

OCEAN HIGHWAY & PORT AUTHORITY NASSAU COUNTY



James S. Page Government Complex
Nassau County Commission Chambers
96135 Nassau Place, Yulee FL 32097

AGENDA May 10, 2023 6:00 PM

6:00 PM – Meeting Call to Order – Chairman

Invocation

Pledge of Allegiance

Roll Call: Miriam Hill, District 1; Danny Fullwood, District 2, Justin Taylor, District 3; Ray Nelson, District 4; Mike Cole, District 5

- 1. Comments - Audience** (Comments submitted prior to the meeting)
- 2. Approval of Minutes**
 - a. April 12, 2023 Monthly meeting
- 3. Port Attorney Report**
 - a. Bond Loan Agreement
 - b. Port Operator PILOT Contribution
- 4. Port Accountant Report**
 - a. Financial report – April 2023/Q2 Financial
 - b. ARPA reimbursement update
 - c. Budget FY 2023-2024
- 5. Port Executive Director Report**
- 6. Port of Fernandina Report (Operator)**
 - a. Tonnage report – April 2023

7. Old Business

8. New Business

- a. BOCC Bailiff compensation (contract)
- b. Port Security contract
- c. Non-industrial OHPA Property
- d. OHPA Financials/ARPA funds

9. Committee Reports

- Port Security – Commissioner Nelson
- FDOT – Commissioner Fullwood
- Customs House and Port Facilities – Commissioner Nelson
- Army Corp of Engineers (ACOE) – Commissioner Fullwood
- Economic Development – Commissioner Cole
- Emergency Management – Commissioner Cole
- Technical Coordinating Committee (TCC) – Commissioner Taylor
- Transportation Planning Organization (TPO) – Commissioner Cole
- Nassau Chamber of Commerce– Commissioner Hill
- City of Fernandina Beach – Commissioner Fullwood
- Community Outreach – All Commissioners per District

10. Administrative Office Manager Report

11. Other items to be brought by Commissioners

Adjourn

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



Minutes

OCEAN HIGHWAY & PORT AUTHORITY



Miriam R. Hill – Vice Chairperson, District 1
Danny Fullwood – Chairman, District 2
Justin Taylor – Secretary/Treasurer, District 3
Ray Nelson – Commissioner, District 4
Mike Cole – Commissioner, District 5

Monthly Meeting Minutes

April 12, 2022

The Ocean Highway and Port Authority of Nassau County held its Monthly Meeting on Wednesday, April 12, 2023 at the Nassau County Commission Chambers, James S. Page Government Complex, 96135 Nassau Place, Yulee, FL 32097.

The meeting was called to order at 6:00 PM by Chairman Fullwood.

The invocation was given by Commissioner Cole. The Pledge of Allegiance was led by Chairman Fullwood. Roll call was conducted by Rossana Hebron, Administrative Office Manager. All Commissioners were present. Also in attendance were David Kaufman, Port Executive Director; Patrick Krechowski, Port Attorney; Pierre LaPorte, Port Accountant; and Butch Gilbert, Port Operator.

1. Comments - Audience (Comments submitted prior to the meeting)

Tammi Kosack; 322 N 3rd St, Fernandina Beach
Dick Kunkle; 331 N 6th St, Fernandina Beach
Chip Ross; 210 N 3rd St, Fernandina Beach
Gary Klopp; 310 Escambia St; Fernandina Beach

The public was given 3 minutes each by Chairman Fullwood to voice their comments/appeals/concerns. The majority thanked the Board for listening to the public and incorporating their feedback into the current draft of the Master Plan. Still in contention are the cement and aggregate materials, truck traffic, trash/odor/dusts, and challenges of the Port's operational issues.

Mr. Ross inquired what OHPA intends to do for the next ten years indicating the Master Plan consists of "14 aspirational statements that have no direction or prioritization." Mr. Klopp acknowledged the attention given to him by Jeff Hymas, Director of Public Affairs.

The Chairman personally thanked Ms. Kosack for her participation in the Stakeholders committee and in drafting the Master Plan.

2. Approval of Minutes

- a. **February 8, 2023 Board Meeting**
- b. **March 8, 2023 Monthly Meeting**

Vice Chairperson Hill motioned to consider both minutes together. Commissioner Taylor second the motion.

Discussion: Vice Chairperson Hill provided a change in wording on the February 8th minutes. Mrs. Hebron noted the change and will apply to the amended version. There were no changes to the March 8th minutes.

The Board unanimously voted in favor to accept the February 8th minutes as amended.

Commissioner Cole motioned to accept the March 8th minutes. Commissioner Taylor second the motion.

The Board unanimously voted in favor of the motion.

3. Port Attorney Report

Mr. Krechowski submitted a written report included in the meeting packet. He reminded the Board the litigations are still active and was limited to discussing specifics in a public meeting.

He is waiting for the Florida Supreme Court's ruling on another case that directly impacts the property Appraiser case. There is no time frame on the supreme Court's decision. As for the COFB v. OHPA case, Tammi Bach, City Attorney, indicated she is ready to discuss settlements after a City shade meeting last Tuesday. Mr. Krechowski suggested an OHPA shade meeting within the next month. Discussions/negotiations continue regarding the Operating Agreement between OHPA's and Operator's staff/legal.

Mr. Krechowski will provide updates and answer any questions on an individual basis.

4. Port Accountant Report

a. Financial report – February 2023

Mr. LaPorte submitted a written financial report included in the packet. The only revenue recorded for the month of March was the Port administration fee, \$2,607.23. On the expense side, one invoice payment processed for Mauldin & Jenkins to finalize the audit for \$17,800. Payments for the legal invoices are still pending until OHPA receives grant funds. No unusual activities to report on the Customs House and account balances reports.

b. ARPA reimbursement update

Mr. LaPorte reported he submitted today the quarterly payroll report (February to April) for ARPA reimbursement. The Master Plan reimbursement will be submitted soon. He anticipates one more invoice from RS&H to finalize the Plan.

Mr. LaPorte reminded the Board discussions for the FY 2023-2024 budget will begin in May. Vice Chairperson Hill inquired if the unpaid legal fees and attorney salary equal \$230K for one year. Mr. LaPorte confirmed. He also confirmed the unpaid legal fees are from October 2022 to present fiscal year. OHPA made a concerted effort to pay down the majority of the outstanding legal fees in December 2022, as funds permitted. Mr. LaPorte explained the line item, Unpaid Legal Fees, was added to the list of expenses to show the extent of the spending in legal costs and that OHPA does not have the cashflow to pay.

5. Port Executive Director Report

Mr. Kaufman submitted a written report included in the meeting packet. Among the items updated were:

- **Maintenance Dredging**
- **Florida Ports issues**

He attended the Spring Legislative Session of the Florida Ports Council in Tallahassee from March 20-22. Several bills that could affect Florida Ports were discussed but none have been passed at this time which would have a significant impact on the Port of Fernandina. Funding for Florida Ports is maintained in the Budget at similar levels to last year. We anticipate an increase in funding for Florida Ports during the 2024 legislative session.

- **FSTED issues**
- **Resiliency Plan**
- **Economic Development**
- **MARAD Marine Highway grant**

Multiple meetings have been held with representatives of MARAD to ensure that OHPA is compliant with the requirements of the grant. Additional conversations are expected.

Vice Chairperson Hill inquired if there are expectations for continued utilization of the tugboat considering there are a few mentions of the M95 grant on the Master Plan. Mr. Kaufman explained he continues to communicate with MARAD representatives. Both he and MARAD reps are still studying details of the tug and grant. It was indicated the tug was intended to provide service for import docking and not for coastal service. The intent of the grant is to identify a partner who would be able to implement said service. Mr. Kaufman asked for more time to put that service in place. The Operator placed an additional new-hire to focus on business development. He continued to explain the viability of the M95 service depends on the Port customers. The nearby mills will have to make it in conjunction with a third-party barge operator and whether it can compete with the truck services. Vice Chairperson Hill expressed the inconsistent information received from the former Port Operator that it is not viable and that the ports north of Fernandina had no capacity or no interest in pursuing the idea. The current Operator expressed interest to check if it is feasible, so it should be included in the Master Plan. Mr. Kaufman will reach out to the other ports. Vice Chairperson Hill suggested including a SWOT analysis in the Master Plan. The funds may

have to be relinquished if the service is not viable, and that conversation is yet to happen with MARAD.

- **Submerged Land lease**

Mr. Kaufman explained in Florida the submerged lands belong to the State unless conveyed to an upland owner by previous deed or act. Generally, to utilize or build facilities over submerged lands, a lease or easement with the State is necessary. Florida public ports like Fernandina, as a public entity, has a no fee lease (no cost). The lease provides legal documentation to utilize said property and allows the Port to preclude others from utilizing. The Port may refuse docking because it controls the submerged land. However, Mr. Kaufman reports the Port of Fernandina never had such a lease agreement. He continues to work with the Operator and their environmental consultant (Terracon) on preparing a request for Submerged Land Lease authorization from the Board of Trustees of the Internal Improvement Fund (Governor and Cabinet). The lease is typically five to ten-year lease upon initiation.

- **Office space**

Mr. Kaufman continues to work with the city on potential office space at the Peck Center. The space could be available in early May. The Tax Collector has graciously extended our timeframe at the License Road location until the end of May.

- **Group meetings**

- **FEMA Handbook**

6. Port of Fernandina Report (Operator)

a. **Tonnage report** – February 2023

Mr. Gilbert submitted a tonnage chart included in the meeting packet. He addressed the public and verified he listened and considered all public concerns specifically Ms. Kosack's inquiry regarding the remaining cement bags (approximately 2500+ sacks) at the Port. He expects to clear those in the next 30-45 days, and there are no future cargos scheduled.

He reported more business coming from an established paper customer, to relocate 40K tons of cargo to Fernandina. He also reiterated what Mr. Kaufman reported regarding a new position, Commercial Developer (Matt McPhail), solely for Fernandina (75-80%) and North Carolina (20-25%) operations.

Commissioner Taylor acknowledged the Operator's efforts for being good stewards of the community and having open communications with the neighborhood.

Vice Chairperson Hill inquired about the variances evident on the tonnage report specifically plywood. There had been zero plywood cargo reported from January to March 2023. Mr. Gilbert explained plywood is not a high throughput market at the present. Lumber cargo declined following high interest rates and economic

conditions. Paper cargo is more practical for Fernandina. The Port declined three hazardous cargos. Total tonnage for March was 26,283.

Mr. Gilbert added they had a tremendous amount of expense from the start. He believes those big one-time expenses, with the exception of the tugboat, are resolved. Skilled team members, proper equipment/tools for port operations, and the addition of the Commercial Developer provide support for success and profitability.

Finally, the Chairman asked Mr. Gilbert to confirm if there are plans to receive fertilizer in the future. Mr. Gilbert explained he follows what the company does well in North Carolina. Fertilizer was on the list. There is dire need for aggregates in Florida, and the government asked the ports to be open to accept those cargos. He needs to consider logistics in handling the material. If the aggregates come in by ship, it will have to be dispersed by trucks. The same goes for urea, except it will have to go out by rail. Currently, more domes are slated to accept urea in the North Carolina property.

7. Pending Business

a. Master Plan

Mr. Kaufman addressed the Board and the audience to explain the efforts of composing the Master Plan. Specifically, the Plan is a guiding document which allows OHPA to remain flexible and reactive to the changing market conditions. That OHPA is not a regulator, rather an owner, developer, and Operator of Public Marine Terminals and infrastructure. OHPA and the Port of Fernandina activities are regulated and guided by all levels of government (local, State, and Federal) as well as an Operating agreement, each are identified and discussed in the Master Plan. The overall mission is to improve the economic conditions in Nassau County, the State, and the Country, in part by developing and operating Public Port Facilities. The Port of Fernandina has a significant impact on the region's economy. He thanked RS&H and the stakeholders for their assistance.

Commissioner Cole motioned to adopt the Master Plan. Commissioner Nelson second the motion.

Discussion: Commissioner Nelson explained the Plan is not a contract. It contains OHPA's intentions moving forward. The economy can affect the operations of a Marine Terminal quickly. He believes the Plan is sound with the changes for the Port, the people, and the community. He reminded there will be changes. Commissioner Cole concurred. Commissioner Taylor believes with some cooperation and open dialogue with the community; we can find success with the Master Plan. Vice Chairperson Hill echoed the positive remarks and thanked Mr. Cole (RS&H) for being receptive to many different feedbacks and incorporating those into the Plan. She also acknowledged Mr. Kaufman's introduction as a reminder that OHPA is not a regulator. She suggested when reviewing the Plan, it should remind a bright future for jobs, pipeline of

employees, and workers. She suggested adding more language/explanations to the Executive summary and other pages (aggregates, learned processes). Chairman Fullwood reiterated the Plan is not “cut in stone,” that changes may be applied where necessary to follow market changes. He especially thanked the stakeholders committee for their inputs. This Master Plan draft is an improvement from the previous one with the consideration of the public’s input/feedbacks.

Justin Cole, RS&H/Project Manager, listened and noted the Board’s comments and suggestions to finalize the Master Plan draft. He reported updates/suggestions from the last meeting (March 8th) were incorporated to the current draft. A written list of updates was distributed to the Board.

Mr. Gilbert requested, for legal purposes, that the Operator be referenced as Nassau Terminals, LLC to be uniform throughout the Plan. Mr. Cole confirmed.

Commissioner Cole clarified his initial motion with his intention to move the Master Plan forward as amended per the discussions at this meeting. Commissioner Taylor second the motion and asked for clarification of Vice Chairperson Hill’s suggestion regarding the aggregates and fertilizer. Mr. Kaufman added that Mr. Hymas (Savage group) is developing a communication program to regularly offer updates from the Port, specifically, the economic impact. It will serve as a communication piece separate from the Master Plan and citing parcels of information from the Plan. Commissioner Nelson suggested referring to the cranes as Liebherr instead of Hitachi on the Plan. Mr. Cole noted and confirmed the changes.

The Board voted unanimously in favor of the motion.

b. Operating agreement update

No report.

8. New Business

There were New Business items submitted.

9. Committee Reports

Commissioner Nelson provided a written report for his committee reports.

- **Port Security** – Commissioner Nelson
A new security site supervisor was assigned to the terminal main gate on March 27, 2023 to replace security officer Heather Jones.
- **FDOT** – Commissioner Fullwood
Mr. Kaufman, Mr. Gilbert, and Mr. Livingston (FDOT) met today to begin conversation regarding grant applications.
- **Customs House and Port Facilities** – Commissioner Nelson

Commissioner Nelson spoke to CBP Port Director Steve Parrott concerning the IT upgrade, and was advised that two bid sessions have gone out without receiving any bid response.

A third bid session will go out next week. If no bid is received, CBP management will address and explore other options. No other issues with Customs House to report.

Tug Boat:

During the USCG 3/13/2023 inspection it was discovered that the Tug (Fort Clinch) was due a (Haul-Out Inspection). The Haul Out Inspection allows for the condition (Thickness) of the Hull to be determined acceptable or requiring repair. The inspection is for Five Years broken down into a Haul-Out every two 2.5 years to be compliant. The Tug requires the Haul-Out inspection to be completed by August 31, 2023 or will be placed OUT OF SERVICE by the USCG. No record of a Haul-Out inspection being performed was located during the last ship yard visit (St. Johns Ship Building, Inc.). Estimates are being requested at this time. Once estimates are received, Commissioner Nelson will advise accordingly.

Liebherr Container Crane # 10:

Crane operating properly with the exception of the elevator brake malfunctioning. The elevator is currently Out of Service. A technician is scheduled for April 27, 2023 to replace the complete elevator brake assembly which will include the testing and certification of the elevator to be operating safely for service.

Liebherr Container Crane # 9:

Crane is still experiencing Hoist problems. Based on the terminal maintenance department, the problem appears to be software related. Scheduling a technician to resolve the problem is ongoing. The hoist brake to be replaced as well.

Liebherr Mobile Harbor Crane:

No Issues At this time.

OHPA Owned Trucks:

Truck # 619 (Requires DEF Filter)

Truck # 620, 621, 622, 623, (No Issues, In Service)

Truck # 624 (Bad Sensor / Out of Service Temporarily)

Warehouse # 3:

(Roof Issues) not storm related. HEAVY CORROSION as shown in displayed pictures during the 4/12/2023 meeting. Currently using Tar-Tape to make temporary repairs, patching patches.

Warehouse 1 - 3 and rail dock roofing:

Terminal Maintenance dept has only received one hard estimate to date. Stan Herrington put together a work scope and sent it to Kyle Clark, to be sent to OHPA for the formal bid process.

Mr. Kaufman and Mr. Gilbert are working on creating a 5-year Capital Improvement Plan. They intend to present the plan each year as part of the budget (Operating and Capital). Additionally, there are efforts to change some of the description of the grants to include all the warehouses and infrastructure rehabilitation.

- **Army Corp of Engineers** – Commissioner Fullwood

Maintenance dredging will begin in the next few weeks according to Mr. Kaufman.

- **Economic Development** – Commissioner Cole
BRE meeting Thursday morning. Commissioner Cole suggested it is a great meeting to attend for networking. He met with Sherri Mitchell, Executive Director/EDB, Nita Weiss, Enterprises Florida, and Joe Benzak, Atlantic Logistics, to tour the Port, Crawford Diamond, and Wildlight. Atlantic Logistics is looking to move to Nassau County and possibly interested in bonds.

Additionally, NCEDB plans to go to Tallahassee at the end of the month for rural counties to network with the legislators.

Chairman Fulwood announced Julie Santamaria left RBC Capital Markets, LLC (bond agent). She scheduled a meeting to speak to OHPA this month.

- **Emergency Management** – Commissioner Cole
Commissioner Cole is with the volunteer group that will help with the Leeper Jeepers ride at the fairgrounds.
- **Technical Coordinating Committee (TCC)** – Commissioner Taylor
Commissioner Taylor was unable to attend the meeting.
- **Transportation Planning Organization (TPO)** – Commissioner Cole
The group did not have a meeting because they lacked quorum. Commissioner Cole confirmed the repaving of the road from Old Nassauville to the bridge and will check for start dates.
- **Nassau Chamber of Commerce**– Commissioner Hill
Vice Chairperson Hill highlighted the Virtual campaign school and community leadership training on April 18-19th, 5:30-8pm. There is availability for elected officials to attend for a nominal fee. Potential candidates have the opportunity to ask questions from the officials.
- **City of Fernandina Beach** – Commissioner Fullwood
Chairman Fullwood announced a shade meeting necessary to discuss OHPA's options regarding the PILOT payment case. Subsequently, OHPA may schedule a meeting with the City Commission. Also, he will call for a workshop with the City at a future date.

The meeting on April 26th was cancelled per the Board consensus.

- **Community Outreach** – All Commissioners per District
No reports.

10. Administrative Office Manager Report

Mrs. Hebron submitted a written report included in the meeting packet. There were no questions from the Board.

She thanked Mr. Gilbert for the purchase of a camera for the live streaming. She also asked for full Board directions regarding OHPA officers, other than the Chairman, allowed to sign documents specifically FDOT contracts/invoices. Mr. Krechowski advised no, just the Chairman.

- **Demand Star (Procurement platform)**

Mrs. Hebron reported Mr. Kaufman found a free procurement platform to post bids for OHPA/Port projects with hopes of receiving multiple bids in return.

11. Other items to be brought by Commissioners

- **Public Records Request Policy (Commissioner Taylor)**

Commissioner Taylor distributed copies of OHPA's Public Records Request policy to the full Board. He reminded the elected officials are required to attend an Ethics and Sunshine Law training annually. Three of the OHPA Commissioners attended one provided by the City (Mrs. Bach) recently.

- **Video (VC Hill)**

Vice Chairperson Hill worked with Mr. Kaufman to research a real estate issue, Port property (adjacent to the blue house) that may have been deeded over (1990's) and was not reported. Mr. Kaufman explained that possibly the original Port Operator owned the blue house and a parcel on the terminal. OHPA owned the parcel that the parking lot currently sits on. Subsequently, there was an exchange of parcels. Vice Chairperson Hill asked, on behalf of Mr. Krechowski, permission to proceed research on the deed. He will ask his associate to spend no more than two hours to examine the details.

Consequently, Vice Chairperson Hill shared a video clip of Representative Aaron Bean honoring the late City Commissioner Dale Dees. Chairman Fullwood acknowledged the great loss to the City.

Lastly, Commissioner Nelson gave recognition to two Savage employees who attend most of OHPA's meetings and provide support for the Operator.

Adjourn

With no other questions brought before the Board, the meeting was adjourned at 7:57 PM

Danny Fullwood, Chairman

Date



Port Attorney Report

TO: OHPA Board of Commissioners

FROM: Patrick Krechowski

DATE: May 10, 2023

RE: **Bond Loan Agreement - Indemnity**

Due to my absence from tonight's meeting, I am submitting this request for Board consideration. No formal vote is necessary. Please do not discuss the merits, status or posture of the active litigation.

I am requesting Board consensus to provide Savage Services, Inc., as Port Operator, with written notice of its obligation to indemnify OHPA, pursuant to the Bond Loan Agreement language, in the Property Appraiser litigation.

PK:tam

TO: OHPA Board of Commissioners
FROM: Patrick Krechowski, Port Attorney
DATE: May 10, 2023
RE: **Operating Agreement – Section 6.2**

Due to my absence from tonight's meeting, I am submitting this request for Board consideration. No formal vote is necessary. Please do not discuss the merits, status or posture of the active litigation.

As you know, Section 6.2 of the Operating Agreement requires the Port Operator to make two \$50,000 contributions to the Port Authority for the years 2019 and 2020, respectively, toward the "annual DRI . . . payments due from the Port Authority to the City of Fernandina Beach." More commonly, these payments are part of the disputed PILOT payments being litigated with the City.

In September of 2022, the Port Operator, through its attorney, informed OHPA that the two payments required by Section 6.2 were placed in an escrow account held by the law firm. More recently, it has come to our attention that the two payments were not placed in escrow by the previous Operator.

I am requesting consensus from the Board to issue written demand to the Port Operator for payment to OHPA of the required contributions as set forth in Section 6.2 of the Operating Agreement.

PK:tam



Port Accountant Report

NASSAU COUNTY OCEAN HIGHWAY & PORT AUTHORITY

Monthly Financial Report - April 2023

	Fund	YTD ACTUAL	BUDGET 2022-2023
Revenues			
Quarterly Fee	0.00	168,781.88	297,017.00
2019-2022 COLA Quarterly Fee	0.00	33,540.00	0.00
Audit Fee Reimbursement	0.00	0.00	0.00
Misc Income	0.00	35,239.92	2,000.00
Legal fee Reimbursement	0.00	0.00	0.00
ARPA Reimbursement	73,647.52	220,574.59	481,596.68
FDOT Grant Reimbursement	0.00	30,410.38	48,000.00
Port Revenue - Cruise	0.00	0.00	15,000.00
Port Revenue - Harbor Admin	0.00	0.00	20,000.00
Port Revenue - Other	0.00	0.00	0.00
Port Revenue- Admin & Bunkering	2,887.50	8,437.50	0.00
Custom House Reimbursement	293.26	3,014.16	0.00
Interest	0.00	0.01	0.00
TOTAL REVENUES	76,828.28	499,998.44	863,613.68
EXPENSES			
COMMISSION DIRECT			
Salaries - Commissioners	10,000.00	70,000.00	120,000.00
Payroll Taxes	1,788.66	12,698.73	11,361.00
Unemployment	68.05	204.65	75.00
Conferences & Travel	0.00	174.16	1,000.00
Insurance	0.00	0.00	1,134.00
Unpaid Legal Fees	18,683.50	123,651.85	110,000.00
Salaries - Board Attorney	0.00	129,513.37	60,000.00
TOTAL COMMISSION DIRECT	30,540.21	336,242.76	303,570.00
COMMISSION OPERATION			
Salaries - Exec Director	10,833.33	75,833.31	141,700.00
Bus Dev Expenses	708.40	932.88	5,000.00
Travel	0.00	0.00	1,000.00
Salaries- Accountant	1,900.00	13,300.00	22,800.00
Salaries - Office Administrator	1,964.00	13,193.44	41,261.00
Expenses - Office	489.14	24,420.12	4,000.00
Travel - Office Admin	0.00	52.38	100.00
TOTAL COMMISSION OPERATION	15,894.87	127,732.13	215,861.00
COMMISSION DISCRETIONARY			
Dept. of Revenue (Special Dist. Fee)	0.00	175.00	225.00
TPO. - Membership	0.00	1,453.00	1,329.00
Greater Nassau Chamber of Commerce	0.00	300.00	300.00
Advertisement	0.00	0.00	600.00
Web Site	164.99	266.92	500.00
Awards & Presentations	0.00	110.00	120.00
Masterplan	0.00	58,294.01	98,600.00
Discretionary	0.00	0.00	720.00
TOTAL COMMISSION DISCRETIONARY	164.99	60,598.93	102,394.00
PORT OPERATIONS			
FB Annual Fee - PILOT	0.00	0.00	0.00
CSX Right of Way Fee	0.00	0.00	750.00
Insurance	0.00	13,758.00	13,758.00
Audit	17,800.00	31,800.00	25,800.00
FL Ports Council Dues	0.00	15,500.00	15,500.00
Nassau Cty Economic Dev Board	0.00	0.00	1,000.00
Sponsorships	0.00	0.00	0.00
TOTAL PORT OPERATIONS	17,800.00	61,058.00	56,808.00
TOTAL EXPENSES	64,400.07	585,631.82	678,633.00
Excess Revenues over Expenditures	12,428.21	-85,633.38	184,980.68

NASSAU COUNTY OCEAN HIGHWAY & PORT AUTHORITY

Customs House

Monthly Financial Report - April 2023

	<u>April</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u> <u>2022-2023</u>
INCOME			
GSA - Customs House - RENTAL INCOME	0.00	0.00	0.00
Reimbursements	293.26	3,014.16	0.00
Miscellaneous	0.00	0.00	10,262.00
TOTAL INCOME	293.26	3,014.16	10,262.00
 CUSTOMS HOUSE			
Bug Out Pest Control	0.00	600.00	1,062.00
River Pest Control Termite Bond	0.00	0.00	0.00
Bug Out Termite Bond	0.00	0.00	0.00
Cleaning Service	0.00	0.00	2,700.00
City of Fernandina Beach (Water)	80.87	629.11	1,500.00
Florida Public Utilities (Electric)	243.53	1,673.73	5,000.00
Maintenance	0.00	0.00	0.00
 TOTAL CUSTOMS HOUSE	 324.40	 2,902.84	 10,262.00
 <u>Net Increase(decrease) in Funds</u>	 -31.14	 111.32	 0.00

NASSAU COUNTY OCEAN HIGHWAY & PORT AUTHORITY

Account Balances - April 28, 2023

Account Name	Acct Num	28-Apr	31-Mar
Operating	x3328	144,227.07	83,745.26
Other - Admin Acct	x6714	367.11	507.04
Maintenance	x4519	90,051.22	80,081.22

Nassau County, Florida

Ocean Highway & Port Authority

FINANCIAL STATEMENTS

for the

Quarter ended March 31, 2023

and

Two quarters ended March 31, 2023



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

Management is responsible for the accompanying financial statements of the Ocean High and Port Authority of Nassau County (a not for profit Special District chartered by the Legislature of the State of Florida), which comprise the balance sheet- cash basis as of March 31, 2023, and March 31, 2022 and the related statement of operations- cash basis for two quarters ended March 31, 2023, and two quarters ended March 31, 2022 and one quarter ended March 31, 2023 and one quarter ended March 31, 2022. The financial statements will not include a statement of cash flows.

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

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

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

Courson and Stam LLC

May 2, 2023

OCEAN HIGHWAY & PORT AUTHORITY

Balance Sheet- Cash Basis

As of March 31, 2023 and March 31, 2022

	As of Mar 31, 2023	As of Mar 31, 2022
ASSETS		
Current Assets		
Bank Accounts		
1010 Petty Cash	150.00	150.00
First Federal - Operating	83,745.26	35,171.85
First Federal -MMA	0.00	686.43
First Federal- Maintenance Fund #4519	80,081.22	391,571.21
First Federal-Admin	507.04	296.18
Total Bank Accounts	\$ 164,483.52	\$ 427,875.67
Accounts Receivable		
1061 Due from other Governments		
1061C WWT-Security	0.00	17,053.97
Total Due from other Governments	0.00	17,053.97
Other Current Assets		
1062 Annual Fee Receivable	100,000.00	100,000.00
Total Other Current Assets	\$ 100,000.00	\$ 100,000.00
Total Current Assets	\$ 264,483.52	\$ 544,929.64
Fixed Assets		
2010 Land - Port	3,183,736.29	3,183,736.29
2020 Buildings	772,000.00	772,000.00
2025 1997,1998,1999 - Warehouse	2,060,166.47	2,060,166.47
2026 1997,1998,1999 - Bulk Pier	191,099.29	191,099.29
2027 Warehouse #1 - Refurbish	918,327.92	918,327.92
2028 Road Project	347,150.95	347,150.95
2030 Equipment	1,103,908.69	1,103,908.69
2031 Leibherr Crane	1,923,698.39	1,923,698.39
2040 Port Improvements	24,678,447.68	24,678,447.68
2043 Tradeplex Improvements	1,013,339.04	1,013,339.04
2045 Dredge Project	929,083.69	929,083.69
2046 Gate Entry/Storage Yard	251,709.73	251,709.73
2047 New Pier - 2003	611,546.36	611,546.36
2048 Tugboat Purchase 2021	1,015,189.53	1,015,189.53
2050 Security	762,117.44	762,117.44
2051 WIP NC Cranes	5,308,807.00	4,479,425.00
2100 Accumulated Depreciation	-30,282,835.01	-29,639,445.92
WIP 2020 Warehouse	297,984.14	297,984.14
Total Fixed Assets	\$ 15,085,477.60	\$ 14,899,484.69
TOTAL ASSETS	\$ 15,349,961.12	\$ 15,444,414.33

OCEAN HIGHWAY & PORT AUTHORITY

Balance Sheet- Cash Basis

As of March 31, 2023 and March 31, 2022

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 *Accounts Payable	188,561.90	662,109.07
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Total Accounts Payable	\$ 188,561.90	\$ 662,109.07
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Other Current Liabilities

3022 Annual Fee Payable	100,000.00	100,000.00
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3030 Accrued Payroll	12,348.94	12,348.94
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3040 Payroll Taxes Payable	0.00	959.19
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3042 Unemployment Taxes Payable	35.31	35.31
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3509 Unearned Revenue	60.40	60.40
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Due To WWT	238,725.00	0.00
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Total Other Current Liabilities	\$ 351,169.65	\$ 113,403.84
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Total Current Liabilities	\$ 539,731.55	\$ 775,512.91
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Total Liabilities	\$ 539,731.55	\$ 775,512.91
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Equity

5006 Contrib. Capital - Audit 9/98	442,681.32	442,681.32
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5007 Contrib. Capital - Audit 9/97	8,813.00	8,813.00
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5008 Contrib. Capital - Audit 9/96	59,665.00	59,665.00
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5009 Contrib. Capital - Audit 9/95	854,456.00	854,456.00
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5010 Contrib. Capital - Dot 2012	389,750.24	389,750.24
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5020 Beginning Fund Deficit	-9,270,843.41	-9,270,843.41
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5025 YTD Fund (Deficit)/Excess	12,135,420.20	10,949,765.60
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6500 Contributed Capital-operator	6,085,088.64	6,085,088.64
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6501 Operator Contrib - Nov 2018	4,555,985.56	4,555,985.56
----------------------------------	--------------	--------------

Net Income	-450,786.98	593,539.47
------------	-------------	------------

Total Equity	\$ 14,810,229.57	\$ 14,668,901.42
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TOTAL LIABILITIES AND EQUITY	\$ 15,349,961.12	\$ 15,444,414.33
------------------------------	------------------	------------------

OCEAN HIGHWAY & PORT AUTHORITY

Statement of Operations - Cash Basis

For Two Quarters ended March 31, 2023 and Two Quarters ended March 31, 2022

	Oct 2022 - Mar 2023	Oct 2021 - Mar 2022
Income		
6015 Interest Income	0.01	3.31
6023 Port Security Reimbursement	144,545.27	84,745.35
6024 Custom House Reimbursement	2,720.90	0.00
6028 Annual Fee	202,321.88	104,865.00
6031 Maintenance Contrib	30,000.00	75,000.00
6035 State of Florida - DOT Funds	134,050.08	556,897.50
6050 Misc. Income	35,239.92	33,509.91
6900 WWT Contribution	79,575.00	556,897.50
6902 ARPA Reimbursements	146,927.07	116,733.74
Admin & Bunkering Reimbursement	5,550.00	0.00
Total Income	\$ 780,930.13	\$ 1,528,652.31
Gross Profit	\$ 780,930.13	\$ 1,528,652.31
Expenses		
8020 Advertising	131.28	754.19
8022 Awards & Presentations	110.00	0.00
8050 Bank Charges	54.00	340.99
8065 Commissioners Fees	60,000.00	60,000.00
8067 Port Exec. Director Payroll	64,999.98	0.00
8068 Office Mngr Payroll	11,229.44	11,181.64
8069 Intuit Service Fee	992.00	870.50
8075 Depreciation	350,000.00	350,000.00
8080 Dues & Subscriptions		
8080A Special District Fee-Dues	175.00	0.00
8080B TPO Membership-Dues	1,453.00	1,395.00
8080C Greater Nassau Chamber of Comm	300.00	0.00
8080E Florida Ports Council -Dues	15,500.00	11,625.00
Total 8080 Dues & Subscriptions	17,428.00	13,020.00
8090 Travel	174.16	1,184.29
8092 Port Exec. Director Misc. Expense	224.48	0.00
8100 FMIT Insurance	13,758.00	12,065.00
8127 Licenses & Permits	745.50	745.50
8130 Office Supplies	332.15	1,054.12
8131 Website Expenses	101.93	176.88
8132 IT Support	327.00	0.00
8135 Office Manager Travel	52.38	0.00
8140 Outside Services	319,312.23	15.20
8150 Payroll Taxes - Commissioner	4,814.96	4,770.00
8151 Payroll Taxes - Office Manager	1,063.81	879.72
8152 Payroll Taxes-Port Exec Dir.	5,031.30	0.00
8154 State Unemployment Tax	136.60	72.59

OCEAN HIGHWAY & PORT AUTHORITY
Statement of Operations - Cash Basis

For Two Quarters ended March 31, 2023 and Two Quarters ended March 31, 2022

	Oct 2022 - Mar 2023	Oct 2021 - Mar 2022
8164 Custom House Cleaning Services	0.00	749.91
8165 Pest Control	600.00	1,121.40
8166 Port Security	144,545.27	109,682.53
8180 Professional Fees		
8180A Accountant	11,400.00	9,000.00
8180B Port Attorney	129,513.37	61,498.80
8108C Audit	14,000.00	33,800.00
8180D FL Ports Council	0.00	400.00
8108E Professional Fees Other	58,294.01	93,153.45
Total 8180 Professional Fees	\$ 213,207.38	\$ 197,852.25
8200 Repairs & Maintenance	0.00	166,204.35
8270 Utilities		
8270A FPU	1,430.20	1,688.43
8270B City of FB Utility	548.24	461.94
Total 8270 Utilities	1,978.44	\$ 2,150.37
8280 Miscellaneous Expense	20,366.82	221.41
Total Expenses	\$ 1,231,717.11	\$ 935,112.84
Net Operating Income	\$ (450,786.98)	\$ 593,539.47
Net Income	\$ (450,786.98)	\$ 593,539.47

OCEAN HIGHWAY & PORT AUTHORITY

Statement of Operations - Cash Basis

For the One Quarter ended March 31, 2023 and ended March 31, 2022

	Jan - Mar, 2023	Jan - Mar, 2022
Income		
6015 Interest Income	0.00	0.20
6023 Port Security Reimbursement	59,490.85	34,215.13
6024 Custom House Reimbursement	1,340.42	0.00
6028 Annual Fee	73,904.44	41,946.00
6031 Maintenance Contrib	15,000.00	15,000.00
6035 State of Florida - DOT Funds	0.00	556,897.50
6050 Miscellaneous Income	582.23	32,500.00
6900 WWT Contribution	79,575.00	371,265.00
6902 ARPA Reimbursements	73,578.32	116,733.74
Admin & Bunkering Reimbursement	4,293.75	0.00
Total Income	\$ 307,765.01	\$ 1,168,557.57
Gross Profit	\$ 307,765.01	\$ 1,168,557.57
Expenses		
8020 Advertising	72.60	266.56
8050 Bank Charges	10.00	243.99
8065 Commissioners Fees	30,000.00	30,000.00
8067 Port Exec. Director Payroll	32,499.99	0.00
8068 Office Mngr Payroll	5,554.44	4,055.20
8069 Intuit Service Fee	36.75	870.50
8075 Depreciation	175,000.00	175,000.00
8080 Dues & Subscriptions		
8080E FL Ports Council-Dues	0.00	0.00
Total 8080 Dues & Subscriptions	0.00	0.00
8090 Travel	0.00	582.33
8092 Port Exec. Director Misc. Expense	131.60	0.00
8127 Licenses & Permits	0.00	745.50
8130 Office Supplies	172.09	223.84
8131 Website Expenses	56.96	44.95
8132 IT Support Expense	178.26	0.00
8140 Outside Services	319,252.23	0.00
8150 Payroll Taxes - Commissioner	2,511.00	2,475.00
8151 Payroll Taxes - Office Manager	458.25	334.55
8152 Payroll Taxes- Port Exec. Director	2,545.05	0.00
8154 State Unemployment Tax	70.42	37.13
8165 Pest Control	0.00	296.40
8166 Port Security	70,002.41	50,442.03

OCEAN HIGHWAY & PORT AUTHORITY
Statement of Operations - Cash Basis

For the One Quarter ended March 31, 2023 and ended March 31, 2022

	Jan - Mar, 2023	Jan - Mar, 2022
8180 Professional Fees		
8180A Accountant	5,700.00	4,500.00
8180B Port Attorney	0.00	17,539.57
8180C Audit	0.00	21,300.00
8180E Professional Fees	58,294.01	90,514.45
Total 8180 Professional Fees	\$ 63,994.01	\$ 133,854.02
8200 Repairs & Maintenance	0.00	165,944.35
8270 Utilities		
8270A FPU	729.85	822.85
8270B City of FB Utility	303.83	231.16
Total 8270 Utilities	\$ 1,033.68	\$ 1,054.01
8280 Miscellaneous Expense	0.00	35.99
Total Expenses	\$ 703,579.74	\$ 566,506.35
Net Operating Income	\$ (395,814.73)	\$ 602,051.22
Net Income	\$ (395,814.73)	\$ 602,051.22



Port Executive Director Report

May 5, 2023 Executive Director Report

Florida Ports Issues

The Florida Ports Council is have a DC Fly-in to meet with the Florida Ports Caucus, individual members and agencies, and the Coalition for America's Gateways and Trade Corridors (CAGTC). The Fly-in is scheduled for May 15-17. I will report back on any results of the meetings. At this time, I am not planning on attending due to budget constraints. Attached to the Board Package is an end of year legislative report.

FSTED Issues

OHPA's Grant application process has created definitional problems with FDOT which have made the utilization of grant funds a little difficult to navigate. In consultation with the FDOT Seaport Office, we will redefine OHPA's grant requests and project definitions to make the use of funds more efficient. This issue became evident recently when OHPA attempted to utilize an existing grant project to renovate/rehabilitate warehouse 3 which experienced storm damage.

The Operator has decided to not pursue any grant applications for this cycle, choosing instead on spending down the grant funds that have already been awarded.

Resiliency Plan

An Initial meeting was held on Tuesday with Consultant (HNTB) selected by FDOT to perform the Resiliency Plan on behalf of OHPA. The meeting included representatives from the City, including Charlie George and Kelly Gibson, as well as the Operator. The Consultant Team has been busy collecting baseline data and information and we are in the process of identifying an official Project kick-off meeting. I also anticipate that we will have weekly team calls as we proceed. We are planning on a workshop, possibly on the evening of June 14, at the beginning of our Board Meeting. We will invite the City Commission, County Commissioners and other stakeholders to the Workshop as it is important that this planning effort be incorporated into the plans affecting the larger region. There will be a number of meetings during the day with specific stakeholders and partners in the Project.

Port District Roads

Consistent with the recommendations of the Port Master Plan, the City is tentatively scheduling an Agenda Item to pass a Resolution in support of the designation at the City's June 6th Commission Meeting. Once approved, the Resolution will then be sent over to the FDOT to produce the signs.

Economic Development

I have had the opportunity to meet with several potential users of the Port of Fernandina and continue to have on-going dialog with some of them along with the Operator.

MARAD Marine Highway Grant

Multiple meetings have been held with representatives of MARAD to ensure that OHPA is compliant with the requirements of the grant. Additional conversations are expected. We are continuing to meet with potential users of the service to gauge market demand and will report back on any progress made.

Submerged Land Lease

I have been working with the Operator and their environmental consultant (Terracon) on preparing a request for Submerged Land Lease authorization from the Board of Trustees of the Internal Improvement Fund (Governor and Cabinet). I will continue to keep you updated on this issue.

Office Space

I continue to work with the city on potential office space at the Peck Center. The space could be available in May. The Tax Collector has graciously extended our timeframe at the License Road location until the end of May.

FEMA Handbook

Following the recent hurricanes, I spoke with the FDOT Seaport Office about preparing an off-the-shelf handbook to assist seaports with complying with FEMA requirements in order to receive reimbursements. FDOT just hired a consultant team for that purpose which will also provide for annual training.

FDOT Audit

We have the initial audit meeting with the Florida Office of Inspector General on March 9. The audit will focus on one of our FSTED Grants. The Chairman, Pierre LaPorte, Rossana Hebron, the Operator, FDOT District 2 representatives and I will participate in the initial meeting.



MEMORANDUM

DATE: May 5, 2023

TO: Florida Port Directors

FROM: Michael Rubin, President/CEO

SUBJECT: **LEGISLATIVE REPORT – END OF SESSION REPORT**

The Florida Legislature formally completed Regular Session 2023 early on Friday, May 5. The Session was marked by several high-profile pieces of legislation that were passed and signed by the Governor during the first few weeks of Regular Session 2023, including tort reform, abortion and several social and K-12 related issues. There also were a couple of transportation related bills that passed dealing with several administrative and contractual issues at FDOT.

The Florida Legislature fully funded the FDOT Fiscal Year 2023/2024 Work Program, included our seaport budget items in the Work Program. We provide the following report on seaport-related issues that either passed or failed to pass during Regular Session 2023:

Legislation Passed by the Florida Legislature

1. **Fiscal Year 2023/2024 Budget (SB 2500 Conference Report by Senate Appropriations House Appropriations)**. The Senate and House completed negotiations early this year and finished the conference report on May 2nd. The final budget came in at a record \$117 billion, bolstered by unspent federal COVID relief funds. The Budget fully funds the FDOT Fiscal Year 2023/2024 Work Program at a record \$13.6 billion. This includes over \$150.5 million for seaport projects and programs in the following specific line items:
 - A. **Line Item 1996** -- \$15 million for debt reserve payments (FPFC 1996 Bond Refinance).
 - B. **Line Item 1997** -- \$10 million for debt reserve payments (FPFC 1999 Bond Refinance).
 - C. **Line Item 1998** -- \$114,327,403 for the FSTED Program, SIS, GM, SPII and other FDOT allocations in FDOT 5-Year Work Program.
 - D. **Line Item 1999** -- \$10,000,000 for the Seaport Investment Program/Bond debt reserve payments.
 - E. **Line Item 2001** -- \$43,465,731 for the FDOT Intermodal Development/Grants Program. This may or may not include some seaport projects.

There were two individual member projects related to seaports included in the final Budget. The funds for these projects came from non-recurring General Revenue funds:

- A. **JAXPORT Crane Replacement** -- \$30 million for JAXPORT crane replacement. Request formally submitted by Senator Yarborough (R-Jacksonville) and Representative Daniels (D-Jacksonville).
 - B. **Port of Palm Beach Land Acquisition for Cargo Capacity** -- \$500,000 for land acquisition for cargo capacity. Request formally submitted by Senator Harrell (R-Stuart) and Representative Waldron (D-Wellington).
2. **Unmanned Aircraft Systems Act (CS/CS/SB 908 by Senator Rodriguez and CS/CS/HB 645 by Representative Brackett)**. This legislation adds seaports to the list of “critical infrastructure facility” in the Unmanned Aircraft Systems Act. The legislation passed unanimously out of the Legislature on May 1st. This legislation was designated by the FPC Board as a priority legislation for all seaports, and along with other seaport representatives FPC staff registered their support during the committee process. The definition of seaports was clarified to include “a deepwater port listed in s. 311.09(1), F.S., and to specify that such seaport “need not be completely enclosed by a fence or other physical barrier and need not be marked with a sign or signs indicating that entry is forbidden.”
 3. **Transportation (CS/CS/CS/SB 64 by Senator Hooper and CS/CS/CS/HB 425 by Representatives Andrade/Esposito)**. This legislation contains a variety of transportation issues and programs. The language includes a requirement that FDOT “make up to \$20 million available each year for fiscal years 2023-2024 through 2027-2028, from existing work program revenues, to fund projects that meet the public purpose of providing increased capacity and enhanced capabilities to move and store construction aggregate.” Eligible applicants for project funding “are seaports listed in s. 311.09 and rail lines and rail facilities.
 4. **Economic Programs (CS/CS/HB 5 by Representative Esposito)**. This proposed legislation will eliminate, and repeal provisions of law related to Enterprise Florida. The legislation will recreate the Department of Commerce in Florida and transfer programs like Florida’s international offices over to the Department of Economic Opportunity. The legislation requires the Department of Commerce to create a “direct-support organization” to assist with the coordination of international trade efforts. The Secretary of the Department of Commerce is required to create a seven (7) member board of directors of the nonprofit organization to oversee efforts such as international trade missions and marketing.

Legislation NOT Passed by the Florida Legislature

1. **Deepwater Port Dredging (SB 1072 by Senator Rodriguez and HB 979 by Representative Gossett-Seidman)**. This legislation was filed by Representative Gossett-Seidman as a result of some information on improper conduct provided to her by dredging companies operating in South Florida. As originally drafted, the legislation would have required an “habitat equivalency analysis” for maintenance dredging permits obtained pursuant to section 403.816, Florida Statutes. The legislation also would have required local government to provide written notice of its intent to conduct a habitat equivalency analysis to adjacent local governments that “may be impacted by the dredging activity.”

The Senate bill was amended to specifically state the legislation “does not apply to any deepwater port maintenance dredging.”

The Senate bill died in the Senate Rules Committee and the House bill died in the House Infrastructure Strategies Committee.

2. **Marine Encroachment on Spaceflight and Military Operations (SB 1666 by Senator Wright and HB 1491 by Representative Altman)**. This legislation would have amended section 327.462, Florida Statutes, relating to temporary protection zones for spaceflight launches and recovery of spaceflight assets. The legislation would have required a “port authority” to direct a licensed harbor pilot to “board each cruise or civilian vessel escorted into or out of the applicable port and hand deliver to the operator of such vessel a written notice of the establishment of the protection zone and the penalties for violation provided in subsection (6). The operator must sign the notice as an indication that he or she acknowledges the information provided in the notice and must return the signed notice to the pilot before the pilot disembarks the vessel.

The Senate bill died in the Senate Military and Affairs, Space, and Domestic Security Committee. The House bill was not heard in any committee in the House.

3. **Seaport (SB 796 by Senator Wright and unfiled bill by Representative Gonzalez Pittman)**. This legislation would have increased Chapter 311 FSTED statutory minimum from \$25 million to \$50 million and Strategic Port Investment Initiative statutory minimum from \$35 million to \$70 million. Senator Tom Wright (R-Brevard) formally filed the bill in the Florida Senate. Speaker Renner requested that Representative Karen Gonzalez Pittman (R-Tampa) delay filing the bill until next year in the House. In their discussions, the Speaker stated that there were several leadership and Governor’s priorities being discussed this year – including the \$7 billion “Moving Florida Forward” congestion relief proposal. The Speaker stated that he wanted to create a legacy type proposal for seaports next year and would ask Representative Gonzalez Pittman to file the legislation and become a member of the House Transportation and Modals Subcommittee next year to promote next year’s legislation.

The legislation was not heard in any committee in the Senate or House.

Please call or email us if you have any questions.

Follow the Florida Ports Council to get the latest news on seaport issues:



Ocean Highway and Port Authority Board Submission

Item Number: BD-23-05-01

Title: Residential Real Estate Sales

Background:

The recently approved Port Master Plan and the Interlocal Agreement with the City of Fernandina Beach commit the Port to not increasing its industrial footprint within the historic district.

There are three parcels, each comprised of a number of underlying lots of record. Two of the parcels (with a total of 11 individual lots) are located at the intersection of Dade Street and North Second Street. These Parcels are currently zoned R-2, medium density residential. The third parcel (with 4 underlying lots of record) is located on North Second Street and Escambia Street. This parcel is currently zoned MU-1, Mixed Use.

In order to evaluate the highest and best use of these parcels it is recommended that the Authority engage the professional services of a licensed Florida Broker. Through a Request for Proposals (RFP), the Authority can identify the most appropriate Broker, with the greatest market reach, to work with the Authority to dispose of the properties. The RFP would request interested brokers, to provide the Authority with a Brokers Opinion of Value of the properties, describe a marketing approach to engage interested buyers, to negotiate an acceptable transaction on behalf of the Authority and to close on the transaction. Evaluation criteria for the selection of the Broker should include their experience with similar transactions involving raw land in the Fernandina/Nassau County Market, familiarity with the local market, their ability to develop and implement an effective marketing strategy, and their cost and fee structure.

Recommendation:

It is recommended that the Authority direct staff to develop a Request for Proposal (RFP) Package and to advertise the RFP on the OHPA website and other appropriate venues to expose the opportunity to a broad market of capable brokers.

Submitted By:

David Kaufman

Executive Director

Board Action:

Approve:

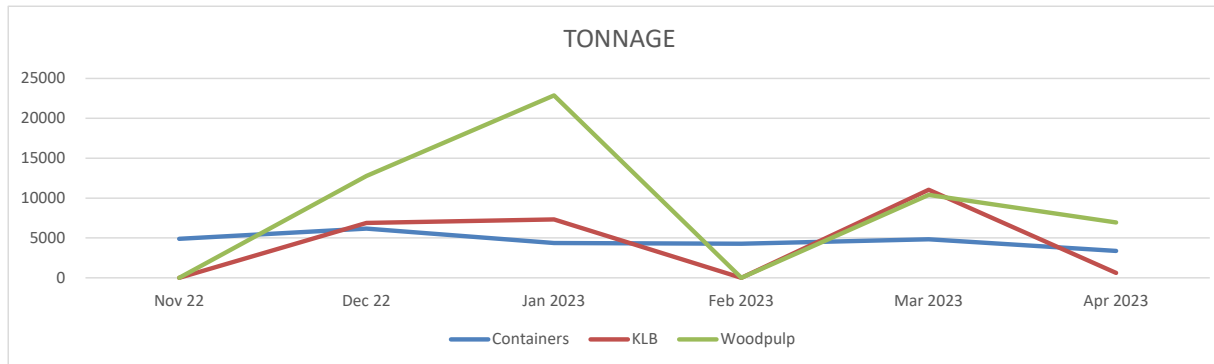
Disapprove:



Port Operator Report

**Worldwide Terminals
Port of Fernandina
Tonnage By Commodity
2023**

Commodity	2021 Total	2022 Total	2023 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2023 YTD	2022 YTD	Variance
Containers																	
Throughput Number	11,685	9,623	533	624	719	668	0	0	0	0	0	0	0	0	2,544	3,468	(924)
Container Tons	127,420	66,111	4,372	4,275	4,832	3,372	0	0	0	0	0	0	0	0	16,851	22,733	(5,882)
Total Equivalent Units (TEUS)	14,625	11,001	615	752	974	687	0	0	0	0	0	0	0	0	3,028	4,208	(1,180)
Restow TEUS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Breakbulk Cargo																	
Kraft Liner Board (KLB)	106,310	83,701	7,310	0	11,041	627	0	0	0	0	0	0	0	0	18,978	29,306	(10,328)
Lumber	0	10,108	5,137	0	0	0	0	0	0	0	0	0	0	0	5,137	2,487	2,650
Plywood/Hardboard	0	64,190	0	0	0	3,960	0	0	0	0	0	0	0	0	3,960	36,409	(32,449)
Steel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-
Woodpulp	128,627	138,960	22,872	0	10,410	6,931	0	0	0	0	0	0	0	0	40,213	64,263	(24,050)
Breakbulk Other	2,232	7,647	63	17,221	0	0	0	0	0	0	0	0	0	0	17,284	7,419	9,865
Bulk Cargo	2,260	5,560	0	0	0	0	0	0	0	0	0	0	0	0	0	2,255	(2,255)
Total General Tons	239,429	310,165	35,382	17,221	21,451	11,518	0	0	0	0	0	0	0	0	85,572	142,139	(56,567)
Total Tons	366,849	376,276	39,754	21,496	26,283	14,890	0	0	0	0	0	0	0	0	102,423	164,872	(62,449)
Other Metrics																	
Dockage Days	209	311	20	12	16	10	0	0	0	0	0	0	0	0	58	149	(91)
Vessel Port Calls	82	85	7	3	7	4	0	0	0	0	0	0	0	0	21	35	(14)
Total rail cars	1,596	1,631	107	144	153	83	0	0	0	0	0	0	0	0	487	639	(152)
Average trucks per day			22	33	33	27	0	0	0	0	0	0	0	0			





AOM Report

**ADMINISTRATIVE OFFICE MANAGER
REPORT
April 2023**

Hours worked April 2023 – 80

- Attended April 12th Monthly meeting. Minutes composed.
- Prepped for meetings (agenda, packets)
- Processed Accounts Payable/Receivables (Port Operator, utilities)
- Assisted with Exec. Director's requests
- Assisted Commissioner Taylor (documents requests)
- Responded to Chairman's request for documents (Fort Clinch Tugboat)
- Corresponded with WWT Controller (invoicing, escort fee)
- Corresponded with Amy Bell (BOCC bailiff compensation)
- Corresponded with Joanne (QB entries/transactions)
- Corresponded with Port Accountant (account balances)
- Corresponded with Valerie Williams (CSI Geo, survey invoice)
- Zoom meeting (Board of Elections, Form 1 coordinator)
- Assisted Port Accountant with Security/legal/RS&H invoices, payroll
- Documents signatures (Commissioner Taylor)
- Invoices paid and entered into QuickBooks
- Payroll entered into QuickBooks
- Check payments processed
- Bank transactions (transfers, A/R, A/P online)
- Responded to all emails, voicemails, and corresponding documents/letters, Commissioners' and Port Accountant/Attorney/Executive Director requests
- Website updates, meeting videos edited
- Electronic and hard-copy file organizing
- Online training for Demand Star (Procurement platform, contract management)

Public Records Request Received in April 2023- 0