



GEORGE G. GENTILE – Chairman

THOMAS HOWARD – Vice Chairman

JAMES H. DAVIS – Secretary/Treasurer

MICHAEL MARTINEZ

GAIL WHIPPLE

JOSEPH B. CHAISON
Executive Director

jchaison@jupiterinletdistrict.org

AGENDA

DATE: June 8, 2022
TO: JID Commissioners and Staff
FROM: Joseph Chaison, Executive Director 
SUBJECT: Meeting Agenda

The Regular Monthly Meeting has been scheduled for **Wednesday, June 8, 2022 at 7:00 P.M.**
at the Jupiter Inlet District Administration Building, 400 N. Delaware Blvd., Jupiter, Florida.

1. Call to Order
2. Comments from the Public
3. Approval of Minutes
 - May 11, 2022 Regular Meeting
4. Approval of Bills
 - Submission of April Bills
 - Submission of Payroll, Utility Bills and Health Insurance Invoice for July
5. Treasurer's Report
 - Approval of May 2022 Treasurer's Report
6. Executive Director's Report
7. Engineer's Report
8. Legal Report
9. Unfinished Business
10. New Business
11. Commissioner Reports
12. Next Meeting Date(s) – Regular Meeting, July 13, 2022
13. Adjournment

**REGULAR BOARD MEETING
BOARD OF COMMISSIONERS
JUPITER INLET DISTRICT
MINUTES
May 11, 2022**

COMMISSIONERS PRESENT

George Gentile, Chairman
Thomas Howard, Vice Chairman
James H. Davis, Secretary/Treasurer
Michael Martinez
Gail Whipple

COMMISSIONERS ABSENT

None

OTHERS PRESENT

Joseph B. Chaison, Executive Director
William R. H. Broome, Attorney
Kenneth Craig, PE, Taylor Engineering

MEMBERS OF THE PUBLIC

Dr. Robert Bonitzer
Kim Woodward
André Rajoo (via CMT- Zoom)

1. Call to Order

Chairman Gentile called the meeting to order at 7:00 PM.

Pledge of Allegiance

2. Comments from Public

Dr. Robert Bonitzer of 420 West River Drive expressed his appreciation for the efforts of the Jupiter Inlet District, specifically in regard to efforts to preserve the habitat and Jones Creek shoreline of the property located at 500 N. Delaware Blvd.

3. Approval of Minutes

- **April 13, 2022 Regular Meeting Minutes**

Chairman Gentile entertained a **MOTION to approve the Minutes of the Regular Meeting of April 13, 2022**. Vice Chair Howard noted on Page 3 that the word 'were' should be added, that on Page 5 the word 'of' should be included, and that on Page 6 the following should be added, 'Vice Chair' and 'to reflect an increase to the monthly Commissioner Fees from \$200 per month to \$500 per month'. Vice Chair Howard also noted that Page 6 should include the following sentence, 'Vice Chair Howard noted that the policy should state that remote work requires special justifying circumstances, notification, and approval.'

Vice Chair Howard so **MOVED to approve the Minutes as amended**. Commissioner Martinez **SECONDED**. Chairman Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

4. Approval of Bills

- **Submission of April Bills** - Chairman Gentile called for a **MOTION to approve the April Bills and the additional Bills as presented**. Commissioner Davis so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.
- **Submission of Payroll, Utility Bills and Health Insurance Invoice for May** - Chairman Gentile called for a **MOTION to approve the Utility Bills and Health Insurance Invoice for May**. Vice Chair Howard so **MOVED**; Secretary Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

5. Treasurer's Report

A. Approval of April 2022 Treasurer's Report

Staff recommended approval. Chairman Gentile entertained a **MOTION to approve the April 2022 Treasurer's Report**. Secretary Davis so **MOVED**; Commissioner Whipple **SECONDED**. Chairman Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

6. Executive Director's Report

Central Embayment – Main Channel Maintenance Dredging

Ahtna Marine began dredging on April 22nd. Specifics were to be covered in the Engineer's Report. The railroad bridge closures have not affected the project progress. Staff have kept in contact with Jupiter PD Marine Units.

Loxahatchee River Railroad Bridge:

The interruptions to navigation due to the replacement of the bascule section of the railroad bridge had begun. Brightline and their contractor had adhered to their proposed twice-daily opening schedules. This affected access and navigation along the Loxahatchee River, though communication has been maintained and JID had not received reports of any incidents.

Johnson's Seagrass:

The National Marine Fisheries Service (NMFS) removed Johnson's seagrass from the Federal List of Threatened and Endangered Species, effective May 16th, 2022. They determined that Johnson's seagrass does not meet the statutory definition of a species and therefore does not qualify for listing under the Endangered Species Act. This does not remove protections for seagrasses and does not currently directly affect the JID.

Florida House Bill HB3C:

The Florida Legislature passed HB3C on April 20th. This bill does not affect the Jupiter Inlet District. The Bill states "*any independent special district established by a special act prior to the date of ratification of the Florida Constitution on November 5, 1968, and which was not reestablished, re-ratified, or otherwise reconstituted by a special act or general law after November 5, 1968, is dissolved effective June 1, 2023.*" The Jupiter Inlet District was re-ratified on May 25, 2000.

District-Relevant Permit Activity:

A Letter of No Objection from the United States Coast Guard was received in reference to the proposed informational marker buoys in the vicinity of the JID Mangrove Island restoration project.

500 North Delaware Blvd (Taylor Property):

Staff noted that they have reached out to the Jupiter Town Council to facilitate resumption of the execution of the proposed interlocal agreement for the joint ownership and management of this property.

South Jetty Walkway:

As a result of the multiple nourishment projects south of the inlet over the last three years, sand is frequently accumulating on the south jetty boardwalk. Palm Beach County Parks has been responsive in trying to keep the walkway clear.

7. Engineer's Report

General Engineering

Jetty Observation

Mr. Craig performed the monthly jetty condition assessment on May 11 and did not report any significant changes from the prior assessment.

Jupiter Inlet Sand Trap

Mr. Craig noted that at the April board meeting, the board approved Ahtna's pay application following Taylor Engineering's recommendation and that the project is now complete.

Loxahatchee River Main Channel Maintenance Dredging

Ahtna mobilized to the project site and completed DMMA preparation. Taylor Engineering approved all preconstruction submittals. Dredging operations began April 22, 2022 and continue to be underway. The projected date for completion of dredging is May 13, 2022. Weekly coordination meetings with JID, Ahtna, and Taylor Engineering staff have occurred.

On April 28, USACE staff visited the site and observed operations. JID (Joe Chaison), Ahtna (Jennifer Bistyga), and Taylor Engineering (Ken Craig) all participated in person.

Ahtna noted that the discharge pipe leading from DMMA's weir to Sims has cracked due to vegetation growth near one of the pipe seams. Taylor visually inspected the pipe and noted that all discharge water remained within the pipe at the observed discharge rate. All agreed that any repair can wait until dredging operations are complete. Repair options following conclusion of dredging have been discussed.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Taylor Engineering submitted the state and federal environmental permit applications to the South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers (USACE). SFWMD issued the environmental resource permit on November 4, 2021. The USACE issued a request for additional information (RAI) on December 8, 2021. Taylor Engineering completed a site visit to confirm site and natural resource conditions on December 22, 2021. Taylor Engineering submitted the completed RAI response to the USACE on February 2, 2022. The RAI response remains under review by the USACE.

Jupiter Inlet Jetties Restoration

The project team is preparing for the survey and inspection of the jetties, tentatively scheduled for the week of May 16, 2022. Additionally, Taylor has started conversations with concrete suppliers regarding advancing materials and updating specifications.

8. Legal Report

Mr. Broome noted that the JID insurance policy through the Florida Municipal Insurance Trust (FMIT) does contain coverage for representation and resolution of claims. He further noted that the FMIT has assigned a firm to evaluate the potential claim and make recommendations. This firm's current recommendation is to make no counter offer to the demand letter received by the JID.

Chairman Gentile stated that he felt the JID should continue to retain Mr. Jim Williams. Vice Chairman Howard made a **MOTION to continue to retain Mr. Williams as our litigation counsel in regards to the potential lawsuit.** Commissioner Martinez **SECONDED.** Vice Chairman Howard noted that costs associated with claims and potential claims can rapidly accumulate. He further directed staff to track and monitor costs associated with the potential claim. Chairman Gentile called for discussion; there being none, the **MOTION CARRIED unanimously.**

Mr. Broome noted that he has begun compiling information regarding record keeping requirements and remote work policies. Vice Chairman Howard requested that additional items, such as website ADA compliance, also be reviewed.

9. Unfinished Business

None.

10. New Business

None.

11. Commissioner Reports

Commissioner Whipple

Commissioner Whipple noted she had attended an Open House at Lewis Longman & Walker, P.A. While there, she discussed the legislative schedule and process with Terry Lewis. Commissioner Whipple also noted the Florida Association of Special District's (FASD) comments on the rushed legislative process for passing HB 3C.

Commissioner Martinez

Commissioner Martinez noted his concern with the size and volume of sand in the Jupiter Inlet Ebb Shoal. He and Ken Craig had reviewed historical bathymetric plots of the Ebb Shoal. Commissioner Martinez feels that it is our responsibility to understand this area and consider alternatives to address this area. A discussion ensued regarding similar inlets and historical

investigations. Commissioner Martinez recommended that we schedule a Workshop Meeting to discuss and Inlet Study.

Vice Chairman Howard

None.

Treasurer Davis

None.

Chair Gentile

None.

13. Next Meeting Date(s)

Regular Meeting – June 8, 2022

14. Adjournment

There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Treasurer Davis so **MOVED**; Commissioner Whipple **SECONDED**. The **MOTION CARRIED UNANIMOUSLY**. The meeting was adjourned at 8:18 PM.

George G. Gentile, Chairman

Thomas L. Howard, Vice Chairman

JUPITER INLET DISTRICT

EXECUTIVE DIRECTOR'S REPORT

FROM: JOSEPH B. CHAISON, EXECUTIVE DIRECTOR
SUBJECT: EXECUTIVE DIRECTOR'S REPORT 
DATE: JUNE 8, 2022

JID Administrative Assistant Hiring:

Staff and Counsel interviewed candidates and selected Ms. Camille Glaff. Ms. Glaff received excellent references, has applicable experience, has a B.A. in Business Administration, and is a Jupiter area local, having completed the Environmental Science Program at Jupiter High.

Central Embayment – Main Channel Maintenance Dredging

The Main Channel maintenance dredging is complete. Final walkthrough was conducted on June 1st. Ken Craig will cover contract specifics in the Engineer's Report. Multiple public projects have approached the JID regarding the material for fill.

Loxahatchee River Railroad Bridge:

Brightline and Scott Bridge Company completed the bascule replacement of the railroad bridge on schedule. Bridge span replacement will now progress southward to completion. The enhanced clearance span is scheduled for fall 2022 installation.

Seagrass Marker Buoy Installation:

Staff met with the Jupiter Inlet Foundation (JIF) to coordinate their informational marker buoy installation. We confirmed that they have listed the buoys with the Coast Guard and received a Letter of No Objection. They have ordered the buoys, and have contracted with American Underwater Contractors for the installation. We agreed that the buoys will be field-fit during installation to ensure that the buoys function as an enhancement to the JID mangrove island restoration and will not impede navigation.

Hurricane Plan Review:

In conformance with our Emergency Preparedness Plan, staff have reviewed the plan and performed the Preseason Preparations.

Jupiter Inlet District Webcam and Website:

The cable for the live stream feed of our webcam was damaged required replacement. The live feed was out of service from May 20th to the 31st, still photographs and weather data were not interrupted. During this repair, we adjusted the live feed to include a view of our Living Shoreline project.

Confirmation of website compliance with Section 508 and WCAG 2.1 AA (ADA) guidelines was coordinated with our website hosting vendor, Streamline.

500 North Delaware Blvd (Taylor Property):

Staff and Counsel have engaged Town of Jupiter staff and supplied our preferred language for joint ownership, planning, and management of the site.

2023 Legislative Session Update – Commissioner Fees:

Staff and Counsel have informed the Palm Beach County Legislative Delegation Office of the JID's intent to seek passage of a local Bill. I attended a Legislature workshop on June 2nd. Drafting the Bill and publishing notice of intent will occur over the summer.

Inlet Study Workshop:

I would like to discuss the Board's schedules and preferences for an Inlet Study Workshop Meeting.

**Jupiter Inlet District
Monthly Engineering Report
June 2022**

General Engineering

Jetty Observation

Taylor Engineering staff (Ken Craig) will perform the monthly jetty condition assessment on June 8. We will report on any significant changes from the prior assessment.

Loxahatchee River Main Channel Maintenance Dredging

Ahtna began dredging operations on April 22, 2022 and concluded active dredging on May 18, 2022. Comparison of pre- and post-construction surveys indicates Ahtna dredged a total of 9,095 cy from within the main channel template. All dredging appears to have conformed with the project drawings, technical specifications, and overall project design intent. Following submittal and approval of the post-construction survey, Ahtna demobilized all water-based equipment from the site.

On Saturday May 14, 2022, the damaged weir pipe noted in last month's report failed causing erosion of the adjacent shoreline into the Sims Creek area. Ahtna immediately ceased dredging operations and began addressing the failed pipe. By Monday May 16, 2022, the weir pipe had been repaired and dredging operations resumed. Ahtna performed spot dredging with a hand pump at locations with obvious shoaling between the weir discharge pipe and the Sims Creek channel. They provided frequent updates on the cleanup progress and photographs of the final cleanup depths.

On Wednesday June 1, 2022, Ahtna, JID, and Taylor Engineering conducted a final walkthrough of the DMMA area. The only remaining items noted were final removal of Ahtna's excavator, a golf cart, and a water cart from the JID property. Ahtna has scheduled removal of these pieces of equipment for June 2, 2022.

At the time of this report, we anticipate receiving a final pay application from Ahtna for the remaining project balance. We will review the pay application and make a recommendation regarding payment at the June board meeting.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Taylor Engineering submitted the state and federal environmental permit applications to the South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers (USACE). SFWMD issued the environmental resource permit on November 4, 2021. The USACE issued a request for additional information (RAI) on December 8, 2021. Taylor Engineering completed a site visit to confirm site and natural resource conditions on December 22, 2021. Taylor Engineering submitted the completed RAI response to the USACE on February 2, 2022. The RAI response remains under review by the USACE.



TAYLOR ENGINEERING, INC.

Delivering Leading-edge Solutions

Jupiter Inlet Jetties Restoration

The project team has completed the topographic survey and inspection at the north and south jetties including the Jupiter Inlet Colony shoreline and seawall. The team is now collating inspection data and prioritizing repairs. Additionally, the team is developing a memorandum summarizing the findings at the Jupiter Inlet Colony's seawall. Taylor is also continuing conversations with concrete suppliers regarding advancing materials, finishing, and updating specifications.



10199 Southside Blvd. Suite 310
Jacksonville, FL 32256
Ph: (904) 731-7040 Fax: (904) 731-9847

June 2022
Page 2 of 2

William R. H. Broome, P.A.

Attorney at Law
Suite 207
Airport Professional Centre
2465 Mercer Avenue
West Palm Beach, Florida 33401

William R. H. Broome
bill@williambroome.net

Telephone (561) 689-5011
Facsimile (561) 689-6820

TO: BOARD OF COMMISSIONERS, JUPITER INLET DISTRICT

FROM: WILLIAM R. H. BROOME

DATE: June 1, 2022

JUNE LEGAL REPORT

General Matters

I have conferred with Mr. Chaison by telephone several times this month on various matters, including outfall from the DMMA into Sims Creek, and also sat in on two interviews of potential job candidates.

Kezber Claim

I worked with Mr. Chaison and several commissioners to gather material for response to Ms. Kezber's attorney's public records requests. There has been no further communication regarding the settlement demand.