



**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, NOVEMBER 18, 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.

Councilor Sundstrom extended a warm welcome to Scout Pack 774 and thanked them for attending tonight's meeting.

PRESENTATION

1. JFRD Update.

Deputy Fire Chief Shaw provided a Department update, including an update on the Jupiter Fire Rescue Department's final year timeline, recruiting and hiring, and construction of the fire stations. During his presentation he explained that hiring for the Department would be managed in two phases. The first phase included filling key leadership and administrative roles, which is currently occurring, and the second phase, scheduled to begin in December, included recruiting and hiring Operational Staff.

Deputy Fire Chief Shaw expressed appreciation on behalf of JFRD to other Departments and their Staff for their contributions to the construction of the fire stations. He gave a brief overview of the station construction progress. Deputy Chief Shaw confirmed that JFRD remains on schedule and on budget.

Councilor Guisinger asked where the newly hired firefighters would be stationed after their anticipated start date. Deputy Fire Chief Shaw explained that a comprehensive and complex training program was being crafted, and everyone would be required to complete the training. He noted that when the firefighters begin in June, they would follow a crawl to a walk to a run transition, and training would be done in the field.

Councilor Guisinger and Deputy Fire Chief Shaw discussed the difference between phase one and phase two training. Deputy Fire Chief Shaw also explained that JFRD would have a diverse group of firefighters with varying levels of experience.

Mayor Kuretski expressed his appreciation for the Town Manager's leadership and the monthly updates provided to Council.

CITIZEN COMMENTS

Ms. Laura Bohovsky, resident of Riverside Drive, inquired about cybersecurity resources or classes for families. She also suggested planting plants along the railroad tracks near Riverside Drive and alternate A1A.

Mayor Kuretski provided an overview of the process for citizen comments during meetings. He noted that any projects involving railroad tracks would require significant effort and advised Ms. Bohovsky to contact a congressman or senator regarding her suggestion.

Mr. Frank Kitzerow, Town Manager, mentioned looking at the National Center for Missing and Exploited Children website, because it offered comprehensive training and programs for cybersecurity.

MINUTES

2. November 6, 2025, Town Council Meeting Minutes.

Councilor Choy moved to approve the November 6, 2025, Town Council Meeting Minutes; seconded by Councilor Sundstrom; 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.

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

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

PUBLIC HEARING

3. Ordinance 17-25, First Reading, Approving a zoning text amendment to create a new Recreation Zoning District. (Second Reading 12/16/2025)

Title of Ordinance 17-25 was read by Mr. Baird.

PUBLIC BUSINESS

4. Approving the purchase of a Dell vSAN Ready Node R660 server from World Wide Technology in the amount of \$79,573.01

5. **Resolution 113-25**, Approving the award of EPW 2025-25, Janitorial Maintenance Services for Town Hall and the Police Department Facilities to Ceiling To Floor Cleaning, Inc. in an amount not to exceed \$67,938.00.
6. **Resolution 122-25**, Accepting a Grant Agreement with the Florida Department of Environmental Protection for Daniels Way Water Quality Improvements for an amount of \$231,426 and amending the project budget.
7. **Resolution 129-25**, Approving the Dedication of a Perpetual Easement to Florida Power and Light Company at Piatt Fire Station.

REGULAR AGENDA

PUBLIC HEARING

8. **Resolution 110-25**, *Quasi-Judicial* - Margaret W. Niedland Breast Center – Site Plan amendment to construct a one-story addition to a medical office building, on a 15.8± acre property, located at 2111 Military Trail within Jupiter Medical Park.

Ex Parte Communications:

- Vice-Mayor Delaney had conversations with the Applicant.
- Mayor Kuretski had none but had visited the site in the past but not regarding this application.
- Councilor Sundstrom had conversations with Staff and drove by the site.
- Councilor Guisinger visited the site and had a conversation with the property management.
- Councilor Choy had a conversation with Staff.

The Town Clerk swore in seven people.

Mr. Zach Ciciera, representing Cotleur and Hearing on behalf of the Applicant, provided a detailed presentation covering the project request, location, development history, background, existing conditions, benefits to the community, site plan overview, residential perspective, architectural details, elevations, and a summary.

Mr. Peter Meyer, Senior Planner, presented an overview of the Staff Report, which included the Planning and Zoning Commission's recommended approval, traffic performance standards from Palm Beach County (PBC), and additional staff conditions.

Councilor Choy emphasized the importance of women's imaging and expressed that the Applicant had delivered an excellent presentation.

Vice-Mayor Delaney asked Staff to clarify the current status of the southbound traffic lane. Mr. Meyer responded that there was no new update, but the Applicant was coordinating with PBC. He noted that condition twelve permitted modifications, including extending the southbound turn lane and incorporating signalization.

Vice-Mayor Delaney asked if the Applicant was objecting to the condition. Mr. Meyer stated that the Applicant was opposed to both conditions and was working with the County, and noted that anything less would require the Applicant to return to Council.

Mr. Ciciera clarified that they were performing a queuing analysis for that southbound left turn lane and believed it was a separate condition for signalization.

Mayor Kuretski stated that it was a great project. He asked Staff whether they had seen language similar to that in Attachment C (PBC TPS Letter), page 2, under Condition 3(a) and (b). He emphasized that he wanted to ensure the Town was not unduly burdened by the current language. Mr. John Sickler, Director of Planning and Zoning, explained that the matter was addressed by including the letter reference, and that PBC would still retain full control. Mayor Kuretski requested that stronger language be added.

Councilor Sundstrom inquired about the future connection to the adjacent site and whether it could help with traffic. Mr. Ciciera responded that the connection would be part of Phase Four and was expected to alleviate traffic and potentially reduce the need for a traffic light.

Councilor Guisinger asked Mr. Ciciera why, during public outreach, the Homeowner's Association (HOA) was not directly contacted. Mr. Donaldson Hearing stated that the HOA was notified through both regular and registered mail. He noted that one person from the HOA did attend the Zoom call. Councilor Guisinger asked if the board itself had been directly contacted. Mr. Hearing responded that they sent a letter to the HOA's management company.

Councilor Sundstrom asked if it would be possible in the future to use more than one form of communication for outreach.

Councilor Guisinger had no further comments and felt it was a good project.

Councilor Sundstrom was excited for improved connectivity and concurred with the conditions.

Vice-Mayor Delaney noted it as a fantastic addition to the community.

Councilor Choy expressed her support.

Mayor Kuretski suggested amending the language on Page 3, Item 12 to state that the owner shall meet PBC traffic standards, as may be amended by PBC, and should include the conditions numbered 1–3.

Mr. Sickler recommended revising the language to state that the owner shall meet PBC traffic performance standards, as detailed in the Traffic Performance Standards Review Letter dated October 29, 2025, from Moshir Rahman, as duly amended.

Councilor Sundstrom moved to approve Resolution 110-25, as amended; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

PUBLIC BUSINESS

9. **Resolution 119-25**, Approving Contracts to LP Asphalt, LLC (EPW 2025-33A) and Timothy Rose Contracting, Inc. (EPW 2025-33B) for Street Resurfacing Continuing Services in a combined amount not to exceed \$10,000,000.00.

George Dzama, Engineering Director, presented Resolution 119-25, requesting approval to award street-resurfacing and roadway-rehabilitation contracts to LP Asphalt, LLC and Timothy Rose Contracting, Inc. The contracts have a maximum combined value of \$10 million over a three-year term, with two optional one-year renewals (potential total: five years). Mr. Dzama stated that the comprehensive, 109-item unit-price contract covers milling, resurfacing, reconstruction, drainage, striping, sidewalk, and paver work, enabling improved cost control, faster project delivery, and more accurate CIP planning. Mr. Dzama also confirmed that the contract could be utilized by other Departments. Mr. Dzama explained bids were about 20% lower than recent comparable work and confirmed both vendors meet the Town's EMR standard. Council discussed vendor qualifications, bid variability, project-prioritization criteria, and budget capacity with Mr. Dzama (approx. \$6.2M in current five-year funding).

Vice-Mayor Delaney moved to approve Resolution 119-25; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

10. **Resolution 133-25**, Opposing the Palm Beach County Local Bill Relating to the Fire Rescue Municipal Services Taxing Unit and Encouraging the Palm Beach County Legislative Delegation to reject said Bill.

Councilor Sundstrom acknowledged that many of her colleagues attended a recent public hearing of the Legislative Delegation in Jupiter. She stated that the Local Bill related to the Fire Rescue Municipal Service Taxing Unit, which will impact municipalities and the Town of Jupiter, has gone through more changes since it was presented at the public hearing. She also explained that the version before them may now be the final version presented to the Delegation for a vote. She highlighted the major change/revision on line 34 – page 2 of 3 and the impact the changes would have to the Town.

Councilor Sundstrom asked her colleagues to approve the resolution before them tonight expressing that the Council opposes the Local Bill and requesting that the

Delegation reject the bill. She noted the resolution would be circulated to key stakeholders.

Mayor Kuretski thanked Councilor Sundstrom for making them aware of the Local Bill and public hearing and for bringing the resolution forth. Mayor Kuretski recommended not supporting the Local Bill, and commented on the ongoing matters with the County regarding the fire station currently in Burt Reynolds Park.

Mayor Kuretski noted his concerns about additional amendments to the Local Bill, and provided historical information regarding annexations. Councilor Sundstrom provided an overview of the impact from the current changes, and details contained within the Bill Summary for the Local Bill. Councilor Sundstrom commented that there needs to be a roadmap, but didn't believe the current Local Bill was it.

Councilor Guisinger expressed his appreciation for all of the work that was put into the Town resolution. He asked how the Local Bill might do when it gets to the full legislature. Councilor Sundstrom noted that there was no way to tell, and many municipalities were caught off guard because they were not notified beforehand. She expressed hope that the next public hearing for the bill take place in Palm Beach County and not Tallahassee. There was discussion amongst the members about possible next steps for the Local Bill and impacts.

Councilor Sundstrom thanked the Town Clerk and Town Attorney for working on the resolution.

Councilor Guisinger moved to approve Resolution 133-25; seconded by Vice-Mayor Delaney; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

REPORTS

TOWN ATTORNEY:

- Municipal Election – Mr. Baird congratulated Councilor Dan Guisinger and Vice Mayor Ron Delaney on their successful campaigns.

TOWN MANAGER:

- Municipal Election - Mr. Kitzerow explained that the qualifying period closed earlier that day and one candidate qualified per open seat. For District 1: Council Member Dan Guisinger won and District 2: Vice Mayor Ron Delaney won. Both ran unopposed; therefore, no election will be held March 2026.

- Employee Recognition - Mr. Kitzerow acknowledged two employees who recently celebrated significant milestones with the Town having 20 years of service, Michael Isham and Frank Barrientos, both with the Utilities Department.
- Carver Avenue Construction - Mr. Kitzerow announced that the construction along Carver Avenue for the wastewater line connection project for the Cinquez Fire Station would begin Monday, December 1. Mr. Kitzerow noted that during this project, the section of Carver Avenue located south of the new park entrance road would be excavated. Mr. Kitzerow stated that a bypass road had been created to maintain full homeowner access during the project. He also encouraged residents visiting Cinquez Park to use the east entrance during the two-week project.
- Fire Station Construction Updates – Mr. Kitzerow continued with updates on the Town's fire station projects, noting the topping-off ceremonies for the Piatt Place and Cinquez Stations. He stated that construction remains on schedule and within budget. He commented on the growth of the Fire Command Staff and shared his recent experience attending a meeting with the expanded leadership team.
- Upcoming Events - Mr. Kitzerow provided a reminder about the following upcoming Town events:
 - Friday, December 5, at 5:00 p.m. - the Town will hold its annual Holiday Tree Lighting Ceremony at the Town Green. He highlighted that it will be the first year at this location. The actual tree lighting is at 6:25 p.m.
 - Saturday, December 6 - Holiday Boat Parade, with boats arriving in Jupiter between 7:30 p.m. – 8:00 p.m.
 - Saturday, December 13, from 3:00 p.m.– 6:00 p.m. – The Town will hold the annual Snow Place Like Jupiter at the Abacoa Community Park.
 - Sunday, December 14 – the JTA Holiday Parade will take place. The theme will be 100 Years of Christmas Cheer honoring the Town's centennial.
 - Mr. Kitzerow also thanked Roger Held for securing approval to reinstall holiday lights at the Lighthouse.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS:

COUNCILOR GUISINGER:

- Presentations -
 - Councilor Guisinger expressed his appreciation to the Applicant and the Staff for their presentations on Resolution 110-25.
 - Councilor Guisinger expressed his appreciation to everyone involved in preparing Resolution 133-25, particularly acknowledging Councilor Sundstrom, the Town Clerk and Staff for their significant work.

COUNCILOR SUNDSTROM:

- Municipal Election - Councilor Sundstrom congratulated Councilor Guisinger for his re-election and thanked him for his dedication, research, and thoughtful

contributions since joining the Council. She expressed how grateful she was to have him serving alongside her, noting his preparedness and the value he adds. She also congratulated Vice-Mayor Delaney for his re-election and for the experience he brings to the Council.

- Councilor Sundstrom commented on the positive impact Resolution 133-25 is expected to have.

VICE MAYOR DELANEY:

- Police Promotion Ceremony - Vice Mayor Delaney reflected on attending the Jupiter Police Department Promotion Ceremony that took place earlier that morning. He shared how rewarding it has been to see Officers advance through the ranks over the years.
- Municipal Election - Vice Mayor Delaney thanked his colleagues for their kind words and warm regards. He expressed gratitude for the opportunity to continue serving along-side them and praised the Council for its diversity of experience and its ability to collaborate effectively.

COUNCILOR CHOY:

- Palm Beach County Mayor Marino's Year in Recap - Councilor Choy expressed her appreciation for the mayor's message on the Power of We.
- Congratulations - Councilor Choy congratulated both Vice-Mayor Delaney, Councilor Guisinger, and the Police Officers promoted earlier in the day.

MAYOR KURETSKI:

- Topping-off of the Piatt Place Fire Station – Mayor Kuretski noted his appreciation for the contractor's emphasis on meeting key project deadlines.
- Town Green - Mayor Kuretski expressed appreciation for how the Town Green has quickly become an active and well-used community space and he looked forward to seeing it come alive during upcoming holiday events.
- Kuretski Family Holiday Decoration Display - Mayor Kuretski announced that the Kuretski Family Holiday Decoration Display would be completed by Thanksgiving and encouraged the community to visit both daytime and nighttime.
- Bush Road Construction Project - Mayor Kuretski requested Staff to provide an update on the Bush Road construction project, including information on the scope of work, anticipated completion, and opportunities to minimize disruptions in future roadway projects. He emphasized that the road is frequently used by residents seeking alternatives to Indiantown Road, making efficient project timelines

particularly important.

ADJOURNMENT – 8:34 P.M.

Merriane Lahmeur, Town Clerk