

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Boat Ramp Restrooms and Other Improvements

**DEPARTMENT:** Library & Leisure Services **DIVISION:** Parks & Recreation

**AUTHORIZED BY:** *J. Suzy Goldman* **CONTACT:** J. Suzy Goldman **EXT.** 1600

**Agenda Date** 9/12/06 **Regular X** **Consent**  **Work Session**  **Briefing**  
**Public Hearing – 1:30**  **Public Hearing – 7:00**

**MOTION/RECOMMENDATION:**

BCC approval of a phased boat ramp improvement program funded by Florida Boating Improvement Fund revenue supplemented by General Fund.

**BACKGROUND:**

On March 28, 2006 staff presented to the Board of County Commissioners an overview of possible parks projects. The construction of restrooms at four boat ramp locations was included as part of this presentation. The Board of County Commissioners directed staff to prioritize the projects and to return to the Board at a later date with a funding plan.

**Proposed Boat Ramp Restroom Program**

In December 2005, Boyle Engineering completed a study on the feasibility of constructing restrooms at County boat ramps. The study addressed environmental issues, as well as costs associated with utility connections and restroom construction.

The recommended program for the construction of restrooms is ranked based upon annual attendance. (Exhibit 1 – Boat Ramp Locations)

<b>Location</b>	<b>Attendance</b>
Lake Monroe Wayside Park	167,017
C.S. Lee Park	160,516
Lake Jesup Park	143,171
Cameron Wight Park	100,776

Reviewed by:  
 Co Atty: *[Signature]*  
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 CM: *[Signature]*  
 File No. RLLP01

The funding of the phased program assumes that local proceeds from the Florida Boating Improvement Program will be utilized as the revenue is collected with one-half of the proceeds being available to the cities as grants and that renovations to existing boat ramps will be required every two years. The average revenue collected is approximately \$100,000 per year. (Exhibit 2 – Resolution Establishing the Seminole County Boating Improvement Program). Any remaining deficit would be supplemented by the General Fund.

<b>Boat Ramp Replacements and Restroom Construction</b>							
Year	Ramp	Cost	Restroom	Cost	Total	FBIP	General
2007	N/A	\$0	Lake Monroe	\$164,000	\$164,000	\$164,000	\$0
2008	Lake Jesup	\$75,000	C.S. Lee	\$194,000	\$269,000	\$269,000	\$0
2009	N/A	\$0	Lake Jesup	\$280,000	\$280,000	\$121,880	\$158,120
2010	Cameron Wight	\$75,000	Cameron Wight	\$170,000	\$245,000	\$55,300	\$189,700

The total General Fund supplement is \$347,820.

### **Other Improvements**

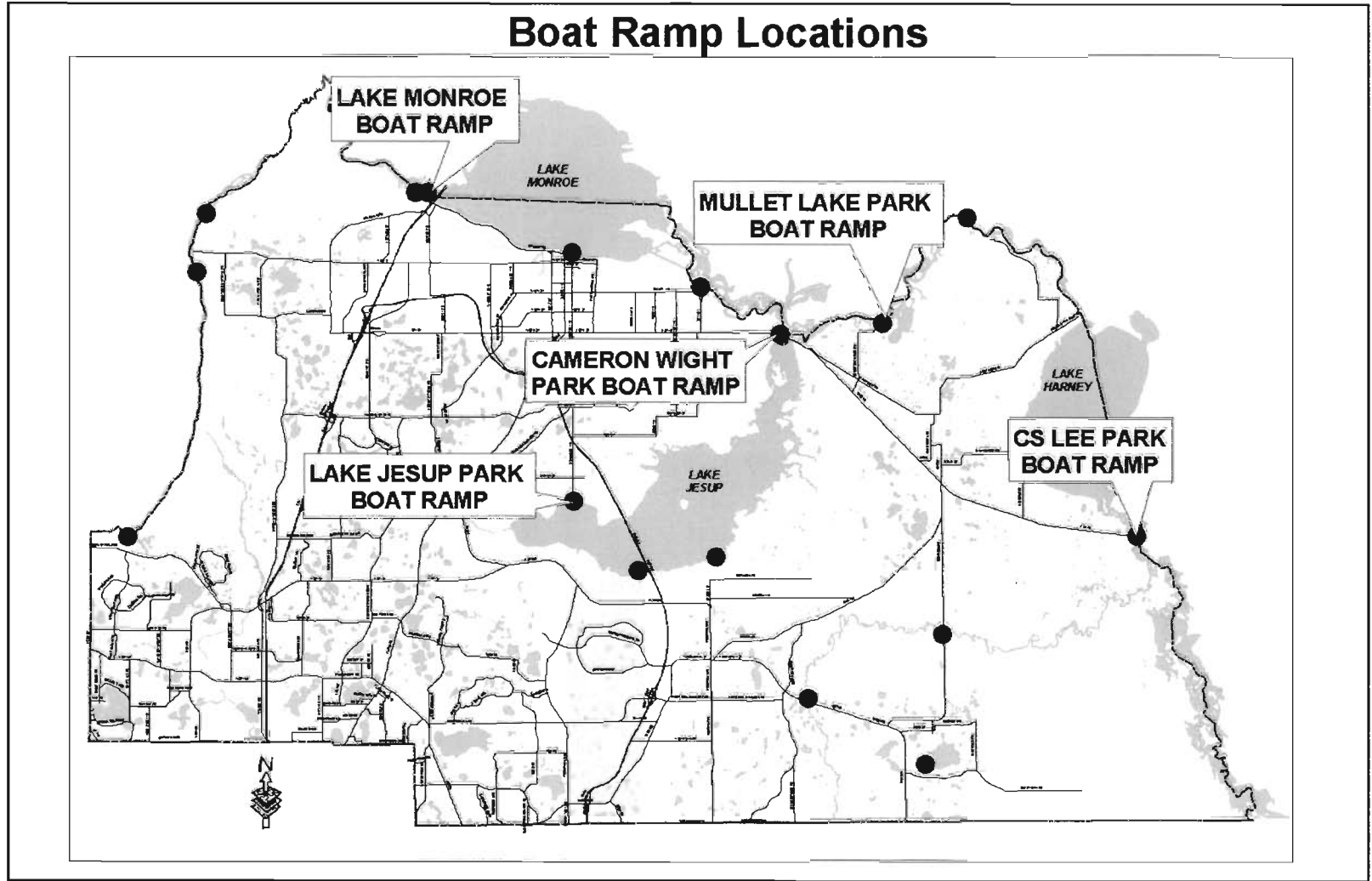
In addition to the restrooms, staff recommends enhancing the landscaping at the boat ramps and installing irrigation systems. Cameron Wight Park is the only remaining boat ramp with the capacity to add an additional dock. A floating dock is recommended at this site.

Costs for the restroom construction, along with the other improvements, are shown below:

<b>Boat Ramp Replacements, Restroom Construction and Other Improvements</b>								
Year	Ramp	Cost	Restroom	Cost	Other	Total	FBIP	General
2007	N/A	\$0	Lake Monroe	\$164,000	\$50,000	\$214,000	\$214,000	\$0
2008	Lake Jesup	\$75,000	C.S. Lee	\$194,000	\$50,000	\$319,000	\$285,580	\$33,420
2009	N/A	\$0	Lake Jesup	\$280,000	\$50,000	\$330,000	\$55,300	\$274,700
2010	Cameron Wight	\$75,000	Cameron Wight	\$170,000	\$100,000	\$345,000	\$55,300	\$289,700

The total General Fund supplement is \$597,820.

Mullet Lake Park is the only boat ramp currently with a restroom. At the completion of proposed phased program, irrigation and landscaping improvements would be added in Fiscal Year 2011 with Florida Boating Improvement Fund revenue as the funding source.



RESOLUTION NO. 98-R- 244

SEMINOLE COUNTY, FLORIDA

THE FOLLOWING RESOLUTION WAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA, AT THEIR REGULARLY SCHEDULED MEETING OF NOVEMBER 10, 1998.

WHEREAS, in accordance with Section 327.25, Florida Statutes, the State of Florida collects vessel registration fees for those vessels required by law to be registered in the State of Florida; and

WHEREAS, said vessel registration fees have historically been deposited in the Motorboat Revolving Trust Fund and have been appropriated to the Florida Department of Environmental Protection ("FDEP") for grant funding to be provided to county governments; and

WHEREAS, the FDEP created the Florida Boating Improvement Program to implement the allocation of said grant funds to county governments; and

WHEREAS, in accordance with Section 327.25(16), Florida Statutes, said grant funds are to be used for the sole purposes of providing recreational channel marking and public launching facilities and other boating related activities, for removal of vessels and floating structures deemed hazards to public safety and health for failure to comply with Section 327.53, Florida Statutes, and for manatee and marine mammal protection and recovery; and

WHEREAS, the Florida Legislature has recently amended Section 327.25(16), Florida Statutes, to provide for the deposit of vessel registration fees into the Marine Resources Conservation Trust

CERTIFIED COPY

MARYANNE MORSE  
CLERK OF CIRCUIT COURT  
SEMINOLE COUNTY, FLORIDA

BY: Caylon Cohen  
DEPUTY CLERK

Fund and to provide that said fees be directly distributed to county governments without prior appropriation to the FDEP; and

**WHEREAS,** it is necessary that the Board of County Commissioners adopt the Seminole County Boating Improvement Program to establish policies and procedures for the lawful distribution of said vessel registration fees received from the Marine Resources Conservation Trust Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA, THAT:**

**Section 1. Establishment of the Seminole County Boating Improvement Program**

The Board of County Commissioners of Seminole County ("Board") hereby establishes the Seminole County Boating Improvement Program ("BIP").

**Section 2. Vessel Registration Fees**

(a) In accordance with Section 327.25(16), Florida Statutes, vessel registration fees are collected by the Florida Department of Highway Safety and Motor Vehicles ("FDHSMV") and deposited in the Marine Resources Conservation Trust Fund for distribution to counties.

(b) Seminole County ("County") shall receive vessel registration fees from all vessels registered in Seminole County. Vessel registration fees collected during the preceding fiscal year shall be forwarded to the County by FDHSMV each July. The County shall deposit said fees into an account designated for the BIP which shall be monitored by the County's Department of Library and Leisure Services ("Department").

**Section 3. Administration of the BIP**

(a) The Board may utilize BIP funds for eligible County projects or, at its sole discretion, may authorize the use of BIP funds by municipal governments within the County for eligible municipal projects. The authorization for the use of BIP funds by municipal governments within the County shall not exceed one-half of the County's annual allocation with at least one-half being reserved for County projects. If there are no applications submitted that meet the requirements of the BIP, funds will revert back for use on County projects. The BIP shall be administered by the Board, through the Department, with review and recommendations by the County's Parks and Recreation Advisory Board ("Advisory Board"). The Department is authorized to develop procedures and forms as may be required to implement the program. Projects will be prioritized and recommended to the Board by the Advisory Board.

(b) In order to allocate project funding for County or municipal projects, the Department shall include in its annual budget request said projects and shall submit same for approval by the Board. For Board approved County projects requiring additional funding or a change in scope, the Department shall prepare the necessary documentation including the proposed changes for approval by the Board.

(c) BIP funds may be used as the local cash matching requirement for the Florida Recreation Development Assistance Program, the Land and Water Conservation Fund Program, the Florida Inland Navigation District Waterways Assistance Program, or such other grant programs requiring a local cash match, provided that

the BIP funds are used for eligible project elements.

(d) Project Design and Construction.

(1) All projects shall be designed and constructed in accordance with applicable Federal, State and local laws, rules, regulations, and codes.

(2) The design or construction of any boat launching facility shall not be located so as to pose a threat to other boating or recreational activities on the water body it serves.

(3) All Federal, State and local permits, easements, consents, or other similar authorizations for a project shall be obtained prior to commencement of design and construction of the project.

(4) Project construction expenses eligible for BIP funding include payments to vendors for purchase of materials, equipment, rental of equipment, services, or lump sum labor contracts.

(e) The Board may approve a project with an estimated cost exceeding the amount of available BIP funds. In such cases, the amount of the project cost exceeding available BIP funds may be eligible for reimbursement from the allocation for the next fiscal year. However, any project so approved shall be subject to the continued funding in accordance with Section 327.25(16), Florida Statutes. The Board does not guarantee or pledge payment of the balance in such cases and is not liable for any future reimbursement or pledge should funds not become available.

(f) Any unspent BIP funds allocated to a specific project shall be returned to the appropriate account for future use on

County projects. Further, BIP funds not allocated in any fiscal year shall be carried forward for use in subsequent years.

(g) The County shall maintain and keep records of all projects receiving BIP funds. Completed projects shall be included in the County's single audit report which shall be forwarded annually, if required, to the FDEP. Upon completion of a project, a municipality must submit a project completion statement to the Department on a form approved by the Department. Upon completion of a County project the Department shall file a project completion statement in the project file. For municipal projects, the municipality shall provide required materials as delineated in the required project close out documentation form.

(h) Any project developed with assistance from BIP funding shall be for the use and benefit of the general public. Upon completion of a project, the County or a municipality shall dedicate said project for public recreational use in perpetuity by recording a Notice of Limitation of Use including said dedication in the Public Records of Seminole County. The County and the municipalities utilizing BIP funds for design or construction of an eligible project shall be responsible for ensuring the operation and maintenance of said project for a period of 25 years from the date of completion of the project.

(i) Projects funded in whole or in part by BIP funds shall be administered and made available to the general public on a non-discriminatory basis regardless of residency, race, color, religion, sex, national origin, age, handicap, or marital status. If a fee is charged, it must be the same for all users.



(j) A permanent identification sign or plaque which credits the BIP as a source of project funding is required to be erected at all completed projects where sign placement is feasible.

**Section 4. BIP Funding for Municipal Projects**

(a) Any County municipality may submit applications for eligible projects meeting the requirements of the program. The municipality must have resources available and accept the maintenance of the project. A municipality requesting BIP funds must submit a project application to the Department. All project applications shall be reviewed and evaluated by the Department with regard to eligibility of the proposed project, completeness of the application, funding availability, the municipality's compliance with previous project agreements, and County and/or Department priorities.

(b) Subsequent to review and comment by the Department, said municipality may request that a project application be submitted to the Advisory Board for prioritization and recommendation to the Board for consideration. If a project application is approved by the Board, the County Attorney's Office shall prepare a project agreement for execution by the parties.

(c) A project agreement is the required funding mechanism to allocate BIP funding to a municipality for an eligible project.

(d) Unless otherwise specified in a project agreement, project funding shall be only for those costs incurred subsequent to the execution of the project agreement by the Board.

(e) The County shall disburse BIP funding to a municipality only on a reimbursement basis and shall require completion of the

project in accordance with the terms and conditions as set forth in the project agreement. No funds will be paid in advance. Reimbursement for municipal projects shall be requested on Project Reimbursement forms as applicable.

(f) A quarterly status report for each project shall be submitted by the municipality on a project status report form provided by the Department.

(g) Should a municipality desire to propose any changes to a project agreement including, but not limited to, changes in scope or funding of a project, said proposed changes must be submitted in writing to the Department along with a statement of justification for same. All changes to a project agreement shall be made by means of a written amendment to a project agreement approved in the same manner as the underlying project agreement.

(h) The Department shall have the right to terminate a project agreement and demand refund of BIP funds (plus interest at the maximum rate authorized in the Florida Statutes) for non-compliance with the terms of this Resolution or the project agreement. Failure of a municipality to comply with the provisions of this Resolution or a project agreement may result in the Board declaring the municipality ineligible for participation in the BIP until a time certain and/or under certain conditions as designated.

(i) A municipality desiring to terminate a project agreement shall refund to the County all BIP funds plus interest accrued thereupon prior to County executing said termination.

Section 5. Projects Eligible for BIP Funding

(a) BIP funds shall be used for those projects which improve recreational boating for the public in accordance with Section 327.25(16), Florida Statutes, for the purpose of providing recreational channel marking and public launching facilities and other boating-related activities, for removal of vessels and floating structures deemed a hazard to public safety and health for failure to comply with Section 327.53, Florida Statutes, and for manatee and marine mammal protection and recovery.

(b) BIP funds may be used for those costs associated with acquisition, design, construction, and completion of an eligible project including, but not limited to, the expansion, renovation, repair or installation of the following:

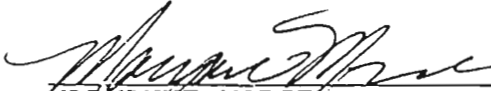
- (1) Launching facilities;
- (2) Recreational channel lights and markers;
- (3) Waterway and related signs and buoys for safety, regulation or information;
- (4) Docking and mooring facilities;
- (5) Access roads and parking for boating facilities;
- (6) Channel dredging;
- (7) Boating related support facilities and utilities such as restrooms, lighting, picnic pavilions, landscaping, water, sewer, and electrical;
- (8) Artificial fishing reefs in State waters (design, construction, transportation, installation, marking, research, and monitoring); and
- (9) Bulk head, rip-rap, and seawall construction.

(c) Expenses that are ineligible for BIP funding include tools, equipment, boats, motors, office furniture and supplies, law enforcement and safety equipment, and contract labor and materials not used exclusively for a project.

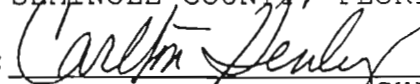
ADOPTED this 10 day of November, 1998.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

  
\_\_\_\_\_  
MARYANNE MORSE  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida

By:

  
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CARLTON HENLEY, CHAIRMAN

10/28/98

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