

**FINAL MINUTES AND AGENDA  
TOWN OF JUPITER  
TOWN COUNCIL SPECIAL MEETING  
TOWN COUNCIL CHAMBERS  
TUESDAY, NOVEMBER 1, 2022**

Mayor Kuretski called the meeting to order at 6:00 P.M.

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

**REPORT**  
**TOWN ATTORNEY**

1. Recess for Attorney Client Session to discuss the pending litigation in the case styled, Harbourside Place, LLC vs the Town of Jupiter and the Jupiter Community Redevelopment Agency.

At approximately 6:01 P.M. Mayor Kuretski recessed the Special Meeting for the private Attorney-Client Session.

**RECONVENE COUNCIL SPECIAL MEETING**

At approximately 7:13 P.M. Mayor Kuretski reconvened the Meeting. Those in attendance were Vice-Mayor Ron Delaney; Councilor Cameron May; Councilor Cheryl Schneider; Councilor Malise Sundstrom; Town Manager Frank Kitzerow; Town Attorney Thomas J. Baird and Town Clerk Laura E. Cahill.

**PRESENTATION**

2. Partnership between University of Florida and Scripps – Mr. James Lapple, CFO of UF Scripps Biomedical Research.

Mr. James Lapple, Chief Finance Officer for the University of Florida Scripps Biomedical Research gave brief presentation which included the organization’s research; addressing unmet medical needs; lab discoveries; staffing; clinical advances; and educational studies offered. He thanked the Town of Jupiter for their on-going support.

**CITIZEN COMMENTS**

Ms. Linda Otto, resident of Riverside Drive, spoke regarding concerns for drivers speeding on Riverside Drive. She suggested placing a police officer in her driveway to monitor speeding.

**MINUTES**

3. October 20, 2022 Town Council Special Meeting Minutes.

Vice-Mayor Delaney moved to continue the October 20, 2022 Town Council Special Meeting Minutes to the next meeting; seconded by Councilor Malise Sundstrom; 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 Cheryl Schneider moved to approve the Consent Agenda; seconded by Councilor Cameron May; motion passed.

Kuretski	Delaney	May	Schneider	Sundstrom
Yes	Yes	Yes	Yes	Yes

**PUBLIC BUSINESS**

- 4. Approving the use of State Forfeiture Funds for “Shop with a Cop” holiday event in the amount of \$2,000.

**ROUNDTABLE**

- 5. Fire and Emergency Medical Services discussion.

Mr. Scott Reynolds, Director of Finance, reviewed the history of the Towns Municipal Services Taxing Unit (MSTU) and the Palm Beach County Fire and Rescue services (PBCFR). He mentioned the Town valued the partnership with the County public safety services. He also stated the current contract would expire at the end of 2022 but the funding would continue until September 30, 2023. The PBCFR Administrator and Board of County Commissioners notified the Town that they did not wish to renew the current Jupiter MSTU Interlocal agreement at the current, actual cost rate. The original proposed agreement received from the County removed the actual cost methodology and moved the Jupiter MSTU to the County-wide Fire Rescue MSTU millage rate. The County-wide rate would increase the current Jupiter fiscal year 2023 millage rate of 1.8713 to 3.4581 by fiscal year 2028, or an 85% increase over 5 years. Revenues for PBCFR would increase by \$34 million (129%) during that same period. Jupiter residents would see a significant increase in the Fire Rescue portion of their tax bill under the proposed schedule of millage rates. The 5-year increase to a typical Jupiter household would reach \$820 annually. Mr. Reynolds mentioned the County had provided an updated proposal that he would go over later.

Mayor Kuretski stated there was complete satisfaction with PBCFR and asked to share a graph showing the historical and proposed PBCFR services cost from 2007-2028 including the original and updated proposals. He mentioned the Town had no choice but to look for alternatives due to the 21 ½ percent annual increase for the next five years.

Mr. Reynolds stated the Town hired International City Manager’s Association (ICMA) as a consultant to assist the Town evaluate its options and introduced Chief Joseph Pozzo, Center for Public Safety Management Staff with the ICMA and Chief Fire Officer designee; Chief Mark Piland, Project Lead on Fire and EMS; and Mr. Jason Brady, EMS subject matter expert.

## ROUNDTABLE

### 5. Fire and Emergency Medical Services discussion.

Chief Pozzo gave a presentation highlighting preliminary findings from the Fire and EMS sustainability and feasibility study. He explained the work the Center for Public Safety Management did, why a Fire and Emergency Medical Services (EMS) study was necessary and reiterated that the Town of Jupiter had expressed complete satisfaction with the Palm Beach County Fire Rescue (PBCFR) services.

Chief Pozzo reviewed the current Fire and EMS services, including stations, personnel and services; locations within the Town and their equipment and staffing; Fiscal Year 2023 PBCFR contract costs which was calculated with a cost for service formula; revenues from transports and impact fees; and sustainable fire and EMS services regarding proposed MSTU revenues based on Town growth trends.

Chief Pozzo continued the presentation outlining four options for the Town: 1) to accept the current PBC proposal at a percentage cost increase; 2) to create a Town of Jupiter Fire Department with startup considerations; 3) contract Fire and EMS with a contiguous municipality; and 4) for the Town to create a fire district under the State of Florida Statutes and be included as an independent special district.

Mr. Reynolds discussed receiving an updated proposal from PBC and compared the new proposal to the Town creating its own Fire Department. He explained the summary of impacts to residents and updated revenues, from the new PBC proposal.

Mayor Kuretski appreciated the great work done by Staff and the different options presented. He thought it was too early to decide but felt another option, which he called option five, to pursue an alternative action cost-plus ten-year contract with PBC was the best option. He looked forward to getting more information and researching the alternative options.

Councilor Schneider said PBCFR was outstanding ~~and she~~ would like to continue to have *them provide service to the Town, but that the cost of the current proposal was not something she could support. She would be open to exploring a cost-plus model that would include a contribution to the county-wide Fire/Rescue system, so long as the contribution was in keeping with Council's commitment to be fiscally responsible.* Vice-Mayor Delaney agreed. He mentioned he would like to meet with Staff and the Town Manager to continue going down the current path. He reiterated that the Town had a great relationship with PBCFR but he needed more information. 11/16/22 LC

Councilor Sundstrom asked if any other municipalities had their own MSTU. Mr. Reynolds said yes but not similar to Jupiter. She said she heard other municipalities questioned why the Town had an MSTU and why it was not what everyone else was paying. She felt the new proposal wouldn't resolve that issue for PBCFR.

**ROUNDTABLE**

**5. Fire and Emergency Medical Services discussion.**

Councilor Sundstrom felt the new proposal was more reasonable but was not based on actual cost. She questioned if there were any revenue credits and where that money would go with the new proposal. Mr. Reynolds stated yes and he assumed they would be used to offset general operations. Councilor Sundstrom asked if any new services would be included. Mr. Reynolds said no. She asked Staff to confirm if the Town was paying for what the Town used, if it was a 10-year agreement with the numbers increasing for another 5 years, and if the increase for 2023 accounted for everything. Mr. Reynolds said yes. She asked if the Town was paying their fair share to contribute to the county. Mr. Reynolds confirmed the Town was.

Councilor Sundstrom noted her concern for level of service, cost, and the variety of options. She asked if Jupiter had the potential to reach the same level of service as the PBCFR, whose International Organization for Standardization (ISO) rating was top 1% nationally. Mr. Pozzo responded it was certainly possible. She asked if that would be a benefit to residents and business owners towards insurance. Mr. Pozzo said yes, with some insurance companies. She felt the Town could have the opportunity to have local control and transparency with the budget.

Councilor Sundstrom asked, if the Town were to work with a contiguous municipality on EMS services, how the Town would be able to ensure response times. Mr. Pozzo responded staffing in the Town would be similar to PBCFR. She agreed with option five but with using actual cost to provide some transparency. She mentioned as of right now she was not supportive of option 4, however, she was open to hearing more. She said it was best to pursue other options due to cost.

Councilor May, Mr. Reynolds and Chief Pozzo discussed startup costs, fire assessment fees, training and special operations.

Councilor May asked if the personnel estimate included funding for retirement and what the mid-range salary was. Mr. Pozzo said it did include retirement funding. Mr. Reynolds said he compared the salary to Palm Beach Gardens (PBG) and attempted to stay within 75% of market salary.

**REPORTS**

**TOWN ATTORNEY**

- Attorney-Client session - Mr. Baird requested the Council to authorize the Town Manager to notice an Attorney- Client Session to discuss the pending litigation, styled Harbourside Place, LLC vs the Town of Jupiter and the Jupiter Community Redevelopment Agency in approximately two weeks.

Vice-Mayor Delaney moved to authorize the Town Manager to notice an Attorney-Client Session to discuss the pending litigation, styled Harbourside Place, LLC vs the Town of Jupiter and the Jupiter Community Redevelopment Agency in approximately two weeks; seconded by Councilor Cameron May; motion passed.

Kuretski  
Yes

Delaney  
Yes

May  
Yes

Schneider  
Yes

Sundstrom  
Yes

## **REPORTS**

### **TOWN MANAGER**

- Palm Beach County Fire and Emergency Medical Services – Mr. Kitzerow mentioned it was not the Town versus the County Fire Services but the Town was looking for a sustainable option for the service. He stated Staff was keeping the lines of communication open with the County. He also mentioned more information would be brought to Council in January and an MSTU agreement would be on the next meeting agenda.
- Business Advisory meeting – Mr. Kitzerow spoke about the recent Business Advisory meeting with the Community and the partnership with the Chamber of Commerce.
- Living Shoreline project – Mr. Kitzerow mentioned the next phases of the Living Shoreline project was happening at Sawfish Bay Park on November 2, 2022, 9 A.M.
- Neighborhood Services – Mr. Kitzerow stated Neighborhood Services had recently hosted an HOA certification class.
- New Town Hall building – Mr. Kitzerow confirmed the new Town Hall footprint and square footage would be adequate for the current and future additional employees. He mentioned additional space could be added to the second story for approximately \$600,000 to \$700,000.

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

#### **COUNCILOR SUNDSTROM**

- Palm Beach County Fire and Rescue Services – Councilor Sundstrom stated she was grateful for the County Fire Services and everything they did for the Town.
- Veteran’s Day Ceremony - Councilor Sundstrom mentioned she would be at the Veteran’s Day Ceremony at the Veterans Memorial at Town Hall on November 11, 2022.

#### **MAYOR KURETSKI**

- Palm Beach County Fire and Rescue Annual Report – Mayor Kuretski asked if the County Fire services could share their most recent annual report.

Chief Kennedy stated he would send that over and that he would also like to give a presentation to Council.

### **ADJOURNMENT**– 9:30 P.M.

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Laura Cahill, Town Clerk