

**AGENDA  
TOWN OF JUPITER ISLAND  
BEACH PROTECTION DISTRICT MEETING  
WEDNESDAY, NOVEMBER 19, 2025  
ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD**

- 1. Consent Agenda**
  - a. Minutes of October 28, 2025 Beach Protection District Meeting
  - b. Monthly Finance Report
- 2. Resolution No. 947 - Adopting District Goals & Objectives**
- 3. FEMA Review Council**
- 4. Beach Status\***
- 5. Other Items\***

*\* No advanced materials provided*

**Town Commission**

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

**Town Staff**

Town Manager, Robert Garlo  
Town Attorney, Brett Lashley  
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, OCTOBER 28, 2025**

**TIME:** Tuesday, October 28, 2025 – 10:00 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**

**MOTION:** *Commissioner Field/Vice Mayor Scott moved to approve the consent agenda as presented.*  
**ACTION:** *Motion Passed 5-0.*

Mayor Townsend recommended amending the agenda to move Item #5 to the beginning of the meeting. This adjustment will accommodate scheduling considerations.

**MOTION:** *Commissioner Taddeo/Commissioner Field moved to amend the agenda to move #5 to the beginning of the meeting.*  
**ACTION:** *Motion Passed 5-0.*

- a. Minutes of the September 16, 2025, 1st Budget Hearing
- b. Minutes of the September 19, 2025, Beach Protection District Meeting
- c. Minutes of the September 19, 2025, 2nd Budget Hearing
- d. Monthly Finance Report

**2. Beach District Goals & Objectives**

*Agenda Item #2 was heard after Item #5, at 11:02am. After hearing Agenda Item #5, the Commission recessed for a short break.*

*Recessed at 10:57am.  
 Reconvened at 11:02am.*

Director Duchock explained the new requirement for all special tax districts to publish their goals and objectives beginning December 1, 2025, established in House Bill 7013. Director Duchock stated that the proposed draft brings the Town into compliance.

Vice Mayor Scott confirmed with Director Duchock that this version of the goals and objectives meets the requirements of House Bill 7013 without extending as much detail as the first draft. The Commission affirmed their approval of the abbreviated version and instructed Director Duchock to bring forth a Resolution adopting and publishing these goals and objectives for the November meeting.

**3. Letter to FEMA Review Council**

Director John Duchock provided an overview of the FEMA reorganization that occurred earlier in the year and expressed ongoing concerns regarding the future federal support of engineered beaches. He presented a draft letter from the Mayor to the FEMA Review Council, requesting continued funding for such projects, and invited feedback from the Commission.

Commissioner Field recommended that copies also be sent to the Town's state representatives to broaden advocacy efforts.

The Commission discussed how the language of the letter may be improved. Several suggestions were made to strengthen the letter including:

- Move the primary request ("ask") to the beginning of the letter for clarity and emphasis.
- Include language that defines the Town's engineered beach as critical infrastructure, comparable to storm gates and levees, rather than recreational zoning.

The Commission agreed to proceed with a redraft of the letter incorporating these revisions.

Town Consultant Kelly Layman recommended initiating communication with key Florida-based members and presidential appointees of the FEMA Review Council, including:

- Mayor Jane Castor (Tampa)
- Deputy Director Kevin Guthery
- Florida Shore and Beach Preservation Association, which has also submitted a letter to the Council

The Commission supported this recommendation as part of the Town's broader advocacy strategy.

#### **4. Federal Permit Status**

Director John Duchock informed the Commission of an updated memo placed on the dais regarding the Town's Federal Permit status. He confirmed that the Town has successfully received a two-year extension, with the permit now set to expire in 2027. He noted that continued coordinated efforts with Federal Agencies and the Army Corps of Engineers will be needed to finish the project.

#### **5. Sea Turtle Lighting Ordinance Update**

*This item was moved to the front of the agenda.*

Director John Duchock introduced Ms. Emily Wooley, Senior Lighting Specialist with the Sea Turtle Conservancy (STC), who provided an overview of sea turtle lighting regulations and their relevance to Jupiter Island.

Commissioner Taddeo inquired about nesting totals and the ecological importance of Jupiter Island beaches. Ms. Wooley responded that Jupiter Island ranks among the world's leading nesting sites for loggerhead and leatherback sea turtles, alongside Brevard County.

Ms. Wooley shared her professional background and outlined the three key lighting principles:

- Low (low-mounted and lower watts/lumen fixtures)
- Shielded (fixtures that block light from reaching the beach)
- Long (long-wavelength LED bulbs)

She emphasized that interior lighting can be as disruptive as exterior lighting and offered mitigation strategies for both.

Commissioner Field recommended prioritizing resident education over enforcement for lighting violations. Director Duchock noted that a recent night survey identified 39 violations of current turtle lighting regulations.

Ms. Wooley informed the Commission that grant funding is available to assist local governments in implementing recommended changes.

She reviewed the Town's current lighting ordinance, noting that its language and enforcement scores fall into a less-than-ideal category. She presented a redline version of the ordinance aligned with the Model Ordinance, suggesting updates to definitions and terminology to reflect advances in research and technology.

Discussion followed regarding inconsistencies between proposed turtle lighting regulations and existing dock lighting rules. Commissioners expressed mixed concerns—some about making the ordinance too strict, others about not being strict enough. The issue of staff capacity for enforcement was also raised.

Mayor Townsend summarized that a beachfront lighting policy would be beneficial if it aligns with the character and practices of the island. She supported a strict approach, with flexibility to address issues case-by-case. The Commission directed staff to work with Ms. Wooley to develop adjusted, personalized ordinance language.

Additional requests included:

- Comparative data on Jupiter Island beaches versus other municipalities
- A resolution affirming the Town's commitment to environmental leadership, including goals around light pollution reduction, nesting habitat protection, and grant funding opportunities
- Inclusion of turtle nesting and lighting mitigation language in the Comprehensive Plan

## **6. Offshore Borrow Site Expansion Update\***

Director John Duchock reported that Gahagan & Bryant has initiated the permit application process with the State to investigate a potential new offshore borrow site to support future beach nourishment efforts.

He presented visuals of the proposed expansion area and shared a timeline outlining key milestones in the permitting and investigation process.

## **7. Beach Status\***

Director John Duchock provided an update on the current beach conditions, noting that recent heavy sea activity has resulted in minor to moderate erosion along much of the nourished beach, primarily due to offshore storm wave impacts. He observed the formation of steep, rolling beach faces and minor escarpments, which may require monitoring.

He identified erosion hotspots at the following locations:

- 33 North Beach to the public beach

- 65 South Beach to 185 South Beach Road
- 600 Block

Director Duchock also reported final sea turtle nesting counts, all of which exceeded last year's totals:

- Loggerhead: 6,707 nests
- Green: 5,247 nests
- Leatherback: 439 nests

To support ongoing beach health and aesthetics, beach cleanup efforts are scheduled to begin in November and will continue through May. He presented drone footage and ground-level photographs to illustrate current conditions and support planning discussions.

## **8. Other Items\***

Town Attorney Baird announced his retirement, effective January 2026, and requested that his associate, Brett Lashley, attend the November and December Commission meetings in his place. He shared heartfelt remarks about Nathaniel Reed and his longstanding connection to Jupiter Island. Mayor Townsend regretfully accepted the resignation with appreciation for Mr. Baird's service.

Commissioner Field proposed Kyle Teal of Buchanan Ingersoll as a potential candidate for the next Town Attorney. The Commission agreed to continue with the Jones Foster firm through January.

Mayor Townsend recommended presenting a Request for Proposal (RFP) at the Commission meeting scheduled for tomorrow to formally begin the selection process.

Town Manager Garlo requested guidance from the Commission regarding the RFP structure and timeline, and the Commission agreed to discuss the matter further during tomorrow's meeting.

*The meeting adjourned at 11:48am.*

Respectfully Submitted,

Kimberly Kogos, Town Clerk

BEACH EROSION DISTRICT  
 INTERIM REVENUE AND EXPENDITURE REPORT  
 PERIOD ENDING 9/30/2025

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE 09/30/2025	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			
Fund 101 - BEACH PROTECTION DISTRICT						
Revenues						
Dept 000						
101-000-311.000	AD VALOREM TAXES	3,380,769.00	3,380,769.00	3,378,492.52	2,276.48	99.93
101-000-331.391	FEMA REIMBURSEMENT	23,666,698.00	23,666,698.00	23,666,698.00	0.00	100.00
101-000-334.500	STATE DISASTER RELIEF	3,380,957.00	3,380,957.00	3,380,957.00	0.00	100.00
101-000-337.302	COUNTY GRANT - PHYSICAL ENVIRONMENT	0.00	0.00	6,969,000.00	(6,969,000.00)	100.00
101-000-361.100	INTEREST	200,000.00	500,000.00	592,799.27	(92,799.27)	118.56
101-000-381.001	TRFR-UNDESIGNATED/UNRESERVED	807,539.00	5,033,283.00	0.00	5,033,283.00	0.00
Total Dept 000		31,435,963.00	35,961,707.00	37,987,946.79	(2,026,239.79)	105.63
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TOTAL REVENUES		31,435,963.00	35,961,707.00	37,987,946.79	(2,026,239.79)	105.63
Expenditures						
Dept 211 - BEACH PROTECTION ADMINISTRATION						
	PERSONNEL AND BENEFITS	442,443.00	309,050.00	260,120.13	48,929.87	84.17
	OPERATING	293,520.00	293,520.00	299,796.04	(6,276.04)	102.14
Total Dept 211 - BEACH PROTECTION ADMINISTRATION		735,963.00	602,570.00	559,916.17	42,653.83	92.92
Dept 221 - BEACH PROTECTION PROJECTS						
Total Dept 221 - BEACH PROTECTION PROJECTS		30,700,000.00	35,359,137.00	34,590,309.22	768,827.78	97.83
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TOTAL EXPENDITURES		31,435,963.00	35,961,707.00	35,150,225.39	811,481.61	97.74
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Fund 101 - BEACH PROTECTION DISTRICT:						
TOTAL REVENUES		31,435,963.00	35,961,707.00	37,987,946.79	(2,026,239.79)	105.63
TOTAL EXPENDITURES		31,435,963.00	35,961,707.00	35,150,225.39	811,481.61	97.74
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,837,721.40	(2,837,721.40)	100.00

BEACH EROSION DISTRICT  
INTERIM BALANCE SHEET  
PERIOD ENDING 9/30/2025

GL Number	Description	Balance
Fund 101 - BEACH PROTECTION DISTRICT		
*** Assets ***		
101-000-101.000	CASH IN BANK-SEACOAST NATIONA	581,460.59
101-000-101.001	MONEY MARKET-SEACOAST NATIONA	11,782,579.62
101-000-101.152	INVESTMENT POOL	22,856.23
101-000-101.154	INVESTMENT- FL PALM	10,032.31
101-000-101.155	INVESTMENT-SBA	105,841.85
101-000-133.001	DUE FROM STATE OF FLORIDA	332,050.76
101-000-133.002	DUE FROM FEMA	12,588,947.98
101-000-155.000	PREPAID ITEMS	1,035.34
	Total Assets	25,424,804.68
*** Liabilities ***		
101-000-207.001	DUE TO GENERAL FUND	6.50
	ACCRUED PAYROLL/BENEFITS	7,166.85
	Total Liabilities	7,173.35
*** Fund Balance ***		
101-000-280.001	NONSPENDABLE PREPAID	2,723.00
101-000-284.000	FUND BALANCE	22,577,186.93
	Total Fund Balance	22,579,909.93
	Beginning Fund Balance	22,579,909.93
	Net of Revenues VS Expenditures	2,837,721.40
	Ending Fund Balance	25,417,631.33
	Total Liabilities And Fund Balance	25,424,804.68



## TOWN OF JUPITER ISLAND

### MEMORANDUM

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**To:** Mayor & Town Commission

**Through:** Robert Garlo, Town Manager

**CC:** Kimberly Kogos, Town Clerk

**From:** John Duchock, Asst. Town Manager

**RE:** Agenda Item No. 2 – Resolution No. 947 Adopting Beach Protection District Goals & Objectives for FY2025/2026

**Date:** 11/10/2025

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Background:

In response to the requirements established in House Bill 7013, the Beach Protection District must annually publish a report describing the goals, objectives, and performance measures beginning December 1, 2025. Attached to this memorandum is Resolution No. 947 adopting the Beach Protection District Goals & Objectives for Fiscal Year 2025-2026.

Recommendation:

Town staff is seeking Commission approval of Resolution No. 947 as presented.

**RESOLUTION NO. 947**

**A RESOLUTION OF THE TOWN OF JUPITER ISLAND BEACH PROTECTION DISTRICT, MARTIN COUNTY, FLORIDA, ADOPTING GOALS & OBJECTIVES FOR THE FISCAL YEAR 2025-2026.**

**WHEREAS**, the Jupiter Island Beach Protection District is a Special District authorized by the Laws of Florida, Chapter 82-331, House Bill No. 709, to protect the beach and lands within the Town of Jupiter Island; and,

**WHEREAS**, in accordance with the requirements of Florida Statute Chapter 189.0694, 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; and,

**WHEREAS**, 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; and(b) Any goals or objectives the district failed to achieve; and,

**WHEREAS**, the members of the Town Commission of the Town of Jupiter Island also serve as the members of the Commission for the Jupiter Island Beach Protection District; and,

**WHEREAS**, the Jupiter Island Beach Protection District has published on a duly noted agenda, reviewed, discussed, taken public comment, and approved annual goals and objectives on October 19, 2025; and,

**WHEREAS**, the Jupiter Island Beach Protection District desires to approve and publish annual goals, objectives, and performance measures in accordance with F.S. Chapter 189.0694.

**NOW, THEREFORE**, be it resolved by the Jupiter Island Beach Protection District:

**Section 1.** The whereas clauses above are incorporated herein.

**Section 2.** The Jupiter Island Beach Protection District resolves to adopt the Goals and Objectives for Fiscal Year 2025/2026 as approved and reflected in Exhibit A, attached and incorporated herein.

**Section 3.** This Resolution shall take effect immediately upon adoption.

**PASSED AND ADOPTED** by the Jupiter Island Beach Protection District Commission of the Town of Jupiter Island this 19<sup>th</sup> day of November 2025.

**Attest:**

**TOWN OF JUPITER ISLAND**

\_\_\_\_\_  
Kimberly Kogos, Town Clerk

\_\_\_\_\_  
Penelope Townsend, Mayor

**Approved as to form and  
Legal Sufficiency:**

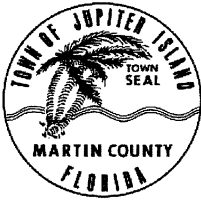
\_\_\_\_\_  
Brett Lashley, Town Attorney

\_\_\_\_\_  
Anne Scott, Vice-Mayor

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Marshall Field VI, Commissioner

\_\_\_\_\_  
Joseph Taddeo, Commissioner

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Patricia Warner, Commissioner



## TOWN OF JUPITER ISLAND

### MEMORANDUM

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**To:** Mayor & Town Commission

**Through:** Robert Garlo, Town Manager

**CC:** Kimberly Kogos, Town Clerk

**From:** John Duchock, Asst. Town Manager

**RE:** Agenda Item No. 3 –FEMA Review Council

**Date:** 11/10/2025

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#### Background:

In response to the reorganization of the Federal Emergency Management Agency (FEMA) implemented earlier this year, future funding of Category G "Parks, Recreation, Other" projects has come into question. Category G projects include engineered beaches, and the Town's beach nourishment program has qualified for significant funding through FEMA's Public Assistance Program. The convening of a "FEMA Review Council" was initiated under the direction of the current administration with the purpose to advise the President on how to improve FEMA's ability to handle disasters and recommend changes to better serve the national interest.

While no specific actions have been taken to restrict Category G funding, the concern over future support of engineered beaches continues. Advocates for coastal communities, including the Florida Shore & Beach Preservation Association, have formally expressed concern and support for beach restoration, highlighting the economic and environmental return on investment that beach restoration projects present to the local community – beyond the direct benefit of storm protection.

#### Recommendation:

Staff recommends adoption of a Resolution by the Town emphasizing the protective benefits of an engineered beach, requesting that FEMA re-categorized engineered beaches as flood protection, and urging FEMA to continue funding engineered beach projects.