting Minutes
 - b. Recurring FPL Bills
 - c. DMC Engineering Invoice
 - d. Town Staff Invoices
 - i. Fleet Invoice
 - ii. Bayer Invoices
 - e. Credit Card Statement
7. **General Business**
 - a. Marina Phase 3 Update
8. **Additional Reports & Comments**
 - a. Town Financial Director Johnson Report/Comments
 - b. Town Manager Dixon Report/Comments
 - c. Town Planner Fleet Report/Comments
 - d. Town Clerk Taylor Report/Comments
 - e. Town Marina Manager Kelley Report/Comments
 - f. Town Attorney Bayer Report/Comments



9. 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.

10. **Commissioners Reports & Comments**
11. **Next Regular Town Meeting - July 20, 2023, 6:00pm**
12. **Quarterly CRA Meeting - July 20, 2023, 5:30pm**
13. **Adjournment**

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 (386) 232 - 8060 at least 48 hours prior to the meeting.



Town of Marineland Regular Meeting Minutes

May 18, 2023

Mayor Angela TenBroeck
Commissioner Gary Inks
Dennis Bayer, Town Attorney
Suzanne Dixon, Town Manager
Janis Fleet, Town Planner (via Zoom)
Greg Johnson, Town Financial Director
Lexy Taylor, Town Clerk
Chris Kelley, Marina Manager
Members of the Public

1. The meeting was called to order by Mayor TenBroeck at 6:19 PM.
 - Pledge of Allegiance
2. Additions, Deletions, or Modifications to the Agenda: None
3. Announcements by the Mayor: Mayor Tenbroeck attended the FDOT multi-modal trail project meeting.
4. Recognitions, Proclamations, or Presentations: None
5. Community Outreach: None
6. Consent Agenda
 - The motion to approve the consent agenda and April meeting minutes was made by Commissioner Inks/ 2nd Mayor TenBroeck.
7. General Business: There were no general business items for discussion.
8. Additional Reports and Comments:
 - A. Financial Director Johnson Reports/Comments
 - i. Financial Director Johnson discussed the financials with the Commission. Johnson also stated that his contract was up for renewal June 30th and will not be renewing, but will continue until a replacement is found.
 - B. Town Manager Dixon Reports/Comments
 - i. Manager Dixon informed the Commission of upcoming special events and informed the Commission of the upcoming annual election. The motion to approve the University of Florida surf event was made by Commissioner Inks/2nd Mayor TenBroeck.
 - C. Town Planner Fleet Reports/Comments
 - i. Planner Fleet discussed future project funding with the Commission and gave an LDR process update.
 - D. Town Clerk Taylor Reports/Comments
 - i. No updates.
 - E. Town Marina Manager Kelley Reports/Comments
 - i. The phase 3 bid package has been submitted for public notice.
 - F. Town Attorney Bayer Reports/Comments
 - i. Attorney Bayer and Marina Manager Kelley updated the Commission on the marina project progress. Attorney Bayer discussed other ongoing issues with the Commission.



9. Public Comment: None

10. Commissioner Reports/Comments: None

The next Town Meeting will be June 15, 2023 at 6:00pm.

The next quarterly CRA meeting will be July 20, 2023 at 5:30pm.

The motion to dismiss was made by Commissioner Inks/ 2nd Mayor TenBroeck. The motion carried with no objections.

The meeting was adjourned at 7:00pm.

Respectfully submitted by Lexy Taylor, Town Clerk.



Electric Bill Statement

For: Apr 28, 2023 to May 30, 2023 (32 days)

Statement Date: May 30, 2023

Account Number: 19454-02459

Service Address:

9507 OCEANSHORE BLVD # SL
SAINT AUGUSTINE, FL 32084

TOWN OF MARINELAND,
Here's what you owe for this billing period.

CURRENT BILL

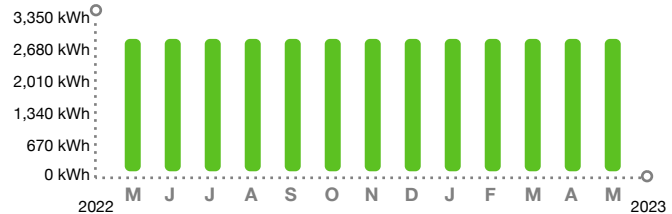
\$852.79

TOTAL AMOUNT YOU OWE

Jun 20, 2023

NEW CHARGES DUE BY

ENERGY USAGE HISTORY



BILL SUMMARY

Amount of your last bill	905.47
Payments received	-905.47
Balance before new charges	0.00
Total new charges	852.79
Total amount you owe	\$852.79

(See page 2 for bill details.)

KEEP IN MIND

- Payment received after August 18, 2023 is considered LATE; a late payment charge of 1% will apply.
- Charges and energy usage are based on the facilities contracted. Facility, energy and fuel costs are available upon request.
- This bill reflects a credit to the fuel charge portion of your bill for each street light fixture turned off during sea turtle nesting and hatching season. Thank you for helping us protect sea turtles.

The Florida Public Service Commission has approved a new fuel reduction effective May 1, 2023. State regulators are reviewing FPL's plan to further reduce 2023 fuel costs that would take effect in July. Learn more at [FPL.com/Rates](https://www.fpl.com/Rates).

Customer Service: (386) 255-3020
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)
Hearing/Speech Impaired: 711 (Relay Service)



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13201945402459 9725800000

The amount enclosed includes the following donation:
FPL Care To Share: _____

Make check payable to FPL in U.S. funds and mail along with this coupon to:

TOWN OF MARINELAND
176 MARINA DR
ST AUGUSTINE FL 32080-8619

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

19454-02459	\$852.79	Jun 20, 2023	\$
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED



Electric Bill Statement

For: Apr 28, 2023 to May 30, 2023 (32 days)

Statement Date: May 30, 2023

Account Number: 69626-26138

Service Address:

101 TOLSTOY LN # MRNLD DOCK
SAINT AUGUSTINE, FL 32080

TOWN OF MARINELAND,
Here's what you owe for this billing period.

CURRENT BILL

\$608.80

TOTAL AMOUNT YOU OWE

Jun 20, 2023

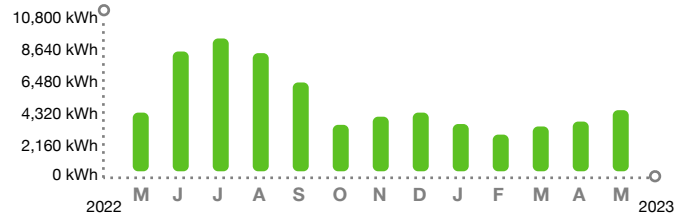
NEW CHARGES DUE BY

BILL SUMMARY

Amount of your last bill	658.27
Payments received	-658.27
Balance before new charges	0.00
Total new charges	608.80
Total amount you owe	\$608.80

(See page 2 for bill details.)

ENERGY USAGE HISTORY



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Customer Service: 1-800-375-2434
Outside Florida: 1-800-226-3545

Report Power Outages: 1-800-4OUTAGE (468-8243)
Hearing/Speech Impaired: 711 (Relay Service)



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1320696262613870880600000

The amount enclosed includes the following donation:
FPL Care To Share: _____

Make check payable to FPL in U.S. funds and mail along with this coupon to:

TOWN OF MARINELAND
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ST AUGUSTINE FL 32080-8619

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

69626-26138	\$608.80	Jun 20, 2023	\$
ACCOUNT NUMBER	TOTAL AMOUNT YOU OWE	NEW CHARGES DUE BY	AMOUNT ENCLOSED



Electric Bill Statement

For: Apr 28, 2023 to May 30, 2023 (32 days)

Statement Date: May 30, 2023

Account Number: 41225-56527

Service Address:

101 TOLSTOY LN
SAINT AUGUSTINE, FL 32080

TOWN OF MARINELAND,
Here's what you owe for this billing period.

CURRENT BILL

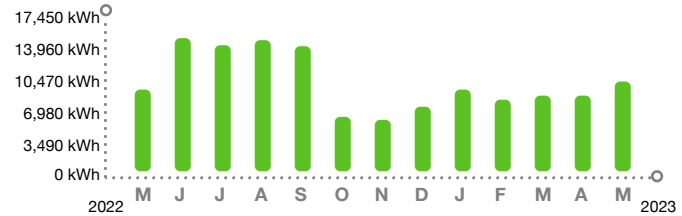
\$1,285.36

TOTAL AMOUNT YOU OWE

Jun 20, 2023

NEW CHARGES DUE BY

ENERGY USAGE HISTORY



BILL SUMMARY

Amount of your last bill	1,117.25
Payments received	-1,117.25
Balance before new charges	0.00
Total new charges	1,285.36
Total amount you owe	\$1,285.36

(See page 2 for bill details.)

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1320412255652756358210000

The amount enclosed includes the following donation:
FPL Care To Share: _____

Make check payable to FPL in U.S. funds and mail along with this coupon to:

TOWN OF MARINELAND
176 MARINA DR
ST AUGUSTINE FL 32080-8619

FPL
GENERAL MAIL FACILITY
MIAMI FL 33188-0001

Visit [FPL.com/PayBill](https://www.fpl.com/PayBill) for ways to pay.

41225-56527
ACCOUNT NUMBER

\$1,285.36
TOTAL AMOUNT YOU OWE

Jun 20, 2023
NEW CHARGES DUE BY

\$
AMOUNT ENCLOSED

DENNIS K. BAYER, ESQ.
109 South 6th Street
Flagler Beach, FL 32136

(386) 439-2332

Date: 6/06/2023

Angela TenBroeck
Town of Marineland

Town of Marineland

Invoice No: 44395

Services Rendered

<u>Date</u>	<u>Staff</u>	<u>Description</u>	<u>Hours</u>	<u>Rate</u>	<u>Charges</u>
5/10/2023	DKB	Work on Marina bid question and transfer of peninsula	1.00	\$300.00	\$300.00
5/15/2023	DKB	Conference with J. Wallace re: Marina; follow-up with C. Kelley	0.80	\$300.00	\$240.00
5/19/2023	DKB	Draft letter to county on River To Sea	0.30	\$300.00	\$90.00
5/22/2023	DKB	Draft letter to county re: River to Sea kiosk; follow up with County	0.50	\$300.00	\$150.00
5/23/2023	DKB	Work on kiosk and Marina issues; conference with K. Artin on assistance with Marina grant	1.00	\$300.00	\$300.00
5/23/2023	DKB	Conference with county staff on kiosks	0.40	\$300.00	\$120.00
5/24/2023	DKB	Work on Marina issue	0.50	\$300.00	\$150.00
5/25/2023	DKB	work on Marine Grant	0.50	\$300.00	\$150.00
5/26/2023	DKB	Work on Marina issue	0.50	\$300.00	\$150.00
6/01/2023	DKB	Services rendered for May, 2023	0.00	\$1,100.00	\$1,100.00

Total Fees \$2,750.00

Total New Charges

\$2,750.00

Previous Balance	\$0.00
Balance Due	<u>\$2,750.00</u>

Payment is due upon receipt of invoice. A 3% processing fee will be applied to all credit card payments. Thank you.



FLEET & ASSOCIATES
ARCHITECTS/PLANNERS, INC.

11557 Hidden Harbor Way Jacksonville FL 32223
(904) 666-7038 AA C001226

Mayor Angela TenBroeck
Town of Marineland
176 Marina Drive
Marineland, FL 32080

Re: Town Planner Consultant Services

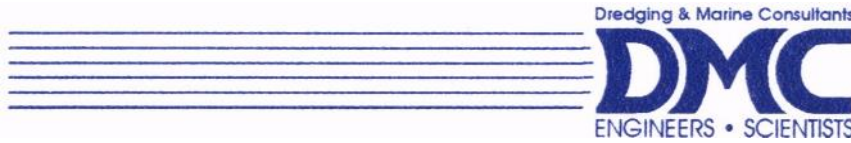
INVOICE

PROJECT NO. 22250

INVOICE NO. 2568
DATE: June 7, 2023

Professional Services for May 11, 2023 through June 7, 2023

Commission Meeting – May 18	1.0 hrs. x \$125	\$ 125.00
Review Trails Presentation	0.5 hrs. x \$125	\$ 62.50
LDR update	8.0 hrs. x \$125	\$ 1,000.00
Total Due		\$ 1,187.50



May 31, 2023

INVOICE

Chris Kelley
Town of Marineland
176 Marina Drive
St. Augustine, FL 32080

RE: DMC Invoice Number: 1665
DMC Project Number: 23-188-01
Contract Name: Marineland Marina Phase 3 Engineering Design and Bidding Assistance
DMC Professional Services through May 31, 2023.

Scope: DMC has completed the following task work:

Task 1 – Engineering Design - DMC reviewed all existing geotechnical investigations required for the design of docks C, D and E. DMC completed all structural calculations and design drawings (plans) for construction of the proposed improvements including dredging and floating docks design. Client will provide the geotechnical information and surveys. In addition, DMC will determine the potential surge elevations needed for proper embedment design. DMC will discuss dredge quantities and design options with the Client and will attend any necessary meetings to discuss the proposed improvements and construction budget through value-engineering. Upon selection of an agreed upon solution DMC will provide plans for review at 30 and 100 percent complete plans and specifications for both the dredging and required dock design.

Task 2 – Bidding Assistance - DMC created bid documents including technical specifications and a bid sheet to solicit bids from qualified contractors for both dredging and dockage. DMC attended pre-bid meeting on 5/30/23. Response to questions submitted by prospective bidders and selection of contractor in progress.

Budget:

- 1. **Engineering Design - \$19,990.00**
- 2. **Bidding Assistance - \$5,000.00**

Total Project - \$24,990.00

<u>Task</u>	<u>Contract Amount</u>	<u>Previously Invoiced</u>	<u>Percent Complete</u>	<u>This Invoice</u>
1	\$ 19,990.00	\$ 0	100%	\$ 19,990.00
2	\$ 5,000.00	\$ 0	20%	\$ 1,010.00

THIS INVOICE TOTAL \$ 21,000.00

Should you have any questions on this invoice for the project, please call immediately or this invoice will be considered acceptable within three days from date of receipt. Thank you.

Respectfully,
Dredging & Marine Consultants, LLC

Shailesh K. Patel, M.Sc., CPSSc.
Project Manager