



# **INVOICES, BILLS, AND CHECKS**



**Electric Bill Statement**

**For:** Jun 27, 2025 to Jul 29, 2025 (32 days)

**Statement Date:** Jul 29, 2025

**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**

**\$878.80**

TOTAL AMOUNT YOU OWE

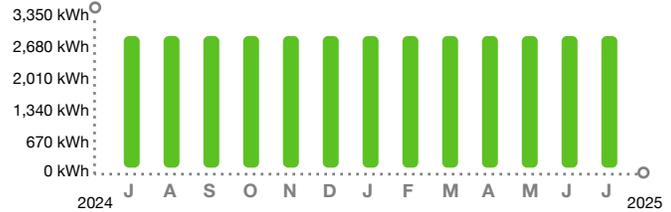
**Aug 19, 2025**

NEW CHARGES DUE BY



**Scan to Pay**  
or visit  
[FPL.com/  
WaystoPay](https://www.fpl.com/WaystoPay)

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	878.80
Payments received	-878.80
Balance before new charges	0.00
Total new charges	878.80
<b>Total amount you owe</b>	<b>\$878.80</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Payment received after October 20, 2025 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.

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

Report Power Outages:  
Hearing/Speech Impaired:

1-800-4OUTAGE (468-8243)  
711 (Relay Service)



**Ways to Pay**



/ 27

1320194540245980887800000

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

ACCOUNT NUMBER

\$878.80

TOTAL AMOUNT YOU OWE

Aug 19, 2025

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



**Customer Name:** TOWN OF MARINELAND  
**Account Number:** 19454-02459

**BILL DETAILS**

Amount of your last bill	878.80
Payment received - Thank you	-878.80
Balance before new charges	\$0.00

**New Charges**

Rate: SL-1 STREET LIGHTING SERVICE

Electric service amount	823.25
Gross receipts tax (State tax)	6.01
Franchise fee (Reqd local fee)	48.79
Taxes and charges	54.80
Regulatory fee (State fee)	0.75
<b>Total new charges</b>	<b>\$878.80</b>
<b>Total amount you owe</b>	<b>\$878.80</b>

**METER SUMMARY**

Next bill date Aug 28, 2025.

<b>Usage Type</b>	<b>Usage</b>
Total kWh used	3024

**ENERGY USAGE COMPARISON**

	<b>This Month</b>	<b>Last Month</b>	<b>Last Year</b>
Service to	Jul 29, 2025	Jun 27, 2025	Jul 30, 2024
kWh Used	3024	3024	3024
Service days	32	29	32
kWh/day	95	104	95
Amount	\$878.80	\$878.80	\$802.11

**KEEP IN MIND**

- Taxes, fees, and charges on your bill are determined and required by your local and state government to be used at their discretion.
- The fuel charge represents the cost of fuel used to generate electricity. It is a direct pass-through to customers. FPL does not profit from fuel, although higher costs do result in higher state and local taxes and fees.

**Easy way to reduce costs**

Earn bill credits by allowing Business On Call® to cycle off your A/C, only when necessary.

[Claim credits](#)

**Download the app**

Get instant, secure access to outage and billing info from your mobile device.

[Download now](#)

When you pay by check, you authorize FPL to process your payment electronically or as a draft. If your payment is processed electronically, your checking account may be debited on the same day we receive the check and your check will not be returned with your checking account statement. FPL does not agree to any restrictions, conditions or endorsements placed on any bill statement or payments such as check, money order or other forms of payment. We will process the payment as if these restrictions or conditions do not exist.



Customer Name: TOWN OF MARINELAND  
 Account Number: 19454-02459

For: 06-27-2025 to 07-29-2025 (32 days)  
 kWh/Day: 95  
 Service Address:  
 9507 OCEANSHORE BLVD # SL  
 SAINT AUGUSTINE, FL 32084

Detail of Rate Schedule Charges for Street Lights

Component Code	Watts	Lumens	Owner/ Maint *	Quantity	Rate/Unit	kWh Used	Amount
HPS0400	400	50000	F	18		3,024	
Energy					5.810000		104.58
Non-energy					7.880000		141.84
Fixtures					2.840000		51.12
Maintenance							
PMC0001				18			
Non-energy					8.250000		148.50
Fixtures							
UCNP				4,194			
Non-energy					0.049350		206.97
Maintenance							
UCUP				338			
Non-energy					0.120540		40.74
Maintenance							

\* F - FPL OWNS & MAINTAINS E - CUSTOMER OWNS & MAINTAINS R - CUSTOMER OWNS, FPL RELAMPS  
 H - FPL OWNS & MAINTAINS FIXTURE, CUST OWNS OTHER



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



Customer Name: TOWN OF MARINELAND  
 Account Number: 19454-02459

For: 06-27-2025 to 07-29-2025 (32 days)  
 kWh/Day: 95  
 Service Address:  
 9507 OCEANSHORE BLVD # SL  
 SAINT AUGUSTINE, FL 32084

Component Code	Watts	Lumens	Owner/ Maint *	Quantity	Rate/Unit	kWh Used	Amount
					Energy sub total		104.58
					Non-energy sub total		589.17
					Sub total	3,024	693.75
					Energy conservation cost recovery		1.18
					Capacity payment recovery charge		0.21
					Environmental cost recovery charge		1.48
					Storm restoration recovery charge		62.66
					Transition rider credit		-6.26
					Storm protection recovery charge		16.87
					Fuel charge		53.36
					<b>Electric service amount</b>		<b>823.25</b>
					Gross receipts tax (State tax)		6.01
					Regulatory fee (State fee)		0.75
					Franchise fee (Reqd local fee)		48.79
					<b>Total</b>	<b>3,024</b>	<b>878.80</b>

\* F - FPL OWNS & MAINTAINS E - CUSTOMER OWNS & MAINTAINS R - CUSTOMER OWNS, FPL RELAMPS  
 H - FPL OWNS & MAINTAINS FIXTURE, CUST OWNS OTHER



**Electric Bill Statement**

**For:** Jun 27, 2025 to Jul 29, 2025 (32 days)

**Statement Date:** Jul 29, 2025

**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**

**\$1,212.48**

TOTAL AMOUNT YOU OWE

**Aug 19, 2025**

NEW CHARGES DUE BY

Pay \$1,051.42 instead of \$1,212.48 by your due date to enroll in FPL Budget Billing®. [FPL.com/BB](https://www.fpl.com/BB)

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	1,293.31
Payments received	-1,293.31
Balance before new charges	0.00
Total new charges	1,212.48
<b>Total amount you owe</b>	<b>\$1,212.48</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$1,051.42 by your due date instead of \$1,212.48. Make your bills easier to manage with more predictable payments. Learn more at [FPL.com/BB](https://www.fpl.com/BB)
- Payment received after October 20, 2025 is considered LATE; a late payment charge of 1% will apply.

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

Report Power Outages:  
Hearing/Speech Impaired:

1-800-4OUTAGE (468-8243)  
711 (Relay Service)



**Ways to Pay**



/ 27 105142 1320412255652788421210000

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

\$1,212.48  
TOTAL AMOUNT YOU OWE

Aug 19, 2025  
NEW CHARGES DUE BY

\$  
AMOUNT ENCLOSED



**BILL DETAILS**

Amount of your last bill	1,293.31
Payment received - Thank you	-1,293.31
Balance before new charges	\$0.00

**New Charges**

Rate: GSD-1 GENERAL SERVICE DEMAND	
Base charge:	\$30.41
Non-fuel: (\$0.033890 per kWh)	\$386.35
Fuel: (\$0.027180 per kWh)	\$309.85
Demand: (\$13.41 per KW)	\$388.89
Electric service amount	1,115.50
Gross receipts tax (State tax)	28.63
Franchise fee (Reqd local fee)	67.32
Taxes and charges	95.95
Regulatory fee (State fee)	1.03
Total new charges	\$1,212.48
<b>Total amount you owe</b>	<b>\$1,212.48</b>

**METER SUMMARY**

Meter reading - Meter KU55682. Next meter reading Aug 28, 2025.

Usage Type	Current	- Previous	x Const	= Usage
kWh used	07557	07462	120	11400
Demand KW	.24		120.00	29

**ENERGY USAGE COMPARISON**

	This Month	Last Month	Last Year
Service to	Jul 29, 2025	Jun 27, 2025	Jul 30, 2024
kWh Used	11400	11520	10680
Service days	32	29	32
kWh/day	356	397	333
Amount	\$1,212.48	\$1,293.31	\$1,072.91

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- The fuel charge represents the cost of fuel used to generate electricity. It is a direct pass-through to customers. FPL does not profit from fuel, although higher costs do result in higher state and local taxes and fees.

**Easy way to reduce costs**

Earn bill credits by allowing Business On Call® to cycle off your A/C, only when necessary.

**Claim credits**

**Download the app**

Get instant, secure access to outage and billing info from your mobile device.

**Download now**

When you pay by check, you authorize FPL to process your payment electronically or as a draft. If your payment is processed electronically, your checking account may be debited on the same day we receive the check and your check will not be returned with your checking account statement. FPL does not agree to any restrictions, conditions or endorsements placed on any bill statement or payments such as check, money order or other forms of payment. We will process the payment as if these restrictions or conditions do not exist.



**Electric Bill Statement**

**For:** Jun 27, 2025 to Jul 29, 2025 (32 days)

**Statement Date:** Jul 29, 2025

**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**

**\$671.17**

TOTAL AMOUNT YOU OWE

**Aug 19, 2025**

NEW CHARGES DUE BY

Pay \$556.81 instead of \$671.17 by your due date to enroll in FPL Budget Billing®. [FPL.com/BB](https://www.fpl.com/BB)

**ENERGY USAGE HISTORY**



**BILL SUMMARY**

Amount of your last bill	599.45
Payments received	-599.45
Balance before new charges	0.00
Total new charges	671.17
<b>Total amount you owe</b>	<b>\$671.17</b>

(See page 2 for bill details.)

**KEEP IN MIND**

- Enroll now in FPL Budget Billing when you pay \$556.81 by your due date instead of \$671.17. Make your bills easier to manage with more predictable payments. Learn more at [FPL.com/BB](https://www.fpl.com/BB)
- Payment received after October 20, 2025 is considered LATE; a late payment charge of 1% will apply.

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

Report Power Outages:  
Hearing/Speech Impaired:

1-800-4OUTAGE (468-8243)  
711 (Relay Service)



**Ways to Pay**



/ 27

55681 1320696262613877117600000

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.

69626-26138

ACCOUNT NUMBER

\$671.17

TOTAL AMOUNT YOU OWE

Aug 19, 2025

NEW CHARGES DUE BY

\$

AMOUNT ENCLOSED



**BILL DETAILS**

Amount of your last bill	599.45
Payment received - Thank you	-599.45
Balance before new charges	\$0.00

**New Charges**

Rate: GSD-1 GENERAL SERVICE DEMAND	
Base charge:	\$30.41
Non-fuel: <small>( \$0.033890 per kWh)</small>	\$199.28
Fuel: <small>( \$0.027180 per kWh)</small>	\$159.82
Demand: <small>( \$13.41 per KW)</small>	\$227.97
Electric service amount	617.48
Gross receipts tax (State tax)	15.85
Franchise fee (Reqd local fee)	37.27
Taxes and charges	53.12
Regulatory fee (State fee)	0.57
Total new charges	\$671.17
<b>Total amount you owe</b>	<b>\$671.17</b>

**METER SUMMARY**

Meter reading - Meter KU32298. Next meter reading Aug 28, 2025.

Usage Type	Current	- Previous	x Const	= Usage
kWh used	10147	10049	60	5880
Demand KW	.29		60.00	17

**ENERGY USAGE COMPARISON**

	This Month	Last Month	Last Year
Service to	Jul 29, 2025	Jun 27, 2025	Jul 30, 2024
kWh Used	5880	4800	4440
Service days	32	29	32
kWh/day	183	165	138
Amount	\$671.17	\$599.45	\$553.98

**KEEP IN MIND**

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**Claim credits**

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**Download now**

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Marineland Marina  
176 Marina Drive St Augustine FL 32080

Previous Reading: 1656480      Current Reading: 1725320

**Your Account Summary**

Company Name: Town of Marineland  
Account Name: Marineland Marina  
Supply Address: 176 Marina Drive St Augustine FL 32080  
Billing Period: July 2025

Previous Balance	\$2,161.50
Payment Received in previous month	\$0.00
<hr/>	
Balance brought forward	\$2,161.50
Current Charges	\$981.86
<hr/>	
Amount Due	\$3,143.36

**Current Invoice Summary**

Sewer Charges	\$486.81
Water Charges	\$495.05

**Marineland UTILITIES**

Billing Questions: 904-314-2431  
Email: vic@thebookkeepingfirm.com  
Web: coming soon

**Water/Sewer Invoice**

Invoice #	<b>214018-21785</b>
Customer Number	<b>214018</b>
Issue Date	<b>08/01/2025</b>
Due Date	<b>08/31/2025</b>
Total Amount Due	<b>\$3,143.36</b>

**Important Information**

If you have paid your entire account in the past few days, please disregard any outstanding balances shown. Assuming that these payments have been overlooked or misplaced please contact us for more information. It is important that we receive immediate payment from you to avoid your account going into suspension or disconnection.



**Direct Deposit**  
You may electronically make payments into our bank account via Internet Banking  
-Service under consideration



**Mail**  
Send checks payable to **JDI Marineland LLC** with your customer number on the back to:

JDI Marineland LLC  
c/o The Bookkeeping Firm  
2800 N 6th St, Unit 1, PMB 324  
St Augustine, FL 32084



**Credit Card**  
You can now pay your phone bill 24 hours per day by using our automated credit card system.  
-Service under consideration



**Phone**  
To arrange future automatic payments please contact Vic ODell: 904-314-2431

**Customer Address]**

Invoice #	<b>214018-21785</b>
Due Date	<b>08/31/2025</b>
Total Amount Due	<b>\$3,143.36</b>
Total Due On Time	<b>\$3,143.36</b>

ACCOUNT NUMBER  
INVOICE NUMBER  
DATE OF ISSUE

214018  
214018-21785  
08/01/2025

## Account Summary

Meter No: 13

Supply Address: 176 Marina DR St Augustine FL 32080

<i>Item</i>	<i>Read Type</i>	<i>Quantity</i>	<i>Loss Factor</i>	<i>Rate</i>	<i>Sub Total</i>
<b>Water Charges</b>					
Water Charges	Actual	65840.0000	Gal	0.006700/Gal	\$441.13
Base Water Charges		1.0000	U	53.919998/U	\$53.92
<b>Sewer Charges</b>					
Sewer Charges	Actual	65840.0000	Gal	0.006590/Gal	\$433.89
Base Sewer Charges		1.0000	U	52.919998/U	\$52.92
<hr/>					
Subtotal					<b>\$981.86</b>
TAX -if applicable					<b>\$0.00</b>
Total (Inc TAX)					<b>\$981.86</b>
<hr/>					



Marineland Marina  
176 Marina Drive St Augustine FL 32080

Previous Reading: 1636200      Current Reading: 1656480

### Your Account Summary

Company Name: Town of Marineland  
Account Name: Marineland Marina  
Supply Address: 176 Marina Drive St Augustine FL 32080  
Billing Period: June 2025

Previous Balance	\$3,047.76
Payment Received in previous month	-\$1,222.76
Balance brought forward	\$1,825.00
Current Charges	\$336.50
Amount Due	\$2,161.50

### Current Invoice Summary

Sewer Charges	\$166.80
Water Charges	\$169.70

### Marineland Utilities

Billing Questions 904-314-2431  
Email vic@thebookkeepingfirm.com  
Web coming soon

## Water/Sewer Invoice

Invoice #	214018-21610
Customer Number	214018
Issue Date	07/01/2025
Due Date	07/31/2025
Total Amount Due	\$2,161.50

### Important Information

If you have paid your entire account in the past few days, please disregard any outstanding balances shown. Assuming that these payments have been overlooked or misplaced please contact us for more information. It is important that we receive immediate payment from you to avoid your account going into suspension or disconnection.



**Direct Deposit**  
You may electronically make payments into our bank account via Internet Banking  
-Service under consideration



**Mail**  
Send checks payable to JDI Marineland LLC with your customer number on the back to:

JDI Marineland LLC  
c/o The Bookkeeping Firm  
2800 N 6th St, Unit 1, PMB 324  
St Augustine, FL 32084



**Credit Card**  
You can now pay your phone bill 24 hours per day by using our automated credit card system.  
-Service under consideration



**Phone**  
To arrange future automatic payments please contact Vic ODell: 904-314-2431

Customer Address]	
Invoice #	214018-21610
Due Date	07/31/2025
Total Amount Due	\$2,161.50
Total Due On Time	\$2,161.50

ACCOUNT NUMBER  
INVOICE NUMBER  
DATE OF ISSUE

214018  
214018-21610  
07/01/2025

**Account Summary**

Meter No: 13  
Supply Address: 176 Marina DR St Augustine FL 32080

<i>Item</i>	<i>Read Type</i>	<i>Quantity</i>	<i>Loss Factor</i>	<i>Rate</i>	<i>Sub Total</i>
<b>Water Charges</b>					
Water Charges	Actual	17280.0000	Gal	0.006700/Gal	\$115.78
Base Water Charges		1.0000	U	53.919998/U	\$53.92
<b>Sewer Charges</b>					
Sewer Charges	Actual	17280.0000	Gal	0.006590/Gal	\$113.88
Base Sewer Charges		1.0000	U	52.919998/U	\$52.92
Subtotal					<b>\$336.50</b>
TAX -if applicable					<b>\$0.00</b>
Total (Inc TAX)					<b>\$336.50</b>





**FLEET & ASSOCIATES**  
ARCHITECTS/PLANNERS, INC.

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

Mayor Dewey Dew  
Town of Marineland  
176 Marina Drive  
Marineland, FL 32080

Re: Town Planner Consultant Services

**INVOICE**

PROJECT NO. 24130

INVOICE NO. 2663  
DATE: August 15, 2025

**Services for July 12, 2025 through August 15, 2025**

Report for Commission Meeting	1.0 hrs. x \$125	\$ 125.00
*Report for CRA Meeting	0.5 hrs. x \$125	\$ 62.50
*Geo Park Stewardship Report to FCT	2.5 hrs. x \$125	\$ 312.50
*Assist UF with Grant for Additional Funds for Shoreline Stabilization	1.0 hrs. x \$125	\$ 125.00
*River to Sea Special Event Application/Approvals	2.5 hrs. x \$125	\$ 312.50
**DEP Grant Coordination	1.0 hrs. x \$125	\$ 125.00
*Respond to Emails/Phone Calls	1.5 hrs. x \$125	\$ <u>187.50</u>

**Total Due \$ 1,250.00**

\*CRA expenses

\*\*DEP Grant

**Mark Simpson CPA, Inc.**

5030 Datil Pepper Road  
St. Augustine, FL 32086

# Invoice

Date	Invoice #
7/31/2025	1402

<b>Bill To</b>
Town of Marineland 9507 Ocean Shore Blvd. St. Augustine, FL 32080

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	Monthly accounting, sales tax return, quarterly re-employment tax return, run reports, attend meeting for 2 hours	1,000.00	1,000.00
2.25	FY 2025 financial projection and FY 2026 initial budget preparation	225.00	506.25
0.5	Login to Oasys E-Portal and submit TRIM initial DR-420 prior to deadline	225.00	112.50
1	Correspondence with Mayor and Vice Mayor, Intracoastal bank login problems, loan payoff, budget changes after the July meeting	225.00	225.00

<b>Phone #</b>
904.669.1125

**Total** \$1,843.75

7:30 AM

08/17/25

## Town of Marineland Check Detail August 2025

Type	Num	Date	Name	Memo	Account	Paid Amount
Check		08/01/2025			<b>1014 · Intracoastal Capital Chkg -4017</b>	
					201 · Debt Service	-3,251.11
					200 · Loan Interest	-73.48
TOTAL						-3,324.59
<b>Bill Pmt -Check</b>	<b>FPL Aug</b>	<b>08/04/2025</b>	<b>FP&amp;L</b>	<b>19454-02459 / 41225-56527 / 69626-26138</b>	<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	56527	07/31/2025	Mobius Marine, Inc.	July FPL Marina	059 · Utilities	-1,212.48
Bill	26138	07/31/2025	Mobius Marine, Inc.	July FPL Dock	059 · Utilities	-671.17
Bill	02459	07/31/2025		July Street lights	054 · Street Lights, Utility Service	-878.80
TOTAL						-2,762.45
<b>Bill Pmt -Check</b>	<b>1074</b>	<b>08/16/2025</b>	<b>Dennis K Bayer Esq</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	August Re...	08/16/2025		August Retainer - no invoice received	004 · Legal	-1,100.00
TOTAL						-1,100.00
<b>Bill Pmt -Check</b>	<b>1075</b>	<b>08/16/2025</b>	<b>Douglas Dew Jr.</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	August	08/16/2025		August	007 · Commissioner Stipends	-500.00
TOTAL						-500.00
<b>Bill Pmt -Check</b>	<b>1076</b>	<b>08/16/2025</b>	<b>Fleet &amp; Associates ArchitectsPlanners Inc</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	2663	07/31/2025		July TOM Planning July Planning for CRA	005.3 · Town Planner 1350 · Due From CRA Fund	-125.00 -1,125.00
TOTAL						-1,250.00
<b>Bill Pmt -Check</b>	<b>1077</b>	<b>08/16/2025</b>	<b>Florida Municipal Insurance Trust</b>	<b>0941</b>	<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	FMIT 0941	08/16/2025		FY 2026 Insurance	1300 · Prepaid Expenses	-4,934.00
TOTAL						-4,934.00
<b>Bill Pmt -Check</b>	<b>1078</b>	<b>08/16/2025</b>	<b>JDI Marineland, LLC</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	214018-2...	06/30/2025	Mobius Marine, Inc.	June Water	059 · Utilities	-336.50
Bill	214018-2...	07/31/2025	Mobius Marine, Inc.	July Water	059 · Utilities	-981.86
TOTAL						-1,318.36
<b>Bill Pmt -Check</b>	<b>1079</b>	<b>08/16/2025</b>	<b>Jessica Finch</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	August	08/16/2025		August	007 · Commissioner Stipends	-250.00

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**Town of Marineland  
Check Detail  
August 2025**

Type	Num	Date	Name	Memo	Account	Paid Amount
TOTAL						-250.00
<b>Bill Pmt -Check</b>	<b>1080</b>	<b>08/16/2025</b>	<b>Mark Simpson</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	1402	07/31/2025		July 2025 w/ budget prep and TRIM	003 · Financial Services	-1,843.75
TOTAL						-1,843.75
<b>Bill Pmt -Check</b>	<b>1081</b>	<b>08/16/2025</b>	<b>Mobius Marine, Inc</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	FEMA Ad...	07/31/2025		Administrative Fees for FEMA Grant Administrati...	569000 · Marina Project	-4,800.00
TOTAL						-4,800.00
<b>Bill Pmt -Check</b>	<b>1082</b>	<b>08/16/2025</b>	<b>Reddish &amp; White</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	121327	07/30/2025		Progress Billing	006 · Annual Audit	-4,267.50
Bill	121328	07/30/2025		Progress Billing for CRA Audit	1350 · Due From CRA Fund	-2,167.50
TOTAL						-6,435.00
<b>Bill Pmt -Check</b>	<b>1083</b>	<b>08/16/2025</b>	<b>St. Augustine Electric Motor Works, Inc.</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	Sales#107...	07/23/2025		Marina Upgrades to Electrical System	1350 · Due From CRA Fund	-995.00
TOTAL						-995.00
<b>Bill Pmt -Check</b>	<b>1084</b>	<b>08/16/2025</b>	<b>Suzanne Johnston Tax Collector</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	Postage	06/30/2025		County postage for bills	052 · Postage & Printing	-18.09
TOTAL						-18.09
<b>Bill Pmt -Check</b>	<b>1085</b>	<b>08/16/2025</b>	<b>Suzanne M. Dixon</b>	<b>Monthly Town Mgr Stipend</b>	<b>1000B · Cash - Operating - SSB #0321</b>	
Bill		08/10/2025		Monthly Town Mgr Stipend	001.3 · Town Manager Duties	-250.00
TOTAL						-250.00
<b>Bill Pmt -Check</b>	<b>1086</b>	<b>08/16/2025</b>	<b>Wilshem Pennick</b>		<b>1000B · Cash - Operating - SSB #0321</b>	
Bill	August	08/16/2025		August	002 · Town Clerk	-500.00
TOTAL						-500.00

**NOTICE OF CHANGE IN POLICY TERMS  
Florida Municipal Insurance Trust (FMIT)  
2025-2026 Coverage Year**

**CONDITIONS OF COVERAGE**

- **FLORIDA MUNICIPAL INSURANCE TRUST CONDITIONS OF COVERAGE (FMIT COND)**

Revised language in section C. relating to payment of contributions.

**GENERAL LIABILITY/PROFESSIONAL LIABILITY COVERAGE**

- **FLORIDA MUNICIPAL INSURANCE TRUST GENERAL/PROFESSIONAL LIABILITY COVERAGE AGREEMENT (FMIT CA)**

Removed definition O. for Incidental Medical Malpractice Injury.

Revised Exclusions A. to clarify that any claim, suit or liability arising from quasi-contracts or estoppel is excluded.

Revised Exclusions K. to clarify it includes critical illness claims and statutory claims regarding entitlement to cancer benefits.

**GENERAL LIABILITY/PROFESSIONAL LIABILITY COVERAGE ENDORSEMENTS**

- **FLORIDA MUNICIPAL INSURANCE TRUST LEGAL FEE REIMBURSEMENT (FMIT ECLE)**

Revised Exclusion DD. to expressly exclude coverage for foreclosure actions, quiet title actions, and other actions seeking equitable relief relating to real property.

- **SPECIFIC EXCESS ENDORSEMENT SELF-INSURED RETENTION MEMBERS – GENERAL LIABILITY (FMIT SE SIR GL)**

Added specific documents to Section IV. G. which the Designated Member must provide or cause to be provided when requested by the Trust.

**PROPERTY COVERAGE**

- **FLORIDA MUNICIPAL INSURANCE TRUST PROPERTY, ALLIED LINES AND CRIME DECLARATIONS (FMIT PROP DEC)**

Revised Limit column to stated “Dedicated Limit.”

Named Storm Coverage and Percentage Deductible will now appear directly on FMIT PROP DEC.

**PROPERTY COVERAGE AGREEMENT ENDORSEMENTS**

- **BUILDING AND PERSONAL PROPERTY COVERAGE FORM (CP 00 10 04 02)**

Removed Section G. 3. d. (2) language which requires an extension be granted prior to the expiration of the period.

- **FLOOD COVERAGE EXTENSION (FMIT FLOOD)**

Removed Shared Aggregate Flood Limit.

- **NAMED STORM COVERAGE AND PERCENTAGE DEDUCTIBLE ENDORSEMENT (FMIT PROP NS-A)**

Removed definitions of Inland County and Coastal County. Removed all references and application of deductible based on being an Inland County or Coastal County.

Removed Section I. b. 4. requirement that an extension be granted prior to the expiration of the period.

- **NAMED STORM COVERAGE AND PERCENTAGE DEDUCTIBLE ENDORSEMENT (FMIT PROP NS-B)**

Removed definitions of Inland County and Coastal County. Removed all references and application of deductible based on being an Inland County or Coastal County.

Removed Section I. b. 4. requirement that an extension be granted prior to the expiration of the period.

- **NAMED STORM COVERAGE AND PERCENTAGE DEDUCTIBLE ENDORSEMENT (FMIT PROP NS-C)**

Removed definitions of Inland County and Coastal County. Removed all references and application of deductible based on being an Inland County or Coastal County.

Removed Section I. b. 4. requirement that an extension be granted prior to the expiration of the period.

- **HOUSING AUTHORITY WINDSTORM AND HAIL COVERAGE AND DEDUCTIBLE ENDORSEMENT (FMIT PROP 11H)**

Removed Section V. a. requirement that an extension be granted prior to the expiration of the period.

Removed references to Inland or Coastal property locations.

## **BREACH RESPONSE AND CYBER LIABILITY COVERAGE**

- **BREACH RESPONSE AND CYBER LIABILITY COVERAGE (FMIT CYBER)**

Removed reference to Member referring to Designated Member in introductory paragraph.

### **FMIT WORKERS' COMPENSATION COVERAGE**

- **SPECIFIC EXCESS ENDORSEMENT WORKERS COMPENSATION INSURANCE ENDORSEMENT (FMIT WC SE)**

Added specific documents to Section VIII. (10) which the Designated Member must provide or cause to be provided when requested by the Trust.

Revised language in Section X. to clarify that the Trust may, in its discretion, elect to assume control of subrogation pursuits.

- **EXPERIENCE RATING MODIFICATION FACTOR ENDORSEMENT WORKERS' COMPENSATION (FMIT WC EMF)**

Revised language to provide that the proper experience rating modification factor ("Mod Factor") for workers' compensation coverage may be applied in the event a different Mod Factor is later determined to be appropriate.



# **FINANCIALS AND BUDGETS**

**Town of Marineland**  
**Statement of Financial Position**  
As of July 31, 2025

	Jul 31, 25	Jul 31, 24
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
1000B · Cash - Operating - SSB #0321	25,810.56	135,618.27
1001A · Invest Acct - SouthState 3736	185,792.66	159,074.38
1002A · Cap Improve-SouthState 3745	1,020.00	1,019.18
1014 · Intracoastal Capital Chkg -4017	52,362.76	69,898.84
<b>Total Checking/Savings</b>	264,985.98	365,610.67
<b>Accounts Receivable</b>		
1200 · Accounts Receivable	4,940.43	11,569.07
<b>Total Accounts Receivable</b>	4,940.43	11,569.07
<b>Other Current Assets</b>		
1350 · Due From CRA Fund	-2,799.85	28,367.56
1499 · Undeposited Funds	410.84	2,825.00
<b>Total Other Current Assets</b>	-2,389.01	31,192.56
<b>Total Current Assets</b>	267,537.40	408,372.30
<b>TOTAL ASSETS</b>	<b>267,537.40</b>	<b>408,372.30</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2000 · Accounts Payable	20,422.65	46,257.04
<b>Total Accounts Payable</b>	20,422.65	46,257.04
<b>Credit Cards</b>		
9999999 · Town Credit Card	-218.52	258.50
<b>Total Credit Cards</b>	-218.52	258.50
<b>Other Current Liabilities</b>		
2201 · Sales Tax Payable	-80.00	0.00
2300 · Unearned Revenues	15,584.58	0.00
<b>Total Other Current Liabilities</b>	15,504.58	0.00
<b>Total Current Liabilities</b>	35,708.71	46,515.54
<b>Total Liabilities</b>	35,708.71	46,515.54
<b>Equity</b>		
1110 · Retained Earnings	-1,720.95	-1,149.45
1111 · Fund Balance Assigned	58,544.48	64,053.48
1112 · Fund Balance Unassigned	197,954.86	197,954.86
Net Income	-22,949.70	100,997.87
<b>Total Equity</b>	231,828.69	361,856.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>267,537.40</b>	<b>408,372.30</b>

**Town of Marineland**  
**Statement of Revenue & Expenses, Budget vs. Actual**  
**October 2024 through September 2025**

	Oct '24 - Sep 25	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
30 · Ad Valorem Taxes	135,632.52	131,807.00	3,825.52
33 · Franchise Fee - FPL	17,975.85	22,000.00	-4,024.15
34 · FL Communications Services Tax	4,950.72	6,158.00	-1,207.28
35 · Local Business Receipts Tax	285.93	1,000.00	-714.07
36 · Other Permits & Fees	800.00	1,750.00	-950.00
37 · Rental Income	4,000.00	4,800.00	-800.00
39 · Miscellaneous Income	12.50		
40.5 · Interest on Ad Valorem Taxes	2,407.62	0.00	2,407.62
41 · Interest Income	3,476.17	5,000.00	-1,523.83
47 · Other State Grants			
47.2 · FEMA	84,545.46	85,000.00	-454.54
<b>Total 47 · Other State Grants</b>	84,545.46	85,000.00	-454.54
<b>Total Income</b>	254,086.77	257,515.00	-3,428.23
<b>Gross Profit</b>	254,086.77	257,515.00	-3,428.23
<b>Expense</b>			
01 · PERSONNEL SERVICE			
001 · Town Manager			
001.3 · Town Manager Duties	2,750.00	3,000.00	-250.00
001.5 · Town Mgr, Wedding Supplements	50.00	0.00	50.00
<b>Total 001 · Town Manager</b>	2,800.00	3,000.00	-200.00
002 · Town Clerk	4,200.00	6,000.00	-1,800.00
003 · Financial Services	12,981.25	15,000.00	-2,018.75
004 · Legal	20,780.00	17,000.00	3,780.00
005 · Town Planner			
005.3 · Town Planner	3,125.00	2,500.00	625.00
<b>Total 005 · Town Planner</b>	3,125.00	2,500.00	625.00
006 · Annual Audit	8,587.50	8,000.00	587.50
007 · Commissioner Stipends	10,250.00	12,000.00	-1,750.00
008 · Payroll Taxes	5.75	15.00	-9.25
<b>Total 01 · PERSONNEL SERVICE</b>	62,729.50	63,515.00	-785.50
02 · OPERATING EXPENDITURES			
050 · Office/ Miscellaneous Expense	267.15	750.00	-482.85
051 · Donation & Dues	632.00	550.00	82.00
052 · Postage & Printing	18.09	100.00	-81.91
053 · Legal Advertisement	0.00	350.00	-350.00
055 · Advertising & Promotion	0.00	200.00	-200.00
056 · Bank Service Charges	39.00	50.00	-11.00
057 · Insurance	6,658.00	6,978.00	-320.00
059 · Utilities	523.23	0.00	523.23
060 · Technology Expense	5,001.80	2,000.00	3,001.80
<b>Total 02 · OPERATING EXPENDITURES</b>	13,139.27	10,978.00	2,161.27
03 · Physical Environment			
054 · Street Lights, Utility Service	8,733.30	10,665.00	-1,931.70
59.2 · Marina Electricity Reimbursed	-3,099.33	0.00	-3,099.33
<b>Total 03 · Physical Environment</b>	5,633.97	10,665.00	-5,031.03
<b>Total Expense</b>	81,502.74	85,158.00	-3,655.26
<b>Net Ordinary Income</b>	172,584.03	172,357.00	227.03
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Marina Income	0.00	18,000.00	-18,000.00
Possessory Interest Tax Revenue	0.00	2,400.00	-2,400.00
Sales Tax Collection Allowance	2.75	0.00	2.75
<b>Total Other Income</b>	2.75	20,400.00	-20,397.25
<b>Other Expense</b>			
Commnty Redev Area Trnsfer Out	72,337.00	72,337.00	0.00
Marina Expenses	0.00	5,020.00	-5,020.00
Possessory Interest Tax Exp	0.00	2,400.00	-2,400.00
200 · Loan Interest	1,495.03	7,000.00	-5,504.97
201 · Debt Service	36,901.72	21,000.00	15,901.72

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Accrual Basis

**Town of Marineland**  
**Statement of Revenue & Expenses, Budget vs. Actual**  
**October 2024 through September 2025**

	<u>Oct '24 - Sep 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>
569000 · Marina Project	89,345.46	85,000.00	4,345.46
Total Other Expense	200,079.21	192,757.00	7,322.21
Net Other Income	-200,076.46	-172,357.00	-27,719.46
Net Income	<u>-27,492.43</u>	<u>0.00</u>	<u>-27,492.43</u>

**Town of Marineland**  
**Statement of Revenues and Expenses YTD with Prior Year Comp**  
**October 2024 through July 2025**

	Oct '24 - Jul 25	Oct '23 - Jul 24	\$ Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
30 · Ad Valorem Taxes	135,632.52	125,458.46	10,174.06
33 · Franchise Fee - FPL	17,975.85	17,621.42	354.43
34 · FL Communications Services Tax	4,950.72	3,966.18	984.54
35 · Local Business Receipts Tax	285.93	1,125.52	-839.59
36 · Other Permits & Fees	800.00	1,645.00	-845.00
37 · Rental Income	3,600.00	4,000.00	-400.00
38 · Interest On Investments	0.00	2,353.45	-2,353.45
39 · Miscellaneous Income	12.50	0.00	12.50
40.5 · Interest on Ad Valorem Taxes	2,407.62	1,718.46	689.16
41 · Interest Income	3,476.17	1,734.35	1,741.82
47 · Other State Grants			
47.2 · FEMA	84,545.46	0.00	84,545.46
<b>Total 47 · Other State Grants</b>	<b>84,545.46</b>	<b>0.00</b>	<b>84,545.46</b>
<b>Total Income</b>	<b>253,686.77</b>	<b>159,622.84</b>	<b>94,063.93</b>
<b>Gross Profit</b>	<b>253,686.77</b>	<b>159,622.84</b>	<b>94,063.93</b>
<b>Expense</b>			
<b>01 · PERSONNEL SERVICE</b>			
001 · Town Manager			
001.3 · Town Manager Duties	2,500.00	2,500.00	0.00
001.5 · Town Mgr, Wedding Supplements	50.00	250.00	-200.00
<b>Total 001 · Town Manager</b>	<b>2,550.00</b>	<b>2,750.00</b>	<b>-200.00</b>
002 · Town Clerk	3,700.00	5,000.00	-1,300.00
003 · Financial Services	12,981.25	13,025.59	-44.34
004 · Legal			
004.3 · Legal Expense	0.00	0.00	0.00
004 · Legal - Other	19,680.00	14,330.00	5,350.00
<b>Total 004 · Legal</b>	<b>19,680.00</b>	<b>14,330.00</b>	<b>5,350.00</b>
005 · Town Planner			
005.3 · Town Planner	3,125.00	562.50	2,562.50
005 · Town Planner - Other	0.00	4,437.50	-4,437.50
<b>Total 005 · Town Planner</b>	<b>3,125.00</b>	<b>5,000.00</b>	<b>-1,875.00</b>
006 · Annual Audit	8,587.50	5,600.00	2,987.50
007 · Commissioner Stipends	9,500.00	7,500.00	2,000.00
008 · Payroll Taxes	5.75	9.15	-3.40
<b>Total 01 · PERSONNEL SERVICE</b>	<b>60,129.50</b>	<b>53,214.74</b>	<b>6,914.76</b>
<b>02 · OPERATING EXPENDITURES</b>			
050 · Office/ Miscellaneous Expense	267.15	264.58	2.57
051 · Donation & Dues	632.00	602.00	30.00
052 · Postage & Printing	18.09	34.89	-16.80
053 · Legal Advertisement	0.00	56.98	-56.98
056 · Bank Service Charges	39.00	370.26	-331.26
057 · Insurance	6,658.00	6,344.00	314.00
059 · Utilities	1,505.09	2,211.01	-705.92
060 · Technology Expense	5,001.89	1,934.87	3,066.93
<b>Total 02 · OPERATING EXPENDITURES</b>	<b>14,121.13</b>	<b>11,818.59</b>	<b>2,302.54</b>
<b>03 · Physical Environment</b>			
054 · Street Lights, Utility Service	8,733.30	8,493.45	239.85
59.1 · Marina Electricity Expense	0.00	1,171.27	-1,171.27
59.2 · Marina Electricity Reimbursed	-3,099.33	-1,171.27	-1,928.06
<b>Total 03 · Physical Environment</b>	<b>5,633.97</b>	<b>8,493.45</b>	<b>-2,859.48</b>
6350 · Travel & Ent			
6370 · Meals	0.00	16.05	-16.05
<b>Total 6350 · Travel &amp; Ent</b>	<b>0.00</b>	<b>16.05</b>	<b>-16.05</b>
6999 · Uncategorized Expenses	0.00	0.00	0.00
<b>Total Expense</b>	<b>79,884.60</b>	<b>73,542.83</b>	<b>6,341.77</b>
<b>Net Ordinary Income</b>	<b>173,802.17</b>	<b>86,080.01</b>	<b>87,722.16</b>
<b>Other Income/Expense</b>			
Other Income			

**Town of Marineland**  
**Statement of Revenues and Expenses YTD with Prior Year Comp**  
**October 2024 through July 2025**

	Oct '24 - Jul 25	Oct '23 - Jul 24	\$ Change
FEMA Reimbursement-Hur Matthew	0.00	100,130.04	-100,130.04
Possessory Interest Tax Revenue	0.00	2,391.56	-2,391.56
Sales Tax Collection Allowance	2.75	5.30	-2.55
300000 · Reimbursement	0.00	1,660.60	-1,660.60
<b>Total Other Income</b>	<b>2.75</b>	<b>104,187.50</b>	<b>-104,184.75</b>
<b>Other Expense</b>			
Commnty Redev Area Trnsfer Out	72,337.00	66,613.00	5,724.00
Marina Expenses	0.00	2,729.00	-2,729.00
Possessory Interest Tax Exp	0.00	2,391.56	-2,391.56
200 · Loan Interest	1,421.55	2,142.19	-720.64
201 · Debt Service	33,650.61	15,393.89	18,256.72
569000 · Marina Project	89,345.46	0.00	89,345.46
<b>Total Other Expense</b>	<b>196,754.62</b>	<b>89,269.64</b>	<b>107,484.98</b>
<b>Net Other Income</b>	<b>-196,751.87</b>	<b>14,917.86</b>	<b>-211,669.73</b>
<b>Net Income</b>	<b>-22,949.70</b>	<b>100,997.87</b>	<b>-123,947.57</b>



# CONTRACTS AND LEGAL

## **RIVER TO SEA PRESERVE FACILITY USE AGREEMENT**

WHEREAS, the Flagler County Board of County Commission (hereinafter called the "County") and the Town of Marineland (hereinafter called the "Town") acquired the River to Sea Preserve at Marineland located in Flagler County (hereinafter called the "Property") through the Florida Communities Trust land acquisition program; and

WHEREAS, the Management Plan of the Florida Communities Trust for the Property describes use by the Guana Tolomato Matanzas National Estuarine Research Reserve (GTMNERR) as an appropriate option for the structure that was a convenience store of the former campground on the Property ("Building") located at 9741 Ocean Shore Boulevard, Marineland, Florida, 32086; and,

WHEREAS, the Building includes a main office area (hereinafter called the "Main Office"), a classroom space, and an attached structure that previously housed a lab and dormitory, but which will be used as the County's Land Management Department (hereinafter called the "Lab"); and,

WHEREAS, the GTMNERR was designated as the nation's 25<sup>th</sup> Reserve by the National Oceanic and Atmospheric Administration; and,

WHEREAS, the Florida Department of Environmental Protection (hereinafter called the "Department") is responsible for the administration and operation of the GTMNERR; and,

WHEREAS, the Department needs facilities to accommodate the GTMNERR's operations requirements including administrative offices, research headquarters, public visitation and environmental education; and,

WHEREAS, the Department has indicated that the Main Office would provide needed resources for effective operation of the GTMNERR; and,

WHEREAS, the Town, the County and the Department desire to continue cooperating as partners toward the most efficient management of the GTMNERR; and,

WHEREAS, the Town, the County and the Department desire to share the Building to permanently house County and Town staff, as well as conduct official meetings, as described more specifically herein; and,

NOW, THEREFORE, BE IT RESOLVED, based on the foregoing recitals which are incorporated herein, that the County and the Town agree to allow the Department to use the Main Office portion of the Building and outdoor storage area as depicted in Exhibit A, which is attached hereto and incorporated herein, as a GTMNERR facility under the following terms and conditions of this Facilities Use Agreement (hereinafter called the "Agreement").

**A. THE COUNTY SHALL** assume the expenses of items noted below:

- (1) Repair the structural components of the Main Office and Lab, the air conditioning and the heating systems, the electrical system, and the plumbing systems to normal functional integrity and aesthetic quality. Repairs beyond the normal operating budget of the County are to be conducted at the sole discretion of the County.

- (2) Provide a program of Insurance or self-insurance covering its liabilities as prescribed by Sections 768.28, Florida Statutes.
- (3) Obtain hazard insurance for the Building and maintain said hazard insurance during the period of the Department's occupancy.

In addition, the County shall:

- (1) Use the Lab as office space for County Land Management staff.
- (2) Obtain and assume the costs of electrical service, maintenance of electrical and plumbing services for the Main Office and Lab. The County will pay the cost of water and sewer utility services.
- (3) Obtain and assume the costs of custodial services, internet access and telephone service for the Lab.
- (4) Maintain the landscaping and parking lot around the Building.

**B. THE DEPARTMENT SHALL**, throughout its occupancy of the Main Office:

- (1) Obtain and assume the costs of custodial services, telephone service and internet access. The Department will pay the cost of solid waste and/or recycling.
- (2) Assume the costs for the repair of any damage to the Main Office due to GTMNERR operations, except for that which results from normal wear and tear.
- (3) Provide a program of Insurance or self-Insurance covering its liabilities as prescribed by Sections 768.28, Florida Statutes.
- (4) Incur the cost of any and all structural alterations to the Main Office that it deems necessary for future GTMNERR operation. Proposed structural alterations shall be submitted in writing for the written approval of the Flagler County Administrator and the Mayor of the Town of Marineland in their sole discretion. Such approval or denial will be provided within thirty days of receipt of the request.
- (5) Not sublet any part of the Main Office. If GTMNERR wishes to allow invitees to utilize any portion of the Building, it must not charge a fee and must obtain the prior written approval of the County. The County may inquire about the nature of the proposed use and other information reasonably necessary to make a decision. Notwithstanding the foregoing, GTMNERR may not assign any of its obligations hereunder to third parties.
- (6) Not assume any responsibility for managing the property adjacent to the Main Office.
- (7) Assume the responsibility for any damage to or loss of Department property resulting from fire, or other casualty, occurring to the Main Office.
- (8) Use the facility in accordance with the terms herein, the River to Sea Preserve Management Plan and in accordance with all applicable laws, rules, and regulations.

**C. TERMINATION, DISPUTE RESOLUTION, AND NOTICE.**

- (1) The GTMNERR may terminate this Agreement at any time without cause by providing the County and Town written notice thirty days prior to the date of termination.
- (2) In the event of a dispute between the parties arising out of the use of the Building or a breach of this Agreement, the party alleging dispute shall provide written notice of the dispute to the other parties. The parties shall then assign a representative to negotiate in good faith to resolve the dispute. No party may initiate legal proceedings until at least thirty days have passed after receipt of the notice of dispute and negotiations have not resolved the dispute. Venue for litigation shall be in the Seventh Judicial Circuit in and for Flagler County, Florida.
- (3) The County and Town may terminate this Agreement only for breach of this Agreement, after providing GTMNERR written notice of breach and a thirty-day period to cure the breach or other reasonable time as set forth in the notice. If after the cure period, the breach is not cured to the satisfaction of the County and Town, the County or Town may terminate this Agreement by providing written notice sixty days prior to the date of termination.
- (4) Any notice required by this Agreement shall be provided by certified U.S. Mail, return receipt requested or reputable overnight courier to the addresses listed below:

For County:  
Attn.: County Administrator  
1769 E. Moody Blvd., Bldg. 2  
Bunnell, FL 32110

For Town:  
Attn.: Mayor  
176 Marina Drive  
Marineland, FL 32080

For GTMNERR:  
Attn.: Program Administrator  
Office of Resilience and Coastal Protection  
Florida Department of Environmental Protection  
9741 N. Ocean Shore Blvd  
St Augustine, FL, 32080

**D. MUTUAL PROVISIONS:**

- (1) The GTMNERR may utilize the Main Office for an Initial term of ten (10) years from the date of execution. Thereafter, unless either party notifies the others in writing at least ninety (90) calendar days before the expiration date, this Agreement shall automatically be renewed for a five-year term. Successive automatic renewals, if any, shall each be for a term of five (5) years.
- (2) Unless provided otherwise herein, the Main Office and property shall be used only for the transaction of official Department, County, or Town business. The Town may utilize the classroom space within the Main Office for the conduct of public meetings, including those of its appointed committees. The Town will provide GTMNERR as much as advance notice of the public meetings as is practicable. In

the event of a conflict in the scheduling between the GTMNERR and the Town for use of the Main Office, the Town shall have first priority.

- (3) The Main Office, Lab, and the surrounding Property shall be designated "non-smoking".
- (4) Each party shall designate a primary point of contact responsible for communication regarding this Agreement. The parties may convene annually, or as needed, to review and discuss use, maintenance, and future needs associated with the Building. If circumstances change such that any party to this agreement wishes to make changes, all parties shall negotiate in good faith to produce a fair and equitable resolution.
- (5) Each party shall be responsible for its own acts and omissions. Each party shall, subject to the scope and monetary limitations of Section 768.28, Florida Statutes, indemnify the others for claims arising out of the indemnifying party's negligent or wrongful conduct under this Agreement and for claims arising out of breach of this Agreement. Nothing in this Agreement shall be construed as a waiver of the sovereign immunity of the County, Town, or Department under Section 768.28, Florida Statutes, nor as consent to be sued by third parties.
- (6) Nothing contained in this Agreement shall be construed as a waiver of or contract with respect to the regulatory or permitting authority of the Department, the County or the Town as it exists now or hereafter under applicable laws, rules and regulations.
- (7) This Agreement contains the entire understanding of the parties with respect to the subject matter hereof. This Agreement may be amended only by a written instrument referring to this Agreement and executed with the same formalities as this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on the dates indicated below.

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Andrew S. Dance, Chair

Date:\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Tom Bexley, Clerk of the Circuit Court and  
Comptroller

APPROVED AS TO FORM

\_\_\_\_\_

Sean S. Moylan, Deputy County Attorney

TOWN OF MARINELAND

\_\_\_\_\_  
Dewey Dew, Mayor

Date:\_\_\_\_\_

Attest:

\_\_\_\_\_  
Town Clerk

APPROVED AS TO FORM

\_\_\_\_\_  
Dennis K. Bayer, Town Attorney

[Signature Page to Follow.]

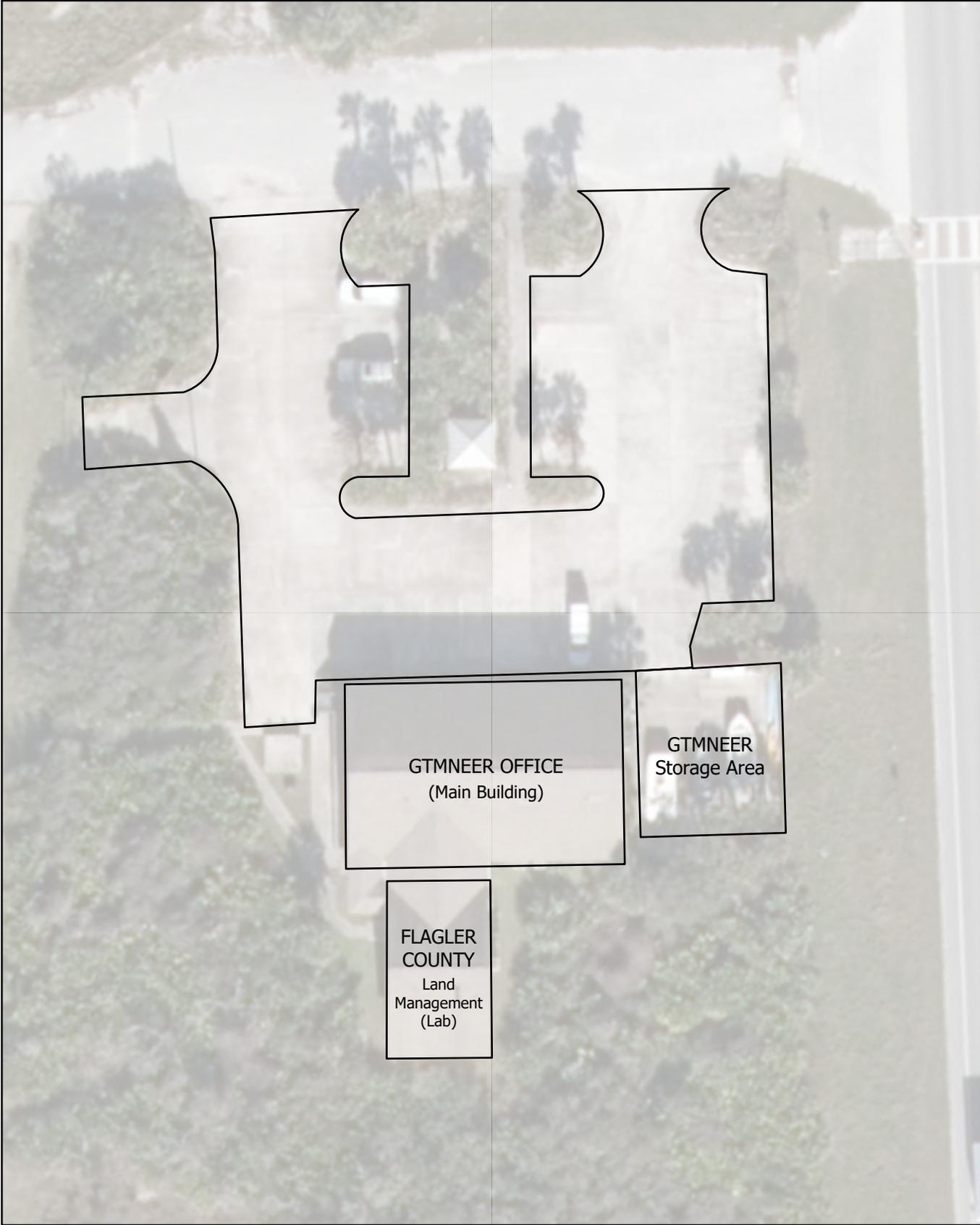
GUANA TOLOMATO MATANZAS NATIONAL  
ESTUARINE RESEARCH RESERVE

\_\_\_\_\_  
Scott Eastman, Program Administrator

Date: \_\_\_\_\_

[Exhibit A to Follow.]

# EXHIBIT A - MARINELAND OFFICE





**OTHER  
RELEVANT  
DOCUMENTS**

# **Web Central Starter: Summary**

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Proposal valid for 60 days from date of receipt



# Company Overview

CivicPlus started back in June of 1998 with a simple yet powerful vision: to create a website solution that allowed municipal staff to maintain their websites daily without needing a technical webmaster. As technology advanced, we saw our customers' need to bring more services online. We expanded our vision to make local government work better as a whole.

Today, CivicPlus provides public sector technology that automates processes, digitizes services, and enhances civic experiences. Our wide range of government software solutions are designed to be flexible, scalable, and customizable, ensuring a frictionless experience for residents and staff. Our portfolio includes solutions for:



- Process Automation and Digital Services
- Planning, Permitting, Licensing, and Code Enforcement
- Fire and Life Safety Inspections
- Asset Management
- Utility Billing
- Social Media Archiving
- FOIA Management
- Municipal Websites
- Web Accessibility
- Agenda and Meeting Management
- Codification
- Emergency and Mass Notifications
- Parks and Recreation Management
- 311 and Citizen Relationship Management

## EXPERIENCE & RECOGNITION

**25+ Years**

**10,000+ Customers**

**950+ Employees**



CivicPlus has over 25 years of experience working with municipal organizations across the US and Canada. Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a leader in government web technology. We are proud to have earned the trust of our over 10,000 customers and their over 100,000 administrative users. In addition, over 340 million residents engage with our solutions daily. With such experience, we are confident that we can provide the best solution for you.

## CONTACT INFORMATION

### Primary Office

302 S. 4<sup>th</sup> Street, Suite 500, Manhattan, KS 66502

Phone: 888.228.2233 | Fax: 785.587.8951

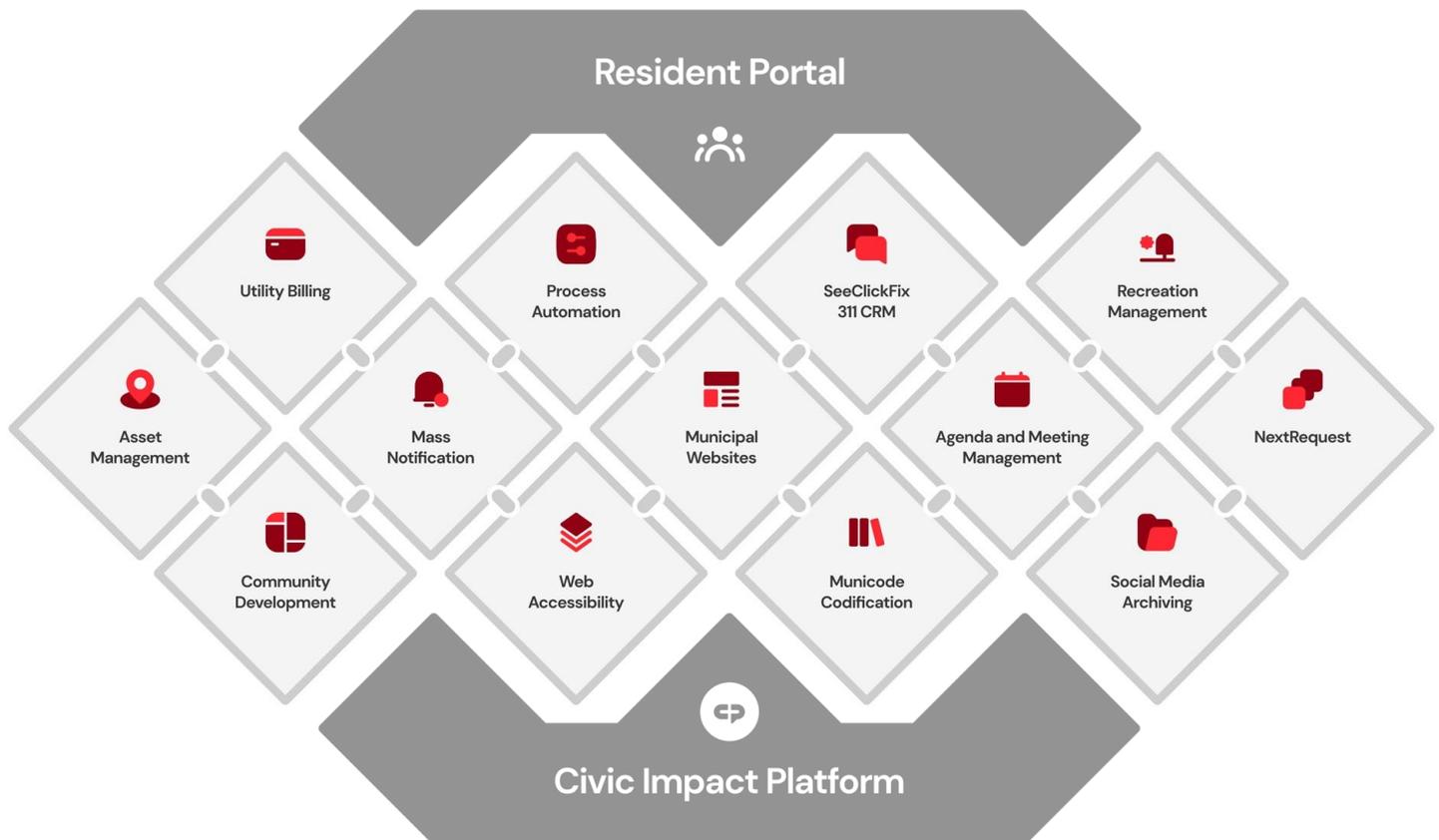
[Civicplus.com](http://Civicplus.com)

# Powering & Empowering Government

We empower municipal leaders to transform interactions between residents and government into consistently positive experiences that elevate resident satisfaction, increase revenue, and streamline operations.

Government leaders tell us that one of their most pressing needs is to improve how residents access and experience municipal services; however, they struggle with budget cutbacks and technology constraints. CivicPlus enables civic leaders to solve these problems, making consistently positive interactions between residents and government possible.

CivicPlus is the only government technology company exclusively committed to powering and empowering governments to efficiently operate, serve, and govern using our innovative and integrated technology solutions built and supported by former municipal leaders and award-winning support teams. With it, municipalities increase revenue and operate more efficiently while fostering trust among residents.



Website	Standard	Premium
One-Time Standard Implementation	\$850	\$1,700
Annual Subscription Fees	\$4,664	\$5,772
<p>Bundling Discounts Available</p>		

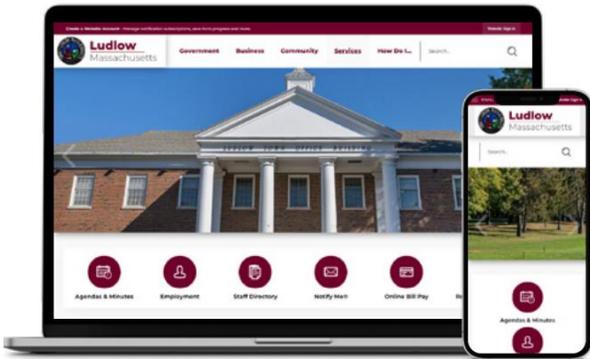
Base Inclusions			Price
Agenda Center	Graphic Links	Cloudflare Tier 1 Security for PCI Compliance and Visitor Surges.	Included
Calendar	Quick Links	DNS   Domain Management	
Alert Center	Info Advanced	SSL Management	
Document Center	News Flash	Hosting and Security	
Notify Me	Staff Directory		
Form Center	FAQs		
Website Optional Add-On			Price
Live Training Per Module			\$375 one-time
Meetings and Agenda Migration per 100 Meetings			\$850 one-time
Standard Department Header Page			\$2,933 one-time   \$813 annual fee
Premium Department Header Page			\$4,515 one-time   \$938 annual fee
Accessibility with AudioEye			\$2,500 annual fee
CommonLook – PDF Remediation – One License			\$1,443 annual fee
48 Month Redesign Annual Fee			Standard \$250   Premium \$425
Facilities and Reservations Module			\$350 annual fee
Resource - Business Directory Module			\$350 annual fee
Activities Module			\$350 annual fee
Bids Posting Module			\$350 annual fee
Jobs Module			\$350 annual fee
Opinion Polls Module			\$350 annual fee
Real Estate Locator Module			\$350 annual fee
CivicSend – E News Letter Builder Added to Notify Me			\$750 one-time   \$2,374 annual fee
CivicPlus Pay with Forte			\$500 one-time   \$250 annual fee
Additional Block of 500 Notify Me SMS Subscribers (Comes with a block of 500)			\$945 annual fee
Chatbot			\$2,750 annual fee
Other Popular Integrated Solutions			Price
Mass Notification			Ask Me – Scoping Necessary
Meetings and Agenda Management			Ask Me – Scoping Necessary
Social Media Archiving			Ask Me – Scoping Necessary
Next Request (Public Records Request)			Ask Me – Scoping Necessary
Municode Codification (Code of Ordinance)			Ask Me – Scoping Necessary
SeeClickFix 311 CRM			Ask Me – Scoping Necessary
Web Accessibility			Ask Me – Scoping Necessary
Community Development (Permitting, Licensing, Code Enforcement)			Ask Me – Scoping Necessary
Asset Management			Ask Me – Scoping Necessary
Process Automation (Advanced fillable forms with automated workflow)			Ask Me – Scoping Necessary
Recreation Management			Ask Me – Scoping Necessary

# Standard Package Designs

You will choose one of our fixed layout options as the base of your website. You will then be given the opportunity to submit personalized information, like imagery, branding, graphic button preferences, and more to be taken into design consideration. This finalized design will not only represent your unique community, but—combined with the functionality of the Web Central Starter CMS – will help you provide an attractive and convenient online resource for your community.

## DESIGN EXAMPLES

The included design portfolio will provide you with an idea of the different directions we can take your creative design with the standard implementation package.



**Ludlow, MA**



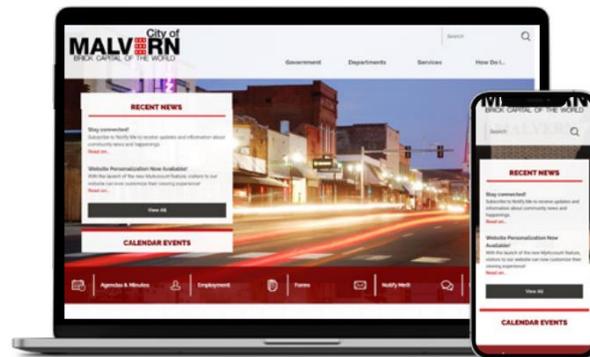
**Rocky Hill, CT**



**Clark County, KY**



**Geneva, NY**



**Malvern, AR**

# Premium Package Designs

You will meet with your art director to discuss your website vision based on the goals and needs of your users. This process involves conversing with your art director on the order, placement, and format of your homepage content and design elements, aimed at achieving your usability goals. Your preferences will be solidified into a homepage layout wireframe, which will provide the structural blueprint for the visual design application.

We will then collaborate with you to customize your design to represent your community using your logo, chosen colors, and imagery. We will focus on including the functionality to meet your website needs, including an option for up to one Advanced Design Component, if desired. Advanced Design components provide next-level user engagement by leveraging the latest design enhancements in the Web Central Starter product. Your art director will help you choose the component that works best for your website and desired site maintenance level.

## DESIGN EXAMPLES

The included design portfolio will provide you with an idea of the different directions we can take your creative design with the standard implementation package.



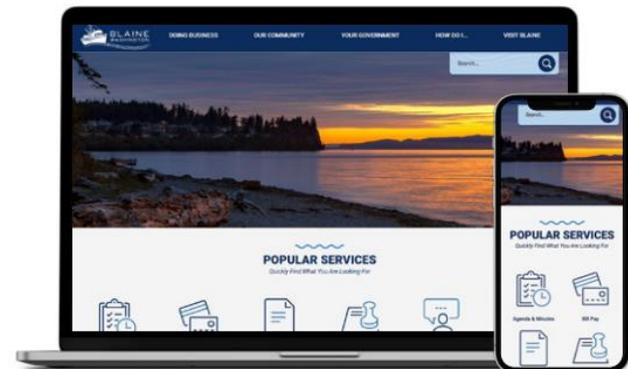
**Burkburnett, TX**



**Greenbrier, TN**



**Cheverly, MD**



**Blaine, WA**

## Standard Package Timeline | 8-10 Weeks

PHASE 1: INITIATE & ANALYZE	2 Weeks	<ul style="list-style-type: none"> <li>Project Kickoff Meeting</li> <li>Planning &amp; Scheduling</li> <li>Customer Deliverable Submission</li> </ul>
PHASE 2: CONTENT IMPLEMENTATION & DESIGN CREATION	5 Weeks	<ul style="list-style-type: none"> <li>Site Map Creation</li> <li>Content Implementation</li> <li>Design Creation</li> <li>Google Analytics Account Creation</li> <li>Quality Control.</li> </ul>
PHASE 3: EDUCATE	1 Week	<ul style="list-style-type: none"> <li>Group Training</li> </ul>
PHASE 4: LAUNCH	1 Week	<ul style="list-style-type: none"> <li>Project Scope Completion</li> <li>Website Launch</li> </ul>

## Premium Package Timeline | 10-12 Weeks

PHASE 1: INITIATE & ANALYZE	3 Weeks	<ul style="list-style-type: none"> <li>Project Kickoff Meeting</li> <li>Planning &amp; Scheduling</li> <li>Customer Deliverable Submission</li> <li>Design Discovery Meeting</li> </ul>
PHASE 2: CONTENT IMPLEMENTATION & DESIGN CREATION	5 Weeks	<ul style="list-style-type: none"> <li>Site Map Creation</li> <li>Content Implementation</li> <li>Design Creation</li> <li>Google Analytics Account Creation</li> <li>Quality Control.</li> </ul>
PHASE 3: EDUCATE	1 Weeks	<ul style="list-style-type: none"> <li>Training Engagement</li> </ul>
PHASE 4: LAUNCH	2 Weeks	<ul style="list-style-type: none"> <li>Project Scope Completion</li> <li>Website Launch</li> </ul>

# Approaching Your Project Implementation

Communication between you and your CivicPlus team will be continuous throughout your project. Sharing input and feedback through email, virtual meetings, phone calls, and our project management software will keep all stakeholders involved and informed. Cloud Coach offers task management transparency with a multi-level work breakdown structure and Gantt Chart-based project plan.

- Centralized project communication and task management tools are located in a cloud-based project workspace
- Tasks, deliverables, and milestones are aligned to your specific scope of work

The tools available through Cloud Coach combined with regular communication with your project manager provide you ample opportunities to quickly and efficiently review your project, check deliverables, and communicate feedback.

Standard	Premium
<p><b>PHASE 1: INITIATE &amp; ANALYZE</b></p> <p><b>Project Kickoff Email</b> – Your project manager will kick off your project via email, introducing your CivicPlus team, detailing deliverables needed, providing a high-level overview of the development process, and introducing tools and resources used to manage your project.</p> <p><b>Planning &amp; Scheduling</b> – Your project manager will create a comprehensive project timeline based on the project scope and your specific needs.</p> <p><b>Customer Deliverable Submission</b> – You will be responsible for submitting deliverables as outlined.</p>	<p><b>PHASE 1: INITIATE &amp; ANALYZE</b></p> <p><b>Project Kickoff Email</b> – Your project manager will kick off your project via email, introducing your CivicPlus team, detailing deliverables needed, providing a high-level overview of the development process, and introducing tools and resources used to manage your project.</p> <p><b>Planning &amp; Scheduling</b> – Your project manager will create a comprehensive project timeline based on the project scope and your specific needs.</p> <p><b>Customer Deliverable Submission</b> – You will be responsible for submitting deliverables as outlined.</p> <p><b>Design Discovery Meeting</b> – Your project manager and art director will meet with you to discuss design preferences and establish design structure from flexible layout options.</p>
<p><b>PHASE 2: CONTENT IMPLEMENTATION &amp; DESIGN CREATION</b></p> <p><b>Site Map Creation</b> – Our content development team will generate a site map of your existing website in preparation for the content implementation.</p> <p><b>Content Implementation</b> – Our Content Development team will migrate up to 150 pages of content (including their text, documents, and images) from your current website to your new, Central Starter website. Additional pages of content can be added for an additional fee. Content will be enhanced for accessibility, and we will organize your website pages to make them easy to navigate. They will also migrate the current year and the previous two years of simple meeting agendas and minutes to the Agenda Center module. Additional years can be added for an additional fee.</p>	

**Design Creation** – You'll have the chance to review the responsive design prototype and provide feedback and/or approval.

**Google Analytics Account Creation** – Your website will be set up with a Google Analytics account.

**Quality Control** – Our Content Development team will complete a quality control check to ensure proper content migration.

### PHASE 3: EDUCATE

**Group Training** – Throughout the development and after launch, you and your team can access on-demand training, resources, and educational opportunities. Our initial training is offered online to administrators and content contributors. Individuals can attend group training sessions in the weeks prior to going live.

### PHASE 3: EDUCATE

**Training Engagement** – Our goal with your training plan is to give your staff the skills and tools they need to quickly and easily keep your website current. Your trainer will deliver training sessions for both administrators and users. These sessions will be customized to equip your staff with the knowledge and comfort level needed to prepare your website for launch and maintain it in the future. The training session will use your production website so that users are familiar with your specific configuration, and you can obtain hands-on experience.

### PHASE 4: LAUNCH

**Project Scope Completion** – Your Central Starter project team confirms all the details that are necessary to take your website live and explain what you can expect on launch day.

**Website Launch** – After final confirmation, your website will be made live and available to the public.

## Your Role During Implementation

- To help create the strongest possible website, we will need you to:
- Choose your desired layout – *Standard Package Only*
- Complete the Content form – *Standard Package Only*
- Gather photos and logos that will be used in the overall branding and design
- Provide website statistics to be utilized in reorganizing your website content, navigation, and design (*if available*)
- Complete the Design Form to communicate design preferences
- Provide technical information in the DNS form for the set-up of your website domain name(s)
- Perform reviews and provide official approvals throughout the project
- Update the content on your current website and delete any pages you no longer need
- Track website updates to be completed during your training session
- Ensure you have the most up-to-date web browsers installed on your organization's computers
- Compile a list of your website users and desired permission levels
- Reserve training location and necessary resources (computers, conference phone, etc.)

# CMS Features & Functionality

CivicPlus' Municipal Websites Central Standard (Web Central Starter) content management system (CMS) is robust and flexible with all the features and functionality you need today and in the future. Developed for municipalities that need to update their website frequently, CivicPlus provides a powerful government content management structure and website menu management system. The easy-to-use system allows non-technical employees to efficiently update any portion of your website.

Each website begins with a unique design developed to meet your specific communication and marketing goals, while showcasing the individuality of your community. Features and capabilities are added and customized as necessary, and all content is organized in accordance with web usability standards.

## Modules & Widgets

### RESIDENT ENGAGEMENT

Web Central Starter offers many effective and easy-to-use resident engagement features. These tools easily integrate with other key features.

**Calendar** – Create multiple calendars and events for upcoming activities that are viewable by list, week, or month.

**Notices and Alerts** – Post emergency or important information on your website and notify residents through email and SMS, via Alert Center.

**Form Center** – Create custom, online forms via simple drag-and-drop functionality. Track form submissions within the CMS and route email notifications to the appropriate individual(s).

**News** – Post news items and keep your residents up to date on important information via News Flash.

**Notifications** – Allow your residents to subscribe to receive text and email notifications on topics that are important to them via Notify Me® (includes up to 500 SMS users).

**Pop-up Module** – Use a pop-up modal to call attention to important information and notices, sitewide or on specific pages.

### ASSET MANAGEMENT

Web Central Starter is fully equipped with a robust set of document and image management tools that work with other key features of our CMS, making it easy to build dynamic content that is easy for residents to navigate and access.

**Agenda Center** – Create and display meetings and agendas on the website utilizing our built-in Agenda Center module. For advanced functionality, including live meeting management, our integrated Agenda and Meeting Management product is available as an add-on.

**Document Center** – Organize and management documents in one central repository.

**Public Images** – Store all your images in one central location, to utilize individually or create slideshows on our site. Use the built-in editor to crop and resize photos, as needed. Images are optimized for performance, mobile responsiveness, and contain alt text for accessibility compliance.

## INFORMATION & NAVIGATION

Organize your content and pages to make it easy to locate the information you and your residents need most with modules that help you update information quickly.

**Easy for Residents to Navigate** – An intuitive design, mega menu options, prominent buttons, and dynamic breadcrumbs throughout your site, all allow residents to easily find what they're looking for.

**Frequently Asked Questions (FAQs)** – Provide answers to the most frequently asked questions to reduce phone and foot traffic for staff.

**Graphic Links** – Create visually appealing buttons to direct users to important information.

**Info Advanced** – Use Info Advanced to create engaging displays of information for reuse throughout the website.

**Quick Links** – Provide links to highly requested services and information. These are commonly displayed in website footers and right-hand navigation.

**Staff Directory** – Provide contact information for departments and individual staff members. Use the information throughout the site and keep updated in one location. The Staff Directory widget allows you to quickly place specific persons or departments on relevant pages.

## COMMONLY USED WIDGETS

An extensive widget library is available for ease of placing dynamic and visually appealing information on specific pages. Each widget is easy to use with drag-and-drop functionality and is configurable with individual styling options.

**Custom HTML Widget** – Embed videos or other HTML features in your page.

**Editor Widget** – Edit text with word processing tools, plus web tools like code view and the Accessibility Checker.

**Form Center Widget** – Embed simple forms on a page.

**Image Widget** – Add images to a page.

**Related Documents Widget** – Create a dynamic list of documents referenced in the Document Center.

**Slideshow Widget** – Add a slideshow of images.

**Tabbed Widget** – Organize larger pages of information in horizontal, vertical, or stacked vertical or accordion style tabs.

## ADMINISTRATIVE FEATURES

The administration of your Web Central Starter website is browser based, with no installation of software needed. You'll be able to update your website from an internet connection on any platform (Mac or PC). Administrators can control access to pages and manipulation of content as well as use automated features to streamline processes.

**Administrative Dashboard** – A home base for messages and quick access to your recent activities and time-sensitive action items such as pending approvals and expiring items.

**Content Scheduling & Versioning** – Set your content to auto-publish and auto-expire, with an archive of all published content and previous versions.

**Dynamic Page Components** – Modules such as Calendar, FAQs, and News Flash, may be included as dynamic page components on any page.

**History Log** – Track changes made to your website.

**Intranet** – Use permissions to set a secure location on your website that allows employees to login and access nonpublic resources and information.

**Levels of Permissions** – Assign staff members to groups with different levels of permissions of access and authority throughout the CMS.

**Pending Approval Items** – Administrators have access to a queue of pending items to be published and reviewed.

**Website Statistics** – Provided website analytics for analysis.

## USER-FRIENDLY FEATURES

Not only is Web Central Starter easy for your staff to use, various administrative features help make a more attractive, engaging, and intuitive website for your community.

**Automatic Alt Tags** – Built-in features assist with ongoing ADA compliance of your website.

**Credit Card Processing** – With the add-on feature CivicPlus Pay (Pay), you can integrate with an approved payment processor to accept payments on your website (separate agreement must be made directly between you and the chosen approved processor). Additional fees apply.

**Preset Styling Standards and Ongoing Styling Flexibility** – Site changes automatically inherit design standards and styles that you've set up for your homepage, interior layouts, and simple layouts. This keeps your website looking clean and always matching. We also offer large amounts of flexibility with placement and styles on an ongoing basis. As you edit your website, you can easily adjust the location and style of widgets, content, carousels, lists, calendars, etc. to meet the look and feel you need for that area.

**Link Redirects** – Instead of sending your users to <http://civicplus.com/248/Awards-and-Recognition>, you can send them to <http://civicplus.com/awards>.

**Live Edit** – See where your information will be posted on a page before you make any changes with our WYSIWYG editor and drag-and-drop tools.

**Maps** – Easily embed maps from Google, ESRI, and more using the HTML widget. **Mega Menu** – A main navigation menu makes it easy to get to any page on your website quickly.

**Predictive Site Search** – Our powerful site search functionality automatically indexes all content making it easy for visitors to find information across pages, documents, and images.

**Site Search Log** – All search words are kept in a log.

**Real Simple Syndication (RSS) Feeds** – Administrators and website visitors can use RSS feeds to display content or be notified of content updates.

**Responsive Design** – With responsive design, your website adjusts to the screen size regardless of what device is being used, providing a seamless user experience.

**Social Media** – Set various modules to automatically post to your Facebook and/or X (formerly Twitter) feeds and incorporate compatible social media feeds and widgets into your website.

**Supported Browsers** – View your website in the latest versions of major browsers including Microsoft Edge, Firefox, Safari, and Chrome.

**Third-Party Access** – Utilize iframes, embeds, and/or links to most of your third-party services. Or use our growing list of APIs to build applications right from your website.

**Translation** – Integration with Google Translate translates web pages into over 100 languages.

## ACCESSIBILITY COMPLIANCE

With over 20% of adults in the United States having a disability, you need a website that conforms to all residents. CivicPlus wants to help our customers maximize accessibility for all users and surpass Section 508 ADA accessibility requirements while providing you the freedom to create a visually rich and appealing website. Our multi-faceted approach sets you up for success:

- We build websites using WCAG guidelines to be highly accessible at go live.
- Our trainers will teach your staff best-practices to keep your content and design elements accessible and up to date with the latest ADA/ WCAG standards.
- Your staff can use the Accessibility Checker included within the CMS to scan content created in the editor for accessibility issues so you can correct them before publishing.
- Any new regulations that require code changes are done automatically by our product team, at least quarterly, with no additional effort required from you.
- In addition, our product team updates our best practices and provides regular updates to customers via the CivicPlus website, blog articles, webinars, and other publications.

Due to the dynamic nature of website content updates, an ongoing accessibility solution can be incredibly beneficial in ensuring sustained accessibility compliance. CivicPlus provides three long-term web accessibility solutions offering varying approaches to help with your compliance maintenance challenges. Additional details and/or a quote can be provided upon request.

- **AudioEye Partnership** – CivicPlus partners with AudioEye to provide a suite of accessibility tools and services for WCAG 2.2 compliance at a discounted rate to our customers.
- **Acquia Optimize: Website Optimization & Compliance Tools** – Acquia Optimize is an easy-to-use web governance platform available to purchase and add to your project. Acquia Optimize’s tools help you identify, prioritize, and address content quality assurance and accessibility issues on your website so that you can achieve and maintain compliance according to WCAG 2.1 standards. Further, we can help you meet the latest data privacy and government policy standards.
- **CivicPlus CommonLook Accessibility Software** – Efficiently and accurately ensure PDFs are accessible to all members of your community. CommonLook provides an all-in-one environment for testing, remediating, and verifying PDF documents and provides a set of automated tools.

## ADD-ON MODULES

In addition to our comprehensive CMS offering, we provide a range of additional modules designed to enhance functionality and meet specific organizational needs. Each module is tailored to deliver specialized capabilities, ensuring you have the flexibility to create a solution that aligns perfectly with your objectives. Please reach out if you are interested in including any of these options into your new CMS project.

**Blog** – Post opinions/information about various community topics and allow resident comments and subscriptions.

**Get Community Input** – Post initiatives and project ideas to receive feedback and interact with your residents via Community Voice.

**Opinion Poll** – Poll your residents on important topics by showing the Opinion Poll widget on relevant pages, to grab resident attention and quickly capture their responses to your polls. Polling helps with gathering and evaluating resident feedback, increasing resident engagement, and understanding your community.

**Photo Gallery** – Display photos of parades, local sporting events, or historical locations through albums or slideshows. Users can vote on favorites or share via email and social media.

**Archive Center** – Manage and retain serial and older documents.

**Real Estate Locator** – Lets community members list and manage residential and commercial properties separately, with dedicated search functions. Users can post and manage listings 24/7 after setting up a profile and paying a subscription fee, while administrators can approve or auto-publish listings.

**Resource Directory** – Use the Resource Directory to showcase information on local businesses and/or community resources.

**Activities** – Create and post activities, events, and classes so residents can register for them and even pay online. Your administrators can view and create rosters. The Activities module integrates with the Facilities module so residents can view the location of the activity.

**Facilities & Reservations** – Display facilities on your site for residents to browse. Allow them to filter by amenities, view facility details, and even make reservations online.

**Job Postings** – Post available jobs online and accept online applications.

**Bids** – Post open bid opportunities for contractors to view available work, download supporting documentation, receive notifications on posted opportunities and submit bid applications online.

## Continuing Services

### Technical Support & Services

With technology, unlimited support is crucial. Our live technical support engineers based in North America are ready to answer your staff members' questions and ensure their confidence. CivicPlus' support team is available 7 a.m. – 7 p.m. CST to assist with any questions or concerns regarding technical functionality and usage of Web Central Starter.

CivicPlus Technical Support will provide a toll-free number, online chat support, as well as an online email support system for users to submit technical issues or questions. If the customer support specialist is unable to assist with the question or issue, the three-tier escalation process will begin to report issues to our product engineering team for resolution.

Emergency technical support is available 24/7 for designated, named points-of-contact, with members of CivicPlus' support teams available for urgent requests.

**CIVICPLUS HELP CENTER** - CivicPlus customers have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. Our Help Center is continually monitored and updated by our dedicated Knowledge Management Team to ensure we are providing the information and resources you need to optimize your solution. In addition, the Help Center provides our release notes to keep your staff informed of upcoming enhancements and maintenance.

**AWARD-WINNING** - CivicPlus has been honored with three Gold Stevie® Awards, six Silver Stevie® Awards, and nine Bronze Stevie® Awards. The Stevie Awards are the world's top honors for customer service, contact center, business development, and sales professionals.

**CONTINUING PARTNERSHIP** - We won't disappear after your website is launched. You'll be assigned a dedicated customer success manager who will partner with you by providing information on best practices and how to utilize the tools of your new system to most effectively engage your residents.

#### Support at a Glance

- Technical support engineers available 7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)
- Accessible via phone, email, and chat
- 4-hour initial response during normal hours
- 24/7 emergency technical support for named points of contact
- Dedicated customer success manager
- Online self-service help with the CivicPlus Help Center ([civicplus.help](http://civicplus.help))

## ENGAGEXCHANGE

The ENGAGEXCHANGE is an online community and the central hub of ideas, guidance, tips, advice, and more for our Web Central Starter customers. It reflects our commitment to:

**Connection** – Customers can connect with their peers to ask questions, discover solutions, share ideas, and join focus groups and beta opportunities.

**Direction** – Customers will have the opportunity to provide targeted input on the future direction of the Web Central Starter roadmap and will be able to submit ideas for improvements and enhancements. MAINTENANCE CivicPlus is proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity, and the internet in general, our personnel often identify and correct issues before they ever affect our customers' web solutions. Our standard maintenance includes:

- Full backups performed daily
- Regularly scheduled upgrades including fixes and other enhancements
- Testing
- Development
- Operating system patches

## Hosting & Security

CivicPlus protects your investment and takes hosting and security of our customers' websites seriously. Redundant power sources and internet access ensure consistent and stable connections. You'll find that our extensive, industry-leading process and procedures for protecting and hosting your website are unparalleled. We offer secure data center facilities, constant and vigilant monitoring, and updating of your system, including 99.9% guaranteed up-time (excluding maintenance).

If you experience a DDoS attack or threat, CivicPlus has mitigation and DDoS Advanced Security options available to you at the time of an event. Whatever your needs are, we have an option that will fit your community.

Data Center	<ul style="list-style-type: none"> <li>• Highly Reliable data center &amp; secure facility</li> <li>• Managed network infrastructure</li> <li>• On-site power backup &amp; generators</li> <li>• Multiple telecom/network providers</li> <li>• Fully redundant network</li> <li>• System monitoring – 24/7/365</li> </ul>
Bandwidth	<ul style="list-style-type: none"> <li>• Multiple network providers in place</li> <li>• Burst bandwidth – 22 Gb/s</li> <li>• Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack)</li> </ul>
Hosting	<ul style="list-style-type: none"> <li>• Web Central Starter software updates</li> <li>• Server management &amp; monitoring</li> <li>• Multi-tiered software architecture</li> <li>• Server software updates &amp; security patches</li> <li>• Database server updates &amp; security patches</li> <li>• Antivirus management &amp; updates</li> <li>• Server-class hardware from nationally recognized provider</li> <li>• Redundant firewall solutions</li> <li>• High performance SAN with N+2 reliability</li> </ul>
Disaster Recovery	<ul style="list-style-type: none"> <li>• Emergency after-hours support, live agent (24/7)</li> <li>• On-line status monitor by Data Center</li> <li>• 8-hour guaranteed recovery TIME objective (RTO)</li> <li>• 24-hour guaranteed recovery POINT objective (RPO)</li> <li>• Pre-Emptive monitoring for disaster situations</li> <li>• Multiple, geographically diverse data centers</li> </ul>
DDoS Migration	<ul style="list-style-type: none"> <li>• Defined DDoS Attach Process</li> <li>• Identify attack source and type</li> <li>• Monitor attack for threshold* engagement</li> </ul>
DDoS Advanced Security Coverage	<ul style="list-style-type: none"> <li>• Not Included – additional coverage available at time of event (fees will apply)</li> </ul>

\*Thresholds: Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during an attack.

# Optional Website Enhancements

## **RECURRING REDESIGN**

At CivicPlus, we understand trends change daily and we continually analyze different ways to design our websites—making it easier and more user friendly for your residents to navigate. One of our best practices to help keep up with these new trends is by adding a redesign to your project. During the redesign, you'll also receive a quality control review to ensure content is as expected with the new design application (although no changes will be made to the content itself). With this new design, you'll stay up to date with current trends and best practices, providing a welcoming yet familiar virtual hub to engage your community.

## **AUDIOEYE MANAGED**

AudioEye offers a range of products and services from self-service to turnkey managed solutions. At the core of AudioEye, is the Digital Accessibility Platform (DAP), this powerful tool empowers auditors, designers, and developers to understand issues of accessibility and improve website infrastructure thorough the use of an innovative and easy to-use interface. The AudioEye Toolbar offers web personalization tools. Conforming to Web Content Accessibility Guidelines (WCAG) 2.2 has never been easier.

## **ACQUIA OPTIMIZE: WEBSITE OPTIMIZATION & COMPLIANCE TOOLS**

Acquia Optimize empowers government organizations to maintain accessible, high-quality websites that comply with WCAG 2.1 standards and other international accessibility regulations, such as ADA, Section 508, and EN 301 549. Its accessibility tools identify and address web issues, providing actionable recommendations to enhance user experiences for all. Acquia Optimize's content policies module ensures consistency and accuracy by scanning for content errors or violations of brand, regulatory, or industry standards. The quality assurance tools detect and fix broken links, images, misspellings, and other issues that could hinder navigation or usability. Additionally, the data privacy module scans for sensitive information, prioritizes high-risk violations, and helps organizations reduce privacy risks. Together, these features enable government organizations to deliver inclusive, reliable, and secure digital services.

## **CIVICPLUS CHATBOT POWERED BY FRASE**

CivicPlus Chatbot is designed to convincingly simulate the way a human would behave during a customer service interaction. Our advanced technology combines the power of site search and artificial intelligence (AI) to deliver exceptional customer experiences to residents using your website. Our Chatbot crawls your website and other linked databases to create a continually, automatically updated, AI-powered knowledgebase that you don't have to maintain separately.

## **PLATFORM IDENTITY PROVIDER (IDP) INTEGRATION**

CivicPlus offers IdP integration capabilities, which means you'll benefit from easier integration between your Web Central Starter website and your favorite third-party solutions. Provide single sign-on (SSO) functionality to streamline managing and supporting user credentials and identify management solutions. CivicPlus IdP partners include Microsoft's Entra ID, Microsoft's Active Directory Federation Services (AD FS) versions 3.0, 4.0, and 5.0, and Okta.

## **STANDARD DEPARTMENT HEADER PACKAGE**

A department or division within your organization may need a personalized digital presence. A Department Header Package is a cost-effective way for these groups to differentiate themselves informatively and graphically from the look of the main website while still benefiting from the functionality, service, and support of your Web Central Starter system. Unique customizations include:

- Department-specific URL
- Separate SSL Certificate / DNS & Hosting
- Department Logo
- Global Navigation and Menus
- Banner Image(s) and/or Slideshow Image(s) (if applicable)
- Graphic Links
- Widget Content

## **BANNERS**

A cost-effective way to bring a different look to specific pages or departments is by placing a unique banner image on those pages. Each banner can rotate through as a slide show.

## **CIVICPLUS MARKETPLACE APP**

The CivicPlus Marketplace App is a fully configurable mobile application that serves as a centralized digital hub for community engagement across all CivicPlus solutions. Offering residents convenient access to your agency's information and services, as well as native SeeClickFix 311 CRM starter functionality, the app enhances transparency, service accessibility, and community satisfaction by serving as a mobile gateway to essential services and civic resources.

Our app offers extensive customization options, allowing agencies to configure branding, buttons, and links in real time to maintain brand consistency and enhance the user experience with over 300 configurable icons. It integrates seamlessly with CivicPlus solutions, including SeeClickFix 311 CRM, municipal websites, and mass notifications, providing a unified platform for streamlined engagement. The app improves service visibility and trust by enabling quicker responses to resident concerns and supports diverse community needs, from reporting issues to registering for classes. Additionally, its multi-jurisdictional capabilities allow residents to engage across neighboring areas while offering agencies control over displayed branding and information.

## **UPGRADE TO GUARDIAN SECURITY**

Our Guardian Security Package provides a comprehensive, cost-effective solution tailored for local governments seeking robust security without breaking the bank. Powered by enterprise Cloudflare, this package includes:

- Web Application Firewall (WAF) fully customized for our application
- OWASP ModSecurity Core Rule Set for protection against the Top 10 vulnerabilities identified by the Open
- Web Application Security Project (OWASP), such as SQL injection (SQLi) and cross-site scripting (XSS) attacks
- User Agent Blocking rules to block specific browser or web application User-Agent request headers
- Visitor blocking or challenging by IP address, autonomous system number (ASN), or country code
- Reputation-based threat protection and collective intelligence (CI) to identify new threats

## **UPGRADE TO PLATINUM SECURITY**

CivicPlus' Platinum Hosting and Security package comes with enterprise-level Cloudflare software and:

- Fully customized Web Application Firewall (WAF), customized for our application
- OWASP ModSecurity Core Rule Set protects you against the Top 10 vulnerabilities identified by the Open Web Application Security Project (OWASP), such as SQL injection (SQLi) and cross-site scripting (XSS) attacks
- User agent blocking
- Block or challenge visitors by IP address, autonomous system number (ASN) or country code
- Reputation-based threat protection and collective intelligence (CI) to identify new threats

## **CONSULTING ENGAGEMENT**

Implementing a new software solution is a huge undertaking. Not only does it touch every department in your organization, it has the potential to positively impact the end-users in your community. Sometimes getting to that positive end point is tough with incongruent agendas from stakeholders such as elected officials and department heads. CivicPlus consulting helps your organization do the heavy-lifting, starting with data-driven research and ending with service-level process optimization. We'll help you facilitate the tough conversations and guide you to set realistic timelines and tasks for implementation as well as assist you in setting goals and sustainment plans for your launch and beyond.

## **CREDIT CARD PROCESSING WITH CIVICPLUS PAY**

CivicPlus Pay (Pay) is our integrated, secure, PCI-compliant, utility application. Pay acts as the connector to facilitate a transaction between the CivicPlus solution and the selected payment gateway. CivicPlus has partnered with several integrated gateways which we can assist with the facilitation, set-up, support, and troubleshooting services. Pay can also integrate with many other supported gateway providers in addition to our partner network, in a more limited fashion, to assist you in developing a successful system. To utilize any of the approved gateways, an agreement will need to be executed directly between you and the vendor, that will assess separate merchant account and transaction fees. Additional information can be provided upon request.

Because EMV and Card-Swipe devices are encrypted specifically for individual payment gateways, you'll need to procure any required devices directly from your selected gateway provider for either purchase or rent.

## **Invoicing Details**

- 100% of Year 1 cost upon contracting.
- Annual recurring services shall be invoiced on the start date of each renewal term.
- Annual recurring services shall be subject to a 5% annual increase beginning in year 2 of service.
- All invoices are due within 30 days of the date of such invoice.

If the payment terms noted above does not meet your needs, please discuss with us so that we can try to accommodate your goals.

# Disclaimer

## **PROPOSAL AS NON-BINDING DOCUMENT**

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with you.