

**FINAL AGENDA AND MINUTES  
TOWN OF JUPITER  
TOWN COUNCIL MEETING  
TOWN COUNCIL CHAMBERS  
TUESDAY, APRIL 19, 2022**

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

Roll Call: Mayor Jim Kuretski; Vice-Mayor Cameron May; Councilor Ron Delaney; Councilor Cheryl Schneider; Councilor Malise Sundstrom; Interim Town Manager Frank Kitzerow; Town Attorney Thomas J. Baird and Deputy Town Clerk Elizabeth Ojea.

**PROCLAMATION**

**1. Historic Preservation Month – May 2022.**

Mayor Kuretski presented the proclamation to Historic Resources Board members; Mr. Josh Liller, Ms. Sara Misselhorn, Mr. Brad Mayo, Mr. David Thompson and Mr. Lee Webber.

Mr. Josh Liler thanked Council for recognizing the importance of history in our community, which dates back 5,000 years, and the support for the Historic Resources Board.

**2. National Volunteer Week - April 17-23, 2022.**

Mayor Kuretski accepted the proclamation on behalf of all volunteers who had contributed their time and service.

**PRESENTATION**

**3. Town of Jupiter's fiscal year 2021 Annual Comprehensive Financial Report (ACFR) by Marcum CPA Firm.**

Mr. Maurice (Mo) Marcum, representing the Marcum CPA firm, gave a brief overview of the Annual Comprehensive Financial Report. He highlighted the Independent Auditor's Report, Management, Discussion and Analysis, Basic Financial Statements, footnotes, and a Reporting Section.

Mr. Marcum mentioned the Town compared highly with other municipalities. He also noted the acronym had changed from CAFR to ACFR. Mr. Marcum said this was the first year Marcum had worked with the Town and when a municipality changed auditors it required additional time and burden for Staff and the transition went smoothly.

Mr. Marcum noted key elements including, total net position, increased operations, unassigned fund balance and American Rescue Plan Act (ARPA) funds.

Councilor Delaney thanked the Finance Department for all their hard work.

Mayor Kuretski thanked Marcum and Staff for a smooth transition and thanked Staff for their hard work all year long. He also thanked the Audit Committee for their commitment.

Mr. Scott Reynolds, Finance Director, stated Marcum performed very well and asked important questions indicating they had spent a great deal of time preparing.

**CITIZEN COMMENTS**

Ms. Linda Otto, resident of West Riverside Drive, asked Council again about an illuminated speed limit sign on Riverside Drive.

Mr. Wayne Posner, resident of Carina Drive and past Council member, congratulated the new Council and Mayor. He discussed the Sims House being nationally recognized as a historic home in the Town with adaptive re-use. He also asked Council to revisit the widening of Dolphin Road.

Ms. Vivien McLean-Bunce, resident of 23<sup>rd</sup> Court and representing the Jupiter Inlet Foundation, gave an update on the action plan for vulnerable seagrass areas with informational markers. She stated two additional areas of concern had been located in Sawfish Bay and west of the bridge near Bird Island. She thanked Council for their continued support.

Ms. Penny Payne, resident of 126<sup>th</sup> Terrace, requested a roundtable discussion between the Art Committee and Council; continued funding for the Shakespeare Festival; and suggested more studies into the infrastructure for the 40-bed hospital near Island Way.

**MINUTES**

**4. April 5, 2022 Town Council Meeting Minutes.**

Councilor Delaney moved to approve the April 5, 2022 Town Council Meeting Minutes; seconded by Vice-Mayor May; motion passed.

Kuretski	May	Delaney	Schneider	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.

- Councilor Schneider pulled item 6.
- Mr. Becky Rose and Mr. Frank Scotti removed item 6.

Councilor Schneider moved to approve the Consent Agenda, as amended; seconded by Councilor Sundstrom; motion passed.

Kuretski	May	Delaney	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**PUBLIC BUSINESS**

**5. Resolution 21-22**, Approving contract award recommendation to Hinterland Group, Inc. for Island Way well site development improvements re-bid (W2011B2) for site development of three Floridan Aquifer well sites (RO14, RO15 and RO16), and four Surficial Aquifer well sites (SA58, SA59, SA60 and SA62) in the amount of \$818,000.

**6. Resolution 27-22**, Approving award EPW 2022-04 to FG Constructions, LLC for the A1A and Jupiter Beach Road roundabout in the amount not to exceed \$1,160,490.31.

**MOVED TO REGULAR AGENDA**

**CONSENT AGENDA**

**PUBLIC BUSINESS**

7. **Resolution 34-22**, Approving contract award recommendation to Florida Design Contractors, Inc., for removal and replacement of existing filter media in six horizontal pressure filter cells at the Nanofiltration Plant pretreatment facility for the base bid amount of \$855,000, and an amendment of the Community Investment Program (CIP) project budget to \$955,000.
8. **Resolution 41-22**, Approving fiscal year 2022 mid-year budget amendments.
9. **Resolution 42-22**, Approving the contract renewal of EPW 2021-06, with Southwide Industries, Inc. for annual striping in an amount not to exceed \$132,641.82.
10. Approving a non-exclusive Licensing Agreement for off-site parking on Town-owned land for the Bayside Building located at 1001 Alternate A1A, south of Sawfish Bay Park.
11. Approving the Town Council Strategic Planning Workshop Meeting, Thursday, April 26, 2022 at 6:00 PM in the Council Chambers.

**ITEM REMOVED FROM CONSENT AGENDA TO REGULAR AGENDA**

6. **Resolution 27-22**, Approving award EPW 2022-04 to FG Constructions, LLC for the A1A and Jupiter Beach Road roundabout in the amount not to exceed \$1,160,490.31.

Ms. Becki Rose, resident of North A1A, felt the intersection functioned safely and thought adding a roundabout would be unsafe for cyclists and drivers. She suggested opening Parkway Street to Dubois Park which would significantly decrease traffic in the area as well as open an additional evacuation route.

Mr. Frank Scotti, resident of North A1A, felt with a roundabout, larger trucks would be unable to navigate the south entrance to Jupiter River Park. He was also concerned with emergency vehicles being able to enter.

Mayor Kuretski said at the previous Community Redevelopment Agency (CRA) Meeting he felt there was somewhat of a consensus in support of the roundabout but there was a matter of timing on re-bidding the project.

Vice-Mayor May agreed the project would be delayed based on the high bid received and the lack of support from some residents. He said he would like to see more information on the ingress and egress for Jupiter River Park.

Mr. Baird advised it was an action item so if Council were to take action it would be appropriate to have a discussion and presentations. If Council did not want to move forward at this time and gather information for later they should either not take any action on the Resolution or deny the Resolution.

Council asked Staff to work on reporting design clarifications.

Councilor Delaney motion to deny Resolution 27-22; seconded by Vice-Mayor May, motion to deny passed.

Kuretski  
Yes

May  
Yes

Delaney  
Yes

Schneider  
Yes

Sundstrom  
Yes

**REGULAR AGENDA**

**PUBLIC BUSINESS**

**12. Approving Town Council Community Donation Program for 2022.**

Ms. Satu Oksanen, Neighborhood Services Manager, mentioned the history of the program, the parameters, and stated the budget was \$25,000. She noted 15 eligible applications were received totaling \$123,775.

Mr. Brian Murillo, resident of Pinegrove Avenue and Senior Patrol Leader Boy Scout with Troop 774, noted his application had been ruled ineligible because he was an individual and not a nonprofit organization. He said the funds would go toward Jupiter First Church's Troop 774's garden project at Jupiter Elementary School. He asked Council to grant his funding request.

Ms. Penny Payne, Art Committee Member, spoke in support of the Shakespeare Festival as an applicant for a donation.

Mayor Kuretski said expectations may need to be realigned. He noted when he supported the Jupiter Inlet Foundation seagrass projects as part of a strategic initiative, he never expected that funding to come from the charitable donation program. Mayor Kuretski felt there was a disconnect in expectations and the process should be made more clear for applicants.

Councilor Sundstrom also questioned expectations and why the requests were far over budget. She felt a cap was necessary and criteria needed to be clarified. She wanted to be mindful it was tax payer money.

Councilor Delaney asked if the amounts were given by the applicants. Ms. Oksanen said yes.

Councilor Schneider and Mayor Kuretski questioned the Loggerhead Marine Life Center request and felt there had been some concerns with the organization.

Mayor Kuretski noted Council should be careful on policy decisions using tax payer dollars and what types of organizations were chosen.

Council discussed each request and made recommendations. The final amount given across the 15 organizations was \$75, 800.

Vice-Mayor May moved to approve the Town Council Community Donation Program for 2022, as amended; seconded by Councilor Sundstrom.

Kuretski	May	Delaney	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**13. Selection of Town of Jupiter Vice-Mayor 2022-2023.**

Councilor Schneider moved to select Councilor Delaney as Town of Jupiter Vice-Mayor 2022-2023; seconded by Vice-Mayor May.

Kuretski	May	Delaney	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

## **REGULAR AGENDA**

### **PUBLIC BUSINESS**

**14.** Review of preliminary Guaranteed Maximum Price (GMP) for the construction of the new Town Hall building and Value Engineering options to reduce the GMP.

Mr. Rob Castrovinci, Engineer for Song and Associates, gave a brief presentation the current site plan and different views of the project. He asked for Council's opinion on a balcony area and provided different site lines of the area for them to consider.

Mr. Jon Tori with Kaufman Lynn Construction, discussed the Guaranteed Maximum Price (GMP) proposal details; value engineering alternatives, and cost savings.

Mr. Michael Villella, Chief Financial Officer, discussed the funding plan and said he would return with final numbers, including cost savings.

Mr. Wayne Posner, resident of Carina Drive, suggested reducing the building size by 2,000 square feet. He said it could save the Town approximately \$1 million dollars.

Ms. Carol Watson, resident of Chasewood Drive, felt the Town shouldn't take anything off the building or cut corners, the residents deserved a beautiful building.

Councilor Sundstrom asked about previous discussions regarding the American Rescue Plan Act (ARPA) funds.

Mr. Villella stated he had suggested the possibility of using \$2 million dollars of ARPA funding for the project but there were significant federal regulations with a project that exceed \$10 million dollars in costs. The federal regulations would add more in administrative costs to the project. The ARPA funds were elected to be used on other projects.

Mayor Kuretski noted there was 10 to 15 percent price increase which was not unreasonable.

Mr. Tori clarified the Town received at least three quotes for each aspect of the project.

Ms. Schneider believed the information center needed to be placed more towards the front.

Mr. Castrovinci stated the information center had been moved within the line of site of both entrances.

Ms. Schneider asked if there was anything that could be done to improve the parking in front for those going to the Community Center.

Mr. Villella stated the Town could designate spaces.

Councilor Schneider said her concern was for seniors who had trouble getting into the Community Center.

Mr. Castrovinci stated additional spaces could be added.

Council unanimously agreed to proceed.

Interim Town Manager Kitzerow excused himself from the dais. Ms. Kate Moretto, Senior Director, External Customer Service, took his place as representative.

**REGULAR AGENDA**

**PUBLIC BUSINESS**

**15.** Town Council selection for the top Town Manager Candidates to move forward to in-person interviews.

Ms. Donna Higginbotham with Mercer Group Florida, reviewed the history of the search, the nine recommended applicants, and the top three selected by Council. She recommended completing a two-day interview process with the top three candidates.

Mr. Wayne Posner, resident of Carina Drive, stated he recommended Mr. Frank Kitzerow for Town Manager.

Ms. Higginbotham stated the top three candidates were Mr. Scott Andrews, Mr. Dale Dougherty, and Mr. Frank Kitzerow.

Councilor May suggested moving forward with Mr. Kitzerow since four of the Council members selected him as their top choice.

Councilor Sundstrom agreed and mentioned she had spent an hour interviewing each candidate.

Vice-Mayor Delaney stated Council should complete the back ground checks for full transparency.

Councilor Schneider mentioned after speaking with Mr. Kitzerow she concluded he was the right person for the position.

Vice-Mayor Delaney motioned to hire Mr. Frank Kitzerow as Town Manager; seconded by Councilor Schneider.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**REPORTS**

**TOWN ATTORNEY**

- Collective Bargaining Agreement (CBA) – Mr. Baird noted a regulator, Brett Schneider, was brought in on a temporary basis to help with an arbitration that was going on. He now recommended bringing on his partner, Mr. Mike Gore, to handle the CBA as lead attorney.

Councilor Schneider questioned changing CBA attorneys. Mr. Baird said he had always been involved as the Town attorney so he didn't consider it a change and Mr. Schneider had only been involved in initial discussions of the CBA.

Mayor Kuretski, Councilor Delaney and Vice-Mayor May said they would be fine with the change.

Vice-Mayor May moved to replace Mr. Schneider with Mr. Gore to handle negotiations; seconded by Councilor Delaney.

## **REPORTS**

### **TOWN ATTORNEY**

Ms. Nikki Carpenito, Senior Director, Internal Customer Service, said there had already been two negotiation sessions that had gone really well and suggested Council speak with Mr. Kitzerow and Staff for more information. She indicated Staff would not recommend changing attorneys at this time.

Mr. Baird noted the Town Charter gave the Town Attorney responsibility for recommending legal counsel. He said he was not comfortable with the situation because he had not been involved in the initial discussions.

Councilor Schneider said she would like know a little more and get Staff's and the Town Manager's perspectives.

Vice-Mayor May withdrew his motion.

Councilor Sundstrom said she would like a briefing for more information.

Councilor Delaney and Mayor Kuretski said they were comfortable with the Town Attorney's recommendation.

Vice-Mayor May stated due to the questions he would like to defer the decision to the next meeting.

### **TOWN MANAGER**

- Draft Letter to the Army Corps of Engineers – Ms. Moretto reminded Council they had been given the letter regarding the reconstruction of the Suni Sands Boat House and the potential impact on the environment. She said Staff was planning to send the letter soon.

Councilor Schneider said she thought the letter was good. Vice-Mayor May and Councilor Sundstrom thanked Ms. Moretto.

Mayor Kuretski asked her to mention Johnson seagrass and its significance, in the letter.

## **REPORTS**

### **TOWN MANAGER**

- Root Mitigation update – Ms. Moretto noted the update was included in the previous weekly Town Manager Report.
- Business Community Liaison's Office – Ms. Moretto stated a web page had been created and Mr. Roger Held, Building Director, and his Staff were working to meet the needs of the business community.

Vice-Mayor May thanked the management team for putting that together and he had already heard good things from some businesses.

## **TOWN COUNCIL – LIAISON REPORTS AND COMMENTS**

### **COUNCILOR SCHNEIDER**

- Saw Fish Bay Park – Councilor Schneider said there were two projects going on in the park: a living shoreline project and a new dock. She wanted to make sure the dock was consistent with the living shoreline project and suggested removing the cleats to discourage boaters from entering the area.

### **COUNCILOR DELANEY**

- Finance Department – Councilor Delaney wanted to thank the Finance department for doing a great job year after year on the ACFR.

### **MAYOR KURETSKI**

- Town Manager – Mayor Kuretski said the next step would be to work on a contract and usually a council member was assigned to work with the Town Attorney. Councilor Schneider volunteered.
- Public Engagement – Mayor Kuretski stated this Council wanted the public to know they were listening. He asked Staff to follow up with Linda Otto and her request for Riverside Drive. He noted Riverside Drive had a level of service issue and residents were against mitigation for that, but there was a budget for traffic calming and Staff could make a recommendation.
- Hamptons Residents' Concerns – Mayor Kuretski said residents had concerns with the completion of phase one of the project for the drainage valley curbs. Even though Staff had met with some residents, he wanted Staff to meet with the association and make sure everyone was satisfied.
- Charitable Organizations – Mayor Kuretski said he was not satisfied how the item ended up. He asked Staff to prepare a categorized list of programs to help make an appropriate charitable budget decision.

### **COUNCILOR SUNDSTROM**

- New Town Manager – Councilor Sundstrom congratulated Mr. Frank Kitzerow for being chosen as the new Town Manager.
- Charitable Organizations – Councilor Sundstrom agreed with Mayor Kuretski. She said the parameters should be more strategic and caps should be provided.

### **ADJOURNMENT** – 9:11 P.M.

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Laura E. Cahill, Town Clerk

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Jim Kuretski, Mayor