



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, DECEMBER 17, 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; Town Attorney Thomas J. Baird and Town Clerk Laura Cahill

CITIZEN COMMENTS

Ms. Linda McDermott, resident of Chadwick Drive, expressed her concern for parking at mixed-use property developments.

Mr. Chris St. Nicholas, resident of the North Pole, stated he checked his list twice and found that all of the Town of Jupiter employees were on the nice list.

MINUTES

1. December 3, 2024 Town Council Meeting Minutes.

Councilor Fore moved to approve December 3, 2024 Town Council Meeting Minutes; seconded by Vice-Mayor Sundstrom; 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 Delaney moved to approve the Consent Agenda; seconded by Councilor May; motion passed.

Kuretski	Sundstrom	Delaney	Fore	May
Yes	Yes	Yes	Yes	Yes

CONSENT AGENDA

PUBLIC HEARING

2. **Ordinance 13-24, Second Reading**, *Quasi-Judicial* - 1352 S US 1 Rezoning - Zoning map amendment from Commercial, Office (C-3) to U.S. Highway One/Intracoastal Waterway Corridor District – Mixed Use Residential Subdistrict (US1/ICW-MXR) for 1.34+/- acres of property located at 1352 S US-1.

Title read by Mr. Baird.

3. **Ordinance 32-24, Second Reading**, Amending Chapter 15, Article IV Police Officers' Retirement Fund for compliance with Division 3, Section 15-380 IRS Code SECURE 2.0 ACT.

Title read by Mr. Baird.

PUBLIC BUSINESS

4. **Resolution 125-24**, Approving a contract with All Webbs Enterprises, Inc. for Floridan Aquifer Well Repair and Rehabilitation Program (W2503) for an amount of \$350,000.
5. **Resolution 129-24**, Approving a contract to Clean Space, Inc. for park restroom cleaning in the amount of \$55,415.80.
6. **Resolution 133-24**, Approving a contract with Florida Design Drilling LLC for an amount of \$1,198,225, and a purchase order to JLA Geosciences, Inc for an amount of \$99,063, for construction of Surficial Aquifer Wells SA-58 and SA-59.
7. **Resolution 138-24**, Appointing the Supervisor of Elections as the Town of Jupiter Canvassing Board.
8. **Resolution 143-24**, Approving the Town of Jupiter Property/Facilities Naming Policy.
9. **Resolution 144-24**, Accepting a Grant Agreement with the South Florida Water Management District for Dolphin Drive Drainage Improvements for an amount of \$130,000.
10. **Resolution 147-24**, Approving contract amendments with N. Harris Computer Corporation to upgrade the Utility billing system and customer information software solution for an amount of \$569,593.
11. **Resolution 148-24**, Approving a contract EPW 2025-03, Arterial Road Landscaping Improvements Phase II to Lucky Landscaping, LLC in an amount not to exceed \$549,459.60.
12. Approving a revised funding schedule for contract S2339 Stormwater Cleaning, Inspection and Rehabilitation Services with Nu-Pipe.
13. Approving the purchase of fourteen (14) public safety vehicles in the amount of \$978,610.

REGULAR AGENDA

PUBLIC HEARING

- 14. Ordinance 31-24, First Reading,** Ritz Carlton - *Quasi Judicial* - Amendment to an approved 284± acre Planned Unit Development (PUD) on Lot 30 of Pod B, located at 502 Bald Eagle Drive. (Second Reading 1/21/25)

Ex-Parte Communications: None

Town Clerk Swore in 4 people.

Mr. James Stergas, with Architect Stergas representing the owners of 502 Bald Eagle, gave a presentation to request an amendment to the Ritz-Carlton Gold Club PUD to allow a Guest Cottage at the residence of 502 Bald Eagle Drive. Mr. Stergas explained the proposed cottage would be located above an existing attached garage addition. He explained the properties history and defined what would be considered a guest cottage.

Mr. Stergas added that the owner offered the Town a \$10,000 donation to be used as a public benefit toward park upgrades for granting the waiver.

Mr. Peter Meyer, Senior Planner, summarized the applicants request to amend the Ritz-Carlton PUD to include a guest cottage on lot 30 which included a waiver for unit type.

Councilor Fore asked about previous guest cottage allowances.

Ms. Stephanie Thoburn, Assistant Director for Planning and Zoning, explained the PUD waivers are based on public benefit.

Councilor Delaney asked if there were any issues with adjacent neighbors.

Mr. Stergas said there was not.

Vice-Mayor Sundstrom said there was a recommendation by Staff as a potential public benefit to look at the future land use and zoning designations for the preservation areas and golf courses. She added there was some trouble in terms of who managed the jurisdiction.

Mr. Stergas explained when it was discussed with Town Staff it was thought to be a part of the POA property but it was actually part of the golf club property.

Mayor Kuretski asked if the site plans were affected after going to the Building department then it would have to come back in front of Council.

Mr. Meyer agreed.

Councilor May said he appreciated the applicant's proposal and donation of \$10,000 towards Park upgrades as a public benefit. He also mentioned the Planning and Zoning Commission unanimously approved the project.

REGULAR AGENDA

PUBLIC HEARING

14. Ordinance 31-24, First Reading

Vice-Mayor Sundstrom agreed.

Councilor Fore stated his concerns about setting a precedence.

Mayor Kuretski explained the process was consistent with what was done prior. He said if it resulted in a wave of applications, they could ask the PUD to come in with a different set of public benefits.

Title read by Mr. Baird.

Councilor Delaney moved to approve Ordinance 31-24, First Reading; seconded by Councilor May; motion passed.

Kuretski	Sundstrom	Delaney	Fore	May
Yes	Yes	Yes	Yes	Yes

PUBLIC BUSINESS

15. Resolution 126-24, Approving the Community Redevelopment Agency (CRA) Plan 2024 Update.

Mayor Kuretski stated Council had individually met various times with Staff and the Consultant. He also noted the Community Redevelopment Agency (CRA) plan update was approved by the Commission at the last CRA meeting.

Ms. Stephanie Thoburn, Assistant Direct of Planning and Zoning, introduced Ms. Kim Delaney with the Treasure Coast Regional Planning Council (TCRPC).

Ms. Delaney presented the updates of the final 2024 CRA plan including the CRA successes; the anticipated project schedule; public engagement; key plan revisions; updated capital projects listing; project location map; public waterfront access and amenities map; launches for personal watercraft; environmental resources; Riverwalk; transportation network including complete streets; parking program; cultural and historic resources; community policing and marine navigation.

Ms. Delaney reviewed the CRA projected revenues and potential cost.

Mayor Kuretski thanked Ms. Delaney and Staff for their effort.

Councilor May moved to approve Resolution 126-24; seconded by Vice-Mayor Sundstrom; motion passed.

Kuretski	Sundstrom	Delaney	Fore	May
Yes	Yes	Yes	Yes	Yes

ROUNDTABLE

16. Discussion of the JTAA partnership and relationship objectives, goals and plans.

Ms. Kristin George, Director of Parks and Recreation, explained Staff needed direction for Council in regards to the Towns' strategic priorities concerning the relationship with Jupiter Tequesta Athletics Association (JTAA). She said the purpose of the roundtable was to develop JTAA partnership objectives, goals, and plans, as well as, define future parameters of the relationship.

Ms. George gave a presentation which included the Town's history and background with JTAA, current facility allocation process, participation and use, Town investments, and JTAA contributions.

Mayor Kuretski reiterated the Town and JTAA had a 60-year partnership and over the years many things had changed which included Parks and Recreation impact fees and opportunities for developer contributions. He stated Palm Beach Gardens (PBG) had one of the most thought out facility and member registration usage fees and was a good starting place for Jupiter to consider. He noted PBG had a different fee for non-residents. Mayor Kuretski said there could be significant new revenue by establishing a fee structure for facility and usage for non-residents and to use PBG structure as a road map.

Mr. Baird stated there were previous agreements with JTAA because they wanted to make improvements to capital facilities/buildings on Town property. He noted this exposed the Town to liabilities. Mr. Baird explained in exchange for those improvements, the Town recognized that JTAA was the Town's youth sports provider. He noted the Town did not need an agreement to do that, but that was the basis of the agreement.

Mr. Baird said going forward, if the Council wanted an agreement, they would need to look at the benefits the Town would receive. He noted only 50 percent of JTAA participants were Town residents.

Mr. Baird stated that when the most recent agreement expired, the Town was in litigation with Martin County residents on the premise that JTAA was the preferred youth sports provider. He stated that was not correct because there was no other sports provider in Jupiter. He explained the Town determined if there was no agreement between the two parties, then there would be no antitrust violation.

Mr. Baird stated if the Council wanted a formal agreement, then Staff and JTAA would need to define their benefits.

Mayor Kuretski noted that PBG had an agreement with the PBG Youth Athletic Association which covered user fees. He believed exhibits A, B and C needed to be addressed, if the Council determined there needed to be user fees. He explained he did not want to tax Town residents by paying more for programs.

ROUNDTABLE

16. Discussion of the JTAA partnership and relationship objectives, goals and plans.

Vice-Mayor Sundstrom felt the agreement in part was due to the Palm Beach County School District (PBCSD). She stated her understanding was that PBCSD may require an agreement for facilities for middle schools. Vice-Mayor Sundstrom said the Town shared facilities at the high schools at no cost and middle schools with a cost.

Ms. George stated the Town paid over \$195,000 over five years to have priority usage of the middle school facilities for JTAA.

Vice-Mayor Sundstrom asked if there was any cost-sharing between Palm Beach County (PBC) and Tequesta for those programs or was it solely on the Town with residency percentage is lower.

Ms. George stated when it relates to the school district, it was specific to the Town of Jupiter. She added the County does not pay anything for JTAA to utilize any of the spaces within the school. She stated there was no Interlocal agreement and there was no cost-sharing.

Vice-Mayor Sundstrom said she wanted to understand the difference between PBG and Jupiter. She noted PBG charged user fees for non-residents and asked if they used other facilities besides their own.

Ms. George said they used PBCSD facilities and have an agreement to use all the PBG schools. She noted when speaking with PBCSD, she had referenced and requested to mimic the Interlocal agreement, but received some resistance. She stated that Staff was currently waiting for an interlocal agreement which included all schools and all Town facilities. She explained PBCSD was requiring the Town to have separate formal agreements with users who would require space, unless they work separately, such as JTAA.

Vice-Mayor Sundstrom stated the Town used various facilities and there were different usage fees associated with them.

Ms. George clarified that JTAA had the ability to work on fee structures with those facilities. She believed JTAA does not pay for PBC facilities because they fall under the PBC youth sports provider and which falls under their agreement with them.

Vice-Mayor Sundstrom noted the residency numbers were low and would like them to be higher. She asked if it was correct that there were no children being turned away from participating in programs.

ROUNDTABLE

16. Discussion of the JTAA partnership and relationship objectives, goals and plans.

Ms. George noted there was a waiting list for some sports, but they tried to accommodate all.

Vice-Mayor Sundstrom said she was very sensitive about the Town paying so much, and the Town was about to embark on a Recreation Master Plan. She stated they would be paying for those upgrades, but the residency numbers were concerning and wondered how the Town could assist in increasing those numbers. She noted he was not sure the Town needed an agreement.

Ms. George stated the Staff had discussed that concern with PBCSD about the laborious task of trying to get space for those athletic groups. She noted PBCSD said they would look into other agreements they have to help the municipalities.

Vice-Mayor Sundstrom asked Staff to explain the steps for verifying residency.

Ms. George explained the travel teams that have applied need to have a 50 percent residency requirement but there was no requirement for the recreation. She stated most programs had 50 percent participation with others coming from the greater Jupiter area. She said it was a collaboration effort with JTAA and different Town departments to run reports to check residency, making the task very time consuming.

Vice-Mayor Sundstrom noted the Master Recreation Plan was not complete, but there was no formal sense of finalizing it. She said there were a lot of different parallel tracks that would depend on what the PBCSD comes back with or what we can work out with JTAA. She said it was time to fix the recreation, but it needed to be fair to Jupiter taxpayers.

Mayor Kuretski noted PBG charges a \$56 fee for non-resident registrations. He noted that 10 percent of the travel teams were from PBG. He did not believe it was fair to Jupiter residents.

Councilor May agreed with the consensus of the Council that residents should not pay for a facility they have already paid for. He felt it needed to be easier for JTAA to reserve fields and facilities but the Town needed revenue to restore the fields and facilities. He suggested the Town have an interlocal agreement with PBCSD.

Councilor Delaney said this was one of his strategic initiatives last year. He had concerns for Jupiter residents paying extra, but was happy the project was going in the right direction.

Councilor Fore discussed an agreement and limiting liability. He stated that the Town residents should not be charged a fee and given priority regarding facility usage

ROUNDTABLE

16. Discussion of the JTAA partnership and relationship objectives, goals and plans.

Mayor Kuretski stated that JTAA was a volunteer program that had served the Community for 60 years and done a great job. He emphasized he had no issues with JTAA but there were operational costs that go up every year. He added the user fees would help cover operating cost.

Mayor Kuretski asked Staff to start with reviewing PBG process and come up with a user fees structure for revenue and come back to Council.

Councilor Delaney mentioned the great relationship with JTAA and agreed with upgrading the process.

Vice-Mayor Sundstrom stated the Town should continue talking to the School District and be an advocate for the residents and programs.

Ms. George stated she thought the Town was in a good place with the School District and recently asked for their feedback on the draft agreement. She stated she could report to Council on the outcome. She said she would provide the PBG and PBGYAA agreement and complete a benchmark study that included other municipality user fees.

Mayor Kuretski asked to capture those that were in the impact fee cycle.

Ms. George reminded Council there would be another roundtable regarding the allocation process for travel and recreation and potential user fee structure for outside groups using Town space. She added she can give an update on this topic as well.

Mr. Adam Magun, Executive Director for JTAA, thanked Council for discussing the topic and Town Staff for all their work. He stated JTAA was open to helping the Town with fixing equipment or improvements. He mentioned since 2021, JTAA has spent almost \$500,000 on renting school district spaces. He also stated it would be difficult to differentiate and asses user fees for non-Jupiter resident.

REPORTS

TOWN ATTORNEY

- Happy Holidays – Mr. Baird wished everyone happy holidays.

TOWN MANAGER

- US Highway 1 Bridge Project – Mr. Kitzerow stated the channel under the U.S. 1 Bridge would be closed to all boat traffic on Friday, December 20, from 8:00 am to 6:00 pm to allow for some of the beams of the final span of the bridge to be set in place

REPORTS

TOWN MANAGER

- Donald D. Petrillo Paramedic Lifetime Achievement Award - Mr. Kitzerow congratulated EMS Division Chief Tim Roche and Deputy Chief Stephen Shaw as they were recognized by the Broward County Fire Chiefs Association with the Donald D. Petrillo Paramedic Lifetime Achievement Award.
- Years of Service - Mr. Kitzerow recognized Gary Sharples for his 30 years of service to the Town and Jerry Cato for his 35 years of service to the Town. He stated they were two of more than 100 employees who have worked at the Town for 20 years or more.
- Happy Holidays – Mr. Kitzerow also wished everyone happy holidays and a happy new year. He stated 2025 would be an exciting year for the Town as we would celebrate the Town's 100th birthday.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

COUNCILOR MAY

- US Highway 1 Bridge – Councilor May stated he toured the US Highway 1 Bridge and was impressed with the progress so far.
- Proclamation for the Loxahatchee Battlefield Reenactment – Councilor May stated he had a request come from Congressman Mast office asking to do a proclamation to recognize the Loxahatchee Battlefield reenactment.
- Happy Holidays - Councilor May wished everyone happy holidays.

VICE-MAYOR SUNDSTROM

- Happy Holidays - Vice-Mayor Sundstrom wished everyone happy holidays.

MAYOR KURETSKI

- School District Facility Use Cost – Mayor Kuretski discussed the incremental cost related to afterhours use of school facilities and appreciated JTAA stepping up.
- Snow Place Like Jupiter – Mayor Kuretski stated the Snow Place Like Jupiter event was incredible. He thanked Staff and asked if they could be recognized at a meeting in January. He also mentioned the other holiday events that happen in Jupiter.
- Happy Holidays - Mayor Kuretski wished everyone happy holidays.

COUNCILOR DELANEY

- US Highway 1 Bridge – Councilor Delaney stated he also toured the US Highway 1 Bridge and was impressed with the project.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

COUNCILOR DELANEY

- Councilor Delaney proposed to authorize the Town Manager to allow non-critical Town employees to have the day after Christmas, December 26th, off as a paid holiday and appropriately compensate critical employees required to work. He stated the proposal was in recognition of the extraordinary dedication and teamwork exhibited by Town employees and wanted to allow employees additional rest and time to enjoy the holidays with their loved ones.

Councilor May motion to authorize the Town Manager to allow non-critical Town employees to have the day after Christmas, December 26th, off as a paid holiday and appropriately compensate critical employees required to work; seconded by Vice-Mayor Sundstrom; motion passed.

Kuretski
Yes

Sundstrom
Yes

Delaney
Yes

Fore
Yes

May
Yes

COUNCILOR FORE

- 20 Years of Service – Councilor Fore thanked the over 100 employees who had worked for the Town for over 20 years.

ADJOURNMENT – 9:32 P.M.

Laura Cahill, Town Clerk