

**Sebastian Inlet District
Regular Commission Meeting
Wednesday, 4:30 PM, March 12, 2025
North Indian River County Library
1001 Sebastian Blvd.
Sebastian, FL, 32958**

AGENDA

- I. **Call to Order – Chairman Barney**
- II. **Approval of Minutes – Regular Commission Mtg. – February 12, 2025 (PP 3-10)**
- III. **Additions and deletions**
- IV. **Presentations**
2024 Wind, Wave and Weather Presentation, Dr. Gary Zarillo, Florida Tech
- V. **Information and Discussion Agenda**
 - A) **Executive Director’s Reports:**
 - 1. **Update on the 2024/2025 North Jetty Revetment Improvements Project - Phase 1**
 - 2. **Update on the 2024/2025 Sand Trap Dredging and Beach Placement Project**
 - 3. **July 2009 – September 2024 Department of Management Services Division of Retirement – Sebastian Inlet Tax District Audit (PP 11-14)**
 - 4. **FDEP Grant 24IR1 – Application For Payment No. 1 - Reimbursement (PP 15-17)**
 - 5. **Update on District Staffing – Senior Contracts/Accounting Manager Position**
 - 6. **Discussion of Consent Agenda (PP 19-43)**
- VI. **Public Outreach Activities (P 18)**
- VII. **Park Matters — Ken Torres**
- VIII. **Legal Counsel Update – Shawn L. Demers, Gray Robinson**
- IX. **Public Comment Period**

X. Consent Agenda

A) Authorized Work for Commission Review:

- 1. Work Order No. 2425-011-Danbi – Danbi Marine — District Boat – GPS Equipment Upgrades (PP 19-23)**
- 2. Change Order No. 1 – Shoreline Foundation, Inc. – 2024/2025 North Jetty Revetment Improvements Project – Phase 1 (PP 24-30)**

B) Recommended for Approval:

- 1. Work Order No. 2425-013-FIT – Florida Institute of Technology, Inc. Wave, Weather, and Tide Data Collection at Sebastian Inlet, Florida, for 2025-1016 (PP 31-37)**

XI. Commissioners' Items

Secretary/Treasurer Michael Rowland

Commissioner Marshall

Chairman Barney

Vice Chair Frazier

Commissioner Campbell

XII. Unfinished Business

XIII. New Business

XIV. Adjournment

February 2025 Financial Statements (PP 38-43)

Sebastian Inlet District
Regular Commission Meeting
Wednesday, 4 PM, February 12, 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, Contracts & Budget Director David Kershaw, SID Public Outreach Associate Ed Garland, SID Legal Counsel Shawn Demers, Ken Torres (SISP), Marie Yarbrough (AtkinsRéalís), Bryan Flynn (ESA), Kylie Yanchula (IRC), Quintin Bergman (IRC), Eric Charest (IRC), Peter Gaudion (FWC) and Ray Cybula (FWC).

Under Agenda Item I

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

Under Agenda Item II

Approval of the Minutes of the regular Commission meeting of January 8, 2025. Commissioner Rowland made a motion to approve the minutes. Commissioner Campbell seconded the motion. **The motion carried 5-0.**

Under Agenda Item III

Additions and Deletions

Commissioner Marshall said he would share a copy of an email exchange between Mr. Gray and himself during the Commissioner Items portion of the meeting agenda.

Chairman Barney said two items would be added to the agenda: A North Jetty Revetment Improvements Project update presentation by Mr. Flynn and discussion of a change order request for this same project. Commissioner Frazier made a motion to approve the agenda additions. Commissioner Rowland seconded the motion. **The motion carried 5-0.**

Under Agenda Item IV

Presentations

Mr. Flynn gave a PowerPoint presentation on the status on the first phase of the North Jetty Revetment Improvement Project – Phase 1. Contractors have completed demolition of the old jetty structure and finished installing the new sheet pile. Pouring forms for the front fascia and sidewalk are the next steps. He also explained the benefits of extending the project 20 additional feet to the east to better tie into the easterly portion of the jetty structure, which would require a change order. Mr. Gray noted that a change order would improve a number of issues, such as eliminating the need to rebuild the tie-in to accommodate phases 2 and 3, and including a design that will accommodate the webcam without having to tear out any new construction. Mr. Flynn also highlighted tentative plans for Phase 2, which would include additional pilings and extend the width of the walkway by approximately eight feet. He said the improvements would support a 100-ton crane needed to complete the two phases. Mr. Flynn said the additional sheet pile and related materials needed to complete the 20-foot extension in Phase 1 would cost approximately \$383,000. Responding to Commissioner Marshall, Mr. Flynn said the contractor requested a 30-day extension, but that they could complete tasks within the original scope of work and will likely beat the original July finish date. For the sake of continuity,

Mr. Gray said he would discuss the proposed change order with Shoreline Foundation, Inc., under the New Business portion of the agenda (Under Item XIII).

Under Agenda Item V

Information and Discussion Agenda

A. Executive Director's Reports

1. Update on the 2024/2025 North Jetty Revetment Improvements Project – Phase 1

Mr. Gray said an update wasn't necessary because Mr. Flynn covered the topic thoroughly during the Presentations portion (Agenda Item IV) of the meeting agenda.

2. Update on the 2024/2025 Sand Trap Dredging and Beach Placement Project

Mr. Gray gave a PowerPoint presentation updating the Commission on the progress of the 2024/2025 Beach Placement Project. The two-phase project includes dredging the inlet channel and sand trap and placing about 215,000 cubic yards of material on Sector 1 beaches and truck hauling and placing 80,000 cubic yards on Sector 2 beaches. Everything is progressing well with the truck haul phase. The dredge is expected to be placed in the water next week. Three thousand feet of dredge pipe have already been fused. About 70 percent of the total volume of the necessary sand has been placed in Sector 2. Both phases remain on schedule to be completed by April 30. Chairman Barney asked whether the contractor will be able to place all of the sand trap material on the beach within the deadline. Mr. Gray responded, saying the contractor will be off the beach by the deadline, but may need to extend the contract to allow additional pumping from the sand trap to the DMMA, leaving the beach unaffected. It is difficult to determine whether a change order is necessary because dredging hasn't yet begun. Commissioner Frazier asked if the District plants the dune. Mr. Gray said the District does not plant the dune because it could limit the designated bypass placement area onto the beach, which is already narrow. At the Commission's request, Mr. Gray jumped ahead to discuss Item B1 on the Consent Agenda, which addresses a proposed change order to the dredging project.

3. Review of DRAFT Florida Senate Local Funding Initiative Request – FY 2025-2026 and DRAFT Florida House of Representatives Appropriations Project Request – FY 2025-2026 For: Sebastian Inlet North and South Jetty Maintenance and Safety Improvements Project (Phase 2 and Phase 3)

Mr. Gray said that this is the third year that the District has sought appropriations from the Florida Legislature for the North and South Jetty Maintenance and Safety Improvements Project. Rep. Robert Brackett and Sen. Erin Grall are the sponsors of the District's request for this legislative session. The District is requesting \$2 million to assist in the jetty construction project. The total project cost for all three phases is \$8 million. The funding requests have been developed in consultation with the District's lobbyist, Chris Lyon, of Lewis, Longman & Walker, PA. Commissioner Frazier asked whether the funding request is similar to those that were vetoed over the past two years. Mr. Gray said that the project was vetoed in the past because it was lumped in as a water project, which the governor was vetoing at the time. The District's updated management plan includes line items that make the project eligible for the type of grants the District is seeking. Commissioner Marshall asked whether Phase 3 is the south jetty. Mr. Gray said Phase 3 addresses raising the prominence of the rock protecting the crib structure at the north jetty extension. The south jetty is a minor component of the overall project cost, requiring only minor repairs but is included in the appropriation request. Chairman Barney asked whether the Florida Department of Transportation (FDOT) asked the District to delay work on the south jetty due its plan to replace the Sebastian Inlet Bridge. FDOT is not prescribing the order of work but FDOT managers are aware of District projects and schedule.

4. District Staffing Discussion

Mr. Gray said Mr. Kershaw is retiring from his position as the District's Contracts and Accounting Manager. Mr. Kershaw's last day is February 28, 2025. Commissioners congratulated him with a round of applause. Mr. Gray the District has posted Mr. Kershaw's position on several sites and has begun receiving applications. Mr. Gray is looking at temporary and long-term options due to the separation of duties required in a small office that is also a public agency. Chairman Barney asked about the District's ability to train a new employee if he or she is hired after Mr. Kershaw has retired. Mr. Kershaw said he will help Mr. Gray ensure a smooth transition.

5. Discussion of Consent Agenda

Mr. Gray review the Consent Agenda items for the Commission's consideration/approval. (Details are found under Agenda Item X).

Under Agenda Item VI

Public Outreach Activities

Mr. Garland gave an update on the District's outreach activities, noting that he is scheduled to give three presentations to various organizations in Indian River and Brevard counties. The District is also participating in a pilot study offered by the District's website provider, Streamlines. The pilot program offers a potential redesign of the website, a format called Amplify.

Under Agenda Item VII

Park Matters —Ken Torres

Mr. Torres had nothing to report.

Under Item VIII

Legal Counsel Update — Shawn Demers (Gray Robinson)

Per the direction of the Commission, Mr. Demers has been researching whether the Commission should adopt by-laws. Mr. Demers said his office could assemble by-laws in five to ten hours. Commissioner Marshall submitted for the record sets of by-laws of the Marion County Soil and Water Conservation District, as well as the Sanibel Public Library special district. He recommended using the by-laws as a template that a Commission sub-committee could develop for counsel to review. He said the submitted by-laws would help in the orientation required for new Commissioners and help provide more order to Commission meetings. Chairman Barney said the District is more than 100 years old and has operated successfully without by-laws. He recommended creating an operating manual that would be a living document. He cited a number of District facts and statistics that could be included in the operating manual. He said that few government organizations use by-laws. Commissioner Frazier said a living document should be located on the District's website. Chairman Barney said the information is available on the website but is not cohesive. Mr. Demers said an operating manual would fulfill the Commission's needs. Chairman Barney said he would not want staff to assemble an operations manual until its current projects are completed. Commissioner Marshall said the operating manual could be developed over time. Commissioner Campbell said staff should not be solely responsible for developing an operating manual since it is for the benefit of the Commission. Mr. Gray said a fact sheet summary would not be difficult for staff to assemble as long as the Commission provides direction. Commissioner Marshall made a motion that the Commissioners bring to the March meeting items to be included in an operating manual to add Chairman Barney's list. Commissioner Frazier said a motion is not needed. Commissioner Marshall changed his motion to request that the issue be included in the March agenda. Commissioner Campbell, who has experience in developing by-laws, suggested that Commissioner set specific items for discussion so that the Commission doesn't go down a "rabbit hole." Commissioner Rowland suggested the Commission table the task until the District has completed the north jetty project. Chairman Barney said the proposed task isn't time-sensitive but that he does support the development of a Commission operating manual. Mr. Demers said an operating manual could be helpful for new

commissioners, especially now that term limits are in place for Commissioners. Following additional discussion by the Commissioners, Mr. Gray asked for clarification on the Commissioners' interpretation of "orientation," as to whether they are referring to a physical document or, for example, providing new Commissioners with tours or having staff interact with Commissioners. Mr. Gray said he wants to interpret the concept of an "orientation" correctly. Commissioner Marshall said that the operations manual would be a document that Mr. Gray could use during orientation. After further discussion, the Commission agreed to delay further discussions about the topic until the April meeting of the Commission.

Under Agenda Item IX

Public Comment Period

There was no public comment.

Under Agenda Item X

Consent Agenda

A. Authorized Work for Commission Review

Accounting Processes Engagement, Accounting Information Consultants

Mr. Gray said Accounting Information Consultants (AI Consultants) currently provides the District limited assistance in accounting processes, payroll, and QuickBooks training and support on an as-needed basis. Under the Executive Director Spending Authority, Mr. Gray initiated a procurement process to engage Julie Silnutzer, owner of AI Consultants, to perform professional accounting services as a stop-gap measure until a replacement for Mr. Kershaw is hired and fully onboarded. The District has agreed to a rate of \$125 per hour, not exceeding 15 hours per month. The engagement with AI Consultants begins February 13, 2025.

B. Recommended for Approval

1. Change Order No. 1 – Work Order No. 2425-006-ATL, ATL Diversified, Inc. 2024/2025 Sand Trap Dredging and Beach Placement

Mr. Gray said the contractor for the Sand Trap Dredging and Beach Placement Project, ATL Diversified, is required to complete hydrographic surveys of the beach fill area to identify pre-fill and post-fill project fill volume requirements. The District's engineering consultant, AtkinsRéalis, determined that the project area experienced a loss of approximately 37,050 cubic yards of sand, with about 20,320 cubic yards lost in Sector 2 alone. The proposed change order would increase the truck hauling portion of the project by 15 percent, from 80,000 cubic yards to 92,000 cubic yards. The additional sand will enable the contractor to Construct a more uniform fill template and reduce the likelihood of gaps in the construction template. If approved the change order would increase the total ATL contract to \$534,600 or from \$6,253,300 up to \$7,787,900. Funding is available in the District's Sand Trap Dredging, Construction/Local Share Account and the project is eligible for at least 50 percent cost share under FDEP's beach Management Funding Assistance Program. Commissioner Frazier asked whether the contractor would require an extension of time to complete the change order. Mr. Gray said the work will be completed prior to the April 30 deadline. Chairman Barney asked whether the contractor is confident about delivering the additional sand. Mr. Gray said there is no concern at this point for the contractor to deliver the volumes in the change order.

Recommended Action:

Staff recommends that the Commission approve Change Order No. 1 to Work Order No. 2425-006 – ATL to the agreement with ATL Diversified, Inc. and authorize the Executive Director to sign on behalf of the District.

2. Work Order No. 2425-009-ATK, AtkinsRéalis 2025 Construction Phase and Post-Construction Sea Turtle Monitoring

Mr. Gray said AtkinsRéalis provides coastal engineering and biological support services to the District. Ecological Associates, Inc. (EAI) is under subcontract to Atkins for biological support services related to post-construction sea turtle monitoring. The proposed work order is for Atkins to provide construction phase and post-construction phase monitoring for the 2024/2025 Sand Trap Dredging and Beach Placement Project. The monitoring is required by FDEP. The total amount of Work Order No. 2425-009-ATK is \$254,052.63 and will be on a not-to-exceed fee. Commissioner Frazier requested an update on shorebird monitoring because the District in the past has provided only an update on sea turtle nesting. Mr. Gray said he would provide an update at the end of the season.

Recommended Action:

The recommendation of staff is for the Commission to approve Work Order No. 2425-009 – ATK to the contract with AtkinsRéalis and authorize the Executive Director to sign on behalf of the District.

3. Work Order No. 2425-10-M&E, Morgan & Eklund, Inc. 2025 March/April Hydrographic Survey

Mr. Gray said Morgan and Eklund, Inc. (M&E) provides professional hydrographic surveying services for the District, conducting semi-annual hydrographic beach surveys approximately 40,000 feet north and 30,000 feet south of the inlet, as well as the inshore portions of the inlet. The resulting data support the annual updates to the District's State of the Inlet Report and permit-required monitoring. The total amount of the work order is \$108,232 and funding is available under the District's Summer Hydrographics account. Mr. Gray noted that monitoring has supported the District's Management Plan Update, resulting in the reduction of the District's bypassing requirement from 90,000 cubic yards annualized to 75,000 cubic yards annualized, saving the District and taxpayers millions of dollars. Commissioner Marshall asked whether the District contracted Land & Sea prior to contracting with M&E. He also asked whether the monitoring was eligible for grants. Mr. Gray confirmed that the District used Land & Sea prior to M&E and that the summer monitoring is eligible for cost-share funding.

Recommended Action:

The recommendation of staff is for the Board to approve Work Order No. 2425-010 – M&E to the contract with Morgan & Eklund, Inc. and authorize the Executive Director to sign on behalf of the District.

4. Work Order No. 2425-011-Erdman, Erdman Video Systems, Inc. temporary Webcam Services

Mr. Gray said Erman has been providing webcam services since 2016. The webcam was removed in November 2024 due to its location within the current North Jetty Revetment Improvements Project. The District will reinstall the camera when the project is completed in July 2025. In December the Commission requested Mr. Gray to solicit a quote from Erdman for a temporary webcam to provide a time lapse of the jetty project and to provide a view of the inlet and channel. Mr. Gray said Erman quoted the District \$5,799 to install and provide a temporary webcam service and a \$200 monthly fee for web hosting and cellular service. Mr. Gray shared images that showed views of the location of the old webcam and where the temporary webcam could be located. Mr. Marshall asked whether Mr. Gray discussed with Erdman the need to communicate messages with the public via Erdman's webpage. Mr. Gray explained that Erdman has posted messages on the webcam page during past projects and closures and that the website currently displays a message announcing that the webcam is temporarily down due to the north jetty project. Mr. Marshall suggested a ticker on the webcam page. His concern was that a temporary live webcam would have to be replaced with

a static image in order to share announcements with the public. Mr. Gray said he may have misunderstood Mr. Marshall's original request. Mr. Gray said he has never heard of a ticker being used on the webcam page. Commissioner Frazier said the public is getting the message from the District's website and the state park about the webcam's temporary unavailability. Commissioner Rowland agreed, saying people are accepting the current situation, including his fishing club. Commissioner Frazier asked whether the live feed camera is necessary because people are receiving the information from other sources. Chairman Barney said Mr. Gray should discuss with Erdman whether the ticker feature could be added to the webcam page. Commissioner Marshall said that there are a lot of competitors to Erdman and that one of them may be able to provide what the District needs for a better price. Following further discussion among the Commissioners, Commissioner Campbell recommended that the District either agree to the temporary camera as proposed in the work order or do not install a temporary camera since it is only a six-month window. Commissioner Rowland agreed, saying he will continue to get his information via NOAA weather.

Recommend Action:

The recommendation of staff is for the Commission to approve the temporary webcam and Work Order No. 2425-011-Erdman.

5. REVISIONS TO Sebastian Inlet Tax District Conveyance Documents (Easements) to the State of Florida Department of Transportation for Construction of the Sebastian Inlet Bridge Replacement Project

In November 2024, the Commission approved several easement requested by the FDOT to assist in the construction of the upcoming Sebastian Bridge Replacement Project. FDEP requested FDOT revise the sketch and legal exhibits to only Temporary Easement for Parcel 701.1 and Subordination for Parcel 702.2. Mr. Gray said all other District approved easements remain the same.

Recommended Action:

The recommendation of staff is for the Commission to approve revised Temporary Easement – Parcel No. 701.1R and revised Subordination – Parcel No. 702.2R, and authorize the Chair to sign on behalf of the District.

Commissioner Frazier made a motion to approve the Consent Agenda items A1, B1, B2, B3 and B5, and to table B4. Commissioner Rowland seconded the motion. **The motion carried 5-0.**

Under Item XI

Commissioner Items

Commissioner Marshall — Shared with Commissioners a package of email exchanges between Mr. Gray and himself. Commissioner Marshall cited the January 2025 meeting minutes that stated Mr. Gray claimed that Mr. Marshall berates him through frequent emails. He asked whether Mr. Gray could produce the emails supporting his claim. Mr. Gray said he has a record of all of his communications with Commissioner Marshall. Commissioner Marshall said there is a concern about an employment action because Mr. Gray said Commissioner Marshall berated him. Commissioner Frazier said the January meeting minutes also show that Mr. Marshall claims that Mr. Gray has berated him. Commissioner Marshall said he didn't want to make a big deal out of the issue. Commissioner Frazier told Mr. Marshall that he already has made a big deal out of it. Commissioner Marshall reiterated that if Mr. Gray has emails illustrating that Mr. Marshall berated him, Mr. Gray should produce them.

Vice Chair Frazier — She found Mr. Marshall’s documentation of his email correspondence with Mr. Gray disturbing and unnecessary. She is sad that Mr. Marshall has served for four months and is accusing Mr. Gray of not doing his job or communicating clearly with Mr. Marshall. She has never had a bad experience working with Mr. Gray, who has a sound and clean reputation in his field. She does not appreciate the disturbance of the District’s business. She called Mr. Marshall’s issues with Mr. Gray nonsense.

Commissioner Campbell — Nothing.

Secretary/Treasurer Rowland — He researched and recommended replacing the outdated electronics on the District’s boat. He explained the benefits of the upgrade to a Garmin unit that will improve the District’s efficiency when conducting work on the water. The Commission supports his request.

Chairman Barney — He agrees with Commissioner Rowland request to upgrade the electronics on the District boat. Responding to Commissioner Marshall’s comments, Chairman Barney said Mr. Gray is one of the most renowned inlet managers in the state among his peers. Mr. Gray said funding is available in the District’s budget and that he can purchase the equipment under his spending authority. He said he would bring this back to the Commission for review during the March 2025 meeting. Commissioner Marshall said his experience with Mr. Gray is different and that Mr. Gray was not responsive regarding an email he sent to Mr. Demers about a possible employee action item. He said Mr. Gray replied to Mr. Demers, but that neither Mr. Demers nor Mr. Gray responded to him. Mr. Demers said he was unsure as to what Commissioner Marshall was seeking from Mr. Gray or himself. If an employment action is filed against the District, the District will deal with it. Mr. Marshall said Mr. Gray’s actions speak louder than words by his failing to respond to his email.

Under Item XII

Unfinished Business

No Unfinished business.

Under Item XIII

New Business

Change Order No. 1 – Shoreline Foundation, Inc. – 2024/2025 North Jetty Revetment Improvements Project – Phase 1

Mr. Gray shared a proposed change order for Shoreline Foundation to extend the North Jetty Revetment Improvements Project by 20 feet. The \$441,441 not-to-exceed amount includes the \$383,862.15 cost plus a 15 percent project contingency of \$57,578.85 in the event that unexpected structural conditions arise while the construction plans are being finalized. Commissioner Frazier asked if this was an emergency change order. Mr. Gray said it is not necessarily an emergency situation, but it is an emergency from a scheduling standpoint, because the contractor can act immediately if the change order is approved. Commissioner Rowland noted that the contractor’s project bid was less than half of the next closest bid, and that the project remains well within the District’s budget for the project. Commissioner Campbell asked whether the change order will impact the District’s budget for the overall project because additional concrete will be required for the wider deck. Mr. Gray said that the District remains within the Phase 1 budget of \$4.7 million. In Phase 2, the design changes will not exceed what the District anticipated within the overall construction over Phase 1, 2 and 3. Chairman Barney said the District should expect additional change orders in the future because the jetty was built more than 50 years ago.

Commissioner Marshall made a motion to accept Change Order No. 1 - Shoreline Foundation, Inc. – 2024/2025 North Jetty Revetment Improvements Project – Phase 1 under New Business. Commissioner Campbell seconded the motion. **The motion carried 4-0.** (The Commission voted on this item prior to adjourning. Commissioner Rowland left the meeting (excused) prior to the vote.

Recommended Action:

The recommendation of staff is for the Commission to approve the change order in the not-to-exceed amount of \$441,441 and authorize Mr. Gray to sign on behalf of the District. This will enable the contractor to begin scheduling the additional work without delay.

Under Item XIV

Adjournment — Chairman Barney adjourned the meeting at 6:44 p.m.

Secretary/Treasurer

Date

DRAFT

July 2009 – September 2024 Department of Management Services Division of Retirement – Sebastian Inlet Tax District Audit

Background

Pursuant to Section 121.193, Florida Statutes, the Retirement Compliance Audit Unit completed a limited scope audit of the information (July 2009 – September 2024) provided by the District to determine if the operations related to retirement coverage comply with the Florida Statutes and associated rules.

Audit Results and Summary

On February 17, 2025, the Division of Retirement concluded that the documentation provided by the District is compliant with applicable statutes, rules, and coverage agreements in the following areas:

- Employees are reported from beginning of employment
- Employees are paid semi-monthly, and wages are reported when paid
- Lump sum annual leave payments are reported according to division instructions
- Accumulated sick leave payments are correctly excluded from Florida Retirement System (FRS) coverage
- Payments for workers' compensation have not been made since July 2009

Florida Retirement System Compliance Audit - 15105 Sebastian Inlet Tax District

From Duprey, Jan <Jan.Duprey@dms.fl.gov>

Date Mon 2/17/2025 9:45 AM

To James Gray <jgray@sitd.us>

Cc David Kershaw <dkershaw@sitd.us>; Kelly, Chereda <Chereda.Kelly@dms.fl.gov>

 1 attachment (766 KB)

15105EmployerAuditSummaryLetter.pdf;

Good Morning,

I am an auditor with the Florida Department of Management Services, Division of Retirement. The Retirement Compliance Audit Section has completed an audit of the Sebastian Inlet Tax District authorized under section 121.193, Florida Statutes to determine if the operations related to retirement coverage comply with the Florida Statutes and associated rules. Please see the attached summary letter regarding your agency's compliance. Please feel free to contact me by email or at the number below if you have any questions.

Jan Duprey | Retirement Compliance Audit Team Lead

Division of Retirement

850-778-4420 (Office)

Florida Department of Management Services

We Serve Those Who Serve Florida



[How Are We Doing? Click Here to Take the DMS Customer Satisfaction Survey.](#)

The information contained in this e-mail and accompanying attachments may constitute agency cybersecurity information, collective bargaining strategy, attorney work product, or other confidential information that would be legally privileged and exempt from disclosure as a public record. The information is intended only for the addressee(s) indicated above. If you are not the intended recipient of this information, any disclosure, copying, distribution, or the taking of any action in reliance on this information is strictly prohibited. If you received this e-mail in error, please notify the sender immediately by return e-mail or by calling 850-778-4420 (Office). Additionally, please note that Florida has a very broad public records law. Unless expressly exempt, this or any other written communication with the agency may be subject to public disclosure.

February 17, 2025

Mr. James D. Gray, Jr
Executive Director
Sebastian Inlet Tax District
114 Sixth Avenue
Indialantic, Florida 32903

Dear Mr. Gray:

As authorized under section 121.193, Florida Statutes, the Retirement Compliance Audit Unit has completed an audit of the information provided by the Sebastian Inlet Tax District (agency) to determine if the operations related to retirement coverage comply with the Florida Statutes and associated rules. The results of this audit are based on the information provided by your agency during this process. We appreciate the assistance provided by Mr. David Kershaw during the audit.

The objectives of this audit were to determine the accuracy of reports submitted to the Division of Retirement (division) and to assess the degree of compliance with applicable statutes, rules, and coverage agreements by your agency.

The scope of this audit consisted of retirement transactions reported by your agency from July 2009 to September 2024.

The methodology included reviewing and analyzing your agency's September 2024 payroll records. Audits by nature do not include a review of all records and actions and therefore, cannot be relied upon to identify all instances of noncompliance.

This audit was conducted in accordance with section 121.193, Florida Statutes.

Results

The results of this audit are based on the information provided by your agency during this process. Based on the documentation reviewed compliance with applicable statutes, rules, and coverage agreements is indicated in the following areas:

- Employees are reported from beginning of employment.
- Employees are paid semi-monthly, and wages are reported when paid.
- Lump sum annual leave payments are reported according to division instructions.
- Accumulated sick leave payments are correctly excluded from Florida Retirement System (FRS) coverage.
- Payments for workers' compensation have not been made since July 2009.

Summary

The conclusions in the audit are based on results from a limited scope. No concerns were noted during the course of this audit. Your agency may be contacted by our office in the future regarding a broader scoped review.

If you have questions concerning retirement eligibility and retirement payroll reporting, please call the division, at 850-907-6540 or toll free at 877-377-1266. The *Florida Retirement System Employer Handbook* is available online at the division's website: <http://FRS.MyFlorida.com>.

Sincerely,

Jan Duprey

Jan Duprey, Retirement Compliance Audit Team Lead

cc: Mr. David Kershaw
Mr. Hobart Lawrance
Ms. Kelly Recio
Ms. Samantha Starks-Harrison
Ms. Chereda Kelly

Executive Director Updates A.4.

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

Specific to FDEP Grant No. 24IR1, on June 24, 2024, the District submitted Billing No. 1 to FDEP in the amount of \$337,825.12. The billing was for the partial reimbursement of the 2022/23 Upland Sand Truck Haul and Beach Placement Project.

On February 14, 2025, the District received payment of \$337,825.12. This update provides a record of payment. Staff will provide subsequent billings and payments under Grant No. 24IR1 to the Board once completed.

FEB 14 2025

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES
REMITTANCE ADVICE

FLAIR ACCOUNT CODE 37-202423001-37500400-00-14012624	OLO 370000	SITE 08	DOCUMENT NUMBER D5000352463	OBJECT 7510	DATE 02/05/25	PAYMENT NO 0584383
---	---------------	------------	--------------------------------	----------------	------------------	-----------------------

PAYMENT AMOUNT \$ 337,825.12

AGENCY DOCUMENT NO VF04141

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

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
1	\$ 337,825.12

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: 37-202423001-37500400-00-14012624 SWDN: D5000352463 ADN: VF04141 OBJECT: 7510 DATE: 02/05/25 WARRANT NO: 56-1544
 OLO 370000 SITE 08 CONTACT (850) 245-2465 FOR PAYMENT QUESTIONS VOID AFTER 12 MONTHS

STATE OF FLORIDA
DEPARTMENT OF FINANCIAL SERVICES

4-39-287 927
AMOUNT

THREE-HUNDRED-THIRTY-SEVEN-THOUSAND-EIGHT-HUNDRED-TWENTY-FIVE & 12/100 DOLLARS

***337,825.12

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

JIMMY PATRONIS, CHIEF FINANCIAL OFFICER

5405843830 0441154431

392793136

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
 BEACH MANAGEMENT FUNDING ASSISTANCE PROGRAM
 REQUEST FOR PAYMENT
 PART I - PAYMENT SUMMARY

APPROVED
 By Eric Massa at 10:10 am, Jan 29, 2025

Name of Project: Sebastian Inlet Management Plan Implementation

Local Sponsor: Sebastian Inlet Tax District DEP Agreement Number: 24IR1 24IR1
 Remittance Mailing Address: 114 Sixth Ave., Indialantic, FL 32903

Billing Number: 1

Billing Type: Interim Billing Final Billing

Costs Incurred This Payment Request:

Federal Share*	State Share	Local Share	Total
\$ _____	\$ <u>337,825.12</u>	<u>337,825.12</u>	<u>675,650.24</u>
*if applicable			
Cost Summary:			
State Funds Obligated	\$ <u>625,000.00</u>	Local Funds Obligated	\$ <u>625,000.00</u>
Less Advance Pay	\$ _____ -	Less Advance Pay	\$ _____ -
Less Previous Payment	\$ _____ -	Less Previous Credits	\$ _____ -
Less Previous Retained	\$ _____ -		
Less This Payment	\$ <u>337,825.12</u>	Less This Credit	\$ <u>337,825.12</u>
Less This Retainage (10%)	\$ _____ -	Local Funds Remaining	\$ <u>287,174.88</u>
State Funds Remaining	\$ <u>287,174.88</u>		



Public Outreach highlights

March 12, 2025

Website highlights

www.sitd.us

February website visits: 58,139; January was 62,595

Completed and ongoing outreach tasks

- Ongoing updates to website pages and app news pages, social media calendar
- Continuing to work on ADA website compliance (archive accessibility)
- Attended annual Indian River Lagoon Symposium, Feb. 20 and 21
- Promoted job posting, initial contact with qualifying candidates, scheduled phone and in-person interviews; assisting James with in-person interviews
- Joined IRL Scenic Byway organization and attend March 6 zoom meeting

Social media

www.facebook.com/sebastianinletdistrict

www.instagram.com/sebastianinletdistrict/

Top three most popular posts on Facebook:

- February 14 – 17.1k reached (2007 dredging photo and explanation)
- February 3 – 16.3k reached (north jetty project update)
- February 24 – 14.9k reached (Stay in channel, don't damage seagrass)


Upcoming outreach projects/activities

- Assisting James with planning for annual law enforcement jetty cleanup event (May 13 this year)
- Promote and assist with March 28 cleanup event with Coastal Connections on north side of inlet
- Giving March 28 morning presentation in Vero (Hummingbird Care Services)
- Giving May 8 “Brown Bag” presentation at Environmental Learning Center

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: **Work Order No. 2425-011-Danbi – Danbi Marine
District Boat – GPS Equipment Upgrades**

DATE: February 27, 2025

BACKGROUND

The GPS equipment on the District’s vessel is in need of an upgrade to improve overall operational efficiency. Danbi Marine is a preferred vendor at Windward – Sebastian Inlet Marina, currently where the District’s vessel is stored.

During the February 12, 2025 Commission Meeting, Commissioner Rowland suggested specific GPS equipment requirements and requested Board approval to direct staff to purchase upgraded GPS equipment.

The Board directed the Executive Director to upgrade the District’s GPS equipment using Danbi Marine as the vendor.

DESCRIPTION AND CONDITIONS

Pursuant to Resolution No. 07.10.19-2, Executive Director Spending Authority, on February 25, 2025, the Executive Director approved a contract with Danbi Marine in the amount of \$4,678.00 to upgrade and install a new GPS and Antenna on the District vessel.

FUNDING

District funding is budgeted and available under Natural Resources Programs, Marine Services, Account No. 5376-309.

ATTACHMENT

Danbi Marine Proposal 191, dated January 30, 2025.

APPROVED AGENDA ITEM FOR: MARCH 12, 2025



ESTIMATE #	DATE	EXPIRES
191	01/30/2025	03/02/2025

Title: Michael Rowland- New MFD ,Transducer, and GPS Antenna

CUSTOMER

Commissioner Sebastian inlet District
Michael Rowland

PROJECT

Michael Rowland- New MFD and Transducer
PROJECT #: 1142

SUMMARY

The Simrad NSX ULTRAWIDE 12" Bundle is an advanced, ultrawide display with a 12-inch screen and 1920x720 resolution, providing more usable space for split-screen functionality. It includes CHIRP, SideScan, and DownScan Imaging™ sonar, making it ideal for structure scanning and navigation.

What's Included in the Bundle:

- ☐ Active Imaging™ 3-in-1 Transducer - Delivers CHIRP sonar, SideScan, and DownScan for high-resolution imaging of underwater structures.**
- ☐ Preloaded C-MAP® DISCOVER™ X Charts - Provides detailed navigation for coastal and offshore use.**
- ☐ NMEA 2000 & Ethernet Networking - Allows for engine**



ESTIMATE #	DATE	EXPIRES
191	01/30/2025	03/02/2025

data integration, radar, and future expandability.

Recommended GPS Antenna:

→ Simrad GS25 GPS Antenna - External GPS option for improved accuracy, especially if the MFD is installed in an enclosed space or obstructed by a hardtop. It supports NMEA 2000 and provides heading data for radar overlay.

This setup provides a comprehensive navigation and sonar system with high-resolution imaging, preloaded maps, and expansion capability while maintaining a compact fit within your available helm space.

	Qty	Cost/Unit	Total
SIMRAD 12" ULTRAWIDE ACTIVE IMAGING 3-in-1, AMER - C-MAP DISCOVER X CHART NORTH & AMERICA	1	\$3,103.00	\$3,103.00
SIMRAD GS25 GPS ANTENNA FOR NSE, NSO and NSS NEW RIVISION	1	\$300.00	\$300.00
2 Marine Technicians (Hours liable to change)	6	\$200.00	\$1,200.00



ELECTRONICS • COOLING • ELECTRICAL

ESTIMATE #	DATE	EXPIRES
191	01/30/2025	03/02/2025

	Qty	Cost/Unit	Total
NMEA Accessories, misc connectors, and wire	1	\$75.00	\$75.00

Subtotal: \$4,678.00

Subtotal	\$4,678.00
Tax: (0%)	\$0.00
Total	\$4,678.00





ESTIMATE #	DATE	EXPIRES
191	01/30/2025	03/02/2025

TERMS & CONDITIONS

Please review the following terms and estimate due-date prior to work beginning.

Clarifications:

Work to be performed during normal business hours

Hours are liable to change based on hours worked.

Florida Sales Tax is included in the price.

Signed proposal and/or mobilization is an acceptance of work and price

Electrical License EC13009496

We are not liable for: (a) any loss arising outside the scope of the work contracted for within this agreement, whether or not foreseeable; and/or (b) any special, incidental, indirect, consequential, or punitive damages. Nothing in these terms limits or excludes our liability for gross negligence, for our intentional misconduct, or for personal injury

Payment Terms:

100% down payment of equipment costs due upon acceptance of estimate.

Accounts 30 days past due will be charged 1.5% per month

Customer may be liable for legal fees associated with collecting past due accounts

Convenience fee of 3% will be added to the amount for credit card payments

Acceptance of the Proposal:

Signed proposal is an acceptance of work and price

Customer may be liable for legal fees associated with collecting past due account

Exclusions:

FPL fees

Marina fees

Permit fees (unless specifically stated in scope of work)

Any work outside the Scope of Work listed above

Roof repairs or any damage associated with leaks

Fiberglass repair

Stucco, drywall, siding and soffit repairs

Any damages or losses due to loss of power

Interior and exterior painting

Landscaping and irrigation modification or repairs

APPROVAL


This Estimate has been accepted on _____ by _____

Signature: _____

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. 1 – Shoreline Foundation, Inc.
2024/2025 North Jetty Revetment Improvements Project – Phase 1**

DATE: March 5, 2025

BACKGROUND

In February 12, 2025 , the Board approved Change Order No. 1 – to the contract with Shoreline Foundation, Inc. (Shoreline) for the 2024/2025 North Jetty Revetment Improvements Project – Phase 1.

Change Order No. 1 authorized Shoreline to extend construction of the project approximately 22 feet east with additional steel sheet pile and granite armor stone. This extension will prevent a weak point in construction between Phases 1 and 2 of the Jetty project. Construction of Phase 2 of the Jetty Project will be addressed through a separate bid in the future.

The total Board approved Change Order No. 1 was \$383,862.15 plus a 15% project contingency of \$57,578.85 in the event unforeseen structural conditions arise while the construction plans are being finalized.

Staff identified that the final Change Order No. 1 amount would be presented to the Board during the March 12, 2025 regularly scheduled Board meeting.

DESCRIPTION AND CONDITIONS

The construction plans are now finalized and Shoreline has confirmed the total Change Order No. 1 amount to extend the project an additional 22 feet east is \$383,862.15. Change Order No. 1 increases the total contract amount from \$1,842,329.36 to \$2,226,191.51. The District’s engineering consultant, Environmental Science Associates, has reviewed and recommends approval of Change Order No. 1.

For Board review and acceptance is the final Change Order No. 1 to the agreement with Shoreline Foundation, Inc.

FUNDING

Funding for the 2024/2025 North Jetty Revetment Improvements Project – Phase 1 is budgeted and available in Construction Programs, North Jetty Maintenance and Repair Account No. 5375-472. In July 2024, staff submitted a FY2025/26 grant application to FDEP’s Beach Management Funding Assistance Program. Although a cost share grant has not been secured to date, the project is eligible for up to 50% cost share.

ATTACHMENT

Change Order No. 1
New Business Backup for the February 12, 2025 Board Meeting

APPROVED AGENDA ITEM FOR: MARCH 12, 2025

PROJECT CHANGE ORDER FORM

Change Order No. 1

DATE OF ISSUANCE/REQUEST: 2/12/25

EFFECTIVE DATE: 2/12/25
(District Board Approved)

OWNER: Sebastian Inlet District

CONTRACTOR/CONSULTANT Shoreline Foundation, Inc.

Project: **24/25 Sebastian Inlet North Jetty Revetment Improvements Project – Phase 1**

OWNER's Project No. **2425-005-SFI**

You are directed to make the following amendment to the Work Order No. 2425-005-SFI:

Description:

In situ Jetty armor stone has prevented the contractor from fully constructing the project as bid.

Reason for Change Order:

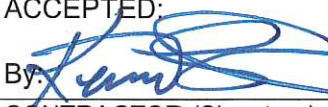
Change Order No.1 will allow the contractor to extend construction approximately 22 feet east with additional steel sheet pile and granite armor stone to prevent a weak point in construction between Jetty Construction phases 1 and 2. Phase 2 construction has not been authorized at this time.

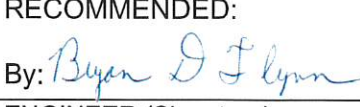
Attachments: (List documents supporting change)


Email dated 2/12/25 from Shoreline Foundation, Inc.

CHANGE IN CONTRACT PRICE:	
Description	Amount
Original Contract Price	<u>\$1,842,329.36</u>
Net Increase (Decrease) from previous Change Order No.1 <u>\$0</u> to <u>\$0</u> :	<u>\$0</u>
Contract Price prior to this Change Order:	<u>\$1,842,329.36</u>
Net increase (decrease) of this Change Order:	<u>\$383,862.15</u>
Contract Price with all approved Change Orders:	<u>\$2,226,191.51</u>

CHANGE IN CONTRACT TIMES	
Description	Time
Original Contract Time:	(days or dates)
Substantial Completion:	<u>July 31, 2025</u>
Final Completion:	<u>July 31, 2025</u>
Net change from previous Change Orders No. <u>N/A</u> to <u>N/A</u> :	0 (days or dates)
Substantial Completion:	<u>N/A</u>
Final Completion:	<u>N/A</u>
Contract Completion Time prior to this Change Order:	July 31, 2025
Substantial Completion:	30 (days or dates)
Final Completion:	<u>August 29, 2025</u>
Net increase (decrease) this Change Order:	30 (days or dates)
Substantial Completion:	<u>August 29, 2025</u>
Final Completion:	<u>August 29, 2025</u>
Contract Completion Time with all approved Change Orders:	(days or dates)
Substantial Completion:	<u>August 29, 2025</u>
Final Completion:	<u>August 29, 2025</u>

ACCEPTED:
By: 
CONTRACTOR (Signature)
Date: 3/5/25

RECOMMENDED:
By: 
ENGINEER (Signature)
Date: 3-5-25

APPROVED:
By: 
OWNER (Signature)
Date: 3/5/25

RCO #01-North Jetty

From kland@shorelinefoundation.com <kland@shorelinefoundation.com>

Date Wed 2/12/2025 10:25 AM

To James Gray <jgray@sitd.us>; Bryan Flynn <BFlynn@esassoc.com>

Cc John McGee <john@shorelinefoundation.com>; cdiveto@shorelinefoundation.com <cdiveto@shorelinefoundation.com>; Marisel Rodriguez <mrodriguez@shorelinefoundation.com>; Barry Reed <breed@shorelinefoundation.com>; tony@shorelinefoundation.com <tony@shorelinefoundation.com>

 1 attachment (241 KB)

North Jetty RCO #01-22 ft Extension.pdf;

Good morning, James

Please see attached our RCO #01 for the approximately 22' project extension to the east side.

As discussed on the phone. SFI is requesting 30 days be added to the schedule to accommodate the additional work.

If you have any questions, please let me know.

Sincerely,



38 Years of
construction
excellence

www.shorelinefoundation.com

MARINE, CIVIL & DEEP FOUNDATION CONSTRUCTION SINCE 1986

Kevin Land
Project Manager

Office: (954) 985.0460

Fax: (954) 985.0462

2751 S.W. 56th Avenue
Pembroke Park, Florida 33023

kland@shorelinefoundation.com

2024-2025 SEBASTIAN INLET NORTH JETTY REVETMENT IMPROVEMENTS PROJECT - PHASE 1

	Item #	Description	Quantity	Unit	Cost/Unit	Total
Sheet Pile Wall & Sidewalk	1	DEMOLITION	270	SF	\$ 174.00	\$ 46,980.00
	2	AZ 26-700 STEEL SHEET PILES (25' LONG COATED)	1,259	SF	\$ 93.00	\$ 117,087.00
	3	CONCRETE (SIDEWALK AND PILE CAP)	26	CY	\$ 2,073.00	\$ 53,898.00
	4	HDG REINFORCING STEEL (SIDEWALK AND PILE CAP)	2,912	LBS	\$ 5.25	\$ 15,288.00
	5	EXPANSION JOINTS	11	LF	\$ 95.25	\$ 1,047.75
	6	NELSON STUDS (5/8" X 4")	60	EA	\$ 24.75	\$ 1,485.00
	7	RAILING REMOVAL AND REINSTALLED	46	LF	\$ 94.50	\$ 4,347.00
	8	NEOPRENE PADS	12	EA	\$ 41.25	\$ 495.00
	9	DRILL AND EPOXY (RAILING ANCHOR BOLTS)	46	EA	\$ 26.40	\$ 1,214.40
	Subtotal					\$ 241,842.15
Revetment Stone	10	MARINE MATTRESS	140	SY	\$ 178.50	\$ 24,990.00
	11	BEDDING STONE (3"-5" DIA)	80	TN	\$ 403.50	\$ 32,280.00
	12	RIP RAP (48" MEDIAN DIA.GRANITE)	250	TN	\$ 339.00	\$ 84,750.00
	Subtotal					\$ 142,020.00
				TOTAL		\$ 383,862.15

NOTE 1: CONSTRUCTION COSTS HAVE BEEN SUBJECT TO DAILY FLUCTUATIONS. THE UNIT COSTS PROVIDED ARE BASED ON INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THIS DOCUMENT WITH SOME ACCOUNTING FOR FUTURE INCREASES AND MAY VARY FROM THE ACTUAL COST AT THE TIME OF CONSTRUCTION


SIGNATURE OF INDIVIDUAL AUTHORIZED TO SIGN ON BEHALF OF BIDDER

Shoreline Foundation, Inc
BIDDER'S COMPANY NAME

KEVIN LANDS - Project Manager
NAME AND TITLE OF INDIVIDUAL

New Business 2-12-25 Board Meeting

ADDITION – Change Order No. 1 – Shoreline Foundation, Inc. – 2024/2025 North Jetty Revetment Improvements Project – Phase 1

SHORELINE FOUNDATION, INC. PROPOSED CHANGE ORDER NO. 1 (ADDITIONAL WORK)

	Item #	Description	Quantity	Unit	Cost/Unit	Total
Sheet Pile Wall & Sidewalk	1	DEMOLITION	270	SF	\$ 174.00	\$ 46,980.00
	2	AZ 26-700 STEEL SHEET PILES (25' LONG COATED)	1,259	SF	\$ 93.00	\$ 117,087.00
	3	CONCRETE (SIDEWALK AND PILE CAP)	26	CY	\$ 2,073.00	\$ 53,898.00
	4	HDG REINFORCING STEEL (SIDEWALK AND PILE CAP)	2,912	LBS	\$ 5.25	\$ 15,288.00
	5	EXPANSION JOINTS	11	LF	\$ 95.25	\$ 1,047.75
	6	NELSON STUDS (5/8" X 4")	60	EA	\$ 24.75	\$ 1,485.00
	7	RAILING REMOVAL AND REINSTALLED	46	LF	\$ 94.50	\$ 4,347.00
	8	NEOPRENE PADS	12	EA	\$ 41.25	\$ 495.00
	9	DRILL AND EPOXY (RAILING ANCHOR BOLTS)	46	EA	\$ 26.40	\$ 1,214.40
	Subtotal					\$ 241,842.15
Revetment Stone	10	MARINE MATTRESS	140	SY	\$ 178.50	\$ 24,990.00
	11	BEDDING STONE (3"-5" DIA)	80	TN	\$ 403.50	\$ 32,280.00
	12	RIP RAP (48" MEDIAN DIA.GRANITE)	250	TN	\$ 339.00	\$ 84,750.00
	Subtotal					\$ 142,020.00
					TOTAL	\$ 383,862.15

NOTE 1: CONSTRUCTION COSTS HAVE BEEN SUBJECT TO DAILY FLUCTUATIONS. THE UNIT COSTS PROVIDED ARE BASED ON INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THIS DOCUMENT WITH SOME ACCOUNTING FOR FUTURE INCREASES AND MAY VARY FROM THE ACTUAL COST AT THE TIME OF CONSTRUCTION


SIGNATURE OF INDIVIDUAL AUTHORIZED TO SIGN ON BEHALF OF BIDDER

Shoreline Foundation, Inc
BIDDER'S COMPANY NAME

KEVIN LAND - PROJECT MANAGER
NAME AND TITLE OF INDIVIDUAL

FUNDING

Funding for the 2024/2025 North Jetty Revetment Improvements Project – Phase 1 is budgeted and available in Construction Programs, North Jetty Maintenance and Repair Account No. 5375-472. The total amount budgeted in the FY 24/25 budget is \$4,700,000. Although a cost share grant has not been secured to date, the project is eligible for up to 50% cost share under FDEP's Beach Management Funding Assistance Program.

RECOMMENDATION

The recommendation of staff is for the Board to approve Change Order No. 1 to the agreement with Shoreline Foundation, Inc. in the not-to-exceed amount of \$441,441 and authorize the Executive Director to sign on behalf of the District. This will enable the contractor to begin scheduling the additional work immediately and without delay.


This amount includes the proposed Shoreline Foundation, Inc. Change Order No. 1 proposal of \$383,862.15 plus a 15% project contingency of \$57,578.85 in the event unforeseen structural conditions arise while the construction plans are being finalized.

If approved, Change Order No. 1 would increase the total contract amount up to \$441,441 or from \$1,842,329.36 up to \$2,283,770.36.

Staff will bring the finalized Change Order No. 1 total to the Board for review and approval during the March 12, 2025 regularly scheduled Board meeting.

SEBASTIAN INLET DISTRICT BOARD MEMORANDUM

TO: Members of the Board
of Sebastian Inlet District Commissioners

FROM: James D. Gray, Jr. 
Executive Director

SUBJECT: **Work Order No.2425-013 – FIT – Florida Institute of Technology, Inc.
Wave, Weather, and Tide Data Collection at Sebastian Inlet, Florida, for
2025-2026**

DATE: March 4, 2025

BACKGROUND

On December 9, 2020, the Board approved a contract with Florida Institute of Technology, Inc., (Florida Tech) for professional services related to Sebastian Inlet modeling, monitoring, and reporting.

DESCRIPTION AND CONDITIONS

The proposed Work Order No. 2425-013 – FIT provides services to continue the collection of wave, water level, water temperature, and meteorological data required to document and understand the natural forces occurring in the vicinity of Sebastian Inlet. The project will be conducted by Dr. Gary Zarillo, Professor of Oceanography in the Department of Ocean Engineering and Marine Sciences at the Florida Institute of Technology, Inc. Melbourne, FL campus.

The total amount of the work order is \$162,100 which includes a \$12,500 allowance in the event that sensitive data collection equipment needs maintenance, repairs, and or replacement.

FUNDING

Funding for this expenditure is budgeted and available under Staff Engineer/Engineering, Wave and Weather Station Account No. 5370-345.

RECOMMENDATION

The recommendation of staff is for the Board to approve Work Order No. 2425-013 - FIT to the contract with Florida Institute of Technology and authorize the Executive Director to sign on behalf of the District.

Page 2
SID Agenda Item – March 12, 2025
Work Order No. 2425-013- FIT

ATTACHMENT

Florida Tech Scope of Work – Wave, Weather and Tide Data Collection System at Sebastian Inlet, Florida for 2025-2026

APPROVED AGENDA ITEM FOR: MARCH 12, 2025

Florida Institute of Technology
Scope of Work and Budget
Wave, Weather and Tide Data Collection System at
Sebastian Inlet, Florida for 2025-2026

Introduction and Rational

Oceanographic and meteorological data are required to document and understand the coastal processing occurring at Sebastian Inlet. The purpose of this project is to collect wave, tide, and meteorological data for use in the management of Sebastian Inlet by the Sebastian Inlet District (SID). The project will be conducted by Dr. Gary A. Zarillo Professor of Oceanography in the Department of Ocean Engineering and Marine Sciences at the Florida Institute of Technology. Dr. Zarillo will be assisted by a team of staff members and graduate students who have the combination of skills required to collect and analyze data on behalf of the District.

Scope of Work

Wave, water level, water temperature, and meteorological data will continue to be collected at Sebastian Inlet, and the data will be provided to the SID in quarterly updates and an annual report. Florida Tech converted the SID data system into a cloud-based storage and retrieval platform, along with developing an updated website for data display. The data storage and retrieval platform was completed in early 2024. A new interactive website has been completed and is undergoing testing before release to the public. Analysis of the data will be presented to the SID as an annual report or at various intervals at the request of the SID Executive. A formal presentation and discussion of the data will be provided at the end of the monitoring period in a series of graphics as exemplified by Figure 1

Deliverables

Real Time Data Access

Wave, weather and water level data will be collected in real time and posted in graphic format to <https://research.fit.edu/wave-data/real-time-data/> All data collected will be archived both on the Florida Tech Coastal Drive and the external cloud based storage system for an

extended period of time. Further, all historical SID data sets related to both Monitoring and State-of-the Inlet Projects will be transferred to the cloud. From the existing project Web site public access to archived data is maintained by a user registration procedure that requires a login and password. The degree of access to SID data through the new cloud-based system will be determined in consultation with the SID Executive Director

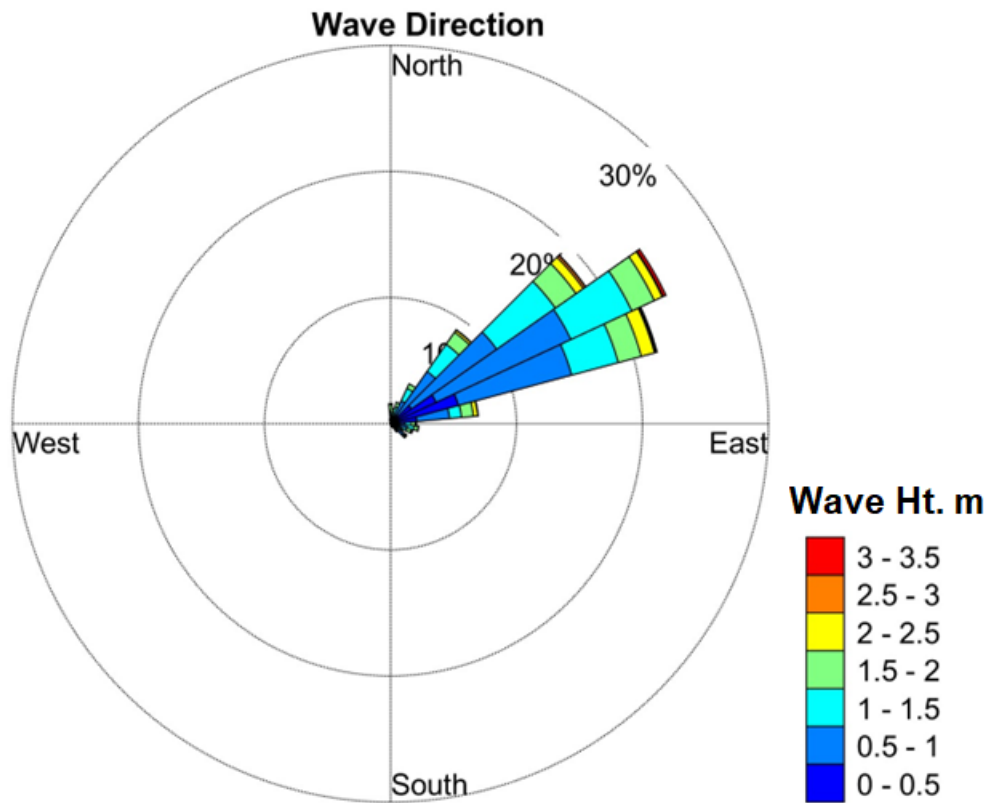


Figure 1. Directional wave height distribution 2024.

Annual Report

A complete annual report summarizing project rationale, methods, data, and interpretations will be prepared and submitted in March 2025. The annual report will be prepared from monthly data so that monthly, seasonal, and yearly summaries and comparisons to previous years' data can be made. Data will be supplied to SID and its consultants as requested by the District Executive Director.

Budget

A total of \$149,600 (see Table 1) is requested to provide the above services to the SID. This cost includes partial salary for Gary Zarillo who will serve as project manager, salary support for 3 student assistants, staff assistance and funds for necessary field and instrumentation supplies, marine operations, vehicle use, repairs and maintenance of equipment, and miscellaneous materials needed to complete the project. The line item listed as “Data system maintenance and website upgrade” is to complete the conversion of the data platforms that manage the flow of wave and weather data and improve the web-based presentation of data.

All efforts will be made to maintain accurate and continuous recording of wave, water level and weather data. However, due to potential adverse weather conditions and equipment failure, some gaps in the data may occur. Equipment and instrumentation will be serviced and repaired promptly to minimize data loss. A separate line item listed in Table 1 is dedicated to capital equipment costs for potential replacement of primary sensors such as ADCP components, the water level gauge, anemometer, data loggers, and related metrological sensors. These costs are on an as-needed basis and may not be entirely spent depending on events throughout the year.

Budget Items and Justification

The proposed itemized costs are listed in Table 1 and will cover the period from March 15th, 2025 through March 31, 2026. The PI (Zarillo) will dedicate a minimum of 400 hours to the overall project and will be assisted several graduate and undergraduate student

assistants who will dedicate a combined total of 2,000 hours to the project. Travel expenses are requested to cover the cost of multiple trips to and from the Sebastian Inlet project site, including occasional truck rentals to haul large equipment items and boats. Funds are requested to support the service of the weather station and water level sensors, which on occasion may require service of outside vendors in addition to FIT in-house expertise. This request also supports maintenance of the cell phone service for real time reporting of the metrological station and highspeed microwave internet service for the electronics shed that acquires and relays the real time directional wave data from the offshore ADCP. As in past years capital equipment items such as metrological wind sensors, water level sensors and data loggers may be requested at a value of up to \$12,500.

Table 1. Proposed costs 2024-2025

Salaries/Wages	
PI	\$35,000.00
Staff	\$15,000.00
Graduate Assistants	\$67,000.00
Expenses	
Noncapital equipment and supplies	\$13,500.00
Sensor repairs	\$5,000.00
Travel	\$1,100.00
Subcontracts	
Marine/Dive Operations 5 days @ 1,500/day	\$5,000.00
Data system maintenance and website upgrades	\$8,000.00
Total Costs	\$149,600.00
Capital equipment	
Sensor replacement items (met, wave stations)	\$12,500.00
Total Capital Equipment	\$12,500.00

Sebastian Inlet District
Balance Sheet
 As of February 28, 2025

	Feb 28, 25
ASSETS	
Current Assets	
Checking/Savings	
1010100 · Petty Cash	100.00
1010200 · Main Operating Acct -PNC Bank	8,488,405.71
1510500 · SBA Investment	12,930,106.30
Total Checking/Savings	21,418,612.01
Accounts Receivable	
1330100 · Accounts Receivable	47,611.47
Total Accounts Receivable	47,611.47
Total Current Assets	21,466,223.48
TOTAL ASSETS	21,466,223.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2020000 · Accounts Payable	665,485.12
Total Accounts Payable	665,485.12
Credit Cards	
200200 · PNC Corporate Card	4,805.70
Total Credit Cards	4,805.70
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-1,707.00
2100000 · Payroll Liabilities	-377.31
Total Other Current Liabilities	-2,084.31
Total Current Liabilities	668,206.51
Total Liabilities	668,206.51
Equity	
2701000 · Assigned	13,073,401.00
2700000 · Unassigned	4,240,994.73
Net Income	3,483,621.24
Total Equity	20,798,016.97
TOTAL LIABILITIES & EQUITY	21,466,223.48

Sebastian Inlet District Balance Sheet Prev Year Comparison

As of February 28, 2025

	Feb 28, 25	Feb 29, 24	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1010100 · Petty Cash	100.00	100.00	0.00	0.0%
1010200 · Main Operating Acct -PNC Bank	8,488,405.71	5,162,812.46	3,325,593.25	64.4%
1510500 · SBA Investment	12,930,106.30	12,225,692.48	704,413.82	5.8%
Total Checking/Savings	21,418,612.01	17,388,604.94	4,030,007.07	23.2%
Accounts Receivable				
1330100 · Accounts Receivable	47,611.47	0.00	47,611.47	100.0%
Total Accounts Receivable	47,611.47	0.00	47,611.47	100.0%
Total Current Assets	21,466,223.48	17,388,604.94	4,077,618.54	23.5%
TOTAL ASSETS	21,466,223.48	17,388,604.94	4,077,618.54	23.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2020000 · Accounts Payable	665,485.12	6,987.46	658,497.66	9,424.0%
Total Accounts Payable	665,485.12	6,987.46	658,497.66	9,424.0%
Credit Cards				
200200 · PNC Corporate Card	4,805.70	0.00	4,805.70	100.0%
Total Credit Cards	4,805.70	0.00	4,805.70	100.0%
Other Current Liabilities				
2110 · Direct Deposit Liabilities	-1,707.00	-1,707.00	0.00	0.0%
2100000 · Payroll Liabilities				
2105000 · Federal Withholding Withheld	-80.00	0.00	-80.00	-100.0%
2106000 · Social Security-Employer	-124.00	0.00	-124.00	-100.0%
2107000 · Social Security-Employee	-124.00	0.00	-124.00	-100.0%
2108000 · Medicare-Employer	-29.00	0.00	-29.00	-100.0%
2109000 · Medicare-Employee	-29.00	0.00	-29.00	-100.0%
2100000 · Payroll Liabilities - Other	8.69	0.00	8.69	100.0%
Total 2100000 · Payroll Liabilities	-377.31	0.00	-377.31	-100.0%
Total Other Current Liabilities	-2,084.31	-1,707.00	-377.31	-22.1%
Total Current Liabilities	668,206.51	5,280.46	662,926.05	12,554.3%
Total Liabilities	668,206.51	5,280.46	662,926.05	12,554.3%
Equity				
2701000 · Assigned	13,073,401.00	13,073,401.00	0.00	0.0%
2700000 · Unassigned	4,240,994.73	890,777.13	3,350,217.60	376.1%
Net Income	3,483,621.24	3,419,146.35	64,474.89	1.9%
Total Equity	20,798,016.97	17,383,324.48	3,414,692.49	19.6%
TOTAL LIABILITIES & EQUITY	21,466,223.48	17,388,604.94	4,077,618.54	23.5%

Sebastian Inlet District Variance Report_Rev. & Exp. FY Budget vs Actual October 2024 through February 2025

	Oct '24 - Feb 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3000000 - Revenues				
3110100 - Ad Valorem Tax-Brevard Cty	5,306,439.22	5,993,289.00	-686,849.78	88.5%
3110200 - Ad Valorem Tax-Indian River Cty	1,129,092.65	1,299,631.00	-170,538.35	86.9%
Total 3000000 - Revenues	6,435,531.87	7,292,920.00	-857,388.13	88.2%
3340000 - Contracted State Funds				
3340331 - Dredging/Monitoring	38,591.97	0.00	38,591.97	100.0%
3340000 - Contracted State Funds - Other	0.00	6,122,500.00	-6,122,500.00	0.0%
Total 3340000 - Contracted State Funds	38,591.97	6,122,500.00	-6,083,908.03	0.6%
3610000 - Other Revenue				
3610100 - Miscellaneous Revenue	0.00	0.00	0.00	0.0%
3610200 - Interest Revenue	329,830.72	326,000.00	3,830.72	101.2%
Total 3610000 - Other Revenue	329,830.72	326,000.00	3,830.72	101.2%
3700000 - Capital Lease Proceeds	0.00	0.00	0.00	0.0%
Total Income	6,803,954.56	13,741,420.00	-6,937,465.44	49.5%
Gross Profit	6,803,954.56	13,741,420.00	-6,937,465.44	49.5%
Expense				
5110000 - Commission				
5110210 - Commissioners Payroll Taxes	826.20	2,000.00	-1,173.80	41.3%
5110110 - Commissioners Compensation	10,800.00	25,000.00	-14,200.00	43.2%
5110400 - Commissioners Travel	0.00	0.00	0.00	0.0%
5110410 - Travel Out Of District/Conferen	0.00	2,500.00	-2,500.00	0.0%
5110450 - Commissioners Bonds	1,040.00	1,200.00	-160.00	86.7%
5110490 - Other Commissioners Expense/FRS	6,337.44	15,000.00	-8,662.56	42.2%
Total 5110000 - Commission	19,003.64	45,700.00	-26,696.36	41.6%
5130000 - Financial and Administrative				
5130120 - Salaries-Administrative	88,906.30	167,500.00	-98,593.70	41.1%
5130121 - Salary-Support Staff	112,320.19	208,900.00	-96,579.81	53.8%
5130150 - Retirement Contribution/FRS	40,634.81	89,500.00	-48,865.19	45.4%
5130210 - Taxes-Payroll	13,772.40	29,000.00	-15,227.60	47.5%
5130240 - Workers' Compensation	374.25	1,400.00	-1,025.75	26.7%
5130250 - Employee Insurance	21,943.68	51,000.00	-29,056.32	43.0%
5130320 - Accounting Audit	25,000.00	32,350.00	-7,350.00	77.3%
5130321 - Accounting General	1,300.00	1,500.00	-200.00	86.7%
5130400 - Employee Travel In Dist.	2,781.21	4,800.00	-2,018.79	57.9%
5130401 - Employee Travel Out of Dist.	1,950.58	4,300.00	-2,349.42	45.4%
5130402 - Technical Conferences	1,404.79	3,000.00	-1,595.21	46.8%
5130410 - Telephone	575.57	3,500.00	-2,924.43	16.4%
5130411 - Other Communications	252.47	1,000.00	-747.53	25.2%
5130430 - Utilities	931.66	2,200.00	-1,268.34	42.3%
5130440 - Rent of Office Space	9,450.00	18,900.00	-9,450.00	50.0%
5130441 - Copier/Fax Machine Lease	487.44	2,000.00	-1,512.56	24.4%
5130450 - Insurance-General Liability	5,233.50	21,100.00	-15,866.50	24.8%
5130460 - Equipment Maintenance	60.00	500.00	-440.00	9.1%
5130470 - Printing	0.00	500.00	-500.00	0.0%
5130491 - TRIM Compliance	0.00	1,000.00	-1,000.00	0.0%
5130510 - Office Supplies	301.90	1,000.00	-698.10	30.2%
5130511 - Postage	229.98	1,000.00	-770.02	23.0%
5130512 - Other Supplies	1,903.75	4,500.00	-2,596.25	42.3%
5130513 - Bank Fees and Charges	3,853.96	7,500.00	-3,646.04	51.4%
5130520 - Data Processing/IT Tech Support	3,976.02	8,000.00	-4,023.98	49.7%
5130540 - Publications	114.95	500.00	-385.05	23.0%
5130541 - Special Meeting Expenses	0.00	500.00	-500.00	0.0%
5130542 - Association Dues	1,175.00	6,000.00	-4,825.00	19.6%
5130543 - General Administrative Expense	1,310.98	5,000.00	-3,689.02	26.2%
5130549 - Photography/Daily Inlet Photos	0.00	0.00	0.00	0.0%
5130550 - Office Equip/ IT Backup Server	2,524.20	5,000.00	-2,475.80	50.5%
Total 5130000 - Financial and Administrative	322,759.59	683,000.00	-360,240.41	47.3%
5140000 - Legal Counsel				
5140310 - Attorney-Administrative	12,397.00	42,000.00	-29,603.00	29.5%
5140311 - Attorney-Project Related	0.00	6,000.00	-6,000.00	0.0%
5140312 - Legal/Legis./Exec.	16,135.00	60,000.00	-43,865.00	26.9%
5140313 - Attorney / Litigation	1,292.50	50,000.00	-48,707.50	2.6%
5140314 - Attorney / Special	0.00	61,800.00	-61,800.00	0.0%
5140490 - Legal Advertising	358.12	3,000.00	-2,641.88	11.9%
Total 5140000 - Legal Counsel	30,182.62	222,800.00	-192,617.38	13.5%
5190000 - Governmental & Tax Related Fees				
5190310 - Appraiser Fees-Brevard Cty	28,960.91	40,000.00	-11,039.09	72.4%
5190311 - Appraiser Fees-Indian River Cty	5,257.00	15,000.00	-9,743.00	35.0%
5190312 - District Representation	0.00	15,000.00	-15,000.00	0.0%
5190313 - Legisl. Research/Clipping Serv.	0.00	500.00	-500.00	0.0%
5190491 - Tax Fees-Brevard Cty	119,675.34	83,000.00	36,675.34	144.2%
5190492 - Tax Fees-Indian River Cty	22,853.94	16,000.00	6,653.94	141.6%
Total 5190000 - Governmental & Tax Related Fees	176,547.19	169,500.00	7,047.19	104.2%

Sebastian Inlet District
Variance Report_Rev. & Exp. FY Budget vs Actual
October 2024 through February 2025

	Oct '24 - Feb 25	Budget	\$ Over Budget	% of Budget
5370000 · Staff Engineer / Engineering				
5370160 · Data Management and Inventory	0.00	5,600.00	-5,500.00	0.0%
5370345 · Wave and Weather Station	0.00	165,000.00	-165,000.00	0.0%
Total 5370000 · Staff Engineer / Engineering	0.00	170,500.00	-170,500.00	0.0%
5371000 · Sand Transfer System/Adv. Study				
5371326 · DMMA & Maintenance	0.00	130,000.00	-130,000.00	0.0%
5371314 · Non-Engineering Prof. Fees	0.00	2,500.00	-2,500.00	0.0%
5371316 · Sediment Budget Studies	0.00	75,000.00	-75,000.00	0.0%
5371318 · Aerial Photography	0.00	21,000.00	-21,000.00	0.0%
5371470 · Permit Rel. Costs Federal	0.00	15,000.00	-15,000.00	0.0%
5371471 · IMP/State of Inlet Report	34,027.50	145,000.00	-110,972.50	23.5%
5371473 · Engineering / Design	0.00	125,000.00	-125,000.00	0.0%
Total 5371000 · Sand Transfer System/Adv. Study	34,027.50	513,500.00	-479,472.50	6.6%
5372000 · Sand Trap Dredging				
5372311 · Construction-Local Share	1,426,758.84	11,250,000.00	-9,823,241.16	12.7%
5372470 · Permit Related Costs/Monitoring	53,551.04	500,000.00	-446,448.96	10.7%
Total 5372000 · Sand Trap Dredging	1,480,309.88	11,750,000.00	-10,269,690.12	12.6%
5373000 · Maint. of Channel/Channel Exten				
5373317 · Signage / Markers	0.00	500.00	-500.00	0.0%
5373315 · Channel Dredging-SISP Boat Ramp	0.00	0.00	0.00	0.0%
5373314 · Mitigation Monitoring	0.00	20,000.00	-20,000.00	0.0%
5373309 · Summer Hydrographics	0.00	115,000.00	-115,000.00	0.0%
5373310 · Winter Hydrographics	84,669.00	115,000.00	-30,331.00	73.6%
5373313 · Channel Realignment/Permitting	0.00	0.00	0.00	0.0%
5373481 · Channel Marker Maintenance	0.00	30,000.00	-30,000.00	0.0%
Total 5373000 · Maint. of Channel/Channel Exten	84,669.00	280,500.00	-195,831.00	30.2%
5374000 · Ebb Shoal / Offshore Projects				
5374312 · Thomas Shoal Characterization	0.00	20,000.00	-20,000.00	0.0%
5374310 · Ebb Shoal Characterization	0.00	1,050.00	-1,050.00	0.0%
Total 5374000 · Ebb Shoal / Offshore Projects	0.00	21,050.00	-21,050.00	0.0%
5375000 · Construction Programs				
5375476 · North Shoreline Stabilization	0.00	10,000.00	-10,000.00	0.0%
5375475 · South Shoreline Repair	0.00	2,000.00	-2,000.00	0.0%
5375474 · Marina Channel Dredge-SISP	0.00	0.00	0.00	0.0%
5375461 · North Jetty Lights	0.00	2,500.00	-2,500.00	0.0%
5375462 · Storm Management	0.00	300,000.00	-300,000.00	0.0%
5375472 · North Jetty Maint. and Repair	1,148,205.22	4,700,000.00	-3,551,794.78	24.4%
Total 5375000 · Construction Programs	1,148,205.22	5,014,500.00	-3,866,294.78	22.9%
5376000 · Natural Resource Programs				
5376309 · Marine Services	11,548.97	18,000.00	-4,453.03	72.2%
5376308 · Safety Management	0.00	500.00	-500.00	0.0%
5376307 · Web Site Enhancement(Web Cam)	2,190.00	16,700.00	-14,510.00	13.1%
5376306 · Public Awareness and Education	10,891.71	20,000.00	-9,108.29	54.5%
5376310 · Surveying Services-(Economic)	0.00	0.00	0.00	0.0%
5376312 · Aerial Photography / Annual	0.00	15,000.00	-15,000.00	0.0%
5376318 · Coconut Point Stabilization	0.00	500.00	-500.00	0.0%
5376470 · Permitting Req./Compl. Rep'ting	0.00	1,000.00	-1,000.00	0.0%
Total 5376000 · Natural Resource Programs	24,628.68	69,700.00	-45,071.32	35.3%
5377000 · Other Planned Projects				
5377340 · Contract Labor	0.00	1,000.00	-1,000.00	0.0%
5377464 · Refilling of South Beach	0.00	10,000.00	-10,000.00	0.0%
Total 5377000 · Other Planned Projects	0.00	11,000.00	-11,000.00	0.0%
5378000 · Professional/Contract/Service				
5378640 · Project Related Equipment	0.00	1,500.00	-1,500.00	0.0%
5378310 · Eng./Surveying Consulting	0.00	15,000.00	-15,000.00	0.0%
Total 5378000 · Professional/Contract/Service	0.00	16,500.00	-16,500.00	0.0%
5410000 · Debt Interest Payments	0.00	1,000.00	-1,000.00	0.0%
5420000 · Debt Principal Payments	0.00	0.00	0.00	0.0%
6000000 · Capital Outlay	0.00	0.00	0.00	0.0%
Total Expense	3,320,333.32	18,969,250.00	-15,648,916.68	17.5%
Net Ordinary Income	3,483,821.24	-5,227,830.00	8,711,451.24	-66.6%
Net Income	3,483,821.24	-5,227,830.00	8,711,451.24	-66.6%

Sebastian Inlet District
Revenue & Expenses
February 2025

	Feb 25
Ordinary Income/Expense	
Income	
3000000 · Revenues	
3110100 · Ad Valorem Tax-Brevard Cty	181,985.83
3110200 · Ad Valorem Tax-Indian River Cty	27,332.14
Total 3000000 · Revenues	209,317.97
3610000 · Other Revenue	
3610200 · Interest Revenue	62,773.29
Total 3610000 · Other Revenue	62,773.29
Total Income	272,091.26
Gross Profit	272,091.26
Expense	
5110000 · Commission	
5110210 · Commissioners Payroll Taxes	153.00
5110110 · Commissioners Compensation	2,000.00
5110490 · Other Commissioners Expense/FRS	1,173.60
Total 5110000 · Commission	3,326.60
5130000 · Financial and Administrative	
5130120 · Salaries-Administrative	13,781.26
5130121 · Salary-Support Staff	43,244.87
5130150 · Retirement Contribution/FRS	11,244.03
5130210 · Taxes-Payroll	4,355.93
5130250 · Employee Insurance	2,582.66
5130321 · Accounting General	800.00
5130400 · Employee Travel In Dist.	779.87
5130401 · Employee Travel Out of Dist.	1,130.14
5130402 · Technical Conferences	154.79
5130410 · Telephone	109.61
5130411 · Other Communications	50.00
5130430 · Utilities	174.61
5130440 · Rent of Office Space	1,575.00
5130441 · Copier/Fax Machine Lease	96.60
5130510 · Office Supplies	149.74
5130511 · Postage	187.09
5130512 · Other Supplies	300.84
5130513 · Bank Fees and Charges	1,284.04
5130520 · Data Processing/IT Tech Support	902.85
5130540 · Publications	24.99
5130543 · General Administrative Expense	180.00
5130550 · Office Equip/ IT Backup Server	417.99
Total 5130000 · Financial and Administrative	83,526.91
5140000 · Legal Counsel	
5140310 · Attorney-Administrative	4,042.50
5140312 · Legal/Legis./Exec.	4,135.00
5140490 · Legal Advertising	71.40
Total 5140000 · Legal Counsel	8,248.90
5190000 · Governmental & Tax Related Fees	
5190491 · Tax Fees-Brevard Cty	18,684.62
5190492 · Tax Fees-Indian River Cty	546.66
Total 5190000 · Governmental & Tax Related Fees	19,231.28
5372000 · Sand Trap Dredging	
5372311 · Construction-Local Share	1,426,758.84
5372470 · Permit Related Costs/Monitoring	2,702.40
Total 5372000 · Sand Trap Dredging	1,429,461.24

**Sebastian Inlet District
Revenue & Expenses
February 2025**

	<u>Feb 25</u>
5375000 · Construction Programs	
5375472 · North Jetty Maint. and Repair	657,638.20
Total 5375000 · Construction Programs	<u>657,638.20</u>
5376000 · Natural Resource Programs	
5376309 · Marine Services	3,995.47
5376307 · Web Site Enhancement(Web Cam)	1,950.00
Total 5376000 · Natural Resource Programs	<u>5,945.47</u>
Total Expense	<u>2,207,378.60</u>
Net Ordinary Income	<u>-1,935,287.34</u>
Net Income	<u><u>-1,935,287.34</u></u>