



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
THURSDAY, SEPTEMBER 4, 2025**

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

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

PUBLIC HEARING

1. **Ordinance 14-25, First Reading**, Approving the Fiscal Year 2026 Millage Rate. (Second Reading 9/18/2025)
2. **Ordinance 15-25, First Reading**, Approving the Fiscal Year 2026-2030 Community Investment Program. (Second Reading 9/18/2025)
3. Review of the Town of Jupiter's FY 2026 Operating Budget and Pay Plan.

Mr. Scott Reynolds, Director of Finance, provided an update on the proposed FY 2026 Operating and Community Investment Plan (CIP) budget, which included a summary of the previous meetings, budget objectives and assumptions, property valuation increase, proposed millage rate compared to the rollback, FY 2026 budget overview, General Fund revenues and expenditures, Jupiter Fire Rescue Department (JFRD) Fund, Water Fund, Stormwater Fund, Jupiter River Estates non-ad valorem assessment Fund, Building Fund, Health Insurance Fund, CIP funding summary for FY 2026-2030, a General Fund cashflow update, and next steps.

Councilor Guisinger asked what was the source of "Other Taxes" revenues referred to on page seven. Mr. Reynolds explained it represented sales tax and other state-shared revenues.

Councilor Guisinger asked how the Police budget amount was calculated on page eight given ongoing negotiations. Mr. Reynolds briefly explained the process and noted that Staff considered several items, such as cost escalations, payroll projections, and health insurance costs. He also noted that since they were currently under contract negotiations that some assumptions were made in order to ensure there was not a large impact once a contract was agreed to.

Councilor Guisinger asked about the contingency expense for the Water Fund on page ten. Mr. Reynolds explained these funds were reserved for emergencies.

Councilor Guisinger asked how the five percent salary increase was determined. Mr. Reynolds stated Staff reviewed the South Florida marketplace for inflationary rates, surrounding jurisdictions, and competitiveness in attracting and retaining employees.

Councilor Sundstrom asked for confirmation that the savings from the Sawfish Bay Park Seawall Project was from changing part of the scope from replacement of the wall to repairing the wall, and that everything else related was still on track. Mr. Reynolds confirmed they were.

Vice-Mayor Delaney asked if the savings from the Sawfish Bay Project could be redirected to fund the A/C replacement at the Aicher House, currently scheduled for 2028. Mr. Reynolds said Ms. Thoburn should be consulted on whether the Aicher House would be ready for an air conditioning system. Councilor Sundstrom suggested Council could revisit the Aicher House funding next year since the project was still far out. Ms. Thoburn, Assistant Director of Planning and Zoning, reported that the deck construction was scheduled for completion by early October, with additional structural improvements underway. She noted the house had previously been air conditioned, but suggested more work needed to be done and it would be better to look at moving the schedule next year.

Councilor Choy expressed support for reallocating funds as well to the Aicher House, and asked what the Sawfish Bay Park grants would be used for. Ms. Thoburn explained the funds would support seawall redeeming work and the living shoreline.

Councilor Choy asked if the Jupiter River Estates assessment was for two years. Mr. Reynolds clarified that it was a ten-year, non-ad valorem assessment pilot project involving approximately 140 residents, initiated at Council's request. Mayor Kuretski provided a historical summary of why the project was done. Vice-Mayor Delaney noted the project's success was the result of significant collaboration with the neighborhood and neighborhood leaders.

Mayor Kuretski remarked that the CIP plan was a five-year investment plan designed to fund over 100 projects, with significant funding. He noted that priorities could shift annually to align with evolving community and business expectations, making ongoing policy guidance essential.

Mayor Kuretski wanted to emphasize that the deliberations that took place were done as good fiscal stewards of the public's money, and this year's fiscal management challenges had no relationship with the creation of JFRD. JFRD was already covered in the Plan, and the Council was simply trying to make sure they were investing public money the way it should be.

Mayor Kuretski noted that for FY26 Palm Beach County Fire Rescue Services were already two million more than representations that were made when the Town was deciding on whether to create JFRD. Mayor Kuretski stated he believed the right choice was made.

Mayor Kuretski stated that there had been many overall positive changes in the CIP funding plan due to the review efforts. He asked to revisit the R2503 project discussion, since there was not a consensus coming out of the last workshop. Mayor Kuretski gave an overview of the previous year funding allocations for recreation, and the priority of multi-purpose fields and playgrounds in the prior year. He noted that he was not in favor of the funding and schedule changes that were in the current Plan for the multi-purpose fields, which were reduced to zero field renovations in 2026 and one field renovation in 2027. He noted that since this was first reading, direction could be given to Staff and he thought the funding needed to be restored.

Vice-Mayor Delaney and Councilor Guisinger expressed their agreement with the Mayor. There was a brief discussion about a feasible schedule and possibly requesting Staff to review. Councilor Sundstrom supported using the funding that was now available from the completed FDOT project, but wanted to be realistic about the costs of the fields and how many could be completed with the funding. She expressed concerns about pulling funds from reserve to cover the costs or possibly what other projects' funding would be removed. She wanted to focus on quality versus quantity, but was supportive of all investment in recreation.

Mayor Kuretski recommended letting Staff get back to them. He noted that he understood that Staff had to make hard decisions, but he wanted the matter to be looked at again, and all of the Councilors agreed. There was a brief discussion about recreational priorities and increased construction costs. Councilor Choy asked for confirmation that the FDOT funds would be available for use, and Mr. Reynolds confirmed it would be available. Mayor Kuretski explained the possible use of Fund Balance dollars.

Title for Ordinance 14-25 read by Mr. Baird.

Vice-Mayor Delaney moved to approve Ordinance 14-25, First Reading; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

Title for Ordinance 15-25 read by Mr. Baird.

Vice-Mayor Delaney moved to approve Ordinance 15-25, First Reading; seconded by Councilor Sundstrom; motion passed.

Kuretski
No

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

MINUTES

4. August 19, 2025, Town Council Meeting Minutes; and August 21, 2025, Town Council Workshop Meeting Minutes.

Councilor Sundstrom moved to approve the August 19, 2025, Town Council Meeting Minutes; and August 21, 2025, Town Council Workshop Meeting Minutes, as amended; seconded by Vice-Mayor Delaney; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
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 Guisinger pulled items 6,8,15.
- Vice-Mayor Delaney pulled item 5.
- Mayor Kuretski pulled item 9.

Vice-Mayor Delaney moved to approve the Consent Agenda, as amended; seconded by Councilor Sundstrom; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

PUBLIC HEARING

5. **Ordinance 16-25, First Reading**, non renewal of the consent to continuing participation in the Jupiter-Municipal Service Taxing Unit (the Jupiter MSTU) for the purpose of receiving fire-rescue and emergency medical services from Palm Beach County. (Second Reading 9/18/2025) **MOVED TO REGULAR AGENDA**

6. **Abacoa** - Workplace and Workplace Limited Subdistrict Master Site Plan and PAM Health Rehabilitation Hospital Individual Site Plan and Special Exception. **MOVED TO REGULAR AGENDA**

A. **Resolution 96-25, Quasi-Judicial** - Abacoa Workplace and Workplace Limited Subdistrict master site plan amendment.

B. Resolution 97-25, *Quasi-Judicial*- PAM Health Rehabilitation Hospital individual site plan and special exception application.

- 7. Resolution 98-25, *Quasi-Judicial* - Admirals Cove site plan amendment application to construct an accessory shade structure over 2,000 square feet to cover four existing pickleball courts, on a 10.26 ± acre property, located at 624 Captains Way.**

PUBLIC BUSINESS

- 8. Approval of the Criteria and Process for a Decorative and Aesthetic Element for a Roundabout located at A1A and Jupiter Beach Road. MOVED TO REGULAR AGENDA**
- 9. Resolution 87-25, Approving contracts to Florida-Spectrum Environmental Services, Inc. (W2607A) and Advanced Environmental Laboratories, Inc. (W2607B) for Water Quality Laboratory Services. MOVED TO REGULAR AGENDA**
- 10. Resolution 88-25, Approving a Contract to GeoPoint Surveying, Inc. for Utility Locating Services (W2552) for an estimated amount of \$205,450.**
- 11. Resolution 100-25, Authorizing a 7% Increase to Stormwater Utility Fees.**
- 12. Resolution 101-25, Authorizing a 3% Increase to Water Rates.**
- 13. Resolution 105-25, Approving the Assignment of an Easement Deed to the Florida Department of Transportation.**
- 14. Resolution 106-25, Approving a request to FDOT for temporary bridge closures and submitting permit applications for the Holiday Boat Parade.**
- 15. Resolution 108-25, Authorizing participation in a lawsuit regarding Senate Bill 180 and authorizing the Town Manager to retain the Law Firm of Weiss Sorata Helfman Cole + Bierman, PL, to represent the Town, for an amount up to \$20,000. MOVED TO REGULAR AGENDA**

END OF CONSENT AGENDA

ITEMS REMOVED FROM CONSENT AGENDA TO REGULAR AGENDA

- 5. Ordinance 16-25, First Reading, non-renewal of the consent to continuing participation in the Jupiter-Municipal Service Taxing Unit (the Jupiter MSTU) for the purpose of receiving fire-rescue and emergency medical services from Palm Beach County. (Second Reading 9/18/2025)**

Vice-Mayor Delaney requested a brief explanation to clear up public confusion, and asked for confirmation of when Jupiter residents would begin paying for JFRD. Mr. Reynolds explained that the Ordinance was part of the notification process required by statute for the Jupiter Fire Municipal Service Tax Unit, and that it contained the notification that the Town was opting out in October of 2026, which would impact 2027 taxes. Mr. Reynolds explained that in prior years, the public would have seen

the Ordinance for notification that the Town was opting in. Mr. Reynolds also confirmed that Jupiter residents would not begin paying for JFRD prior to October 1, 2026.

Title read by Mr. Baird.

Vice-Mayor Delaney moved to approve Ordinance 15-25, First Reading; seconded by Councilor Guisinger; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

6. **Abacoa** - Workplace and Workplace Limited Subdistrict Master Site Plan and PAM Health Rehabilitation Hospital Individual Site Plan and Special Exception.

Ex Parte Communications:

- Councilor Sundstrom stated that she had stopped by the site.
- Vice-Mayor Delaney stated that he had a brief discussion with the applicant.
- Councilors Guisinger, Choy, and Mayor Kuretski had none.

The Town Clerk swore in seven people.

Councilor Guisinger asked who made the determination regarding the complimentary shared parking. Mr. Garret Watson, Principal Planner, explained that Staff utilizes a shared parking analysis, which was the basis to determine whether they were complementary or not. He also confirmed that the Town had the final say.

Vice-Mayor Delaney abstained due to his business relationship with the applicant.

Councilor Guisinger inquired how the Workforce Housing/Linkage fee is recorded as revenue, what the balance currently was, and how the Town plans to use those funds. Mayor Kuretski explained that the funds stay in a separate account until the Council decides.

- A. **Resolution 96-25**, Quasi-Judicial - Abacoa Workplace and Workplace Limited Subdistrict master site plan amendment.

Councilor Guisinger moved to approve Resolution 96-25; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Abstained	Yes	Yes	Yes

- B. **Resolution 97-25**, Quasi-Judicial- PAM Health Rehabilitation Hospital individual site plan and special exception application.

Councilor Guisinger moved to approve Resolution 97-25; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Abstained	Yes	Yes	Yes

8. Approval of the Criteria and Process for a Decorative and Aesthetic Element for a Roundabout located at A1A and Jupiter Beach Road.

Councilor Guisinger asked if Council had any additional ideas they wanted to include before the Art Committee's next meeting. Council unanimously agreed with the Art Committee's recommendations.

Councilor Guisinger moved to approve the Criteria and Process for a Decorative and Aesthetic Element for a Roundabout located at A1A and Jupiter Beach Road; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

9. **Resolution 87-25**, Approving contracts to Florida-Spectrum Environmental Services, Inc. (W2607A) and Advanced Environmental Laboratories, Inc. (W2607B) for Water Quality Laboratory Services.

Mayor Kuretski discussed his communications with Staff. He briefly reviewed the bid evaluation scoring sheets associated with the project, and suggested completing quality checks when using scoring sheets. He emphasized that costs should be a priority in scoring. Mayor Kuretski noted that he did not support issuing two contracts for the project. He emphasized the need for competitive bidding.

Councilor Sundstrom mentioned that cost had always been number one; however, there were also costs associated with selecting the wrong contractor. She asked for more detail regarding the type of work or the change in criteria for performance.

Ms. Amanda Barnes, Director of Utilities, stated that a scrivener's error on a scoring sheet had been recognized when the information was entered into the department spreadsheet, and the corrected information had been included in the agenda backup. She also explained that this had been a Request for Proposal and not an Invitation to Bid and the differences between the types. Ms. Barnes reviewed the differences between the proposals received and emphasized that cost had been considered.

Councilor Guisinger asked if any of the services listed had been new and whether the Town needed a qualified vendor to complete them. Ms. Barnes explained that compliance sampling had been a new regulatory requirement not included in previous contracts, which created an added cost. She confirmed that the two selected were qualified.

Mayor Kuretski asked if the price had been reduced through negotiations with Florida-Spectrum Services. Ms. Barnes confirmed that it had.

Councilor Sundstrom moved to approve Resolution 87-25; seconded by Councilor Choy; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
No	Yes	Yes	Yes	Yes

- 15. Resolution 108-25.** Authorizing participation in a lawsuit regarding Senate Bill 180 and authorizing the Town Manager to retain the Law Firm of Weiss Sorata Helfman Cole + Bierman, PL, to represent the Town, for an amount up to \$20,000.

Councilor Guisinger asked how many plaintiffs had joined the lawsuit. Mr. Baird reported that nine municipalities and two counties had confirmed, with additional participants expected. Councilor Guisinger and Mr. Baird then discussed the potential Town risks associated with Senate Bill 180.

Councilor Guisinger moved to approve Resolution 108-25; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

REPORTS

TOWN ATTORNEY

- Suni Sands – Mr. Baird reported that he was hopeful to have a resolution of Suni Sands soon.

TOWN MANAGER

- Upcoming Events - Mr. Kitzerow provided a reminder about the following upcoming Town events:
 - Friday at 3:30 p.m. – The Ribbon Cutting Ceremony for the new playground at Jupiter Community Park.
 - Tuesday, September 9, at 10:00 a.m. - Ceremony outside the Police Department to honor Major Edward K. Humphry and Police Officer First Class Bruce E. St. Laurent, both of whom were killed in the line of duty.
 - Wednesday, September 10 - The Town will hold a public input workshop on the Center Street Corridor and the two related initiatives, with a reception beginning at 5:00 p.m. followed by the workshop at 6:00 p.m.
 - Friday, September 12, at 3:30 p.m. - The Ribbon Cutting Ceremony for the new playground at Indian Creek Park.
- Employee Recognition – Mr. Kitzerow congratulated and thanked Chris McKenzie,

Utilities Services Manager, who recently celebrated 35 years of service with the Town. He also expressed gratitude to the Utilities Director and the entire Utilities Staff for the amazing work they do.

- JFRD Deputy Chief Steve Shaw – Mr. Kitzerow congratulated Mr. Shaw on graduating from the National Fire Academy's Executive Fire Officer Program.
- Homestead Exemption Sessions – Mr. Kitzerow stated that the Town was partnering with the Palm Beach County Property Appraiser's Office (PAO) to host sessions to help residents submit Homestead Exemption applications and answer questions about property valuation. Staff from the PAO will be at the Community Center on the second Wednesday of each month through December. The first session is scheduled for next Wednesday, September 10, from 1:30 p.m. – 2:30 p.m.
- Palm Beach County Administrator - Mr. Kitzerow reported that he and Assistant Town Manager Kate Moretto met with Mr. Abruzzo, the new Palm Beach County Administrator, and that the meeting was refreshing and he felt progress was made on a number of different issues. He wished Mr. Abruzzo well and hoped to have continued collaboration in the future.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

COUNCILOR CHOY:

- Playground Sun Shades - Councilor Choy was pleased to hear from the Finance Director that the sun shades have been placed under the Disaster Preparedness Plan by the Engineering Department.

Mayor Kuretski asked for clarification about the shade structures. Councilor Choy stated that the Engineering Staff were going to put it under their Hurricane Preparedness, so that the expense could be reimbursed by FEMA when there is a disaster.

Mayor Kuretski noted that he still didn't think it was safe for the Town Staff to take them down. Mr. Kitzerow confirmed that it was becoming a part of the Town's Emergency Management Plan, and Staff would not be the ones taking them down. He stated that because it was now in the Plan, any costs associated with bringing them down would be reimbursable by FEMA.

- Budget Process - Councilor Choy expressed an appreciation of all the comments made while going through the process. She noted that Staff was invaluable in providing information on the budget and CIP.
- Senate Bill 180 - Councilor Choy expressed gratitude for all of the hard work, and she looked forward to seeing what the Florida League of Cities might be able to provide for additional tools to move forward.

VICE-MAYOR DELANEY:

- Derelict Vessels – Vice-Mayor Delaney expressed gratitude for another derelict

vessel being removed, and noted how difficult the process can be. He stated that the residents and boaters appreciate PD staying on top of the issue.

- Workforce Housing – Vice-Mayor Delaney stated he was happy to see those workforce housing units that were a part of the Cornerstone Project coming on board.

COUNCILOR SUNDSTROM:

- Budget Process - Councilor Sundstrom expressed gratitude to everyone who has helped during the budget process, including Finance Staff. She acknowledged that the numerous meetings and the many budgetary unknowns have been a lot to navigate for the Council, and expressed her appreciation for her colleagues. She noted that it was important for them to remain nimble and experiment in order to thrive.

COUNCILOR GUISINGER:

- Employee Recognition - Councilor Guisinger congratulated Chris McKenzie for his 35 years of service and Deputy Chief Shaw for completing the leadership program.
- Budget Process - Councilor Guisinger expressed his appreciation to the entire Staff for their work on the Operating budget and CIP and the tremendous job that had been done, including the time and efforts spent answering his questions.

MAYOR KURETSKI:

- Audience Recognition - Mayor Kuretski recognized the Fire Chief's son for attending all of the meetings.
- FL CFO Presentation - Mayor Kuretski reported that he recently heard a presentation from the FL CFO about his philosophy on DOGE. He shared one of the CFO's comments on early successes, which included an emphasis on relying on the competitive bidding process to reduce costs due to current contractors trying to take advantage.
- Recreation Fee - Mayor Kuretski noted that Recreation Fee attachment recently received showed the non-resident user fees as \$25 for recreational sports and \$50 for travel. He questioned the fees and requested Staff to look into the two different fees. Mr. Kitzerow confirmed they would look into it.

ADJOURNMENT – 8:42 P.M.

Merriane Lahmeur, Town Clerk