

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

**June 12<sup>th</sup>, 2024**

**COMMISSIONERS PRESENT**

George Gentile, Chair

Michael Martinez, Vice Chair

James H. Davis, Secretary/Treasurer

Gail Whipple (via CMT)

**COMMISSIONERS ABSENT**

Thomas Howard

**OTHERS PRESENT**

Joseph B. Chaison, Executive Director

William R. H. Broome, Attorney

Ken Craig, Taylor Engineering

Cami Cunningham, Assistant Director

**MEMBERS OF THE PUBLIC**

Terry Morton, Nowlen, Holt, & Minder, P.A

Mark Ciarfella, Jupiter Inlet Colony Vice-Mayor

Marie Rosner, Jupiter Inlet Colony Commissioner

**1. Call to Order**

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

*\*Pledge of Allegiance*

**2. Comments from the Public**

None.

**3. Approval of Minutes**

**May 8<sup>th</sup>, 2024 Regular Board Meeting Minutes:**

Chair Gentile entertained a **MOTION to approve the May 8<sup>th</sup>, 2024 Regular Board Meeting Minutes as amended**; Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

**4. Approval of Bills**

**Submission of May Bills:**

Chair Gentile entertained a **MOTION to approve the May Bills and the additional Bills as presented**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

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

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

**5. Treasurer's Report**

**Approval of May 2024 Treasurer's Report:**

Chair Gentile entertained a **MOTION to approve the March 2024 Treasurer Report**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

**6. New Business (Agenda item moved up from item 10)**

• **Audit Review Fiscal Year 2023**

Mr. Morton presented the District's Draft Audit for the Fiscal Year 2023. He stated that his firm, Nowlen, Holt, & Minder, P.A, gave a clean opinion on the District's audit. Chair Gentile entertained a **MOTION to accept the 2023 Fiscal Year Annual Audit Review**. Vice Chair Martinez **MOVED to accept the Audit**; Treasurer Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

• **Jupiter Inlet Colony- Shoreline**

Vice Mayor Ciarfella approached the Jupiter Inlet District regarding the Colony's shoreline and recent erosion problems. He inquired whether the District would have an avenue to assist the Colony in its' shoreline stabilization efforts. A discussion followed. Chair Gentile stated he would like all Commissioners present for a final decision. He asked District Staff, Legal Counsel and

Engineer to review Colony's request from a legal and coastal engineering stand point, then prepare a report for the Board.

## 7. Executive Director's Report

### **2024 Hurricane Season Preparation:**

Mr. Chaison stated that per the Jupiter Inlet District's Emergency Preparedness Plan, staff have reviewed the District's plan and 'initiate(d) preseason preparations."

### **Jupiter Inlet Lighthouse Shoreline Stabilization Project:**

The Bureau of Land Management has solicited construction bids for their shoreline stabilization project. Bids are due on July 5th. This project will stabilize the entire shoreline of the Jupiter Inlet Lighthouse Outstanding Natural Area (JILONA) from west of the museum building, extending north of Cato's Bridge.

### **St. Lucie Inlet Channel Shoaling:**

Mr. Chaison reported that Martin County has issued a notice of shoaling within the St. Lucie Inlet. The shoaling is noted within the established channel, adjacent to their Impoundment Basin. They are reporting depths as shallow as -7 within the channel (shown in Attachment A of the Agenda packet).

### **JID Webcam Equipment and Ocean Trail Condominium:**

Mr. Chaison stated that the Ocean Trail Condominium Building 400 informed the District that they will be starting a project involving their rooftop. Staff and the District's webcam vendor (Erdman Video Systems) have agreed to meet with the condo and their contractor to coordinate access and ensure protection of the equipment.

### **Jupiter Island Beach (JIB) Club Seawall Replacement Project:**

The Jupiter Island Beach (JIB) Club is in the process of designing a replacement seawall. This seawall is immediately west of the District's North jetty. Their proposed seawall replacement shows a corner of a set of stairs and seawall cap approximately +/-2 feet onto JID property (shown in Attachment B of the Agenda Packet). Mr. Chaison stated that it is worth noting that the project will remove an existing stair which extends approximately 7 feet onto JID property. Staff has discussed this with our counsel and engineer and recommend allowing this, with an agreement that JIB Club would remove the incursions if requested by the District. Mr. Broome recommended a license agreement with the JIB. Chair Gentile entertained a **MOTION to allow this replacement to proceed on the JID Property**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**

**Special Districts Legislation - HB 7013 Special Districts:**

Jupiter Inlet, Sebastian Inlet, and Hillsboro Inlet Districts met on June 5<sup>th</sup> to discuss our anticipated approach to Section 7 on HB 7013. Mr. Chaison reported that the three inlet districts have a similar understanding and approach for compliance with the new requirements.

**Ebb Shoal Survey:**

Mr. Chaison, upon Commissioner Howard's request, looked into surveying the ebb shoal and surrounding areas more frequently. Mr. Craig stated that surveying the entire area in the summer and then surveying the sand trap in the fall would be helpful. The Commission agreed.

**8. Engineer's Report**

**General Engineering:**

*Jetty Observation*

Mr. Craig performed the Jetty Observations on June 12<sup>th</sup>. He did not report any significant irregularities.

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

Mr. Craig stated that the pre-construction meeting took place this morning (June 12<sup>th</sup>). The District, Taylor, ATL and South Florida Water Management District (SFWMD) were present. A staging area for the contractor (ATL) is currently under discussion. The submittals are in order. The plan is to re-meet with Jonathan Dickinson and work out the staging area.

**Jupiter Inlet Jetties Restoration:**

Mr. Craig stated that the pre-construction meeting took place this afternoon (June 12<sup>th</sup>). The Notice to Proceed (NTP) will be transmitted on 6/13/2024. Murray Logan (ML) plans to start with the North Jetty.

**Jupiter Inlet Sediment Budget Update:**

Mr. Craig reported that the next step is to submit the Sediment Budget to the State for review.

**FDEP Local Government Funding Request:**

Taylor Engineering continues to prepare documents for the FDEP Grant Agreement #23PB6.

**Jupiter Inlet Sand Trap Dredging – 2024:**

Mr. Craig stated that the final bill from the AHTNA was submitted in this month's bills. Taylor Engineering recommends approval. This task will now be considered closed.

**Sand Trap FDEP Permitting Proposal:**

Following postponement from the May meeting, Mr. Craig had two proposals for the Commission.

1. FDEP Sand Trap Permitting

- a. Chair Gentile entertained a **MOTION to approve the FDEP Sand Trap Permitting Proposal**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

2. LGFR FY 2025/2026

- a. Chair Gentile entertained a **MOTION to approve the LGFR Fiscal Year 25/26 Proposal**. Vice Chair Martinez so **MOVED**; Treasurer Davis **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

9. **Legal Report**

Mr. Broome gave an update on the Copyright Infringement claim. Representation of Ms. Peebles inquired whether the District would be interested in licensing their clients' work. Mr. Broome advises declining. Chair Gentile entertained a **MOTION to officially decline a License to use Ms. Peebles artwork on the Jupiter Inlet District website**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. A discussion was held regarding the drawings on the District Brochure, Mr. Broome stated those are the property of SeaGrant and are not the subject of this claim. There being no further discussion, the **MOTION CARRIED unanimously**.

10. **Unfinished Business**

None.

11. **New Business**

None.

12. **Commissioner Reports**

**Commissioner Whipple**

None.

**Commissioner Howard**

Absent

**Secretary/Treasurer Davis**

Treasurer Davis attended the LRPI meeting with Mr. Chaison.

**Vice-Chairman Martinez**

None.

**Chairman Gentile**

Town of Jupiter has asked the District to present at a Town Council meeting about the success of the Sand Trap projects. Chair Gentile and Mr. Chaison will attend in August.

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

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

**13. Adjournment**

There being no further business before the Commission, Chair Gentile for a **MOTION to Adjourn**. Treasurer Davis so **MOVED**; Vice Chair Martinez **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**. The meeting was adjourned at 8:11 PM.



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George G. Gentile, Chairman

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Michael Martinez, Vice Chairman