

**REGULAR BOARD MEETING  
BOARD OF COMMISSIONERS  
JUPITER INLET DISTRICT  
MINUTES  
December 13, 2023**

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

Michael Martinez, Vice Chairman

**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**

None.

**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**

**November 8<sup>th</sup>, 2023 Regular Board Meeting Minutes:**

Chairman Gentile entertained a **MOTION to approve the November 8<sup>th</sup>, 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 November Bills:**

Chairman Gentile entertained a **MOTION to approve the November Bills and the additional Bills as presented**. Treasurer Davis so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

**Submission of Payroll, Utility Bills and Health Insurance Invoice for December:**

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

**5. Treasurer's Report**

**Approval of November 2023 Treasurer's Report:**

Chairman Gentile entertained a **MOTION to approve the November 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 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.

Mr. Craig stated that the bid notes 100,000 cy of sand.

**Mile 6 Gap Closure and Oxbow Restoration Maintenance Project:**

The District had an excellent response to the bid solicitation, which will be covered in detail in the Engineer's Report. Staff has been coordinating with our co-permittees at Jonathan Dickinson State Park.

**Living Shoreline Spartina Seed Collection:**

Mr. Chaison reported that following 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 the District’s Living Shoreline project. With their guidance, staff 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. The District’s 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. Commissioner Howard asked whether the span was marked for navigation or speed. Mr. Chaison and Mr. Craig responded that there are no markers and there is a 300 ft designation zone surrounding bridges indicating slow-speed for boaters. This was followed by a discussion about the need for signage in the channel associated with the enhanced clearance span. Mr. Craig said he would research the topic further and return to the Board with a recommendation.

**7. Engineer’s Report**

**Sand Trap Dredging 2024:**

Mr. Craig stated that the 2024 Sand Trap Dredging project was advertised on Friday December 8, 2023. There have been eleven sets downloaded thus far, and bids will be opened January 8<sup>th</sup>, 2024, with an award recommendation at the January Board Meeting. As previously discussed, Taylor Engineering listed 100,000 cy as the bid quantity. This was due to the large increase in volume found during the November bathymetric survey. Mr. Craig also noted that they updated the location requirements for bypassing the sand, in an effort to mitigate the escarpment along R15 & R16 (Ocean Trail Condo area).

**Local Government Funding Request (LGFR):**

Mr. Craig stated the documentation for the grant agreement (#23PB6) is under continued preparation.

**Sediment/Inlet Study 2023:**

Mr. Craig said that portions of the draft report are under preparation and Taylor Engineering is continuing to conduct volume change calculations and sediment transport pathway analyses to define the sediment budget. He expects to have a presentation at the February Board meeting.

**Jupiter Inlet Jetties Restoration:**

Mr. Craig stated the plan is to not have the dredging and jetty restoration overlap. The Notice to Proceed (NTP) should be issued on April 30<sup>th</sup>, which is when the Sand Trap contractors will have to be off the beach. This will mean construction will begin in during summer months.

**Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance:**

Mr. Craig stated that the bid opening for the Loxahatchee River Mile 6 Gap Closure occurred on December 5, 2023. There were 5 bids, depicted in the chart below. Arbor Tree and & Land, Inc (ATL) was the low bid. Taylor Engineering confirmed the ATL bid is qualified, with no issues, and the company comes with respectable recommendations. Taylor Engineering recommends awarding the contract in the amount of \$769,415.00 to ATL. Treasurer Davis **MOVED to approve ATL’s Loxahatchee Mile 6 Gap Closure & Oxbow Restoration Contract;** Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED** unanimously.

Bidder	Total	Mob/ Demob	Dredging 1,200 CY		Stone Placement 1,800 Tons		Mangrove Planting 735 (3 Gallon Planting Units)		Env/WQ/ Survey/ Other Lump Sum Items
			\$/CY	\$	\$/Ton	\$	\$/unit	\$	
Ahtna	\$2,627,895.00	\$800,000.00	\$659.00	\$790,800.00	\$423.00	\$761,400.00	\$137.00	\$100,695.00	\$175,000.00
Poseidon	\$1,631,115.00	\$280,000.00	\$284.00	\$340,800.00	\$464.00	\$835,200.00	\$109.00	\$80,115.00	\$95,000.00
Ferreira	\$956,867.00	\$213,884.50	\$115.50	\$138,600.00	\$286.00	\$514,800.00	\$56.00	\$41,160.00	\$48,422.50
UESI	\$979,103.00	\$176,875.00	\$143.50	\$172,200.00	\$268.00	\$482,400.00	\$41.00	\$30,135.00	\$117,493.00
ATL	\$769,415.00	\$100,000.00	\$182.00	\$218,400.00	\$225.00	\$405,000.00	\$49.00	\$36,015.00	\$10,000.00

**General Engineering**

*Jetty Observation*

Mr. Craig performed the Jetty Observations on December 13<sup>th</sup>. He noted a large amount of sand along the beach south of the inlet, with the exception of R15 & R16.

As mentioned at the previous meeting, Mr. Craig presented a proposed cost increase for Taylor Engineering’s services. He cited the previous increase was in September 2021. Since that time labor costs have increased significantly (12.6%). The proposed cost increase is 10.1% which Commissioner Howard noted is lesser increase than the total economic increase in inflation. Chairman Gentile entertained a **MOTION to approve Taylor Engineering’s proposed increase in cost**. Commissioner Whipple so **MOVED**; Treasurer Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED** unanimously.

## 8. Legal Report

Mr. Broome reported that the Kezber case mediation was today and was settled by the District's insurance company for \$57,000. Mr. Broome also addressed the newly proposed House Bill 7013. This proposed bill will greatly limit Special Districts and Mr. Broome considers it to be problematic. He advised the District to consider action to exempt itself from the Bill, should it pass. There was a lengthy discussion. It was decided that Mr. Chaison will speak with Richard Pinsky, whom the District has an existing relationship with, about employing his services to act on behalf of the Jupiter Inlet District in regards to HB 7013. Chairman Gentile **entertained a MOTION to engage Mr. Pinsky**. Commissioner Whipple so **MOVED**; Treasurer Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

## 9. Unfinished Business

### ➤ Commissioners Ethics Training:

- Ms. Cunningham updated the Board about options for Ethics Training. In addition to the online course provided by FSU, Florida League of Cities (FLC) University provides a class quarterly at no cost. This class is one day, 4 hours, and not at 'your own pace'. The next class is in February, a specific date has not been set. Chairman Gentile recommended signing the Commissioners up for the FLC class once available and to use the FSU course as a back up.

## 10. New Business

### ➤ TRUIST- FDIC regulatory changes:

- Mr. Chaison and Chairman Gentile recently spoke with a representative from TRUIST about new FDIC regulations that state Public Funds accounts are required to name an 'Official Custodian' for the account's records. The FDIC defines an Official Custodian as an appointed or elected official who has plenary authority over funds in the account owned by the public unit. Plenary authority includes the possession as well as the authority to establish/close deposit accounts in the Bank and to make deposits, withdrawals, and disbursements. After some discussion, it was decided the Treasurer would be appointed as such. Chairman Gentile **entertained a MOTION to list the District Treasurer (currently Mr. Davis) as Official Custodian for the TRUIST account**. Commissioner Howard so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

**11. Commissioner Reports**

**Commissioner Whipple**

None.

**Commissioner Howard**

Commissioner Howard asked Mr. Craig about waypoints on the current Bathymetric survey the District had completed and their reliability in navigation. There was a discussion about how quickly conditions change and the need for a survey to be completed more regularly. Commissioner Howard asked for Taylor Engineering to look into how often it would be best (i.e. every 6 months or year, etc.) to complete a bathymetric survey.

**Secretary/Treasurer Davis**

None.

**Vice-Chairman Martinez**

None.

**Chairman Gentile**

None.

**12. Next Meeting Date(s)**

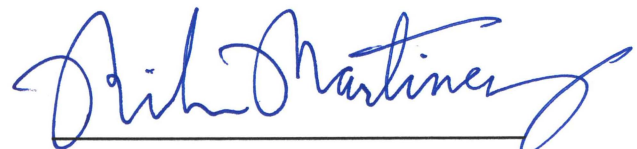
- Regular Board Meeting, January 10<sup>th</sup>, 2024, 7:00 PM

**13. Adjournment**

There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Commissioner Whipple so **MOVED**; Treasurer Davis **SECONDED**. The **MOTION CARRIED unanimously**. The meeting was adjourned at 8:42 PM.

---

George G. Gentile, Chairman



---

Michael Martinez, Vice Chairman