

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

September 8, 2021

COMMISSIONERS PRESENT

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

COMMISSIONERS ABSENT

Michael Martinez

OTHERS PRESENT

Joseph B. Chaison, Executive Director
William Broome, Attorney
Kenneth Craig, PE, Taylor Engineering
Sonja Kezber, Administrative Assistant

MEMBERS OF THE PUBLIC

None

1. Call to Order

Chair Gentile called the meeting to order at 7:26 PM.

Pledge of Allegiance

2. Comments from Public

None.

3. Approval of Minutes

- **August 11, 2021 – Regular Meeting Minutes**

Chair Gentile entertained a **MOTION** to approve the **Minutes of the Regular Meeting of August 11, 2021**. Commissioner Whipple stated “awarded” on Page 3 should be changed to “award of”. Commissioner Howard so **MOVED** to approve as amended. Commissioner

Davis **SECONDED**. Chair Gentile called for further discussion; there being none, the **MOTION CARRIED unanimously**.

- **August 25, 2021 - Workshop Meeting**

Chair Gentile entertained a **MOTION to approve the Minutes of the Workshop Meeting of August 25, 2021**. Commissioner Howard stated that “greater than a cost of living increase every year” should be inserted on Page 2, last paragraph, regarding salary increases. He also noted that he was agreeing with the 5% increase this year “due to the extraordinary good work of staff this year”. Commissioner Whipple so **MOVED to approve as amended**. Commissioner Davis **SECONDED**. Chair Gentile called for further discussion; there being none, the **MOTION CARRIED unanimously**.

4. Submission of Bills

- **Submission of September Bills** - Chair Gentile called for a **MOTION to approve the Submission of Bills and the additional Bills as presented – along with the last minute addition of a Ferreira invoice**. Commissioner Whipple so **MOVED**; Commissioner Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.
- **Payroll, Utility Bills and Health Insurance Invoice for October** - Chair Gentile called for a **MOTION to approve the Payroll, Utility Bills and Health Insurance Invoice for October** - Commissioner Whipple so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

5. Treasurer’s Report

A. **Approval of August 2021 Treasurer’s Report**

Staff recommended approval. Chair Gentile entertained a **MOTION to approve the August 2021 Treasurer’s Report**. Commissioner Whipple so **MOVED**; Commissioner Davis **SECONDED**. Chair Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

6. Executive Director’s Report

Living Shoreline Project:

Mr. Chaison stated that the contract specifics of the Living Shoreline Project will be covered in the Engineer's Report. He reported that he had joined a conference by the Florida Public Archaeology Network to watch a presentation on our Living Shoreline Project. It was well done and focused on an easily overlooked component of our project; preservation of an archaeologically important site. Mr. Chaison stated he would be presenting our project at the Florida Shore and Beach Preservation Association (FSBPA) Conference on September 17th. And gave a quick preview of his presentation. Commissioner Whipple asked if the presentation would be available for use by the Commissioners and also stated it should be put on our new website. Mr. Chaison agreed.

State Beaches and Inlets Funding Program:

Mr. Chaison reported that the State 2022/23 Local Government Funding Request (LGFR) draft scoring assessments were published on September 1. Our score increased approximately 12% from last year. Our funding request is for \$476,468. Analysis of our ranking among the inlet applications was underway at time of writing.

Mr. Chaison also reported that the reimbursement process for the FY 2021/22 \$1,518,525 is progressing. Mr. Chaison stated that we had been fortunate that we were allowed to go back 3 years in arrears.

Jupiter Inlet District Website Re-Launch:

Mr. Chaison stated that the JID website was successfully relaunched on September 1st. The launch went smoothly and has been well received. Staff received training on the new site and have been learning the new platform.

Sand Trap Dredging 2022:

Mr. Chaison reported that the permit modification process is underway to restore our historical placement template. We expect to resume our typical survey, bid, award, and construction schedule for 2022. The CSA Ocean Sciences' diver survey/report had been received today and would be forwarded as soon as possible.

Taylor Property:

Mr. Chaison reported that language for the Interlocal Agreement between the JID and the Town of Jupiter is being developed. Mr. Broome noted the importance of JID having an ownership interest in the property. Consensus of the Commission was that Chair Gentile should engage the Town Council to remind them of the concept initially proposed by the Town Council.

Main Channel Maintenance Dredging:

Mr. Chaison reported that our Corps of Engineers permit had its public notice period, with no comments received. Once permits are in hand, we will move forward with bidding this project for hydraulic dredging with placement in our dredged material management area.

7. Engineer's Report

General Engineering

Jetty Observation

Mr. Craig reported that he performed the monthly jetty condition assessment earlier in the day and found no significant changes from the prior assessment.

Jupiter Inlet Sand Trap

Mr. Craig stated that Taylor Engineering anticipates submitting a permit modification request to the USACE that reestablishes the full Jupiter/Carlin beach fill template as the authorized disposal area and an extension to the permit length from 5 years to 10 years.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Mr. Craig reported that Taylor Engineering has submitted the state and federal environmental permit applications to the South Florida Water Management District (SFWMD) and U.S. Army Corps of Engineers. The SFWMD issued a request for additional information (RAI) on March 19, 2021. Taylor Engineering responded to the SFWMD RAI on May 12, 2021. The SFWMD issued a second RAI on May 27, 2021. The only remaining outstanding item referenced in the second RAI involves returning the signature page signed by a representative of Jonathan Dickinson State Park (JDSP) as the property owners and project co-applicant. To date, JDSP has not provided the signature page. To this end, Taylor Engineering secured a RAI response deadline extension from the SFWMD. The new deadline is September 24, 2021.

A planned conference call on September 3rd, to discuss the project and attempt to secure the park's signature, provided some clarification as we learned one of JDSP's senior management needed to sign the document and it was in process.

Chair Gentile stated that he and Mr. Chaison had meet with one of the owners and his consultant the prior day and given them an update.

AAF In-Water Permitting

Mr. Craig reported that Taylor Engineering is coordinating with Scott Bridge Company regarding the proposed dredging under JID's state and federal permits for the bridge navigation channel. Scott Bridge plans to dredge within the permitted template as necessary to provide construction

barge access for the bridge improvements. Under contract to Scott Bridge, Taylor Engineering completed the pre-construction seagrass survey on August 18, 2021. Taylor Engineering coordinated and participated in a virtual pre-construction conference with FDEP regulatory staff on August 23, 2021. During the meeting, the FDEP reviewed permit conditions and reporting requirements with meeting attendees. Scott Bridge began dredging activities on September 1, 2021. Taylor Engineering will actively coordinate with Scott Bridge throughout the project. Chair Gentile asked that updates on the project be forwarded to the Commissioners.

Living Shoreline Project

Mr. Craig stated that project construction nearly complete. Taylor Engineering provided a final punchlist to the contractor following a site visit and project site walk-through. Once complete, we will begin processing the final regulatory reporting paperwork for the project. We plan to conduct a final walk-through on September 8.

Mr. Craig passed out a document outlining Taylor Engineering's proposed new rate structure. A discussion ensued regarding the increases and options were discussed. Mr. Craig noted that the last increase was in July of 2019 and the new rates would extend through the end of 2022. Chair Gentile entertained a **MOTION to approve the new rates as presented**. Commissioner Whipple so **MOVED**; Commissioner Davis **SECONDED**. Chair Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

Vice Chairman Howard asked Mr. Chaison about the request he had made at the prior tentative budget hearing meeting regarding the health insurance. Mr. Chaison responded that he was asking the Commission to cover the increase of health insurance by increasing the District's share of its employee family contribution. Vice Chairman Howard proposed that the District cover 100% of the family cost. Chair Gentile entertained a **MOTION to approve the increase as presented**. Vice Chair Howard so **MOVED**; Commissioner Whipple **SECONDED**. Chair Gentile called for discussion; there being none, the **MOTION CARRIED unanimously**.

8. Legal Report

None

9. Unfinished Business

None

10. New Business

None

11. Commissioner Reports/Remarks

Commissioner Howard

None.

Commissioner Whipple

None.

Commissioner Gentile

None.

Commissioner Davis

None.

12. Next Meeting Date(s)

Final Budget Hearing – September 22, 2021

Regular Meeting – October 13, 2021

13. Adjournment

There being no further business before the Commission, Chair Gentile called for a **MOTION to Adjourn**. Commissioner Davis so **MOVED**; Commissioner Howard **SECONDED**. The **MOTION CARRIED UNANIMOUSLY**. The meeting was adjourned at 8:20 PM.



George G. Gentile, Chairman



Thomas L. Howard, Vice Chairman