FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL WORKSHOP
TOWN COUNCIL CHAMBERS
THURSDAY, AUGUST 21, 2025

Mayor Kuretski called the meeting to order at 6:42 P.M.

Roll Call: Mayor Jim Kuretski; Vice-Mayor Ron Delaney; Councilor Phyllis Choy; Councilor Dan Guisinger; Councilor Malise Sundstrom; Town Manager Frank Kitzerow; Assistant Town Attorney Brett Lashley and Town Clerk Merriane Lahmeur.

1. Presentation - Town of Jupiter FY 2026-2030 Community Investment Program Budget Workshop.

Mayor Kuretski expressed his appreciation for Staff and explained briefly the importance of the annual budget planning process and what the next steps would be.

Mr. Scott Reynolds, Director of Finance, provided an update on the FY26 Operating Budget, which included an overall reduction of $1.3 million dollars. He also noted that the Town had set the TRIM rate and had received updated ad valorem estimates, which reflected an increase of $186,000. He also noted that the roundtable recreational facility fees discussion resulted in an increase of $102,000, and there was a reduction of $1.6 million in reserve usage.

He continued his presentation and provided an overview of the updated five-year CIP plan, which totaled $126.9 million in FY26 compared to nearly $98 million in FY25. He also discussed the General Fund CIP Cash Flow Analysis, reserve funds, and the General Government Program.

Mr. Reynolds explained the General Government Projects, including Neighborhood Sidewalks, Fire Equipment, Fire Facilities, Fire Vehicles and Engines, Indian Creek Park Renovations and A1A Beach Shower Replacements. He then reviewed the related funding increases and decreases over the adopted FY25 plan. He next moved on to Surtax Funding, and stated that the Town had benefited from the surtax funding, which would be sunsetting this year. The Town would continue collecting the funding until the end of the calendar year, and anticipated an additional five million dollars.

Mr. Reynolds then reviewed the Water Fund and various related projects, noting that this was an Enterprise Fund that must fund itself. Mr. Reynolds stated there had been increases and decreases in the funding window from FY 2026-2030. For FY26, there was an increase of $7.8 million, but the overall increase was $1.9 million due to other decreases.

Mr. Reynolds next provided an overview of the Stormwater Fund, which is also an Enterprise Fund. For the Stormwater Fund, which is supported by user fees, $1.4 million was proposed for FY26, covering nine projects through FY30. No new projects were proposed in the five-year funding window, and a $1.1 million grant was assumed for Pine Gardens North/Seminole Basin. Overall, the Stormwater Program showed minimal change compared to the FY25 CIP.

Mr. Reynolds provided a recap summary, which included an overview of items in process, stability of reserves, surtax funding sunsetting, and the escalation of construction costs. He noted that Council had also received a document on Strategic Initiatives, which provided guidance on where they were at in either the CIP or the Operating Budget.

Councilor Guisinger asked Staff if the Town would be able to make up deficits and if the Town had stable reserves to fund any type of catastrophic damage due to a storm. Mr. Reynolds stated that the rule of thumb was that the Town maintained three months' worth of operating reserves.

Councilor Guisinger also asked what happened to any left-over funding if it was not used for one of the 40 CIP projects planned. Mr. Reynolds explained that any unspent funds at the end of the fiscal year remained in the CIP Fund and they would be brought back to Council through a budget amendment to roll the dollars forward or move them into the reserves.

Councilor Sundstrom asked for clarification regarding the Sawfish Bay seawall project. Mr. George Dzama, Director of Engineering, stated he did go out and perform an assessment himself, and he believed instead of a full replacement the Town could do a major rehabilitation. He provided a brief overview of the collaboration between Departments on possibly combining projects, which would result in what is referred to as seawall redeeming, and the possibility of grant funding. Councilor Sundstrom asked for confirmation that the repairs to the wall, for the structural integrity, were needed regardless of the possibility of grant funding. Mr. Dzama confirmed and provided funding amounts and various options.

Councilor Sundstrom next asked if the LRPI Grant had been secured for the Sims Creek Preserve project. Ms. Stephanie Thoburn, Assistant Director of Planning and Zoning, stated the grant had been received.

Vice-Mayor Delaney asked what was the life span difference for the seawall if the Town did major rehab versus full replacement. Mr. Dzama explained that the life could be extended and it depended on the performance of the nature-based improvements. There was discussion on the expected life span of a new seawall, the current seawall and age, and the report on the condition of the current seawall.

Councilor Choy commented on the increase in grant funding from 57% to 75% for hardening of the building, and asked for confirmation. Ms. Amanda Barnes, Director of Utilities, gave a brief overview of the FEMA Hazard Mitigation Grant and the change in grant funding.

Councilor Choy asked if there had been any discussion on revamping the tennis courts and converting them to pickleball courts. Mr. Mike Hoffman, Senior Director of Community Services, stated that Staff was still discussing internally the level of services and whether it was best to make the conversion and noted that the decision would ultimately be up to Council.

Mayor Kuretski noted how quickly Mr. Dzama had taken initiative. He asked Mr. Dzama to confirm what the report stated regarding the Sawfish Bay seawall replacement. Mr. Dzama confirmed that the report did not specify when the seawall needed to be replaced but only recommended its replacement. Mayor Kuretski also expressed that, while the Town Manager traditionally has a Town Manager's Award, he wished to give a Mayor's Recognition Award to Mr. Dzama for identifying a potential cost spending reduction opportunity.

Mayor Kuretski next discussed street resurfacing with Mr. Dzama, including the allocated funding, and minimum standards to avoid rapid deterioration of roadways.

Councilor Sundstrom and Mr. Dzama discussed the difference between centerline miles and lane miles. Councilor Sundstrom also asked whether street resurfacing was strictly based on a set schedule or adjusted according to need. Mr. Dzama explained that while road condition often correlated with age, other factors played a major role, including construction quality, drainage, and the impact of heat on pavement.

There was continued discussion on roadway resurfacing, pavement assessments, and subbases. Mr. Dzama noted the Town previously used a consultant for condition assessment.

Councilor Guisinger asked how the Town determines seawall movement at Sawfish Bay Park. Mr. Dzama responded that no evidence had been seen, but a geotechnical consultant could analyze it. Councilor Guisinger asked if current issues were due to normal bowing. Mr. Dzama explained cracking concrete and corroding steel reinforcement were the main problems, and corrective measures could extend the seawall's life. Councilor Guisinger asked if Staff could assess the cap's life expectancy to avoid unnecessary replacement. Mr. Dzama said that there would be a full analysis and investigation before the design for the rehab and nature-based solutions.

Mayor Kuretski questioned the estimate, and attributed corrosion to seawater. He saw no structural issues, but stressed an in-depth evaluation and seawall re-examination were needed to determine real costs. Mr. Dzama said Staff would coordinate with Planning & Zoning on the project moving forward.

Councilor Choy asked about water quality sampling, locations, timing and the new process. Ms. Barnes explained the Water Quality Sampling Project, was the Town's multi-year sampling project, noting state requirements to test throughout the distribution system. She explained that the sample stations are being installed at secure locations, and Staff performs daily sampling.

Mayor Kuretski next discussed policy proposals, with a focus on long-term solutions and expectations. He identified concerns he had with the budget, which included the carry forward of unspent funds, especially for deferred projects. He stated there needed to be change in the project management and fiscal management practices to sweep funding for projects that languished for years despite have funding, and provided the Nitrogen Blanketing project as an example. He also noted that there should probably be some type of cutoff. Mayor Kuretski additionally wanted to apply lessons learned to funding plans for all projects within the 2026-2030 spending plan. He suggested that the FY spending amounts be adjusted to preclude such excessive unspent carry forward amounts, and he wanted to discontinue the lump sum single year budgeting practices for projects with multi-year implementation schedules.

Mayor Kuretski provided two project examples that have lump sum single year funding with multi-year implementation schedules, Pine Gardens N/Seminole Drainage Basin and Production Well Replacements. He noted that he would like to see this practice changed and a policy implemented. Mayor Kuretski explained that he was open to allowing during the year CIP project funding accelerations from the next year, similar to what is done with the operating budget, as opposed to allowing a large carry forward of funding from year to year.

Mayor Kuretski next discussed project funding inadequacies. He asked that $750,000 annually be found in order to not fall behind on street resurfacing. Mayor Kuretski noted that for Athletic Field Repairs and Resurfacing the funding in 2026 was reduced by $1.3 million, and it appeared that based on the CIP sheet scope of work the field restorations had been deferred until future years unknown. He explained that the item had been placed in the CIP last year in order to catch up on multi-purpose field restorations. He also noted there needed to be a balance, and that in previous conversations it was discussed that some of the field restorations needed to be accelerated. He further explained that he’s heard for many years that the fields have been neglected, and he felt that the item needed to have an increase in funding. Mayor Kuretski acknowledged that funding would have to be found, and that there were several Parks and Recreational items that needed to be vetted in order to determine what gets included and in what order.

Mayor Kuretski next discussed spending reduction opportunities. He proposed for Sawfish Bay Park Historic and Environmental Improvements that the funding plan be amended to include the grant funding goal along with a reduction in required general revenue funding needed. He noted that the project would then be contingent upon successful grant outcomes, and that Council could decide on funding in the future if grants were not successful. He stated that the policy was logical and should become the new CIP funding practice.

Mayor Kuretski next moved on to the miscellaneous items he wanted to discuss. First was R2100 JCP Renovations with $794,000 in carry forward funds and R1301 Parks Restoration Program with $170,000 in carry forward funds. He expressed the opportunity of advance work to an earlier in service date. He also suggested putting these items on the table to come back to, but did not want to lose sight of the possibility of reallocating these funds, since they have carry forward funding without a designated use in 2026.

Mayor Kuretski next discussed R2002 Playground Restorations. He noted that five additional Playground Restorations are planned to include shade structures. Mayor Kuretski provided an overview of the significant number of staff and resources it would take to remove the structures during a hurricane. He expressed concerns about not having the staff or resources to do it currently, and what that would look like with doubling the number of sun shades. Mayor Kuretski noted that according to the Contractor, there was only one method for removal. He stated that he would follow up on the issue, because he believed there was a better way to design it so that it was not as manpower intensive and so that it provided a safer way for staff to be able to do it.

Councilor Choy asked if the Contractor who installed the structures had services for removal that the Town could contract. Mayor Kuretski stated that he discussed the issue with the Contractor, but the Contractor would not commit. Mayor Kuretski noted that many people do not take them down, but wanted to know what the Town's protocol was going to be.

Vice-Mayor Delaney asked if the structures were designed to withstand a Category 1 storm what would happen after that. He wanted to know if the material was designed to tear or would the entire structure fail. Mayor Kuretski responded that the structures themselves were designed to withstand a Category 5 hurricane, and provided an overview of design standards.

Councilor Sundstrom stated she would defer to staff and experts on the matter, but that shade was what the community wanted. She thought there could be workarounds, such as removal during storm season in the fall, which would be a small portion of the year. Councilor Sundstrom also discussed focusing on the Parks with staff, but had questions about Neighborhood Parks without staff, and possibly having a different standard.

Mayor Kuretski clarified that he wanted to accomplish two things, first he wanted it noted that since we are currently in hurricane season, it was an unrealistic expectation of staff to expect them to remove all of the structures, and there needed to be a better plan for next year. Additionally, he thought there needed to be a better engineering solution created for the next five parks.

Councilor Sundstrom noted that the Town was learning, and they knew that a lot would be learned from the first year's playgrounds. She indicated that there were certain vendors the community wanted to see, and certain features that they were requesting. She believed balance could be found, but that the major parks needed shade and the public expected shade, including the Abacoa Community Park next year.

There was continued discussion about the removal process of the shade structures, including the steps and tools needed. Mayor Kuretski noted that with five additional playgrounds beginning design, he wanted to emphasize that the criteria needed to improve. Councilor Guisinger noted he was more concerned about the safety of the personnel being asked to remove the structures. Mayor Kuretski agreed, and stated that he was not comfortable with the current process, and that they could work out plan for next year.

Mayor Kuretski moved on to the G1803 Enhanced Entries at Major Gateways on Indiantown Road project. He noted that the project implementation in service date had slipped from 2025 in the 2024-2028 plan to 2029 in the third quarter. He found this slippage unacceptable, and hoped that it could be improved. Mayor Kuretski explained that this had been a project targeted by Council for decades, and with FDOT completing their project, he would like to see this project completed.

Mayor Kuretski next spoke about Floridian Aquifer Wells. He expressed a desire to see better outcomes from the work of engineering consultants. He discussed the requests for additional funding in the amount of $2 million in last year's CIP based on existing market pricing, and the additional $3.2 million requested this year for the same. He acknowledged that staff were reviewing cost estimates and there would possibly be reductions by first reading. He felt the projects should have already included escalations for the year that it is being done.

Mayor Kuretski next discussed W2010 RO Plant Improvements to address water degradation. He had the same concerns for this project, which requested an additional $3 million in FY 26 funding for market changes and scope of work increases. Mayor Kuretski stated he planned to take this performance into account when the Town Council is given the opportunity and requested to approve funding awards to engineering design consultants.

Mayor Kuretski next addressed W002 and W0329 Meter Replacements. He did not agree with the proposed project schedule acceleration from ten years to five years. He questioned the cost justification, but stated that he believed staff was still working on it. Mayor Kuretski expressed that he also did not support the $6 million in funding in 2026, which included $3.9 million in carry forward and an additional $2.1 million. He was concerned that the Utility would not be able to spend that amount, since it would mean that forty percent of the water meters would be upgraded.

Mayor Kuretski expressed a desire to join with other Utilities to challenge the future mandate for PFAS compliance, because it would represent a cost avoidance of $4.7 million. He supported having the item in the CIP for now, but thought it should be a

Strategic Plan item to challenge the mandate.

Councilor Sundstrom acknowledged there was work that needed to be done to resolve the red in the budget. She confirmed with staff that there is a commitment for there to be an 85/15 split for the Operating and CIP budgets. She asked for clarification about the sweeping of CIP funds to ensure they were not being swept back into the General Fund. Mayor Kuretski confirmed that the intent was for them to remain in the CIP.

Councilor Sundstrom asked Mr. Reynolds to confirm if the purpose of carry forward funds was to save up funds for future projects, so that when a project was ready to proceed the full funding is there. Mr. Reynolds explained that there could be a number of reasons for carry forward, including saving up for the next year or a delay in the project. Councilor Sundstrom noted that she generally liked the flexibility that carry forward funding provided, and that it allowed for projects to move faster without having to come back to the Council. She noted that the current process allows for the Council to review the CIP annually and make changes to the CIP as they would like throughout the year, and she felt a new process was not needed at this time.

Councilor Sundstrom asked for information on the Nitrogen project with unspent carryover for ten plus years. Ms. Barnes explained the project, justification for the project, and historical background. She also explained the shift in the scope of the project due to various factors. Councilor Sundstrom asked for clarification about the carryover funding. Ms. Barnes stated that the funding was never intended to sit for ten years, but that the money is now going to be used.

Councilor Sundstrom noted that it there is carryover for ten years, she wanted details on it. She asked the Mayor if that was the only item that was at ten years. Mayor Kuretski responded that he had not asked the question because there is always a reason from year to year, but noted that without a policy it could go on for years.

Mayor Kuretski stated that he thought that the Council was limited on being able to spend and invest that capital on things that they know need to be done because it was tied up in carry forward funding. Councilor Sundstrom commented that the funding was linked to projects, and if they were putting money away to save for larger projects, then it warranted a larger discussion. She was not sure if she was okay with sweeping and reintroducing projects, and she needed to think about the process and rate of change.

Mr. Reynolds noted there was a new practice that was implemented last year to show encumbrances so that the Council could see that work was actively being done on projects with funding from previous years. He noted that even if there weren't encumbrances, it did not mean there wasn't other staff activity occurring, such as additional investigating.

Councilor Sundstrom next moved on to project funding inadequacies. She stated that it would be a challenge to get the cash flow looking better than it was presented, and did not want to add spending. She supported what items the Staff brought forward on items discussed, and wanted them to assess the current condition and go forward.

In terms of spending reduction opportunities, Councilor Sundstrom was supportive of the Sawfish Bay projects beings merged into one item. She also noted that for parks and playgrounds she thought a couple of projects could be pushed back, specifically the Bruce St. Laurent Park, because of how sentimental the park was and because it was recently built.

Councilor Sundstrom noted that during a budget season with so many uncertainties, it was important to note operating principles, such as that discussed at the previous Recreational Master Plan of capacity, which was the thought of shade or lighting. She discussed the importance of the quality of fields. Councilor Sundstrom commented that due to recreational challenges, they must continue to invest. She was happy to see for the first time Recreation in the CIP go above the spending level for Engineering. She noted her first priority was to make sure the budget has no red, but she was open to balancing it, and wanted to be flexible and creative to find things that work.

Councilor Sundstrom discussed projects that were experimental, like the artificial turf fields at Jupiter Community Park and shade structures at parks. She stated that if there were issues with shade structures she would like to be informed, but the community was asking for these items and they were needed. As a possible balance, she proposed that shade structures at parks with Staff could be kept, but not necessarily for neighborhood parks. Councilor Sundstrom further noted that the shade structures were already in design and plans had already been shared with communities, and that they have had multiple discussions on recreation. She provided an overview of the timeline and the possible opportunities for tweaks to the budget, and she cautioned on the number of changes in policies, since changes were just recently made to the CIP.

Mayor Kuretski noted that they have discussed a number of times that the multipurpose fields needed to be renovated, but staff swept $1.3 million in field restoration, and he was not okay with that. He expressed a desire to find a way to balance but not push out the field restoration work.

Councilor Sundstrom asked for details on the $1.3 million and an explanation on the construction costs due to market price changes. She noted that some of the changes had to do with contractors and lack of competition. Councilor Sundstrom provided an overview of a document provided to the Council by Staff regarding construction costs and example projects.

Councilor Guisinger noted he was looking at some of the CIP projects for a return on investment, and provided examples such as field renovations that would save on high maintenance costs and meter replacements. He asked if it were possible to show the cost savings as a line item, which might show an offset to the red in the budget. Mr. Reynolds responded that it could be incorporated in the future, and additional operational costs that might be incurred could be a line item in the CIP as well. Councilor Guisinger thought it would be helpful to see the benefit and if it would reduce the red in the out years.

Councilor Sundstrom stated that she would like to see more details on the meter project, but noted that the cost savings was significant. There was discussion about meter replacements and the cost savings achieved. Mayor Kuretski noted that Water revenues continue to go up, and there wasn't a decline in revenue yet.

Vice-Mayor Delaney expressed appreciation for the team and the great document. He stated he was not in support of making broad sweeping changes at this time. He expressed that the first year of the CIP was locked in but that years two through five were malleable and he expected they would be able to resolve the red. He appreciated the second look at the seawall. Vice-Mayor Delaney commented that shade structures are needed and a solution could be found later down the road on how to get them down.

Councilor Choy noted that a lot of ground had been covered, and wanted to know what the next steps were going to be in order to be prepared for the next meeting. Mayor Kuretski responded with a brief overview, noting that Staff would take the collective input and continue to work on the documents and they would then come back and present an updated CIP for the first hearing date.

Councilor Choy commented on the shade structures and safety issues. There was continued discussion on design, safety, and a possible better release and install process for the shade structures.

Mayor Kuretski asked Mr. Reynolds if he had direction. Mr. Reynolds gave a brief recap, noting that there was a consensus on the Sawfish Bay Seawall reduction in funding and the combing of projects and no consensus on the additional funding for roads. Mayor noted that there also wasn't a consensus for restoring the multipurpose field budget, but commented he would not support a budget that didn't restore it.

ADJOURNMENT- 8:58 P.M.

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Merriane Lahmeur, Town Clerk