

**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