

**Sebastian Inlet District
Regular Commission Meeting
Wednesday, 4:30 PM, November 12, 2025
Sebastian Inlet State Park Fishing Museum
9700 South Hwy A1A
Vero Beach, FL, 32963**

AGENDA

- I. **Call to Order – Chairman Barney**
- II. **Approval of Minutes – Regular Commission Mtg. – October 8, 2025 (PP 3-6)**
- III. **Additions and deletions**
- IV. **Presentations**
There are no presentations.
- V. **Information and Discussion Agenda**
 - A) **Executive Director’s Reports:**
 - 1. **Update on the 2025/26 Sand Trap Dredging and Beach Placement Project**
 - 2. **FDEP Grant 24IR1 – Application For Payment No. 3 - Reimbursement (PP 7-9)**
- VI. **Consent Agenda**
 - A) **Authorized Work for Commission Review:**
 - 1. **Change Order No. 5 - Work Order No. 2425-006-ATL, ATL (PP 10-14) Diversified, Inc. 2024/2025 Sand Trap Dredging and Beach Placement Project – DMMA Water Control Structure Maintenance**
 - B) **Recommended for Approval:**
 - 1. **Special District Performance Measures and Standards, Sebastian Inlet District FY 2024/25 Annual Performance Report (PP 15-18)**
 - 2. **Proposed Commission Meeting Schedule and Locations for FY 2025-26 (PP 19-20)**
 - 3. **Master Services Agreements – For Continuing Professional Coastal Engineering and Biological Support Services – Amendment 1 – Extension 2025-2030 (PP 21-69)**
- VII. **Public Comment on Consent Agenda Items**
- VIII. **Board Vote on Consent Agenda**
- IX. **Public Outreach Activities (P 70)**

- X. Legal Counsel Update — Shawn L. Demers, Gray Robinson
 - 1. Election of District Commission Officers (PP 71)
- XI. Public Comment Period
- XII. Commissioners Items
 - Chairman Barney — Discussion on finalizing edits to Commissioner Orientation Guide (PP 72-82)
 - Vice Chair Frazier
 - Secretary/Treasurer Rowland
 - Commissioner Marshall
 - Commissioner Campbell
- XIII. Unfinished Business
- XIV. New Business
- XV. Adjournment
 - October 2025 Financial Statements (PP 83-86)

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

Minutes

Present at the meeting were: Chairman David Barney, Commissioner Lisa Frazier (Vice Chair), Commissioner Michael Rowland (Secretary/Treasurer), Commissioner John Campbell and Commissioner TJ Marshall. Also, in attendance were: Executive Director James Gray, SID Contracts and Accounting Manager Stacy Busche, SID Public Outreach Associate Ed Garland, SID Legal Counsel Alec Russell, Katie Crocker (AtkinsRéalis), Marie Yarbrough (AtkinsRéalis), Tres Holton (public) Kendra Bergman (CCinc), and Jeanna Kent (CCinc).

Under Agenda Item I

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

Under Agenda Item II

The Commission discussed the minutes of the regular Commission meeting of September 10, 2025; the minutes of the Tentative Millage and Budget Hearing on September 10, 2025; and the minutes of the Final Millage and Budget Hearing of September 24, 2025, and approved them without changes or corrections.

Under Agenda Item III

Additions and Deletions

Chairman Barney said Ms. Busche will give a brief presentation on the District’s finances later during the meeting.

Under Agenda Item IV

Presentations

There were no presentations.

Under Agenda Item V

Information and Discussion Agenda

A. Executive Director’s Reports

1. 2025/2026 Sand Trap Dredging and Beach Placement Project

Mr. Gray, using a PowerPoint presentation, gave an update on how the south beaches have fared since the recent storms passed. Mr. Gray said the waves slightly steepened the slope of the beaches but that they fared well in the wake of the storms. Commissioner Campbell asked whether there is a method for determining how much sand is lost. Mr. Gray said observed changes can be done, but it is more prudent to wait a week or two because sand is still in the system. Regarding the status of the upcoming Sand Trap Dredging and Beach Placement Project, Sector 2 is completed, but the District will be placing approximately 130,000 cubic yards of additional sand in Sector 1 only. The project also entails dredging approximately 40,000 cubic yards of non-compatible sand from the inlet and sand trap and pumping it into the DMMA. Mr. Gray shared a timeline for the project. The anticipated start time is November and will begin with dredging sand to the DMMA. The contractor, ATL, is planning a workshop with the boating/fishing community, potentially at Captain Hiram’s, during this month. Chairman Barney said the District will have a “lessons learned” meeting when the project is completed. He asked Mr. Gray whether the contractor has the available manpower to dredge the DMMA while simultaneously fusing pipe for the beach portion of the project. Mr. Gray confirmed that ATL said it can manage both parts of the project at the same time. Commissioner Frazier asked whether there has been resolution regarding ATL dredging outside of the dredging zone earlier in the year. Mr. Gray said the regulatory agencies reviewing the issue have yet to decide. ATL is not relieved of its responsibility if

the regulatory agencies determine that a violation occurred. Ms. Yarbrough noted that no seagrass was found in the area where ATL dredged outside of the zone. Commissioners raised questions about public outreach to raise awareness about the project. Mr. Gray said public outreach strategies will be part of a discussion during an October 9 meeting with ATL and other project partners. Commissioner Marshall suggested posting an announcement on the District's webcam page and website.

Under Agenda Item VI

Consent Agenda

A. Authorized Work for Commission Review

No items.

B. Recommended for Approval

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

Mr. Gray said District staff and its lobbyist submitted a \$2 million legislative funding request for the Sebastian Inlet North and South jetty Maintenance and Safety Improvement Project. During the 2025/26 Legislative session, the Legislature appropriated \$1 million in funding for the project. In addition to the Legislative funding, the District received FDEP grant agreement No. 26IR1 for up to \$2,477,000 in funding for design, permitting, and maintenance of the north jetty. Amendment 1 increases the total state grant funding by \$1 million to \$3,477,000. Funding for the local match is budgeted and available under North Jetty Maintenance and Repair, Account No. 5375-472. Commissioner Marshall asked whether the upcoming Sebastian Bridge project will impact District's ability to complete the jetty projects. Mr. Gray said FDOT is aware of the District's projects and staff is coordinating construction schedules to minimize interruptions to our projects. Commissioner Campbell supported moving the jetty project forward and seek time extensions later if necessary. Commissioner Marshall asked whether the District is insured for this project. Mr. Gray said insurance is required and that the District submits the necessary coverages to the FDEP grant manager.

Recommended Action: Staff recommends that the Commission approve Amendment No. 1 to FDEP Grant Agreement 26IR1 and authorize Mr. Gray to sign on behalf of the District.

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

Mr. Gray said the District has collaborated with CCinc since August 2022, when the Board approved a pilot project to supply beach basket stations and informational signs for debris collection. Staff requested 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. Mr. Rowland asked whether the theft of the beach baskets is an issue. Ms. Bergman said beach basket thefts have actually declined over the years. Commissioner Marshall asked whether the District participates in the annual International Coastal Cleanup events. Mr. Garland responded in the affirmative and stated that the 2025 cleanup was successful in removing several pounds of trash. Commissioner Marshall requested quarterly reporting results. Mr. Gray said quarterly reports will be posted on the District's website and shared with the Commission in the future.

Recommended Action: Staff Recommends that the Commission approve Work Order No. 2526-006-CCinc with Coastal Conn3ections Inc. and authorize Mr. Gray to sign on behalf of the District.

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

Under the proposed work order, ATKR will provide construction engineering and observation services for the continuation of the 2025-2026 Sebastian Inlet Sand Trap Dredging and Beach Placement Project, Mr. Gray said the total amount of Work Order No. 4

2526-007-ATKR is \$145,239 and will be invoiced on a not-to-exceed fee basis only for actual expended effort. The fees are \$75,755 less than ATKR's fees during the 2024-2025 period of the project. Commissioner Marshall asked to see the protocols for dredge position data sharing during the project. Ms. Yarbrough said the contract documents address the requirements and this topic will be further discussed during the October 9th pre-construction meeting with ATL. Commissioner Marshall also asked for details about environmental monitoring during the project. Mr. Gray said ATL is responsible for water quality monitoring and submitting its qualifications to FDEP. He described in detail the process for collecting and submitting data to FDEP.

Recommended Action: Staff recommends that the Commission approve Work Order No. 2526-007-ATKR to the contract with AtkinsRéalis and authorize Mr. Gray to sign on behalf of the District.

4. Master Services Agreements – For Continuing Professional Coastal Engineering and Biological Support Services – 1-month extension
In 2020, the Commission executed Master Services Agreements (MSA) with Applied Technology & Management, now Geosyntec; Atkins North America, now AtkinsRéalis; and Environmental Science Associates (ESA) for continuing professional coastal engineering and biological support services, Mr. Gray said. All three companies would like to extend the MSA for an additional five-year term. Staff has begun negotiating new rate schedules with each consultant and will be unable to complete negotiations prior to the October 14, 2025, contract renewal date. Staff is requesting the Commission approve a one-month extension of the MSA so that contract renewal negotiations can be completed. Commissioner Marshall asked Mr. Gray to explain the deliverables. Mr. Gray said the MSA allows the District to issue specific work orders for specific tasks to be performed by the three respective consultants.

Recommended Action: Staff recommends that the Commission approve a one-month contract extension with Geosyntec, AtkinsRéalis, and Environmental Science Associates to enable staff and the consultants to complete contract renewal negotiations.

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 Rowland seconded the motion. **The motion carried 5-0.**

Under Agenda Item IX

Public Outreach Activities

Mr. Garland gave an update on the District's public outreach activities. The District participated and promoted an International Coastal Cleanup event on September 20 and will also participate in an Indian River Lagoon Day event on October 18. The District's website receive more than 103,000 visits in September, a new record. Commissioners resumed an earlier discussion about posting notices regarding state park and jetty closures. Mr. Garland said the District posts notices on the District app, social media page and its website. Commissioner Marshall asked whether the District could assist the state park in placing and removing the north jetty grates. Mr. Gray said there may be ways for the District to assist the state park and will discuss with Mr. Torres. Mr. Gray said he will, inform the Commission at a future date.

Under Agenda Item X

Park Matters — Ken Torres

Mr. Torres was not in attendance.

Under Item XI

Legal Counsel Update — Alec Russell, Gray Robinson

Mr. Russell, filling in for Shawn Demers, said Mr. Demers would return to attend the November 12 Commission meeting.

Chairman Barney invited Ms. Busche to give a presentation on the District's finances.

Ms. Busche shared a series of graphic representations of the District's finances, including an income breakdown, previous year's income and expense comparisons, income and expense trends, account balances and an expense breakdown. Ms. Busche's presentation is available in the recorded minutes.

Under Item XII

Public Comment Period

There was no public comment.

Under Item XIII

Commissioner Items

Chairman Barney — Sought to complete the Commissioner Orientation Guide and vote on approving the document during the November 12, 2025, regular commission meeting. Discussed with commissioners final edit suggestions and requested commissioners to submit edits for inclusion in the document.

Vice Chair Frazier— Nothing.

Secretary/Treasurer Rowland — Nothing.

Commissioner Campbell — Nothing.

Commissioner Marshall — Nothing.

Under Item XIV

Unfinished Business

No Unfinished business.

Under Item XV

New Business

Under Item XVI

Adjournment — Chairman Barney adjourned the meeting at 5:16 p.m.

Secretary/Treasurer

Date

Executive Director Updates

FDEP Grant 24IR1 – Application For Payment No. 3 – Reimbursement

Specific to FDEP Grant No. 24IR1, on September 30, 2025, the District submitted Billing No. 3 to FDEP in the amount of \$539,851.64. The billing was for the partial reimbursement of the 2024/25 Sand Trap Dredging and Beach Placement Project.

On October 13, 2025, the District received payment of \$539,851.64 (via two separate checks). This update provides a record of payment. Staff will provide subsequent billings and payments under Grant No. 24IR1 to the Board once completed.

OCT 13 2025

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
REMITTANCE ADVISE

FLAIR ACCOUNT CODE 37-202423001-37500400-00-14012623	OLO 370000	SITE 08	DOCUMENT NUMBER D6000160235	OBJECT 7510	DATE 10/07/25	PAYMENT NO 0273488
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PAYMENT AMOUNT
\$ 265,628.90

SEBASTIAN INLET TAX DISTRICT
SEBASTIAN INLET DISTRICT
114 SIXTH AVENUE
INDIALANTIC FL 32903

AGENCY DOCUMENT NO
VF70534

PLEASE DIRECT QUESTIONS TO: (850) 245-2465, 08-CONTRACTS

VENDORS NOW CAN VIEW PAYMENT INFORMATION AT HTTP://FLAIR.DBF.STATE.FL.US

INVOICE NUMBER	AMOUNT
3	\$ 265,628.90

DETACH CAREFULLY AND RETAIN FOR YOUR RECORDS BEFORE CASHING OR DEPOSITING THE WARRANT

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND. CAPITOL BUILDING MUST APPEAR BELOW TO BE AUTHENTIC



FLAIR ACCOUNT CODE 37-202423001-37500400-00-14012623	SWDN D6000160235	ADN VF70534	OBJECT 7510	DATE 10/07/25	WARRANT NO 64-0273488-0	56-1544 441
OLO 370000	SITE 08	CONTACT (850) 245-2465 FOR PAYMENT QUESTIONS			VOID AFTER 12 MONTHS	

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES

4-40-258 158
AMOUNT

TWO-HUNDRED-SIXTY-FIVE-THOUSAND-SIX-HUNDRED-TWENTY-EIGHT & 90/100 DOLLARS

***265,628.90

EXPENSE WARRANT

TO: DIVISION OF TREASURY
TALLAHASSEE

PAY TO THE ORDER OF
SEBASTIAN INLET TAX DISTRICT
SEBASTIAN INLET DISTRICT
114 SIXTH AVENUE
INDIALANTIC FL 32903

BLAISE INGOGLIA, CHIEF FINANCIAL OFFICER

⑈6402734880⑈ ⑆044115443⑆ 392793136⑈

State of Florida
Department of Environmental Protection
3900 Commonwealth Boulevard
Carr Building, MS 77
Tallahassee, Florida 32399-3000

JACKSONVILLE RPDC 320

9 OCT 2025 PM 3 L

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10/08/2025

US POSTAGE

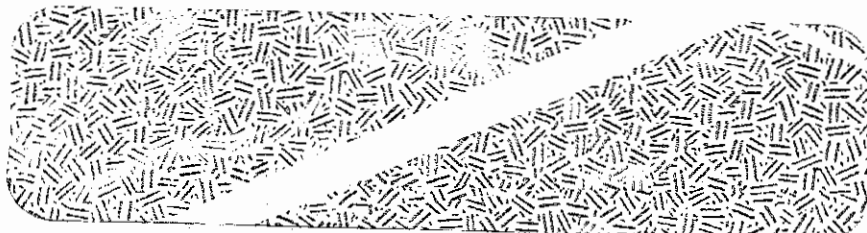
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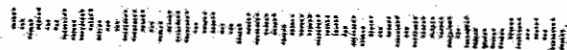
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OCT 13 2025

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
REMITTANCE ADVICE

FLAIR ACCOUNT CODE 37-202423001-37500400-00-14012622	OLO 370000	SITE 08	DOCUMENT NUMBER D6000160234	OBJECT 7510	DATE 10/07/25	PAYMENT NO 0273487
PAYMENT AMOUNT \$ 274,222.74						

SEBASTIAN INLET TAX DISTRICT
SEBASTIAN INLET DISTRICT
114 SIXTH AVENUE
INDIALANTIC FL 32903

AGENCY DOCUMENT NO
VF70533

PLEASE DIRECT QUESTIONS TO: (850) 245-2465, 08-CONTRACTS

VENDORS NOW CAN VIEW PAYMENT INFORMATION AT [HTTP://FLAIR.DBF.STATE.FL.US](http://FLAIR.DBF.STATE.FL.US)

INVOICE NUMBER	AMOUNT
3	\$ 274,222.74

DETACH CAREFULLY AND RETAIN FOR YOUR RECORDS BEFORE CASHING OR DEPOSITING THE WARRANT

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FLAIR ACCOUNT CODE 37-202423001-37500400-00-14012622	SWDN D6000160234	ADN VF70533	OBJECT 7510	DATE 10/07/25	WARRANT NO 64-0273487-0	56-1544 441
OLO 370000	SITE 08	CONTACT (850) 245-2465 FOR PAYMENT QUESTIONS			VOID AFTER 12 MONTHS	

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES

4-40-258 157
AMOUNT

TWO-HUNDRED-SEVENTY-FOUR-THOUSAND-TWO-HUNDRED-TWENTY-TWO & 74/100 DOLLARS

***274,222.74

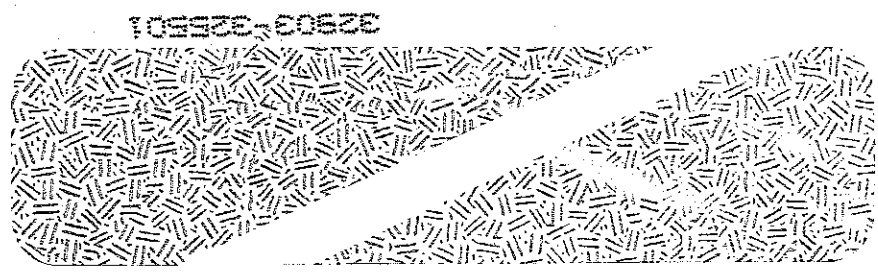
EXPENSE WARRANT

PAY TO THE ORDER OF
SEBASTIAN INLET TAX DISTRICT
SEBASTIAN INLET DISTRICT
114 SIXTH AVENUE
INDIALANTIC FL 32903

TO: DIVISION OF TREASURY
TALLAHASSEE

BLAISE INGOGLIA, CHIEF FINANCIAL OFFICER

⑈6402734870⑈ ⑆044115443⑆ 392793136⑈




JACKSONVILLE RPDC 32050
10/08/2025
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US POSTAGE \$000.74
FIRST CLASS MAIL

State of Florida
Department of Environmental Protection
3900 Commonwealth Boulevard
Carr Building, MS 77
Tallahassee, Florida 32399-3000

CONSENT
AUTHORIZED WORK FOR COMMISSION REVIEW

**SEBASTIAN INLET DISTRICT
BOARD MEMORANDUM**

TO: Members of the Board
of Sebastian Inlet District Commissioners

FROM: James D. Gray, Jr. 
Executive Director

SUBJECT: **Change Order No. 5 - Work Order No. 2425-006-ATL, ATL Diversified, Inc. 2024/2025 Sand Trap Dredging and Beach Placement Project – DMMA Water Control Structure Maintenance**

DATE: November 5, 2025

DESCRIPTION AND CONDITIONS

On November 13, 2024, the District contracted with ATL Diversified, Inc. (ATL) for construction of the 2024/2025 Sand Trap Dredging and Beach Placement Project.

On September 10, 2025, the Board approved Change Order No. 4, extending the 2024/2025 Sand Trap Dredging and Beach Placement Project, now 2025/2026 Sand Trap Dredging and Beach Placement Project, construction until March 30, 2026.

As scheduled, ATL initialized mobilization to the Dredged Material Management Area (DMMA) in early October 2025. After further inspection of the DMMA water control structures ATL intended to use for dewatering during dredging, ATL found them to be blocked with sediment. Staff and our Engineer, AtkinsRealis, reviewed the project contract documents and determined that ATL is not responsible for removing the sediment from the DMMA water control structures.

To reduce the likelihood of project delays resulting from blocked DMMA dewatering control structures and pursuant to Resolution No. 07.10.19-2, Executive Director Spending Authority, on November 5, 2025 the Executive Director authorized Change Order No. 5 to Work Order No. 2425-006-ATL in the lump sum amount of \$6,600. AtkinsRealis, also supported approval of Change Order No. 5.

Change Order No. 5 Increases the overall contract amount by \$6,600. The updated total contract amount will now be \$8,454,400.

Page 2

Change Order No. 5 – 2024/2025 Sand Trap Dredging and Beach Placement Project
November 12, 2025

FUNDING

Funding for the 2025/2026 Sand Trap Dredging and Beach Placement Project is budgeted and available under Sand Trap Dredging, Construction/Local Share Account No. 5372-311. The entire project is eligible for at least 50% cost share under FDEP's Beach Management Funding Assistance Program – Grant 24IR1.

ATTACHMENT

Change Order No. 5

APPROVED AGENDA ITEM FOR: NOVEMBER 12, 2025

PROJECT CHANGE ORDER FORM

Change Order No. 5

DATE OF ISSUANCE/REQUEST: 11/5/25

EFFECTIVE DATE: 11/5/25

OWNER: Sebastian Inlet District

CONTRACTOR/CONSULTANT ATL Diversified, Inc.

Project: 2425 Sand Trap Dredging and Beach Placement Project

OWNER's Project No. 2425-006-ATL

You are directed to make the following amendment to the Work Order No. 2425-006-ATL:

Description:


After further inspection of the DMMA water control structures ATL intended to use for dewatering during dredging, ATL found them to be blocked with sediment. Staff and our Engineer, AtkinsRealis, reviewed the project contract documents and determined that ATL is not responsible for removing the sediment from the DMMA water control structures.

ATL offered to contract and manage the removal of sediments from the DMMA water control structures for a lump sum amount of \$6,600. All other contract documents, contracted bid items and corresponding unit and lump sum costs remain unchanged.

Attachments: (ATL Accepted Proposal)

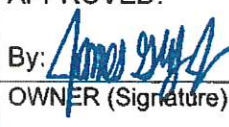
CHANGE IN CONTRACT PRICE:	
Description	Amount
Original Contract Price	<u>\$7,253,300</u>
Net Increase (Decrease) from previous Change Order No. 1-4	<u>\$1,184,600</u>
300-ton extra sand -ADD	<u>\$9,900</u>
Contract Price prior to this Change Order:	<u>\$8,447,800</u>
Net increase (decrease) of this Change Order:	<u>\$6,600</u>
Contract Price with all approved Change Orders:	<u>\$8,454,400</u>

CHANGE IN CONTRACT TIMES	
Description	Time
Original Contract Time:	
Substantial Completion:	<u>April 30, 2025</u>
Final Completion:	<u>April 30, 2025</u>
Net change from previous Change Orders No. 1 to 4:	304 (days)
Substantial Completion:	<u>March 30, 2026</u>
Final Completion:	<u>March 30, 2026</u>
Contract Completion Time prior to this Change Order:	March 30, 2026
Substantial Completion:	<u>March 30, 2026</u>
Final Completion:	<u>March 30, 2026</u>
Net increase (decrease) this Change Order:	0 (days)
Substantial Completion:	<u>March 30, 2026</u>
Final Completion:	<u>March 30, 2026</u>
Contract Completion Time with all approved Change Orders:	March 30, 2026
Substantial Completion:	<u>March 30, 2026</u>
Final Completion:	<u>March 30, 2026</u>

ACCEPTED:

 By: _____
 CONTRACTOR (Signature)
 Date: 11-5-25

RECOMMENDED:
 S. Marie

 By: Yarbrough, P.E.
 ENGINEER (Signature)
 Date: 11.05.2025

APPROVED:

 By: _____
 OWNER (Signature)
 Date: 11/5/25

Change Order 5 Request

Date: November 5, 2025

To: James Gray
Executive Director
Sebastian Inlet District

Description: Vac Truck pumping of existing DMMA dewatering pipes.

ATL has inspected the existing conditions of the DMMA dewatering structures and has found that it is clogged with past dredging material. This material needs to be cleaned prior to starting dredging operations to ensure proper dewatering.

ATL's CO will pump the existing dewatering pipes clear of sediment allowing proper use for dredging operations and dewatering. All material removed from the pipes will be placed inside the DMMA for final disposal.

Price: \$6,600

X

SID



11/5/25

X *Clinton Hodges*

ATL Diversified, Inc.

Exhibit A

DMMA Vac Pump				
Item	Unit	Quantity	Unit Price	Total
Pumping Service	LS	1	\$ 4,850.00	\$ 5,092.50
ATL Onsite Project Management	HR	1	\$ 1,507.50	\$ 1,507.50
			Total Cost	\$ 6,600.00

*South East Services (Subcontractor) with 5% markup

ESTIMATE

South East Services of the
Treasure Coast, Inc. CG
815 10th Court SW
Vero Beach, FL 32962

seservices@bellsouth.net
+1 (772) 226-7416



Bill to
Jason Hatton
ATL Diversified
PO Box 1387
Boynton Beach, FL 33425

Ship to
Jason Hatton
ATL Diversified
PO Box 1387
Boynton Beach, FL 33425


Estimate details
Estimate no.: 6699
Estimate date: 10/31/2025

P.O. Number: Vac Truck Services
Job Location: Sebastian Inlet State Park

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Vac Truck Services	<p>South East Services proposes to vac sand from south box on north side of park and jet 30" RCP towards manhole.</p> <p>*Additional hose will be required and is inclusive</p>	1	\$4,850.00	\$4,850.00
2.		Disclaimer Vac Truck	<p>*South East Services offers the above proposed services only. This proposal does not include the removal or transport of any hazardous or contaminated materials. Southeast Services will contact the client directly for resolve.</p> <p>*South East Services is not responsible for any issues occurring during or after cleaning due to pre-existing conditions, design or original installation.</p> <p>*South East Services is not responsible for re-cleaning of any system due to negligence or areas not stabilized after cleaning.</p> <p>*Client will be charged for additional time and services if applicable for above.</p>			
Total						\$4,850.00

SEBASTIAN INLET DISTRICT BOARD MEMORANDUM

TO: Members of the Board
of Sebastian Inlet District Commissioners

FROM: James D. Gray, Jr. 
Executive Director

SUBJECT: **Special Districts Performance Measures and Standards
Sebastian Inlet District FY 2024/25 Annual Performance Report**

DATE: October 29, 2025

BACKGROUND

Chapter 189 of the Florida Statutes provides general provisions for the definition, creation, and operation of special district. Specifically, Section 189.0694 Special districts; performance measures and standards require the following:

- (1) Beginning October 1, 2024, or by the end of the first full fiscal year after its creation, whichever is later, each special district must establish goals and objectives for each program and activity undertaken by the district, as well as performance measures and standards to determine if the district's goals and objectives are being achieved.
- (2) By December 1 of each year thereafter, each special district must publish an annual report on the district's website describing:
 - a. The goals and objectives achieved by the district, as well as the performance measures and standards used by the district to make this determination.
 - b. Any goals or objectives the district failed to achieve.

Consistent with Florida Statutes, on September 4, 2024, the Board established District Goals, Objectives, and Performance Measures.

DESCRIPTION AND CONDITIONS

The purpose of this agenda item is for the Board to review and approve the Sebastian Inlet District FY 2024/25 Annual Performance Report to document District compliance in meeting its established goals and objectives.

FUNDING

No funding is required.

Page 2

Sebastian Inlet District FY 2024/25 Annual Performance Report
November 12, 2025

RECOMMENDATION

The recommendation of staff is for the Board to approve the Sebastain Inlet District FY 2024/25 Annual Performance Report and authorize the Executive Director to publish on the District website.

ATTACHMENT

Sebastain Inlet District FY 2024/2025 Annual Performance Report

APPROVED AGENDA ITEM FOR: NOVEMBER 12, 2025

FY 2024/25 ANNUAL PERFORMANCE REPORT

Statement of Function:

It is the duty of the Board of Commissioners to maintain the inlet between the waters of the Atlantic Ocean and the waters of the Indian River Lagoon, situated between Brevard and Indian River Counties.

The opening and maintenance of such inlet or waterway is declared to be for public purposes necessary for the use of shipping, transportation and commerce, for the health, convenience, comfort and welfare of the inhabitants of the Inlet District.

The Commission of the Sebastian Inlet District, in coordination with the State of Florida, authorizes programs and projects for beach re-nourishment, erosion control, environmental protection, navigation, boating, recreation and public safety.

FY 2024/2025 District Goals, Objectives, and Performance Measures

District Operations:

Goal:

Conform to Sebastian Inlet District Enabling Legislation (Charter)

Objective:

Construct, Improve, widen or deepen and maintain an inlet between the Indian River and Atlantic Ocean

Performance Measure:

District conducted itself in conformance with its Charter ([YES](#)/no)

District Administration:

Goal:

Remain compliant with Florida Laws for all District meetings and public business

Objective:

Notice all District regular, special, and public hearing meetings in conformance with Florida Laws

Performance Measure:

All Meetings publicly noticed as required ([YES](#)/no)

Activities conducted in conformance with Florida Sunshine Laws ([YES](#)/no)

District records retained as required by law ([YES](#)/no)

FY 2024/25 ANNUAL PERFORMANCE REPORT

District Finance:

Goal:

Remain compliant with Florida Laws for all District financing activities

Objective:

Notice and submit required milage and budget hearing schedule and documents

Adopt ad-valorem milage rate and fiscal year budget

Coordinate and submit annual financial audit(s)

Performance Measure:

All Meetings publicly noticed as required ([YES](#)/no)

District adopted ad-valorem milage rate and fiscal year budget ([YES](#)/no)


Annual independent financial audit(s) conducted and submitted as required ([YES](#)/no)

APPROVED 11-12-25

SEBASTIAN INLET DISTRICT COMMISSION

**SEBASTIAN INLET DISTRICT
BOARD MEMORANDUM**

TO: Members of the Board
of Sebastian Inlet District Commissioners

FROM: James D. Gray, Jr. 
Executive Director

SUBJECT: **Proposed Commission Meeting Schedule and Locations for FY 2025/26**

DATE: October 29, 2025

DESCRIPTION AND CONDITIONS

Please review the proposed meeting dates and locations for Fiscal Year 2025/26 Sebastian Inlet District Regular Commission Meetings and Budget Hearings.

DATE	LOCATION	TIME
Wednesday, November 12, 2025	Sebastian Inlet State Park Fishing Museum	4:30 PM
Wednesday, December 10, 2025	District Office	4:00 PM
Wednesday, January 14, 2026	Sebastian Inlet State Park Fishing Museum	4:30 PM
Wednesday, February 11, 2026	District Office	4:00 PM
Wednesday, March 11, 2026	North Indian River County Library	4:30 PM
Wednesday, April 8, 2026	District Office	4:00 PM
Wednesday, May 13, 2026	Sebastian Inlet State Park Fishing Museum	4:30 PM
Wednesday, June 10, 2026	District Office	4:00 PM
Wednesday, July 8, 2026	Sebastian Inlet State Park Fishing Museum	4:30 PM
Wednesday, August 12, 2026	District Office	4:00 PM
Wednesday, September 9, 2026	North Indian River County Library	4:30 PM
Wednesday, September 9, 2026 TENTATIVE Millage and Budget Hearing	North Indian River County Library	5:30 PM
Monday, September 21, 2026 FINAL Millage and Budget Hearing	District Office	5:01 PM
Wednesday, October 14, 2026	District Office	4:00 PM

* District Office Address– 114 Sixth Avenue, Indialantic, FL 32903
** Sebastian Inlet State Park Fishing Museum Address – 9700 S. Highway A1A, Melbourne Beach, FL 32951
*** North Indian River County Library Address – 1001 Sebastian Blvd, Sebastian, FL 32958

Page 2

Agenda Item – FY 25/26 Commission Meeting dates and locations
November 12, 2025


RECOMMENDATION

The recommendation of staff is for the Board to approve the proposed Fiscal Year 2025/26 Sebastian Inlet District Regular Commission Meeting and Budget Hearing dates and locations.

APPROVED AGENDA ITEM FOR: NOVEMBER 12, 2025

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 – Amendment 1 – Extension 2025-2030**

DATE: November 3, 2025

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 USA Inc. (AtkinsRealis), and Environmental Science Associates Corporation (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).

On October 8, 2025, the Board approved a 1-month extension of the MSA with each consultant to enable staff and the consultants to complete contract renewal negotiations.

District staff has negotiated standard fee schedules and the MSAs with Geosyntec, AtkinsRealis, and ESA. The respective consultant fee schedules reflect fair and competitive rates for comparable professional services and job classifications. These fees will be the basis for individual, project specific, work order costs throughout the duration of the extended agreement term. The term of each respective agreement is for a period of five (5) years (2025-2030), with the option of additional 5-year renewals, unless terminated by mutual consent.

Geosyntec, AtkinsRealis, and ESA have accepted the MSA and the submitted fee schedules have been accepted by reviewing staff. A summary of the negotiated fee schedules compared to the initial MSA term (2020-2025) are attached.

FUNDING

No funding is being requested at this time.

RECOMMENDATION

The recommendation of staff is for the Board to approve Amendment 1 to the Master Services Agreements with Geosyntec, AtkinsRealis USA Inc., and Environmental Science Associates Corporation and to authorize the Executive Director to sign the agreements on behalf of the District.

ATTACHMENTS

Geosyntec Rate Comparison 2020-2025 – 2025-2030

Master Services Agreement – Amendment 1 – Extension 2025-2030 – Geosyntec

AtkinsRealis Rate Comparison 2020-2025 – 2025-2030

Master Services Agreement – Amendment 1 – Extension 2025-2030 – AtkinsRealis USA Inc

ESA Rate Comparison 2020-2025 – 2025-2030

Master Services Agreement – Amendment 1 – Extension 2025-2030 – Environmental Science Associates Corporation

APPROVED AGENDA ITEM FOR: NOVEMBER 12, 2025

GEOSYNTEC Proposed Rates 2025-2030

RFQ NO. 2020002 Selected Consultant: ATM/GEOSYNTEC	Approved Rate Schedule (2020-2025)	Negotiated Contract Extension Rates (2025-2030)	Total Rate Increases (2020-2025 - 2025-2030)
Position Classification			
Sr. Principal	-	\$310	-
Principal Engineer	\$225	\$289	\$64
Sr. Professional	\$195	\$265	\$70
Project Manager/Sr. Engineer	\$185	\$225	\$40
Associate Professional	\$155	\$180	\$25
Staff Engineer	\$140	\$165	\$25
CADD/GIS	\$110	\$145	\$35
Administrative/Clerical/Support	\$85	\$105	\$20

The Sebastian Inlet District Commission

*A multi-county independent special taxing district
114 Sixth Avenue, Indialantic, Florida 32903 (321)724-5175 / (321)951-8182 FAX*



MASTER PROFESSIONAL SERVICES AGREEMENT – Amendment 1 – Extension 2025-2030 Continuing Professional Coastal Engineering and Biological Support Services GEOSYNTEC

THIS AGREEMENT made this 12th day of November, 2025, by and between the SEBASTIAN INLET DISTRICT, hereinafter referred to as "District" and **GEOSYNTEC** hereinafter referred to as "Consultant".

WHEREAS, on October 14, 2020, the District entered into a Master Professional Service Agreement with the consultant who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services; and,

WHEREAS, the Master Professional Service Agreement was effective for an initial period of five (5) years, October 14, 2020 – October 14, 2025, with options for additional five-year renewals; and

WHEREAS, on October 8, 2025, the District approved a 1-month extension of the Master Professional Service Agreement to November 14, 2025; and,

WHEREAS, the District desires to engage the Consultant, who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services for an additional five (5) year term (2025-2030); and,

WHEREAS, the Consultant represents that it has such competence and experience in providing these professional services; and,

WHEREAS, the District in reliance on such representation has selected the Consultant in accordance with F.S. 287.055 and its procedures for selection of technical consultants; and,

WHEREAS, the District and the Consultant desire to reduce to writing their understanding and agreements on such professional services.

IT IS, THEREFORE, AGREED as follows:

1. Agreement: Consultant and the District understand and agree that this Agreement shall cover all of the services of Consultant which Consultant is providing the Sebastian Inlet District. This Agreement is not an exclusive agreement and the District may employ other consultants, professional or technical personnel to furnish services for the District as the District in its sole discretion finds is in the public interest.

2. Employment of Consultant: The District hereby agrees that it may engage Consultant and Consultant hereby agrees to perform professional services for the District in accordance with this Agreement. The professional services which Consultant may perform pursuant to written Work Orders and/or Notices to Proceed are as follows:

- a. Such professional services as the District shall assign in the field of coastal engineering and biological support services.
- b. Expert services in planning, environmental investigation, analysis, and related services in preparing design proposals and permitting for sediment by-pass projects (beach restoration).
- c. Expert services in design and permitting for the maintenance and construction of coastal structures (i.e. jetties, shoreline stabilization and revetments, etc.).
- d. Expert services in design and permitting for the maintenance and construction of navigation channels.
- e. Expert services in emergency coastal-related projects following a major coastal storm event.
- f. Feasibility analysis of project alternatives, to include cost-effectiveness, permitability, environmental conscientiousness, engineering soundness, and constructability.
- g. Assistance to the District in solicitation of contractors; construction observation and support, review of work completed, and prepare As-Built drawings.
- h. Knowledge of local, State, and Federal regulations and good working relationships with State and Federal review agencies' staff assigned to District projects.
- i. Preparation of State and Federal Permit applications and all services necessary for issuance of permits.
- j. Preparation of final plans, bid and contract documents, and assistance to the District in selection of contractors.
- k. Construction observation and support, review of work completed, and preparation of As-Built drawings.

- l. Sea grass monitoring and analysis.
- m. Sea turtle and shorebird monitoring and reporting to State and Federal agencies.
- n. Offshore biological monitoring and reporting of nearshore hardbottom.
- o. Attendance at meetings of the District's Commission and rendering of reports to the District as requested by the Commission or the Inlet Executive Director.
- p. Grant writing assistance and such other duties as shall be required by the District.
- q. Credit Sebastian Inlet District Commission, where appropriate, when utilizing District sponsored project data.

3. Work Orders: Consultant and the District shall enter into written Work Orders which shall set out the scope of work, time schedule and compensation schedule for each work assignment. Consultant shall not commence work on any project until a Work Order is executed by the Commission or Executive Director and Consultant for such assignment followed by a Notice to Proceed. No change or amendment to any work order shall be binding if the change or amendment is not in writing agreed to by the District.

4. Time: Consultant shall commence work on the scope of work upon receipt of a written Notice to Proceed from the Executive Director.

5. Fees and Payments: Attached as Exhibit A is the Consultant's fixed fee schedule for professional services. This fee schedule shall be used for the amended term (2025-2030) of this Agreement and may be amended by mutual agreement of the parties after the extended Term expires.

For contracts exceeding Category 4 as defined in 287.071 F.S., the Consultant must execute a truth-in-negotiation certificate stating the wage rates and other factual unit costs are accurate, complete and current at the time of contracting. The Consultant agrees that the original negotiated fee shall be adjusted to exclude any significant sums by which the District determines the contract fee was increased due to inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments shall be made within six (6) months following the end of the Agreement.

Sub-consultant markup: To remain consistent with State cost-share agreements, the District limits consultant mark-up of sub-consultant contracts to a five (5) percent maximum and approved consultant travel rates as set forth in Chapter 112 of the Florida Statutes.

Consultant shall submit timely invoices for payment for the work covered by this Agreement. The requests for payment shall be in the form and the manner required by the District. Consultant and the District understand and agree that no work shall be compensated for under this Agreement unless such work is covered by a written Work Order which is executed by Consultant and the District and contains a scope of work, time schedule, and compensation/cost schedule. All invoices from the Consultant and any of their subconsultants for the work period ending September 30th of any given year must be submitted to the District no later than November 30th of that year. Invoices for work performed prior to September 30th of any given year and submitted to the District after November 30th of that year will be deemed late and will be returned unpaid with no exceptions. If the Consultant does not meet a deadline for any agreement Deliverable, the District will reduce payment on the specific work order task(s) by 1% (one percent) for each day the Deliverable is late, unless an extension is approved in writing by the District.

6. Reimbursement of Lodging and Incidental Expenses: Consultant shall obtain approval from the Executive Director prior to incurring any travel, lodging, meal and/or incidental expenses on behalf of the District. Travel expenses for Consultant, when authorized, shall be paid in accordance with the U.S. General Services Administration—Per Diem Rates for Florida (<http://www.gsa.gov/portal/content/104877>) and all other policy established by the District’s Board of Commissioners’ Resolution No. 2005-1. Reimbursement for lodging and incidental expense must be clearly itemized on invoices submitted to the District and supported by legible receipts.

7. Term: This Agreement extension shall commence on November 12, 2025 and remain in full force and effect for a period of five (5) years, with the option of additional five-year renewals, unless this Agreement is terminated by mutual consent of the parties as otherwise provided herein. The District and the Consultant acknowledge that the performance of specially and properly authorized projects may extend beyond the

Agreement's five (5) year effective term and shall be compensated in accordance with the Work Order for each project. A Work Order may establish a shorter period for furnishing services, but ordinarily no services under a Work Order shall be furnished beyond the term of this Agreement unless authorized by the District Executive Director.

8. Termination/Modification of Agreement: The District may terminate this Agreement for any reason upon thirty (30) days written notice. The Consultant may terminate this Agreement for any reason upon thirty (30) days written notice, provided that any outstanding approved Work Orders are completed by the Consultant. In the event of termination by the District, the District's sole obligation to the Consultant shall be payment for those portions of satisfactorily completed work previously authorized by approved Work Order. Such payment shall be determined on the basis of the hours of work performed by the Consultant, or the percentage of work completed as estimated by the Consultant and agreed upon by the District up to the time of termination. In the event of such termination, the District may, without penalty or other obligation to the Consultant, elect to employ other persons to perform the same or similar services.

The terms of this Agreement may be modified upon the mutual agreement of the Consultant and the District as confirmed in writing.

In the event that the Consultant changes its name, merges with another company, becomes a subsidiary or makes other substantial change in structure, principle or project managers, the District reserves the right to terminate this Agreement subject to the terms prescribed above.

9. Covenant Against Contingent Fees: Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this paragraph, the District shall have the right to terminate the Agreement without liability and, at its discretion, deduct from the Agreement price, or otherwise recover, the full amount of such fee,

commission, percentage, gift or consideration.

10. Right to Work Products: No reports, data, programs or other material produced in whole or in part under this Agreement shall be subject to copyright by Consultant, in the United States or in any other country. The District or its assigns shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, programs or other material prepared under this Agreement. Consultant may publish reports, data or other material resulting from work with the District, upon written approval by the District. Consultant may retain its original notes, working documents, design calculations and computations, provided the District shall be entitled to a copy of such materials on request. All final writings, maps, charts, reports, computer program out-puts, and base maps prepared under this Agreement shall become the property of the District after final payment. Notwithstanding the foregoing, Consultant and its subconsultants shall retain all right, including copyright, title, and interest in, Consultant's and subconsultants' drawings, designs, specifications, standard details, source code, object code, software, logos, forms, formats, copyrights, trade secrets, trademarks, service marks, patents, know-how, text, or other content existing prior to the date of this Agreement or developed concurrently with or independently of this Agreement but not specifically in connection with this Agreement (collectively "Retained IP"). However, District shall have a non-exclusive, royalty-free license to use such Retained IP included in any deliverables for completion of the Project and as is necessary to allow for the use by District of the deliverables in accordance with the terms of this Agreement. Any modification or reuse of Consultant prepared documents, except for the specific purpose intended hereunder, will be at District's sole risk and without liability or legal exposure to Consultant or its subconsultants.

11. Personnel: Consultant represents that it will secure at its own expense all personnel required for services which are necessary under this Agreement. All services under this Agreement shall be performed by Consultant and all persons engaged in work under the Agreement shall be qualified to perform such services and authorized under State and local laws to perform such services. The District shall have the right of approving the professional personnel to be employed by Consultant for the services to be rendered under

this Agreement. Personnel who perform services under this Agreement shall not be employees of the District. In addition, Consultant must confirm employee eligibility via the federal E-Verify system (<https://www.e-verify.gov>).

12. Responsibility of Consultant: Consultant shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all designs, drawings, specifications, reports and other services furnished directly or indirectly by Consultant under this Agreement. Consultant shall, in a timely manner and without additional compensation, correct or revise any errors or deficiencies in its drawings, specifications, reports and other services.

Approval by the District of drawings, specifications, reports and incidental work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for the technical adequacy of the work. The District's review, approval, acceptance of or payment for any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable in accordance with this agreement and applicable law for all damages to the District caused by Consultant's negligent performance of any of the services furnished under this Agreement. The rights and remedies of the District provided for under this Agreement are in addition to any other rights and remedies provided by law.

13. Subcontracts and Assignability: Consultant shall not assign any interest in the Work Orders or this Agreement and shall not transfer any interest in the same without the prior written consent of the District. Any subcontracts or outside associates or consultants required by Consultant in connection with services covered by this Agreement or any Work Orders must have the prior written approval of the Executive Director.

14. Insurance: Consultant shall maintain during the term of this Agreement General Liability, Automobile Liability, Professional Liability and Workers' Compensation insurance for itself and its employees in the following amounts:

General Liability

Each Occurrence \$500,000
Fire Damage-any one fire \$50,000
Medical Expenses-any one person \$5,000
Personal and Advertising Injury \$500,000
General Aggregate \$500,000
Combined Single Limit \$500,000

Automobile Liability – Combined Single Limit \$500,000

Worker's Compensation as required by the State of Florida

Each accident \$100,000
Each Disease – Each employee \$100,000
Each disease – policy limit \$500,000

Professional Liability Insurance

\$1,000,000 per claim
\$2,000,000 aggregate combined single limit

The policy shall cover the firm, all employees, and/or volunteers, and all independent contractors, subcontractors and professional contractual persons hired or retained by Consultant. All independent contractors, subcontractors and professional contractual persons hired or retained by the Consultant shall maintain their own coverages at the limits referenced above. Consultant shall provide copies of its certificates of insurance, upon request of the District, evidencing such coverage to the Executive Director.

15. Conflict of Interest: The District recognizes that Consultant serves other clients whose interests may, on occasion, conflict with the interests of the District. Accordingly, the Consultant shall not, during the term of this Agreement, accept any Work Orders under this Agreement which in good faith the Consultant believes would create a conflict of interest or the appearance of a conflict of interest between the District and the Consultant's other clients. The Consultant shall notify the District in writing within ten (10) days of receipt of a Work Order if it believes such a conflict exists.

During the term of this Agreement and for six (6) months thereafter, the Consultant shall not accept any work where the Consultant would be retained as, or voluntarily agree to testify, as an expert witness against the District in any litigation or administrative proceeding. Any such retention shall be

considered a conflict of interest. If, however, Consultant is subpoenaed to testify, it shall not be considered a voluntary act and shall not violate this prohibition.

16. Interest of Members of District and Others: No officers, members or employees of the District and no members of its governing body, and no other public official of the governing body of the locality or localities in which services are situated or carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his personal interest, or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

17. Interest of Contractor: Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which shall conflict in any manner or degree with the performance of services required to be performed under this Agreement. Consultant further covenants that in the performance of future work orders, no person having any such interest shall be employed without being disclosed to the District.

18. Compliance with the Law: Consultant expressly agrees to comply with all applicable federal, state and local laws, rules and regulations in providing services to the District. The Consultant acknowledges that this requirement includes compliance with all applicable federal, state and local health and safety rules and regulations. The failure of Consultant to adhere to any law or regulation pertaining to furnishing services under this Agreement shall constitute a material breach of this Agreement.

19. Document and File Retention: Pursuant to Florida's Public Records Act, Chapter 119, F.S., including specifically section 119.0701(2), the District requires consultants to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by a public agency in order to perform the service.

(b) Provide the public with access to public records on the same terms and conditions that a public agency would provide records and at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(d) Meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 321-724-5175, JGRAY@SITD.US, 114 SIXTH AVENUE, INDIALANTIC, FLORIDA 32903.

20. Waiver: The waiver by the District of any of Consultant's obligations or duties under this Agreement shall not constitute a waiver of any other obligation or duty of Consultant under this Agreement.

21. Public Entity: Prior to the execution of this Agreement, Consultant shall file a sworn statement with the District on a form furnished by the District stating whether a person or affiliate as defined in Section 287.133 (1), Florida Statutes, has been convicted of a public entity crime subsequent to July 1, 1989, in accordance with the provisions of Section 287.133 of the Florida Statutes.

22. Releases: Upon the satisfactory completion of any work performed under a Work Order and prior to final payment under such Work Order for the work, or prior to settlement upon termination of this Agreement and as a condition precedent thereto, Consultant shall execute and deliver to the District a release

of all claims against the District arising under or by virtue of the Work Order.

23. Indemnification: Consultant shall indemnify and hold the District harmless from any and all claims, liability, losses and causes of actions arising solely out of any negligent act, error or omission of Consultant related to the performance of Consultant's professional services under this Agreement. Consultant's liability amount shall be limited to the \$500,000.00 limits of its general liability insurance. Indemnification shall include reasonable attorney's fees in the initial litigation and appeals which shall survive this Agreement.

24. Reduction in Funding: Consultant and District understand and agree this is a multi-year Agreement. The District levies taxes and appropriates money on an annual basis. If the District determines there is a reduction in funding from its sources of revenues or funds, the District may furnish Consultant thirty (30) days written notice and cancel this Agreement or any of its outstanding Work Orders. Consultant, on receipt of such notice, shall be entitled to compensation for its work and costs incurred prior to the date of the cancellation.

25. Dispute Resolution: If any dispute arises as a result of this Master Professional Services Agreement, or any Work Order or amendment or change to a Work Order, prior to filing suit, the parties shall conduct a mediation in order to resolve the dispute. The parties shall select a mediator and the parties shall equally divide the cost of the mediation and it shall occur within 30 days of the dispute arising. If the dispute is not resolved by mediation, any party may file suit against the other party, however, suit must be filed in Brevard County, Florida, and both parties agree to waive a jury trial, if any party is entitled to the same. In the event of litigation, the prevailing party shall be entitled to an award of attorneys' fees and costs, both in the trial court as well any appeal. Consultant services shall continue as to any Work Order not subject to dispute.

SEBASTIAN INLET DISTRICT

Approved As To Form

By: _____
David Barney, Chairman

By: _____
Shawn L. Demers, Esq.

Date: _____

Date: _____

Attest: _____
James Gray, Jr., Executive Director

Date: _____

GEOSYNTEC

By: _____

Date: _____

Print Name: _____

Attest: _____

Date: _____

Print Name: _____

**EXHIBIT A
Geosyntec**

FEE SCHEDULE 2025-2030

Position Classification	Rate/Hr
Sr. Principal	\$310
Principal Engineer	\$289
Sr. Professional	\$265
Project Manager/Sr. Engineer	\$225
Associate Professional	\$180
Staff Engineer	\$165
CADD/GIS	\$145
Administrative/Clerical/Support	\$105

EQUIPMENT RATE

Item	Rate	Unit
Survey Boat	\$2,500	/day
All-Terrain Vehicle	\$200	/day
Trimble RTK GPS	\$600	/day
Trimble Differential GPS	\$500	/day
Trimble Differential GPS (Handheld)	\$75	/day
Odom Hydrotrack Sounder	Included w/ Survey Boat	
Hypack/DredgePack Navigation System	Included w/ Survey Boat	
Hypack/Hysweep	Included w/ Survey Boat	
Jet Probe with Pump	\$100	/day
Underwater Tide Gauge	\$100	/day
SCUBA Tank Fills (Nitrox)	\$20	/tank
SCUBA Tank Fills (Air)	\$10	/tank
Underwater Camera	\$30	/day
Underwater Camera W/Strobes	\$30	/day
Underwater Video Camera	\$50	/day
Penetrometer	\$75	/day
SCUBA Diving Equipment	\$45	/day/person
SCUBA Expendables	\$45	/day
ADCIRC - Tidal Circulation Model	\$1,000	/project
BOUSS 2D WAVE - Surface Wave Model	\$1,000	/project
CMS-Wave CMS-Flow	\$2,000	/project
MIKE21- NSW Spectral Wave Model	\$2,000	/project
MIKE21- HD 2D Current Simulation Model	\$2,000	/project
MIKE21- ST 2D Sediment Transport Model	\$2,000	/project
DELFT 3D WAVE - SWAN Wave Model	\$1,000	/project
DELFT 3D FLOW - Hydrodynamic Model	\$2,200	/project
DELFT 3D MORPHO - Morphodynamic Model	\$3,000	/project
DELFT 3D WAQ – Water Quality Model	\$2,000	/project

ATKINSREALIS Proposed Rates 2025-2030

RFQ NO. 2020002 Selected Consultant: ATKINS/ATKINSREALIS	Approved Rate Schedule (2020-2025)	Negotiated Contract Extension Rates (2025-2030)	Total Rate Increases (2020-2025 - 2025-2030)
Position Classification			
CAD Technician III	\$100	\$115	\$15
Designer II	\$115	\$135	\$20
Division Manager	\$220	\$285	\$65
Engineer I	\$90	\$110	\$20
Engineer II	\$115	\$135	\$20
Engineer III	-	\$150	-
Estimator/Scheduler I	\$100	\$115	\$15
Estimator/Scheduler II	\$120	\$140	\$20
Field Representative	\$85	\$100	\$15
GIS Analysis I	\$100	\$120	\$20
GIS Analysis II	\$125	\$150	\$25
Intern I	\$60	\$80	\$20
Planner I	\$90	\$105	\$15
Planner II	\$105	\$120	\$15
Principal Technical Professional	\$206	\$290	\$84
Project Assistant I	\$60	\$70	\$10
Project Assistant III	\$85	\$100	\$15
Project Manager	\$160	\$190	\$30
Scientist I	\$90	\$110	\$20
Scientist II	\$100	\$125	\$25
Senior Designer I	\$140	\$160	\$20
Senior Designer II	\$150	\$175	\$25
Senior Engineer I	\$135	\$165	\$30
Senior Engineer II	\$145	\$185	\$40
Senior Engineer III	\$165	\$205	\$40
Senior Engineer IV	\$215	\$260	\$45
Senior Field Representative I	\$110	\$130	\$20
Senior Field Representative II	\$120	\$135	\$15

ATKINSREALIS Proposed Rates 2025-2030

RFQ NO. 2020002	Approved Rate Schedule (2020-2025)	Negotiated Contract Extension Rates (2025-2030)	Total Rate Increases (2020-2025 - 2025-2030)
Selected Consultant: ATKINS/ATKINSREALIS			
Position Classification			
Senior GIS Analysis I	\$140	\$170	\$30
Senior GIS Analysis III	\$160	\$180	\$20
Senior Planner I	\$125	\$145	\$20
Senior Planner II	\$150	\$175	\$25
Senior Planner III	\$180	\$210	\$30
Senior Project Manager	\$215	\$265	\$50
Senior Scientist I	\$120	\$140	\$20
Senior Scientist II	\$165	\$200	\$35
Senior Scientist III	\$190	\$220	\$30
Senior Scientist IV	\$210	\$250	\$40
Senior Technician I	\$105	\$120	\$15
Senior Technician II	\$110	\$130	\$20
Technician I	\$80	\$95	\$15
Technician II	\$90	\$105	\$15
Administrative Clerk	\$85	\$105	\$20

The Sebastian Inlet District Commission

*A multi-county independent special taxing district
114 Sixth Avenue, Indialantic, Florida 32903 (321)724-5175 / (321)951-8182 FAX*



MASTER PROFESSIONAL SERVICES AGREEMENT – Amendment 1 – Extension 2025-2030 Continuing Professional Coastal Engineering and Biological Support Services ATKINSRÉALIS USA INC

THIS AGREEMENT made this 12th day of November, 2025, by and between the SEBASTIAN INLET DISTRICT, hereinafter referred to as "District" and **ATKINSRÉALIS USA INC** hereinafter referred to as "Consultant".

WHEREAS, on October 14, 2020, the District entered into a Master Professional Service Agreement with the consultant who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services; and,

WHEREAS, the Master Professional Service Agreement was effective for an initial period of five (5) years, October 14, 2020 – October 14, 2025, with options for additional five-year renewals; and

WHEREAS, on October 8, 2025, the District approved a 1-month extension of the Master Professional Service Agreement to November 14, 2025; and,

WHEREAS, the District desires to engage the Consultant, who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services for an additional five (5) year term (2025-2030); and,

WHEREAS, the Consultant represents that it has such competence and experience in providing these professional services; and,

WHEREAS, the District in reliance on such representation has selected the Consultant in accordance with F.S. 287.055 and its procedures for selection of technical consultants; and,

WHEREAS, the District and the Consultant desire to reduce to writing their understanding and agreements on such professional services.

IT IS, THEREFORE, AGREED as follows:

1. Agreement: Consultant and the District understand and agree that this Agreement shall cover all of the services of Consultant which Consultant is providing the Sebastian Inlet District. This Agreement is not an exclusive agreement and the District may employ other consultants, professional or technical personnel to furnish services for the District as the District in its sole discretion finds is in the public interest.

2. Employment of Consultant: The District hereby agrees that it may engage Consultant and Consultant hereby agrees to perform professional services for the District in accordance with this Agreement. The professional services which Consultant may perform pursuant to written Work Orders and/or Notices to Proceed are as follows:

- a. Such professional services as the District shall assign in the field of coastal engineering and biological support services.
- b. Expert services in planning, environmental investigation, analysis, and related services in preparing design proposals and permitting for sediment by-pass projects (beach restoration).
- c. Expert services in design and permitting for the maintenance and construction of coastal structures (i.e. jetties, shoreline stabilization and revetments, etc.).
- d. Expert services in design and permitting for the maintenance and construction of navigation channels.
- e. Expert services in emergency coastal-related projects following a major coastal storm event.
- f. Feasibility analysis of project alternatives, to include cost-effectiveness, permitability, environmental conscientiousness, engineering soundness, and constructability.
- g. Assistance to the District in solicitation of contractors; construction observation and support, review of work completed, and prepare As-Built drawings.
- h. Knowledge of local, State, and Federal regulations and good working relationships with State and Federal review agencies' staff assigned to District projects.
- i. Preparation of State and Federal Permit applications and all services necessary for issuance of permits.
- j. Preparation of final plans, bid and contract documents, and assistance to the District in selection

of contractors.

- k. Construction observation and support, review of work completed, and preparation of As-Built drawings.
- l. Sea grass monitoring and analysis.
- m. Sea turtle and shorebird monitoring and reporting to State and Federal agencies.
- n. Offshore biological monitoring and reporting of nearshore hardbottom.
- o. Attendance at meetings of the District's Commission and rendering of reports to the District as requested by the Commission or the Inlet Executive Director.
- p. Grant writing assistance and such other duties as shall be required by the District.
- q. Credit Sebastian Inlet District Commission, where appropriate, when utilizing District sponsored project data.

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4. Time: Consultant shall commence work on the scope of work upon receipt of a written Notice to Proceed from the Executive Director.

5. Fees and Payments: Attached as Exhibit A is the Consultant's fixed fee schedule for professional services. This fee schedule shall be used for the amended term (2025-2030) of this Agreement and may be amended by mutual agreement of the parties after the extended Term expires.

For contracts exceeding Category 4 as defined in 287.071 F.S., the Consultant must execute a truth-in-negotiation certificate stating the wage rates and other factual unit costs are accurate, complete and current at the time of contracting. The Consultant agrees that the original negotiated fee shall be adjusted to exclude any significant sums by which the District determines the contract fee was increased due to

inaccurate, incomplete, or non-current wage rates and other factual unit costs. All such contract adjustments shall be made within six (6) months following the end of the Agreement.

Sub-consultant markup: To remain consistent with State cost-share agreements, the District limits consultant mark-up of sub-consultant contracts to a five (5) percent maximum and approved consultant travel rates as set forth in Chapter 112 of the Florida Statutes.

Consultant shall submit timely invoices for payment for the work covered by this Agreement. The requests for payment shall be in the form and the manner required by the District. Consultant and the District understand and agree that no work shall be compensated for under this Agreement unless such work is covered by a written Work Order which is executed by Consultant and the District and contains a scope of work, time schedule, and compensation/cost schedule. All invoices from the Consultant and any of their subconsultants for the work period ending September 30th of any given year must be submitted to the District no later than November 30th of that year. Invoices for work performed prior to September 30th of any given year and submitted to the District after November 30th of that year will be deemed late and will be returned unpaid with no exceptions. If the Consultant does not meet a deadline for any agreement Deliverable, the District will reduce payment on the specific work order task(s) by 1% (one percent) for each day the Deliverable is late, unless an extension is approved in writing by the District.

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7. Term: This Agreement extension shall commence on November 12, 2025 and remain in full force and effect for a period of five (5) years, with the option of additional five-year renewals, unless this Agreement

is terminated by mutual consent of the parties as otherwise provided herein. The District and the Consultant acknowledge that the performance of specially and properly authorized projects may extend beyond the Agreement's five (5) year effective term and shall be compensated in accordance with the Work Order for each project. A Work Order may establish a shorter period for furnishing services, but ordinarily no services under a Work Order shall be furnished beyond the term of this Agreement unless authorized by the District Executive Director.

8. Termination/Modification of Agreement: The District may terminate this Agreement for any reason upon thirty (30) days written notice. The Consultant may terminate this Agreement for any reason upon thirty (30) days written notice, provided that any outstanding approved Work Orders are completed by the Consultant. In the event of termination by the District, the District's sole obligation to the Consultant shall be payment for those portions of satisfactorily completed work previously authorized by approved Work Order. Such payment shall be determined on the basis of the hours of work performed by the Consultant, or the percentage of work completed as estimated by the Consultant and agreed upon by the District up to the time of termination. In the event of such termination, the District may, without penalty or other obligation to the Consultant, elect to employ other persons to perform the same or similar services.

The terms of this Agreement may be modified upon the mutual agreement of the Consultant and the District as confirmed in writing.

In the event that the Consultant changes its name, merges with another company, becomes a subsidiary or makes other substantial change in structure, principle or project managers, the District reserves the right to terminate this Agreement subject to the terms prescribed above.

9. Covenant Against Contingent Fees: Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement. For the breach

or violation of this paragraph, the District shall have the right to terminate the Agreement without liability and, at its discretion, deduct from the Agreement price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

10. Right to Work Products: No reports, data, programs or other material produced in whole or in part under this Agreement shall be subject to copyright by Consultant, in the United States or in any other country. The District or its assigns shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, programs or other material prepared under this Agreement. Consultant may publish reports, data or other material resulting from work with the District, upon written approval by the District. Consultant may retain its original notes, working documents, design calculations and computations, provided the District shall be entitled to a copy of such materials on request. All final writings, maps, charts, reports, computer program out-puts, and base maps prepared under this Agreement shall become the property of the District after final payment. Notwithstanding the foregoing, Consultant and its subconsultants shall retain all right, including copyright, title, and interest in, Consultant's and subconsultants' drawings, designs, specifications, standard details, source code, object code, software, logos, forms, formats, copyrights, trade secrets, trademarks, service marks, patents, know-how, text, or other content existing prior to the date of this Agreement or developed concurrently with or independently of this Agreement but not specifically in connection with this Agreement (collectively "Retained IP"). However, District shall have a non-exclusive, royalty-free license to use such Retained IP included in any deliverables for completion of the Project and as is necessary to allow for the use by District of the deliverables in accordance with the terms of this Agreement. Any modification or reuse of Consultant prepared documents, except for the specific purpose intended hereunder, will be at District's sole risk and without liability or legal exposure to Consultant or its subconsultants.

11. Personnel: Consultant represents that it will secure at its own expense all personnel required for services which are necessary under this Agreement. All services under this Agreement shall be performed by Consultant and all persons engaged in work under the Agreement shall be qualified to perform such

services and authorized under State and local laws to perform such services. The District shall have the right of approving the professional personnel to be employed by Consultant for the services to be rendered under this Agreement. Personnel who perform services under this Agreement shall not be employees of the District. In addition, Consultant must confirm employee eligibility via the federal E-Verify system (<https://www.e-verify.gov>).

12. Responsibility of Consultant: Consultant shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all designs, drawings, specifications, reports and other services furnished directly or indirectly by Consultant under this Agreement. Consultant shall, in a timely manner and without additional compensation, correct or revise any errors or deficiencies in its drawings, specifications, reports and other services.

Approval by the District of drawings, specifications, reports and incidental work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for the technical adequacy of the work. The District's review, approval, acceptance of or payment for any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable in accordance with this agreement and applicable law for all damages to the District caused by Consultant's negligent performance of any of the services furnished under this Agreement. The rights and remedies of the District provided for under this Agreement are in addition to any other rights and remedies provided by law.

13. Subcontracts and Assignability: Consultant shall not assign any interest in the Work Orders or this Agreement and shall not transfer any interest in the same without the prior written consent of the District. Any subcontracts or outside associates or consultants required by Consultant in connection with services covered by this Agreement or any Work Orders must have the prior written approval of the Executive Director.

14. Insurance: Consultant shall maintain during the term of this Agreement General Liability, Automobile Liability, Professional Liability and Workers' Compensation insurance for itself and its employees

in the following amounts:

General Liability

Each Occurrence \$500,000
Fire Damage-any one fire \$50,000
Medical Expenses-any one person \$5,000
Personal and Advertising Injury \$500,000
General Aggregate \$500,000
Combined Single Limit \$500,000

Automobile Liability – Combined Single Limit \$500,000

Worker's Compensation as required by the State of Florida

Each accident \$100,000
Each Disease – Each employee \$100,000
Each disease – policy limit \$500,000

Professional Liability Insurance

\$1,000,000 per claim
\$2,000,000 aggregate combined single limit

The policy shall cover the firm, all employees, and/or volunteers, and all independent contractors, subcontractors and professional contractual persons hired or retained by Consultant. All independent contractors, subcontractors and professional contractual persons hired or retained by the Consultant shall maintain their own coverages at the limits referenced above. Consultant shall provide copies of its certificates of insurance, upon request of the District, evidencing such coverage to the Executive Director.

15. Conflict of Interest: The District recognizes that Consultant serves other clients whose interests may, on occasion, conflict with the interests of the District. Accordingly, the Consultant shall not, during the term of this Agreement, accept any Work Orders under this Agreement which in good faith the Consultant believes would create a conflict of interest or the appearance of a conflict of interest between the District and the Consultant's other clients. The Consultant shall notify the District in writing within ten (10) days of receipt of a Work Order if it believes such a conflict exists.

During the term of this Agreement and for six (6) months thereafter, the Consultant shall not accept any work where the Consultant would be retained as, or voluntarily agree to testify, as an expert witness against the District in any litigation or administrative proceeding. Any such retention shall be

considered a conflict of interest. If, however, Consultant is subpoenaed to testify, it shall not be considered a voluntary act and shall not violate this prohibition.

16. Interest of Members of District and Others: No officers, members or employees of the District and no members of its governing body, and no other public official of the governing body of the locality or localities in which services are situated or carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his personal interest, or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

17. Interest of Contractor: Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which shall conflict in any manner or degree with the performance of services required to be performed under this Agreement. Consultant further covenants that in the performance of future work orders, no person having any such interest shall be employed without being disclosed to the District.

18. Compliance with the Law: Consultant expressly agrees to comply with all applicable federal, state and local laws, rules and regulations in providing services to the District. The Consultant acknowledges that this requirement includes compliance with all applicable federal, state and local health and safety rules and regulations. The failure of Consultant to adhere to any law or regulation pertaining to furnishing services under this Agreement shall constitute a material breach of this Agreement.

19. Document and File Retention: Pursuant to Florida's Public Records Act, Chapter 119, F.S., including specifically section 119.0701(2), the District requires consultants to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by a public agency in order to perform the service.

(b) Provide the public with access to public records on the same terms and conditions that a public agency would provide records and at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(d) Meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 321-724-5175, JGRAY@SITD.US, 114 SIXTH AVENUE, INDIALANTIC, FLORIDA 32903.

20. Waiver: The waiver by the District of any of Consultant's obligations or duties under this Agreement shall not constitute a waiver of any other obligation or duty of Consultant under this Agreement.

21. Public Entity: Prior to the execution of this Agreement, Consultant shall file a sworn statement with the District on a form furnished by the District stating whether a person or affiliate as defined in Section 287.133 (1), Florida Statutes, has been convicted of a public entity crime subsequent to July 1, 1989, in accordance with the provisions of Section 287.133 of the Florida Statutes.

22. Releases: Upon the satisfactory completion of any work performed under a Work Order and prior to final payment under such Work Order for the work, or prior to settlement upon termination of this Agreement and as a condition precedent thereto, Consultant shall execute and deliver to the District a release

of all claims against the District arising under or by virtue of the Work Order.

23. Indemnification: Consultant shall indemnify and hold the District harmless from any and all claims, liability, losses and causes of actions arising solely out of any negligent act, error or omission of Consultant related to the performance of Consultant's professional services under this Agreement. Consultant's liability amount shall be limited to the \$500,000.00 limits of its general liability insurance. Indemnification shall include reasonable attorney's fees in the initial litigation and appeals which shall survive this Agreement.

24. Reduction in Funding: Consultant and District understand and agree this is a multi-year Agreement. The District levies taxes and appropriates money on an annual basis. If the District determines there is a reduction in funding from its sources of revenues or funds, the District may furnish Consultant thirty (30) days written notice and cancel this Agreement or any of its outstanding Work Orders. Consultant, on receipt of such notice, shall be entitled to compensation for its work and costs incurred prior to the date of the cancellation.

25. Dispute Resolution: If any dispute arises as a result of this Master Professional Services Agreement, or any Work Order or amendment or change to a Work Order, prior to filing suit, the parties shall conduct a mediation in order to resolve the dispute. The parties shall select a mediator and the parties shall equally divide the cost of the mediation and it shall occur within 30 days of the dispute arising. If the dispute is not resolved by mediation, any party may file suit against the other party, however, suit must be filed in Brevard County, Florida, and both parties agree to waive a jury trial, if any party is entitled to the same. In the event of litigation, the prevailing party shall be entitled to an award of attorneys' fees and costs, both in the trial court as well any appeal. Consultant services shall continue as to any Work Order not subject to dispute.

SEBASTIAN INLET DISTRICT

Approved As To Form

By: _____
David Barney, Chairman

By: _____
Shawn L. Demers, Esq.

Date: _____

Date: _____

Attest: _____
James Gray, Jr., Executive Director

Date: _____

ATKINSREALIS USA INC

By: _____

Date: _____

Print Name: _____

Attest: _____

Date: _____

Print Name: _____

**EXHIBIT A
ATKINSREALIS**

FEE SCHEDULE 2025-2030

Position Classification	Rate/Hr
CAD Technician III	\$115
Designer II	\$135
Division Manager	\$285
Engineer I	\$110
Engineer II	\$135
Engineer III	\$150
Estimator/Scheduler I	\$115
Estimator/Scheduler II	\$140
Field Representative	\$100
GIS Analysis I	\$120
GIS Analysis II	\$150
Intern I	\$80
Planner I	\$105
Planner II	\$120
Principal Technical Professional	\$290
Project Assistant I	\$70
Project Assistant III	\$100
Project Manager	\$190
Scientist I	\$110
Scientist II	\$125
Senior Designer I	\$160
Senior Designer II	\$175
Senior Engineer I	\$165
Senior Engineer II	\$185
Senior Engineer III	\$205
Senior Engineer IV	\$260
Senior Field Representative I	\$130
Senior Field Representative II	\$135
Senior GIS Analysis I	\$170
Senior GIS Analysis III	\$180
Senior Planner I	\$145
Senior Planner II	\$175
Senior Planner III	\$210
Senior Project Manager	\$265
Senior Scientist I	\$140
Senior Scientist II	\$200

**EXHIBIT A
ATKINSREALIS**

FEE SCHEDULE 2025-2030 (Cont.)

Position Classification	Rate/Hr
Senior Scientist III	\$220
Senior Scientist IV	\$250
Senior Technician I	\$120
Senior Technician II	\$130
Technician I	\$95
Technician II	\$105
Administrative Clerk	\$105

Subconsultant rates (Ecological Associates, Inc.) are capped at 3% annual escalation for the duration of the contract

EQUIPMENT SCHEDULE

Equipment	Daily Rate
Boat	\$500
4WD Truck	\$59
Dive Per Diem	\$33
Dive Tanks	\$23

Equipment rates are capped at 3% annual escalation for the duration of the contract

ESA Proposed Rates 2025-2030

RFQ NO. 2020002			
Selected Consultant: ESA	Approved Rate Schedule (2020-2025)	Negotiated Contract Extension Rates (2025-2030)	Total Rate Increases (2020-2025 - 2025-2030)
Position Classification			
Sr. Vice President	\$280	\$320	\$40
Principal Engineer	\$265	\$305	\$40
Managing Scientist/Sr. PM/VP	\$250	\$285	\$35
Managing Eng/Principal Scientist	\$235	\$265	\$30
Senior Engineer V/ Coastal/Civil	\$200	\$245	\$45
Senior Engineer IV/ Coastal/Civil	-	\$225	-
Senior Engineer III/ Coastal/Civil	-	\$195	-
Engineer II/ Coastal/Civil	\$150	\$160	\$10
Engineer I/ Coastal/Civil	-	\$140	-
Senior Engineer V/ Structural	-	\$300	-
Senior Engineer IV/ Structural	\$235	\$270	\$35
Senior Engineer III/ Structural	-	\$235	-
Engineer II/ Structural	\$170	\$195	\$25
Engineer I/ Structural	-	\$125	-
Senior Scientist IV	-	\$250	-
Senior Scientist III	\$205	\$235	\$30
Senior Scientist II	\$175	\$200	\$25
Senior Scientist I	\$140	\$160	\$20
Env. Scientist II	\$120	\$140	\$20
Env. Scientist I	\$105	\$125	-
Env. Technician	\$85	\$100	\$15
Senior CAD Designer	\$140	\$160	\$20
CAD Designer	\$110	\$125	-
Senior GIS Analyst	\$145	\$165	\$20
GIS Analyst	\$125	\$145	\$20
Administrative/Clerical/Support	\$90	\$105	\$15

The Sebastian Inlet District Commission

*A multi-county independent special taxing district
114 Sixth Avenue, Indialantic, Florida 32903 (321)724-5175 / (321)951-8182 FAX*



MASTER PROFESSIONAL SERVICES AGREEMENT – Amendment 1 – Extension 2025-2030 Continuing Professional Coastal Engineering and Biological Support Services ENVIRONMENTAL SCIENCE ASSOCIATES CORPORATION

THIS AGREEMENT made this 12th day of November, 2025, by and between the SEBASTIAN INLET DISTRICT, hereinafter referred to as "District" and ENVIRONMENTAL SCIENCE ASSOCIATES CORPORATION hereinafter referred to as "Consultant".

WHEREAS, on October 14, 2020, the District entered into a Master Professional Service Agreement with the consultant who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services; and,

WHEREAS, the Master Professional Service Agreement was effective for an initial period of five (5) years, October 14, 2020 – October 14, 2025, with options for additional five-year renewals; and

WHEREAS, on October 8, 2025, the District approved a 1-month extension of the Master Professional Service Agreement to November 14, 2025; and,

WHEREAS, the District desires to engage the Consultant, who has special and unique competence and experience in providing services in the fields of coastal engineering and biological support services for an additional five (5) year term (2025-2030); and,

WHEREAS, the Consultant represents that it has such competence and experience in providing these professional services; and,

WHEREAS, the District in reliance on such representation has selected the Consultant in accordance with F.S. 287.055 and its procedures for selection of technical consultants; and,

WHEREAS, the District and the Consultant desire to reduce to writing their understanding and agreements on such professional services.

IT IS, THEREFORE, AGREED as follows:

1. Agreement: Consultant and the District understand and agree that this Agreement shall cover all of the services of Consultant which Consultant is providing the Sebastian Inlet District. This Agreement is not an exclusive agreement and the District may employ other consultants, professional or technical personnel to furnish services for the District as the District in its sole discretion finds is in the public interest.

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- b. Expert services in planning, environmental investigation, analysis, and related services in preparing design proposals and permitting for sediment by-pass projects (beach restoration).
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- e. Expert services in emergency coastal-related projects following a major coastal storm event.
- f. Feasibility analysis of project alternatives, to include cost-effectiveness, permitability, environmental conscientiousness, engineering soundness, and constructability.
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- h. Knowledge of local, State, and Federal regulations and good working relationships with State and Federal review agencies' staff assigned to District projects.
- i. Preparation of State and Federal Permit applications and all services necessary for issuance of permits.
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of contractors.

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- m. Sea turtle and shorebird monitoring and reporting to State and Federal agencies.
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The terms of this Agreement may be modified upon the mutual agreement of the Consultant and the District as confirmed in writing.

In the event that the Consultant changes its name, merges with another company, becomes a subsidiary or makes other substantial change in structure, principle or project managers, the District reserves the right to terminate this Agreement subject to the terms prescribed above.

9. Covenant Against Contingent Fees: Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Consultant to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for Consultant any fee, commission, percentage, gift or any other consideration contingent upon or resulting from the award or making of this Agreement. For the breach

or violation of this paragraph, the District shall have the right to terminate the Agreement without liability and, at its discretion, deduct from the Agreement price, or otherwise recover, the full amount of such fee, commission, percentage, gift or consideration.

10. Right to Work Products: No reports, data, programs or other material produced in whole or in part under this Agreement shall be subject to copyright by Consultant, in the United States or in any other country. The District or its assigns shall have the unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, programs or other material prepared under this Agreement. Consultant may publish reports, data or other material resulting from work with the District, upon written approval by the District. Consultant may retain its original notes, working documents, design calculations and computations, provided the District shall be entitled to a copy of such materials on request. All final writings, maps, charts, reports, computer program out-puts, and base maps prepared under this Agreement shall become the property of the District after final payment. Notwithstanding the foregoing, Consultant and its subconsultants shall retain all right, including copyright, title, and interest in, Consultant's and subconsultants' drawings, designs, specifications, standard details, source code, object code, software, logos, forms, formats, copyrights, trade secrets, trademarks, service marks, patents, know-how, text, or other content existing prior to the date of this Agreement or developed concurrently with or independently of this Agreement but not specifically in connection with this Agreement (collectively "Retained IP"). However, District shall have a non-exclusive, royalty-free license to use such Retained IP included in any deliverables for completion of the Project and as is necessary to allow for the use by District of the deliverables in accordance with the terms of this Agreement. Any modification or reuse of Consultant prepared documents, except for the specific purpose intended hereunder, will be at District's sole risk and without liability or legal exposure to Consultant or its subconsultants.

11. Personnel: Consultant represents that it will secure at its own expense all personnel required for services which are necessary under this Agreement. All services under this Agreement shall be performed by Consultant and all persons engaged in work under the Agreement shall be qualified to perform such

services and authorized under State and local laws to perform such services. The District shall have the right of approving the professional personnel to be employed by Consultant for the services to be rendered under this Agreement. Personnel who perform services under this Agreement shall not be employees of the District. In addition, Consultant must confirm employee eligibility via the federal E-Verify system (<https://www.e-verify.gov>).

12. Responsibility of Consultant: Consultant shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all designs, drawings, specifications, reports and other services furnished directly or indirectly by Consultant under this Agreement. Consultant shall, in a timely manner and without additional compensation, correct or revise any errors or deficiencies in its drawings, specifications, reports and other services.

Approval by the District of drawings, specifications, reports and incidental work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for the technical adequacy of the work. The District's review, approval, acceptance of or payment for any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable in accordance with this agreement and applicable law for all damages to the District caused by Consultant's negligent performance of any of the services furnished under this Agreement. The rights and remedies of the District provided for under this Agreement are in addition to any other rights and remedies provided by law.

13. Subcontracts and Assignability: Consultant shall not assign any interest in the Work Orders or this Agreement and shall not transfer any interest in the same without the prior written consent of the District. Any subcontracts or outside associates or consultants required by Consultant in connection with services covered by this Agreement or any Work Orders must have the prior written approval of the Executive Director.

14. Insurance: Consultant shall maintain during the term of this Agreement General Liability, Automobile Liability, Professional Liability and Workers' Compensation insurance for itself and its employees

in the following amounts:

General Liability

Each Occurrence \$500,000
Fire Damage-any one fire \$50,000
Medical Expenses-any one person \$5,000
Personal and Advertising Injury \$500,000
General Aggregate \$500,000
Combined Single Limit \$500,000

Automobile Liability – Combined Single Limit \$500,000

Worker's Compensation as required by the State of Florida

Each accident \$100,000
Each Disease – Each employee \$100,000
Each disease – policy limit \$500,000

Professional Liability Insurance

\$1,000,000 per claim
\$2,000,000 aggregate combined single limit

The policy shall cover the firm, all employees, and/or volunteers, and all independent contractors, subcontractors and professional contractual persons hired or retained by Consultant. All independent contractors, subcontractors and professional contractual persons hired or retained by the Consultant shall maintain their own coverages at the limits referenced above. Consultant shall provide copies of its certificates of insurance, upon request of the District, evidencing such coverage to the Executive Director.

15. Conflict of Interest: The District recognizes that Consultant serves other clients whose interests may, on occasion, conflict with the interests of the District. Accordingly, the Consultant shall not, during the term of this Agreement, accept any Work Orders under this Agreement which in good faith the Consultant believes would create a conflict of interest or the appearance of a conflict of interest between the District and the Consultant's other clients. The Consultant shall notify the District in writing within ten (10) days of receipt of a Work Order if it believes such a conflict exists.

During the term of this Agreement and for six (6) months thereafter, the Consultant shall not accept any work where the Consultant would be retained as, or voluntarily agree to testify, as an expert witness against the District in any litigation or administrative proceeding. Any such retention shall be

considered a conflict of interest. If, however, Consultant is subpoenaed to testify, it shall not be considered a voluntary act and shall not violate this prohibition.

16. Interest of Members of District and Others: No officers, members or employees of the District and no members of its governing body, and no other public official of the governing body of the locality or localities in which services are situated or carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his personal interest, or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

17. Interest of Contractor: Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which shall conflict in any manner or degree with the performance of services required to be performed under this Agreement. Consultant further covenants that in the performance of future work orders, no person having any such interest shall be employed without being disclosed to the District.

18. Compliance with the Law: Consultant expressly agrees to comply with all applicable federal, state and local laws, rules and regulations in providing services to the District. The Consultant acknowledges that this requirement includes compliance with all applicable federal, state and local health and safety rules and regulations. The failure of Consultant to adhere to any law or regulation pertaining to furnishing services under this Agreement shall constitute a material breach of this Agreement.

19. Document and File Retention: Pursuant to Florida's Public Records Act, Chapter 119, F.S., including specifically section 119.0701(2), the District requires consultants to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by a public agency in order to perform the service.

(b) Provide the public with access to public records on the same terms and conditions that a public agency would provide records and at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.

(c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

(d) Meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 321-724-5175, JGRAY@SITD.US, 114 SIXTH AVENUE, INDIALANTIC, FLORIDA 32903.

20. Waiver: The waiver by the District of any of Consultant's obligations or duties under this Agreement shall not constitute a waiver of any other obligation or duty of Consultant under this Agreement.

21. Public Entity: Prior to the execution of this Agreement, Consultant shall file a sworn statement with the District on a form furnished by the District stating whether a person or affiliate as defined in Section 287.133 (1), Florida Statutes, has been convicted of a public entity crime subsequent to July 1, 1989, in accordance with the provisions of Section 287.133 of the Florida Statutes.

22. Releases: Upon the satisfactory completion of any work performed under a Work Order and prior to final payment under such Work Order for the work, or prior to settlement upon termination of this Agreement and as a condition precedent thereto, Consultant shall execute and deliver to the District a release

of all claims against the District arising under or by virtue of the Work Order.

23. Indemnification: Consultant shall indemnify and hold the District harmless from any and all claims, liability, losses and causes of actions arising solely out of any negligent act, error or omission of Consultant related to the performance of Consultant's professional services under this Agreement. Consultant's liability amount shall be limited to the \$500,000.00 limits of its general liability insurance. Indemnification shall include reasonable attorney's fees in the initial litigation and appeals which shall survive this Agreement.

24. Reduction in Funding: Consultant and District understand and agree this is a multi-year Agreement. The District levies taxes and appropriates money on an annual basis. If the District determines there is a reduction in funding from its sources of revenues or funds, the District may furnish Consultant thirty (30) days written notice and cancel this Agreement or any of its outstanding Work Orders. Consultant, on receipt of such notice, shall be entitled to compensation for its work and costs incurred prior to the date of the cancellation.

25. Dispute Resolution: If any dispute arises as a result of this Master Professional Services Agreement, or any Work Order or amendment or change to a Work Order, prior to filing suit, the parties shall conduct a mediation in order to resolve the dispute. The parties shall select a mediator and the parties shall equally divide the cost of the mediation and it shall occur within 30 days of the dispute arising. If the dispute is not resolved by mediation, any party may file suit against the other party, however, suit must be filed in Brevard County, Florida, and both parties agree to waive a jury trial, if any party is entitled to the same. In the event of litigation, the prevailing party shall be entitled to an award of attorneys' fees and costs, both in the trial court as well any appeal. Consultant services shall continue as to any Work Order not subject to dispute.

SEBASTIAN INLET DISTRICT

Approved As To Form

By: _____
David Barney, Chairman

By: _____
Shawn L. Demers, Esq.

Date: _____

Date: _____

Attest: _____
James Gray, Jr., Executive Director

Date: _____

ENVIRONMENTAL SCIENCE ASSOCIATES CORPORATION

By: _____

Date: _____

Print Name: _____

Attest: _____

Date: _____

Print Name: _____

EXHIBIT A
Environmental Science Associates

FEE SCHEDULE 2025-2030

Position Classification	Rate/Hr
Sr. Vice President	\$320
Principal Engineer	\$305
Managing Scientist/Sr. PM/VP	\$285
Managing Eng/Principal Scientist	\$265
Senior Engineer V/ Coastal/Civil	\$245
Senior Engineer IV/ Coastal/Civil	\$225
Senior Engineer III/ Coastal/Civil	\$195
Engineer II/ Coastal/Civil	\$160
Engineer I/ Coastal/Civil	\$140
Senior Engineer V/ Structural	\$300
Senior Engineer IV/ Structural	\$270
Senior Engineer III/ Structural	\$235
Engineer II/ Structural	\$195
Engineer I/ Structural	\$125
Senior Scientist IV	\$250
Senior Scientist III	\$235
Senior Scientist II	\$200
Senior Scientist I	\$160
Env. Scientist II	\$140
Env. Scientist I	\$125
Env. Technician	\$100
Senior CAD Designer	\$160
CAD Designer	\$125
Senior GIS Analyst	\$165
GIS Analyst	\$145
Administrative/Clerical/Support	\$105

Environmental Science Associates & Subsidiaries: 2025 Schedule of Fees

Cloud-based Services

ITEM	RATE/HOUR	RATE/DAY	RATE/WEEK	RATE/MONTH
Cloud-based Services				
Nearmap High Resolution Images		\$55/image		
ArcGIS Online Hosting (Web Maps/Apps)				\$225
Website Hosting				\$200
Custom Application & Services Hosting*				\$300*
Modeling (GeoHECRAS, TUFLOW, Delft3D) + Drone Processing	\$7	\$160	\$950	\$3,900
Aviation Environmental Design Tool (AEDT) Processing	\$13	\$190	\$1,120	\$4,600
*includes support for database, SSL, IT support – costs vary by project. Contact software development services for firm pricing.				

Printing/Reproduction Rates

If a weekly or monthly rate is not provided, equipment usage is billed at a daily rate.

ITEM	RATE/PAGE	SAMPLE PRICING
Black & White – 8.5 x 11	\$0.15	
Black & White – 11 x 17	\$0.30	
Color – 8.5 x 11	\$0.50	
Color – 11 x 17	\$0.80	
B&W – Plotter (Toner – ECO Quality)	\$0.50/sf	24x36 B/W CAD drawing would cost \$3 per sheet
B&W – Plotter (Toner – Presentation Quality)	\$1.25/sf	24x36 B/W CAD drawing would cost \$7.50 per sheet
Color – Plotter (Inkjet – ECO Quality)	\$2.50/sf	24x36 Color Drawing would cost \$15 per sheet
Color – Plotter (Inkjet – Presentation Quality)	\$5.00/sf	24x36 Color Drawing would cost \$30 per sheet
CD	\$10.00	
Digital Photography	\$20.00 (up to 50 images)	
All Other Items (including bindings and covers)	At cost plus 10%	

Equipment Rates

ITEM	RATE/DAY	RATE/WEEK	RATE/MONTH
Project Specific Equipment:			
Vehicles – 4x4 /Truck (light duty)	150 ^a		
Vehicles – ATV	150		
Noise Meter	115		
Hydroacoustic Noise Monitoring Equipment	175		
Satellite Phone	15	70	250
Electrofisher	350	1,750	
Field Traps	50		
Backpack Sprayer	30		
360-Degree 4k Camera	35	175	
High Resolution Time-Lapse Camera	20	100	350
Beach Seine	60		
Block Net	30		
PIT Tagging Kit	25		
Underwater Light Meter		500	
Wildlife Acoustics Bat Detector	125	400	
Wildlife Trail Camera	30	100	
Fiber Optic Endoscope	150	750	
Spotting Scope	50	200	
Photo and Video Production Equipment:			
Tripod + Camera Case	50	175	500
Lighting Equipment	20	75	250
Shotgun Microphone Kit	15	50	180
2 Person Microphone Kit	10	25	85
Topographic/Bathymetric Survey Equipment:			
Total Station	300		
UAV/Drone	300	1,500	
RTK-GPS	150	400	1,300
Hypack Survey Software	150		
Laser/Auto Level	50		
Single-Beam Echoshounder	175	600	
Sidescan Sonar	200		
Sound Velocity Profiler	75		
1m GNSS Data Collection System	85	350	1,200
Garmin GPS or equivalent	30		
Hydrologic Data Collection, Water Current, Level and Wave Measurement Equipment:			
ISCO 2150 Area Velocity Flow Logger	\$ 50	\$ 300	\$ 800
SonTek IQ-Plus Area Velocity Flow Logger	100	500	1,500
Logging Rain Gage	10	50	200
Hand-Held Current Meter	50		
Surface Velocity Radar	50		
Wave Pressure Sensor		115	460
Wave Buoy		175	700
Sonic Wave Sensor	35	175	500
Logging Water Level - Pressure Transducer			125
Logging Barometric Pressure Logger			60
Bottom-Mounted Tripod / Mooring	30	150	400
Radar Wave Sensor with Logger Box	150	300	1000
Water Quality Equipment:			
Logging Turbidimeter/Water Level Recorder	\$	\$	\$ 400
Logging Conductivity/Water Level Recorder			250
Remote Monitoring Logger Box		75	250
Recording Conductivity Meter w/Datalogger	20	60	200
Hand-Held Turbidimeter	50	200	
Hand-Held Salinity Meter or pH meter	35		
Logging Salinity Gauge			150
Logging DO/Temp Probe			150

ITEM	RATE/DAY	RATE/WEEK	RATE/MONTH
Logging Water Quality Sonde 1 Sensor	50	200	700
Logging Water Quality Sonde 2 Sensor	65	250	800
Logging Water Quality Sonde 3 Sensor	75	300	900
Logging Water Quality Sonde 4 Sensor	90	350	1,000
Telemetry System Hardware			125
Water Quality Multi-Probe Depth Profiler	200		
Niskin Water Sampler	50		
ISCO 6712 Portable Sampler w/ISCO 2105 Module	60	350	900
Sedimentation / Geotechnical Equipment:			
Peat Corer	\$ 85		
60lb Helly-Smith Bedload Sampler	200		
Mini-Ponar Grab Sampler	50		
DH-76 Suspended Sediment Sampler	100		
D-96 Suspended Sediment Sampler	200		
AMS Soil Sampling Kit	50		
Hand-Held Helley-Smith Bedload Sampler	30		
Sludge Sampler	60		
Shear Strength Vane	60		
Handheld DH-48 Suspended Sediment Sampler	30		
Boats:			
Small Watercraft	\$ 75	\$ 300	
15'-17' Boat	250	1,000	
18'-21' Boat	325	1,500	
22'-25' Boat	425	2,000	

^a Actual project charges will include the daily rate plus \$0.75 per beyond 100 miles

Equipment rates are capped at 3% annual escalation for the duration of the contract



Public Outreach highlights

November 12, 2025

Website highlights

www.sitd.us

October website visits: 77,453; September visits: 103,828

Completed and ongoing outreach tasks

- Participated In IRL Day event at Front Street Park in Melbourne
- Ongoing updates to website/app/social media pages – (news items, fresh photos, sea turtle nesting count updates)
- Robust outreach addressing pending change in state park operating hours, including comments to media, website, app and social media posting, responding to numerous daily phone calls and walk-ins, responding to social media comments
- Drafted part one of Inlet Management Plan for website series and sent draft to Dr. Zarillo for input

Social media

www.facebook.com/sebastianinletdistrict

www.instagram.com/sebastianinletdistrict/

Top three most popular posts on Facebook:

- Oct. 2 – 21.9k reached (announcement that north jetty gates reopened)
- Oct. 3 – 19.9k reached (Flashback Friday 1933 aerial)
- Oct. 1 – 19.3k reached (photo feature of south jetty)

App

District app downloads: iOS: 1226; Android: 573 (overall, increase of 135 since Oct.)

Upcoming outreach projects/activities

- Continuing outreach regarding sand dredging and beach placement project
- Jan. 28 District overview presentation to Vero/Treasure Coast Kiwanis

**SEBASTIAN INLET DISTRICT
BOARD MEMORANDUM**

TO: Members of the Board
of Sebastian Inlet District Commissioners

FROM: Shawn L. Demers, Esq.
District Attorney

SUBJECT: **Election of District Commission Officers**

DATE: October 29, 2025

DESCRIPTION AND CONDITIONS

Specific to the Election of a Commission Chair, Vice-Chair, and Secretary/Treasurer, Section 4 of the District Charter states:

As soon as practicable after this act becomes law, the Board holding over or after they have been duly elected or appointed and have qualified, they shall meet and organized by election, from among their number, of a chair, a vice-chair, a secretary/treasurer. Three members of the Board shall constitute quorum. The affirmative vote of two members shall be necessary to transact business. The chair and all members of the said Board present shall vote at meetings of the Board as provided by law.

Traditionally, the election of Commission officers has been November of each calendar year. However, the election schedule in the District charter is not clear. To clarify, the Board should consider enacting a rule for election of its officers.

Option 1:

Board elects its officers annually in November.

Option 2:

Board elects its officers each general election year in the first meeting after being duly elected, appointed, and sworn in (qualified). This option has Board officers serving two-year terms.

RECOMMENDATION

The opinion of the District's Attorney is for the Board to approve Option 2 and elect its officers each general election year in the first meeting after being duly elected, appointed, and sworn in (qualified).

APPROVED AGENDA ITEM FOR: NOVEMBER 12, 2025

Sebastian Inlet District

Commissioners Orientation Guide

(updated October 2025)

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 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
- Critical District 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 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.
- 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
 - 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 Indianlantic 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

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. 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:

Sebastian Inlet District
Executive Director Performance Evaluation

Employee Name: _____ Date of Evaluation: _____

CATEGORY	RATING (select 1-4 from dropdown)
I. Relations with Board of Commissioners	
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
II. Administrative Management of District	
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
III. Communications	
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

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

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.

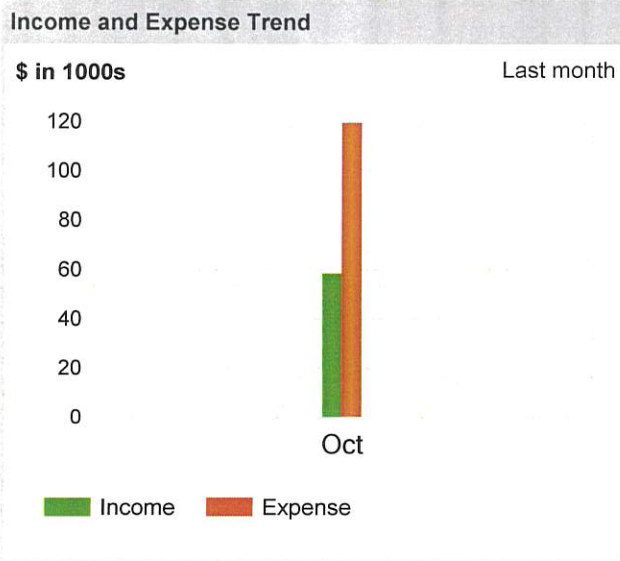
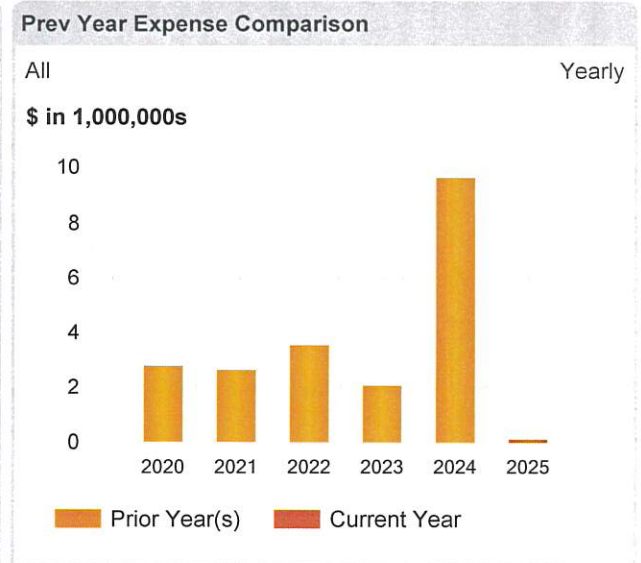
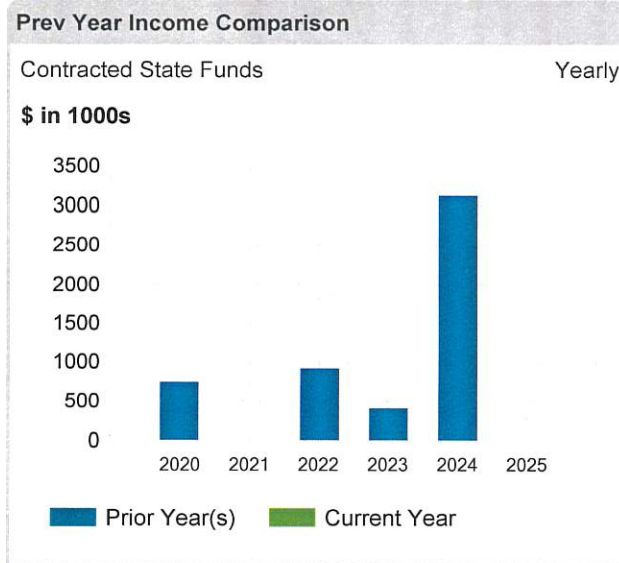
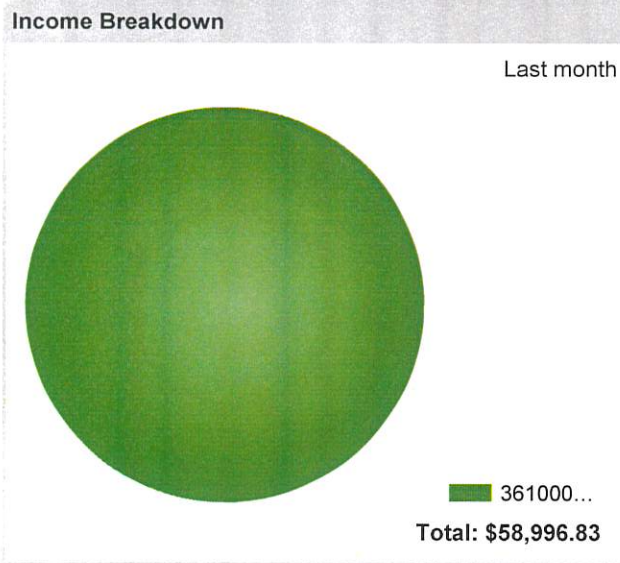
Election of Officers: On the first meeting after new commissioners are elected, the five Commissioners will elect a Chairperson, Vice Chairperson, Secretary and Treasurer to hold office for two years.

- 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:

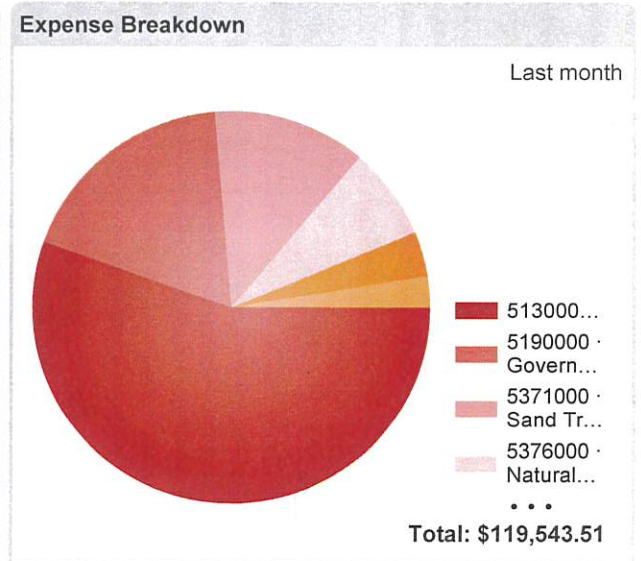


- Clicking the “desktop” or “mobile” link takes the viewer to a calendar containing the archived images saved each day.



Account Balances

Account	Balance
SBA Investment	13,320,579.57
Main Operating Acct -PNC Bank	5,384,357.09
Accounts Payable	91,932.47
A/P for AJE's	0.00
PNC Credit Card 5421	600.81
Petty Cash	100.00
Payroll Liabilities	17.36
Accounts Receivable	0.00
PNC Corporate Card	0.00
Cost-Share Due-State of Florida	0.00
Direct Deposit Liabilities	0.00



Sebastian Inlet District Variance Report_Rev. & Exp. FY Budget vs. Actual

October 2025

	Oct 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
3000000 · Revenues			
3110100 · Ad Valorem Tax-Brevard Cty	0.00	6,222,068.00	0.0%
3110200 · Ad Valorem Tax-Indian River Cty	0.00	1,342,518.00	0.0%
Total 3000000 · Revenues	0.00	7,564,586.00	0.0%
3340000 · Contracted State Funds	0.00	3,100,000.00	0.0%
3610000 · Other Revenue			
3610200 · Interest Revenue	58,996.83	300,000.00	19.7%
Total 3610000 · Other Revenue	58,996.83	300,000.00	19.7%
3700000 · Capital Lease Proceeds	0.00	55,766.00	0.0%
Total Income	58,996.83	11,020,352.00	0.5%
Gross Profit	58,996.83	11,020,352.00	0.5%
Expense			
5110000 · Commission			
5110210 · Commissioners Payroll Taxes	0.00	2,000.00	0.0%
5110110 · Commissioners Compensation	2,000.00	25,000.00	8.0%
5110400 · Commissioners Travel	0.00	3,000.00	0.0%
5110490 · Other Commissioners Expense/FRS	1,151.40	16,000.00	7.2%
Total 5110000 · Commission	3,151.40	46,000.00	6.9%
5130000 · Financial and Administrative			
5130120 · Salaries-Administrative	14,876.04	178,500.00	8.3%
5130121 · Salary-Support Staff	15,532.70	184,000.00	8.4%
5130150 · Retirement Contribution/FRS	7,214.70	94,500.00	7.6%
5130210 · Taxes-Payroll	2,472.71	30,000.00	8.2%
5130240 · Workers' Compensation	351.25	1,500.00	23.4%
5130250 · Employee Insurance	8,071.65	52,000.00	15.5%
5130320 · Accounting Audit	0.00	34,500.00	0.0%
5130321 · Accounting General	0.00	5,000.00	0.0%
5130400 · Employee Travel In Dist.	358.40	5,800.00	6.2%
5130401 · Employee Travel Out of Dist.	1,251.26	9,500.00	13.2%
5130402 · Technical Conferences	1,700.00	4,500.00	37.8%
5130410 · Telephone/ Internet Services	179.99	3,500.00	5.1%
5130411 · Other Communications	0.00	1,000.00	0.0%
5130430 · Utilities	228.18	2,300.00	9.9%
5130440 · Rent of Office Space	1,800.00	22,000.00	8.2%
5130441 · Copier/Fax Machine Lease	141.39	2,000.00	7.1%
5130450 · Insurance-General Liability	5,607.00	24,000.00	23.4%
5130460 · Equipment Maintenance	0.00	550.00	0.0%
5130470 · Printing	0.00	500.00	0.0%
5130491 · TRIM Compliance	0.00	1,000.00	0.0%
5130510 · Office Supplies	0.00	1,000.00	0.0%
5130511 · Postage	0.00	1,000.00	0.0%
5130512 · Other Supplies	504.92	4,500.00	11.2%
5130513 · Bank Fees and Charges	586.21	7,500.00	7.8%
5130520 · IT Tech Support/ Subscriptions	636.97	11,000.00	5.8%
5130540 · Publications	0.00	500.00	0.0%
5130541 · Special Meeting Expenses	0.00	500.00	0.0%
5130542 · Association Dues	4,175.00	7,000.00	59.6%
5130543 · General Administrative Expense	175.00	5,000.00	3.5%
5130550 · Office Equip/ IT Backup Server	356.00	7,000.00	5.1%
Total 5130000 · Financial and Administrative	66,219.37	701,650.00	9.4%
5140000 · Legal Counsel			
5140310 · Attorney-Administrative	2,140.50	45,000.00	4.8%
5140311 · Attorney-Project Related	0.00	6,000.00	0.0%
5140312 · Legal/Legls./Exec.	0.00	60,000.00	0.0%
5140313 · Attorney / Litigation	2,117.50	85,000.00	2.5%
5140314 · Attorney / Special	0.00	53,500.00	0.0%
5140490 · Legal Advertising	80.02	3,000.00	2.7%
Total 5140000 · Legal Counsel	4,338.02	252,500.00	1.7%
5190000 · Governmental & Tax Related Fees			
5190310 · Appraiser Fees-Brevard Cty	17,298.53	75,000.00	23.1%
5190311 · Appraiser Fees-Indian River Cty	4,340.00	17,500.00	24.8%
5190312 · District Representation	0.00	10,000.00	0.0%
5190313 · Legisl. Research/Clipping Serv.	0.00	500.00	0.0%
5190491 · Tax Fees-Brevard Cty	0.00	135,000.00	0.0%

Sebastian Inlet District Variance Report_Rev. & Exp. FY Budget vs. Actual

October 2025

	Oct 25	Budget	% of Budget
5190492 · Tax Fees-Indian River Cty	138.29	26,000.00	0.5%
Total 5190000 · Governmental & Tax Related Fees	21,776.82	264,000.00	8.2%
5370000 · Staff Engineer / Engineering			
5370160 · Data Management and Inventory	0.00	5,500.00	0.0%
5370345 · Wave and Weather Station	0.00	165,000.00	0.0%
Total 5370000 · Staff Engineer / Engineering	0.00	170,500.00	0.0%
5371000 · Sand Transfer System/Adv. Study			
5371326 · DMMA & Maintenance	14,972.40	140,000.00	10.7%
5371314 · Non-Engineering Prof. Fees	0.00	2,500.00	0.0%
5371316 · Sediment Budget Studies	0.00	50,000.00	0.0%
5371318 · Aerial Photography	0.00	22,000.00	0.0%
5371470 · Permit Rel. Costs Federal	0.00	15,000.00	0.0%
5371471 · IMP/State of Inlet Report	0.00	155,000.00	0.0%
5371473 · Engineering / Design	0.00	125,000.00	0.0%
Total 5371000 · Sand Transfer System/Adv. Study	14,972.40	509,500.00	2.9%
5372000 · Sand Trap Dredging			
5372311 · Construction-Local Share	0.00	6,750,000.00	0.0%
5372470 · Permit Related Costs/Monitoring	0.00	600,000.00	0.0%
Total 5372000 · Sand Trap Dredging	0.00	7,350,000.00	0.0%
5373000 · Maint. of Channel/Channel Exten			
5373317 · Signage / Markers	0.00	500.00	0.0%
5373314 · Mitigation Monitoring	0.00	20,000.00	0.0%
5373309 · Summer Hydrographics	0.00	115,000.00	0.0%
5373310 · Winter Hydrographics	0.00	115,000.00	0.0%
5373461 · Channel Marker Maintenance	0.00	30,000.00	0.0%
Total 5373000 · Maint. of Channel/Channel Exten	0.00	280,500.00	0.0%
5374000 · Ebb Shoal / Offshore Projects			
5374312 · Thomas Shoal Characterization	0.00	125,000.00	0.0%
5374310 · Ebb Shoal Characterization	0.00	1,050.00	0.0%
Total 5374000 · Ebb Shoal / Offshore Projects	0.00	126,050.00	0.0%
5375000 · Construction Programs			
5375476 · North Shoreline Stabilization	0.00	30,000.00	0.0%
5375475 · South Shoreline Repair	0.00	2,000.00	0.0%
5375461 · North Jetty Lights	0.00	2,500.00	0.0%
5375462 · Storm Management	0.00	300,000.00	0.0%
5375472 · North Jetty Maint. and Repair	0.00	600,000.00	0.0%
Total 5375000 · Construction Programs	0.00	834,500.00	0.0%
5376000 · Natural Resource Programs			
5376309 · Marine Services	525.50	21,500.00	2.4%
5376308 · Safety Management	0.00	500.00	0.0%
5376307 · Web Site Enhancement(Web Cam)	120.00	20,000.00	0.6%
5376306 · Public Awareness and Education	8,440.00	20,000.00	42.2%
5376312 · Aerial Photography / Annual	0.00	15,000.00	0.0%
5376318 · Coconut Point Stabilization	0.00	225,000.00	0.0%
5376470 · Permitting Req./Compl. Rep'ting	0.00	1,000.00	0.0%
Total 5376000 · Natural Resource Programs	9,085.50	303,000.00	3.0%
5377000 · Other Planned Projects			
5377340 · Contract Labor	0.00	1,000.00	0.0%
5377464 · Refilling of South Beach	0.00	25,000.00	0.0%
Total 5377000 · Other Planned Projects	0.00	26,000.00	0.0%
5378000 · Professional/Contract/Service			
5378640 · Project Related Equipment	0.00	1,500.00	0.0%
5378310 · Eng./Surveying Consulting	0.00	15,000.00	0.0%
Total 5378000 · Professional/Contract/Service	0.00	16,500.00	0.0%
5410000 · Debt Interest Payments	0.00	1,000.00	0.0%
Total Expense	119,543.51	10,881,700.00	1.1%
Net Ordinary Income	-60,546.68	138,652.00	-43.7%
Net Income	-60,546.68	138,652.00	-43.7%

**Sebastian Inlet District
Balance Sheet
As of October 31, 2025**

	Oct 31, 25	Oct 31, 24	% Change
ASSETS			
Current Assets			
Checking/Savings			
1010100 · Petty Cash	100.00	100.00	0.0%
1010200 · Main Operating Acct -PNC Bank	5,386,099.44	4,325,340.57	24.5%
1510500 · SBA Investment	13,320,579.57	12,733,470.55	4.6%
Total Checking/Savings	18,706,779.01	17,058,911.12	9.7%
Accounts Receivable			
1330100 · Accounts Receivable	0.00	371,267.14	-100.0%
Total Accounts Receivable	0.00	371,267.14	-100.0%
Total Current Assets	18,706,779.01	17,430,178.26	7.3%
TOTAL ASSETS	18,706,779.01	17,430,178.26	7.3%
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2020000 · Accounts Payable	90,520.88	140,408.70	-35.5%
Total Accounts Payable	90,520.88	140,408.70	-35.5%
Credit Cards			
200210 · PNC Credit Card 5421	600.81	0.00	100.0%
Total Credit Cards	600.81	0.00	100.0%
Other Current Liabilities			
2110 · Direct Deposit Liabilities	-1,707.00	-2,421.80	29.5%
2100000 · Payroll Liabilities			
2105000 · Federal Withholding Withheld	-80.00	0.00	-100.0%
2106000 · Social Security-Employer	-124.00	0.00	-100.0%
2107000 · Social Security-Employee	-124.00	0.00	-100.0%
2108000 · Medicare-Employer	-29.00	0.00	-100.0%
2109000 · Medicare-Employee	-29.00	0.00	-100.0%
2100000 · Payroll Liabilities - Other	17.36	46.30	-62.5%
Total 2100000 · Payroll Liabilities	-368.64	46.30	-896.2%
Total Other Current Liabilities	-2,075.64	-2,375.50	12.6%
Total Current Liabilities	89,046.05	138,033.20	-35.5%
Total Liabilities	89,046.05	138,033.20	-35.5%
Equity			
2701000 · Assigned	13,073,401.00	13,073,401.00	0.0%
2700000 · Unassigned	5,604,878.64	4,240,994.73	32.2%
Net Income	-60,546.68	-22,250.67	-172.1%
Total Equity	18,617,732.96	17,292,145.06	7.7%
TOTAL LIABILITIES & EQUITY	18,706,779.01	17,430,178.26	7.3%