



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL SPECIAL MEETING
TOWN COUNCIL CHAMBERS
THURSDAY, AUGUST 8, 2024**

Mayor Kuretski called the meeting to order at 7:00 P.M.

Roll Call: Mayor Jim Kuretski; Vice-Mayor Malise Sundstrom; Councilor Ron Delaney; Councilor Andy Fore; Councilor Cameron May; Town Manager Frank Kitzerow; Acting Town Attorney Brett Lashley and Town Clerk Laura Cahill.

PROCLAMATION

1. Florida Water and Pollution Control Operators Association (FWPCOA) for Florida Water Professionals Month - August 2024 - Mr. Jonathan Torres, FWPCOA Publicity Chair.

The Mayor presented the proclamation to Ms. Amanda Barnes, Director of Utilities.

PRESENTATION

2. 2024 Southeast Desalting Association (SEDA) > 5 MGD Membrane Plant of the Year and the Water Environment Federation (WEF) 2024 Utility of the Future Today (UotFT) Recognition by Mrs. Amanda Barnes, Director of Utilities.

Ms. Amanda Barnes, Director of Utilities thanked Mr. Jonathan Torres with Florida Water and Pollution Control Operations Association. She stated the Utilities department had received several awards, including the Southeast Desalting Association (SEDA) Membrane Plant of the year award. She recognized numerous Utilities and Stormwater Staff for all their hard work in providing safe and high-quality drinking water.

Mayor Kuretski asked Ms. Barnes to share another asset of the team during hurricane season.

Ms. Barnes explained that municipalities across Florida were part of an organization called FlaWARN which coordinated assistance whenever there was an emergency or natural disaster.

Mayor Kuretski appreciated the assistance the team provided.

PRESENTATION

3. Discover the Palm Beaches Tourism update by Sergio Piedra, Director, Community Engagement and Advocacy. Mr. Sergio Piedra, Director of Community

Mr. Sergio Piedra, Engagement and Advocacy, gave a brief presentation which included history of the organization; number of visitors per year; Jupiter's vitality; representing and investing in the Communities; organization events; and the value of promoting local tourism.

Mr. Gustav Weibull, Vice President of Research, continued with the presentation which included visitation and performance data; 2023 annual visitation for Jupiter; 2022 and 2023 Jupiter tourism sales; Jupiter hotel performance; Jupiter 2022 and 2023 resident sentiment; sales and marketing campaigns.

Mr. Piedra continued with the presentation which included pillars for 2024 and 2025; artificial intelligence and digital platforms; The Palm Beaches Collection advertisement; #LoveThePalmBeaches and Sea to Preserve campaign; a certified tourism ambassador program; and a Tourism Master Plan.

Mayor Kuretski thanked Mr. Piedra and Mr. Weibull, and said the Town partnered with many other governmental and private entities. He noted Roger Dean Stadium was one of the largest bed tax revenues during the baseball tournaments. He stated how the Council had prioritized the investment in those fields.

Mr. Piedra thanked the Council for their efforts year-round.

4. Update by Jupiter Inlet District by Mr. Joe Chaison, Executive Director.

Mr. Joe Chaison, Executive Director, with the Jupiter Inlet District (JID) gave a brief overview of the JID history and their involvement throughout the Town. He also highlighted the 2024 Sand Trap Inlet Dredging and Sand Bypassing project.

Mayor Kuretski thanked Mr. Chaison for the information provided and their continuous hard work.

Councilor Delaney and Councilor May discussed the shoreline and the shoal.

Mr. Chaison mentioned the Jupiter Inlet was non-navigable.

Vice- Mayor Sundstrom asked what management options were available.

Mr. Chaison stated the jetties were also a part of the system and they have been modified multiple times. He also noted there was no current plan to modify the jetties themselves, however they were currently working on it.

Councilor Fore thanked Mr. Chaison for the presentation and noted his concerns regarding safety issues due to the inlet conditions.

Councilor May suggested a social media public service announcement to shine light on the danger of the shoal.

CITIZEN COMMENTS

Ms. LeAnne Labeck, resident of Carver Avenue, asked Council to include noise abatement measures in any future plans related to Cinquez Park fire station and to make sure property values were not impacted negatively.

Ms. Constance Holmes, resident of Third Street, discussed the children’s soccer program she helps with who currently uses the Jupiter Elementary School field. She also mentioned the most recent demographics at Jupiter Elementary and asked Council to renew the Inter Local Agreement (ILA).

Mayor Kuretski noted the Town would follow up on the ILA status.

MINUTES

5. July 16, 2024 Town Council Meeting Minutes.

Vice-Mayor Sundstrom moved to approve July 17, 2024 Town Council Meeting Minutes, as amended; seconded by Councilor Fore; motion passed.

Kuretski	Sundstrom	Delaney	Fore	May
Yes	Yes	Yes	Yes	Yes

CONSENT AGENDA

All items listed in this portion of the agenda are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests; in which event, the item will be removed and considered at the beginning of the regular agenda.

Councilor Fore moved to approve the Consent Agenda; seconded by Councilor Delaney; motion passed.

Kuretski	Sundstrom	Delaney	Fore	May
Yes	Yes	Yes	Yes	Yes

PUBLIC BUSINESS

- 6. **Resolution 83-24**, Approving a contract to Allied Universal Corporation for Supplying Liquid Chlorine (W2502A) for an amount of \$1,569.20 per ton.
- 7. **Resolution 84-24**, Approving a contract to Sulphuric Acid Trading Company, Inc. for Supplying Sulfuric Acid (W2502B) for an amount of \$193.00 per ton.
- 8. **Resolution 85-24**, Approving a contract to Tanner Industries, Inc. for Supplying Anhydrous Ammonia (W2502G) for an amount of \$1.03 per pound.

CONSENT AGENDA

PUBLIC BUSINESS

9. **Resolution 86-24**, Approving a contract to Odyssey Manufacturing Company for Supplying Sodium Hypochlorite (W2502H) for an amount of \$1.74 per gallon.
10. **Resolution 94-24**, Approving the authorization of work order no. 181 of contract W1724B with Hazen and Sawyer for Public Works Storage Facility - Final Schematic Design in an amount not to exceed \$302,622.05.
11. Approving the use of Federal Forfeiture funds for the purchase of two (2) pick-up trucks and the equipment needed to outfit them to perform vehicle suppression techniques in the amount of \$137,369.
12. Approving a purchase order to Merichem Technologies, LLC for FY2025 Reverse Osmosis Odor Control Treatment Chemicals for an amount of \$1.48 per pound.
13. Approving the annual license renewal for Sentinel One Endpoint Protection and Response Cybersecurity Platform in the amount of \$57,302.01.

REGULAR AGENDA

PUBLIC BUSINESS

14. **Resolution 100-24**, Approving the participation in the pooled commercial paper loan program for the borrowing of a not to exceed amount of \$20,000,000 for the construction of fire stations.

Mr. Scott Reynolds, Director of Finance, gave a presentation concerning Commercial Paper Debt Issuance which included commercial paper funding strategy, interest rates, fees and charges. He explained the Town was in the process of the engineering and design phase of two fire stations that were estimated to cost between 8-10 million dollars.

Mr. Reynolds explained the Town was seeking authorization for the commercial paper loan program which was a short-term bridge loan tool.

Councilor Fore clarified there would be a monthly rate change and asked if there would be a cap on the interest rates.

Mr. Reynolds said he didn't believe there was a cap but believed the rates would go down as that was the trend.

Councilor May asked if the bond would be paid back using debt service.

Mr. Reynolds said it would be part of the overall operating cost of the Fire department not a separate line item.

REGULAR AGENDA

PUBLIC BUSINESS

14. Resolution 100-24, Approving the participation in the pooled commercial paper loan program for the borrowing of a not to exceed amount of \$20,000,000 for the construction of fire stations.

Mayor Kuretski said he was grateful for the financial guidance and said the Town was well served by the Finance department and consultants. He noted his support for the Resolution and thought it was appropriate to consider selecting what the remainder of the surtax funds would be used for. Mayor Kuretski said there was a need for a new public works building and said that would be a logical use for surtax funds and proposed using the remainder for the Fire stations.

Vice-Mayor Sundstrom stated her support for the Resolution and also mentioned that it would be an appropriate use of surtax dollars as it is a one-time capital cost and used for public safety.

Councilor May noted he was in favor of using some surtax money and asked for guidance from the Finance department. He also mentioned the boats for the Police Department were aging and would like to look at using surtax money for a new vessel.

Mr. Reynolds said the surtax money was more for capital projects, however by using the funds for the Public Works building it would then free up general fund revenues for Police vessels and other items.

Councilor Delaney noted he was also in favor of the Resolution and was open to a discussion about the surtax money being used towards the Public Works building which was long overdue.

Vice-Mayor Sundstrom agreed the building was in dire need of repairs and should be made a priority.

Councilor Fore stated he was in favor of the resolution. He said he would like to see proposals concerning the surtax funds.

Mayor Kuretski note the consensus of Council for the Resolution and asked Mr. Reynolds to come back with proposals for the surtax dollar at a future workshop.

Ms. LeAnne Labeck, resident of Carver Avenue, spoke about the federal reserve rates and was concerned the rates were steady and would not drop and expressed her concern for the Towns financial risk.

Councilor Delaney moved to approve Resolution 100-24; seconded by Vice-Mayor Sundstrom; motion passed.

Kuretski
Yes

Sundstrom
Yes

Delaney
Yes

Fore
Yes

May
Yes

REPORTS

TOWN ATTORNEY

- Lawsuit with the Political Action Committee (PAC) - Mr. Brett Lashley, Acting Town Attorney, explained a summary judgement hearing was happening on Friday where both sides filed a motion and responses were also filed. He noted that in response to the Town's response to the motion, the PAC filed a motion for a lead to amend the petition that started the whole litigation, he explained the PAC was trying to amend the petition to address deficiencies. Mr. Lashley said there were three issues that the PAC was trying to address in the amended petition. He stated first, the PAC sent out two versions of the petitions for signature and the referendum, the one version received roughly 100 signatures which was far below the threshold required for a referendum. When the PAC filed the petition, the language it submitted with less signatures was the one the PAC was asking the Court to force onto the referendum. He also explained the Town never had the opportunity to respond to the petition for writ and noted the PAC was trying to add the Supervisor of Elections as a party to the lawsuit. Mr. Lashley said the Town was planning to go forward with a motion for summary judgement set for Friday and would provide an additional update in the future.

TOWN MANAGER

- Quiet Zones Application – Mr. Kitzerow stated the Town received a letter sent through email that the Federal Railroad Administration (FRA) Inspector had suspended the quiet zone establishment, citing a vague list of issues 48 hours before the Quiet Zones were to go into effect. A week later the Town received a 66-page audit report listing the issues that needed to be addressed. The Town reviewed the report to determine which regulatory agency, including the Town, The Florida Department of Transportation (FDOT), the Florida East Coast (FEC) railroad, and Palm Beach County, had jurisdiction over the elements identified in the audit. The initial review of the audit identified that a large number of the elements were out of the Town's control but the Town would work with the responsible agencies to move forward.
- Dakota Drive & Loxahatchee Drive Crosswalks - Mr. Kitzerow mentioned the Town would celebrated the completion of two crosswalks, one on Dakota Drive at Lighthouse Elementary and the other on Loxahatchee Drive at Jupiter Elementary, with a ribbon cutting at the Dakota Drive location. These crosswalks would make it safer for children walking to school and were the first of 12 crosswalks the Town planned to improve in the months ahead. He thanked Mr. Thomas Hernandez, Director of Engineering and Public Works, and his team for their efforts.
- Eastview Manor Playground Grand Opening - Mr. Kitzerow added the Town would also celebrate the grand opening and ribbon cutting of the brand-new Eastview Manor playground. He mentioned the park had shade as requested by residents.

TOWN MANAGER

- Utilities Department - Mr. Kitzerow congratulated the Utilities department. He stated the Utilities Director, Mrs. Amanda Barnes, did a phenomenal job of explaining all the complexities associated with the challenges that the Utilities Staff worked through on a daily basis.
- Years of Service – Mr. Kitzerow also congratulated Sergeant Mike Lilienfeld of the Jupiter Police department for 25 years of service.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS **COUNCILOR FORE**

- Quiet Zones – Councilor Fore asked to see the 66-page audit report.
- Years of Service – Councilor Fore also congratulated Sergeant Mike Lilienfeld for 25 years of service.
- Utilities Department – Councilor Fore gave a shout out to Mrs. Barnes and her department and added he had never been without water due to a hurricane.
- Town Manager's Review – Councilor Fore asked if they were going to discuss the Town Manager's review tonight.

Mayor Kuretski stated the would discuss at the end.

COUNCILOR DELANEY

- Utilities Department – Councilor Delaney agreed the Town's water was always available during a hurricane and congratulated the Utilities Staff.
- Finance Department – Councilor Delaney thanked the Finance department and all who were involved with the Commercial Paper Loan.

VICE-MAYOR SUNDSTROM

- Utilities Department – Vice-Mayor Sundstrom stated how important water was to the Community and how incredible the Town's water utility was and how great the water tasted.
- Quiet Zones – Vice-Mayor Sundstrom asked to see the 66-page audit report as well.
- Good News - Vice-Mayor Sundstrom mentioned the ribbon cuttings and thanked the Town Manager and Town Staff for sharing more good news. She stated she learned recently that the Town would finish one project and move on to the next and the Community wouldn't necessarily know about it. She asked Staff to share in greater context regarding Town playgrounds on social media. She also thanked the parents and Community members who completed the survey regarding playground features.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS
VICE-MAYOR SUNDSTROM

- Canine Care Workshop - Vice-Mayor Sundstrom stated she attended the workshop and that it was wonderful. She mentioned Recreation, Jupiter Police, and Jupiter Fire were under one roof helping residents, sharing experiences, and being interactive.

COUNCILOR MAY

- Utilities Department – Councilor May also recognized the Utilities department and added the Town's fire hydrants had the best water pressure.
- Dolphin Drive Widening Project – Councilor May mentioned one solution found by Staff to add valley curb had a very high cost. He stated he appreciated the information but had not heard from enough residents to widen the road and was not interested in adding the project to the Community Investment Plan (CIP) budget.

Ms. Kate Moretto, Assistance Town Manager, replaced Mr. Kitzerow on the dais.

MAYOR KURETSKI

- Town Manager's Review – Mayor Kuretski stated he trust that each of the Council members met with the Town Manager to discuss his performance evaluation. He discussed two components of base pay which would be retroactive to June 1 per his contract, and a performance bonus. He opened up to Council to discuss the appropriate compensation adjustment.

Councilor Delaney stated the Town Manager had gone above and beyond and exceeded all his expectations. He mentioned the Fire department and saving the Town millions of dollars over the next ten years, and the new project software. Councilor Delaney stated he was in favor of a ten-thousand-dollar bonus and at least a five percent base pay increase.

Councilor Fore stated Mr. Kitzerow had done an amazing job. He added he was happy how Mr. Kitzerow managed Staff. He stated he was thinking about a 7.5 percent base pay raise and a ten-thousand-dollar bonus.

Vice-Mayor Sundstrom mentioned last year she was in favor of a \$7,500 bonus and was in favor of a ten-thousand-dollar bonus this year. She stated the Town Manager did not receive an inflation subsidy last year like the other employees. She added she provided a written evaluation and listed a couple of his accomplishments including, the Town Hall building, Jupiter Fire, developing future leaders within Town Staff, Employee Advisory Committee, A1A roundabout, the Community Redevelopment Agency amendment, Recreation Master Plan, Jupiter representation in Tallahassee, and the \$2.4 million from the State for the traffic mitigation on Indiantown Road. She suggested in terms of the bonus, to make up for what was done last year. SP 8/20/24

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

MAYOR KURETSKI

Councilor May stated he agreed since they were unable to come up with a bonus amount last year. He stated the base salary increase should be consistent with what was being giving to the other Town employees. He added he was asking for six percent for the other employees which would be discussed at next week's Council meeting. He also agreed with a ten-thousand-dollar bonus.

Mayor Kuretski clarified the base pay increase would be retroactive to June 1 per the contact and the bonus was a lump sum payout. He agreed to \$7,500 bonus for last year, five percent base pay, and a \$25,000 bonus for this year.

Councilor Delaney stated he agreed.

Councilor Fore stated he would support lowering his suggested base pay down to five percent and increasing the bonus to \$25,000.

Vice-Mayor Sundstrom discussed base pay increases and one-time bonuses. She stated she was comfortable with the five percent. She added she was supportive of the \$25,00 bonus right now and a \$7,500 bonus for last year.

Councilor Delaney mentioned he liked the base increase of 7.5 percent to address market value.

Councilor May stated he was good with a five percent base salary increase, a \$25,000 bonus for year two, and a \$7,500 retroactive bonus for year one.

Councilor May moved to approve a five percent pay salary increase, a \$25,000-year two bonus, and a \$7,500 retroactive year one bonus for Town Manager Kitzerow; seconded by Councilor Fore; motion passed.

Kuretski
Yes

Sundstrom
Yes

Delaney
Yes

Fore
Yes

May
Yes

ADJOURNMENT - 9:19 P.M.

Laura Cahill, Town Clerk