

**INLET STUDY WORKSHOP BOARD MEETING  
BOARD OF COMMISSIONERS  
JUPITER INLET DISTRICT  
MINUTES  
August 24, 2022**

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

None

**OTHERS PRESENT**

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

**MEMBERS OF THE PUBLIC**

**1. Call to Order**

Chairman Gentile called the meeting to order at 5:30 PM.

Pledge of Allegiance

**2. Comments from Public**

No comments from the public.

**3. Resolution 22-01 – Beach and Inlet Funding Support**

Mr. Chaison presented Resolution 22-01 to the Board as required for the Beach and Inlet Funding Program Grant with the Florida Department of Environmental Protection (FDEP). This resolution affirms the District's ongoing efforts to support and fund the recommendations in the Inlet Management Plan. Chair Gentile entertained a **MOTION to approve the Resolution as**

**presented.** Vice Chair Howard so **MOVED.** Commissioner Martinez **SECONDED.** Chair Gentile called for further discussion; there being none, the **MOTION CARRIED unanimously.**

#### **4. Inlet Study**

Ken Craig presented a proposal to the Board for a Sediment Study to be completed. The study budget would be broken into two main components: coastal sediment budget and Loxahatchee River sediment budget. Taylor Engineering will use basic science principals to update the Inlet Management Plan. This will allow the District to make more informed decisions. Applied Engineering will also be used to assess the impact of any system changes the District has chosen to make or plans to make in the future.

The main take aways of the presentation include;

- Qnet is one of the most important factors when updating the management plan. This is the flow of sediment into the system from the north. This factor is currently defined as 230,000 cy/yr. The project will include redefining Qnet based upon technology that exists today.
- The sediment budget will include the following data requirements: wave data, beach profiles, ebb shoal surveys, interior bathymetric surveys, sediment characteristics and dredging records.
- The sediment study model will allow for analysis of; longshore transport rate, sediment transport pathways, water quality and project impacts and applications.
- The coastal sediment budget update & inlet management plan update has a timeline of approximately 12 to 18 months with an estimated budget of \$300,000.
- The Loxahatchee River sediment study update has a timeline of approximately 9 to 12 months with an estimated budget of \$220,000.

Following the presentation by Mr. Craig, there was a discussion about the best method(s) to acquire the empirical data. Specific emphasis was placed on the Qnet value and how that amount will be assessed. Mr. Craig explained that all of the data requirements (noted above) will be gathered to generate new data and therefor a new, updated Qnet value.

Vice-Chair Howard asked for an explanation of what model runs are as labeled in the budget summary. Mr. Craig described it as the process of calibrating the model to be accurate for real life data application.

the model output is compared to the data on file to assess the accuracy. Based on that accuracy, the model calculations are adjusted and the process is repeated until the model has been calibrated.

Commissioner Whipple inquired if the model will be able to look at specific projects and help the District to know if they are being good stewards to the river and inlet. Mr. Craig stated that the model and updated data will allow us to look at past and future decisions with a more critical eye and the first step is collecting the data outlined in this proposal.

Mr. Craig also clarified that the FDEP requires these numerical models in order to go forward with any proposed projects that the District might have.

The Commissioners requested that Taylor Engineering put together a formal proposal for the District for the updated Sediment Study of the Jupiter Inlet and Loxahatchee River.

#### 5. Adjournment

There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Secretary Davis so **MOVED**; Vice Chair Howard **SECONDED**. The **MOTION CARRIED UNANIMOUSLY**. The meeting was adjourned at 6:58 PM.



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George G. Gentile, Chairman



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Thomas L. Howard, Vice Chairman

**BUDGET WORKSHOP BOARD MEETING  
BOARD OF COMMISSIONERS  
JUPITER INLET DISTRICT  
MINUTES  
August 24, 2022**

**COMMISSIONERS PRESENT**

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

**COMMISSIONERS ABSENT**

None

**OTHERS PRESENT**

Joseph B. Chaison, Executive Director  
Cami Cunningham, Administrative Assistant

**MEMBERS OF THE PUBLIC**

**1. Call to Order**

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

**2. Comments from Public**

No comments from the public.

**3. Fiscal Year 2022-2023 Annual Budget Review**

Mr. Chaison thanked Secretary Davis for his assistance and guidance in preparing the draft budget and narrative. Chair Gentile opened the floor up to the Commissioners to ask about any of the budget details. Chair Gentile brought up line item 65- Inlet Management Plan, as having an almost 5500% increase compared to FYE 2021/2022. My. Chaison explained that this item included the cost of the updated inlet study. It does not account of the entire budget of the project, as it will most likely not be completed within the upcoming fiscal year.

Chair Gentile also asked about line item 59- Special Legal Fees. Mr. Chaison confirmed that he spoke with Mr. Broome when developing that estimated cost. It includes the current legal matters and the legislative update.

Mr. Chaison also brought to attention line item 21- Legal Fees. Although the District went over this year's budget, the plan is to return to historic levels in the upcoming year.

Commissioner Martinez asked about line item 40- Public Official Bonds. Mr. Chaison explained that since two new terms start in the next calendar year, the District is required to issue a surety bond for each new term and it is \$2500 a piece. Mr. Chaison also stated that the Health Savings Account (HSA) was established by the Board some years past to offset the yearly insurance deductible.

Commissioner Whipple asked about line item 37- Commissioner Salaries. Mr. Chaison said that it was calculated under the assumption that the District's legislative update will pass, so the commissioner's salary is estimated as six months at the current rate and six months at the increased rate.

Vice Chair Howard went over the details of the Revenue and Operating Funds and confirmed that the milage rate of 0.0818 is the rollback rate. Vice Chair Howard also brought up line item 45- Salaries. He stated that, historically, when the Commission approves an increase in salary budget it is also approving a salary raise; without having a separate discussion and decision. Mr. Chaison explained that while the line item is reflected as a 6% increase overall, the number is calculated at 3% increase for each staff member. Vice Chair Howard stated that the Commission is agreeable to reevaluating that number. The Board had a discussion and decided to review the proposed increase in salaries at the Tentative Budget Meeting and officially approve any potential adjustments, simultaneously.

#### **4. Next Meeting Date(s)**

Tentative Budget Hearing & Regular Meeting – September 14, 2022

Final Budget Hearing – September 28, 2022

#### **5. Adjournment**

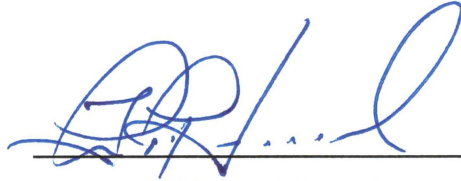
There being no further business before the Commission, Chairman Gentile called for a **MOTION to Adjourn**. Secretary Davis so **MOVED**; Vice Chair Howard **SECONDED**. The **MOTION CARRIED UNANIMOUSLY**. The meeting was adjourned at 7:23 PM.

Jupiter Inlet District  
August 24, 2022  
Workshop Meeting Minutes



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George G. Gentile, Chairman



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Thomas L. Howard, Vice Chairman