

Sebastian Inlet District
Regular Commission Meeting
Wednesday, 4:30 PM, July 10, 2024
Sebastian Inlet State Park Fishing Museum
Vero Beach, FL, 32963

Minutes

Present at the meeting were: SID Chairman Jenny Lawton Seal, Commissioner Beth Mitchell (Vice Chair), Commissioner Michael Rowland (Secretary/Treasurer), Commissioner David Barney and Commissioner Lisa Frazier. Also, in attendance were: Executive Director James Gray, Contracts & Budget Director David Kershaw, SID Public Outreach Associate Ed Garland, SID Legal Counsel Shawn L. Demers, Binod Basnet (FDOT), Robin Brisebois (FDOT), Ian Biava (TranSystems), Ashvi Luthra (public), Eric Charest (IRC), Quintin Bergman (IRC), Melissa Meisenburg (IRC), and John Campbell (SID Commissioner-elect).

Under Agenda Item I

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

Under Agenda Item II

Approval of the Minutes of the regular Commission meeting of June 12, 2024. Commissioner Mitchell made a motion to approve the minutes. Commissioner Rowland seconded the motion. **The motion carried 5-0.**

Under Agenda Item III

Presentations

FDOT Update on the Sebastian Inlet Bridge Replacement Project

Mr. Binot, FDOT project manager, said FDOT is in the 90 percent design phase of the Sebastian Inlet Bridge Project. He cited a list of upcoming project milestones, saying construction will begin in 2026 and the project is expected to be completed by 2030. He introduced Mr. Biava, who provided a detailed history and specifications of the existing bridge, as well as a slide presentation outlining the proposed design and construction of the new bridge. The new bridge will be taller and wider than the existing bridge and will include improved pedestrian lanes, wider shoulders and improved park access on the north and south sides of the state park and the dedicated heavy construction access on the north side for District projects. Mr. Biava responded to several questions from commissioners, assuring them that the project will have minimal impact on bridge traffic and navigation. There will be two-way, two-lane traffic most of the time, except during operations such as the delivery of bridge beams. Commissioner Mitchell asked whether the District and FDOT are coordinating the respective project schedules. Mr. Gray confirmed that the District has worked out its construction schedule so that the bridge project will not impact the District's north jetty project or its sand truck haul project. FDOT will hold a public meeting on the project on July 17 in Sebastian. FDOT's entire presentation is available in the recorded minutes.

Under Agenda Item IV

Information and Discussion Agenda

A. Executive Director's Reports

1. Update on the 2024/2025 Sebastian Inlet Sand Trap Dredging and Beach Maintenance Project

Mr. Gray said the District's contractor, Atkins, has completed about 95 percent of the design for the project, which will place about 200,000 cubic yards of sand at Sector 1, located at Sebastian Inlet State Park. The Sector 2 submittal from Atkins is expected to be completed on

July 26. The District should be ready to advertise for bid the Sector 1 and Sector 2 projects, by mid-August 2024. Project commencement is expected in December 2024/January 2025.

2. Update on the 2024/2025 North Jetty Revetment Improvements Project — Phase 1
Mr. Gray said the North Jetty Revetment Improvement Project is out for bid and the final comment period ended on July 5. The bid opening will be held on August 7.
3. 5-Year (FY 2024-2029) District Project Forecasting (DRAFT)
Mr. Gray presented charts forecasting District projects over the next five years (FY 2024-2029), which includes environmental monitoring, north and south jetty maintenance projects, sand trap and channel dredging, and supplement truck hauling. Commissioner Barney asked why the Sector 2 truck haul project would begin in January. Mr. Gray explained that the project start date is estimated, given the construction window is between November 1st and April 30th due to sea turtle nesting season. Responding to Commissioner Frazier regarding project costs, Mr. Gray explained that costs are best estimates, particularly further into the five-year planning process.
4. Discussion on The Status of Sebastian Inlet District Grants and Potential Funding
Mr. Gray shared a slide summarizing the FDEP grants used toward Sector 2 Truck Haul Projects completed in 2020-2021 and 2022-2023, FDEP-approved and pending grant agreements for the 2024-2025 Sand Trap Dredging and Beach Placement planned for Sector 1, and developing grant applications to fund a Sector 2 Upland Sand Beach Placement Project in 2024-2025. Commissioner Mitchell sought assurances that the District is meeting its mandate for sand placement. Mr. Gray confirmed that the District, by continuing to implement its inlet management plan, will meet or exceed the state mandate. Mr. Gray also responded to Commissioner Frazier's questions regarding how grants are presented in the budget. Mr. Gray said grants are identified in the FY 2024/25 proposed budget but staff is looking into ways to itemize received grants differently in future budgets. Mr. Gray also responded to Commissioner's Barney's questions regarding the limited amount of sand available in within the sand trap and the need for supplemental "truck haul" sand.

Mr. Kershaw provided an overview of the District's finances.

Mr. Kershaw said the District's PNC account contains about \$4.7 million and the yield from SBA was 5.5 percent. He responded to questions from Commissioner Rowland about current interest rates and explained to Commissioner Frazier how funds from various accounts must be committed and used.

5. Discussion of Consent Agenda
Mr. Gray reviewed a Consent Agenda item for the Commission's consideration. (Details are found under Item IX).

Under Agenda Item V

Public Outreach Activities

Mr. Garland provided an overview of recent and upcoming public outreach activities. He shared highlights about his meeting with OCV, the developers of the District's new app. The developers said the app is being accessed between 2,000 and 8,000 times a week, which they described as "phenomenal."

Under Agenda Item VI

Park Matters – Sebastian Inlet State Park Manager Ken Torres

Mr. Torres was unable to attend the meeting but had nothing new to report.

Under Agenda Item VII

Legal Counsel Update — Shawn Demers (Gray Robinson)

Mr. Demers discussed the state required Commissioner ethics training and will work with Mr. Gray to determine whether an online course or an in-person session would be preferable.

Under Agenda Item VIII

Public Comment Period

There was no public comment.

Under Agenda Item IX

Consent Agenda

A. Authorized Work for Commission Review

There were no items.

B. Recommended for Approval

1. 2024-2025 Not-to-Exceed Millage Rate

Mr. Gray presented a snapshot summary of the District's revenues and expenditures as they would appear under three proposed millage rates. The scenarios illustrated how the District would complete upcoming projects under rates of 0.1164 mills, 0.2057 mills, and 0.1628 mills. Mr. Gray responded to commissioners' questions about the District use and leveraging of grants in calculating the various funding scenarios. Mr. Gray noted that the Commission must approve a Not-to-Exceed millage rate prior to the August 14, 2024, Commission meeting. Staff recommendation is for the Commission to adopt a Not-to-Exceed millage rate of 0.2057 for fiscal year 2024/2025. Mr. Gray explained that an approved not-to-exceed rate can be reduced but not increased easily to explain the reasoning behind staff's recommendation. Commissioner Frazier expressed concern about increasing the millage rate to cover the costs of upcoming projects instead of using District reserves to help pay for those costs. Mr. Gray responded that the District's proposed budget is using assigned fund balance to balance the budget. Mr. Gray also expressed concern that the District could put itself into an insolvency situation by exhausting its fund balance and reserves. This scenario could also put the District's FDEP grant opportunities in jeopardy if a local share funding match was unavailable. Commissioner Mitchell said the District has taken on mandates that it hasn't faced before, which explains the District's increased proposed budget. Mr. Gray cited years when the District operated under higher millage rates and was well within the allowable maximum millage rate of 1.5 mills. Mr. Gray noted that District has also phased projects as a cost savings measure because of funding limitations. Commissioner Mitchell thanked Mr. Gray and Mr. Kershaw for their efforts and Mr. Gray's one-on-one meetings with Commissioners to explain the staff's budget planning strategies.

2. Resolution Requesting Funding from State of Florida Beach Management Funding Assistance Program – FY 2025-2026 Resolution No. 07.10.24.02

Mr. Gray said the state requires the District to approve an annual resolution requesting funding assistance through the FDEP Beach Management Funding Assistance Program. Through the state's Local Government Funding Request (LGFR) grant program the District is requesting funding for the 2024/2025 Dredging and Beach Placement Project and the first phase of the 2024/2025 North Jetty Revetment Improvements Project.

3. CLARIFICATION ON Summerlin's Marine Construction, LLC Work Order No. 2324-019-Summerlin Channel Marker Repairs

Mr. Gray said the previously approved work order for \$14,100 contained a tabulation error that only accounted for half of the services required. The staff request is for the Commission to amend the original work order, Work Order No. 2324-019-Summerlin Channel Marker Repairs, to \$28,200. District funding is budgeted and available under Channel Extension, Signage/Markers, Account No. 5373-317.

Commissioner Mitchell made a motion to approve the Consent Agenda. Commissioner Frazier seconded the motion. **The motion carried 5-0.**

Under Item X

Commissioner Items

Commissioner Barney - Nothing

Commissioner/Treasurer Rowland – Nothing.

Vice Chair Mitchell – Nothing.

Commissioner Frazier – Nothing.

Chairman Lawton Seal – Nothing.

Under Item XI

Unfinished Business

No Unfinished business.

Under Item XII

New Business

No new business.

Under Item XIII

Adjournment — Chairman Lawton Seal adjourned the meeting at 6:25 p.m.

Secretary/Treasurer

Date

8/14/24