



OFFICE OF THE TOWN MANAGER

VIA EMAIL AND CERTIFIED MAIL

May 22, 2025

Verdenia Baker
Palm Beach County Administrator
Todd Bonlarron
Interim Palm Beach County Administrator
301 N Olive Ave, Unit 1201
West Palm Beach, FL 33401

Subject: Interlocal Agreement – Fire Rescue Transition Plan

Dear County Administrator Baker and Interim County Administrator Bonlarron:

At its regular Town Council meeting on Tuesday, May 20, 2025, the Jupiter Town Council unanimously approved the Interlocal Agreement for the Transition of Fire Protection and Emergency Medical Services to the Town of Jupiter (ILA). This ILA outlines a collaborative plan for the transition of fire and EMS services from Palm Beach County Fire Rescue (PBCFR) to the Jupiter Fire Rescue Department (JFRD) that maintains safety and service levels for residents and businesses of the Town of Jupiter, and the Jupiter area.

I respectfully request that this ILA be placed on a Board of County Commission meeting agenda as soon as possible for the Commission's adoption. The adoption of this ILA by the official elected bodies of both the Town of Jupiter and Palm Beach County will set a clear expectation for the staff of both organizations for mutual support, training, cooperation, and service.

I'd also like to take this opportunity to thank Administrator Baker for her leadership and years of service to Palm Beach County. Administrator Baker, I've had the opportunity to work with you as a Police Chief for both the Town of Jupiter and the Palm Beach County School District, and now as the Town Manager of Jupiter. On every occasion that we have had to work together, you have shown true leadership. I have valued our mutual collaboration and respect, and wish you much success in your retirement.

Mr. Bonlarron, congratulations on your appointment to Interim County Administrator. I've also had the pleasure of working with you on various important initiatives, and look forward to continuing our partnership. Your appointment represents an important transition for Palm Beach County leadership, and I know that you will operate with

integrity and purpose. Creating a period of overlapping responsibility that allows for a successful and smooth transition is the best way to ensure continuity of County operations.

In the spirit of that continuity of service, the transition plan proposed by JFRD and outlined in the attached ILA is in the best interest of the residents of the Town of Jupiter, and the broader Jupiter area. I know that the transition from PBCFR to JFRD will serve as a model of collaboration between governments. I appreciate your support and leadership, and look forward to your response as to when the ILA will appear on a Board of County Commission agenda.

Sincerely,



Frank J. Kitzerow
Town Manager

Enclosures: 1. Town of Jupiter Resolution No. 67-25
2. Interlocal Agreement with Palm Beach County for Transition of Fire Protection and Emergency Medical Services (2 originals)

cc: Honorable Mayor and Members of the Jupiter Town Council
Honorable Mayor and Members of the Palm Beach County Board of County Commissioners
Darrel Donatto, Fire Chief, Town of Jupiter
Patrick Kennedy, Fire Administrator, Palm Beach County