

**FINAL AGENDA AND MINUTES  
TOWN OF JUPITER  
TOWN COUNCIL MEETING  
TOWN COUNCIL CHAMBERS  
TUESDAY, MAY 3, 2022**

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

Roll Call: Mayor Jim Kuretski; Vice-Mayor Ron Delaney; Councilor Cameron May; Councilor Cheryl Schneider; Councilor Malise Sundstrom; Acting Town Manager Kate Moretto; Town Attorney Thomas J. Baird and Town Clerk Laura Cahill.

**PROCLAMATION**

1. National Public Works Week, May 15-21, 2022 - Mr. Thomas Hernandez, Engineering, Parks and Public Works, Interim Director.

Mayor Kuretski presented the proclamation to Mr. Thomas Hernandez, Interim Director of Engineering, Parks and Public Works.

Mr. Hernandez thanked Council for acknowledging Public Works, Stormwater and Utilities Department Staff for all their hard work.

**PRESENTATION**

2. JTHS-Miami Realtor Association presents the Community Award to Councilor Cameron May.

Mr. Bill Mate with Jupiter, Tequesta, Hobe Sound-Miami Realtor's Association presented Councilor May with a community award.

**CITIZEN COMMENTS**

Ms. Carol Watson, resident of Chasewood Drive, felt the Town should build a beautiful new Town Hall for the residents and not take a low cost approach.

Mr. Bryan Riddle, resident of West Whitney Drive, said there was an increase in illegal activity in the Eastview Manor and Penn Park areas and his mother no longer felt safe in her home. He asked Council to look into the safety concerns for the residents.

Mayor Kuretski thanked Mr. Riddle for coming forward and stated someone from the Police Department would speak to those individuals from the neighborhood regarding their concerns.

Ms. Katherine Bouyea, resident of West Whitney Drive, stated she had lived in Eastview Manor for over 11 years and had growing concerns for the lives and safety of her children.

Ms. Mia Bouyea, resident of Jupiter, stated she was terrified and anxious after the recent drug arrests near her home and bus stop. She told Council she was in fear for her community and asked for something to be done to decrease the crime in the area.

**CITIZEN COMMENTS**

Ms. Beth Dellinger, resident of West Beverly Road, told Council she knew Mr. Riddle’s mother forever and for Mr. Riddle to step forward to speak to Council it had to be a serious concern.

County Commissioner Maria Marino, stated she had partnered with the Town on various projects, including the relocation of the Police Pole. She stated she looked forward to the Town’s continued partnership with Roger Dean Stadium. She explained the venture would generate revenue for the Town.

Ms. Isami Ayala, Director of Facilities Development and Operations for the Board of County Commissioners, explained the Commission would be presented with the new Developer Agreement and Sports Facilities Use Agreement on May 17, 2022. She stated she looked forward to working with Town Staff to finalize the documents.

Ms. Penny Payne, resident of 126<sup>th</sup> Terrace, asked Council to provide additional resources for the residents of Penn Park and Eastview Manor.

**MINUTES**

**3. April 19, 2022 Town Council Meeting Minutes.**

Vice-Mayor Delaney moved to approve the April 19, 2022 Town Council Meeting Minutes, as amended; seconded by Councilor May; motion passed.

Kuretski	Delaney	May	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 Sundstrom and Councilor Schneider pulled item 7.1.
- Mayor Kuretski pulled item 5.

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

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**PUBLIC BUSINESS**

**4. Resolution 47-22, Approving the Interlocal agreement and Easement agreements with the Loxahatchee River Environmental Control District (LRECD) for the construction of the Jupiter Park Drive and Central Boulevard Intersection Improvements.**

**CONSENT AGENDA**

**PUBLIC BUSINESS**

- 5. Approving four neighborhood matching grants through the 2022 Town Matching Grant Program in the amount of \$15,803.74. **MOVED TO REGULAR AGENDA**
- 6. Approving the use of State Forfeiture funds for a donation to the Gulf Stream Council's Learning for Life Explorer Program to support the Law Enforcement Explorer Academy in the amount of \$5,000.
- 7. Approving the purchase order with Dixie Southern Tank for two 4,000-gallon lined steel bulk acid storage tanks for the Town's Reverse Osmosis Water Treatment System in the amount of \$134,614.
- 7.1 Approving the employment contract with Mr. Frank Kitzerow for the Town Manager position. **MOVED TO REGULAR AGENDA**

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

- 5. Approving four neighborhood matching grants through the 2022 Town Matching Grant Program in the amount of \$15,803.74.

Mayor Kuretski said he pulled the item based on an email he had received regarding the grant application for a ADA chair lift for the community pool from the Sea Palm Community. He said someone had questioned the grants and he asked Staff for more information.

Ms. Satu Oksanen, Neighborhood Services Manager, said they applied for an ADA chair lift for the community pool and provided all the necessary information for the application including proof of community support. Ms. Oksanen said she had received an email asking that the match not be given, so the community would be eligible for another grant within three years.

Mayor Kuretski asked for confirmation that the matching grant program required that the grant project benefit the public beyond the community. Ms. Oksanen said that was correct but a few years ago a category was added called safety and security. She said the grant review committee discussed the Sea Palm's application and agreed it fell under that category. She also confirmed the application was received from the HOA Board.

Councilor May moved to approve four neighborhood matching grants through the 2022 Town Matching Grant Program in the amount of \$15,803.74; seconded by Councilor Sundstrom.

Kuretski  
Yes

Delaney  
Yes

May  
Yes

Schneider  
Yes

Sundstrom  
Yes

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

**7.1** Approving the employment contract with Mr. Frank Kitzerow for the Town Manager position.

Councilor Sundstrom discussed Section 14 and 4C, she explained performance evaluations were important and how a 2.5 percent salary increase should be pending a satisfactory performance evaluation. She suggested the Human Resources Department facilitate the process. She felt the contract should be continued for further review.

Councilor Schneider agreed regarding Section 14 and suggested a language change on Section 4C, to state, Council at its discretion may provide the Town Manager a 2.5 percent salary increase provided the Town Manager had received a satisfactory performance evaluation.

Council Schneider recommended the following sections be clarified: Section 2B and 2C, termination by the Town; Section 2C, benefits for terminated; Section 7, car payment, maintenance and cost responsibilities; Section 8, mileage not included; Section 10; Section 12B mileage not included; Section 13, needed to discuss further due to the current market and living within proximity to the Town.

Mayor Kuretski stated it was an unusual contract but was a negotiated item. He stated he and the Town Attorney worked with Mr. Frank Kitzerow on some of the items. He explained the Town Charter gave Council the right to waive where the Town Manager lived. He said Council could work with the Town Attorney to come up with a contract which all parties could agree upon.

Councilor Sundstrom moved to continue the employment contract with Mr. Frank Kitzerow for the Town Manager position to a future meeting; seconded by Councilor Schneider.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

Mr. Baird clarified Council would send him the changes they proposed and then he would discuss them with Mr. Kitzerow.

Mayor Kuretski stated yes.

Councilor Delaney asked if he would be paid retroactively.

Mr. Baird said he would continue to be paid as an Interim Town Manager.

Mayor Kuretski asked if a Resolution would be needed.

Mr. Baird said yes, to allow the Mayor the authority to sign the contract.

Mayor Kuretski stated the expectation to continue the item was for it to come back with the Resolution and could hopefully be finalized by the next meeting.

**REGULAR AGENDA**

**PUBLIC BUSINESS**

8. Approving the 2022 appointments to the Town’s Boards, Committees, and Countywide Organizations.

Councilor Sundstrom moved to approve the following appointments and reappointment to the Art Committee:

**Art Committee (3 year term)**

Ms. Lynn O’Brein  
Ms. Rose Shaw  
Ms. Nicole Kalil

Seconded by Vice-Mayor Delaney; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

Councilor May moved to approve the following reappointments to the Audit Committee:

**Audit Committee (1 year term)**

Mr. Paul Drahnak  
Mr. Joseph Lario  
Ms. Susan Present  
Mr. Peter Rene  
Mr. Robert Reynolds

Seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

Vice-Mayor Delaney moved to approve the following appointments and reappointments to the Beach Committee.

**Beach Committee (serves at the pleasure of Council)**

Ms. Shirley Brostmeyer - Appointed by Mayor Kuretski  
Ms. Gail Whipple – Appointed by Vice-Mayor Delaney  
Mr. Chase Malcolm – Appointed by Councilor May  
Deferred appointment – Appointed by Councilor Schneider  
Ms. Emily Johnson – Appointed by Councilor Sundstrom

**Beach Committee At Large (2 year term)**

Mr. David Uhlfelder

**Beach Committee Alternates (2 year term)**

Mr. John Pugsley  
Dr. Peter Fitzer

Seconded by Councilor May; motion passed.

**REGULAR AGENDA**

**PUBLIC BUSINESS**

8. Approving the 2022 appointments to the Town’s Boards, Committees, and Countywide Organizations.

Vice-Mayor Delaney moved to approve the following reappointments to the Construction Board of Adjustments and Appeals:

**Construction Board of Adjustments and Appeals (3 year term)**

Mr. Kevin Carter  
Mr. Andrew Cantatore

Seconded by Councilor Schneider; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

Vice-Mayor Delaney moved to approve the following appointment and reappointments to the Environmental Task Force:

**Environmental Task Force (serves at the pleasure of Council)**

Ms. Christina Akly– Appointed by Mayor Kuretski  
Mr. Evan Nader– Appointed by Vice-Mayor Delaney  
Deferred appointment – Appointed by Councilor May  
Ms. Vivien McClean-Bunce – Appointed by Councilor Schneider  
Ms. Christa Cherry – Appointed by Councilor Sundstrom

Seconded by Councilor Schneider; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

Vice-Mayor Delaney moved to approve the following appointments and reappointments to the Historic Resources Board:

**Historic Resources Board (serves at the pleasure of Council)**

Mr. Lee Webber– Appointed by Mayor Kuretski  
Mr. Josh Liller– Appointed by Councilor Schneider  
Ms. Christine Pinello– Appointed by Councilor Sundstrom

**Historic Resources Board Alternates (1 year term)**

Mr. David Thompson  
Ms. Sara Misselhorn

Seconded by Councilor Sundstrom; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**REGULAR AGENDA**

**PUBLIC BUSINESS**

8. Approving the 2022 appointments to the Town's Boards, Committees, and Countywide Organizations.

Councilor Schneider moved to approve the following appointments and reappointments to the Planning and Zoning Commission.

**Planning and Zoning Commission (serves at the pleasure of Council)**

Mr. Marc Pintel – Appointed by Councilor May

**Planning and Zoning Commission At Large (1 year term)**

Mr. Frank Fore

Mr. Ankur Patel

**Planning and Zoning Commission Alternates (1 year term)**

Mr. John Weisman (First Alternate)

Mr. Richard Dunning (Second Alternate)

Seconded by Councilor May; motion passed.

Kuretski  
Yes

Delaney  
Yes

May  
Yes

Schneider  
Yes

Sundstrom  
Yes

**Countywide Organizations**

**Loxahatchee River Coordinating Council**

Councilor Schneider

Vice-Mayor Delaney (Alternate)

**Palm Beach Transportation Planning Agency**

Mayor Kuretski

Vice-Mayor Delaney (Alternate)

**Palm Beach County League of Cities**

Rotation of Council Members

**School Board District Liaison**

Councilor Sundstrom

Councilor May (Alternate)

**Bioscience Land Protection Advisory Board**

Councilor May

Vice-Mayor Delaney (Alternate)

**Issues Forum**

Mayor Kuretski

Mayor Kuretski mentioned having a Council member liaison for the Art Committee, Audit Committee, Beach Committee, and Environmental Task Force.

## **REGULAR AGENDA**

### **PUBLIC BUSINESS**

8. Approving the 2022 appointments to the Town's Boards, Committees, and Countywide Organizations.

Council Schneider stated she would be the Council liaison for the Environmental Task Force. Councilor May stated he would be liaison for the Art Committee, Vice-Mayor Delaney offered to be the liaison for the Beach Committee, and Councilor Sundstrom stated she would take the Audit Committee.

Mayor Kuretski asked Mr. Scott Reynolds, Finance Director, if Council was needed regarding the Audit Committee.

Mr. Reynolds stated yes, a proposal for a new auditing firm had been sent out and State Statute required that a member of Council serves as the chairperson of the selection committee.

Mayor Kuretski mentioned the reason for the liaisons were to go to the committee meetings and bring back any issues that were unclear.

### **ROUNDTABLE**

9. Evaluation and Appraisal Report (EAR) of the Town's Comprehensive Plan.

Mr. John Sickler, Director of Planning and Zoning said Mr. Schneider would be presenting the item but he wanted to say it was a little easier for many small items to be included from a process stand point but if there was something Council wanted to be done later, a comprehensive plan amendment could be done at that time.

Mr. Martin Schneider, Principal Planner, gave a brief presentation including, the comprehensive plan amendments background, the evaluation and appraisal report (EAR) required every seven years, State requirements, State changes, updates and local conditions.

Mr. Schneider stated a mandatory change in 2021 was required by the State regarding a private property element. He said the Town would be using the State's language and the element would need to be adopted before any other changes. Mr. Schneider mentioned an optional opportunity the State provided was to allow accessory dwelling units in any single family zoning district provided the owner submitted an affidavit stating the unit would be rented to low income persons.

Mayor Kuretski emphasized that the Town had to be careful not to create potential conflicts with HOA and POA protective covenants. Mr. Schneider agreed and stated it was optional and may be another tool to deal with the workforce housing crises in Florida.

Mr. Schneider reviewed the pros and cons of local condition changes and timing for the EAR. Mayor Kuretski said Council would look to Staff to let them know if any requested changes were not advisable and why.

### **ROUNDTABLE**

#### **9. Evaluation and Appraisal Report (EAR) of the Town's Comprehensive Plan.**

Mr. Schneider started to list some suggested local condition changes and asked Council for direction on whether they should be considered EAR based amendments or better handled independently. One item included adding privately held recreation or conservation lands to the future land use map (FLUM).

Mayor Kuretski said he brought that forward but wanted to keep it simple by just adding a list of potential properties that may be available in the future. Mr. Sickler said it could be more complicated and could necessitate additional policy changes or land use changes.

Mr. Schneider continued with another change to enhance seagrass protection and environmental sustainability. He said the coastal and conservation elements both had general policies that aligned with that but stronger language could be added. The next items were evaluating the level of service in the recreation and open space element based on changing uses and demographics and using indoor recreation areas as emergency shelter facilities.

Mayor Kuretski said he did not support using indoor recreation areas as emergency shelters. As far as the level of service for recreation he agreed it did need to be re-evaluated and he gave some examples of county facilities that could help meet the needs.

Mr. Schneider mentioned workforce housing and possible policy changes. Mayor Kuretski discussed adding policy changes to address those expectations in high density residential developments.

The next item discussed was super majority requirements by the County for amendments to the Comprehensive Plan (Comp Plan). Mayor Kuretski felt Council may want to adopt the same requirements. He noted there was consensus of Council to move forward.

Mr. Schneider said to consider if any strategic priorities discussed would require changes to the Comp Plan. He said Staff was looking for any further direction and asking approval to send the EAR notification letter based on the review of the statutory changes to the Department of Economic Opportunity.

Councilor Sundstrom asked if the list was manageable by the timeline. Mr. Sickler and Mr. Schneider agreed it was manageable and was a good opportunity to update language and references.

Vice-Mayor Delaney asked about the accessory dwelling item. Mr. Sickler said they could provide a critique of the options.

Mr. Sickler said he would provide a draft of the letter at the next meeting for Council review.

## **REPORTS**

### **TOWN ATTORNEY - NONE**

### **TOWN MANAGER**

- Jupiter U Council meet and greet – Ms. Moretto thanked Council for participating in the meet and greet and thanked Staff for their efforts.
- Business Community Liaison – Ms. Moretto mentioned Mr. Roger Held had been appointed as the Business Community Liaison.

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

### **COUNCILOR MAY**

- Community Service Award – Councilor May thanked Mr. Mates for the award.
- Crime on Whitney Drive – Councilor May addressed the concerns regarding crime along Whitney Drive and stated the Police department would be taking action to increase patrolling in the area. Councilor Sundstrom agreed.

### **COUNCILOR SUNDSTROM**

- Meet and Greet – Councilor Sundstrom stated it was wonderful to be on the other side of the Jupiter U meet and greet and hope to do more of that.

### **VICE-MAYOR DELANEY**

- Crime on Whitney Drive – Vice-Mayor Delaney agreed with what was previously stated regarding the issues in the neighborhood and that Jupiter Police were working on it.
- Maltz Theater – Vice-Mayor Delaney stated he was invited to the Maltz theater for a tour and learned about its history.

### **COUNCILOR SCHNEIDER**

- Crime on Whitney Drive – Councilor Schneider thanked Chief England and Officer Kimbark for coming to the meeting to hear the concerns from the residents. She stated it was important to address the issues due to safety and because that was an area that included some of the Town's more affordable housing.
- Town Boards and Committees – Councilor Schneider mentioned making some tweaks to them including Staff liaisons, direction and goals.

### **MAYOR KURETSKI**

- A1A ad Jupiter Beach Road intersection improvements – Mayor Kuretski mentioned they received an update and wanted to get a consensus from Council to move forward with the Request for Proposal (RFP). Council unanimously agreed for Staff to move forward.
- Brightline Fencing – Mayor Kuretski showed a presentation regarding safety fencing for the Brightline high speed rail service through Jupiter. He reviewed the pedestrian pathways near the Pine Gardens South neighborhood. He mentioned the three zones that were established to have safety fencing; Pine Gardens South, north side of Indiantown Road, and north of Riverside Drive. Mayor Kuretski also shared that Brightline had committed to add some fencing under phase two but he was concerned that it was not enough fencing.

**TOWN COUNCIL – LIAISON REPORTS AND COMMENTS**  
**MAYOR KURETSKI**

Council discussed cost and quiet zones regarding the Brightline and safety fencing.

- Abacoa Baseball facility upgrades and lease extension -

Councilor May excused himself due to a conflict of interest being that he is employed by Palm Beach County.

Mayor Kuretski stated there would be a workshop regarding the baseball facility and shared background information. He mentioned the previous Mayor had worked with the County and baseball on a potential lease extension that considered setting aside funds from the surtax cash flow but nothing was added to the Community Investment Plan (CIP). He also mentioned a previous discussion regarding parking and stadium improvements.

Mayor Kuretski stated there was no current funding in the budget and Council would need to decide what they would like to fund and address it in the budget. He also mentioned the Town had a partnership to provide \$25,000 annually to security contributions, provide fuel maintenance paid by the Town, and the Town would be able to use four practice fields 10 months out of the year.

Mayor Kuretski stated the four fields would be available for continued use in the new agreement but Council would have to agree on the contributions for the new stadium. He also stated Council would need to agree on a funding agreement and decide whether to approve funding of approximately two and a half million dollars spread out over 10 years.

Mayor Kuretski mentioned the Town did not have an obligation to provide parking. He emphasized the Town had always supported baseball and had taken two proactive actions to help. He also spoke regarding parking revenues and the parking garage.

Councilor Schneider asked when the workshop would be.

Ms. Moretto stated there was a proposed date of Thursday, May 12<sup>th</sup> at 6 p.m. There was a consensus on the date and time for the workshop from Council. (JK, RD, CS, MS)

**ADJOURNMENT** – 9:31 P.M.

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Laura Cahill, Town Clerk

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Jim Kuretski, Mayor