

**AGENDA
TOWN OF JUPITER ISLAND
BEACH PROTECTION DISTRICT MEETING
TUESDAY, MAY 14, 2024
ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD
(IMMEDIATELY FOLLOWING THE TOWN COMMISSION REGULAR MEETING)**

1. Consent Agenda

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

- a. Minutes of the April 17, 2024, Beach Protection District Meeting
- b. Beach Cleanup Report

2. Beach Cleaning Services ITB

3. Biological Monitoring Services ITB

4. Beach Project Status*

5. Beach Status*

6. Other Items*

** No advanced materials provided*

Town Commission

Penny Townsend, Mayor
Marshall Field, VI, Vice Mayor
Anne Scott, Commissioner
Patricia Warner, Commissioner
Joseph Taddeo, Commissioner

Town Staff

Town Manager, Robert Garlo
Town Attorney, Thomas J. Baird
Town Clerk, Kimberly Kogos

STATE MANDATED STATEMENT

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455, telephone (772) 545-0103.

**MINUTES
TOWN OF JUPITER ISLAND
BEACH PROTECTION DISTRICT MEETING
WEDNESDAY, APRIL 17, 2024**

TIME: Wednesday, April 17, 2024 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Mayor Penny Townsend, Vice Mayor Marshall Field VI, and Commissioners Anne Scott, Patricia Warner and Joseph Taddeo. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, Town Attorney Thomas Baird and IT Director Bill Sutton.

1. Consent Agenda

Mayor Townsend asked if the dariliet boat had been removed. Duchock confirmed.

Commissioner Scott asked how much clean up is near the public beach and where are the access points. Duchock stated that there is access at 123 SB and by town property.

MOTION: *Commissioner Scott/Commissioner Warner moved to approve consent agenda as presented.*

ACTION: *Motion Passed 5-0*

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

- a. Minutes of the March 21, 2024, Beach Protection District Meeting
- b. Beach Cleanup Report

2. Work Authorization Annual Physical Monitoring (GBA)

Director Duchock provided background information stating that Gahagan & Bryant Associates, Inc. (GBA) provides annual physical monitoring survey services and related reports as required by the Joint Coastal Permit issued by the State and Federal regulatory agencies. Under Task Order No. 24.2, GBA will perform topographic and hydrographic surveys along fifty-nine (59) beach profiles between R-68 and R-121, extending from the dune approximately 4,000 feet offshore at roughly 800-foot spacing. He noted that the Town's offshore borrow site will also be surveyed as part of this work effort.

Director Duchock explained that surveys will be performed for the length of the dune restoration project between 601 and 619 South Beach Road, and all work will be conducted following accepted State and USACE standards. GBA will furnish survey data and maps along with a summary report documenting the changes in beach volume and shoreline position. He noted that this report is utilized by the State and the Town to understand the performance of the beach nourishment program and help plan for future beach nourishment needs.

MOTION: *Commissioner Scott/Vice Mayor Field moved to approve the work authorization for annual physical monitoring in the amount of \$56,898.00.*

ACTION: *Motion 5-0.*

3. Beach Project Update*

Director Duchock provided a beach project update, highlighting the current timeline. He explained the town is in the bidding phase of the project and a recommendation will come forward once bids are received and reviewed.

4. Biological Monitoring Presentation - Pinnacle Ecological*

Director Duchock introduced town consultant Paul Fitzgerald of Pinnacle Ecological, Inc. Mr. Fitzgerald provided a brief background of his company and began an overview of the findings of the 2023 Biological Monitoring efforts as required by the Town's permits for beach renourishment.

Mr. Fitzgerald provided photographs of the nearshore hardbottom and explained how it is a very unique habitat, transitioning from tropical to subtropical and allowed for a nursery ground for recreational, commercial and protected species.

Mr. Fitzgerald explained that the objective of biological monitoring is to assess and report the environmental (sediment cover, sediment depth, and biological cover) changes observed from year to year. He explained the process of mapping the hardbottom and data collection noting various challenges including severe weather and poor underwater visibility.

Commissioner Taddeo asked how the data is used once it is collected. Mr. Fitzgerald responded that data is submitted to the Department of Environmental Protection (DEP) who assesses the origin of the sand (if it is coming from beach nourishment, and how much sand is there). Mr. Fitzgerald explained that this monitoring helps the Town obtain beach permits for projects.

Town Manager Garlo asked about the depth and location of the divers and monitoring. Mr. Fitzgerald noted the depths range from 2 to 25 feet with an average depth of 9 feet. He added that the reef structure photographed in his presentation is just south of Pecks Lake.

5. Beach Status*

Director Duchock reported there are 114 leatherback nests to date and noted the loggerhead and green turtles nest a little later.

Director Duchock stated that the winter season conditions persist with a steeper and rolling beach face and no escarpments. He explained that while there are no active hotspots, there are a few potential hotspots. He added that there has been minor erosion over the last 30 days.

Director Duchock reported that Colorado State University issued its first seasonal forecast for expected hurricane activity in the Atlantic Ocean (April 4, 2024):

23 named storms > 39 mph wind (14.4 avg)

11 Hurricanes >74 mph wind (7.4 avg)

5 major hurricanes >111 mph wind (3.2 avg)

Director Duchock provided drone photographs of the beach and compared current conditions with those of last summer.

Public Comment:

There was no public comment.

6. Other Items*

No other topics were discussed.

Respectfully Submitted,

Kimberly Kogos, Town Clerk



TOWN OF JUPITER ISLAND

Public Works Department

12921 S.E. Suzanne Dr.

Post Office Box 7

Hobe Sound, FL

33475-0007

Town of Jupiter Island Public Works Department

Beach Cleanup, April 2024

The Public Works Department completed the seventh beach cleanup for the 2023-2024 season in April. Areas covered spanned from the Fish and Wildlife parking lot to the Parking Lot in the north to Blowing Rocks Preserve in the south. Approximately 8.8 miles of beach are covered during each cleanup, collecting all manmade material larger than a penny. Debris is then transported by small trucks to Coastal Recycling Drive for disposal. Work is performed by the Public Works Department.

During this cleanup, crews found very light debris accumulation scattered throughout the beach. Debris totaled approximately 400 lbs. and consisted primarily of floating debris and light, blown items that had become entangled within the seaweed, both surf and wind were found to be light. The remnants from cleanup of a wrecked sailboat continue to be found and collected when encountered. Additionally, 850 lbs. of lumber/wood and miscellaneous other manmade materials were found and disposed of. Two seabirds were found and buried, and no medical waste was encountered during the cleanup.

Two men utilizing ATVs and on foot covered all areas over Two days. Particular attention was paid to collecting hazardous debris during the cleanup to ensure a safe experience for our seasonal residents and families. Extra care was taken to ensure that any broken glass or sharp objects were collected and the surrounding sand carefully inspected for any remaining sharps. Public Works conducted this work in a professional and careful manner, using existing points of access, with little impact to the beach and dune areas.

Month	Man-hours	Debris Volume (lbs.)
October 2023	144 Man-hours	2,150 lbs.
November 2023	60 Man-hours	1,550 lbs.
December 2023	96 Man-hours	1,800 lbs.
January 20204	45 Man-hours	1,800 lbs.
February 20204	66 Man-hours	1,700 lbs.
March, 2024	62 Man-hours	2,800 lbs.
April, 2024	29 Man-hours	1,250 lbs.
Total	502 Man-hours	13,050 lbs.

TOWN OF JUPITER ISLAND

MEMORANDUM

TO: Mayor & Town Commission

THROUGH: Robert Garlo, Town Manager *RG*

CC: Kimberly Kogos, Town Clerk

FROM: John Duchock, Assistant Town Manager/Beach District Director
Stuart Trent, Public Works Director

RE: Beach Cleaning Services ITB#2024-02

DATE: 5/3/2024

Background:

The Public Works Department conducts monthly beach cleaning activities along the Town's beaches between November and May each year. As reported in the monthly beach clean up reports, Public Works collects and removes more than 8 tons of trash and debris each year on average. On average the effort requires 700 man-hours each year or roughly 100 hours per month. The service provided by Public Works to the residents is of significant value but presents significant cost and challenges to the department resulting in lost productivity conducting its primary functions (residential trash collection and recycling, brush removal, landscaping and grounds maintenance, facilities maintenance, and roadway maintenance).

To maintain the highest level of service for the primary functions of the Public Works Department, staff solicited for contracted beach cleaning services through an Invitation to Bid (ITB#2024-02). Five companies responded to the ITB as summarized below:

Vendor Name	Cost per Cleaning Event
Nathan Todd OCD Cleaning	\$1,972.64
Xterra Clean Corp.	\$9,250.00
Kerner LLC	\$1,395.00
Beach Raker LLC	\$1,000.00
Mowerks LLC	\$1,700.00

The lowest bidder is Beach Raker LLC at \$1,000.00 per cleaning event, which the company proposed would require one day to complete. Beach Raker LLC's response was qualified by an extensive list of current beach cleaning contracts, highlighting more than 40 years of experience working for numerous municipal clients.

Recommendation:

The projected annual cost for bi-monthly beach cleaning services following the bid pricing provided by Beach Raker LLC is \$12,000, based on cleaning the beaches twice per month from November to April. Town staff recommends advancing a contract with Beach Raker LLC, adopting the bid pricing for the initial three-year period, as provided in the bid documents. The total to be approved for the three year initial period is \$36,000. An additional two-year extension may be granted based on program success and performance.

TOWN OF JUPITER ISLAND

MEMORANDUM

TO: Mayor & Town Commission

THROUGH: Robert Garlo, Town Manager

CC: Kimberly Kogos, Town Clerk

FROM: John Duchock, Asst. Town Manager/Beach District Director

RE: Agenda Item No. 3 - Biological (Hardbottom) Monitoring ITB#2024-03

DATE: 5/10/2024

Background:

The Joint Coastal Permit (JCP) issued by the Florida Department of Environmental Protection (FDEP) in June 2018 for the Town's beach nourishment program included a new Biological Monitoring Plan specifying the requirements for monitoring nearshore hardbottom within the vicinity of the north beach fill segment. The Town solicited contractor bids for biological monitoring through an Invitation to Bid (ITB#2024-03) in accordance with the requirements of the JCP for the Beach Protection District. The ITB included costs for up to five annual monitoring events with separate pricing requested for each year (2024 to 2028). A total of five firms submitted responses which were reviewed by the Town Clerk, Finance/HR Director, and Beach District Director. The results of the bids are as follows:

	<i>Pinnacle Ecological</i>	<i>RES</i>	<i>Marine Imaging Tech</i>	<i>APTIM</i>	<i>CSA</i>
Pre-Construction (2024)	\$130,768.00	\$181,241.00	\$247,999.00	\$143,019.80	\$151,707.39
Post-Construction Monitoring (2025)	\$133,383.36	\$141,208.00	\$221,713.00	\$143,019.80	\$146,411.82
Year 1 Monitoring (2026)	\$136,717.96	\$141,168.00	\$228,368.00	\$119,202.90	\$150,106.56
Year 2 Monitoring (2027)	\$140,135.89	\$141,168.00	\$235,228.00	\$119,202.90	\$153,921.05
Year 3 Monitoring (2028)	\$143,639.28	\$141,168.00	\$242,296.00	\$119,202.90	\$160,238.26
TOTALS	\$684,644.49	\$745,953.00	\$1,175,604.00	\$643,648.30	\$762,385.08
Transect Replacement/Repair	\$187.71	\$450.00	\$500.00	\$4.50	\$90.20

APTIM provided the lowest bid price at \$643,648.30 for all five monitoring events. Town staff has reviewed the company qualifications which appear to be sufficient. As stated in the ITB, the selected company must obtain approval of qualifications from FDEP within 30 days of notification by the Town.

Recommendation:

Town staff recommends approval and execution of a contract with APTIM to provide biological monitoring services and requests authorization for approval and execution of an initial work order under the contract in the amount of \$143,019.80 covering the first monitoring event (2024 pre-construction). Future monitoring events will be brought forward for Commission approval.