

**AGENDA
TOWN OF JUPITER ISLAND
BEACH PROTECTION DISTRICT MEETING
TUESDAY, JUNE 11, 2024
ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD - 10 AM**

1. Consent Agenda

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

- a. Minutes of the May 14, 2024, Beach Protection District Meeting
- b. Beach Cleanup Season Summary

2. Beach Project Status*

3. Beach Status*

4. HB 7013 Requirements for Special Districts

5. 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
TUESDAY, MAY 14, 2024**

TIME: Tuesday, May 14, 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, and Patricia Warner. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, Town Attorney Thomas Baird and IT Director Bill Sutton.

1. Consent Agenda

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

MOTION: *Commissioner Scott/Vice Mayor Field moved to approve consent agenda as presented.*

ACTION: *Motion Passed 4-0*

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

2. Beach Cleaning Services ITB

Director Duchock reviewed the process and result of the Invitation To Bid for Beach Cleaning Services. He stated that Beach Raker LLC, was the lowest qualified bidder at \$1,000 per cleaning event. He explained that Beach Raker was qualified by an extensive list of current beach cleaning contracts, highlighting more than 40 years of experience working for numerous municipalities. Director Duchock noted the annual cost would be \$12,000, based on cleaning the beaches twice per month from November to April. He recommended advancing a contract, adopting the bid pricing for the initial three-year period. The total cost for the initial period is \$36,000. He noted an additional two-year extension may be granted.

MOTION: *Vice Mayor Field/Commissioner Scott moved to approve the contract with Beach Raker, LLC for Beach Cleaning Services.*

ACTION: *Motion Passed 4-0.*

3. Biological Monitoring Services ITB

Director Duchock provided background information pertaining to the Florida Department of Environmental Protection's (FDEP) requirements for beach nourishment programs which include biological monitoring. Based on this, the Town solicited contractor bids through ITB 2024-03 for Biological Monitoring and five responses were received. All responding firms were qualified companies. Of the five, APTIM provided the lowest qualified bid price at \$643,648.30 with the caveat that they obtain FDEP approval within 30 days of notification by the Town. Director Duchock noted the initial cost for the first year is \$143,019.80

MOTION: *Commissioner Scott/Vice Mayor Field moved to approve engaging with APTIM for Biological Monitoring services.*

ACTION: *Motion Passed 4-0.*

MOTION: *Commissioner Scott/Vice Mayor Field moved to approve the work order as presented following execution of the contract.*

ACTION: *Motion Passed 4-0.*

4. Beach Project Status*

Director Duchock provided a brief update on the current beach project. He stated that the Town has completed the permit and design phases and is in the bidding phase of the project, with bids due to the Town by June 14th.

5. Beach Status*

Director Duchock reported the sea turtle nest count as of 5/13/24:

247 Leatherback nests

465 Loggerhead nests

Director Duchock explained the current beach conditions, stating that there is a steep and rolling beach face with scattered escarpments (1-3ft high) with no active hotspots. He noted a few potential hotspot areas and commented that there has been only minor erosion over the last 30 days.

6. Other Items*

There were no other items for discussion.

Adjourned 4:34pm.

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 2024 Review

The Public Works Department completed seven beach cleanups for the 2023-2024 season between October and 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.

Men utilizing ATVs and on foot covered all areas canvassing the beach for the purpose of 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.

Future cleanups will be conducted by a contract service provider under the direction of the Beach District Director and pickup of bagged materials to a local disposal facility by the Public Works Department. The active recap is as follows:

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.
Prior year totals		
2022-23 Season Totals	581 Man-hours	24,940 lbs.
2021-22 Season Totals	330 Man-hours	8200 lbs.
2020-21 Season Totals	702 Man-hours	15,100 lbs.
2019-20 Season Totals	706 Man-hours	20,930 lbs.
2018-19 Season Totals	650 Man-hours	12,040 lbs.

TOWN OF JUPITER ISLAND

MEMORANDUM

TO: Mayor & Town Commission

THROUGH: Robert Garlo, Town Manager *RG*

CC: Kimberly Kogos, Town Clerk

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

RE: Agenda Item No. 4 – HB7013 Reporting Requirements for Special Districts

DATE: 5/24/2024

Background:

The Florida Legislature passed House Bill No. 7013, which the Governor signed on April 26, 2024. Specifically, the bill effects changes to F.S. Chapter 189 (and other statutes) concerning independent and dependent special taxing districts. The Beach Protection District is a dependent special taxing district enacted through the State legislature in 1982. The impact of HB7013 is reflected in the new statutory section below.

189.0694 Special districts; performance measures and standards.

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

The impact of the bill on the Town is a new requirement to establish and publish goals and objectives for the Beach Protection District, including performance measures, and to report on those annually. The first annual report is required to be published on the Town's website by December 1, 2025. It is noted that Beach Protection District has maintained a series of goals and objectives based on a classification of core program elements critical to function and performance. Those core program elements may be grouped as follows:

Core Program Element	Goal	Objective/Performance
Permitting and Resource Protection	Protect and enhance natural resources	Conformance with Federal and State regulatory requirements with performance indicators through monitoring and minimizing/mitigating documented impacts (if any).
Design and Performance	Protect property and abate erosion	Consideration of nourishment template design, short/long-term changes to beach, and alternative measures to abate erosion and protect property with performance measures indicators linked to shoreline position and impacts of erosion/storms, sea level rise, sand supply, etc.
Budgeting and Funding	Promote sound decision making through financial planning	Responsible management of district funds and financial planning for sufficient funding of program through Ad Valorem revenue, State grant funding, and Federal/State disaster recovery funds (if available) with performance measures based on future projections of district reserves (12-Year Financial Plan).
Regional Cooperation and Inlet Management	Maintain positive regional stakeholder engagement on beach and inlet issues	Maintaining a regional stakeholder approach, reinforcing joint Town and County interest in inlet and beach management issues with performance measures tied to effective management of inlet sand and future cost share agreements for Town beach projects.

Long-Range Planning:

A long-range plan has not been formalized for the Beach Protection District, however, the core program elements listed above begin to form the basis for discussion of specific planning issues such as:

1. If Federal/State disaster recovery funds for beach restoration do not continue, how will the Beach Protection District generate sufficient revenues moving forward into the future?
2. How long will the current sand supply last for beach restoration and what other sources of sand are available for future use?
3. How will sea level rise impact the future performance of beach projects and frequency of nourishment necessary to maintain the ECL as it stands today?
4. What other practical alternatives are there to beach nourishment?

Recommendation:

In order to satisfy the requirements of HB7013, Staff recommends developing a draft set of goals, objectives, and performance measures based on the core program functions listed in this memo and including other issues as directed by the Commission.