



*
**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, DECEMBER 2, 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.

PRESENTATION

1. Centennial Art and Poetry Contest Winners Presentation.

Ms. Stephanie Thoburn, Assistant Planning and Zoning Director, extended an invitation to the upcoming centennial events that the Planning and Zoning Department would be hosting and introduced Mr. Thatcher Hart, Senior Planner and Historic Resource Board Liaison, to present the contest winners.

Mr. Hart explained the prompt that had been provided to students, the submission requirements, and the committee that judged the entries. He stated that the submissions were broken down into four divisions based on grade level.

Mr. Hart and Ms. Kim Ryan, Vice President of The Loxahatchee Guild, recognized the Centennial Art and Poetry Contest winners:

Division 1 – Kindergarten, 1st Grade, and 2nd Grade: Oliver Qi

Division 2 – 3rd Grade, 4th Grade, and 5th Grade: Shiven Solanki; Ethan Tagle

Division 3 – Middle School: Summer Hahner; Belleami Dickson; Peyton Lau

Division 4 – High School: Veronica Scheid; Preston Lau; Alice Lin

2. Anchored Vessels Update.

Interim Police Chief Hennessy provided an update on the derelict vessels removed in the past year which included Billy B on August 1, 2025, Obsession II and Last Fling on March 3, 2025. He also reported that there are currently 21 anchored vessels being monitored within Jupiter's jurisdiction.

He explained that members of the Marine Unit and Dive Team created Operation Barnacle Busters in September 2025 to inspect vessels means of propulsion. As part of this operation, the dive team goes under water to take photos of the propulsion systems. As of today, eighteen written warnings were issued in September 2025, and nine citations in October of 2025. Interim Police Chief

Hennessy also mentioned the Department would continue to conduct monthly and quarterly inspections.

Interim Police Chief Hennessy continued with an update on House Bill 481, which took effect on July 1, 2025. He explained that the bill allows municipalities and counties with populations of 1.5 million or more to adopt ordinances regulating overnight vessel anchoring. He stated that certain aspects of the statute remain unclear and additional clarification was needed from the State.

He also discussed House Bill 1149, scheduled to take effect on January 1, 2026. This bill establishes a state-level permit process administered by the Florida Fish and Wildlife Conservation Commission (FWC), allowing vessels to apply for and obtain long-term anchoring permits. He explained that the Town had no authority over permit issuance and all decisions would be made by FWC. Staff had been in ongoing communication with FWC, who was still developing the permit process and determining its details. Interim Police Chief Hennessy stated that the Police Department Staff would continue monitoring new and proposed legislation, including House Bills 481 and 1149.

Councilor Guisinger asked if there were people living on the boats and if they were Town of Jupiter residents. Interim Police Chief Hennessy stated that sometimes there were. He also asked if the nine citations issued in October had been corrected. Interim Police Chief Hennessy explained that yes, some of them had been corrected and some of the vessels had moved. Councilor Guisinger also asked if the vessels that applied for the long-term permit had to show operability. The Interim Police Chief said they did not.

Councilor Sundstrom expressed her appreciation for the hard work and dedication of Interim Police Chief Hennessy.

Councilor Choy asked how the citations or warnings are issued to the owners and if they were associated with any monetary fines. Interim Police Chief Hennessy noted that they are sent by certified mail and fines are issued by a magistrate process.

Vice-Mayor Delaney said he was appreciative of the hard work and asked if the nine vessels that were issued citations in October were due to the propulsion system or the whole haul. Interim Police Chief Hennessy explained that the citations were specifically tailored towards the propulsion system.

Vice-Mayor Delaney and Interim Police Chief Hennessy also discussed sail boats and the process used to monitor them.

Mayor Kuretski expressed this had been a strategic initiative for a number of years and he believed the Police Department had done a phenomenal job.

MINUTES

3. November 18, 2025, Town Council Meeting Minutes.

Councilor Choy moved to approve the November 18, 2025, Town Council Meeting Minutes; seconded by Vice-Mayor Delaney; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
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.

- Mayor Kuretski pulled Items 4 and 12.
- Councilor Guisinger pulled Item 11.

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

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

PUBLIC HEARING

4. **Resolution 99-25**, *Quasi-Judicial* - Promenade Shoppes - Site Plan amendment to add outdoor seating and allow shared parking. (PZ 24-6183) **MOVED TO REGULAR AGENDA**

PUBLIC BUSINESS

5. Approving an annual subscription for GIS Premium Support Services for \$54,700 with Environmental Systems Research Institute (ESRI).
6. Approval of a Work Order No. 2 of Contract EPW 2016-12A with Kimley-Horn and Associates, Inc. for design and engineering services for the Jupiter Community Park Field Replacement Project in the amount of \$65,436.55.
7. Approval of an 82-month Purchasing Agreement for Police Department In-Car Video Systems in the amount of \$1,477,697.84.
8. Approval of the Town's Consolidated Annual Performance Evaluation Report (CAPER) for the Community Development Block Grant (CDBG) program for 2024/2025.
9. Approving a Land License Agreement to utilize Town-owned property on Cypress Drive for stormwater management purposes (S2342)
10. **Resolution 12-25**, Approving the Transfer and Acceptance of the Innovation Way Public Road Right of Way, Infrastructure, and Street Lighting Maintenance.

11. **Resolution 130-25**, Jupiter Narrows Conservation Alliance Resolution of Support.
MOVED TO REGULAR AGENDA
12. **Resolution 131-25**, Approving a Contract to FloridaTours.com, LLC, for a 1-year term with (4) 1 year renewals, for Youth Camp Transportation Services in an amount not to exceed \$171,000 annually. **MOVED TO REGULAR AGENDA**
13. **Resolution 132-25**, Approving a 5-Year Contract to Provide Firefighter Physical Exams with Helix Medical MECNB, LLC.

END OF CONSENT AGENDA

ITEMS REMOVED FROM CONSENT AGENDA TO REGULAR AGENDA
PUBLIC HEARING

4. **Resolution 99-25**, *Quasi-Judicial* - Promenade Shoppes - Site Plan amendment to add outdoor seating and allow shared parking. (PZ 24-6183)

Ex Parte Communications:

- Councilor Sundstrom had spoken with Staff.
- Councilor Guisinger had visited the site.
- Mayor Kuretski had spoken with Staff.

Mayor Kuretski discussed an unintended consequence of shared parking, explaining that it was not an entitlement and sometimes became problematic when parking spaces in shopping centers were limited. He felt that parking spaces should be available to everyone, but that limitations on spaces were allowed under the Town Code. He noted that he was not inclined to approve shared parking with space limitations, and suggested an amendment to prohibit reserved spaces for specific tenants or spaces limited by time.

Vice-Mayor Delaney asked if the amendment would apply town-wide. Mayor Kuretski stated that it would not; it was specific to this project.

Councilor Sundstrom asked for examples. Mayor Kuretski said one example was located in a shopping plaza in the Abacoa/Military Trail area. He noted that uses change over time and did not necessarily require special parking spaces.

Vice-Mayor Delaney discussed the 15-minute parking signs that had been reserved for specific businesses.

Councilor Sundstrom noted that some post-COVID practices were still lingering and reiterated that this Resolution was specific to this project.

Mayor Kuretski stated that it was not necessary to change the Town Code. He said he supported shared parking and did not want to prohibit residents from parking. He discussed speaking with a proprietor who liked having assigned parking for their

clients. He noted that he did not recall the business requesting assigned parking and intended to bring the issue to Staff's attention.

Vice-Mayor Delaney asked if this practice was a carryover from COVID. Mayor Kuretski explained that it was not an outdoor eating area, but rather a change in use. Mayor Kuretski reiterated that he supported shared parking, but not the unintended consequences that could occur.

Councilor Choy asked how the Town would know when a landlord had leased assigned parking spaces to a tenant. Mayor Kuretski stated that Staff would need to monitor shared parking.

Councilor Sundstrom expressed support for evaluating such issues on a case-by-case basis.

Vice-Mayor Delaney moved to approve Resolution 99-25, as amended; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

Councilor Choy asked who monitored the lighting and what occurred when it failed. Mr. John Sickler, Director of Planning and Zoning, stated that the owner was required to conduct monthly inspections and report the results to the Town. He noted that there had been a persistent issue with the lighting, which was why a set standard and inspection process had been included.

11. Resolution 130-25, Jupiter Narrows Conservation Alliance Resolution of Support.

Councilor Guisinger offered an amendment to the Resolution to add support of naming the mangrove islands in honor of Andrew "Red" Harris.

Councilor Guisinger moved to approve Resolution 130-25, as amended; seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
Yes	Yes	Yes	Yes	Yes

12. Resolution 131-25, Approving a Contract to FloridaTours.com, LLC, for a 1-year term with (4) 1 year renewals, for Youth Camp Transportation Services in an amount not to exceed \$171,000 annually.

Mayor Kuretski explained that he had requested the item be pulled to review the history and expressed concerns about allowing four one-year renewals. He noted that since May, the low bidder had increased their price by 30%, consisting of a 13.5% increase due to an expanded scope and a 16.5% cost increase. He stated he was

confident the new Procurement Manager could help improve pricing, and said he preferred the opportunity to revisit the contract and assess market conditions after a year.

Councilor Guisinger asked what the benefit to seeing a one-year renewal in a multi-year renewal. Mayor Kuretski responded that it would help maintain competitive pricing.

Councilor Sundstrom asked staff to explain the purpose of the renewals. Mr. Mike Hoffman, Senior Director of Community Services, stated that the one-year renewal structure was included in case the vendor failed to meet service standards. Councilor Sundstrom noted that in the past, the concern had been more about vendor performance than cost.

Councilor Choy asked whether a requirement could be included to address one or the other. Mr. Hoffman confirmed that such requirements could be included and that performance was evaluated at various times throughout the year.

Vice-Mayor Delaney asked whether the contract could be terminated if a significant issue arose. Mr. Hoffman responded yes; it could be terminated.

Councilor Choy moved to approve Resolution 131-25, as amended; seconded by Councilor Sundstrom; motion passed

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

REGULAR AGENDA

PUBLIC BUSINESS

- 14. Resolution 86-25,** Approving a 20-year contract with Core & Main LP for Advanced Metering Infrastructure (W2325) including a 2-year implementation cost of \$13,825,768, and executing a 20-year software and network lease agreement with Sensus USA for an estimated annual cost of \$355,840, and amending the project budget.

Ms. Amanda Barnes, Director of Utilities presented a recommendation to award a contract for the Town's Advanced Metering Infrastructure (AMI) system replacement. Ms. Barnes reported that the Town's existing AMR system, installed in 2006, has reached the end of its useful life. Nearly half of the existing mechanical meters have failed in the last five years, with 450–500 monthly failures. Accuracy testing showed older small meters are under-registering by an average of 7.3%, resulting in an estimated \$1.3 million in unrecognized annual revenue. Ms. Barnes described the proposed Sensus AMI system, which provides daily usage data, customer leak alerts, and improved operational efficiency. The contract includes a two-year implementation agreement with Core & Main and a 20-year software and spectrum lease with Sensus USA.

Mr. Scott Reynolds, Finance Director reviewed proposal evaluations, financial modeling, and expected return on investment. Mr. Reynolds reported that staff negotiated approximately \$5.6 million in savings and that increased meter accuracy is projected to recover the system cost in approximately 11 years.

Ms. Barnes further presented on the proposed communication plan to customers, which included an outreach program to inform and educate customers regarding the implementation of the new system and how it will impact them. She also explained that the Sensus would be providing training to the Town Staff, but that Sensus would be responsible for the operation and maintenance of the software and network for the system. Ms. Barnes relayed additional benefits including the ability to use existing infrastructure, and the backup network the vendor provides due to the use of the vendor by neighboring utilities.

Councilor Guisinger requested clarification on meter antenna appearance, installation duration, customer notifications, base station maintenance responsibilities, remote shutoff functionality, and anticipated bill impacts. Staff and the vendor responded that antenna units will be low-profile, installations will average 10–15 minutes per site, and communication efforts will include mailers, door tags, website postings, emails, and social media. Estimated bill impacts for a typical user (10,000 gallons/month) are approximately \$2.08 due to improved accuracy.

Councilor Sundstrom inquired about two-way communications with the system. Ms. Barnes explained that there were Ally meters that have a feature that would allow the Town to remotely turn on and off the meter. Staff is not recommending full installation of those meters, due to cost, but they may be strategically placed in certain areas in the system.

Councilor Sundstrom noted that she was pleased to see there was a communication plan. She inquired about the 20-year agreement and whether that was typical for this type of system. Ms. Barnes confirmed that it was.

Vice-Mayor Delaney asked if the meters were considered smart meters, and Ms. Barnes confirmed they were. He noted that in the past there were concerns from customers regarding their water being shut off without notification. Ms. Barnes confirmed that no one would be shut off without proper notice.

Vice-Mayor Delaney next asked about the impact of debris and damage from lawn mowers impacting the antenna and signal. Ms. Barnes noted that there should not be an issue, unless it was completely buried. The vendor stated that the devices and cover are light traffic rated, and the company had no concerns with people driving over them. He noted that the devices are not frequently damaged. Vice-Mayor Delaney conveyed the importance of the devices being able to withstand lawn maintenance services.

Vice-Mayor Delaney inquired about how the new devices worked. The vendor explained briefly how the devices worked and how they used magmeter technology to read the speed of water.

Councilor Choy thanked Ms. Barnes and her Staff for their great work. Councilor Choy noted that it currently takes a lot of time and revenue for Staff to go out for failures and make repairs. She asked about possible costs savings once the project is complete. Ms. Barnes noted that in 2025 approximately \$110,000 was spent in Staff time going out to address failed registers.

Councilor Choy asked for confirmation that the 20-year contract was just to coincide with the life of the meter. Ms. Barnes confirmed. She next asked about notification for when the battery has died. Ms. Barnes and the vendor confirmed there would be a way to know when the battery has failed, and they noted that a manual reading could be done as a backup.

Mayor Kuretski stated that he could not support the contract award. He noted he did not have an issue with the need for the project or the recommended contractor, services or equipment. He could not support the contract award due to his long-standing difference of opinion with the Utilities Department's procurement, fiscal management and contract negotiation practices. He also noted staff's top ranked firm (Core & Main) submitted net base bid prices that were \$4.7 million and \$3.1 million higher than the low bidder, for the with versus without optional equipment scenarios, respectively. Mayor Kuretski further discussed his key takeaways and concerns related to the project, which included the bid pricing, contract negotiations by Staff, procurement practices of negotiating with preferred supplier, claimed financial benefits for water meter accuracy improvements, the implementation schedule and overall impact to life of meters, and the annual software lease agreement annual cost increases of three percent. Mayor Kuretski noted that he evaluated things differently, and he thought it should have been evaluated from a customer benefit basis.

Councilor Sundstrom stated that there was a benefit to the customer, and that it was very nuanced and complex. Even though customers will see a slight increase, there is also an increased level of service. She noted that customers will be able to track daily use, which will provide the ability to better conserve water and resources town-wide. Councilor Sundstrom thanked Ms. Barnes for the work that had been done.

Vice-Mayor Delaney stated that Utilities was an enterprise fund, and needed to be run like a business and compensated efficiently. Mayor Kuretski responded that it was built into the rates, and stated that he was use to a much different totality of evaluation. He expressed his desire to see future evaluations done differently.

Councilor Guisinger moved to approve Resolution 86-25; seconded by Vice-Mayor Delaney; motion passed.

Kuretski	Delaney	Choy	Guisinger	Sundstrom
No	Yes	Yes	Yes	Yes

15. **Resolution 120-25**, Approving Contracts to Kirchman Construction Co. (EPW 2025-34A), Arkest, LLC (EPW 2025-34B), Proctor Construction Co. (EPW 202534C), and

Fierce Construction (EPW 2025-34D) for General Contracting Continuing Services in a combined amount not to exceed \$6,000,000.

Mr. George Dzama, Director of Engineering and Public Works, provided a brief overview of the item, noting that the contract is used by multiple Departments. He reviewed the procurement process and highlighted the benefits of the contract.

Councilor Choy asked whether there was an estimate of potential cost savings. Mr. Dzama responded that while exact figures were difficult to determine, estimated savings were in the range of 10–15%.

Councilor Choy then asked for clarification regarding FEMA reimbursements, and whether the Town was currently receiving FEMA reimbursements. Mr. Dzama explained that the contract includes a provision intended to expedite the reimbursement process.

Mayor Kuretski asked for clarification on work authorizations and whether dollar thresholds determined which items must come before Council. Mr. Dzama stated that threshold values are defined in the Town's procurement policy. Contracts under \$50,000 may be authorized by the Town Manager, while anything above that amount requires Council approval.

Mr. Scott Reynolds, Director of Finance, discussed the current procurement policy and potential updates to threshold amounts, noting that such changes could be incorporated.

Mayor Kuretski expressed appreciation that the bid evaluation weighted 70% toward cost. He also noted that the approval threshold could potentially be increased to reduce the number of items returning to Council.

Councilor Sundstrom moved to approve Resolution 120-25; seconded by Councilor Choy; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

REPORTS

TOWN ATTORNEY – NONE

TOWN MANAGER –

- Town of Jupiter Citizen Survey - Mr. Kitzerow provided a reminder about the survey, which began in October, and deadlines. Mr. Kitzerow stated that the Town partners with the Polco Survey Company to conduct the science-based study for the Town. Selected residents will have until December 15 to complete the survey, and should receive a postcard reminder in the mail.
- Bush Road Stormwater Improvements - Mr. Kitzerow noted the Town had completed the construction for the stormwater drainage improvements on the road and as of last Wednesday, November 26, the road had been reopened. Mr. Kitzerow stated that in the upcoming week a contractor will perform asphalt milling

and overlay to complete the project, and the road would remain open with the utilization of flagmen to manage traffic. The Town will utilize social media, the website and emails to keep the public informed.

- Jupiter's Hometown Heroes - Mr. Kitzerow explained that the Town has launched a new program to honor residents, business owners or volunteers who make a difference in the Jupiter community. He noted that the program would be promoted through all of the Town's distribution channels.
- PBA Contract – Mr. Kitzerow provided an update on the contract negotiations for Police Sergeants and Officers. He was happy to announce that a tentative agreement had been reached, and that the PBA had scheduled a vote by the Town's Officers and Sergeants to ratify the agreement on December 12 and December 15. He reminded everyone that the ratification was only the first step in the approval process, and that should the Union ratify the contract, the contract would come before Council for a vote at the next available meeting, which could be January 6, 2026.
- Upcoming Holiday 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. The event has been moved to the Town Green located on the Municipal Campus for the first time, and will feature food trucks, performances by local schools and community groups, and at 6:25 the official lighting of the tree.
 - Saturday, December 6 – the annual Boat Parade will be held, and should arrive in Jupiter between 7:30 and 8:00 p.m.
 - Saturday, December 13 – the Town will hold its annual Snow Place Like Jupiter Event. The event will be held at the Abacoa Community Park from 3:00 p.m. to 6:00 p.m., and will feature real snow.
 - Sunday, December 14 – the annual JTAA Holiday Parade will occur. He noted that the Town does not set the parade route for the event, but that the Town does work with JTAA and the route they select.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS –
COUNCILOR CHOY:

- Centennial Art & Poetry Contest – Councilor Choy expressed her gratitude to all of the participants. She inquired if any of the entries would be available for additional copies.
- Presentations –
 - Councilor Choy thanked Interim Chief Hennessy for the update on the anchored vessels.
 - Councilor Choy expressed her gratitude to all of the Staff for the presentations given.

VICE-MAYOR DELANEY:

- Vice-Mayor Delaney proposed to authorize employees to have the day after Christmas, December 26th, off as a paid holiday. Mayor Kuretski asked about the current policy, and asked for clarification that employees would be off Wednesday and Thursday, and that they would be adding Friday. Vice-Mayor Delaney confirmed.

Vice-Mayor Delaney moved to allow employees to have the day after Christmas, December 26th, off as a paid holiday; seconded by Councilor Guisinger; motion passed.

Kuretski
Yes

Delaney
Yes

Choy
Yes

Guisinger
Yes

Sundstrom
Yes

MAYOR KURETSKI:

- PBA Contract - Mayor Kuretski thanked Mr. Kitzerow for the good news. He noted the effort put in by all parties. He requested to be notified of the vote results.
- Bush Road - Mayor Kuretski expressed his gratitude for the road reopening. He requested an update in the Weekly Report on the possible closure of the road due to the intersection project that was set to begin in the coming weeks.
- Water Meter Clearance Requirements – Mayor Kuretski noted that meters are usually coupled together and in one box between neighbors. He hoped that the clearance requirements took into account sprinklers and street lights.

COUNCILOR SUNDSTROM:

- Procurement Thresholds (\$50,000) - Councilor Sundstrom expressed her desire for the \$50,000 threshold to be looked at, since costs and rates of doing business have changed. She would be supportive of it being reviewed and possibly increased.
- Police Department in Car Video System - Councilor Sundstrom stated she was pleased to see this item, and noted it was another example of using technology to improve the Town's operational efficiency and effectiveness in the Police Department and public safety as a whole.
- PBA Contract - Councilor Sundstrom expressed her pleasure with the news.
- Hometown Heroes - Councilor Sundstrom thanked the Town Manager for the program. She was happy to see the Town celebrating all of the good and incredible people in the Town, and noted that it was a great small-town feel element.

COUNCILOR GUISINGER:

- PBA Contract - Councilor Guisinger expressed his appreciation for the agreement, and his desire to see it in January.
- Town of Jupiter Citizen Survey - Councilor Guisinger inquired how the results of the Town survey would be communicated to the Council. Mr. Kitzerow noted that

a presentation would be given to the Council, and he provided an overview of the process once the survey company provides the results to the Town.

- Centennial Art & Poetry Contest - Councilor Guisinger stated that he was the liaison on the Art Committee, and that he had the benefit of attending their last meeting when they reviewed all of the submissions and the winners were selected. He noted that the essays and poems that were written were also good and he encouraged members of the Council to read them.

ADJOURNMENT – 9:06 P.M.

Merriane Lahmeur, Town Clerk