

**REGULAR BOARD MEETING
BOARD OF COMMISSIONERS
JUPITER INLET DISTRICT
MINUTES**

January 10th, 2024

COMMISSIONERS PRESENT

George Gentile, Chair
Michael Martinez, Vice Chair
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 (via CMT)
Cami Cunningham, Administrative Assistant

MEMBERS OF THE PUBLIC

Stephanie Thoburn, Planning & Zoning – Town of Jupiter
Brigida Thoburn

1. Call to Order

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

**Pledge of Allegiance*

2. Election of Officers for Calendar Year 2024

Chair Gentile opened the floor to nominations for Chairperson.

Commissioner Whipple nominated Chair Gentile to continue in the role of Chair. Treasurer Davis seconded. There being no further nominations, the Commission voted unanimously that Chair Gentile maintain his position as Chair.

Chair Gentile opened the floor to nominations for Vice Chair.

Commissioner Whipple nominated Vice Chair Martinez to continue in the role of Vice Chair. Treasurer Davis seconded. There being no further nominations, the Commission voted unanimously that Vice Chair Martinez maintain his position as Vice Chair.

Chairman Gentile opened the floor to nominations for Secretary/Treasurer. **Commissioner Whipple nominated Treasurer Davis to continue in the role Secretary/Treasurer. Vice Chair Martinez seconded. There being no further nominations, the Commission voted unanimously that Treasurer Davis maintain his position as Secretary/Treasurer.**

3. District Representatives for 2024

The results of discussion of Agency Representation for Calendar Year 2024 are as follows:

1. Loxahatchee River Management Coordinating Council (LRMCC) –
Thomas Howard; Alternate: Gail Whipple
2. Florida Association of Special Districts (FASD) –
Gail Whipple; Alternate: Joseph Chaison
3. Palm Beach County League of Cities –
George Gentile; Alternate: Gail Whipple
4. Loxahatchee River Preservation Initiative (LRPI) –
James H. Davis; Alternate: Joseph Chaison
5. Northern Palm Beach County Chamber of Commerce –
George Gentile; Alternate: Gail Whipple

12. New Business – Agenda item moved up

➤ Sawfish Bay Project Presentation- Stephanie Thoburn, Town of Jupiter

Ms. Thoburn gave a presentation to the Board about the updates and plans for Sawfish Bay. Ms. Thoburn requested assistance in studying the Bay and making changes to the area to help restore the historical flow and sedimentation. There was a lengthy discussion among the Board. Commissioner Howard made a **MOTION to authorize Taylor Engineering to review the Town of Jupiter's current plans for Sawfish Bay and make a recommendation for how the Jupiter Inlet District could best provide assistance**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED** unanimously.

Ms. Thoburn also shared the Sims Creek, FDOT Pond Project has been complete. The Board agreed to a cost share when the project first began.

4. Comments from the Public

None.

5. Approval of Minutes

December 13th, 2023 Regular Board Meeting Minutes:

Commissioner Whipple made note of grammatical corrections. Chair Gentile entertained a **MOTION to approve the December 13th, 2023 Regular Board Meeting Minutes as amended**; Treasurer Davis so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

6. Approval of Bills

Submission of December Bills:

Chair Gentile entertained a **MOTION to approve the December 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 January:

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

7. Treasurer's Report

Approval of December 2023 Treasurer's Report:

Chair Gentile entertained a **MOTION to approve the December 2023 Treasurer Report**. Treasurer Davis so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

8. Executive Director's Report

2024 Inlet Sand Trap Dredging:

Mr. Chaison received reports this month of shoal conditions in the inlet. Mr. Chaison visited the inlet by boat with Jupiter PD Marine Unit on January 4th and confirmed the conditions. Staff coordinated with the U.S. Coast Guard and requested that these conditions be included in the Local Notice to Mariners. The Sand Trap Bid opening will be covered by Mr. Craig in the Engineer's Report.

Living Shorelines Program:

Mr. Chaison stated 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 the District's 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:

Mr. Chaison consulted with a public art conservation company regarding the statue donated to the District 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. Commissioner Howard recommended informing the AustinBlu Foundation as a courtesy.

Office Maintenance -Computers and Plumbing:

Mr. Chaison updated the Board on office maintenance needed, including new computer systems, plumbing installation of a backflow preventor, and drinking fountain replacement.

Electronic Financial Disclosure Management System (EFDMS):

Mr. Chaison confirmed 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.

Sand Trap Continued:

Commissioner Howard revisited the topic of sand trap dredging and asked Mr. Craig for an estimated timeline for dredging. Mr. Craig thought, barring no delays, dredging could begin in about 4 weeks. Chair Gentile asked about the timeline to install a shoal buoy marking in the meantime. After some discussion about the necessity and cost of installing a shoal marker, **Commissioner Howard made a MOTION to authorize Mr. Chaison & Mr. Craig to go forward with determining the location, pursuing approvals & installing the minimum number of shoal markers, subject to dredge timing;** Vice-Chair Martinez **SECONDED**. There was a following discussion regarding the overall timeline of dredging in 2024 and whether the early dredge window will cause the need for dredging again later in the year. Mr. Craig stated that dredging will most likely be complete in early April, which

should not make a significant difference in the overall schedule. There being no further discussion, the **MOTION CARRIED unanimously.**

10. Engineer’s Report

General Engineering:

Jetty Observation

Mr. Craig stated that the Jetty Observations were noted by Matt Ryan of Taylor Engineering on January 8th. He observed no major changes.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance:

Mr. Craig stated the Notice of Award and additional contract documents were transmitted to Arbor Tree & Land, Inc. (ATL) on December 15th. Taylor Engineering is waiting to receive signed documents and bonds.

Jupiter Inlet Jetties Restoration:

Mr. Craig anticipates the bid will be advertised on February 2nd, holding a mandatory on-site pre-bid site meeting during the first 2 weeks of February, opening bids on March 6, and having an award recommendation at the March board meeting.

Jupiter Inlet Sediment Budget Update:

Taylor Engineering is wrapping up volume change calculations and sediment transport pathway analyses to define the sediment budget. The draft report is under preparation. Mr. Craig stated that the plan is to present the results at the February board meeting.

FDEP Local Government Funding Request:

Mr. Craig stated they continue 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:

Mr. Craig said that Taylor Engineering issued Addendum #1 on January 3rd. Bid opening was on January 8, 2024, with one qualified bid- Ahtna Marine and Construction Company (Ahtna).

Bidder	Total	Mob/Demob	Dredging of 100,000 CY		Env/WQ/Survey/ Other Lump Sum Items
			\$/CY	\$	
Ahtna	\$1,629,432.00	\$385,000.00	\$11.58	\$1,158,000.00	\$86,432.00

Taylor Engineering recommends awarding the contract in the amount of \$1,629,432.00 to Ahtna. Treasurer Davis **MOVED to approve Ahtna’s Contract for the Sand Trap Dredging 2024;** Vice Chair Martinez **SECONDED.** Vice Chair Martinez inquired why there were eleven bid downloads and

only one bid. Mr. Craig stated the most likely reason is contractors are busy. There being no further discussion, the **MOTION CARRIED** unanimously.

11. Legal Report

Mr. Broome had nothing further to report.

13. Unfinished Business

➤ HB 7013

- Mr. Chaison said that following the discussion at the December Board Meeting, he contacted Mr. Pinsky about representing the District. Mr. Pinsky agreed and was amendable to continuing under the established rate of \$2,500 a month. He will be registering as the Jupiter Inlet District's lobbyist. Mr. Chaison reported he and Mr. Pinsky had multiple discussions about the best path forward regarding HB 7013. It seems the more prudent route is to pursue an exemption to the referendum requirement. The current exemption includes Florida Inland Navigation District and West Coast Inland Navigation District. Mr. Broome stated the term limit set in the House Bill seems unfriendly to Special Districts. There was a discussion about whether it would be best to ask for a total exemption rather than just the referendum. Mr. Chaison will speak with Mr. Pinsky about the path forward.

14. Commissioner Reports

Commissioner Whipple

None.

Commissioner Howard

None.

Secretary/Treasurer Davis

None.

Vice-Chairman Martinez

None.

Chairman Gentile

None.

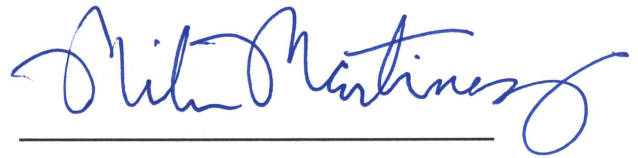
14. Next Meeting Date(s)

Regular Board Meeting, February 14th, 2024, 7:00 PM

15. Adjournment

There being no further business before the Commission, Chair Gentile called for a **MOTION to Adjourn**. Commissioner Whipple so **MOVED**; Treasurer Davis **SECONDED**. The **MOTION CARRIED unanimously**. The meeting was adjourned at 8:37 PM.

George G. Gentile, Chairman



Michael Martinez, Vice Chairman