

PRELIMINARY CONSENT AGENDA

**FLORIDA INLAND NAVIGATION DISTRICT
Board of Commissioners Board Meeting**

9:00 a.m., Saturday, April 13, 2013

**The Hilton Garden Inn
55 Town Center Boulevard
City of Palm Coast, Flagler County, FL 32164-2387**

Item 1. Waterway Clean Up Assistance to the City of Palm Coast for their 2013 Intracoastal Cleanup in Flagler County.

The City of Palm Coast has submitted a request for a Waterway Cleanup Project in Flagler County. The District has funded this cleanup for several years and it has been very successful. The request is consistent with the District's waterway cleanup project rules.

(see back up pages 2- 7)

RECOMMEND Approval of the request from the City of Palm Coast for assistance with a Waterway Cleanup Project in Flagler County in an amount not to exceed \$5,000.00.

Item 2. Land Acquisition and Management Committee's Delegation of Authority Report.

Staff has prepared a report on the Delegation of Authority actions that the Land Acquisition and Management Committee made at their January meeting for Board review.

(see back up page 8)



COMMUNITY DEVELOPMENT DEPARTMENT

Building (386) 986-3780 ♦ Code Enforcement (386) 986-3764 ♦ Planning (386) 986-3736

March 27, 2013

Mr. David Roach, Executive Director
 Florida Inland Navigation District
 1314 Marcinski Road
 Jupiter, FL 33477

Dear Mr. Roach,

First of all, I wish to thank you and the Florida Inland Navigation District (FIND) Board members for the 2012 grant funding for the City's Intracoastal Waterway Cleanup Event. The City of Palm Coast is delighted with the 2012 results and considers these successes to be a direct result of the continued support from FIND.

In 2012, community participation was spectacular; 588 volunteers removed 1,911 lbs. of trash (30% was recycled) from 13 miles of the Intracoastal Waterway and primary saltwater canals. Compared to previous years, this event resulted in the highest volunteer participation. Community support was outstanding and the City anticipates a bigger response next year as more people learn of this worthy community event, and it becomes an attraction for partnerships. Please see the attached event flyer from last year that highlights the minimal target cleanup area for 2013.

The City maintained previous event enhancements including partnering boat and kayak users into teams, reusable water bottles, and on-line registration options. As large group participation continues to grow, the 2012 event again offered an optional event orientation meeting on the Saturday prior to the event. This provided an opportunity for group representatives to receive safety training, event details, cleanup supplies, and one-on-one time with City staff. As the event grows, the partnerships also expand.

- ≈ *Waste Pro – Provided support and dumpsters*
- ≈ *Winn Dixie – Provided hotdogs, buns, condiments and water (\$400)*
- ≈ *Indian Trails Service Learning Center – Provided Event Staff and Volunteers*
- ≈ *Tropical Kayaks & Ripple Effects: Provided prizes (value of \$590.00)*
- ≈ *Flagler Volunteers – 6 volunteers to prepare kits; 7 on event day*
- ≈ *Florida Fish and Wildlife Conservation Commission (FWC) – Conservation Officers provided educational outreach and were honorary judges for "Most Unique FIND"*

To continue this annually recognized event, the City is looking to FIND for continued support for another stunning cleanup event. With that said, the City of Palm Coast is requesting \$5,000.00 FIND Grant dollars for the 2013 Intracoastal Waterway Cleanup.

Projected Budget		COST
T-shirts (Group identification for clean-up event)	=	\$2,500
Reusable Water Bottles (minimize plastic waste)	=	\$1,750
Gusset Tote Bags (carry group supplies)	=	\$ 500
Garbage Bags (various types; trash & recyclables)	=	\$ 100
Gloves (variety to meet needs)	=	\$ 100
Supplies: Sanitizer, sunscreen, bug spray, advertising, etc.	=	<u>\$ 50</u>
	FIND Total	\$5,000

City Match:

Staff – coordination, organization, registration, volunteer recruitment, advertising, event support, garbage collection, disposal, etc.

Office – supplies, paper, printing, maps, phone, computer, etc.

Volunteer Luncheon - food, drinks, snacks, paper products, etc.

To further facilitate the City's commitment to this event, City budget documents have been attached for your consideration. The proposed budget form consolidates the expected expenses including labor to be provided by Public Works staff; a supplemental breakdown document further defines these cost(s).

Thank you once again for your 2008 - 2012 event support and we hope to continue this stellar partnership in the future to keep our community clean.

Respectfully,



Denise Eagle Bevan, CFM
Senior Environmental Planner

Attachments



FIFTH ANNUAL INTRACOASTAL WATERWAY CLEANUP

WHAT WILL YOU F.I.N.D.?

SATURDAY, SEPTEMBER 8TH

Palm Coast is hosting another fun Intracoastal Waterway Cleanup event. Equipped with a \$5,000 Florida Inland Navigation District (FIND) grant award, City staff will be asking local volunteers to protect and enjoy nature by removing trash within their developments or along City paths, walkways, and waterways. Boaters and kayakers can work in saltwater canals and Intracoastal waters and walkers can clear the paths and trails alongside scenic waterways.

The event will be held on Saturday, September 8th, beginning, beginning at 8 am in Holland Park, 18 Florida Park Drive. On event day, return to Holland Park at noon to enjoy snacks and beverages with a special award ceremony. Pre-registered volunteers may pick up their supply kits on Saturday, September 1st, from 10am to noon at Holland Park classrooms and are encouraged to attend Orientation beginning at 9am. Your package will include a t-shirt, water bottle, trash bags, gloves, safety guidance, result form, and event map.

If you can join us on Saturday, September 8th, please complete the form below; register through the City website (palmcoastgov.com), or scan the flyer barcode to go directly to the event page. Pre-registration closes on August 20th. Event day registration is welcomed; however, event supplies cannot be guaranteed.

Please mail form to: **2012 ICWW Cleanup, City of Palm Coast, 160 Cypress Point Parkway, Suite B-106, Palm Coast, Florida 32164**
Staff Contact: **Carol Bennett (Urban Forester) Telephone number: 386-986-3722**

Yes, we want to take part in the activities checked below for the Intracoastal Waterway Cleanup:

- Individual or Group Volunteer: Pedestrian litter removal from City paths, walkways and waterways.
- Individual or Group Volunteer: Vessel for litter removal from City saltwater canals and Intracoastal Waterway.
- I wish to attend the event orientation on September 1st from 9am—10am at Holland Park classrooms.
- I would like to pick up my supply kit early on September 1st from 10am - noon at Holland Park classrooms.
- As a boater, I am open to partnering with other boaters during the event.
- I would like to receive more information regarding the "Adopt a Waterway" program.

Name of Volunteer and/or Group: _____

Contact Person: _____

Daytime Phone: _____ Mobile Phone (Required for group contact person): _____

Full Mailing Address: _____

Number of Volunteers: _____ T-shirt size and quantity: _____ S _____ M _____ L _____ XL

Preferred Cleanup Location: _____ (Please see attached map)

Special Notes / Needs: _____







Signature of Volunteer: _____ (If under 18, Signature of Parent or Guardian)

Event Waiver and Release (Participant must sign above in order to be eligible to participate in event—GROUPS MUST PROVIDE SIGNATURES FOR ALL VOLUNTEERS). I understand my consent to these provisions is given in consideration of the acceptance of this registration and for being permitted to participate in this event. I am a voluntary participant in this event, and in good physical condition. I KNOW THAT THIS EVENT IS POTENTIALLY HAZARDOUS ACTIVITY AND I HEREBY ASSUME FULL AND COMPLETE RESPONSIBILITY FOR ANY INJURY OR ACCIDENT WHICH MAY OCCUR DURING MY PARTICIPATION IN THIS EVENT OR WHILE ON THE PREMISES OF THIS EVENT, AND I HEREBY RELEASE AND HOLD HARMLESS AND COVENANT NOT TO FILE SUITE AGAINST THE CITY OF PALM COAST AND OTHER PERSONS OR ENTITIES ASSOCIATED WITH THIS EVENT (THE "RELEASES") FROM ANY LOSS, LIABILITY OR CLAIMS I MAY HAVE ARISING OUT OF MY PARTICIPATION IN THIS EVENT, INCLUDING PERSONAL INJURY OR DAMAGE SUFFERED BY ME OR OTHERS, WHETHER SAME BE CAUSED BY FALLS, CONTACT WITH PARTICIPANTS, ENVIRONMENTAL CONDITIONS, NEGLIGENCE OF THE RELEASES OR OTHERWISE. I give my full permission to the City of Palm Coast and its local partners to use any photographs, video tapes, audiotapes or other recordings of me that are made during the course of the event. I understand that this Waiver and Release may be stored electronically and agree that a copy is authentic and admissible as evidence of future disputer or proceeding. This event will occur rain or shine. The City reserves the right to cancel in extreme circumstances.



NORTH

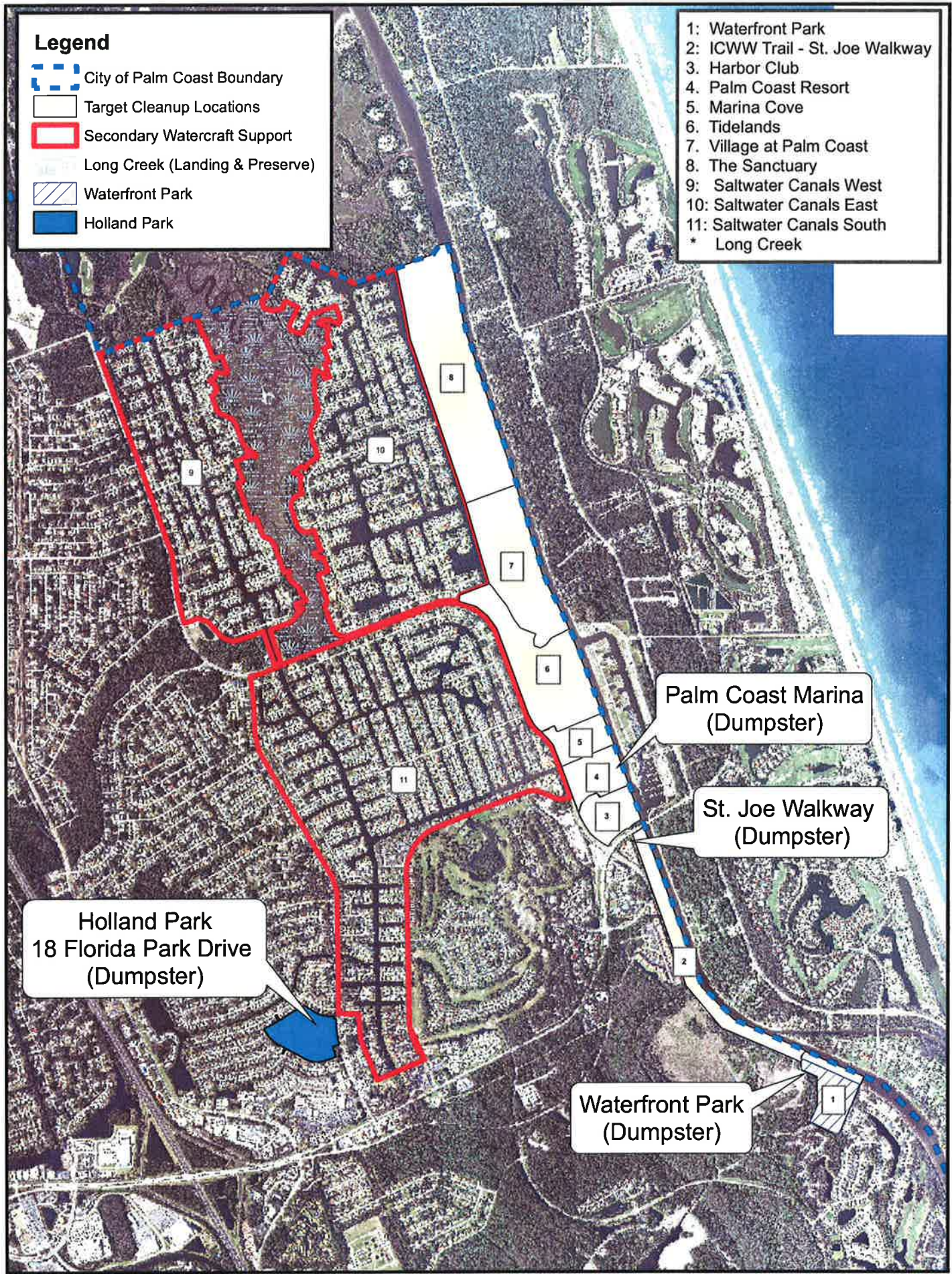
Legend

-  City of Palm Coast Boundary
-  Target Cleanup Locations
-  Secondary Watercraft Support
-  Long Creek (Landing & Preserve)
-  Waterfront Park
-  Holland Park

- 1: Waterfront Park
- 2: ICWW Trail - St. Joe Walkway
- 3: Harbor Club
- 4: Palm Coast Resort
- 5: Marina Cove
- 6: Tidelands
- 7: Village at Palm Coast
- 8: The Sanctuary
- 9: Saltwater Canals West
- 10: Saltwater Canals East
- 11: Saltwater Canals South
- * Long Creek

WEST

EAST



Palm Coast Marina (Dumpster)

St. Joe Walkway (Dumpster)

Holland Park
18 Florida Park Drive
(Dumpster)

Waterfront Park
(Dumpster)

SOUTH



**City of Palm Coast
Special Events Budget Form**

Name of Event: Waterway Cleanup

Date of Event: September 7, 2013

Number of Attendees _____

Revenues:

	<u>Budgeted</u>	<u>Actual</u>	<u>Previous Year</u>
Sponsorships	_____	_____	_____
Vendor Registrations	_____	_____	_____
Admission Fees	_____	_____	_____
Donations	_____	_____	_____
Vendor Revenue/Ticket Sales	_____	_____	_____
Grant (FIND)	5,000.00	_____	_____
Total Budgeted Revenues	\$5,000.00	\$0.00	\$0.00

In-Kind

	<u>Budgeted</u>	<u>Actual</u>	<u>Previous Year</u>
Supplies	_____	_____	_____
Volunteers	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total In Kind	0	0	0

Expenditures:

	<u>Budgeted</u>	<u>Actual</u>	<u>Previous Year</u>
Salaries	530.00	_____	_____
Supplies	1,100.00	_____	_____
Contractual Labor	_____	_____	_____
Equipment Rental	_____	_____	_____
Sheriff	_____	_____	_____
Advertising	_____	_____	_____
Printing	5,300.00	_____	_____
Fireworks	_____	_____	_____
Entertainment	_____	_____	_____
Vendor Ticket Payouts	_____	_____	_____
Contingency	_____	_____	_____
Total Budgeted Expenditures	\$6,930.00	\$0.00	\$0.00

BUDGETED EXPENDITURES

Staff

	Quantity	Hourly Rate	Hours Worked	Total
EO 3		\$31.83	6	\$190.98
EO 2		\$28.11	6	\$168.66
EO 2		\$28.11	6	\$168.66

TOTAL STAFF

\$528.30

Supplies

Amount

T-shirts	\$2,500
Tote Bags	\$1,000
Water Bottles	\$1,800
Garbage Bags	\$200
Gloves	\$100
Sanitizer	\$30
Sunscreen & Bug Spray	\$30
Award plaques	\$140
Award winner prizes	\$200
Snacks and drinks	\$400

TOTAL SUPPLIES

\$6,400.00

Delegation of Authority Report

FLORIDA INLAND NAVIGATION DISTRICT'S

Land Acquisition & Management Committee Meeting

of March 15, 2013

1. Approval of a purchase offer for DMMA LT-13.
2. Approval of the scope of services and fee quote from Taylor Engineering for the Phase II documentation of DMMA BV-24A.
3. Approval of the low qualified bid for the Duval and St. Johns County Well Monitoring Project.
4. Approval of the report on Seagrass Mitigation Site Evaluation in Martin County.