

GEORGE G. GENTILE – Chair

MICHAEL MARTINEZ – Vice Chair

JAMES H. DAVIS – Secretary/Treasurer


THOMAS HOWARD

GAIL WHIPPLE

JOSEPH B. CHAISON
Executive Director
ichaison@jupiterinletdistrict.org

CAMILLE CUNNINGHAM
Administrative Assistant
ccunningham@jupiterinletdistrict.org

AGENDA

DATE: February 14th, 2024
TO: JID Commissioners and Staff
FROM: Joseph Chaison, Executive Director 
SUBJECT: Meeting Agenda

The Regular Monthly Meeting has been scheduled for **Wednesday, February 14th, 2024 at 7:00 P.M.** at the Jupiter Inlet District Administration Building, 400 N. Delaware Blvd., Jupiter, Florida.

1. Call to Order
2. Comments from the Public
3. Approval of Minutes
 - January 10th, 2024 Regular Meeting
4. Approval of Bills
 - Submission of January 2024 Bills
 - Submission of Payroll, Utility Bills and Health Insurance Invoice for February 2024
5. Treasurer's Report
 - Approval of January 2024 Treasurer's Report
6. Executive Director's Report
7. Engineer's Report
8. Legal Report
9. Unfinished Business
 - HB 7013 Update
 - Administrative Policy Manual Final Format
10. New Business
11. Commissioner Reports
12. Next Meeting Date(s) – Regular Meeting, March 13th, 2024
13. Adjournment

**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. Criag 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 \$1,158,00.00 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

Jupiter Inlet District Check Detail February 1, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	BILLPAY	02/01/2024	AT&T	TRUIST		-213.79 ✓
Bill	Jan '24	02/01/2024		Telephone/Inter...	-213.79	213.79
TOTAL					-213.79	213.79
Bill Pmt -Check	BILLPAY	02/01/2024	AT&T Mobility	TRUIST		-60.69 ✓
Bill	Jan '24	02/01/2024		Telephone/Inter...	-60.69	60.69
TOTAL					-60.69	60.69
Bill Pmt -Check	BILLPAY	02/01/2024	Comcast	TRUIST		-96.51 ✓
Bill	Jan '24	02/01/2024		Public Information	-96.51	96.51
TOTAL					-96.51	96.51
Bill Pmt -Check	BILLPAY	02/01/2024	Florida Power...	TRUIST		-122.55
Bill	Jan '24	02/01/2024		Utilities	-107.62	107.62 ✓
				Public Information	-14.93	14.93 ✓
TOTAL					-122.55	122.55
Bill Pmt -Check	BILLPAY	02/01/2024	Great Americ...	TRUIST		-189.39 ✓
Bill	Jan '24	02/01/2024		Office Maintena...	-189.39	189.39
TOTAL					-189.39	189.39
Bill Pmt -Check	BILLPAY	02/01/2024	Optum Bank	TRUIST		-200.00 ✓
Bill		02/01/2024		Health Savings ...	-200.00	200.00
TOTAL					-200.00	200.00
Bill Pmt -Check	BILLPAY	02/01/2024	Truist	TRUIST		-432.94
Bill	Feb 5415	02/01/2024		Outreach Progr...	-113.00	144.57 ✓
				Uncategorized ...	-91.43	116.98 ✓
Bill	FEb 3878	02/01/2024		Membership Du...	-20.40	20.40 ✓
				Office Supplies	-28.75	28.75 ✓
				Office Supplies	-36.90	36.90 ✓
				Uncategorized ...	-32.09	32.09 ✓
				Office Supplies	-26.71	26.71 ✓
				Computer Softw...	-13.60	13.60 ✓
				Computer Softw...	-12.00	12.00 ✓
				Computer Softw...	-14.00	14.00 ✓
				Office Supplies	-44.06	44.06 ✓
TOTAL					-432.94	490.06
Bill Pmt -Check	DIRECTDEP	02/01/2024	Camille Cunn...	TRUIST		-4,555.03 ✓
Bill	Feb '24	02/01/2024		Salaries	-4,555.03	5,708.34
TOTAL					-4,555.03	5,708.34

Jupiter Inlet District Check Detail February 1, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	DIRECTDEP	02/01/2024	Gail P. Whipple	TRUIST		-461.75
Bill	Feb '24	02/01/2024		Commissioner F...	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	02/01/2024	George G. Ge...	TRUIST		-461.75
Bill	Feb '24	02/01/2024		Commissioner F...	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	02/01/2024	James Davis	TRUIST		-461.75
Bill	Feb '24	02/01/2024		Commissioner F...	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	02/01/2024	Joseph Chais...	TRUIST		-9,350.69
Bill	Feb '24	02/01/2024		Salaries	-9,350.69	10,958.34
TOTAL					-9,350.69	10,958.34
Bill Pmt -Check	DIRECTDEP	02/01/2024	Michael A. Ma...	TRUIST		-461.75
Bill	Feb '24	02/01/2024		Commissioner F...	-461.75	500.00
TOTAL					-461.75	500.00
Bill Pmt -Check	DIRECTDEP	02/01/2024	Thomas L. Ho...	TRUIST		-461.75
Bill	Feb '24	02/01/2024		Commissioner F...	-461.75	500.00
TOTAL					-461.75	500.00
Check	DRAFT	02/01/2024	ADP-IRS	TRUIST		-4,304.49
				Payroll Liabilities	-1,301.25	1,301.25
				Social Security	-2,351.88	2,351.88
				Medicare Taxes	-550.04	550.04
				Florida Re-empl...	-101.32	101.32
TOTAL					-4,304.49	4,304.49

11:54 AM
02/08/24

Jupiter Inlet District Check Detail February 8, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1665	02/08/2024	A Quality Bushog Ser...	TRUIST		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	1666	02/08/2024	DEX Imaging	TRUIST		-98.41 ✓
Bill	Jan '24	02/08/2024		Office Maintenanc...	-42.18	42.18 ✓
				Office Maintenanc...	-56.23	56.23 ✓
TOTAL					-98.41	98.41
Bill Pmt -Check	1667	02/08/2024	Florida Municipal Ins...	TRUIST		-5,918.57 ✓
Bill	Feb '24	02/08/2024		Insurance-Medica...	-5,918.57	5,918.57
TOTAL					-5,918.57	5,918.57
Bill Pmt -Check	1668	02/08/2024	Florida Municipal Ins...	TRUIST		-124.00 ✓
Bill	FY 22/23	02/08/2024		Insurance-Liability	-124.00	124.00
TOTAL					-124.00	124.00
Bill Pmt -Check	1669	02/08/2024	Florida Municipal Pen...	TRUIST		-1,332.00 ✓
Bill	Feb '24	02/08/2024		Retirement-Empl...	-1,332.00	1,332.00
TOTAL					-1,332.00	1,332.00
Bill Pmt -Check	1670	02/08/2024	Judy McKee	TRUIST		-350.00 ✓
Bill	Feb '24	02/08/2024		Janitorial/Pest Co...	-250.00	250.00 ✓
				Janitorial/Pest Co...	-100.00	100.00 ✓
TOTAL					-350.00	350.00
Bill Pmt -Check	1671	02/08/2024	KDT Solutions, Inc.	TRUIST		-387.00 ✓
Bill	Feb '24	02/08/2024		Computer Softwar...	-387.00	387.00
TOTAL					-387.00	387.00
Bill Pmt -Check	1672	02/08/2024	LOCALIQ Florida	TRUIST		-157.59 ✓
Bill		02/08/2024		Advertising	-157.59	157.59
TOTAL					-157.59	157.59
Bill Pmt -Check	1673	02/08/2024	Orange Tree Landsc...	TRUIST		-300.00 ✓
Bill	Jan '24	02/08/2024		Landscape Maint...	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Check	1674	02/08/2024	Public Art Works Inc	TRUIST		-900.00 ✓
Bill		02/08/2024		Facilities	-900.00	900.00
TOTAL					-900.00	900.00

11:54 AM

02/08/24

Jupiter Inlet District Check Detail February 8, 2024

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1675	02/08/2024	Richard Pinsky- Aker...	TRUIST		-2,545.00
Bill	Feb '24	02/08/2024		Lobbying/Govern...	-2,545.00	2,545.00 ✓
TOTAL					-2,545.00	2,545.00
Bill Pmt -Check	1676	02/08/2024	Rudling's Pest Control	TRUIST		-72.00
Bill	Jan/ Fe...	02/08/2024		Janitorial/Pest Co...	-36.00	36.00 ✓
				Janitorial/Pest Co...	-36.00	36.00 ✓
TOTAL					-72.00	72.00
Bill Pmt -Check	1677	02/08/2024	Taylor Engineering, Inc.	TRUIST		-47,664.20 ✓
Bill	Dec '23	02/08/2024		General Engineeri...	-4,140.00	4,140.00 ✓
				Inlet Management...	-31,725.00	31,725.00 ✓
				Oxbow Restoratio...	-5,984.00	5,984.00 ✓
				Sand Trap Dredgi...	-5,815.20	5,815.20 ✓
TOTAL					-47,664.20	47,664.20
Bill Pmt -Check	1678	02/08/2024	Treasure Coast Irrigat...	TRUIST		-78.72 ✓
Bill	Jan '24	02/08/2024		Landscape Maint...	-78.72	78.72
TOTAL					-78.72	78.72
Bill Pmt -Check	1679	02/08/2024	William R.H. Broome	TRUIST		-2,025.00
Bill	Jan '24	02/08/2024		Legal Fees	-2,025.00	2,025.00
TOTAL					-2,025.00	2,025.00
Bill Pmt -Check	1680	02/08/2024	Williams Leininger & ...	TRUIST		-2,425.00
Bill		02/08/2024		Special Legal Fees	-2,425.00	2,425.00
TOTAL					-2,425.00	2,425.00
Bill Pmt -Check	1681	02/08/2024	A Quality Bushog Ser...	TRUIST		-385.00
Bill		02/08/2024		Landscape Maint...	-385.00	385.00
TOTAL					-385.00	385.00

1:59 PM

02/08/24

Jupiter Inlet District
Reconciliation Summary
TRUIST, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	2,696,055.55
Cleared Transactions	
Checks and Payments - 33 items	-46,934.47
Deposits and Credits - 3 items	55,531.59
Total Cleared Transactions	<u>8,597.12</u>
Cleared Balance	<u><u>2,704,652.67</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-250.00
Total Uncleared Transactions	<u>-250.00</u>
Register Balance as of 01/31/2024	<u><u>2,704,402.67</u></u>
New Transactions	
Checks and Payments - 22 items	-65,645.42
Total New Transactions	<u>-65,645.42</u>
Ending Balance	<u><u>2,638,757.25</u></u>

1:59 PM
02/08/24

Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 01/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,696,055.55
Cleared Transactions						
Checks and Payments - 33 items						
Bill Pmt -Check	12/07/2023	1635	Dorothy Jacks, CFA,...	X	-3,816.75	-3,816.75
Bill Pmt -Check	12/07/2023	1636	Erdman Video Syste...	X	-2,550.00	-6,366.75
Bill Pmt -Check	12/07/2023	1633	American Underwat...	X	-1,485.00	-7,851.75
Bill Pmt -Check	12/29/2023	BILLP...	Great America Fina...	X	-292.33	-8,144.08
Bill Pmt -Check	12/29/2023	BILLP...	AT&T	X	-213.75	-8,357.83
Bill Pmt -Check	12/29/2023	BILLP...	Florida Power & Light	X	-128.75	-8,486.58
Bill Pmt -Check	12/29/2023	BILLP...	ADT Security	X	-102.75	-8,589.33
Bill Pmt -Check	12/29/2023	BILLP...	Comcast	X	-93.30	-8,682.63
Bill Pmt -Check	12/29/2023	BILLP...	AT&T Mobility	X	-63.96	-8,746.59
Bill Pmt -Check	01/04/2024	1652	Florida Municipal Ins...	X	-5,918.57	-14,665.16
Bill Pmt -Check	01/04/2024	1658	William R.H. Broome	X	-5,325.00	-19,990.16
Bill Pmt -Check	01/04/2024	1653	Florida Municipal Pe...	X	-1,332.00	-21,322.16
Bill Pmt -Check	01/04/2024	1655	Orange Tree Landsc...	X	-300.00	-21,622.16
Bill Pmt -Check	01/04/2024	1659	Williams Leininger &...	X	-295.00	-21,917.16
Bill Pmt -Check	01/04/2024	1657	Treasure Coast Irrig...	X	-149.42	-22,066.58
Bill Pmt -Check	01/04/2024	1651	DEX Imaging	X	-99.76	-22,166.34
Bill Pmt -Check	01/04/2024	1656	Rudling's Pest Control	X	-36.00	-22,202.34
Check	01/05/2024	DRAFT	ADP	X	-162.06	-22,364.40
Bill Pmt -Check	01/09/2024	1663	Richard Pinsky- Ake...	X	-2,500.00	-24,864.40
Bill Pmt -Check	01/09/2024	1662	KDT Solutions, Inc.	X	-378.00	-25,242.40
Bill Pmt -Check	01/09/2024	1661	Kay S. Anderson	X	-300.00	-25,542.40
Bill Pmt -Check	01/09/2024	1660	Judy McKee	X	-250.00	-25,792.40
Bill Pmt -Check	01/09/2024	1664	Town of Jupiter Wat...	X	-72.77	-25,865.17
Check	01/31/2024	DRAFT	ADP	X	-117.40	-25,982.57
Bill Pmt -Check	02/01/2024	DIRE...	Joseph Chaison	X	-9,350.69	-35,333.26
Bill Pmt -Check	02/01/2024	DIRE...	Camille Cunningham	X	-4,555.03	-39,888.29
Check	02/01/2024	DRAFT	ADP-IRS	X	-4,304.49	-44,192.78
Bill Pmt -Check	02/01/2024	DIRE...	Gail P. Whipple	X	-461.75	-44,654.53
Bill Pmt -Check	02/01/2024	DIRE...	Thomas L. Howard	X	-461.75	-45,116.28
Bill Pmt -Check	02/01/2024	DIRE...	George G. Gentile	X	-461.75	-45,578.03
Bill Pmt -Check	02/01/2024	DIRE...	Michael A. Martinez	X	-461.75	-46,039.78
Bill Pmt -Check	02/01/2024	DIRE...	James Davis	X	-461.75	-46,501.53
Bill Pmt -Check	02/01/2024	BILLP...	Truist	X	-432.94	-46,934.47
Total Checks and Payments					-46,934.47	-46,934.47
Deposits and Credits - 3 Items						
Deposit	01/03/2024			X	55,072.93	55,072.93
Deposit	01/17/2024			X	458.66	55,531.59
Bill Pmt -Check	02/08/2024	1665	A Quality Bushog S...	X	0.00	55,531.59
Total Deposits and Credits					55,531.59	55,531.59
Total Cleared Transactions					8,597.12	8,597.12
Cleared Balance					8,597.12	2,704,652.67
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	01/04/2024	1654	Leadership PB County		-250.00	-250.00
Total Checks and Payments					-250.00	-250.00
Total Uncleared Transactions					-250.00	-250.00
Register Balance as of 01/31/2024					8,347.12	2,704,402.67

1:59 PM

02/08/24

**Jupiter Inlet District
Reconciliation Detail
TRUIST, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 22 items						
Bill Pmt -Check	02/01/2024	BILLP...	AT&T		-213.79	-213.79
Bill Pmt -Check	02/01/2024	BILLP...	Optum Bank		-200.00	-413.79
Bill Pmt -Check	02/01/2024	BILLP...	Great America Fina...		-189.39	-603.18
Bill Pmt -Check	02/01/2024	BILLP...	Florida Power & Light		-122.55	-725.73
Bill Pmt -Check	02/01/2024	BILLP...	Comcast		-96.51	-822.24
Bill Pmt -Check	02/01/2024	BILLP...	AT&T Mobility		-60.69	-882.93
Bill Pmt -Check	02/08/2024	1677	Taylor Engineering, I...		-47,664.20	-48,547.13
Bill Pmt -Check	02/08/2024	1667	Florida Municipal Ins...		-5,918.57	-54,465.70
Bill Pmt -Check	02/08/2024	1675	Richard Pinsky- Ake...		-2,545.00	-57,010.70
Bill Pmt -Check	02/08/2024	1680	Williams Leininger &...		-2,425.00	-59,435.70
Bill Pmt -Check	02/08/2024	1679	William R.H. Broome		-2,025.00	-61,460.70
Bill Pmt -Check	02/08/2024	1669	Florida Municipal Pe...		-1,332.00	-62,792.70
Bill Pmt -Check	02/08/2024	1674	Public Art Works Inc		-900.00	-63,692.70
Bill Pmt -Check	02/08/2024	1671	KDT Solutions, Inc.		-387.00	-64,079.70
Bill Pmt -Check	02/08/2024	1681	A Quality Bushog S...		-385.00	-64,464.70
Bill Pmt -Check	02/08/2024	1670	Judy McKee		-350.00	-64,814.70
Bill Pmt -Check	02/08/2024	1673	Orange Tree Landsc...		-300.00	-65,114.70
Bill Pmt -Check	02/08/2024	1672	LOCALIQ Florida		-157.59	-65,272.29
Bill Pmt -Check	02/08/2024	1668	Florida Municipal Ins...		-124.00	-65,396.29
Bill Pmt -Check	02/08/2024	1666	DEX Imaging		-98.41	-65,494.70
Bill Pmt -Check	02/08/2024	1678	Treasure Coast Irrig...		-78.72	-65,573.42
Bill Pmt -Check	02/08/2024	1676	Rudling's Pest Control		-72.00	-65,645.42
Total Checks and Payments					-65,645.42	-65,645.42
Total New Transactions					-65,645.42	-65,645.42
Ending Balance					-57,298.30	2,638,757.25

TREASURER'S REPORT AS OF JANUARY 31, 2024

Truist - Checking Account

Bank balance forward from previous statement - December 31, 2023		\$ 2,696,055.55	
Plus Deposits:			
1/3/2024	PBC Tax Collector-Share of Taxes	55,072.93	
1/17/2024	PBC Tax Collector-Share of Taxes	458.66	
Less Checks & Other Withdrawals Cleared:		<u>\$ (46,934.47)</u>	
Bank balance at January 31, 2024		\$ 2,704,652.67	\$ 2,704,652.67
Less Outstanding Checks		<u>(250.00)</u>	
Register balance at January 31, 2024	(see note)	<u>\$ 2,704,402.67</u>	

NOTE: Does not include checks dated in February 2024 of \$65,645.42 some of which are for January expenses, signed/approved in January or to be signed at the February 2024 meeting.

State Board of Administration

FUND A

Balance Forward from December 31, 2023		\$ 8,897,490.65	
Plus Deposits:			
Interest earned January 2024		42,088.00	
Total Deposits		<u>\$ 42,088.00</u>	
Balance at January 31, 2024		<u>\$ 8,939,578.65</u>	\$ 8,939,578.65
TOTAL BALANCE		<u>\$ 11,643,981.32</u>	<u>\$ 11,644,231.32</u>
		<i>REGISTER BALANCE</i>	<i>BANK BALANCE</i>

JUPITER INLET DISTRICT

EXECUTIVE DIRECTOR'S REPORT

FROM: JOSEPH B. CHAISON, EXECUTIVE DIRECTOR
SUBJECT: EXECUTIVE DIRECTOR'S REPORT 
DATE: FEBRUARY 14, 2024

2024 Inlet Sand Trap Dredging:

Staff have coordinated with Taylor Engineering, U.S. Coast Guard, Ahna Marine, and our channel marker marine contracting firm to determine the timing, location, and feasibility of installing one or multiple fast-water marker buoys prior to a dredge arriving on site. At the time of writing, this has not yet been determined.

Mile 6 Gap Closure and Oxbow Restoration Maintenance Project:

Staff and our Engineer met with our contractor and Jonathan Dickinson State Park staff on site on February 2nd to coordinate staging and access.

Living Shoreline – Archaeology Field School:

Florida Atlantic University is conducting an Archaeology Field School at the Jupiter Lighthouse. JID was asked to present on February 5th.

Florida Department of Environmental Protection (FDEP) Funding Program:

With our Local Government Funding Request (LGFR) ranking and subsequent funding of the State's Beaches and Inlets Funding Program, the FDEP has decided to amend our Grant Agreement (23PB6) to include our two most recent awards. This increases the amount of 23PB6 to \$1.6M.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program A	State Awarding Agency	State Fiscal Year ¹	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original	Florida Department of Environmental Protection	2022-2023	37.003	Beach Management Funding Assistance Program, GAA Line Item #1778	\$476,468.00	140126
Amendment 1	Florida Department of Environmental Protection	2023-2024	37.003	Beach Management Funding Assistance Program, GAA Line Item #1822	\$1,151,624.70	140126
State Program B	State Awarding Agency	State Fiscal Year ²	CSFA Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Total Award					\$1,628,092.70	

Town of Jupiter – Sawfish Bay Project:

Staff and Taylor Engineering met with Town of Jupiter staff on January 29th to share information and discuss opportunities for JID to assist the Town's Sawfish Bay project.

AustinBlu Foundation Statue:

The statue donated to the JID by the AustinBlu Foundation had its first cleaning and patina management treatment. The statue is doing well and the treatment was very well received by the public and AustinBlu Foundation.



**Jupiter Inlet District
Monthly Engineering Report
February 2024**

General Engineering

Jetty Observation

Taylor Engineering staff (Ken Craig, PE) plan to perform the monthly jetty condition assessment on February 14. We will report on any significant changes from the prior assessment.

Loxahatchee River Mile 6 Gap Closure and Oxbow Restoration Maintenance

Representatives from Arbor Tree & Land, Inc. (ATL), JID, Jonathan Dickinson State Park (JDSP), and Taylor Engineering met at the proposed staging area to review conditions and determine appropriate boundaries. While on site, participants identified an alternative staging areas adjacent to the boat ramp that would allow contractor operations to occur without impacting boat ramp activities. ATL indicated they would return and review the alternative staging area from the water to confirm there is sufficient water depth for their equipment. Per JDSP park staff direction, Taylor will prepare a sketch and letter requesting authorization from JDSP to use the staging area. ATL indicated they expect to begin operations in early April.

Jupiter Inlet Jetties Restoration

Taylor Engineering advertised the JID Jetties Concrete Repair project on February 1. We transmitted a Notice of Advertisement email to 105 separate email addresses. We will hold a mandatory on-site pre-bid site meeting at 11:00AM starting at the south jetty on February 14. Bid opening is currently scheduled for March 6. We plan to present an award recommendation at the March board meeting.

Jupiter Inlet Sediment Budget Update

The draft report is nearly complete preparation. Primary author Ashley Kauppila will present our results at the February board meeting via Zoom. Following receipt of any board comments, we will schedule the final TAC meeting.

FDEP Local Government Funding Request

Taylor Engineering continues to prepare documents for the FDEP Grant Agreement #23PB6. The FDEP approved an additional \$1,151,624.70 of funding for work completed in the 2023/2024 fiscal year and amended the current grant agreement accordingly. Once finalized, the updated agreement will provide a new total of \$1,628,092.70 of funding to JID as reimbursement for previous inlet work completed.

Jupiter Inlet Sand Trap Dredging – 2024

The JID board awarded the 2024 contract to Ahtna at the January board meeting. Ahtna has submitted the majority of the required documentation. The pre-construction with the regulatory agencies has been scheduled for Friday, February 16 at 10:00AM. We anticipate receiving the FDEP Notice to Proceed shortly after.





Permit Expiration Dates (through 2026)

Exp Date	Project	Agency	Permit Number
04 Sep 2024	Alt A1A / FEC Bridge Nav Channel	USACE	SAJ-2018-03057 (LP-SLR)
30 Sep 2024	Sims Creek	USACE	SAJ-1999-02118 (LP-CGK)
10 Nov 2024	Sims Creek	FDEP	50-0134395-011-EI
04 May 2025	Living Shoreline (Lighthouse)	FDEP	50-0374419-002-EI
10 Dec 2025	Sand Trap	USACE	SAJ-1989-00506 (SP-JKA)
25 Mar 2026	Sand Trap	FDEP	0134395-001-JC
03 Nov 2026	Mile 6 Oxbow Restoration	SFWMD	43-105182-P

