



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: January 10th, 2024

TO: JID Commissioners and Staff

FROM: Joseph Chaison, Executive Director

SUBJECT: Meeting Agenda

The Regular Monthly Meeting has been scheduled for **Wednesday, January 10th, 2024 at 7:00 P.M.** at the Jupiter Inlet District Administration Building, 400 N. Delaware Blvd., Jupiter, Florida.

1. Call to Order
2. Election of Officers for Calendar Year 2024
3. District Representation for 2024
4. Comments from the Public
5. Approval of Minutes
 - December 13, 2023 Regular Meeting
6. Approval of Bills
 - Submission of December 2023 Bills
 - Submission of Payroll, Utility Bills and Health Insurance Invoice for January 2024
7. Treasurer's Report
 - Approval of December 2023 Treasurer's Report
8. Executive Director's Report
9. Engineer's Report
10. Legal Report
11. Unfinished Business
 - HB 7013 Update
12. New Business
 - Sawfish Bay Project Update, Town of Jupiter - Stephanie Thoburn, Asst. Dir. Planning & Zoning
13. Commissioner Reports
14. Next Meeting Date(s) – Regular Meeting, February 14th, 2024
15. Adjournment

**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 8th, 2023 Regular Board Meeting Minutes:

Chairman Gentile entertained a **MOTION to approve the November 8th, 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. Carig 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 8th, 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 30th, 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 come 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 13th. 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 sited 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 notes 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 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 MOITON 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 10th, 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

12:44 PM

12/27/23

Jupiter Inlet District Check Detail December 29, 2023

Total
22,148.84

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	BILLPAY	12/29/2023	ADT Security	TRUIST		✓ -102.75
Bill	2nd Q FY24	12/27/2023		Protection Service	-102.75	102.75
TOTAL					-102.75	102.75
Bill Pmt -Check	BILLPAY	12/29/2023	AT&T	TRUIST		✓ -213.75
Bill	Dec '23	12/27/2023		Telephone/Internet	-213.75	213.75
TOTAL					-213.75	213.75
Bill Pmt -Check	BILLPAY	12/29/2023	AT&T Mobility	TRUIST		✓ -63.96
Bill	Dec '23	12/27/2023		Telephone/Internet	-63.96	63.96
TOTAL					-63.96	63.96
Bill Pmt -Check	BILLPAY	12/29/2023	Comcast	TRUIST		✓ -93.30
Bill	Dec '23	12/27/2023		Public Information	-93.30	93.30
TOTAL					-93.30	93.30
Bill Pmt -Check	BILLPAY	12/29/2023	Florida Power & Li...	TRUIST		✓ -128.75
Bill	Dec '23	12/27/2023		Utilities	-112.44	• 112.44
				Public Information	-16.31	• 16.31
TOTAL					-128.75	128.75
Bill Pmt -Check	BILLPAY	12/29/2023	Great America Fin...	TRUIST		✓ -292.33
Bill	Dec '23	12/27/2023		Office Maintenance...	-189.39	• 189.39
				Office Maintenance...	-102.94	• 102.94
TOTAL					-292.33	292.33
Bill Pmt -Check	BILLPAY	12/29/2023	Optum Bank	TRUIST		- -200.00
Bill		12/27/2023		Health Savings Acc...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	BILLPAY	12/29/2023	Truist	TRUIST		-636.36
Bill	Jan 5415	12/27/2023		Postage & Courier ...	-39.60	• 39.60
				Computer Software...	-44.99	• 44.99
Bill	Jan 3878	12/27/2023		Membership Dues ...	-26.82	• 26.82
				Office Supplies	-59.06	• 59.06
				Landscape Mainten...	-131.99	• 131.99
				Computer Software...	-12.00	• 12.00
				Outreach Program	-65.22	• 65.22
				Outreach Program	-155.44	• 155.44
				Outreach Program	-36.00	• 36.00
				Computer Software...	-14.00	• 14.00
				Computer Software...	-28.00	• 28.00
				Office Supplies	-23.24	• 23.24
TOTAL					-636.36	636.36

Jupiter Inlet District Check Detail December 29, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	DIRECTD...	12/29/2023	Camille Cunningh...	TRUIST		✓ -4,520.08
Bill	Jan '24	12/27/2023		Salaries	-4,520.08	5,708.34
TOTAL					-4,520.08	5,708.34
Bill Pmt -Check	DIRECTD...	12/29/2023	Gail P. Whipple	TRUIST		✓ -455.50
Bill	Jan '24	12/27/2023		Commissioner Fees	-455.50	500.00
TOTAL					-455.50	500.00
Bill Pmt -Check	DIRECTD...	12/29/2023	George G. Gentile	TRUIST		✓ -461.75
Bill	Jan '24	12/27/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTD...	12/29/2023	James Davis	TRUIST		✓ -461.75
Bill	Jan '24	12/27/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTD...	12/29/2023	Joseph Chaison	TRUIST		✓ -9,333.69
Bill	Jan '24	12/27/2023		Salaries	-9,333.69	10,958.34
TOTAL					-9,333.69	10,958.34
Bill Pmt -Check	DIRECTD...	12/29/2023	Michael A. Martinez	TRUIST		✓ -461.75
Bill	Jan '24	12/27/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTD...	12/29/2023	Thomas L. Howard	TRUIST		✓ -461.75
Bill	Jan '24	12/27/2023		Commissioner Fees	-461.75	500.00
TOTAL					-461.75	500.00
Check	DRAFT	12/29/2023	ADP-IRS	TRUIST		-4,261.37
				Payroll Liabilities	-1,359.46	1,359.46
				Social Security	-2,351.87	2,351.87
				Medicare Taxes	-550.04	550.04
TOTAL					-4,261.37	4,261.37

10:20 AM

01/04/24

Jupiter Inlet District Check Detail January 1 - 4, 2024

Total
13705.75

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1651	01/04/2024	DEX Imaging	TRUIST		-99.76
Bill	Dec '23	01/03/2024		Office Maintenance ...	-57.54	• 57.54
				Office Maintenance ...	-42.22	• 42.22
TOTAL					-99.76	✓ 99.76
Bill Pmt -Check	1652	01/04/2024	Florida Municipal Ins...	TRUIST		-5,918.57
Bill	Jan '24	01/03/2024		Insurance-Medical/...	-5,918.57	5,918.57
TOTAL					-5,918.57	5,918.57
Bill Pmt -Check	1653	01/04/2024	Florida Municipal Pe...	TRUIST		-1,332.00
Bill	Jan '24	01/03/2024		Retirement-Employer	-1,332.00	1,332.00
TOTAL					-1,332.00	1,332.00
Bill Pmt -Check	1654	01/04/2024	Leadership PB County	TRUIST		-250.00
Bill		01/04/2024		Outreach Program	-250.00	250.00
TOTAL					-250.00	250.00
Bill Pmt -Check	1655	01/04/2024	Orange Tree Landsc...	TRUIST		-300.00
Bill	Dec '23	01/03/2024		Landscape Mainten...	-300.00	• 300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	1656	01/04/2024	Rudling's Pest Control	TRUIST		-36.00
Bill	Dec '23	01/03/2024		Janitorial/Pest Control	-36.00	36.00
TOTAL					-36.00	36.00
Bill Pmt -Check	1657	01/04/2024	Treasure Coast Irriga...	TRUIST		-149.42
Bill		12/07/2023		Landscape Mainten...	-67.00	• 67.00
				Landscape Mainten...	-82.42	• 82.42
TOTAL					-149.42	149.42
Bill Pmt -Check	1658	01/04/2024	William R.H. Broome	TRUIST		-5,325.00
Bill	Dec '23	01/04/2024		General Engineering	-2,925.00	• 2,925.00
				Special Legal Fees	-2,400.00	• 2,400.00
TOTAL					-5,325.00	5,325.00
Bill Pmt -Check	1659	01/04/2024	Williams Leininger & ...	TRUIST		-295.00
Bill	Oct/Nov '23	01/03/2024		Special Legal Fees	-135.00	• 135.00
				Special Legal Fees	-160.00	• 160.00
TOTAL					-295.00	295.00

1:35 PM

01/04/24

Jupiter Inlet District
Reconciliation Summary
TRUIST, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	1,537,730.49
Cleared Transactions	
Checks and Payments - 32 items	-86,138.08
Deposits and Credits - 3 items	1,244,463.14
	<u>1,158,325.06</u>
Total Cleared Transactions	
Cleared Balance	<u><u>2,696,055.55</u></u>
Uncleared Transactions	
Checks and Payments - 9 items	-8,746.59
Total Uncleared Transactions	<u>-8,746.59</u>
Register Balance as of 12/31/2023	<u><u>2,687,308.96</u></u>
New Transactions	
Checks and Payments - 9 items	-13,705.75
Deposits and Credits - 1 item	55,072.93
	<u>41,367.18</u>
Total New Transactions	
Ending Balance	<u><u>2,728,676.14</u></u>

**Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 12/31/2023**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,537,730.49
Cleared Transactions						
Checks and Payments - 32 Items						
Bill Pmt -Check	11/08/2023	1630	Kay S. Anderson	X	-300.00	-300.00
Bill Pmt -Check	12/01/2023	BILLP...	AT&T	X	-213.75	-513.75
Bill Pmt -Check	12/01/2023	BILLP...	Great America Fina...	X	-189.39	-703.14
Bill Pmt -Check	12/01/2023	BILLP...	Florida Power & Light	X	-159.13	-862.27
Bill Pmt -Check	12/01/2023	BILLP...	Optum Bank	X	-100.00	-962.27
Bill Pmt -Check	12/01/2023	BILLP...	Comcast	X	-93.30	-1,055.57
Bill Pmt -Check	12/01/2023	BILLP...	AT&T Mobility	X	-60.66	-1,116.23
Bill Pmt -Check	12/07/2023	1644	Taylor Engineering, I...	X	-39,895.96	-41,012.19
Bill Pmt -Check	12/07/2023	1645	Terraquatic, Inc.	X	-7,450.00	-48,462.19
Bill Pmt -Check	12/07/2023	1648	William R.H. Broome	X	-6,675.00	-55,137.19
Bill Pmt -Check	12/07/2023	1638	Florida Municipal Ins...	X	-5,918.57	-61,055.76
Bill Pmt -Check	12/07/2023	1639	Florida Municipal Pe...	X	-1,332.00	-62,387.76
Bill Pmt -Check	12/07/2023	1641	KDT Solutions, Inc.	X	-378.00	-62,765.76
Bill Pmt -Check	12/07/2023	1637	Florida Department ...	X	-373.31	-63,139.07
Bill Pmt -Check	12/07/2023	1640	Judy McKee	X	-350.00	-63,489.07
Bill Pmt -Check	12/07/2023	1642	Orange Tree Landsc...	X	-300.00	-63,789.07
Bill Pmt -Check	12/07/2023	1634	DEX Imaging	X	-99.01	-63,888.08
Bill Pmt -Check	12/07/2023	1646	Town of Jupiter Wat...	X	-72.94	-63,961.02
Bill Pmt -Check	12/07/2023	1643	Rudling's Pest Control	X	-36.00	-63,997.02
Check	12/08/2023	DRAFT	ADP	X	-162.06	-64,159.08
Bill Pmt -Check	12/13/2023	1650	Longleaf Design	X	-425.00	-64,584.08
Bill Pmt -Check	12/13/2023	1649	Kay S. Anderson	X	-300.00	-64,884.08
Bill Pmt -Check	12/29/2023	DIRE...	Joseph Chaison	X	-9,333.69	-74,217.77
Bill Pmt -Check	12/29/2023	DIRE...	Camille Cunningham	X	-4,520.08	-78,737.85
Check	12/29/2023	DRAFT	ADP-IRS	X	-4,261.37	-82,999.22
Bill Pmt -Check	12/29/2023	BILLP...	Truist	X	-636.36	-83,635.58
Bill Pmt -Check	12/29/2023	DIRE...	Thomas L. Howard	X	-461.75	-84,097.33
Bill Pmt -Check	12/29/2023	DIRE...	Michael A. Martinez	X	-461.75	-84,559.08
Bill Pmt -Check	12/29/2023	DIRE...	James Davis	X	-461.75	-85,020.83
Bill Pmt -Check	12/29/2023	DIRE...	George G. Gentile	X	-461.75	-85,482.58
Bill Pmt -Check	12/29/2023	DIRE...	Gail P. Whipple	X	-455.50	-85,938.08
Bill Pmt -Check	12/29/2023	BILLP...	Optum Bank	X	-200.00	-86,138.08
Total Checks and Payments					-86,138.08	-86,138.08
Deposits and Credits - 3 items						
Deposit	12/06/2023			X	1,002,091.96	1,002,091.96
Bill Pmt -Check	12/07/2023	1647	Treasure Coast Irrig...	X	0.00	1,002,091.96
Deposit	12/20/2023			X	242,371.18	1,244,463.14
Total Deposits and Credits					1,244,463.14	1,244,463.14
Total Cleared Transactions					1,158,325.06	1,158,325.06
Cleared Balance					1,158,325.06	2,696,055.55
Uncleared Transactions						
Checks and Payments - 9 items						
Bill Pmt -Check	12/07/2023	1635	Dorothy Jacks, CFA,...		-3,816.75	-3,816.75
Bill Pmt -Check	12/07/2023	1636	Erdman Video Syste...		-2,550.00	-6,366.75
Bill Pmt -Check	12/07/2023	1633	American Underwat...		-1,485.00	-7,851.75
Bill Pmt -Check	12/29/2023	BILLP...	Great America Fina...		-292.33	-8,144.08
Bill Pmt -Check	12/29/2023	BILLP...	AT&T		-213.75	-8,357.83
Bill Pmt -Check	12/29/2023	BILLP...	Florida Power & Light		-128.75	-8,486.58
Bill Pmt -Check	12/29/2023	BILLP...	ADT Security		-102.75	-8,589.33
Bill Pmt -Check	12/29/2023	BILLP...	Comcast		-93.30	-8,682.63
Bill Pmt -Check	12/29/2023	BILLP...	AT&T Mobility		-63.96	-8,746.59
Total Checks and Payments					-8,746.59	-8,746.59
Total Uncleared Transactions					-8,746.59	-8,746.59
Register Balance as of 12/31/2023					1,149,578.47	2,687,308.96

1:35 PM

01/04/24

**Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 12/31/2023**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 9 items						
Bill Pmt -Check	01/04/2024	1652	Florida Municipal Ins...		-5,918.57	-5,918.57
Bill Pmt -Check	01/04/2024	1658	William R.H. Broome		-5,325.00	-11,243.57
Bill Pmt -Check	01/04/2024	1653	Florida Municipal Pe...		-1,332.00	-12,575.57
Bill Pmt -Check	01/04/2024	1655	Orange Tree Landsc...		-300.00	-12,875.57
Bill Pmt -Check	01/04/2024	1659	Williams Leininger &...		-295.00	-13,170.57
Bill Pmt -Check	01/04/2024	1654	Leadership PB County		-250.00	-13,420.57
Bill Pmt -Check	01/04/2024	1657	Treasure Coast Irrig...		-149.42	-13,569.99
Bill Pmt -Check	01/04/2024	1651	DEX Imaging		-99.76	-13,669.75
Bill Pmt -Check	01/04/2024	1656	Rudling's Pest Control		-36.00	-13,705.75
Total Checks and Payments					-13,705.75	-13,705.75
Deposits and Credits - 1 item						
Deposit	01/03/2024				55,072.93	55,072.93
Total Deposits and Credits					55,072.93	55,072.93
Total New Transactions					41,367.18	41,367.18
Ending Balance					1,190,945.65	2,728,676.14

TREASURER'S REPORT AS OF DECEMBER 31, 2023

Truist - Checking Account

Bank balance forward from previous statement - November 30, 2023		\$ 1,537,730.49	
Plus Deposits:			
12/6/2023	PBC Tax Collector-Share of Taxes	1,002,091.96	
12/20/2023	PBC Tax Collector-Share of Taxes	242,371.18	
Less Checks & Other Withdrawals Cleared:		<u>\$ (86,138.08)</u>	
Bank balance at December 31, 2023		\$ 2,696,055.55	\$ 2,696,055.55
Less Outstanding Checks		(8,746.59)	
Register balance at December 31, 2023	(see note)	<u><u>\$ 2,687,308.96</u></u>	

NOTE: Does not include checks dated in January 2024 of \$13,705.75 some of which are for December expenses, signed/approved in December or to be signed at the January 2024 meeting.

State Board of Administration

FUND A

Balance Forward from November 30, 2023		\$ 8,855,375.87	
Plus Deposits:			
Interest earned December 2023		42,114.78	
Total Deposits		<u>\$ 42,114.78</u>	
Balance at December 31, 2023		<u><u>\$ 8,897,490.65</u></u>	\$ 8,897,490.65
TOTAL BALANCE		<u><u>\$ 11,584,799.61</u></u>	<u><u>\$ 11,593,546.20</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: JANUARY 10, 2024



2024 Inlet Sand Trap Dredging:

The results of our bid opening will be covered in the Engineer's Report. Of note, we received a report of shoal conditions in the inlet. I visited the inlet by boat with Jupiter PD Marine Unit on January 4 and confirmed these conditions. We have coordinated with the U.S. Coast Guard and requested that these conditions be included in the Local Notice to Mariners.

Living Shorelines Program:

The University of Florida – Environmental Horticulture Department shared a draft version of a Homeowner Roadmap to a Living Shoreline publication they are developing. This publication will explain living shorelines and guide residents through the planning, permitting, and installation of living shorelines. Once finalized, this will be helpful in supplementing our education efforts.

500 N. Delaware Blvd.:

The second, and final, reading of the amendments to the Town's Zoning and Future Land Use Map occurred under the Consent Agenda on December 19th. These amendments change the designations at 500 N. Delaware from Residential to 'Conservation' and 'Conservation/Preservation'.

Inlet South Jetty Statue:

I consulted with a public art conservation company regarding the statue donated to us at the south jetty. They recommend managing the patina rather than attempting to remove it. This would be accomplished through twice annual cleaning, torch-drying, and polishing with bronze sculpture wax. They will also remove rust staining from the concrete base. The cost is \$900 per service visit.

Office Maintenance – Computers and Plumbing:

Computers: During our scheduled server migration from Windows Server 2012 Operating System to Microsoft Office 365 SharePoint and OneDrive it was determined that the two office computers need to be upgraded to operate efficiently. The cost for both computers, including installation and set-up is \$2,264.66

Plumbing: We received a quote to excavate and install a backflow preventer and shutoff for our building's water supply line. The quote also includes replacement of the drinking fountain. The cost for this work is \$4,868.30

Electronic Financial Disclosure Management System (EFDMS):

The list of elected officials and employees required to file financial disclosure Form 1 has been verified with the State Commission on Ethics. Starting this year, the disclosures will be filed through the EFDMS by July 1, 2024. There is no change for the Jupiter Inlet District to the required financial disclosure submittal, Form 1.



**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: January 3, 2024

JANUARY LEGAL REPORT

General Matters

At Mr. Chaison's request, I assisted in researching records of an interlocal agreement with Palm Beach County from 1996 or 1997 regarding contributing to the county's mitigation requirements. Though there was much discussion and communication, it seems no such agreement was ever approved and executed.

Financial Disclosure Changes

I confirmed with the Ethics Commission's attorney that no Form 6 disclosure is required of JID commissioners or executive. The change only affects municipal officials.

Administrative Procedure Manual

I have continued to work with Mr. Chaison and Ms. Cunningham on amendments you may want to make to the Ad Pro Manual. We have made an effort to reorganize and format them in a way we think will make them easier to use.

HB 7013

I have reviewed the proposed bill and have since been working with Mr. Chaison as the District's position on the bill is developed and lobbying efforts proceed. Seeking an exemption for special districts like JID seems a sensible approach.