



Fire Rescue

Chief Patrick J. Kennedy
405 Pike Road
West Palm Beach, FL 33411
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May 6th, 2025

Frank Kitzerow,
Town Manager
210 Military Trail
Jupiter, FL 33458

Dear Mr. Kitzerow,

Thank you for notifying my office of your intent to meet with Chief Rowley. Chief Rowley has prioritized meeting with you in the past and will continue to do so. He also provides regular briefings as needed with me regarding his activities. We recognize the great effort Chief Rowley has put forth to engage in community events and regularly attend Council Meetings. Chief Rowley knows that his leadership supports him, and he may request guidance through his chain of command at his discretion.

On February 24th, 2025, Assistant Chief David Woodside, Deputy Chief Gonzalez, District Chief Rowley, Division Director Jill Gregory, and other support staff from PBCFR attended a meeting at the request of Chief Donatto to discuss the transition. Since that meeting, PBCFR has provided templates, which the Town of Jupiter may utilize to develop its own dispatch response protocols. Additionally, information on the IT closet (station 16), station numbering and other information on essential equipment was provided in an effort to assist the Town in budgeting/planning for the transition.

Further during the same February 24th, 2025 meeting Chief Donatto verbally requested to terminate the contract early. My staff made clear that we would continue to honor the existing contract until its expiration on September 30, 2026.

Upon receipt of your letter dated April 25th, 2025, my office again reviewed the items identified by Chief Donatto in the February meeting and is confident that it shouldn't take more than three months to develop and implement a transition of Fire Station 16. Therefore, nine months is more than adequate. As such, I have determined that my office is prepared as scheduled to have a meaningful discussion by January 2026.

As the Fire Rescue Administrator, I assure you I am committed to continue providing excellent service to Town of Jupiter. Thank you again for your notification of your intent to meet with Chief Rowley, though unnecessary. I encourage you to continue to communicate with Chief Rowley as needed. Please let me know if you have any issues in scheduling meetings with him.

Sincerely,

Patrick J. Kennedy
Fire Rescue Administrator