

Sebastian Inlet District
Regular Commission Meeting
Wednesday, 4 PM, August 13, 2025
Sebastian Inlet District Office
114 Sixth Avenue
Indianapolis, FL 32903

Minutes

Present at the meeting were: Chairman David Barney, Commissioner Lisa Frazier (Vice Chair), Commissioner TJ Marshall and Commissioner John Campbell. Commissioner Michael Rowland (Secretary/Treasurer) was absent (excused). Also, in attendance were: Executive Director James Gray, SID Public Outreach Associate Ed Garland, SID Sr. Contracts/Accounting Manager Stacy Busche, SID Legal Counsel Shawn Demers, Clinton Hodges (ATL), Paul Amos (Counsel for ATL), James Towner (AGD) and Tres Holton (public).

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 July 9, 2025 and approved them without changes or corrections.

Under Agenda Item III

Additions and Deletions

There were no additions or deletions to the agenda.

Under Agenda Item IV

Presentations

There were no presentations.

Under Agenda Item V

Information and Discussion Agenda

A. Executive Director's Reports

1. Review of the District's 2024/25 Accomplishments and 2025/26 Goals and Objectives

Mr. Gray shared District accomplishments during the 2024/2025 fiscal year, and goals and objectives for the 2025/2026 fiscal year. The list included implementation of the Inlet Management Plan, inlet maintenance activities, public outreach activities and grant-related activities. The complete list of accomplishments, goals and objectives is available in the recorded meeting minutes. Commissioner Marshall asked about the status of the Wind and Weather Station on the District's website, which is operated by Florida Tech. Mr. Gray said the station is functional and collecting data but is not uploading in real time due to connection issues. The District is working to resolve the issue and will update the Commission no later than the October Commission meeting. Chairman Barney asked that staff add the June 30,

2025, ribbon-cutting ceremony at the north jetty to the list of outreach accomplishments.

Under Agenda Item VI

FY 2025/2026 Second Budget Discussion

Mr. Gray presented a draft budget for fiscal year 2025/26 using a rolled-back millage rate of 0.1555 mills, maintaining approximately the same funding levels as the previous year. The 2024-2025 millage rate was 0.1628 mills. The proposed \$13.88 million budget represents a 36.82 percent decrease from the FY 2024/25 budget. The draft budget is based on using \$2.91 million in Use of Funds, \$3.1 million in anticipated grant reimbursement from the Florida Department of Environmental Protection (FDEP), \$300,000 in interest revenue, and property tax revenues based on the proposed 0.1555 roll-back millage rate. The General Government portion of the proposed budget shows a 13 percent increase, due in part to staff training, office space rental increases, anticipated additional legal counsel fees, staff COLA, and governmental and tax-related fees. The Physical Environment portion of the proposed budget shows a 46 percent decrease, largely due to the completion of the North Jetty Revetment Improvement Project and the partial completion of the Sand Trap Dredging and Beach Placement Project. Mr. Gray responded to questions from Commissioner Marshall about proposed increases in the legal counsel. Last year the District budgeted funding for special legal counsel in case it was needed during the updating of the Inlet Management Plan. This year, there are line items under general counsel that have increased, including funding that could be needed pending the outcome of the Sand Trap Dredging and Beach Placement Project. Mr. Gray stated the upcoming Tentative Millage and Budget Hearing will occur on September 10 at the North Indian River County Library at 5:30 p.m., followed by the Final Millage and Budget Hearing on September 24 at the District office at 5:01 p.m.

Under Agenda Item VII

Consent Agenda

A. Authorized Work for Commission Review

There were no items.

B. Recommended for Approval

1. Work Order No. 2526-01-CRI (Carr Riggs Ingram) Audit of Financial Statements for the Period Ending September 30 2025

Work Order No. 2526-01-CRI engages Carr Riggs Ingram to provide auditing services for the fiscal year ending September 30, 2025. Total cost, including audit/tax return service fees, single audit, and software fees is \$33,250. Commissioner Marshall requested that staff include comparable numbers from previous years in briefing packages. Mr. Gray said he will provide comparables in the future.

Recommended Action: Staff recommends that the Commission approve Work Order No. 2526-01-CRI and authorize Mr. Gray to sign the letter of engagement for the required FY 2024-25 audits on behalf of the District. Funding for this expenditure is budgeted and available under Financial and Administrative, Accounting Audit, Account No. 5130-320.

2. Work Order No. 2526-002-M&E, Morgan & Eklund, Inc. 2025 September/October Hydrographic Survey

On September 13, 2023, the Board approved a continuing services contract with Morgan & Eklund, Inc. (M&E) for semi-annual hydrographic surveying services. The surveys are conducted approximately 40,000 feet north and 30,000 feet south of the inlet as well as the inshore portions of the inlet. This data supports the annual updates to the District's State of the Inlet Report and permit required monitoring efforts. The proposed work order provides the 2025 September/October hydrographic survey to support the District's monitoring program. The total amount of the work order is \$109,689 and will be invoiced on a lump sum basis. Mr. Gray noted that the amount is \$1,500 higher than last year due to the need to fill a data gap near the north jetty.

Staff Recommendation: Staff recommends that the Commission approve Work Order No. 2526-02 – M&E to the contract with Morgan & Eklund, Inc. and authorize the Executive Director to sign on behalf of the District.

3. FDEP Grant Agreement No. 24IR1 – Amendment 3 Sebastian Inlet IMP Implementation

Mr. Gray said Amendment 3 increases State grant funding by \$2.29 million to \$9.037 million for its Supplemental Truck Haul Project. The amendment also extends the grant until December 31, 2028 and updates multiple grant attachments for consistency. Responding to Commissioner Marshall, Mr. Gray said the District has received about \$3.5 million in reimbursements to date.

Staff Recommendation: Staff recommends that the Commission approve Amendment No. 3 to FDEP Grant Agreement 24IR1 and authorize the Chairman to sign on behalf of the District.

4. FDEP Grant Agreement No. 26IR1 Sebastian Inlet Implementation

Mr. Gray said FDEP has approved the District's 2024 funding request for \$2.477 million to partially fund the design, permitting, and construction of the North Jetty Revetment Improvement Project. The agreement commits up to \$4,954,000 at a cost share ratio of 50 percent State funding, 50 percent local. Funding for the local match is budgeted and available under Construction Programs, North Jetty Maintenance and Repair, Account No. 5375-472.

Staff Recommendation: Staff recommends that the Commission approve FDEP Grant Agreement No. 26IR1 and authorize the Chairman to sign on behalf of the District.

5. 2024/2025 North Jetty Revetment Improvement Project -- Phase 1 Final Payment and Full Release of Retainage – Shoreline Foundation, Inc.

Mr. Gray said Shoreline Foundation, Inc. (SFI) has completed all the work in connection with the 2024/2025 North Jetty Revetment Improvement Project. Consistent with Florida Statutes, the District withheld five percent (\$106,970.99) of

the final contract price of \$2,139,419.85. SFI has submitted its final invoice and requested full release of retainage. SFI provided an affidavit to the District that all liens of firms and individuals contracting directly with or directly employed by SFI have been paid in full. Additionally, on June 30, 2025, SFI provided a one (1) year warranty on the project to be free of defects in material and workmanship. Under the warranty, SFI will remedy all material and workmanship defects at its own expense. Chairman Barney lauded SFI for completing the project ahead of schedule and under cost. Commissioners Campbell and Marshall also voiced support for SFI's performance.

Staff Recommendation: Staff recommends that the Commission approve final release of retainage and final payment Application for Payment No. 8R1 in the amount of \$106,970.99. The District's coastal engineering consultant, Environmental Science Associates, also recommended final payment and full release of retainage.

6. Commercial Lease Agreement with MLBAAA Investments, LLC for Sebastian Inlet District Office 2025-2027

Mr. Gray presented two lease options, a two-year and three-year lease, from MLBAAA Investments, LLC. The District office has been located at its current Indialantic address since 1993, according to available District records. Historically, the District has had three year leases. Option 1: two-year lease, rent would be \$1,800 monthly, while Option 2: a three-year lease would increase the \$1,800 monthly rent to \$2,050 per month on the third year. Mr. Gray provided comparables based on square footage to illustrate that the proposed lease options were within the market range. Commissioners discussed the options and voiced support for the proposed three-year lease.

Staff Recommendation: Staff recommends that the Commission approve the three year Commercial Lease renewal with MLBAAA Investments, LLC (October 1, 2025 – September 30, 2027) and authorize the Executive Director to sign on behalf of the District.

Under Agenda Item VIII

Public Comment on Consent Agenda Items

There was no public comment.

Under Item IX

Board Vote on Consent Agenda

Commissioner Frazier made a motion to approve staff recommendations and Commissioner Campbell seconded the motion. **The motion passed 4-0.**

Under Agenda Item X

Public Outreach Activities

Mr. Garland gave an update on the District's outreach activities. The District will participate in the annual International Coastal Cleanup event on September 20, and the District's social media

numbers are strong. One Facebook post surpassed the 100,000 mark and another has been viewed more than 340,000 times.

Under Agenda Item XI

Park Matters – Ken Torres

Mr. Torres was not in attendance.

Under Agenda Item XII

Legal Counsel Update – Shawn L. Demers, Gray Robinson

Mr. Demers said he and staff are looking for direction from the Commission on drafting a proposed change order that would allow ATL to return this fall to complete dredging at the inlet. Chairman Barney said he supported a change order, noting that DEP would cover up to 50 percent of the cost for mobilization. Commissioner Marshall agreed. Commissioner Campbell supports finishing beach placement and filling the Dredged Materials Management Area (DMMA). Mr. Gray said a change order will be presented to the Board at the September 10, 2025 meeting. The Commissioners agreed to direct Mr. Demers to draft the change order for the September meeting.

Under Agenda Item XIII

Public Comment Period

There was no public comment.

Under Agenda Item IV

Commissioner Items

Chairman Barney — Thanked Mr. Garland for completing the first draft of the Commissioner Orientation Guide. He also noted Mr. Garland's success in soliciting media coverage for the District's June 30 ribbon-cutting ceremony at the north jetty. He asked Mr. Gray for the status of the District's webcam, which has been offline since November 2024. Mr. Gray said the webcam contractor, Erdman, is still waiting for webcams to arrive from Europe, so the existing equipment will be used in the interim. Based on his ongoing discussions with Erdman, Mr. Gray anticipates that the cameras will be working again by next week.

Vice Chair Frazier— Nothing to share.

Secretary/Treasurer Rowland — Absent (Excused).

Commissioner Campbell — Seconded Chairman Barney's comments about Mr. Garland's job performance. He is also pleased with ATL's responsiveness after meeting with constituents who requested safety improvements during the next round of inlet dredging.

Commissioner Marshall — Supported the Orientation Guide, noting that he sent additional information for Mr. Garland to add to the draft document. He also said new Commissioners should be taught how to use all of the webcam content features (ex. Time lapse photos). Chairman Barney added that new Commissioners should also be taught how to navigate the website and take advantage of all of its features.

Under Item XV

Unfinished Business

There was no unfinished business.

Under Item XVI

New Business

There was no new business.

Under Item XVII

Adjournment — Chairman Barney adjourned the meeting at 5:30 p.m.


Secretary/Treasurer

Date

October 8, 2025