



GEORGE G. GENTILE – Chairman

MICHAEL MARTINEZ – Vice Chairman

JAMES H. DAVIS – Secretary/Treasurer

THOMAS HOWARD

GAIL WHIPPLE

JOSEPH B. CHAISON
Executive Director
jchaison@jupiterinletdistrict.org

CAMILLE CUNNINGHAM
Administrative Assistant
ccunningham@jupiterinletdistrict.org

AGENDA

DATE: December 14, 2023
TO: JID Commissioners and Staff
FROM: Joseph Chaison, Executive Director 
SUBJECT: Meeting Agenda

The Regular Monthly Meeting has been scheduled for **Wednesday, December 14th, 2023, to begin 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
 - November 8th, Regular Board Meeting
4. Approval of Bills
 - Submission of November 2023 Bills
 - Submission of Payroll, Utility Bills and Health Insurance Invoice for December 2023
5. Treasurer's Report
 - Approval of November 2023 Treasurer's Report
6. Executive Director's Report
7. Engineer's Report
8. Legal Report
9. Unfinished Business
 - Administrative Policy Manual Updates
 - Commissioners Ethics Training
10. New Business
11. Commissioner Reports
12. Next Meeting Date(s): Regular Board Meeting, January 10th, 2023 - 7:00 PM
13. Adjournment

**REGULAR BOARD MEETING
BOARD OF COMMISSIONERS
JUPITER INLET DISTRICT
MINUTES
November 8, 2023**

COMMISSIONERS PRESENT

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

COMMISSIONERS ABSENT

None.

OTHERS PRESENT

Joseph B. Chaison, Executive Director
William R. H. Broome, Attorney
Ken Craig, PE, Taylor Engineering
Cami Cunningham, Administrative Assistant

MEMBERS OF THE PUBLIC

JB Brumfield, Taylor Engineering - CMT

1. Call to Order

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

**Pledge of Allegiance*

2. Comments from the Public

None.

3. Approval of Minutes

October 11th, 2023 Regular Board Meeting Minutes

Chairman Gentile entertained a **MOTION to approve the October 11th, 2023 Regular Board Meeting Minutes**; Treasurer Davis so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

4. Approval of Bills

Submission of October Bills:

Chairman Gentile entertained a **MOTION to approve the October Bills and the additional Bills as presented**. Treasurer 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 November:

Chairman Gentile entertained a **MOTION to approve the Utility Bills and Health Insurance Invoice for November**. Treasurer Davis so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

5. Treasurer's Report

Approval of October 2023 Treasurer's Report:

Vice-Chairman Martinez entertained a **MOTION to approve the October 2023 Treasurer Report**. Treasurer Davis so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

6. Executive Director's Report

2024 Inlet Sand Trap Dredging:

- Mr. Chaison reported that the Florida Inland Navigation District (FIND) has indicated that they are not planning to partner with JID to combine dredging the Intracoastal Waterway with the upcoming dredging project.
- Mr. Chaison requested a copy of Palm Beach County's Year-1 Post-Construction Physical Monitoring Report for their Jupiter Beach Nourishment Project. The report confirms the need for sand at beach monument R-16. This has been shared with Taylor Engineering to ensure our 2024 fill placement is optimized.
- Palm Beach County Environmental Resources Management (ERM) is initiating a 'desktop study' of potential borrow areas for the Jupiter Beach Nourishment project which will include the County's 1995 Jupiter Inlet Ebb Shoal Borrow Area.

Commissioner Whipple inquired whether the District can object to ebb shoal borrow locations if we feel they will not be good for the inlet. Mr. Broome stated that while we have in the past, it has been rejected. Mr. Chaison stated that he will make sure to provide input to the County.

Jetty Maintenance Project:

A small section of concrete cap came off along the South Jetty. This spot was identified in the Defects Repair Table as “112-LCS : Spall on South Edge 10” W ½” D with Cracking and Rust Staining”. Two concrete pieces (approximately 10-inches by four-inches) were removed.

Staff is coordinating with Palm Beach County Parks to prepare for staging, contractor access, and closures, which will be required for the project.

Outreach/Training/Informational Events:

Mr. Chaison updated the Board on the ongoing events that staff has been participating in, including;

- The Estuarine Restoration Team of East-Central Florida (ECERT) had 50 attendees at their fall meeting at the Jupiter Lighthouse on October 30th. Our Living Shoreline project was very well received.
- The US-1 Bridge update meeting on October 26. The project is 48% complete and on schedule for late summer 2024 opening of two lanes. The alternate navigation channel is functioning well.
- Staff were hosted by the Sebastian Inlet District on October 17th and visited numerous projects.
- Ms. Cunningham attended a Living Shoreline course October 25th and 26th by the University of Florida IFAS Program.
- A ribbon-cutting and mangrove planting event at Sawfish Island are scheduled by Palm Beach County for November 8th.

Commissioner Howard inquired whether staff will speak with ECERT about encouraging public participation in living shorelines. Mr. Chaison stated he would speak with them.

Annual Policy Manual Update / Position Reclassification:

Mr. Chaison sent Proposed revisions of the policy manual and the proposed Administrative Assistant reclassification documents to the Board for review and comment. It was decided that this item would be placed on a future agenda to discuss. Commissioner Howard also recommend updating the term ‘Chairman’ to ‘Chair’ or ‘Chairperson’.

Dredged Material Management Area (DMMA) Offloading:

Mr. Chaison reported that the Town of Jupiter collected sand samples from our DMMA on October 24th to analyze for use with the new Town Hall construction. South Indian River Water Control District (SIRWCD) continues to offload material as their needs and storage will accommodate.

Annual Millage (TRIM) Reporting:

The District's 2023 TRIM Combined Compliance Letter was received from the Florida Department of Revenue on October 25th.

7. Engineer's Report

General Engineering

Jetty Observation

Mr. Craig performed the Jetty Observations on November 8th. He noted that the escarpment along the south beach, near Ocean Trails Condo, is significant (roughly 8-10 feet).

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance:

Mr. Craig stated that the bid design package was posted October 27th. Bids will be opened on December 5th at the JID office, with award recommendation at the December Board meeting. There have been 17 companies that have downloaded the bid documents.

Jupiter Inlet Jetties Restoration:

Mr. Brumfield presented the construction phase engineering services proposal for the project to the Board. Commissioner Whipple asked whether there is any comparable work to compare with this proposal. Mr. Chaison stated that it is similar to the sand trap dredging proposals, and also said that this project is very labor intensive. There was discussion followed by Commissioner Howard making a **MOTION to approve the proposal for the Jupiter Inlet Jetty Restoration Project**, Commissioner Whipple **SECONDED**. There was a continued discussion about lifespan, repairs, and costs. After which, the **MOTION CARRIED unanimously**.

Sediment/Inlet Study 2023:

Mr. Craig said that portions of the draft report are under preparation.

Local Government Funding Request (LGFR):

Mr. Craig stated the documentation for the grant agreement has been put together by JID staff.

Sand Trap Dredging 2024:

Mr. Craig explained that neither USACE or FIND have plans to dredge the ICWW in 2024.

Taylor Engineering is in the process of drafting the bid package and will update the sand placement template area.

JID Future Planning Projects:

Mr. Craig gave a presentation on possible upcoming projects for the Commissioners to consider. This list was drafted with the help of Mr. Chaison. There were discussions and Chairman Gentile said that this was a great starting point for future discussions. Staff will email the information to the Board.

Of note, Taylor Engineering will be proposing an updated rate increase at the next Board meeting.

8. Legal Report

Mr. Broome reported that depositions in the Kezber case start next week. Wylder Law is planning for Motion of Summary Judgement, which will be heard January 4th. There is also an upcoming mediation in December. Commissioner Howard clarified that the insurance company has the discretion to decide whether the District settles. Mr. Broome said that they would not want to settle a case over the Commissioner's opposition.

9. Unfinished Business

None.

10. New Business

➤ Commissioners Ethics Training:

- Ms. Cunningham proposed an ethics training course recommended by the State. This course will satisfy the requirements set forth by the State for elected officials. Mr. Broome stated that the District can pay the fee for each Official, as it is a part of their duties to the District.

Commissioner Whipple stated that the Town of Jupiter has an Ethics Training each year for Town Committee members that doesn't appear to have an associated fee.

Ms. Cunningham will follow up on this and report back at the next meeting.

➤ TRUIST authorization:

- TRUIST's account manager suggested adding Ms. Cunningham as an additional Signer to the TRUIST account. This would allow her to resolve issues and get information regarding the account. The Board would prefer giving written authorization from the Commission for Ms. Cunningham's access, rather than adding a Signer. Staff will follow up with TRUIST.

11. Commissioner Reports

Commissioner Whipple

None.

Commissioner Howard

None.

Secretary/Treasurer Davis

None.

Vice-Chairman Martinez

None.

Chairman Gentile

Chairman Gentile wished the Commissioners and staff a Happy Thanksgiving.

12. Next Meeting Date(s)

Regular Board Meeting, December 13th, 2023, 7:00 PM

13. Adjournment

There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Treasurer Davis so **MOVED**; Vice-Chairman Martinez **SECONDED**. The **MOTION CARRIED unanimously**. The meeting was adjourned at 8:24 PM.

George G. Gentile, Chairman

Michael Martinez, Vice Chairman

4:03 PM
11/27/23

Jupiter Inlet District
Check Detail
December 1, 2023

Approved
[Signature]
11/28/2023
Total 22805.71

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	BILLPAY	12/01/2023	AT&T	TRUIST		-213.75 ✓
Bill	Nov '23	11/27/2023		Telephone/Internet	-213.75	213.75
TOTAL					-213.75	213.75
Bill Pmt -Check	BILLPAY	12/01/2023	AT&T Mobility	TRUIST		-60.66 ✓
Bill	Nov '23	11/27/2023		Telephone/Internet	-60.66	60.66
TOTAL					-60.66	60.66
Bill Pmt -Check	BILLPAY	12/01/2023	Comcast	TRUIST		-93.30 ✓
Bill	Nov '23	11/27/2023		Public Information	-93.30	93.30
TOTAL					-93.30	93.30
Bill Pmt -Check	BILLPAY	12/01/2023	Florida Power & Li...	TRUIST		-159.13 ✓
Bill	Nov '23	11/27/2023		Utilities	-142.82	142.82 ✓
				Public Information	-16.31	16.31 ✓
TOTAL					-159.13	159.13
Bill Pmt -Check	BILLPAY	12/01/2023	Great America Fin...	TRUIST		-189.39 ✓
Bill	Nov '23	11/27/2023		Office Maintenance Co...	-189.39	189.39
TOTAL					-189.39	189.39
Bill Pmt -Check	BILLPAY	12/01/2023	Optum Bank	TRUIST		-100.00 ✓
Bill		11/27/2023		Health Savings Acct- ...	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Check	BILLPAY	12/01/2023	Truist	TRUIST		-1,464.19
Bill	Dec 5415	11/27/2023		Postage & Courier Ser...	-10.20	10.20 ✓
Bill	Dec 3878	11/27/2023		Outreach Program	-26.04	26.04 ✓
				Membership Dues & S...	-20.40	20.40 ✓
				Meetings & Seminars	-175.00	175.00 ✓
				Site Improvements	-30.12	30.12 ✓
				Site Improvements	-11.08	11.08 ✓
				Site Improvements	-18.35	18.35 ✓
				Site Improvements	-14.97	14.97 ✓
				Site Improvements	-79.85	79.85 ✓
				Outreach Program	-27.00	27.00 ✓
				Site Improvements	-824.00	824.00 ✓
				Office Supplies	-12.83	12.83 ✓
				Outreach Program	-10.00	10.00 ✓
				Membership Dues & S...	-42.00	42.00 ✓
				Outreach Program	-24.67	24.67 ✓
				Office Supplies	-13.90	13.90 ✓
				Office Supplies	-12.03	12.03 ✓
				Office Supplies	-11.75	11.75 ✓
				Meetings & Seminars	-100.00	100.00 ✓
TOTAL					-1,464.19	1,464.19

Jupiter Inlet District
Check Detail
December 1, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	DIRECTDEP	12/01/2023	Camille Cunningh...	TRUIST		-4,590.42
Bill	Dec '23	12/01/2023		Salaries	-4,590.42	5,708.34
TOTAL					-4,590.42	5,708.34
Bill Pmt -Check	DIRECTDEP	12/01/2023	Gail P. Whipple	TRUIST		-455.50
Bill	Dec '23	12/01/2023		Commissioner Fees	-455.50	500.00
TOTAL					-455.50	500.00
Bill Pmt -Check	DIRECTDEP	12/01/2023	George G. Gentile	TRUIST		-461.75
Bill	Dec '23	12/01/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	12/01/2023	James Davis	TRUIST		-461.75
Bill	Dec '23	12/01/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	12/01/2023	Joseph Chaison	TRUIST		-9,333.70
Bill	Dec '23	12/01/2023		Salaries	-9,333.70	10,958.34
TOTAL					-9,333.70	10,958.34
Bill Pmt -Check	DIRECTDEP	12/01/2023	Michael A. Martinez	TRUIST		-461.75
Bill	Dec '23	12/01/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	12/01/2023	Thomas L. Howard	TRUIST		-461.75
Bill	Dec '23	12/01/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Check	DRAFT	12/01/2023	ADP-IRS	TRUIST		-4,298.67
				Payroll Liabilities	-1,381.46	1,381.46
				Social Security	-2,364.27	2,364.27
				Medicare Taxes	-552.94	552.94
TOTAL					-4,298.67	4,298.67

12:29 PM

12/07/23

Jupiter Inlet District Check Detail December 7, 2023

Total
21,417.00
ks

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1633	12/07/2023	American Underwater...	TRUIST		-1,485.00 ✓
Bill		12/07/2023		Marker Maintenance	-1,400.00	1,400.00
				Marker Maintenance	-85.00	85.00
TOTAL					-1,485.00	1,485.00
Bill Pmt -Check	1634	12/07/2023	DEX Imaging	TRUIST		-99.01 ✓
Bill	Nov '23	12/07/2023		Office Maintenance ...	-56.79	56.79
				Office Maintenance ...	-42.22	42.22
TOTAL					-99.01	99.01
Bill Pmt -Check	1635	12/07/2023	Dorothy Jacks, CFA, ...	TRUIST		-3,816.75 ✓
Bill	2nd Q FY '...	12/07/2023		Property Appraiser	-3,816.75	3,816.75
TOTAL					-3,816.75	3,816.75
Bill Pmt -Check	1636	12/07/2023	Erdman Video Syste...	TRUIST		-2,550.00 ✓
Bill	4th Q '23	12/07/2023		Public Information	-1,200.00	1,200.00
				Public Information	-1,350.00	1,350.00
TOTAL					-2,550.00	2,550.00
Bill Pmt -Check	1637	12/07/2023	Florida Department o...	TRUIST		-373.31 ✓
Bill	3rd Q	12/07/2023		Florida Re-employ...	-373.31	373.31
TOTAL					-373.31	373.31
Bill Pmt -Check	1638	12/07/2023	Florida Municipal Ins...	TRUIST		-5,918.57 ✓
Bill	Dec '23	12/07/2023		Insurance-Medical/...	-5,918.57	5,918.57
TOTAL					-5,918.57	5,918.57
Bill Pmt -Check	1639	12/07/2023	Florida Municipal Pe...	TRUIST		-1,332.00 ✓
Bill	Dec '23	12/07/2023		Retirement-Employer	-1,332.00	1,332.00
TOTAL					-1,332.00	1,332.00
Bill Pmt -Check	1640	12/07/2023	Judy McKee	TRUIST		-350.00 ✓
Bill	Dec '23	12/07/2023		Janitorial/Pest Control	-250.00	250.00
				Janitorial/Pest Control	-100.00	100.00
TOTAL					-350.00	350.00
Bill Pmt -Check	1641	12/07/2023	KDT Solutions, Inc.	TRUIST		-378.00 ✓
Bill	Dec '23	12/07/2023		Computer Software/...	-378.00	378.00
TOTAL					-378.00	378.00

Jupiter Inlet District Check Detail December 7, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1642	12/07/2023	Orange Tree Landsca...	TRUIST		-300.00 ✓
Bill	Nov '23	12/07/2023		Landscape Mainten...	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	1643	12/07/2023	Rudling's Pest Control	TRUIST		-36.00 ✓
Bill	Nov '23	12/07/2023		Janitorial/Pest Control	-36.00	36.00
TOTAL					-36.00	36.00
Bill Pmt -Check	1644	12/07/2023	Taylor Engineering, I...	TRUIST		-39,895.96
Bill	Nov '23	12/07/2023		General Engineering	-5,568.00	5,568.00
				Inlet Management ...	-17,252.96	17,252.96
				Oxbow Restoration ...	-4,379.00	4,379.00
				Sand Trap Dredging	-5,200.00	5,200.00
Bill	Aug '23	12/07/2023		Oxbow Restoration ...	-5,000.00	5,000.00
				General Engineering	-2,496.00	2,496.00
TOTAL					-39,895.96	39,895.96
Bill Pmt -Check	1645	12/07/2023	Terraquatic, Inc.	TRUIST		-7,450.00 ✓
Bill	3181	12/07/2023		Surveying	-4,250.00	4,250.00
				Surveying	-3,200.00	3,200.00
TOTAL					-7,450.00	7,450.00
Bill Pmt -Check	1646	12/07/2023	Town of Jupiter Wate...	TRUIST		-72.94 ✓
Bill	Nov '23	12/07/2023		Utilities	-72.94	72.94
TOTAL					-72.94	72.94
Bill Pmt -Check	1647	12/07/2023	Treasure Coast Irriga...	TRUIST		-684.46 ✓
Bill		12/07/2023		Landscape Mainten...	-67.00	67.00
				Landscape Mainten...	-535.04	535.04
				Landscape Mainten...	-82.42	82.42
TOTAL					-684.46	684.46
Bill Pmt -Check	1648	12/07/2023	William R.H. Broome	TRUIST		-6,675.00 ✓
Bill	Nov '23	12/07/2023		Legal Fees	-1,575.00	1,575.00
				Special Legal Fees	-5,100.00	5,100.00
TOTAL					-6,675.00	6,675.00

1:16 PM
12/07/23

Jupiter Inlet District
Reconciliation Summary
TRUIST, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	860,573.36
Cleared Transactions	
Checks and Payments - 36 items	-85,256.43
Deposits and Credits - 5 items	762,413.56
Total Cleared Transactions	<u>677,157.13</u>
Cleared Balance	<u><u>1,537,730.49</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-300.00
Total Uncleared Transactions	<u>-300.00</u>
Register Balance as of 11/30/2023	<u><u>1,537,430.49</u></u>
New Transactions	
Checks and Payments - 22 items	-72,233.23
Total New Transactions	<u>-72,233.23</u>
Ending Balance	<u><u>1,465,197.26</u></u>

1:16 PM
12/07/23

Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 11/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						860,573.36
Cleared Transactions						
Checks and Payments - 36 items						
Bill Pmt -Check	09/12/2023	1581	Erdman Video Syste...	X	-5,100.00	-5,100.00
Bill Pmt -Check	11/01/2023	BILLP...	Florida Power & Light	X	-195.10	-5,295.10
Bill Pmt -Check	11/01/2023	BILLP...	Great America Fina...	X	-189.39	-5,484.49
Bill Pmt -Check	11/01/2023	BILLP...	AT&T	X	-174.93	-5,659.42
Bill Pmt -Check	11/01/2023	BILLP...	Optum Bank	X	-100.00	-5,759.42
Bill Pmt -Check	11/01/2023	BILLP...	Comcast	X	-93.30	-5,852.72
Bill Pmt -Check	11/01/2023	BILLP...	AT&T Mobility	X	-60.66	-5,913.38
Bill Pmt -Check	11/06/2023	1626	Taylor Engineering, I...	X	-43,797.25	-49,710.63
Bill Pmt -Check	11/06/2023	1616	Florida Municipal Ins...	X	-5,918.57	-55,629.20
Bill Pmt -Check	11/06/2023	1628	William R.H. Broome	X	-1,950.00	-57,579.20
Bill Pmt -Check	11/06/2023	1617	Florida Municipal Pe...	X	-1,332.00	-58,911.20
Bill Pmt -Check	11/06/2023	1613	Andrew "Red" Harris...	X	-1,250.00	-60,161.20
Bill Pmt -Check	11/06/2023	1620	LOCALIQ Florida	X	-631.37	-60,792.57
Bill Pmt -Check	11/06/2023	1627	Treasure Coast Irrig...	X	-377.00	-61,169.57
Bill Pmt -Check	11/06/2023	1619	Judy McKee	X	-350.00	-61,519.57
Bill Pmt -Check	11/06/2023	1622	Orange Tree Landsc...	X	-300.00	-61,819.57
Bill Pmt -Check	11/06/2023	1618	Joseph Chaison	X	-188.64	-62,008.21
Check	11/06/2023	DRAFT	ADP	X	-162.06	-62,170.27
Bill Pmt -Check	11/06/2023	1625	Solid Waste Authority	X	-155.40	-62,325.67
Bill Pmt -Check	11/06/2023	1629	Williams Leininger &...	X	-130.00	-62,455.67
Bill Pmt -Check	11/06/2023	1615	DEX Imaging	X	-98.73	-62,554.40
Bill Pmt -Check	11/06/2023	1621	Loxahatchee River ...	X	-80.06	-62,634.46
Bill Pmt -Check	11/06/2023	1623	Royal Fire & Safety	X	-78.00	-62,712.46
Bill Pmt -Check	11/06/2023	1614	Camille Cunningham	X	-72.05	-62,784.51
Bill Pmt -Check	11/06/2023	1624	Rudling's Pest Control	X	-36.00	-62,820.51
Bill Pmt -Check	11/08/2023	1631	KDT Solutions, Inc.	X	-373.50	-63,194.01
Bill Pmt -Check	11/08/2023	1632	Town of Jupiter Wat...	X	-72.94	-63,266.95
Bill Pmt -Check	12/01/2023	DIRE...	Joseph Chaison	X	-9,333.70	-72,600.65
Bill Pmt -Check	12/01/2023	DIRE...	Camille Cunningham	X	-4,590.42	-77,191.07
Check	12/01/2023	DRAFT	ADP-IRS	X	-4,298.67	-81,489.74
Bill Pmt -Check	12/01/2023	BILLP...	Truist	X	-1,464.19	-82,953.93
Bill Pmt -Check	12/01/2023	DIRE...	George G. Gentile	X	-461.75	-83,415.68
Bill Pmt -Check	12/01/2023	DIRE...	Michael A. Martinez	X	-461.75	-83,877.43
Bill Pmt -Check	12/01/2023	DIRE...	Thomas L. Howard	X	-461.75	-84,339.18
Bill Pmt -Check	12/01/2023	DIRE...	James Davis	X	-461.75	-84,800.93
Bill Pmt -Check	12/01/2023	DIRE...	Gail P. Whipple	X	-455.50	-85,256.43
Total Checks and Payments					-85,256.43	-85,256.43
Deposits and Credits - 5 Items						
Deposit	11/01/2023			X	1,547.66	1,547.66
Deposit	11/08/2023			X	39,434.10	40,981.76
Deposit	11/09/2023			X	24,686.74	65,668.50
Deposit	11/15/2023			X	181,469.87	247,138.37
Deposit	11/28/2023			X	515,275.19	762,413.56
Total Deposits and Credits					762,413.56	762,413.56
Total Cleared Transactions					677,157.13	677,157.13
Cleared Balance					677,157.13	1,537,730.49
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	11/08/2023	1630	Kay S. Anderson		-300.00	-300.00
Total Checks and Payments					-300.00	-300.00
Total Uncleared Transactions					-300.00	-300.00
Register Balance as of 11/30/2023					676,857.13	1,537,430.49

1:16 PM

12/07/23

**Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 11/30/2023**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 22 items						
Bill Pmt -Check	12/01/2023	BILLP...	AT&T		-213.75	-213.75
Bill Pmt -Check	12/01/2023	BILLP...	Great America Fina...		-189.39	-403.14
Bill Pmt -Check	12/01/2023	BILLP...	Florida Power & Light		-159.13	-562.27
Bill Pmt -Check	12/01/2023	BILLP...	Optum Bank		-100.00	-662.27
Bill Pmt -Check	12/01/2023	BILLP...	Comcast		-93.30	-755.57
Bill Pmt -Check	12/01/2023	BILLP...	AT&T Mobility		-60.66	-816.23
Bill Pmt -Check	12/07/2023	1644	Taylor Engineering, I...		-39,895.96	-40,712.19
Bill Pmt -Check	12/07/2023	1645	Terraquatic, Inc.		-7,450.00	-48,162.19
Bill Pmt -Check	12/07/2023	1648	William R.H. Broome		-6,675.00	-54,837.19
Bill Pmt -Check	12/07/2023	1638	Florida Municipal Ins...		-5,918.57	-60,755.76
Bill Pmt -Check	12/07/2023	1635	Dorothy Jacks, CFA,...		-3,816.75	-64,572.51
Bill Pmt -Check	12/07/2023	1636	Erdman Video Syste...		-2,550.00	-67,122.51
Bill Pmt -Check	12/07/2023	1633	American Underwat...		-1,485.00	-68,607.51
Bill Pmt -Check	12/07/2023	1639	Florida Municipal Pe...		-1,332.00	-69,939.51
Bill Pmt -Check	12/07/2023	1647	Treasure Coast Irrig...		-684.46	-70,623.97
Bill Pmt -Check	12/07/2023	1641	KDT Solutions, Inc.		-378.00	-71,001.97
Bill Pmt -Check	12/07/2023	1637	Florida Department ...		-373.31	-71,375.28
Bill Pmt -Check	12/07/2023	1640	Judy McKee		-350.00	-71,725.28
Bill Pmt -Check	12/07/2023	1642	Orange Tree Landsc...		-300.00	-72,025.28
Bill Pmt -Check	12/07/2023	1634	DEX Imaging		-99.01	-72,124.29
Bill Pmt -Check	12/07/2023	1646	Town of Jupiter Wat...		-72.94	-72,197.23
Bill Pmt -Check	12/07/2023	1643	Rudling's Pest Control		-36.00	-72,233.23
Total Checks and Payments					-72,233.23	-72,233.23
Total New Transactions					-72,233.23	-72,233.23
Ending Balance					604,623.90	1,465,197.26

TREASURER'S REPORT AS OF NOVEMBER 30, 2023

Truist - Checking Account

Bank balance forward from previous statement - October 31, 2023		\$	860,573.36	
Plus Deposits:				
11/1/2023	PBC Property Appraiser (excess fees prior year)		1,547.66	
11/8/2023	PBC Tax Collector-Share of Taxes		39,434.10	
11/9/2023	PBC Tax Collector-Share of Taxes (excess fees prior year)		24,686.74	
11/15/2023	PBC Tax Collector-Share of Taxes		181,469.87	
11/28/2023	PBC Tax Collector-Share of Taxes		515,275.19	
Less Checks & Other Withdrawals Cleared:		\$	<u>(85,256.43)</u>	
Bank balance at November 30, 2023		\$	1,537,730.49	\$ 1,537,730.49
Less Outstanding Checks			<u>(300.00)</u>	
Register balance at November 30, 2023	(see note)	\$	<u><u>1,537,430.49</u></u>	

NOTE: Does not include checks dated in December 2023 of \$72,233.23 some of which are for November expenses, signed/approved in November or to be signed at the December 2023 meeting.

State Board of Administration

FUND A

Balance Forward from November 30, 2023		\$	8,814,510.83	
Plus Deposits:				
Interest earned November 2023			40,865.04	
Total Deposits		\$	<u>40,865.04</u>	
Balance at November 30, 2023		\$	<u><u>8,855,375.87</u></u>	\$ 8,855,375.87
TOTAL BALANCE		\$	<u><u>10,392,806.36</u></u>	\$ <u><u>10,393,106.36</u></u>
			<i>REGISTER BALANCE</i>	<i>BANK BALANCE</i>

JUPITER INLET DISTRICT

EXECUTIVE DIRECTOR'S REPORT

FROM: JOSEPH B. CHAISON, EXECUTIVE DIRECTOR
SUBJECT: EXECUTIVE DIRECTOR'S REPORT
DATE: DECEMBER 13, 2023



2024 Inlet Sand Trap Dredging:

Following the November 16th storm, we had the sand trap and beach profiles re-surveyed. The new survey shows 96,000 cy in the sand trap. This was incorporated into the bid solicitation prepared by Taylor Engineering and will help bidders' understanding of the project.

Mile 6 Gap Closure and Oxbow Restoration Maintenance Project:

We had excellent response to our bid solicitation, which will be covered in detail in the Engineer's Report. We have also been coordinating with our co-permittees at Jonathan Dickinson State Park.

Living Shoreline Spartina Seed Collection:

At the Fall Estuarine Team meeting at the Lighthouse, the University of Florida – Environmental Horticulture Department was impressed with the success of our *Spartina Alterniflora* plantings at our Living Shoreline project. With their guidance, we monitored these plants and collected seed heads for their ongoing studies regarding spartina propagation.

500 N. Delaware Blvd.:

The second, and final, reading of the amendments to the Town's Zoning and Future Land Use Map is scheduled for December 19th. These amendments will change the designations at 500 N. Delaware from Residential to 'Conservation' and 'Conservation/Preservation'.

JID Mangrove Trimming:

The Town of Jupiter's Jones Creek mangrove trimming project appears to be progressing well. Our mangrove trimming along the JID owned Sims Creek shoreline is expected to begin in late January.

Loxahatchee River Railroad Bridge – Enhanced Clearance Span:

The enhanced clearance span and the rebuilt bascule span of the Loxahatchee River Railroad Bridge appear to be operating well and accommodating vessel navigation. This is increasingly important with Brightline incurring 32 daily bridge closures to support their 16 scheduled round trips per day to Orlando.



**Jupiter Inlet District
Monthly Engineering Report
December 2023**

General Engineering

Jetty Observation

Taylor Engineering staff (Ken Craig, PE) plan to perform the monthly jetty condition assessment on December 13. We will report on any significant changes from the prior assessment.

As mentioned at the November board meeting, Taylor Engineering will submit a labor rate adjustment request at the December board meeting. Notably, our last rate adjustment was approved on September 8, 2021.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Taylor Engineering advertised the construction contract on Friday, October 27, 2023. Bid opening occurred at the JID office on Tuesday, December 5, 2023. We received 5 bids. We plan to have a recommendation for award at the December JID Board meeting.

Jupiter Inlet Jetties Restoration

We will discuss scheduling for this project in consideration of the other construction projects ongoing in the area.

Jupiter Inlet Sediment Budget Update

Taylor Engineering continues to conduct volume change calculations and sediment transport pathway analyses to define the sediment budget. The draft report is under preparation – we hope to submit a review draft to JID before the holiday break.

FDEP Local Government Funding Request

Taylor Engineering continues to prepare documents for the FDEP Grant Agreement #23PB6. Once finalized, the agreement will provide \$476,468.00 of funding to JID as reimbursement for previous inlet work completed.

Jupiter Inlet Sand Trap Dredging – 2024

Taylor Engineering plans to advertise the 2024 Sand Trap Dredging project on Friday December 8, 2023. We plan to open bids on Monday, January 8, 2024, and have an award recommendation at the January board meeting. Notably, we increased the bid quantity to 100,000 cy based on the results of a recent Terraquatic survey of the trap.





Permit Expiration Dates (through 2026)

Exp Date	Project	Agency	Permit Number
04 Sep 2024	Alt A1A / FEC Bridge Nav Channel	USACE	SAJ-2018-03057 (LP-SLR)
30 Sep 2024	Sims Creek	USACE	SAJ-1999-02118 (LP-CGK)
10 Nov 2024	Sims Creek	FDEP	50-0134395-011-EI
04 May 2025	Living Shoreline (Lighthouse)	FDEP	50-0374419-002-EI
10 Dec 2025	Sand Trap	USACE	SAJ-1989-00506 (SP-JKA)
25 Mar 2026	Sand Trap	FDEP	0134395-001-JC
03 Nov 2026	Mile 6 Oxbow Restoration	SFWMD	43-105182-P

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TO: BOARD OF COMMISSIONERS, JUPITER INLET DISTRICT

FROM: WILLIAM R. H. BROOME

DATE: December 1, 2023

DECEMBER LEGAL REPORT

Kezber Claim

November was a busy month with five depositions. In one of them, I was the witness. I listened in on the others by Zoom in order to be as helpful as possible with Lourdes Wydler, who was representing JID.

We have one more deposition, Jim Williams, on December 5, and a mandatory mediation on December 13, at 10:00 A.M. It will be by Zoom. The League of Cities adjuster will participate. Their goal will be to settle the case, if possible, for an amount they think is reasonable, given that if money is paid, it will not be JID money, but the insurance company's money. I was consulted by the adjuster and gave my thoughts.

Ms. Wydler has filed a motion for summary judgment, asserting that the plaintiff has not shown enough evidence for the case to proceed to trial, and that it should be dismissed. I believe she has a hearing time on January 3, 2014, not yet confirmed. If the motion is granted, the case ends, unless there is an appeal.

Administrative Procedure Manual

I have continued to work with Mr. Chaison on amendments you may want to make to the Ad Pro Manual. Some are new matters. Most are updates of prior provisions.