

**Sebastian Inlet District  
Regular Commission Meeting  
Wednesday, 4 PM, October 8, 2025  
Sebastian Inlet District Office  
114 Sixth Avenue  
Indialantic, FL, 32903**

**AGENDA**

- I. Call to Order – Chairman Barney
  
- II. Approval of Minutes
  - A) Regular Commission Meeting – September 10, 2025 (PP 3-7)
  - B) Tentative Millage and Budget Hearing – September 10, 2025 (PP 8-9)
  - C) Final Millage and Budget Hearing – September 24, 2025 (PP 10-11)
  
- III. Additions and deletions
  
- IV. Presentations  
There are no presentations.
  
- V. Information and Discussion Agenda
  - A) Executive Director’s Reports:
    - 1. 2025/26 Sand Trap Dredging and Beach Placement Project
  
- VI. Consent Agenda
  - A) Authorized Work for Commission Review:
    - 1. No items.
  
  - B) Recommended for Approval:
    - 1. FDEP Grant Agreement No. 26IR1 – Amendment 1 Sebastian Inlet IMP Implementation (PP 12-26)
    - 2. Work Order No. 2526-006-CCinc., Coastal Connections Inc. FY 25/26 Beach Basket Program – North Shore Project Area (PP 27-32)
    - 3. Work Order No. 2526-007- ATKR, AtkinsRéalís 2025-2026 Sebastian Inlet Sand Trap Dredging and Beach Placement Project - Construction Engineering and Observation Services (PP 33-41)
    - 4. Master Services Agreements – For Continuing Professional Coastal Engineering and Biological Support Services – 1 Month Extension (P 42)

- VII. Public Comment on Consent Agenda Items**
- VIII. Board Vote on Consent Agenda**
- IX. Public Outreach Activities (P 43)**
- X. Park Matters — Ken Torres**
- XI. Legal Counsel Update — Shawn L. Demers, Gray Robinson**
- XII. Public Comment Period**
- XIII. Commissioners Items**
  - Chairman Barney – Discussion on finalizing edits to  
Commissioner Orientation Guide (PP 44-58)**
  - Vice Chair Frazier**
  - Secretary/Treasurer Rowland**
  - Commissioner Campbell**
  - Commissioner Marshall**
- XIV. Unfinished Business**
- XV. New Business**
- XVI. Adjournment**
- September 2025 Financial Statements (PP 59-61)**

**Sebastian Inlet District**  
Regular Commission Meeting  
Wednesday, 4:30 PM, September 10, 2025  
North Indian River County Library  
1001 Sebastian Boulevard  
Sebastian, FL 32958

Minutes

Present at the meeting were: Chairman David Barney, Commissioner Lisa Frazier (Vice Chair), Commissioner TJ Marshall and Commissioner John Campbell. Commissioner Michael Rowland (Secretary/Treasurer) was absent (excused). Also, in attendance were: Executive Director James Gray, SID Public Outreach Associate Ed Garland, SID Contracts and Accounting Manager Stacy Busche, SID Legal Counsel Shawn Demers, Ken Torres (SISP), Marie Yarbrough (AtkinsRéalis), Quentin Bergman (IRC), Johnnie Sabin (IRC), Dr. Gary Zarillo (FIT) Clinton Hodges (ATL), and Paul Amos (Rossway Swan).

Under Agenda Item I

Call to Order – Chairman Barney called the meeting to order at 4:30 p.m.

Under Agenda Item II

The Commission discussed the minutes of the regular Commission meeting of August 13, 2025 and approved them without changes or corrections. Commissioner Marshall, referring to Agenda Item 12 in the minutes, asked whether FDEP will cover up to 50 percent of remobilization of the Sand Trap Dredging and Beach Placement Project or if the District simply qualifies for funds. Mr. Gray said the District is eligible and does qualify for funding under the 24IR1 grant. Funds are available within the grant to fund the change order costs.

Under Agenda Item III

Additions and Deletions

There were no additions or deletions to the agenda.

Under Agenda Item IV

Presentations

Presentation of the 2024 State of the Inlet Report, Dr. Gary Zarillo, Florida Institute of Technology, Inc.

Dr. Zarillo gave a detailed PowerPoint presentation of his annual State of the Inlet Report in which he described seasonal sand volume and shoreline changes and the inlet's sediment budget. There are periods of sand losses and gains that correlate with rising and falling sea levels, the influence of the gulf stream, and seasonal changes. He concluded that the inlet is in a long-term dynamic equilibrium under the current sand management plan. Dr. Zarillo's entire presentation is in the recorded minutes.

*Chairman Barney called for a meeting recess at 5:25 p.m. so that the Commission could convene the Tentative Millage and Budget Hearing. Chairman Barney reconvened the meeting at 5:55 p.m.*

## Under Agenda Item V

### Information and Discussion Agenda

#### A. Executive Director's Reports

##### 1. FDEP Grant 24IR1 – Application For Payment No. 2- Reimbursement

Mr. Gray said the District received \$2,550,751.97 from FDEP for the partial reimbursement of the 2024/25 Sand Trap Dredging and Beach Placement Project. Mr. Gray noted that the District received payment in record time, having billed FDEP on July 15, 2025, and receiving payment on August 18, 2025. Commissioner Frazier complimented Mr. Gray and his staff on their expeditious handling of the paperwork associated with the grant.

## Under Agenda Item VI

### Consent Agenda

#### A. Authorized Work for Commission Review:

##### 1. Summerlin's Marine Construction, LLC Work Order No. 2425-017-Summerline Channel Marker Repairs

Pursuant to his spending authority, Mr. Gray has authorized Summerlin to repair channel markers in the inlet. He also ordered day board markers to be used for rapid deployment. District funding is budgeted and available under Maintenance of Channel, Channel Marker Maintenance, Account No. 5373-461.

#### B. Recommended for Approval

##### 1. Work Order No. 2526-003-LLW, Lewis, Longman and Walker, P.A. 2025-2026 Legislative Representation

Lewis, Longman and Walker, P.A. (LLW) has represented the District on legislative issues with good result. Mr. Gray noted that LLW was instrumental in the District receiving a \$1 million legislative appropriation for maintenance and safety improvements to the Sebastian Inlet North and South Jetties during the 2025/26 Legislative Session. The work order engages LLW to represent the District during the 2026 Legislation Session for a flat fee of \$48,000. Funding is budgeted under Legal/Legislative/Executive Account No. 5140-312.

**Recommended Action:** Staff recommends that the Commission authorize the Executive Director to sign the 2026 Legislation Session Letter of Engagement with Lewis, Longman & Walker, P.A., on behalf of the District.

##### 2. General Representation 2025-2028, GrayRobinson, P.A. Work Order No. 2526-005-GR

GrayRobinson has represented the District since 2004, and its current three-year contract with the District ends on September 30, 2025. Mr. Gray said. The proposed work order engages GrayRobinson to continue representing the District for an additional three-year term. GrayRobinson's rate will be \$300 per hour, a \$25 per hour increase over the previous agreement with the firm. District funding is budgeted and available under Legal Counsel, Attorney/Administrative, Account No. 5140-310.

**Staff Recommendation:** Staff recommends that the Commission approve the renewal of services with GrayRobinson, P.A., until September 30, 2028, and

authorize the Executive Director to sign the August 28, 2025 Letter of Engagement on behalf of the District.

3. Work Order No.2526-004-FIT – Florida Institute of Technology, Inc. State of the Inlet Analysis 2025-26

Mr. Gray said the proposed work order allows FIT to continue to provide coastal engineering services related to Sebastian Inlet modeling, monitoring, and reporting. FIT's services are integral to the District's long-term management of sand resources and data analysis needed to update the 2025-26 State of the Inlet Report. The District shares its data and the final report with FDEP, which are instrumental in updating the District's sediment bypass objective. This data was instrumental in reducing the District's sediment bypass objective from 90,000 cubic yards a year to 75,000 cubic yards a year in 2023. The total amount of work order is \$136,110 and is on a lump sum basis. The fees are the same as last year. Commissioner Marshall, referring to Dr. Zarillo's 2024 State of the Inlet Report earlier in the meeting, asked whether the District's sand budget could be reduced to 50,000 cubic yards annually. Dr. Zarillo said that there is a possibility for a reduction during certain intervals, but he could not guarantee a reduction in the future. Chairman Barney said a Technical Advisory Committee reviews the District's Inlet Management Plan (IMP) every five years. Commissioner Frazier asked whether FIT's studies could be used to determine whether the District could use ebb shoal sand to help meet its bypassing objective. Mr. Gray said the IMP identifies various sources of sand sources, including the ebb shoal and Thomas Shoal, located approximately a mile east of the ebb shoal. The District and FIT are studying the potential of these sources.

**Staff Recommendation:** Staff recommends that the Commission approve Work Order No. 2526-004 - FIT to the contract with Florida Institute of Technology and authorize the Executive Director to sign on behalf of the District.

4. Change Order No. 4 – Work Order No. 2425-006-ATL, ATL Diversified, Inc. 2024/2025 Sand Trap Dredging and Beach Placement Project

Over the past year, the District entered into a contract with ATL to truck in sand and dredge the inlet and the sand trap. There were several continuations of the project, which was not completed last season. ATL completed approximately 43 percent of the overall estimated original sand placement project volume, or about 135,000 cubic yards of sand. The proposed Change order No. 4 would allow ATL to remobilize during the 2025/26 dredging season to fully complete the project by dredging approximately 130,000 cubic yards of beach-compatible sand from the inlet channel and sand trap. Approximately 40,000 cubic yards of non-beach-compatible sand will be placed in the District's Dredged Material Management Area (DMMA). Among the provisions in the proposed change order is a \$650,000 increase in the contract amount for remobilization, Mr. Gray said. This increase is eligible for FDEP grant funding. The updated total contract amount will now be \$8,447,800. To date, ATL has been paid \$4,904,042.54 for completed work. Responding to Commissioner Marshall, Mr. Gray said ATL has the authority from SISF to begin mobilizing when state permits are approved.

**Staff Recommendation:** Staff recommends that the Commission approve Change Order No. 4 and authorize the Executive Director to sign on behalf of the District.

Under Agenda Item VII

Public Comment on Consent Agenda Items

There was no public comment.

Under Item VIII

Board Vote on Consent Agenda

Commissioner Campbell made a motion to approve the Consent Agenda. Commissioner Frazier seconded the motion. **The motion carried 4-0.**

Under Agenda Item IX

Public Outreach Activities

Mr. Garland gave an update on the District's outreach activities. The District will participate in the annual International Coastal Cleanup event on September 20, and the District's Facebook following has grown by approximately 1,500 people since June 30, reaching more than 11,000 followers.

Under Agenda Item X

Park Matters – Ken Torres

Mr. Torres said the state park's concession building, marina and boat shop closed on July 30, but that a new vendor is expected to reopen all of the facilities by December 2025. He shared that the park intends to implement some changes by the end of year and will provide further details in a subsequent meeting

Under Agenda Item XI

Legal Counsel Update – Shawn L. Demers, Gray Robinson

Mr. Demers said he will be unable to attend the District's October 8 Commission meeting, but he has assigned another legal counsel representative to attend in his place.

Under Agenda Item XII

Public Comment Period

There was no public comment.

Under Agenda Item XIII

Commissioner Items

Chairman Barney — Nothing

Vice Chair Frazier— Nothing

Secretary/Treasurer Rowland — Absent (Excused).

Commissioner Campbell — Nothing.

Commissioner Marshall — Asked about the status of the Commissioner Orientation Guide.

Chairman Barney said the topic will return to the agenda during the October 8, 2025, meeting.

Under Item XIV

Unfinished Business

There was no unfinished business.

Under Item XV

New Business

There was no new business.

Under Item XVI

Adjournment — Chairman Barney adjourned the meeting at 6:31 p.m.

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date

DRAFT

# Sebastian Inlet Tax District

Wednesday, September 10, 2025, 5:30 p.m.  
TENTATIVE MILLAGE & BUDGET HEARING  
North Indian River County Library  
1001 Sebastian Boulevard  
Sebastian, FL 32958

## Minutes

Present at the meeting were Chairman David Barney, Vice Lisa Frazier, Commissioner John Campbell and Commissioner T.J. Marshall. Commissioner Michael Rowland (Secretary/Treasurer) was absent (excused). Also, in attendance were: Executive Director James Gray, SID staff members Stacy Busche and Ed Garland, SID legal counsel Shawn L. Demers, Ken Torres (SISP), Marie Yarbrough (AtkinsRéalís), Dr. Gary Zarillo (FIT), Quentin Bergman (IRC), Johnnie Sabin (IRC), Paul Amos (Rossway Swan) and Clinton Hodges (ATL).

Chairman Barney called the hearing to order at 5:30 p.m. Chairman Barney announced that this was a public meeting for the purpose of hearing public comment on the tentative millage and tentative budget of the Sebastian Inlet Tax District for the FY 2025-2026.

Mr. Gray noted, as accepted by the Commission on August 13, 2025, the tentative millage rate for Sebastian Inlet District FY 2025-2026 is established at 0.1555 mills, or \$0.1555, per thousand dollars of assessed valuation (or .1555 of one mill). Mr. Gray stated, the proposed millage rate represents the Rolled-Back Rate. With the adoption of the tentative millage rate of 0.1555 mills, tax revenues to be collected are:

- \$6,222,068 from Brevard County
- \$1,342,518 from Indian River County

District legal counsel Shawn L. Demers read before the Commission **Resolution No. 09.10.25-1** to establish a tentative millage rate for levying taxes in Brevard and Indian River Counties for the Sebastian Inlet District, as attached. Chairman Barney opened the floor to public comment. No public comment to record. Commissioner Campbell moved to approve Resolution No. 09.10.25-1 with Commissioner Frazier seconding. **Resolution approved 4-0.**

Mr. Gray noted that the proposed tentative budget for FY 2025-2026 for the Sebastian Inlet Tax District was in the budget hearing package and had been posted publicly pursuant to Florida Statutes. Mr. Gray highlighted several budget items for Commissioners:

- FY 2025-2026 tentative budget is \$13,880,700
- FY 2025-2026 tentative budget represents a 36.82 percent decrease from the FY 2024-25 adopted budget
- Revenue has been budgeted at the millage rate of 0.1555 mills
- Interest revenue has been budgeted at \$300,000
- Includes \$3,100,000 in revenue from grants
- Applies \$2,916,114 in use of assigned fund balance
- General Government funding increased by approximately 13 percent due to office space rental, staff travel for training, three percent COLA, anticipated additional legal counsel and governmental and tax-related fees

Chairman Barney opened for discussion a suggestion to reschedule staff COLA increases to occur at the beginning of the fiscal year, October 1, instead of staff hiring anniversaries to attain uniformity with other governmental agencies. The Commission agreed and directed staff to make this change.

Mr. Gray, providing additional budget highlights, said the District’s Physical Environment funding decreased by approximately 46 percent due to the completion of the Phase 1-North Jetty Project and partial completion of the 2024/25 Sand Trap and Dredging Beach Placement Project; However, funding was added for the Thomas Shoal offshore sand investigation and Coconut Point Stabilization Project. Funding is maintained for beach and inlet monitoring.

District legal counsel Shawn L. Demers read before the Commission **Resolution No. 09.10.25-2** to adopt FY 2025-2026 tentative budget. Chairman Barney opened the floor to public comment. No public comment to record. Commissioner Frazier moved to approve Resolution No. 09.10.25-2 with Commissioner Campbell seconding. **Resolution approved 4-0.**

As there was no further business, Chairman Barney adjourned the meeting at 5:45 p.m.

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date

(Page 2 of 2)

**Sebastian Inlet Tax District**  
Wednesday, September 24, 2025, 5:01 p.m.  
**FINAL MILLAGE & BUDGET HEARING**  
Sebastian Inlet District Office  
114 Sixth Avenue  
Indialantic, FL 32903

**Minutes**

Present at the meeting were Chairman David Barney, Vice Chairman Lisa Frazier, Commissioner Michael Rowland (Secretary/Treasurer), and Commissioner T.J. Marshall. Commissioner John Campbell was absent (excused). Also, in attendance were: Executive Director James Gray, staff members Stacy Busche and Ed Garland, and SID legal counsel Shawn L. Demers.

Chairman Barney called the hearing to order at 5:01 p.m. Chairman Barney announced that this was a public meeting for the purpose of hearing public comment on the final millage and budget of the Sebastian Inlet Tax District for the FY 2025-2026.

Mr. Gray noted, as accepted by the Commission on September 10, 2025, the final millage rate for Sebastian Inlet District FY 2025-2026 is established at 0.1555 mills, or \$0.1555, per thousand dollars of assessed valuation (or .1555 of one mill). Mr. Gray stated, the proposed millage rate represents the Rolled-Back Rate. With the adoption of the tentative millage rate of 0.1555 mills, tax revenues to be collected are:

- \$6,222,068 from Brevard County
- \$1,342,518 from Indian River County

District legal counsel Shawn L. Demers read before the Commission **Resolution No. 09.24.25-1** to establish a final millage rate for levying taxes in Brevard and Indian River Counties for the Sebastian Inlet District, as attached. Chairman Barney opened the floor to public comment. No public comment to record. Commissioner Rowland moved to approve Resolution No. 09.24.25-1 with Commissioner Marshall seconding. **Resolution approved 4-0.**

Mr. Gray noted that the proposed final budget for FY 2025-2026 for the Sebastian Inlet Tax District was in the budget hearing package and had been posted publicly pursuant to Florida Statutes. Mr. Gray highlighted several budget items for Commissioners:

- FY 2025-2026 tentative budget is \$13,880,700
- FY 2025-2026 tentative budget represents a 36.82 percent decrease from the FY 2024-25 adopted budget
- Revenue has been budgeted at the millage rate of 0.1555 mills
- Interest revenue has been budgeted at \$300,000
- Includes \$3,100,000 in revenue from grants
- Applies \$2,916,114 in use of assigned fund balance
- General Government funding increased by approximately 13 percent due to office space rental, staff travel for training, three percent COLA, anticipated additional legal counsel and governmental and tax-related fees
- The District's Physical Environment funding decreased by approximately 46 percent due to the completion of the Phase 1-North Jetty Project and partial completion of the 2024/25 Sand Trap

and Dredging Beach Placement Project; However, funding was added for the Thomas Shoal offshore sand investigation and Coconut Point Stabilization Project. Funding is maintained for beach and inlet monitoring.

District legal counsel Shawn L. Demers read before the Commission **Resolution No. 09.24.25-2** to adopt the FY 2025-2026 final budget. Chairman Barney opened the floor to public comment. No public comment to record. Commissioner Marshall moved to approve Resolution No. 09.24-25-2 with Commissioner Rowland seconding. **Resolution approved 4-0.**

As there was no further business, Chairman Barney adjourned the meeting at 5:13

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Date


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## SEBASTIAN INLET DISTRICT BOARD MEMORANDUM

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**TO:** Members of the Board  
of Sebastian Inlet District Commissioners

**FROM:** James D. Gray, Jr.   
Executive Director

**SUBJECT:** **FDEP Grant Agreement No. 26IR1 – Amendment 1  
Sebastian Inlet IMP Implementation**

**DATE:** September 29, 2025

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### **BACKGROUND**

In February 2025, staff and the District lobbyist, Chris Lyon, submitted a \$2 Million FY 2025/2026 Legislative funding request for the Sebastian Inlet North and South Jetty Maintenance and Safety Improvements Project. The District funding request was later reduced to \$1 Million following discussions with our Legislative project sponsors.

On July 23, 2024, staff submitted fiscal year 2025/2026 Local Government Funding Request (LGFR) to the FDEP Beach Management Funding Assistance Program to assist in the design, permitting, and maintenance of the north jetty.

On August 20, 2025, FDEP entered into grant Agreement No. 26IR1 with the District committing up to \$4,954,000 at a cost share ratio of 50% State - 50% Local for the partial reimbursement for the design, permitting, and construction of the North Jetty Revetment Improvement Project. The total local share under this agreement was \$2,477,000 with a maximum state reimbursement of \$2,477,000.

### **DESCRIPTION AND CONDITIONS**

During fiscal year 2025/2026 the Florida Legislature awarded \$1 Million for the Sebastian Inlet North and South Jetty Maintenance and Safety Improvements Project (GAA Line Item # 1555, SF3237, HF2968) to the Florida Department of Environmental Protection (FDEP) for disbursement to the District.

On September 16, 2025, FDEP provided the District with Amendment No. 1 to Grant Agreement No. 26IR1 for the additional \$1 Million Legislative appropriation for construction of project items outside of the initial 26IR1 FDEP grant agreement.

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FDEP Grant No. 26IR1-Amendment 1

SID Agenda Item – October 8, 2025

Amendment No. 1 to Grant Agreement No. 26IR1 amends the following:

- Increases the total State grant funding by \$1,000,000 to \$3,477,000, and
- Updates multiple grant attachments for consistency

The grant term remains unchanged and runs until December 31, 2028.

### **FUNDING**

Funding for the local match is budgeted and available under North Jetty Maintenance and Repair, Account No. 5375-472.

### **RECOMMENDATION**

The recommendation of staff is for the Board to approve Amendment No. 1 to FDEP Grant Agreement 26IR1 and authorize the Executive Director to sign on behalf of the District.

### **ATTACHMENT**

Amendment No. 1 FDEP Grant Agreement 26IR1

### **APPROVED AGENDA ITEM FOR: OCTOBER 8, 2025**

**AMENDMENT NO. 1  
TO AGREEMENT NO. 26IR1  
BETWEEN  
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AND  
SEBASTIAN INLET DISTRICT**

This Amendment to Agreement No. 26IR1 (Agreement) is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and Sebastian Inlet District, 114 Sixth Avenue, Indialantic, Florida 32903 (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for the Sebastian Inlet Management Plan Implementation effective August 20, 2025; and

WHEREAS, the Florida Legislature awarded \$1,000,000 through GAA Line Item #1555 for the Sebastian Inlet North and South Jetty Maintenance and Safety Improvements Project, included in this amendment as a new task, distinct from the previously awarded construction funding for the Implementation of the Inlet Management Plan, as the scope of the recent Legislative funding contains items outside the recommendations of the Sebastian Inlet Management Plan; and

WHEREAS, the parties wish to amend the Agreement as set forth herein.

NOW THEREFORE, the parties agree as follows:

- 1) The total amount of funding of the Agreement is increased by \$1,000,000.00 to \$3,477,000.00
- 2) Attachment 2, Special Terms and Conditions, is hereby deleted in its entirety and replaced with Attachment 2-A, Revised Special Terms and Conditions, as attached to this Amendment and hereby incorporated in the Agreement. All references in the Agreement to Attachment 2 shall hereinafter refer to Attachment 2-A, Revised Special Terms and Conditions.
- 3) Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-A, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-A, Revised Grant Work Plan.
- 4) Attachment 5, Special Audit Requirements, Exhibit 1, is hereby deleted in its entirety and replaced with Attachment 5, Revised Special Audit Requirements, Exhibit 1-A, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 5, Special Audit Requirements, Exhibit 1, shall hereinafter refer to Attachment 5, Revised Special Audit Requirements, Exhibit 1-A.
- 5) All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistencies may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

**Sebastian Inlet District**

**Florida Department of  
Environmental Protection**

By:

By: \_\_\_\_\_

Secretary or Designee

\_\_\_\_\_  
Title: Executive Director

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

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

**LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS AMENDMENT:**

<b><u>Specify Type</u></b>	<b><u>Letter/Number</u></b>	<b><u>Description</u></b>
Attachment	2-A	Revised Special Terms and Conditions (3 pages)
Attachment	3-A	Revised Grant Work Plan (4 pages)
Attachment 5, Exhibit	1-A	Revised Special Audit Requirements (3 pages)

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## EXHIBIT A, PUBLIC RECORDS REQUIREMENTS

### 1. Public Records

- a. If the Agreement exceeds \$35,000.00, and if the Grantee is acting on behalf of the Department in its performance of services under the Agreement, the Grantee must allow public access to all documents, papers, letters, or other material, regardless of the physical form, characteristics, or means of transmission, made or received by the Grantee in conjunction with the Agreement (Public Records), unless the Public Records are exempt from section 24(a) of Article I of the Florida Constitution and section 119.07(1), F.S.
- b. The Department may unilaterally terminate the Agreement if the Grantee refuses to allow public access to Public Records as required by law.

### 2. Additional Public Records Duties of Section 119.0701, F.S., If Applicable.

For the purposes of this paragraph, the term “contract” means the “Agreement.” If the Grantee is a “contractor” as defined in section 119.0701(1)(a), F.S., the following provisions apply and the Contractor shall:

- a. Keep and maintain Public Records required by the Department to perform the service.
- b. Upon request, provide the Department with a copy of requested Public Records or allow the Public Records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law.
- c. A contractor who fails to provide the Public Records to the Department within a reasonable time may be subject to penalties under section 119.10, F.S.
- d. Ensure that Public Records that are exempt or confidential and exempt from Public Records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the Public Records to the Department.
- e. Upon completion of the contract, transfer, at no cost, to the Department all Public Records in possession of the contractor or keep and maintain Public Records required by the Department to perform the service. If the contractor transfers all Public Records to the Department upon completion of the contract, the contractor shall destroy any duplicate Public Records that are exempt or confidential and exempt from Public Records disclosure requirements. If the contractor keeps and maintains Public Records upon completion of the contract, the contractor shall meet all applicable requirements for retaining Public Records. All Public Records stored electronically must be provided to the Department, upon request from the Department’s custodian of Public Records, in a format specified by the Department as compatible with the information technology systems of the Department. These formatting requirements are satisfied by using the data formats as authorized in the contract or Microsoft Word, Outlook, Adobe, or Excel, and any software formats the contractor is authorized to access.
- f. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, F.S., TO THE CONTRACTOR’S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE DEPARTMENT’S CUSTODIAN OF PUBLIC RECORDS AT:**

**Telephone: (850) 245-2118**

**Email: [public.services@dep.state.fl.us](mailto:public.services@dep.state.fl.us)**

**Mailing address: Department of Environmental Protection**

**ATTN: Office of Ombudsman and Public Services**

**Public Records Request**

**3900 Commonwealth Boulevard, MS 49**

**Tallahassee, Florida 32399**

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
Revised Special Terms and Conditions  
AGREEMENT NO. 26IR1**

**ATTACHMENT 2-A**

These Special Terms and Conditions shall be read together with general terms outlined in the Standard Terms and Conditions, Attachment 1. Where in conflict, these more specific terms shall apply.

**1. Scope of Work.**

The Project funded under this Agreement is the Sebastian Inlet Management Plan Implementation. The Project is defined in more detail in Attachment 3, Grant Work Plan.

**2. Duration.**

- a. Reimbursement Period. The reimbursement period for this Agreement is the same as the term of the Agreement.
- b. Extensions. There are extensions available for this Project.
- c. Service Periods. Additional service periods are not authorized under this Agreement.

**3. Payment Provisions.**

- a. Compensation. This is a cost reimbursement Agreement. The Grantee shall be compensated under this Agreement as described in Attachment 3.
- b. Invoicing. Invoicing will occur as indicated in Attachment 3.
- c. Advance Pay. Advance Pay is not authorized under this Agreement.

**4. Cost Eligible for Reimbursement or Matching Requirements.**

Reimbursement for costs or availability for costs to meet matching requirements shall be limited to the following budget categories, as defined in the Reference Guide for State Expenditures, as indicated:

<u>Reimbursement</u>	<u>Match</u>	<u>Category</u>
<input type="checkbox"/>	<input type="checkbox"/>	Salaries/Wages
		Overhead/Indirect/General and Administrative Costs:
<input type="checkbox"/>	<input type="checkbox"/>	a. Fringe Benefits, N/A.
<input type="checkbox"/>	<input type="checkbox"/>	b. Indirect Costs, N/A.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Contractual/Subaward (Subcontractors/Subrecipients)
<input type="checkbox"/>	<input type="checkbox"/>	Travel, in accordance with Section 112, F.S.
<input type="checkbox"/>	<input type="checkbox"/>	Equipment
<input type="checkbox"/>	<input type="checkbox"/>	Rental/Lease of Equipment
<input type="checkbox"/>	<input type="checkbox"/>	Miscellaneous/Other Expenses
<input type="checkbox"/>	<input type="checkbox"/>	Land Acquisition

**5. Equipment Purchase.**

No Equipment purchases shall be funded under this Agreement.

**6. Land Acquisition.**

There will be no Land Acquisitions funded under this Agreement.

**7. Match Requirements**

See Attachment 3, Grant Work Plan.

**8. Insurance Requirements**

Required Coverage. At all times during the Agreement the Grantee, at its sole expense, shall maintain insurance coverage of such types and with such terms and limits described below. The limits of coverage under each policy

maintained by the Grantee shall not be interpreted as limiting the Grantee's liability and obligations under the Agreement. All insurance policies shall be through insurers licensed and authorized to issue policies in Florida, or alternatively, Grantee may provide coverage through a self-insurance program established and operating under the laws of Florida. Additional insurance requirements for this Agreement may be required elsewhere in this Agreement, however the minimum insurance requirements applicable to this Agreement are:

a. Commercial General Liability Insurance.

The Grantee shall provide adequate commercial general liability insurance coverage and hold such liability insurance at all times during the Agreement. The Department, its employees, and officers shall be named as an additional insured on any general liability policies. The minimum limits shall be \$250,000 for each occurrence and \$500,000 policy aggregate.

b. Commercial Automobile Insurance.

If the Grantee's duties include the use of a commercial vehicle, the Grantee shall maintain automobile liability, bodily injury, and property damage coverage. Insuring clauses for both bodily injury and property damage shall provide coverage on an occurrence basis. The Department, its employees, and officers shall be named as an additional insured on any automobile insurance policy. The minimum limits shall be as follows:

\$200,000/300,000	Automobile Liability for Company-Owned Vehicles, if applicable
\$200,000/300,000	Hired and Non-owned Automobile Liability Coverage

c. Workers' Compensation and Employer's Liability Coverage.

The Grantee shall provide workers' compensation, in accordance with Chapter 440, F.S. and employer liability coverage with minimum limits of \$100,000 per accident, \$100,000 per person, and \$500,000 policy aggregate. Such policies shall cover all employees engaged in any work under the Grant.

d. Other Insurance. None.

#### **9. Quality Assurance Requirements.**

There are no special Quality Assurance requirements under this Agreement.

#### **10. Retainage.**

Retainage is permitted under this Agreement. Retainage may be up to a maximum of 10% of the total amount of the Agreement.

#### **11. Subcontracting/Subawards.**

The Grantee may subcontract/subaward work under this Agreement without the prior written consent of the Department's Grant Manager except for certain fixed-price subcontracts/subawards pursuant to this Agreement, which require prior approval. The Grantee shall submit a copy of the executed subcontracts/subaward to the Department prior to submitting any invoices for subcontracted/subawarded work. Regardless of any subcontract/subaward, the Grantee is ultimately responsible for all work to be performed under this Agreement.

#### **12. State-owned Land.**

The Board of Trustees of the Internal Improvement Trust Fund must be listed as additional insured to general liability insurance required by the Agreement and, if the Grantee is a non-governmental entity, indemnified by the Grantee.

#### **13. Office of Policy and Budget Reporting.**

There are no special Office of Policy and Budget reporting requirements for this Agreement.

#### **14. Common Carrier.**

- a. Applicable to contracts/subawards with a common carrier – firm/person/corporation that as a regular business transports people or commodities from place to place. If applicable, Contractor/Subrecipient must also fill out and return PUR 1808 before contract/subaward execution. If Contractor/Subrecipient is a common carrier pursuant to section 908.111(1)(a), Florida Statutes, the Department will terminate this Agreement immediately if Contractor/Subrecipient is found to be in violation of the law or the attestation in PUR 1808.

- b. Applicable to solicitations for a common carrier – Before contract execution, the winning Contractor(s) must fill out and return PUR 1808, and attest that it is not willfully providing any service in furtherance of transporting a person into this state knowing that the person unlawfully present in the United States according to the terms of the federal Immigration and Nationality Act, 8 U.S.C. ss. 1101 et seq. The Department will terminate a contract immediately if Contractor is found to be in violation of the law or the attestation in PUR 1808.

**15. Financial Assistance and Payment of Invoices to Rural Communities or Rural Areas of Opportunity**

This agreement does not provide federal or state financial assistance to a county or municipality that is a rural community or rural area of opportunity as those terms are defined in s. 288.0656(2).

**16. Additional Terms.**

None.

**ATTACHMENT 3-A  
REVISED GRANT WORK PLAN**

**PROJECT TITLE:** Sebastian Inlet Management Plan Implementation

**PROJECT LOCATION:** The Project is located between Department of Environmental Protection (Department or DEP) reference monuments R215 and R219 in Brevard County and R1 and R17 in Indian River County along the Atlantic Ocean in Sebastian Inlet District in Indian River County, Florida.

**PROJECT BACKGROUND:** The inlet channel, sand trap, and associated structures are managed by the Sebastian Inlet District (District). The Sebastian Inlet north jetty has been damaged due to numerous storm events. The proposed work is a jetty repair and maintenance project consistent with IMP Strategy that is scheduled to be completed in 2025. The District was awarded additional funds by the Florida Legislature in the 2025/2026 General Appropriations Act Line Item 1555, which are managed under this grant. Construction activities associated with the additional funding are pursuant to the Legislative Line Item Appropriation and outside the scope of the recommended strategy of the Sebastian IMP.

**PROJECT DESCRIPTION:** The Project consists of design and construction for the recommended strategies of the Sebastian IMP, and construction associated with jetty maintenance and safety improvements per Legislative Appropriation.

**PROJECT ELIGIBILITY:** The Department has determined that 100 percent of the non-federal Project cost is eligible for state cost sharing. Therefore, the Department's financial obligation shall not exceed the sum of \$3,477,000.00 for this Project or up to 50 percent of the non-federal Project cost for Task 1 and 2.1 and up to 100 percent of the non-federal Project cost for Task 2.2, if applicable, for the specific eligible Project items listed, whichever is less. Any indicated federal cost sharing percentage is an estimate and shall not affect the cost sharing percentages of the non-federal share. The parties agree that eligibility for cost sharing purposes will be maintained pursuant to 62B-36, Florida Administrative Code (F.A.C.).

The Florida Legislature appropriated \$1,000,000.00 for the construction of project items outside of the scope of the recommended IMP Implementation under the FY2025/2026 General Appropriations Act Line Item #1555.

The Local Sponsor will be responsible for auditing all travel reimbursement expenses based on the travel limits established in section 112.061, Florida Statute (F.S.).

Pursuant to sections 161.091 - 161.161, F.S., the Department provides financial assistance to eligible governmental entities for beach erosion control and inlet management activities under the Florida Beach Management Funding Assistance Program.

Pursuant to 62B-36.005(2)(d), F.A.C., the Local Sponsor has resolved to support and serve as local sponsor, has demonstrated a financial commitment, and has demonstrated the ability to perform the tasks associated with the beach erosion control project as described herein.

The Project shall be conducted in accordance with the terms and conditions set forth under this Agreement, all applicable Department permits and the eligible Project task items established below. All data collection and processing, and the resulting product deliverables, shall comply with the standards and technical specifications contained in the Department's Monitoring Standards for Beach Erosion Control Projects (2014) and all associated state and federal permits, unless otherwise specified in the approved scope of work for an eligible Project item. The monitoring standards may be found at:

<https://floridadep.gov/sites/default/files/PhysicalMonitoringStandards.pdf>

One (1) electronic copy of all written reports developed under this Agreement shall be forwarded to the Department, unless otherwise specified.

Acronyms:

DEP – Florida Department of Environmental Protection  
F.A.C. – Florida Administrative Code  
F.S. – Florida Statutes  
IMP – Inlet Management Plan

## **TASKS and DELIVERABLES:**

The Local Sponsor will provide detailed scopes of work or a letter requesting advance payment if authorized by Attachment 2, for all tasks identified below, which shall include a narrative description of work to be completed, a corresponding cost estimate and a proposed schedule of completion for the proposed work and associated deliverables. Each scope of work shall be approved in writing by the DEP Project Manager to be included into this work plan for reimbursement.

### **Task 1: Design and Permitting**

**Task Description:** The Local Sponsor will acquire professional services for the engineering and design of the Project such as coastal engineering analyses, preparation of plans and specifications, physical and environmental surveys, cultural resource surveys, design-level geotechnical services, sediment studies, inlet studies, environmental analyses, orthophotography, plan formulations and for obtaining environmental permits and other Project-related authorizations. The Local Sponsor will submit work products to the appropriate State or Federal regulatory agencies as requested by the DEP Project Manager in order to be eligible for reimbursement under this task.

**Deliverable:** Certification of Completion including documentation of submittal affirming that the final design document was completed and submitted to the Department. For interim payment requests, a Task Summary Report signed by the Local Sponsor must be submitted detailing work progress during the payment request period. The Task Summary Report must include the dates and descriptions of all activities, surveys and reports completed or in progress during the time period of the interim payment request.

**Performance Standard:** The DEP Project Manager will review the task deliverable and any associated work products as necessary to verify they meet the specifications in the Grant Work Plan and this task description.

**Payment Request Schedule:** Payment requests may be submitted after the deliverable is received and accepted and may be submitted no more frequently than quarterly.

### **Task 2.1: Construction – IMP Implementation**

**Task Description:** This task includes work performed and costs incurred associated with the placement of fill material and/or the construction of erosion control structures within the Project area. Project costs associated with eligible beach and inlet construction activities include work approved through construction bids and/or construction-phase engineering and monitoring services contracts. Eligible costs may include mobilization, demobilization, construction observation or inspection services, physical and environmental surveys, beach fill, tilling and scarp removal, erosion control structures, mitigation reefs, dune stabilization measures and native beach-dune vegetation. Construction shall be conducted in accordance with any and all State or Federal permits. The Local Sponsor will submit work products to the appropriate State or Federal

regulatory agencies as requested by the DEP Project Manager in order to be eligible for reimbursement under this task.

**Deliverable:** Certification of Completion by a Florida-registered Professional Engineer with documentation of submittal to the Department affirming the construction task was completed in accordance with construction contract documents. For interim payment requests, a Task Summary Report signed by Local Sponsor must be submitted detailing activities completed during the payment request period. The Task Summary Report must include the dates and descriptions of all activities, surveys and reports completed or in progress during the time period of the interim payment request.

**Performance Standard:** The DEP Project Manager will review the task deliverable and any associated work products as necessary to verify they meet the specifications in the Grant Work Plan and this task description.

**Payment Request Schedule:** Payment requests may be submitted after the deliverable is received and accepted and may be submitted no more frequently than quarterly.

### **Task 2.2: Construction – North and South Jetty Maintenance and Safety Improvements**

**Task Description:** This task includes work performed and costs incurred associated with the Sebastian Inlet North and South Jetty Maintenance and Safety Improvements 2025/2026 legislative appropriation (GAA Line Item #1555, SF3237, HF2968). Project costs associated with eligible beach and inlet construction activities include work approved through construction bids and/or construction-phase engineering and monitoring services contracts. Eligible costs may include mobilization, demobilization, construction observation or inspection services, physical and environmental surveys and specific tasks as outlined by the legislative appropriation including jetty concrete decking and piles, replacement of storm protecting armor stone, and safety enhancements to jetty railings and sidewalks. Construction shall be conducted in accordance with any and all State or Federal permits. The Local Sponsor will submit work products to the appropriate State or Federal regulatory agencies as requested by the DEP Project Manager in order to be eligible for reimbursement under this task.

**Deliverable:** Certification of Completion by a Florida-registered Professional Engineer with documentation of submittal to the Department affirming the construction task was completed in accordance with construction contract documents. For interim payment requests, a Task Summary Report signed by Local Sponsor must be submitted detailing activities completed during the payment request period. The Task Summary Report must include the dates and descriptions of all activities, surveys and reports completed or in progress during the time period of the interim payment request.

**Performance Standard:** The DEP Project Manager will review the task deliverable and any associated work products as necessary to verify they meet the specifications in the Grant Work Plan and this task description.

**Payment Request Schedule:** Payment requests may be submitted after the deliverable is received and accepted and may be submitted no more frequently than quarterly.

Estimated Eligible Project Cost

<b>Task #</b>	<b>Eligible Project Tasks</b>	<b>State Cost Share (%)</b>	<b>Federal Estimated Project Costs</b>	<b>DEP</b>	<b>Local</b>	<b>Total</b>
<b>1</b>	<b>Design and Permitting</b>	50%	\$0.00	\$127,000.00	\$127,000.00	<b>\$254,000.00</b>
<b>2.1</b>	<b>Construction (IMP Implementation)</b>	50%	\$0.00	\$2,350,000.00	\$2,350,000.00	<b>\$4,700,000.00</b>
<b>2.2</b>	<b>Construction - Sebastian Inlet North and South Jetty Maintenance and Safety Improvements</b>	100%	\$0.00	\$1,000,000.00	\$0.00	<b>\$1,000,000.00</b>
	<b>TOTAL PROJECT COSTS</b>		<b>\$0.00</b>	<b>\$3,477,000.00</b>	<b>\$2,477,000.00</b>	<b>\$5,954,000.00</b>

**PROJECT TIMELINE & BUDGET DETAIL:** The tasks must be completed by, and all deliverables received by, the corresponding deliverable due date.

<b>Task No.</b>	<b>Task Title</b>	<b>Budget Category</b>	<b>Budget Amount</b>	<b>Task Start Date</b>	<b>Deliverable Due Date</b>
1	Design and Permitting	Contractual Services	\$127,000.00	07/01/2023	09/30/2028
2.1	Construction (IMP Implementation)	Contractual Services	\$2,350,000.00	07/01/2023	09/30/2028
2.2	Construction – Sebastian Inlet North and South Jetty Maintenance and Safety Improvements	Contractual Services	\$1,000,000.00	07/01/2025	09/30/2028
Total:			\$3,477,000.00		

**EXHIBIT – 1-A**

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

*Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded*

<b>Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:</b>					
<b>Federal Program A</b>	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	
<b>Federal Program B</b>	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category
				\$	

*Note: Of the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:*

<b>Federal Program A</b>	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	
<b>Federal Program B</b>	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	

Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program A	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program A	State Awarding Agency	State Fiscal Year <sup>1</sup>	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original	Florida Department of Environmental Protection	2025-2026	37.003	Beach Management Funding Assistance Program, GAA Line Item #1661, LATF	\$2,477,000.00	140126
Amendment 1	Florida Department of Environmental Protection	2025-2026	37.039	Laws of Florida Chapter 2025-198, GAA Line Item #1555, Sebastian Inlet North and South Jetty Maintenance and Safety Improvements	\$1,000,000.00	149950
State Program B	State Awarding Agency	State Fiscal Year <sup>2</sup>	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Total Award					\$3,477,000.00	

Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

<sup>1</sup> Subject to change by Change Order.


<sup>2</sup> Subject to change by Change Order.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://sam.gov/content/assistance-listings>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [<https://apps.fldfs.com/fsaa/compliance.aspx>]). The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

## SEBASTIAN INLET DISTRICT BOARD MEMORANDUM

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**TO:** Members of the Board  
of Sebastian Inlet District Commissioners

**FROM:** James D. Gray, Jr.   
Executive Director

**SUBJECT:** **Work Order No. 2526-006-CCinc., Coastal Connections Inc.  
FY 25/26 Beach Basket Program – North Shore Project Area**

**DATE:** September 29, 2025

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### **DESCRIPTION AND CONDITIONS**

On July 22, 2022, The District completed construction of rip-rap stabilization along approximately 655 linear feet of shoreline just west of the Tide Pool on the north side of Sebastian inlet.

As part of the District's goals to minimize negative impacts to the environment surrounding the Sebastian Inlet, staff contacted Coastal Connections Inc. (CCinc), a 501(c)(3) nonprofit focused on coastal protected species management, to assist the District in developing a pilot program to reduce the presence of marine debris along the newly constructed shoreline.

On August 10, 2022, the Board approved a pilot project with CCinc to supply two (2) beach basket stations and informative signs for debris collection, one along the north shore project and the other at the tide pool. Additionally, CCinc was contracted to organize quarterly marine debris cleanup events at each project site with staff and volunteers. Given the success of this project, the Board has annually extended the Beach Basket Program and quarterly marine debris cleanup events with CCinc.

The purpose of this agenda item is to request Board approval for the continuation of the Beach Basket Program and quarterly marine debris cleanup events through FY 2025/26. The total amount of Work Order No. 2526-006-CCinc is \$4,800, which is \$400 less than similar services for FY 24/25.

### **FUNDING**

Funding for this expenditure is budgeted and available under Natural Resources Programs/Public Awareness and Education, Account No. 5376-306.

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Work Order No. 2526-006-CCinc. – FY 25/26 Beach Basket Program – North Shore Project Area  
October 8, 2025

**RECOMMENDATION**

The recommendation of staff is for the Board to approve Work Order No. 2526-006-CCinc with Coastal Connections Inc. and authorize the Executive Director to sign on behalf of the District.

**ATTACHMENT**

Coastal Connections Inc. Proposal dated September 26, 2025

**APPROVED AGENDA ITEM FOR: OCTOBER 8, 2025**



Coastal Connections, Inc.  
3321 Bridge Plaza Dr., Vero Beach, FL 32963  
info@coastal-connections.org

September 26, 2025

James Gray  
Executive Director  
114 Sixth Avenue  
Indialantic, FL 32903

## **Proposal FY 25/26 Beach Basket and Coastal Cleanup Management Services**

Coastal Connections, Inc. (CCinc), is a 501(c)(3) nonprofit headquartered in Vero Beach, Florida, that provides expert consulting on coastal protected species management and single-use plastic and debris reduction efficacies. Marine debris is known to negatively impact both adult and hatchling sea turtle species and fisheries utilizing Florida's coastal habitats. These negative ecological impacts can contribute to negative economic impacts and visitor retention to Florida's coastline. To combat the negative impacts of marine debris along Florida's beaches and the Intracoastal Waterway, CCinc developed a Beach Basket Partnership Program that encourages and incentivizes individuals to conduct their own coastal cleanup. To support the Sebastian Inlet District's goals of reducing the presence of marine debris along their managed shorelines, CCinc herein proposes a program to provide a reusable resource that encourages debris cleanup along the Inlet's north and south shorelines and the Sebastian Inlet Cove located on the NW side of the Sebastian Inlet, connected to the North Shore Stabilization Project.

### **Scope of Work**

Work performed will be divided into three tasks to ensure quality program management, data collection, community engagement, and reporting beginning October 2025 of the 25/26 FY. Data collected will provide an understanding of basket usage and marine debris present along the North and South Shorelines and the Cove recreational area.

**Timeframes:** Project management and coordination with all project partners will commence on October 1, 2025, and will extend through September 30, 2026. Project tasks are outlined below:

**Task 1: Materials and Maintenance**

Material replacements will be required to properly maintain the three (3) Sebastian Inlet District Beach Basket stations located within Sebastian Inlet State Park. These materials include signage, basket holders, 4x4 wooden posts, scales, and baskets. Maintenance for the stations will include the replacement of scales, baskets, holders, and posts once they reach the end of their lifespan and replacing items as needed due to tampering or vandalism.

**Task 2: Management, Coordination, Community Engagement**

To ensure project success, all project partners, including Sebastian Inlet District, Sebastian Inlet State Park, and CCinc, will coordinate throughout the program timeframe. CCinc will host an onsite training session for any new monitoring partners conducting weekly station surveys and will manage the recruitment of new monitoring partners as needed. Beach Basket stations include “Report Your Impact” signs with scales, allowing CCinc to gather public engagement data from parkgoers who weigh their debris and voluntarily report cleanup impact. The management of the self-reported data has become incorporated into this program’s standard operating procedures. Alongside the collection of these impact data, all baskets will be labeled with codes unique to their station location. Surveys by project partners require a recording of which baskets are present and missing, properly disposing of any debris left in the baskets, rinsing the baskets, sanitizing basket handles for continued public use, and ensuring the battery-operated scales at each station are in working order. As needed, transporting traveling baskets back to their home station will also be required. At the end of each quarter, a new set of baskets will replace any baskets broken, lost, or stolen. In addition to using social media and community outreach events to educate about the program, CCinc will support the District’s public awareness program by organizing, executing, and reporting on four (4) quarterly Coastal Cleanups along the North Shore project area and around The Cove. As needed, additional cleanups may be scheduled after major storm events to help the Inlet District meet its goals of minimizing and eliminating marine debris within its managed shorelines. All supplies for cleanups will be provided by CCinc, including promotional flyers.

**Task 3: Quarterly Reporting and Presentation(s)**

Weekly basket survey data will be recorded and managed in the CCinc database by the Project Manager. Quarterly reports will be generated approximately 30 days following the end of the calendar quarter. Reports will include basket movement detail, a rate of loss, pictures of public use when possible, best measurements of impact, social media engagement, and success stories provided to project partners. Reports will also include impact results of quarterly cleanups hosted along the North Shore. The Project Manager may provide presentations upon request to the District Commissioners.

**Costs:** CCinc will implement the proposed Scope of Work in accordance with the fees, schedule, and conditions outlined in Attachment A.

FY 25/26 Beach Basket and Cleanup Programs

Coastal Connections, Inc. truly appreciates the opportunity to work with Sebastian Inlet District and the State Park to encourage sustainable habits that provide clean waterways and protect coastal habitats. If you have any questions regarding this proposal and/or the associated costs please contact Kendra Bergman at (214) 676-0011 or [kendra@coastal-connections.org](mailto:kendra@coastal-connections.org).

Sincerely,

*Kendra Bergman*

Kendra Cope Bergman, M.S.  
Executive Director

CC: Jeanna Kent, Coastal Cleanup Programs Specialist

ATTACHMENT A



**Coastal Connections, Inc.**  
3321 Bridge Plaza Dr., Vero Beach, FL 3293  
info@coastal-connections.org

**COST PROPOSAL - September 26, 2025**

Project Name: 25/26 FY Beach Basket and Coastal Cleanup Program - Sebastian Inlet

Client: James Gray, Executive Director

Project Summary: CCinc will coordinate with project partners, track and report movements and usage of baskets, maintain basket stations, encourage public engagement through scheduled quarterly cleanup events and post-storm cleanups, and develop quarterly reports for the Sebastian Inlet District described in the Scope of Work.

Project Timeline: October 1, 2025 - September 30, 2026

Expenses and Billing

All costs are based on a fixed price as itemized below, inclusive of all time and materials required to perform the Scope of Work. Services will be billed quarterly up to 30 days following the end of the quarter, not to exceed the task costs.

Expense Outline

<u>Task</u>	<u>Details</u>	<u>Cost</u>
1	Materials and Maintenance	\$500.00
2	Program Coordination, Data Management, Community and Program Engagement, and Quarterly Coastal Cleanups	\$3,500.00
3	Quarterly Reporting	\$800.00
<u>Total Proposal Costs</u>		<b>\$4,800.00</b>

Billing Outline

**\$1,200.00 to be billed quarterly by the following dates:**

January 30, 2026


April 30, 2026

July 30, 2026

October 30, 2026

## SEBASTIAN INLET DISTRICT BOARD MEMORANDUM

**TO:** Members of the Board  
of Sebastian Inlet District Commissioners

**FROM:** James D. Gray, Jr.   
Executive Director

**SUBJECT:** **Work Order No. 2526-007- ATKR, AtkinsRéalis  
2025-2026 Sebastian Inlet Sand Trap Dredging and Beach Placement  
Project - Construction Engineering and Observation Services**

**DATE:** September 30, 2025

### **BACKGROUND**

On October 14, 2020, the Board approved a contract with Atkins North America, Inc., now AtkinsRéalis (Atkins), for continuing professional coastal engineering and biological support services.

### **DESCRIPTION AND CONDITIONS**

On September 10, 2025, the Board approved Change Order No. 4 with ATL Diversified, Inc. (ATL), authorizing ATL to remobilize in Fall/Winter 2025/26 with the intent to finish the incomplete portions of the 2024-2025 Sebastian Inlet Sand Trap Dredging and Beach Placement Project.

The proposed Work Order No. 2526-07 - ATKR provides construction engineering and observation services for continuation of the 2024-2025 Sebastian Inlet Sand Trap Dredging and Beach Placement Project, now referred to as the 2025-2026 Sebastian Inlet Sand Trap Dredging and Beach Placement Project. The project is anticipated to begin by November 2025.

The total amount of Work Order No. 2526-007-ATKR is \$145,239 and will be invoiced on a not-to-exceed fee basis only for actual expended effort. Work Order 2526-007-ATKR fees, in comparison to the total construction engineering and observation services fees for the 2024-2025 project, are \$75,755 less for similar effort.

### **FUNDING**

Funding for this expenditure is budgeted and available under Sand Trap Dredging, Construction/Local Share Account No. 5372-311. Additionally, the services provided under Work Order No. 2526-007-ATKR are eligible for 50% state cost share under the Florida Department of Environmental Protection Beach Management Funding Assistance Program under grant 24IR1

Page 2

Work Order No. 2526-007-ATK – Construction Engineering and Observation Services  
October 8, 2025

**RECOMMENDATION**

The recommendation of staff is for the Board to approve Work Order No. 2526-007 – ATKR to the contract with AtkinsRéalis and authorize the Executive Director to sign on behalf of the District.

**ATTACHMENT**

AtkinsRéalis Work Order No. 2526-007 – ATKR letter dated September 29, 2025.

**APPROVED AGENDA ITEM FOR: OCTOBER 8, 2024**

September 29, 2025

James D. Gray, Jr.  
Executive Director  
114 Sixth Avenue  
Indialantic, Florida 32903  
(321) 724-5175  
jgray@sitd.us

RE: Scope of Services 2025 – 2026 Sebastian Inlet Sand Trap Dredging and Beach Placement  
Construction Engineering & Observation Services

Dear Mr. Gray,

AtkinsRéalis is submitting this scope of services for construction engineering and observation services during the 2025-2026 Sebastian Inlet Sand Trap Dredging and Beach Placement Project.

## Background

Consistent with the Sebastian Inlet Management Plan (IMP), Sebastian Inlet District (SID) is seeking to construct a sediment bypassing project by placing sand that migrates into the inlet system to downdrift beaches as required by the Florida Beach & Shore Preservation Act. The Sebastian Inlet sand trap will be dredged and the material either placed directly within the permitted beach fill template or dewatered and sorted in the Dredge Material Management Area (DMMA) located on the north shore of the inlet, as applicable. During the 2024 – 2025 Sebastian Inlet Sand Trap Dredging and Beach Placement Project, approximately 124,500 tons of upland sand was placed between R8 – R17. The total volume of material dredged from the channel and sand trap area was 58,528.3 cubic yards (CY). Of this, 43,196.3 CY were approved for payment under Pay Application #4. Construction activities for the Sebastian Inlet Dredging and Beach Placement Project were suspended on May 8, 2025, in accordance with seasonal restrictions for sea turtle nesting. Pending favorable site conditions and scheduling, the project is anticipated to resume in November 2025 dredging to the DMMA with beach placement anticipated to commence after December 1, 2025. All construction activities are expected to be completed no later than March 31, 2026.

SID has received a Joint Coastal Permit (JCP) from the Florida Department of Environmental Protection (FDEP) and the Department of Army permit from the US Army Corps of Engineers (USACE). SID is requesting engineering support and construction observation services.

## Scope of Services

### Continuing Construction Engineering & Observation Services

#### **Task 1: Construction Initiation**

Task 1 is included for services provided to prepare for construction including:

- a. The Morgan & Eklund Spring 2025 survey will be reviewed to determine if changes to the proposed beach template are needed based on the quantity of sand available for dredging within the dredge template and the existing conditions at the time of the survey within the beach template.

- Deliverable: Memo summarizing survey findings and changes to the beach template, if applicable.
- b. Contractor Initiation and Kickoff – This includes preparation and facilitation of an in-person pre-construction meeting prior to contractor mobilization. The team will track and review contract and permit required submittals as well as provide responses to requests for information (RFIs).
  - Deliverable: Submittal register and pre-construction meeting minutes.
- c. Agency Coordination and Notifications – Submission of documents and notifications to federal and state agencies as required by regulatory authorizations prior to the start of construction. AtkinsRéalis will facilitate a pre-construction meeting with the Florida Department of Environmental Protection.
  - Deliverable: Record of Agency notifications, FDEP pre-construction meeting.

### **Task 2: Construction Observation**

Task 2 covers services necessary for observation of the dredge and beach placement to confirm: general conformance with permit and design requirements are met, observe the switchover from beach quality to non-suitable sand, the fill template is followed, and adequate progress is made. The following are included under Task 2 and are expected to occur for the duration of dredge and beach fill operations – estimated to be approximately four months unless stated otherwise by SID.

- a. Construction Engineering and Observation – Field observation services 2-3 days per week as necessary for the duration of dredging and active placement on the beach activities. Contractor has been instructed to inform AtkinsRéalis when approaching the transition between beach quality and non-suitable sand. Site observations will be timed for observation at those times. At least one engineer’s site representative will be present to monitor the contractor’s progress and performance and general conformance with the intent of the design and permits are being met. The site engineer will be supported by office-based staff, as-needed, to address requests for additional information and work performance. AtkinsRéalis’ senior observation staff will coordinate and oversee the work for review and approval of Contractor’s applications for payment and assist with the negotiation of change orders, as needed. Field observation efforts during the mobilization and demobilization phases will vary and generally not require more than half-time support. Site visit reports will be generated and distributed to SID for the project record. The observation team will also receive and review survey information provided by the Contractor’s surveyor for acceptance and volume calculation purposes up to six (6) times. AtkinsRéalis will attend weekly progress meetings with SID and Contractor to discuss project progress and address issues that arise.
  - Deliverable: Site visit reports (weekly submittal the following Monday), Weekly meeting minutes, and pay application certifications.

### **Task 3: Post-Construction Documentation**

Coordination with Contractor and agencies necessary for the closeout of the construction project are covered under Task 3 including:

- a. Project Closeout – Substantial and final walk through and coordination/review of final As-Built record drawings. Project closeout will include final documentation and project performance including total volume dredged, volume placed on the beach, and any deviations from the permit drawings or final design. Post-construction drone video will also be collected at this time.
  - Deliverable: Geodatabase with project record including as-built drawings, substantial and final walk-through memo, post-construction drone video, and memo with recommendation for acceptance of project.
- b. Collection of up to ten (1) compliance sediment samples along the newly construction beach. The samples will be transported for analysis and results certified by a P.E. or P.G. registered in the State of Florida in accordance with project permit requirements.
  - Deliverable: Geotechnical laboratory report.
- c. Notice of Completion – Preparation and submittal of the Notice of Completion and supporting documentation as required by the state and federal regulatory authorizations
  - Deliverable: Agency closeout submittals.

#### OPTIONAL Task 4: Outstanding Project Coordination

AtkinsRéalis has set aside a contingency for up to 40 Project Manager hours to assist as directed by SID during any subtask included within this scope. This element is considered an optional item and will be exercised as needed with prior written SID approval. Deliverables to be determined upon authorization to continue work.

### Assumptions and Exclusions

The following is a list of assumptions and exclusions that apply to this scope of work.

- This scope of work assumes that all prior work performed by other firms, professionals, and stakeholders is of sound quality and is ready to be as necessary for completion of this scope of services. The work performed by others includes but is not limited to: surveys, geotechnical analysis, engineering, environmental analysis, permit consultation, and others. It is expressly understood that AtkinsRéalis and its staff are not responsible for any errors, omissions, or delays resulting from work performed by others.
- Final State, Federal, and Local permits will be obtained by others within the timeframes needed for this work.
- The proposed work includes elements which will be required for the first year of construction only. Additional post construction monitoring (physical and environmental) will be required but is not included in the proposed work.
- It is understood that SID’s surveyor collects beach profile surveys biannually. It is assumed that the topographic and hydrographic surveys along beach profiles are spaced approximately 1000 feet apart at existing FDEP range monuments and at interim lines between the existing FDEP range monuments extending from the structure or vegetation line to approximately 3,000 feet offshore.
- During construction, surveys will be provided by the Contractor’s surveyor for review of progress.
- Construction phase environmental monitoring will be coordinated under a separate scope of services.
- Turbidity and vibration monitoring are not included in this scope and has been designated as a Contractor activity.

### Project Fee:

The anticipated not-to-exceed fee for this scope is \$145,239. The breakdown by task is as follows:

Task	Fee
Task 1: Construction Initiation	\$13,945
Task 2: Construction Observation	\$96,345
Task 3: Post-Construction Documentation	\$26,349
OPTIONAL Task 4: Outstanding Project Coordination	\$8,600

Compensation values for Scope Items are not-to-exceed estimates for the services identified in the scope above and in accordance with the “MASTER PROFESSIONAL SERVICES AGREEMENT Continuing Professional Coastal Engineering and Biological Support Services” between the Sebastian Inlet District and Atkins North America, Inc dated October 14, 2020. The billing rates for this task order are based on the Billing Rate Schedule in the above referenced contract.

Future change orders, or new task orders, are planned due to phased project planning approach.

Each invoice submitted will be based on time and materials (per contract labor rates) and include a list of the specific milestone deliverables and their corresponding completion status.

### Anticipated Project Schedule:

Included services are variable and depend on Contractor production rates during construction. Mobilization and demobilization efforts by the Contractor are anticipated to be two weeks with a twelve-week beach fill duration. This is an estimated duration that will likely require adjustment once the Contractor's schedule has been received.

<u>Task</u>	<u>Schedule:</u>
Task 1. Construction Initiation	Weeks 1-4
Task 2: Construction Observation	Weeks 5-25
Task 3: Post-Construction Documentation	Weeks 26-30
OPTIONAL Task 4: Outstanding Project Coordination	As requested by SID

Should you have any questions or require any additional information please do not hesitate to contact me at (321) 775-6642 or by email at: [Marie.Yarbrough@atkinsrealis.com](mailto:Marie.Yarbrough@atkinsrealis.com).

Kind regards

Marie Yarbrough, PE

CC: Doug Gaffney, PE, BC-CE and Daniel Parsons, PE, CFM, ENV SP, AtkinsRéalis



September 4, 2025  
Proposal File No. 24-23-5209

AtkinsRealis  
2671 W. Eau Gallie Boulevard, Suite 104  
Melbourne, Florida 32935

Attention: Ms. Marie Yarbrough, PE

Subject: Proposal Laboratory Testing of Sediment Samples  
Sebastian Inlet Dredge Project  
Brevard County, Florida

Dear Ms. Yarbrough:

As requested, we are pleased to present this proposal for conducting laboratory classification testing of sediment samples for the above referenced project. The following summarizes our proposed scope of work and associated fees for conducting the requested testing services.

### SCOPE OF SERVICES

Based on information provided by AtkinsRealis, 10 dredge sediment samples from the above referenced project site will be delivered to our laboratory in Cocoa, Florida by a client representative. We recommend that a minimum of one gallon size Ziploc bag of material be provided for each sample.

Once we receive the samples, the following laboratory tests will be performed on each sample:

- Sieve analysis using the sieves provided by the client;
- Percent passing the No. 200 sieve (percent fines);
- Carbonate content; and
- Visual classification and Munsell Color Chart determination

The results of the testing will be presented in a written report upon completion of testing. As requested, the report will also contain a test results summary table including approximation of shell content (percentage of material retained on the No. 4 sieve), mean grain size, and silt content.

### COST ESTIMATE

The costs associated with the aforementioned tasks will not exceed **\$5,300.00** without prior authorization from the client.

## CLOSURE

We appreciate the opportunity to submit this proposal and look forward to working with you on this phase of the project. If this proposal meets with your approval, please indicate your acceptance by issuing a written work order. Please call if you have any questions or require additional information.

Very truly yours,

**ARDAMAN & ASSOCIATES, INC.**



Jason P. Manning, P.E.  
Branch Manager

**Man Hour and Expense Breakdown**

Project:	<b>2025 - 2026 Sebastian Inlet Sand Trap Dredging and Beach Placement</b>	9/29/2025
BY:	<b>Construction Engineering &amp; Observation Services</b>	
	<b>SMY</b>	


<b>TASK DESCRIPTION</b>	Engineer II	Senior Designer I	Sr. Project Manager	Senior Engineer III	Division Manager	Principal Technical Professional	
Task 1: Construction Initiation	50.0		33.0	4.0	2.0		<b>\$13,945</b>
Task 2: Construction Observation	400.0		205.0	20.0	7.0	5.0	<b>\$95,945</b>
Task 3: Post-Construction Documentation	56.0	15.0	46.0	6.0	2.0	4.0	<b>\$20,684</b>
OPTIONAL Task 4: Outstanding Coordination			40.0				<b>\$8,600</b>
<b>TOTAL HOURS</b>	506.0	15.0	324.0	30.0	11.0	9.0	<b>895</b>
<b>LABOR RATE</b>	\$115.00	\$140.00	\$215.00	\$165.00	\$220.00	\$206.00	
<b>TOTAL</b>	\$58,190	\$2,100	\$69,660	\$4,950	\$2,420	\$1,854	<b>\$139,174</b>

*NOTE: The man hour distribution shown above is for budget estimating purposes only. Actual man hour distribution may vary based on project progress and specific needs. The total estimated fee will not be exceeded without an executed change order.*

<b>Reimbursable Expenses</b>	Misc Costs	Geotech				
Task 1: Construction Initiation						\$ -
Task 2: Construction Observation	\$ 400.00					\$ 400
Task 3: Post-Construction Documentation	\$ 100.00					\$ 100
Task 3: Sub + 5% Markup		\$ 5,565				\$ 5,565
OPTIONAL Task 4: Outstanding Coordination						\$ -
<b>UNITS</b>	LS	LS				
<b>RATE</b>	\$ 500.00	\$ 5,565				
<b>TOTAL</b>	\$500	\$ 5,565				\$ 6,065

**SEBASTIAN INLET DISTRICT  
BOARD MEMORANDUM**

**TO:** Members of the Board  
of Sebastian Inlet District Commissioners

**FROM:** James D. Gray, Jr.   
Executive Director

**SUBJECT:** **Master Services Agreements – For Continuing Professional Coastal Engineering and Biological Support Services – 1 Month Extension**

**DATE:** October 2, 2025

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**DESCRIPTION AND CONDITIONS**

In accordance with FS 287.055, on October 14, 2020 the Sebastian Inlet District Commission executed Master Services Agreements (MSA) with Applied Technology & Management, Inc., now Geosyntec (Geosyntec), Atkins North America, Inc., now AtkinsRealis (AtkinsRealis), and Environmental Science Associates (ESA) for continuing professional coastal engineering and biological support services. The initial term of each respective MSA was for a period of five (5) years (October 14, 2020 – October 14, 2025), with the option of additional five-year renewals, unless terminated by mutual consent.

Geosyntec, AtkinsRealis, and ESA, have all identified to the District that they would like to extend the MSA for an additional 5-year term (2025-2030). Staff have begun negotiating new rate schedules and MSA revisions with each consultant. However, staff was unable to finalize the negotiations prior to the October 14, 2025 contract renewal date.

Staff is requesting Board approval for a 1-month extension (November 14, 2025) of the MSA with Geosyntec, AtkinsRealis, and ESA to enable staff and the consultants to complete contract renewal negotiations. Staff will discuss the MSA renewals with the Board at the November 12, 2025 Commission meeting. Geosyntec, AtkinsRealis, and ESA Staff have each agreed to a 1-month contract extension.

**FUNDING**

No funding is being requested at this time.

**RECOMMENDATION**

The recommendation of staff is for the Board to approve a 1-month contract extension with Geosyntec, AtkinsRealis, and Environmental Science Associates to enable staff and the consultants to complete contract renewal negotiations.

**APPROVED AGENDA ITEM FOR: OCTOBER 8, 2025**



## **Public Outreach highlights**

**October 8, 2025**

### **Website highlights**

[www.sitd.us](http://www.sitd.us)

September website visits: **103,828** (new record); August: 96,940 (old record)

### **Completed and ongoing outreach tasks**

- Ongoing updates to website/app/social media pages – (news items, fresh photos, sea turtle nesting count updates)
- Participated/promoted International Coastal Cleanup Event
- Continuing drafting Inlet Management Plan (part one) for website

### **Social media**

[www.facebook.com/sebastianinletdistrict](https://www.facebook.com/sebastianinletdistrict)

[www.instagram.com/sebastianinletdistrict/](https://www.instagram.com/sebastianinletdistrict/)

Top three most popular posts on Facebook:

- Sept. 27 – 70.2k reached (announcement of park closure due to storm)
- Sept. 27 – 50.4k reached (announcement of north jetty closure)
- Sept. 10 – 32.2k reached (safety warning re: keeping jetty walkways clear)

### **App**

District app downloads: iOS: Did not receive in time for publication in this report

### **Upcoming outreach projects/activities**

- Will represent SID at Indian River Lagoon Day on Saturday, Oct. 18
- Begin soliciting for speaking presentations (civic groups more active in fall/winter)
- Continue online Adobe Creative Cloud training/skills course
- Signed up for several online courses with Streamlines (our website platform)

# Sebastian Inlet District

## Commissioners Orientation Guide

(9-25-25 draft)

### History

- Sebastian Inlet is manmade. Visit the District's [history website page](#) for details about the numerous attempts to open the inlet.
- Created as an independent special taxing district in 1919 by special act of the Florida State Legislature, the Sebastian Inlet District was [chartered](#) to maintain the navigational channel between the Atlantic Ocean and the Indian River Lagoon.
- The District is responsible for bypassing sand that migrates into the inlet system to downdrift beaches per the [Florida Beach & Shore Preservation Act](#), and conducts periodic dredging, channel maintenance, sand bypass and beach renourishment projects. Other critical functions include erosion control, emergency beach and dune repair, shoreline stabilization and inlet infrastructure maintenance, public safety in navigation, and environmental monitoring and protection.
- The Sebastian Inlet District routinely collaborates with marine scientists to conduct biological monitoring of the critically important habitats surrounding the inlet that support a broad range of different species.
- Important documents, including the District's annual Goals and Objectives, Charter, Inlet Management Plan and budget documents are available on the District's website at [www.sitd.us/about-sebastian-inlet-district](http://www.sitd.us/about-sebastian-inlet-district)
- All new commissioners are to receive a copy of "100 Years at Sebastian Inlet"
- Additional information about the District and its mission is available on the District's "[Frequently Asked Questions](#)" webpage.

### Features of Sebastian Inlet/Sebastian Inlet District

- The Sebastian Inlet Channel is the only charted inlet between Cape Canaveral and Fort Pierce and is a local knowledge, fair-weather inlet used largely by smaller recreational fishing boats.

- The District's area of responsibility lies within Sebastian Inlet State Park (SISP). The District works in close partnership to the State Park but is a separate entity from the State Park, which operates under the authority of the Florida Department of Environmental Protection.
- The District is located within two adjacent counties: Indian River on the south side of the inlet and Brevard County on the north side.
- As a taxing agency, the District receives ad valorem taxes from homeowners within the District boundaries. A map of the District's boundaries is located on the [District's website](#).
- The District is responsible for maintaining the north jetty, south jetty, inlet channel and sand trap, Dredged Materials Management Area (DMMA), webcam, inlet channel shoreline stabilization and all inlet channel markers. Additionally, the District is responsible for channel markers east of the Sebastian River Bridge at U.S. 1.
- The District's [webcam](#) is located at the western end of the north jetty and is available on the District's website and app 24 hours a day.
- SISP is the most popular state park in Florida, with approximately 900,000 visitors annually
- The Indian River Lagoon has five inlets that connect it to the Atlantic Ocean. These inlets are Ponce de Leon Inlet, Sebastian Inlet, Fort Pierce Inlet, St. Lucie Inlet, and Jupiter Inlet.
- A [2023 Economic Analysis Report](#) determined that the inlet's annual impact to the region is \$1.1 billion
- The Sebastian Inlet Bridge that crosses the inlet is owned and maintained by the Florida Department of Transportation, not Sebastian Inlet District

### **By the numbers (District statistics)**

- Length of Inlet channel: 3,120 feet\*
- Width of Inlet channel: 150 feet\*
- Depth of Inlet channel: 9-12 feet\*
- Semidiurnal Inlet tidal flow: 3-5 Billion Gallons per day (Comm. Rowland)
  - Enough to fill approximately 4,500-7,500 Olympic size pools per day
- Length of North jetty: 1,000 feet\*
- Length of South jetty: 575 feet\*
- Frequency of channel dredging: Every 5-6 years\*
- Size of sand trap (depression in Inlet channel): 42 acres\*
- Size of Dredged Material Management Area (DMMA): 6 acres\*
- Storage capacity of DMMA: 50,000 cubic yards \*

- Height from mean high water line to north jetty deck: 12.5 feet \*  
\* (all numbers are approximate)

### **Charter**

- The Florida Legislature created the Sebastian Inlet as a special taxing in 1919. The District's [Charter](#) outlines the duties of its five-member board, election requirements and processes, public meeting requirements, financial requirements and related responsibilities.

### **FDEP Annual Inlet Report**

- [The FDEP Annual Inlet Report](#) is a document that tracks the performance of Florida's managed coastal inlets, focusing on how well they are bypassing sand to adjacent beaches to mitigate erosion. It summarizes the "bypassing" of sand, which is the process of moving sand from one side of an inlet to the other, to maintain a balanced [sediment budget](#).

### **Goals and Objectives**

- Pursuant to Chapter 189.0694, F.S. The District is required to publish an annual list of [performance measures and standards](#) by December 1 each year. The District also publishes on the website [goals and objectives](#) for the previous and upcoming fiscal year. They include Inlet Management Plan Implementation accomplishments and future objectives, inlet maintenance-related activities, grant-related activities and public outreach activities.

### **Inlet Management Plan**

- The [Sebastian Inlet Management Plan \(IMP\)](#) is a strategy adopted by the Florida Department of Environmental Protection (FDEP) to manage sand bypassing and mitigate beach erosion caused by the Sebastian Inlet. It outlines procedures for bypassing sand to restore and maintain the adjacent eroding beaches, aiming to replicate natural sand drift patterns that are disrupted by the inlet. The plan also addresses the need to maintain the navigational channel, which was initially created to relieve flooding in the [Indian River Lagoon](#). The state adopted IMP identifies an annual target bypass objective of 75,000 cubic yards per year for Sebastain Inlet.

### **State of the Inlet Report**

- In 2007, the Sebastian Inlet District entered into a long-term coastal modeling agreement with Florida Tech's (FIT) Ocean Engineering & Marine Sciences Department and Dr. Gary Zarillo to monitor sea level changes, natural sand transport and accumulation within the inlet system so the District could effectively and scientifically manage sand resources. The resulting [State of the Inlet Report](#) is developed each year to quantify the volume of sand contained in inlet reservoirs which helps determine the District's sand bypassing budget for periodic dredging projects and looks at morphological changes within the inlet system. Dr. Zarillo conducts complex modeling with long-term data sets that include; hydrodynamic data from the submerged wave gauge, meteorological data from the weather station and semi-annual hydrographic surveys showing depths throughout the entire inlet system. The report also identifies infilling patterns of the inlet's sand trap, a 42-acre depression that accumulates sand, as well as shoreline changes North and South of the inlet.

### **Commissioners**

- As an independent special district created by the State of Florida, the Sebastian Inlet District is governed by 5-member Commission with three (3) Brevard County seats and two (2) Indian River County seats.
- Property owners within the District's boundaries in Brevard and Indian River Counties can cast their vote for all eligible Sebastian Inlet District Commission seats during the general election held in November of each even-numbered year.
- Commissioners serve 4-year terms that are staggered, maximum of 12 years
- [Commission meetings](#) are held on the second Wednesday of each month and alternate between the [District's Indian River office](#), the [Sebastian Inlet State Park Fishing Museum](#) and the [North Indian River County Library](#) to ensure meetings are accessible to residents of Indian River and Brevard counties.
- Commissioners receive a monthly stipend as outlined in the Charter
- Commissioners are to receive a copy of Robert's Rules of Order, a widely recognized manual of parliamentary procedure used to conduct orderly and efficient meetings, especially in non-legislative organizations. It provides a framework for discussions, decision-making, and protecting the rights of both the majority and minority within a group.
- Biographies of current Commissioners are located at [www.sitd.us/board-of-commissioners](http://www.sitd.us/board-of-commissioners)

## Staff

- A three-person staff is responsible for day-to-day operations at the District. The Public Information Associate and the Senior Contracts/Accounting Manager support the Executive Director.
  
- **Executive Director**
  - The Executive Director is responsible for the general and day-to-day administration of the District, subject to the direction and authority of the Commission.
  - The Executive Director is responsible for the overall management and administration of the District, including but not limited to; financial oversight, operational activities and personnel management, coastal engineering and supporting biological monitoring, project management, securing and managing grants and long-term strategic planning.
  - The Commission annually conducts a job performance review of the Executive Director. The review will occur one month prior to the Executive Director's hiring anniversary. Current Executive Director job performance review will occur in April of each year and be discussed at the May monthly Commission meeting. A copy of the Executive Director Performance Evaluation document is located in the appendix of this Orientation Guide.
  
- **Public Information Associate**
  - This position reports to the Executive Director.
  - The Public Information Associate is responsible for communicating information about government initiatives projects, programs, and services to the public, fostering transparency, and building relationships with community members. This includes developing and implementing communication strategies, creating informative materials, and organizing public events.
  - The Public Information Associate is responsible for maintaining and updating information on the District's [website](#) and [app](#), maintaining an active and responsive social media presence, giving presentations about the District's mission and completing all outreach activities as directed by the Executive Director.

- This position assists with monthly Commission meeting preparation and other administrative support duties as assigned by the Executive Director.
- **Senior Contracts/Accounting Manager**
  - This position reports to the Executive Director.
  - The manager is tasked with ensuring the smooth operation of the District financial operations and internal controls.
  - Primary duties include managing all aspects of the District's financial responsibilities such as budgeting, financial reporting, payroll, the annual Truth in Millage (TRIM) process, Florida Department of Financial Services requirements and external audits.

### **Budget**

- The Commission is responsible for approving the District's annual budget. District staff develops the budget with direction from the Commission. The draft budget process is usually between June and August each year with staff presentations to the Commission, followed by a Tentative and Final Budget Hearing in September. The District implements a project-based budget funding **strategy where annual budget increases or decreases are heavily dependent on the number of District projects anticipated in each upcoming budget year.** (Comm. Barney) The current and past budget documents are located on the [District's website.](#)
- **Setting a millage rate**
  - The Sebastian Inlet District sets its millage rate through Truth in Millage Act (TRIM). The millage rate is the rate at which property taxes are levied on the assessed value of property within the district.
    - Hearings for the tentative and final Millage and Budget hearings occurs in September
    - The District's fiscal year is October 1 – September 30 each year.
- **Grants**
  - As outlined in its charter, Sebastian Inlet District relies primarily on property tax (ad valorem) for its governmental activities. District staff actively pursue grants from the State of Florida to supplement its funding for sand-bypassing projects, construction projects and environmental monitoring.
  -

- **Cost-sharing**

- The Sebastian Inlet District often utilizes cost-sharing mechanisms for projects like beach renourishment and inlet maintenance, primarily with the [Florida Department of Environmental Protection \(FDEP\)](#). These arrangements typically involve the state covering a significant portion (up to 100 percent) of the project costs, with the District contributing the remaining share. This approach helps manage the financial burden of large-scale projects on the local community.

## **Monitoring**

One of the District's critical functions is environmental monitoring and protection. The District routinely collaborates with marine scientists to conduct biological monitoring of the critically important habitats surrounding the inlet that support a broad range of different species.

- Since 2007, the District has monitored seagrass growth in a 145-acre shoal study area located within the Indian River Lagoon.
  - The inlet's seagrasses have fared better than in some other areas of the lagoon because the Sebastian Inlet provides tidal flushing — and improved water quality for seagrass growth — from the Atlantic Ocean.
  - The [annual Seagrass Monitoring Report](#) is available for review on the District's website.
- Employing a science-based approach, the District continuously monitors the accumulation of sand in the 42-acre depression within the inlet (known as the sand trap) and the navigational channel through its research partnership with Florida Tech and semi-annual bathymetric surveys of the entire inlet system and backwaters.
- The District collaborates with scientists to monitor the nearshore hardbottom reef just South of Sebastian Inlet and area beaches located within the Archie Carr National Wildlife Refuge. Hardbottom monitoring, as well as pre- and post-dredging monitoring is required by permit and eligible for FDEP grant reimbursements.

## **Projects**

- Central to our mission in maintaining the navigational channel connecting the Indian River Lagoon and the Atlantic Ocean, the Sebastian Inlet District is

responsible for bypassing sand that migrates into the inlet system to downdrift beaches per the [Florida Beach & Shore Preservation Act](#), and conducts periodic dredging, channel maintenance and beach renourishment projects every 4-5 years. Projects also include shoreline stabilization and channel marker maintenance when needed.

Examples of projects in recent years include:

- Armoring the shoreline on both sides of the District channel in 2022.
- Replacing/upgrading the north jetty navigation light in October 2022
- Emergency repairs to the north jetty in December 2022 (following Hurricane Nicole)
- Sand placement projects in 2023 and 2025
- Rebuilding and improving a 210-foot section of the north jetty in 2025

## Glossary of Terms

- **Crib structure** — The north jetty is built atop a crib structure, a concrete framework of columns, which serves to stabilize the inlet and manage sand movement. The crib structure, along with the jetty, helps dissipate wave energy, maintain the navigational channel, and facilitate sand bypassing to nourish downdrift beaches. This prevents erosion and ensures safe navigation for boats.
- **Downdrift beaches** — The beaches immediately south of Sebastian inlet. In the context of coastal processes, downdrift refers to the direction along a coastline where littoral drift (or longshore transport) moves sediment. The north and south jetties, which are built perpendicular to the shoreline, can interrupt the natural flow of sediment and cause significant erosion on the downdrift side.
- **Dredged Materials Management Area or DMMA** — The DMMA is a designated location for the disposal, processing, or beneficial reuse of material dredged from waterways. Located on the north side of Sebastian Inlet State Park, west of the Sebastian Inlet Bridge, this six-acre area is crucial for managing sediment and debris removed during dredging operations, which are often necessary to maintain navigable waterways. The six-acre site offers the District the ability to separate beach-quality material from inferior material, as well as store beach-quality sand for emergency uses. The site can hold approximately 50,000 cubic yards of sand.

- **Dredging** — Dredging an inlet refers to the process of removing accumulated sediments like sand, silt, and clay from the bottom of an inlet or waterway. This underwater excavation is primarily performed to maintain or improve the navigability of the inlet for vessels. Beach compatible dredged materials are transported to the downdrift beaches.
- **Ebb Shoal** — A large underwater accumulation of sand immediately south and offshore of the south jetty, formed by the interaction of tidal currents and waves. The ebb shoal is dynamic and changes shape and position over time. Understanding ebb shoal dynamics is crucial for coastal management, as they impact navigation, beach erosion, and flooding.
- **Flood Shoal** — The flood shoal is a large underwater accumulation of sand located within the interior Sebastian Inlet. The flood shoal is also a shallow area characterized by seagrass beds that are vital to the ecosystem. These seagrass beds are a haven for a diverse range of marine life, including fish and invertebrates.
- **Hardbottom Reef** — "Hardbottom Reef" refers to areas where the seafloor is composed of natural rocky or otherwise solid substrate, such as limestone, coquina, or relic reefs, rather than soft sediments like sand or mud. Hardbottom reefs provide essential and crucial habitat for various marine organisms and can be characterized by different biological communities depending on depth and latitude.
- **Jetty** — Is a coastal structure used to aid in safe navigation through a waterway. A north and south jetty is located at the mouth of Sebastian Inlet and function as barriers for beach erosion, influence water currents and protect the inlet channel.
- **Sand Budget** — A sand budget refers to the balance between the amount of sand entering and leaving a specific coastal area (a littoral cell) over a period of time. It essentially tracks the "inflow" and "outflow" of sand, much like a financial budget tracks income and expenses. Understanding the sand budget is crucial for managing and predicting coastal changes, such as erosion and accretion.
- **Sand Bypassing** — The process of artificially transferring sand across an obstruction, like a jetty or inlet, to maintain the natural flow of sand along a coastline. This helps prevent erosion on the downdrift side (the side the sand is being moved away from) and accretion on the updrift side (the side where sand is accumulating). Essentially, it's a way to mimic the natural movement of sand that would occur if the inlet wasn't there.

- **Sand Trap** — An underwater 42-acre depression adjacent to the inlet channel, west of the Sebastian Inlet Bridge, designed to capture and accumulate sand and sediment migrating into the inlet system. The District dredges the sand trap when needed (every five or six years), using the beach-quality sand to replenish downdrift beaches.

## Appendix

Executive Director Performance Evaluation (Pages 11-12)

Commissioners' responsibilities (Pages 13-15)

The Commission will conduct an annual performance evaluation of the Executive Director in April each year and be discussed at the May monthly Commission meeting. A copy of the performance evaluation is shown below: (Comm. Marshall)

**Sebastian Inlet District**  
**Executive Director Performance Evaluation**

Employee Name: \_\_\_\_\_

Date of Evaluation: \_\_\_\_\_

CATEGORY	RATING (select 1-4 from dropdown)
<b>I. Relations with Board of Commissioners</b>	
1. Keeps the Commission informed in an appropriate and timely manner about matters critical to the District	Choose One
2. Anticipates and follows up promptly on Commissioners' requests for information or action	Choose One
3. Is available to the Commissions on official business either personally or through a designated subordinate	Choose One
4. Advises the Commission of relevant legislation and developments that may affect District governance and function	Choose One
5. Anticipates, plans, and sets priorities for future needs, programs, and potential challenges confronting the District	Choose One
<b>II. Administrative Management of District</b>	
1. Ensures compliance with the District's Charter and other laws and regulations governing the District	Choose One
2. Develops, recommends, reviews, implements, monitors, and updates the District's strategic plans as approved by the Board	Choose One
3. Develops, recommends, implements, administers, reviews, and monitors the District's budgets as approved by the Board	Choose One
4. Ensures compliance with federal, state, and local reporting requirements governing the District	Choose One
5. Ensures compliance with the bookkeeping and accounting requirements applicable to the District	Choose One
6. Directs, coordinates, and manages District employees, consultants, contractors, and subcontractors with good attitude and initiative	Choose One
<b>III. Communications</b>	
1. Coordinates and attends all Board meetings and ensures that all meetings are properly noticed and recorded	Choose One
2. Coordinates effectively with other governmental agencies (federal, state, and local) in representing the District's programs and projects	Choose One
3. Represents the District, attends public meetings, and is available and visible to the public in an appropriate manner	Choose One
4. Promotes the District's interests, policies, and objectives with agencies and the public accurately and effectively	Choose One
5. Directs public credit to the Commission in its role as the District's governing body	Choose One

**Rating Legend**

- 4 = Exceeds job requirements and expectations
- 3 = Meets job requirements and expectations
- 2 = Job performance needs improvement
- 1 = Job performance below minimum requirements

Sebastian Inlet District  
Executive Director Performance Evaluation

Additional Comments:

**Overall Job Performance (Pick One):**

Choose One

**Recommendation (Write in where appropriate):**

1. Cost of Living Increase \_\_\_\_\_ %
2. An additional increase in annual salary should be granted based on performance and merit. Percentage Increase \_\_\_\_\_ %
3. Total annual salary increase (1. Cost of Living + 2. Merit) \_\_\_\_\_ %
4. Other salary adjustment:
5. An increase is not recommended at this time

\_\_\_\_\_  
Signature of Evaluator

\_\_\_\_\_  
Date



**The following additions requested by Commissioner Marshall:**

New Commissioners are encouraged to download and refer to the Special District Handbook published under authority of the State of Florida, Department of Community Affairs.

[https://floridajobs.org/docs/default-source/2015-community-development/community-assistance/sdap/florida-special-district-handbook.pdf?sfvrsn=986035b0\\_1](https://floridajobs.org/docs/default-source/2015-community-development/community-assistance/sdap/florida-special-district-handbook.pdf?sfvrsn=986035b0_1)

**Attendance:** Commissioners are expected to attend meetings unless excused. Absences may be excused by the chair for cause. The absence will be noted as an excused absence or unexcused absence by the chair at the meeting. The determination of the chair is final, unless overridden by a majority of the commissioners present. In order to seek an excused absence, a commissioner should notify the chair in a meeting in advance of the proposed absence, or the executive director well in anticipation of the meeting, and at least three days before the meeting. Requests to excuse an absence after the meeting will be approved only upon showing that exigent circumstances prevented a more timely request. In determining whether to excuse an absence, the chair will consider the timeliness of the request; the reason for the request; whether a quorum will be present, the time of the year (summer months) and any other factor deemed relevant to the request.

Examples of reasons for excused absences include the following:

1. Illness or injury
2. Emergency
3. Prior scheduled vacation
4. Business necessity

**Agendas** The executive director, in conjunction with the chair, will provide the agenda. Any commissioner may request that an item be placed upon the regular meeting agenda. Requests should be made at least seven days before the meeting. For a special meeting, requests must be made at least 14 days before the meeting, in order to accommodate advertising. The executive director should distribute and post the agenda as soon as is feasible. The general outline for conduct of business will be as follows:

1. Call to Order

2. Roll call
3. Setting of Agenda--addition and deletion of agenda items
4. Secretary's Report-Approval of Minutes
5. Treasurer's report
6. Executive Director's Report
7. Old Business
8. New business
9. Correspondence and Communication
10. Public Comment
11. Adjournment The chair may alter this order as deemed advisable.

**Attendance by Remote Device:** Attendance by telephone or teleconference should only be used where illness or special circumstances make attendance in person infeasible. It may only be used where there is a quorum present (in the meeting room) and a speaker device allowing all commissioners and the public to hear the entire conversation.

**Rulings of the Chair:** In conducting the meeting, the chair's rulings and determinations may be overridden by a majority vote of the commissioners.

**Robert's Rules of Order:** To the extent applicable, and not inconsistent with specific provisions of the charter, general law or these By-laws, the provisions of the most current editions of Robert's Rules of Order will be referred to in conducting meetings. However, such Rules should not be used to frustrate the conduct of business or the will of the majority and may be suspended by vote of the majority.

**Election of Officers:** On the first meeting after new commissioners are elected, the five Commissioners will elect a Chairperson, Vice Chairperson, Secretary and Treasurer to hold office for two years.

- New commissioners should be aware that any communications they make related to the district after they are elected and before they are sworn-in are subject to the Florida Sunshine Law.

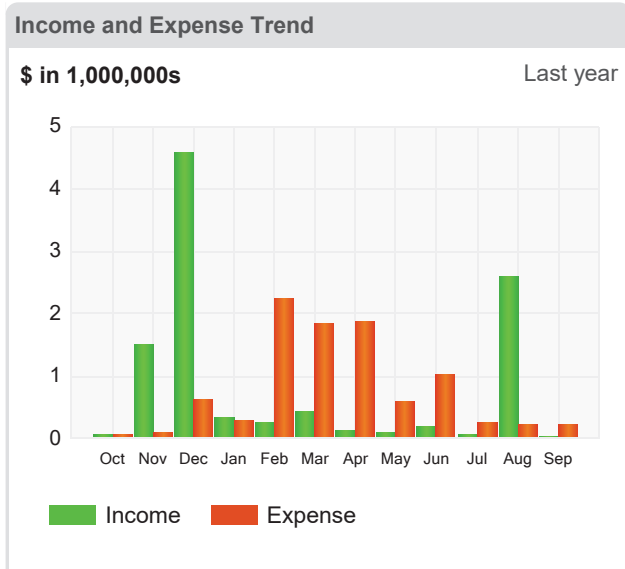
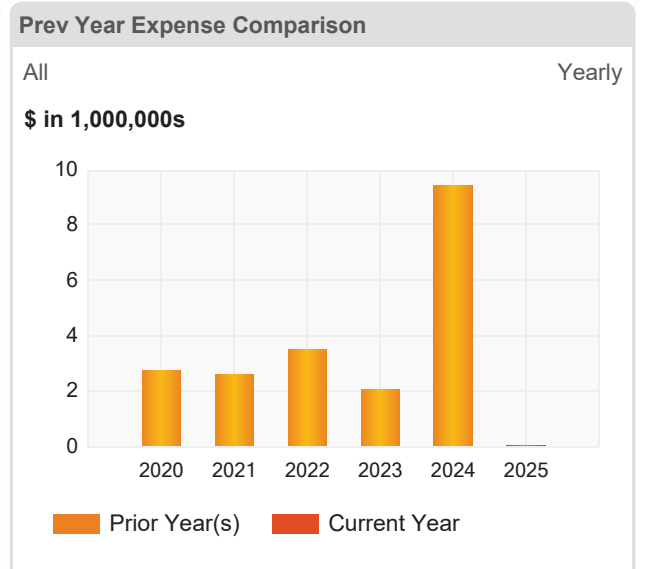
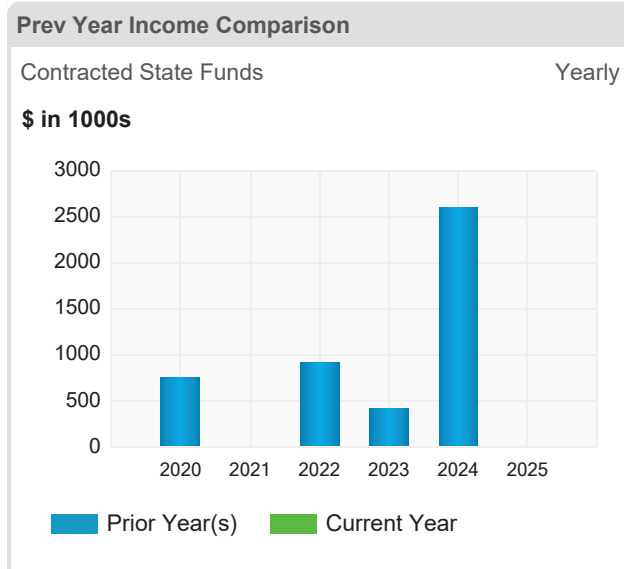
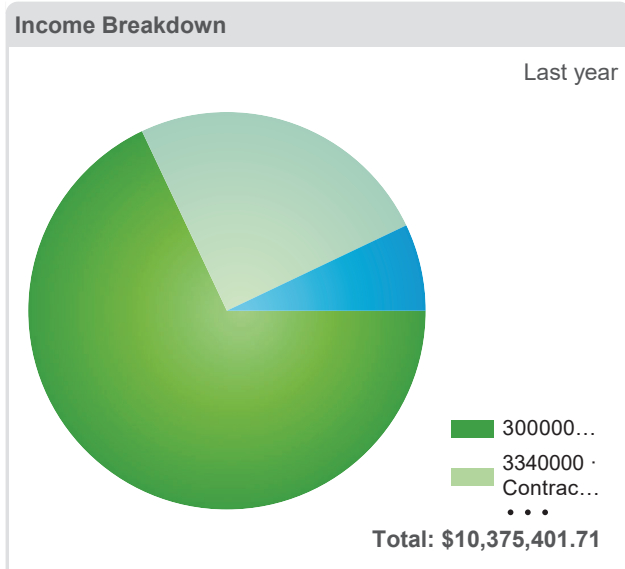
- Upon election the Executive director will generate a District email address for the new commissioner and provide digital tools such as word processing for the commissioner to utilize to perform district related tasks.
- New commissioners will receive a tutorial on utilizing the archive feature of the Erdman camera system to review firsthand environmental effects on District infrastructure, real-time and over time.
  - The [webcam](#) archive access is located at the bottom of the selected image:



Sep 17, 2025 at 11:54 AM Sep 17, 2025 at 11:19 AM Sep 17, 2025 at 10:53 AM Sep 17, 2025 at 10:19 AM Sep 17, 2025 at 9:46 AM

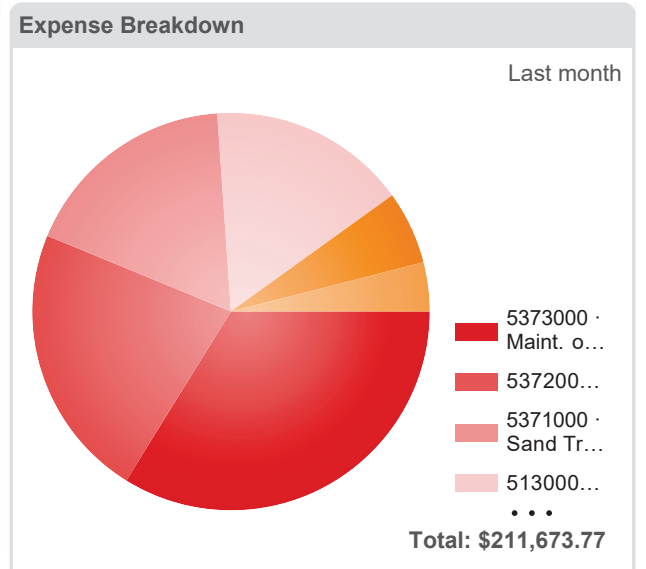
Image Archive: [Desktop](#) | [Mobile](#) | [Hide Recent Images](#)

- Clicking the “desktop” or “mobile” link takes the viewer to a calendar containing the archived images saved each day.



### Account Balances

Account	Balance
*SBA Investment	13,272,251.01
*Main Operating Acct -PNC Bank	5,044,495.13
*Accounts Payable	72,564.35
*A/P for AJE's	0.00
*PNC Corporate Card	3,897.16
*PNC Credit Card 5421	321.99
*Petty Cash	100.00
*Payroll Liabilities	8.68
*Section 457 (B) Deferred Comp	0.00
*SEP/IRA Deduction	0.00
*Federal Withholding Withheld	0.00



**Sebastian Inlet District**  
**Balance Sheet**  
As of September 30, 2025

	Sep 30, 25
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1010100 · Petty Cash	100.00
1010200 · Main Operating Acct -PNC Bank	5,092,516.51
1510500 · SBA Investment	13,272,251.01
<b>Total Checking/Savings</b>	18,364,867.52
<b>Other Current Assets</b>	
1610100 · Prepaid expense	14,109.51
<b>Total Other Current Assets</b>	14,109.51
<b>Total Current Assets</b>	18,378,977.03
<b>TOTAL ASSETS</b>	<b>18,378,977.03</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2020000 · Accounts Payable	94,147.33
<b>Total Accounts Payable</b>	94,147.33
<b>Credit Cards</b>	979.15
<b>Other Current Liabilities</b>	(2,007.32)
<b>Total Current Liabilities</b>	93,119.16
<b>Total Liabilities</b>	93,119.16
<b>Equity</b>	
2701000 · Assigned	13,073,401.00
2700000 · Unassigned	4,240,994.73
Net Income	971,462.14
<b>Total Equity</b>	18,285,857.87
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>18,378,977.03</b>

**Sebastian Inlet District**  
**Profit & Loss**  
 September 2025

	Sep 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3000000 · Revenues	
3110100 · Ad Valorem Tax-Brevard Cty	861.93
3110200 · Ad Valorem Tax-Indian River Cty	183.24
<b>Total 3000000 · Revenues</b>	<b>1,045.17</b>
3610000 · Other Revenue	
3610200 · Interest Revenue	47,768.39
<b>Total 3610000 · Other Revenue</b>	<b>47,768.39</b>
<b>Total Income</b>	<b>48,813.56</b>
<b>Gross Profit</b>	<b>48,813.56</b>
<b>Expense</b>	
5110000 · Commission	
5110410 · Travel Out Of District/Conferen	30.39
<b>Total 5110000 · Commission</b>	<b>30.39</b>
5130000 · Financial and Administrative	34,207.76
5140000 · Legal Counsel	
5140310 · Attorney-Administrative	1,952.50
5140313 · Attorney / Litigation	2,887.50
<b>Total 5140000 · Legal Counsel</b>	<b>4,840.00</b>
5190000 · Governmental & Tax Related Fees	
5190491 · Tax Fees-Brevard Cty	17.24
5190492 · Tax Fees-Indian River Cty	3.66
<b>Total 5190000 · Governmental &amp; Tax Related Fees</b>	<b>20.90</b>
5371000 · Sand Transfer System/Adv. Study	
5371471 · IMP/State of Inlet Report	37,400.00
<b>Total 5371000 · Sand Transfer System/Adv. Study</b>	<b>37,400.00</b>
5372000 · Sand Trap Dredging	
5372470 · Permit Related Costs/Monitoring	47,396.67
<b>Total 5372000 · Sand Trap Dredging</b>	<b>47,396.67</b>
5373000 · Maint. of Channel/Channel Exten	
5373317 · Signage / Markers	25,000.00
5373309 · Summer Hydrographics	46,617.85
<b>Total 5373000 · Maint. of Channel/Channel Exten</b>	<b>71,617.85</b>
5375000 · Construction Programs	
5375472 · North Jetty Maint. and Repair	3,564.70
<b>Total 5375000 · Construction Programs</b>	<b>3,564.70</b>
5376000 · Natural Resource Programs	
5376309 · Marine Services	525.50
5376307 · Web Site Enhancement(Web Cam)	4,100.00
5376318 · Coconut Point Stabilization	7,970.00
<b>Total 5376000 · Natural Resource Programs</b>	<b>12,595.50</b>
<b>Total Expense</b>	<b>211,673.77</b>
<b>Net Ordinary Income</b>	<b>(162,860.21)</b>
<b>Net Income</b>	<b>(162,860.21)</b>