

**REGULAR BOARD MEETING
BOARD OF COMMISSIONERS
JUPITER INLET DISTRICT
MINUTES
May 8th, 2024**

COMMISSIONERS PRESENT

Michael Martinez, Vice Chair

James H. Davis, Secretary/Treasurer (Arrived 7:22 PM)

Thomas Howard

Gail Whipple

COMMISSIONERS ABSENT

George Gentile, Chair

OTHERS PRESENT

Joseph B. Chaison, Executive Director

William R. H. Broome, Attorney

Cami Cunningham, Assistant Director

MEMBERS OF THE PUBLIC

Chris Ellis, Taylor Engineering

JB Brumfield, Taylor Engineering

1. Call to Order

Vice Chair Martinez called the meeting to order at 7:02 PM.

**Pledge of Allegiance*

2. Comments from the Public

None.

3. Approval of Minutes

April 10th, 2024 Regular Board Meeting Minutes:

Vice Chair Martinez entertained a **MOTION to approve the April 10th, 2024 Regular Board Meeting Minutes as amended**; Commissioner Howard so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

4. Approval of Bills

Submission of April Bills:

Vice Chair Martinez entertained a **MOTION to approve the April Bills and the additional Bills as presented**. Commissioner Howard so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**.

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

Vice Chair Martinez entertained a **MOTION to approve the Utility Bills and Health Insurance Invoice for May**. Commissioner Whipple so **MOVED**; Commissioner Howard **SECONDED**. Commissioner Howard inquired about two bills. There being no further discussion, the **MOTION CARRIED unanimously**.

5. Treasurer's Report

Approval of April 2024 Treasurer's Report:

Vice Chair Martinez entertained a **MOTION to approve the March 2024 Treasurer Report**. Commissioner Howard 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 the 2024 Inlet Sand Trap Dredging project excavation was completed on April 28th. Demobilization from the beach and beach tilling were completed on April 30th. The project remained in compliance for sea turtle monitoring, turbidity monitoring, and all other permit conditions throughout. The dredging volumes and pay application will be covered in the Engineer's Report. Commissioner Whipple inquired about the placement of sand within the template. A discussion followed.

JID Property Sims Creek Mangrove Trimming:

Mr. Chaison stated the mangrove trimming along the District's Sims Creek property border was completed by Sherlock Tree Co. A video of the work was supplied along with the final invoice.

Fast Water Shoal Marker Buoy Quote:

Following recommendations from the Coast Guard, Staff obtained a quote from our marine contracting firm, American Underwater, for the purchase of fast-water marker buoys. The total cost for four buoys, including shipping, would be \$9,159 with an approximate lead time of two months. This cost does not include installation and would be for the purpose of having the buoys available for faster deployment as needed.

A discussion followed regarding storage, cost, and installation. The Board instructed Staff to continue to investigate.

Annual Financial Audit and Tax Reporting Processes:

Staff are continuing both the annual financial audit and electronic Truth in Millage (e-TRIM) reporting processes. Terry Morton, of Nowlen, Holt & Miner, P.A., will present to the Board at our June meeting. This was originally scheduled to be presented at this meeting, however it will still allow the Board to review the audit for acceptance ahead of the June 30th submittal date to the Florida Auditor General.

District Relevant Permit Activity:

Mr. Chaison updated the Board on relevant Florida Department of Environmental Protection (FDEP) permit applications within the District's boundaries.

- Loxahatchee River Environmental Control District (LRECD) will be replacing a 24" ductile iron pipe with an 18" diameter HDPE force-main beneath the Loxahatchee River just west of the FEC Railroad bridge. This pipeline will be directionally bored and will generally be at elevation -65' NAVD.
- Jupiter Inlet Marina (U-Tiki) has applied to modify their dock configuration.
- Jupiter Wreck, Inc., which holds permits for salvage work in the vicinity of the Jupiter Inlet, has requested an expanded area.

Special Districts Legislation - HB 7013 Special Districts:

This bill was signed into law by the Governor on April 26th. Mr. Chaison stated that he is working with other inlet districts to develop the required goals and objectives. These will be presented to the Board for discussion and revision well ahead of the October 1st date set for establishment.

Florida Inland Navigation District (FIND) Intracoastal Inspection Tour:

Mr. Chason joined day 3 of a multi-day tour of the Intracoastal Waterway conducted by FIND and the US Army Corps of Engineers on May 3rd. A graphic board was prepared and a presentation was given focusing on the history of successful partnerships between the JID and FIND.

Financial Disclosure- Form 1:

Mr. Chaison stated that he had successfully completed his required Form 1 Financial Disclosure online. He offered Staff assistance with the online interface. The deadline for completion is July 1st, 2024.

Jupiter Inlet Colony:

Mr. Chaison stated that the Jupiter Inlet Colony (JIC) has reached out for information and assistance in assessing how to manage their shoreline.

Mr. Chaison suggested inviting the JIC to a District Board meeting. The Board agreed.

7. Engineer's Report

General Engineering:

Jetty Observation

Mr. Brumfield reported that Matt Ryan performed the Jetty Observations on April 30th. He did not report any significant irregularities.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance:

Mr. Brumfield reported that mobilization is anticipated to start in May.

Jupiter Inlet Jetties Restoration:

Mr. Brumfield stated Murray Logan (ML) is expected to begin mobilization in May.

Jupiter Inlet Sediment Budget Update:

Mr. Brumfield explained that the Sediment Budget Draft has been sent to Mr. Chaison for review. There was a discussion about the best way to provide feedback to Mr. Chaison regarding the Draft.

FDEP Local Government Funding Request:

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

Jupiter Inlet Sand Trap Dredging – 2024:

Mr. Brumfield stated that dredging was complete by the April 30th deadline. AHTNA's pay application was submitted with this month's bill.

Sand Trap FDEP Permitting Proposal:

Following a previous discussion about the timeline for permit renewal, Mr. Ellis presented to the Board a Proposal to begin the process of renewing the District's FDEP Permit for dredging the sand trap. The cost would not exceed \$23,000. There was a discussion about the permitting timeline, and it was decided to revisit the proposal at the June Board Meeting.

8. Legal Report

Mr. Broome had nothing further to report.

9. Unfinished Business

None.

10. New Business

None.

11. Commissioner Reports

Commissioner Whipple

None.

Commissioner Howard

None.

Secretary/Treasurer Davis

None.

Vice-Chairman Martinez

None.

Chairman Gentile

Absent.

12. Next Meeting Date(s)

Regular Board Meeting, June 12th, 2024 - 7:00 PM

13. Adjournment

There being no further business before the Commission, Vice Chair Martinez for a **MOTION to Adjourn**. Treasurer Davis so **MOVED**; Commissioner Whipple **SECONDED**.

There being no further discussion, the **MOTION CARRIED unanimously**. The meeting was adjourned at 8:30 PM.



George G. Gentile, Chairman



Michael Martinez, Vice Chairman