

JUPITER INLET DISTRICT



GEORGE G. GENTILE – Chairman

MICHAEL MARTINEZ – Vice Chairman

JAMES H. DAVIS – Secretary/Treasurer

THOMAS HOWARD

GAIL WHIPPLE


JOSEPH B. CHAISON  
Executive Director

[jchaison@jupiterinletdistrict.org](mailto:jchaison@jupiterinletdistrict.org)

CAMILLE CUNNINGHAM  
Administrative Assistant

[ccunningham@jupiterinletdistrict.org](mailto:ccunningham@jupiterinletdistrict.org)

## AGENDA

DATE: January 8<sup>th</sup>, 2025  
TO: JID Commissioners and Staff  
FROM: Joseph Chaison, Executive Director   
SUBJECT: Meeting Agenda

The Regular Monthly Meeting has been scheduled for **Wednesday, January 8<sup>th</sup>, 2025 to commence immediately after the Budget and Millage Hearing, scheduled to begin at 7:00 P.M.**, at the Jupiter Inlet District Administration Building, 400 N. Delaware Blvd., Jupiter, Florida.

1. Call to Order
2. Swearing in of Commissioners
3. Election of Officers for Calendar Year 2025
4. District Representation for 2025
5. Comments from the Public
6. Approval of Minutes
  - December 14<sup>th</sup>, 2024 Regular Meeting
7. Approval of Bills
  - Submission of December 2024 Bills
  - Submission of Payroll, Utility Bills and Health Insurance Invoice for January 2025
8. Treasurer's Report
  - Approval of December 2024 Treasurer's Report
9. Executive Director's Report
10. Engineer's Report
11. Legal Report
12. Unfinished Business
13. New Business
  - Ebb Shoal Planning and Discussion
14. Commissioner Reports
15. Next Meeting Date(s) – Regular Meeting, February 12<sup>th</sup>, 2025
16. Adjournment

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

**December 11<sup>th</sup>, 2024**

**COMMISSIONERS PRESENT**

Michael Martinez, Vice Chair  
Thomas Howard  
Gail Whipple

**COMMISSIONERS ABSENT**

George Gentile, Chair  
James H. Davis, Secretary/Treasurer

**OTHERS PRESENT**

Joseph B. Chaison, Executive Director  
William R. H. Broome, Attorney  
Ken Craig, Taylor Engineering  
Cami Cunningham, Assistant Director

**MEMBERS OF THE PUBLIC**

None.

**1. Call to Order**

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

*\*Pledge of Allegiance*

**2. Comments from the Public**

None.

**3. Approval of Minutes**

**November 13<sup>th</sup>, 2024 Meeting Minutes:**

Vice Chair Martinez entertained a **MOTION to approve the November 13<sup>th</sup>, 2024 Regular Board Meeting as amended**; Commissioner Howard so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED**.

**4. Approval of Bills**

**Submission of November Bills:**

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

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

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

**5. Treasurer's Report**

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

Vice Chair Martinez entertained a **MOTION to approve the November 2024 Treasurer's Report**. Commissioner Whipple so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED**.

**6. Executive Director's Report**

**Inlet Management Plan (IMP) -Sediment Budget Update:**

The Florida Department of Environmental Protection's (FDEP) Beaches, Inlets, and Ports Program has completed IMP updates to Longboat Pass, Passage Key Pass, and Big Carlos Pass. Jupiter Inlet, Big Hickory Pass, and New Pass are the next IMPs that they will be drafting. Mr. Chaison reported they have told the District that they "expect to have a DRAFT IMP for Jupiter Inlet the 1st quarter of next year."

**Florida Inland Navigation District (FIND) -Project Coordination Meeting:**

On November 14<sup>th</sup>, FIND coordinated a meeting with FIND, Corps of Engineers, JID, and local Jupiter area marinas. The purpose of the meeting was to coordinate upcoming dredging projects between JID and the Corps/FIND, as well as to inform local marinas of the projects. These marinas may be able to benefit from dredgers having been mobilized to the area.

The Corps expects will bid Intracoastal Waterway dredging in Jupiter (Cuts PB1 thru PB-4) and Martin County Crossroads area in July 2025. They estimate the Jupiter work between 60,000 to 80,000 cy, and plan to dredge October-December 2025.

A similar meeting occurred on November 26<sup>th</sup> with Palm Beach County ERM. They are planning their next beach nourishment of the Jupiter-Carlin project in 2027 or 2028. The District will continue to coordinate our sand trap dredging with all of the interested parties.

Commissioner Howard asked whether the District would be able to coordinate with the Corps about sand placement. Mr. Craig said there will be a conversation.

**Martin County Loxahatchee River Navigation Inquiry:**

Mr. Chaison reported that a resident inquiry came to us through Martin Co. Commissioner Sarah Heard regarding depths in the Loxahatchee River upriver of the 'Banyan Tree' area. Staff shared the

District's 2023 regional bathymetry. This is an area which is known to require careful navigation and to staff knowledge has not previously been dredged.

**October 2024 Ebb Shoal Survey:**

The District's October 2024 sand trap and ebb shoal survey has been converted to show depths relative to the MLLW (mean lower low water) datum, and has been posted onto the District website.

**2025 Board Meeting Schedule:**

Staff will be advertising the 2025 meeting calendar this month.

**US-1 Bridge Update:**

Mr. Chaison updated the Board that the US-1 bridge anticipates opening two lanes in Winter 2025.

**Andrew Red Harris Foundation:**

Scott and Martha Harris presented a piece of artwork to the Board of Commissioners as a thank you for the District's continued support.

**2025 District Boat Tour:**

Mr. Chaison has some possible dates in mind for this years Boat Tour. It was decided to postpone the discussion until all Commissioner are present. Commissioner Howard asked Mr. Broome about Sunshine Law. Mr. Broome will research and report back.

**7. Engineer's Report**

**General Engineering:**

*Jetty Observation*

Mr. Craig performed the Jetty Observations on December 11<sup>th</sup> and did not report any concerning conditions.

**Jupiter Inlet Jetties Restoration:**

Mr. Craig reported that the project is going well. The North Jetty is complete. The South Jetty is closed while the final coating and handrails are replaced. Commissioner Whipple asked is there is a warranty associated with the contract. Mr. Craig will look into it and report back.

**2025 Sand Trap Project:**

Mr. Craig stated that there was an internal kick-off meeting for the 2025 dredging. Taylor Engineering plans to adjust the sand placement template.

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

Mr. Craig stated that the project is complete. The final invoice was approved in this month's Check Detail. Mr. Craig met with JD Park Staff for a final walk through.

**Jupiter Inlet Sand Trap FDEP Permitting:**

Mr. Craig stated the pre-application meeting was November 19<sup>th</sup>. The paperwork is being completed before an estimated submittal in early 2025.

**Adjustment Labor Rates 2025:**

Taylor Engineering proposed increase labor rates of 4.8% for the 2025 year. There was a discussion. Vice Chair Martinez entertained a **MOTION to approve the Rate Increase for Taylor Engineering.** Commissioner Howard so **MOVED**; Commissioner Whipple **SECONDED**. There being no further discussion, the **MOTION CARRIED**.

**8. Legal Report**

Mr. Broome had no written report this month and nothing further during the meeting.

**9. New Business**

None.

**10. Unfinished Business**

None.

**11. Commissioner Reports**

**Commissioner Whipple**

None

**Commissioner Howard**

None.

**Secretary/Treasurer Davis**

None.

**Vice-Chair Martinez**

None.

**Chair Gentile**

Absent.

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

Regular Board Meeting- January 8<sup>th</sup>, 2025 – 7:00 PM

**13. Adjournment**

There being no further business before the Commission, Vice Chair Martinez called for a **MOTION to Adjourn**. Commissioner Whipple so **MOVED**; Commissioner Howard **SECONDED**. There being no further discussion, the **MOTION CARRIED unanimously**. The meeting was adjourned at 8:42 PM.

---

George G. Gentile, Chairman

---

Michael Martinez, Vice Chairman

# JUPITER INLET DISTRICT

---

## EXECUTIVE DIRECTOR'S REPORT

---

**FROM:** JOSEPH B. CHAISON, EXECUTIVE DIRECTOR  
**SUBJECT:** EXECUTIVE DIRECTOR'S REPORT   
**DATE:** JANUARY 8, 2025

---

### **Post-Construction Permit-Required Sea Turtle Monitoring:**

The District's state permit from the Florida Department of Environmental Protection (FDEP) for sand placement requires that sea turtle nesting be performed following construction. Loggerhead Marinelife Center (LMC) holds the state permit (from Florida Fish and Wildlife Conservation Commission) for performing this work along our section of shoreline. A rate per shoreline length has been established for fulfilling the required nesting for County and Corps nourishment projects. We intend to contract with LMC to perform this work once the placement length has been determined. The draft contract is attached.

### **2025 Outlook on Florida Coastal Dredging Projects Workshop,:**

The FDEP Beaches, Inlets, and Ports Program is conducting a *2025 Outlook on Florida Coastal Dredging Projects Workshop*, for Non-Federally Authorized beach or inlet management project that may be coming up within the next ~ 18 months. It will be held prior to the 38th annual National Conference on Beach Preservation Technology (February 5-7, 2025).

This is an excellent initiative by the State which will allow local governmental entities to engage the dredging industry about upcoming projects. Our project information and timelines have been forwarded and I intend to attend the workshop ahead of the Florida Shore and Beach Preservation Association (FSBPA) Conference.



**Jupiter Inlet District  
Monthly Engineering Report  
January 2025**

**General Engineering**

*Jetty Observation*

Taylor Engineering staff (Ken Craig) plan to perform the monthly jetty condition assessment on January 8. We will report on any significant changes from the prior assessment.

**Jupiter Inlet Sand Trap Dredging – 2025**

Taylor Engineering plans to advertise the 2025 Sand Trap Dredging project on Friday, January 10, 2025. We plan to open bids on Monday, February 10, 2025, and have an award recommendation at the February board meeting.

**Jupiter Inlet Jetties Restoration**

The contractor has completed the final surface applications and the south jetty is open to the public. Portions of temporary barriers are still installed at the south jetty while the contractor completes fabrication of remaining handrail segments. Substantial completion inspection is tentatively scheduled for 10 January. Bi-weekly project update meetings have been held every other Wednesday at 2PM.

**FDEP Local Government Funding Request**

Taylor Engineering has submitted the final billing workbook and corresponding deliverables for Grant Agreement #23PB6. FDEP is currently reviewing the billing package and processing the final billing. Once the final billing is complete, JID will receive a reimbursement total of \$1,173,251.49.

Taylor Engineering continues to coordinate with FDEP on Grant Agreement #25PB2, which includes costs for the Sediment Budget Update study and spring 2024 sand trap. The total funding amount to be received under this Agreement is \$736,859.40. Of note, the spring 2024 sand trap project exceeded projected costs by approximately \$390,000.00, so those additional funds will be included in the next Grant Agreement cycle.

**FDEP Jupiter Inlet Sand Trap Permitting**

Taylor Engineering coordinated and led a pre-application meeting with FDEP regulatory staff on November 19, 2024. Using guidance provided by FDEP staff during the pre-application meeting, Taylor Engineering is currently developing the FDEP Joint Coastal Permit application.





TAYLOR ENGINEERING, INC.

*Delivering Leading-edge Solutions*

**Permit Expiration Dates (through 2030)**

<b>Exp Date</b>	<b>Project</b>	<b>Agency</b>	<b>Permit Number</b>	<b>Status</b>
5/4/2025	Living Shoreline (Lighthouse)	FDEP	50-0374419-002-EI	Allow to expire, project complete
3/25/2026	Sand Trap	FDEP	0134395-001-JC	Starting renewal process
11/3/2026	Mile 6 Oxbow Restoration	SFWMD	43-105182-P	Under construction
12/11/2030	Sand Trap	USACE	SAJ-1989-00506 (SP-JKA) Mod2	Begin renewal ~Jan 2028



10199 Southside Blvd. Suite 310  
Jacksonville, FL 32256  
Ph: (904) 731-7040 Fax: (904) 731-9847

January 2025  
Page 2 of 2

## **CONTRACT FOR PROFESSIONAL CONSULTANT SERVICES BETWEEN**

### **Loggerhead Marinelife Center, Inc. And Jupiter Inlet District**

This is a Contract made as of the \_\_\_\_ day of \_\_\_\_\_, 2025, by Jupiter Inlet District (400 North Delaware Blvd., Jupiter, Florida. 33458) and Loggerhead Marinelife Center, Inc. (CONSULTANT) (14200 U.S. Highway One, Juno Beach, FL 33408), a private, non-profit corporation, authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT, whose Federal I.D. Number is 59-2445926.

In consideration of the mutual promises contained herein, Jupiter Inlet District and the CONSULTANT agree as follows:

#### **ARTICLE 1 - SERVICES**

The CONSULTANT's responsibility under this Contract is to provide professional/consultation services, in the area of sea turtle monitoring in association with the sand placement project Jupiter Inlet Maintenance Dredging Project (FDEP Permit No. 0134395-010-JN), including those services set forth in the Scope of Work detailed in Exhibit "A." In the event services are required to be performed that are not described in Exhibit "A" but are within the general scope of services, Jupiter Inlet District and the CONSULTANT hereby reserve the right to negotiate task orders covering the required services.

#### **ARTICLE 2 - PERIODS OF SERVICE SCHEDULE**

This Contract commences on March 1, 2025 and ends on December 31, 2025, unless extended by mutual agreement. Tasks authorized shall be completed in accordance with their applicable schedules.

#### **ARTICLE 3 - ASSIGNMENT OF WORK**

The Scope of Work to be completed by the CONSULTANT as defined in EXHIBIT "A" consists of specific completion tasks to be completed by the CONSULTANT. Jupiter Inlet District may request raw survey data forms to verify completion of tasks.

#### **ARTICLE 4 - PAYMENTS TO CONSULTANT**

- A. Contract Amount – Jupiter Inlet District agrees to compensate the CONSULTANT in accordance with the fees set forth in Exhibit "B" attached hereto and incorporated herein.
- B. Methods of Payment – Jupiter Inlet District shall pay the CONSULTANT on a fixed fee basis in accordance with Exhibit "B."

Invoices - The CONSULTANT shall submit an itemized invoice to Jupiter Inlet District in accordance with the schedule set forth in Exhibit "B."

Invoices received from the CONSULTANT pursuant to this Contract will be reviewed by Jupiter Inlet District representative indicating that services have been rendered in conformity with the Contract and approved deliverables. No payment will be provided for work outside the scope of services of the approved scope of work unless the additional work has been authorized in advance by Jupiter Inlet District representative. In such cases, Jupiter Inlet District representative shall be responsible for preparation of a task change order or new task order authorizing the additional tasks.

C. Rates – Rates are set according to the schedule set forth in Exhibit “B.”

**ARTICLE 5 - EXHIBITS**

The following exhibits are attached to and made a part of this Contract:

Exhibit A: Scope of Work

Exhibit B: Schedule of Payments

**ARTICLE 6 - ENTIRETY OF CONTRACTUAL AGREEMENT**

Jupiter Inlet District and the CONSULTANT agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by both parties.

CONTRACTOR:

Jupiter Inlet District

CONSULTANT:

Loggerhead Marineline Center, Inc.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name (type or print)*

\_\_\_\_\_  
*Name (type or print)*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

WITNESS:

WITNESS:

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name (type or print)*

\_\_\_\_\_  
*Name (type or print)*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

## EXHIBIT A SCOPE OF WORK

Loggerhead Marinelifelife Center, Inc. (hereafter referred to as the CONSULTANT) shall monitor sea turtle nesting as required by state and federal shoreline protection permits as set forth in this Scope of Work.

The CONSULTANT shall obtain all Florida Fish and Wildlife Conservation Commission (FWC) Marine Turtle Permits (Marine Turtle Permit) required for sea turtle monitoring and maintain these permits in good standing at all times. All reports required by the Marine Turtle Permit shall be timely submitted to FWC by the CONSULTANT. The CONSULTANT shall utilize trained and experienced staff to conduct all monitoring activities.

### Task 1: Nesting Surveys

Daily surveys for sea turtle monitoring activity shall be conducted between the Jupiter Inlet and DEP survey monument R-19.

The following parameters shall be recorded for each crawl encountered:

- A. Date
- B. Survey zone
- C. Species of turtle
- D. Crawl type (nest or false crawl)
- E. Estimated distance from the egg chamber of a nest or landward extent of the non-nesting emergence to the most recent high water line
- F. Estimated distance from the egg chamber of a nest or landward extent of the non-nesting emergence to the vegetated toe of dune
- G. Number of preliminary body pits and abandoned egg chambers
- H. Any interaction with an escarpment  $\geq 18$  inches in height
- I. Global Positioning System (GPS) location so that all crawls may be mapped on an aerial photograph

All data will be entered and stored in a data management system (database) maintained by the CONSULTANT. Copies of original survey sheets will be stored at Loggerhead Marinelifelife Center and may be provided upon request.

Frequency: Daily from March 1 through October 31.

Data Reporting: Monthly summaries including the number of nests and false crawls documented will be reported.

### Task 2: Nest Evaluations and Monitoring

In order to evaluate the effects of sand placement on sea turtle reproductive success, selected nests shall be located, marked, tracked throughout the incubation period, and nest contents evaluated. Nests shall be marked using a wooden stake. An additional wooden stake shall be placed at the toe of the dune in the dune vegetation. Precise measurements (distance and bearing) shall be made to the dune stake.

The nest marking rotation for each species shall aim to evaluate 130 nests in the project area and 130 nests in an adjacent reference beach where sand was not placed.

Nest inspections shall be conducted daily for all marked nests.

- A. Presence of nest stakes – if the nest stake is missing, the stake shall be reset using GPS coordinates
- B. Evidence of overwash, inundation, and/or complete loss of eggs due to erosion
- C. Evidence of predation – all depredation events that involve loss of eggs (not just loss of hatchlings) shall be recorded using the following parameters:
  - a. Predator species
  - b. Number of eggs lost
  - c. Time of depredation
- D. Evidence of hatchling emergence
- E. Evidence of disorientation – all hatchling emergences (not just those from marked nests) shall be evaluated for disorientation.

Each marked nest shall be evaluated for reproductive success no earlier than 72 hours post-emergence or 70 days post-deposition (80 days for leatherbacks), whichever is earlier. Live hatchlings will be handled and/or released according to FWC marine turtle guidelines.

For each marked nest evaluated for reproductive success, the following parameters shall be recorded:

- A. Number of hatched eggs
- B. Number of unhatched eggs
- C. Number of live pipped eggs
- D. Number of dead pipped eggs
- E. Number of live hatchlings in nest
- F. Number of dead hatchlings in nest
- G. Number of depredated eggs

All data will be entered and stored in a data management system (database) maintained by the CONSULTANT. Copies of original survey sheets will be stored at Loggerhead Marinelife Center and may be provided upon request.

Frequency: Daily from when the first nest is marked until the last marked nest is evaluated.

Data Reporting: A monthly spreadsheet of nest inventories will be submitted.

### Task 3: Escarpment Mapping

Visual surveys for escarpment formation shall be conducted for the entire survey area. Any escarpments steeper than 60° that exceed 18 inches in height for a distance of 100 feet or greater and persist for one week or more shall be mapped as a line feature with DGPS. Escarpments shall be mapped by driving an ATV at slow speeds while recording a line feature with DGPS. The average height and maximum height of any escarpments meeting the above criteria shall be estimated.

Frequency: Weekly from March 1 to September 30.

Data Reporting: A cumulative summary of all surveys, including date, zone, average height, and maximum height and length of the escarpments (as a Microsoft Excel file), as well as GIS line features of escarpments (as ArcMap shapefiles) shall be included with each monthly data submittal.

Task 4: Program Management, Quality Assurance/Quality Control, and Reporting

All data reporting forms shall be checked for accuracy and clarity by a CONSULTANT supervisor or senior staff member. Data shall be entered into the CONSULTANT database and each entry verified for accuracy within four (4) weeks of data collection.

An annual report shall include a summary of all activity, nesting success rates, hatching success rates of all relocated nests, and hatching success of a representative sample of nests left in place (if any). All information shall separate data from areas that receive fill from those that do not receive fill. All required data and reports will be submitted to the Florida Fish and Wildlife Conservation Commission by December 31, 2025.

## **EXHIBIT B**

### **SCHEDULE OF PAYMENTS**

This Schedule of Payments sets forth the compensation to be paid by the JUPITER INLET DISTRICT to CONSULTANT upon CONSULTANT's successful completion of tasks as provided in the Scope of Work (**Exhibit A**). Compensation for the work performed by CONSULTANT pursuant to the Scope of Work shall be in accordance with the following Schedule of Payments:

#### **Tasks 1 - 4**

Tasks to be completed: As set forth in **Exhibit A**

Monthly Compensation (March-Oct): **\$963.85**