

**FINAL MINUTES AND AGENDA
TOWN OF JUPITER
TOWN COUNCIL SPECIAL MEETING
TOWN COUNCIL CHAMBERS
TUESDAY, DECEMBER 6, 2022**

Mayor Kuretski called the meeting to order at 5:02 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 5:03 P.M. Vice-Mayor Delaney motioned to recessed the Special Meeting for the private Attorney-Client Session; seconded by Councilor May; motion passed.

Kuretski
Yes

Delaney
Yes

May
Yes

Schneider
Yes

Sundstrom
Yes

RECONVENE COUNCIL SPECIAL MEETING

At approximately 6:58 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.

PRESENTATIONS

2. Recognizing the dedicated Town employees who gave their time and selfless service to help the victims of Hurricane Ian.

Chief Dave England, Police Chief, recognized the following people for helping the victims of Hurricane Ian: Sergeant Jason Alexandre; Corporal John Banegas; Corporal Demetrious Fauntleroy; Agent Michael Nicholson; PFC Brandon Rhodes; PFC Ian Fries; Officer Adam Brown Officer Brian Dicks; Officer Roberto Diaz; Officer Kevin Schwebs; Sergeant Scott Kimbark; Officer Chris Lowe; Officer John Matonti; Detective Bradley Jordan; Sergeant Eric Frank; Officer Jeffrey Klein, Town of Juno Beach; Officer Jherri-Lynn Palmeri, Village of Tequesta ; and Officer Tom Jarrell, Village of Tequesta.

Mr. David Brown, Director of Utilities, also recognized the following people for helping the victims of Hurricane Ian: Allyson Felsburg; Paul Romero; Jody Podbeusek; Danny Adams; Charles McClelland; Chris Johnson; Chris Craft; and Rodney Carroll.

Chief England also mentioned the great effort by Mr. Scott Reynolds, Finance Director.

PRESENTATIONS

3. Palm Beach County Fire Rescue presentation by Chief Patrick Kennedy. **CONTINUED TO 12/20/22**
4. Palm Beach County Transportation Planning Agency presentation on U.S. Highway One Multimodal improvements.

Mr. Brian Ruscher, Deputy Director with the Palm Beach Transportation Planning Agency (TPA), gave a brief presentation regarding the multimodal corridor study from Juno Beach to Jupiter which included mission and vision; priorities; U.S. Highway One project history and purpose; December 7, 2022 workshop intentions; and key design elements.

Mayor Kuretski stated there had been a multimodal corridor study done for many years. He noted *the proposed corridor improvement were* fully funded but had fallen off his radar due to part of the study impacting where Palm Tran would operate. He noted it was logical for Palm Tran to someday go along U.S. Highway One but wondered why *the corridor improvements* would not extend to Indiantown Road. LC 12/20/22

Mr. Ruscher stated in 2018 a study identified a concept which used a bicycle lane normally utilized in an urbanized context. After discussions with the Florida Department of Transportation (FDOT), it was determined the same type of bicycle lanes would not work in Juno Beach and Jupiter due to the roadway edges. He noted the TPA could look into extending the western portion of the sidewalk to conform with the standards of those in the Riverwalk area.

Mayor Kuretski stated due to Riverwalk having the multi-use paths and would be a good place to stop the sidewalks. He noted FDOT had set aside funding for the project.

Mr. Ruscher mentioned many municipalities through out the County were pursuing projects on U.S. Highway One.

Councilor Sundstrom *asked about the expectations around local cost-share and if street-trees were included as part of the design. She expressed hope that the project, if built, may provide some relief to A1A.* LC 12/20/22

Mr. Ruscher stated they were not.

Mayor Kuretski said project work with the TPA would universally be deferred to local government, unless it was a shared area.

Councilor Schneider asked how much input Council would have in the design process because the area had no shade.

Mr. Ruscher noted Delray Beach planted a row of Royal Palm Trees in the sight lines which could become problematic and cause safety concerns. He stated FDOT had actually updated their entire state-by design manual based on feedback they received from this and a few other projects. He said it would be best for the Town to do the capital construction first before doing the landscaping.

PRESENTATIONS

4. Palm Beach County Transportation Planning Agency presentation on U.S. Highway 1 Multimodal improvements.

Councilor Schneider asked if the Town would get a packet to show what the standard would look like.

Mr. Ruscher explained the next steps would be for Juno and Jupiter to consider drafting a Resolution in January 2023 after a Public Workshop. The TPA had drafted a package for review at a recent workshop which would show the width of the corridor from a driver's perspective; overhead construction view; anticipated cost to FDOT or the federal government; preliminary construction concept package; and Resolution.

Mayor Kuretski asked how long until construction started.

Mr. Ruscher stated it would be five to eight years out.

Mayor Kuretski stated the Resolution would mean the Town wanted to proceed. He encouraged residents who were interested in the project to attend the workshop.

Mr. Matthew Newbacher, resident of Maplecrest Circle, supported TPA improvements to increase shade areas, and to protect cyclists with concrete buffers. He believed this type of infrastructure improved residents' health, safety, grew a stronger community and the Town's commerce.

Ms. DD Halpern, Mayor of Juno Beach, was excited about the project and felt it would improve safety. She stated she also spoke to Mr. Ruscher regarding landscaping and it could be worked out to preserve the view of the natural areas and address safety concerns.

CITIZEN COMMENTS

Ms. Linda Smithe, resident of Via Rio, spoke regarding reusable cups, electric vehicles, the use of potable and waste water, climate change, and excessive heat days. She asked the Town to spend time on water conservation, reduction of single-use plastic, and creating more recreation land. She believed that the Town needed a sustainability plan and a Sustainability Resiliency Chief Officer.

Mayor Kuretski stated that no other municipality conserved as much water through irrigation reuse as the Town of Jupiter.

Mr. Andy Weston, resident of Dolphin Dr., discussed improving Dolphin Drive, property values, and drainage.

Ms. Christen Hutton, resident of resident of 2nd Street, commended Mr. Frank Kitzerow, Town Manager, and Mr. Thomas Hernandez, Director of Engineering, for working with her regarding public safety in Pine Gardens South. She discussed surveys completed by parents from Jupiter Elementary School regarding kids walking in the street to school. She also mentioned safe routes to school, grants and public forum meetings.

Mr. Wayne Posner, resident of Carina Dr., spoke about his concern of Royal Palm trees over the bike lane and improving Dolphin Drive.

MINUTES

5. November 15, 2022 Town Council Special Meeting Minutes.

Councilor Sundstrom moved to approve the November 15, 2022 Town Council Special Meeting Minutes; as amended; seconded by Councilor May; motion passed.

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|----------|---------|-----|-----------|-----------|
| 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.

Vice-Mayor Delaney moved to approve the Consent Agenda; seconded by Councilor Sundstrom; motion passed.

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|----------|---------|-----|-----------|-----------|
| Kuretski | Delaney | May | Schneider | Sundstrom |
| Yes | Yes | Yes | Yes | Yes |

PUBLIC HEARING

- 6. Ordinance 12-22, second reading,** Consenting to continue the inclusion of Jupiter in the Jupiter-Municipal Service Taxing Unit (MSTU) to finance the provision of fire-rescue services by Palm Beach County Fire/Rescue.

Title read by Mr. Baird.

PUBLIC BUSINESS

- 7.** Approving three (3) year Microsoft Enterprise License Agreement and Reconciliation True-up to Software House International in the amount of \$887,762.
- 8. Resolution 108-22,** Approving the five-year Lease Agreement Extension with Florida Inland Navigation District (FIND) for use of MSA 611-A and MSA 610 for public recreation (FIND Park).
- 9. Resolution 109-22,** Approving an amendment to the Interlocal Agreement between Palm Beach County and the Town of Jupiter for funding of the South Jupiter Community Park Roller Hockey facility - request to repurpose one (1) rink into five (5) dedicated pickleball courts.

REGULAR AGENDA

PUBLIC BUSINESS

- 10.** Approving the reallocation of unspent Community Development Block Grant (CDBG) funds of \$197,000 and CDBG-CV funds of \$271,588.59.

Ms. Satu Oksanen, Neighborhood Services Manager, gave a presentation about the reallocation of the Community Development Block Grant (CDBG) funding, how Jupiter qualified and the amount of funds available, timely expenditure of funds and allocation of project recommendations.

REGULAR AGENDA

PUBLIC BUSINESS

10. Approving the reallocation of unspent Community Development Block Grant (CDBG) funds of \$197,000 and CDBG-CV funds of \$271,588.59

Councilor May asked Staff to work with Ms. Hutton’s Citizen Comment recommendations and review the things that had been done. He had seen her proposals and said she had direct input from the community.

Mr. Thomas Hernandez, Director of Engineering, mentioned that South Loxahatchee Drive was a current Community Investment Program (CIP) project and was already awarded. Ms. Oksanen was proposing additional funding to complete the project and add back other improvements. It was budgeted for roughly \$285,000 but bids came in over \$400,000. He also mentioned that Staff met with Ms. Hutton to work on one street and do a test section, to make sure the community was supportive. He noted that approving the additional funding would allow them to take it off the current CIP and dedicate funds to another Town project.

Mayor Kuretski mentioned that the Palm Beach Transportation Planning Agency (TPA) had specific grants for safer routes to school. The Town would have to apply and he would be excited to help with the process.

Ms. Christen Hutton, resident of 2nd Street, noted that Safe Routes to school was specific to a two-mile radius around the school. She felt the Town with could qualify for various grants. She asked Council to consider paving streets as an alternative to playground equipment.

Councilor Sundstrom moved to approve the reallocation of unspent Community Development Block Grant (CDBG) funds of \$197,000 and CDBG-CV funds of \$271,588.59; seconded Vice-Mayor Delaney; motion passed.

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|----------|---------|-----|-----------|-----------|
| Kuretski | Delaney | May | Schneider | Sundstrom |
| Yes | Yes | Yes | Yes | Yes |

ROUNDTABLE

11. Discussing the Town’s Strategic Planning Process.

Ms. Kate Moretto, Assistant Town Manager, discussed the current process for Strategic Planning.

Mayor Kuretski proposed that Staff implement a practice, not necessarily a process, including a way to show how Strategic items were being funded.

Ms. Moretto presented three options for consideration: Maintain the current process; enhance the current process; or shift to a three-year update process with an annual workplan. She also noted that the options could be combined in various ways.

Ms. Moretto asked for Council direction regarding which option, or combination of elements they would like to see further investigated or implemented and what the desired timing would be for implementation.

ROUNDTABLE

11. Discussing the Town's Strategic Planning Process.

Vice-Mayor Delaney said he enjoyed the current format and felt the previous consultant format was a bit clumsy. He said he would like to start the process earlier and suggested meeting with Staff beforehand to understand scope and budgeting possibilities before formally introducing initiatives.

Councilor Sundstrom noted the process could be customized and she felt community and Staff input would be beneficial. She wanted to see a collective comprehensive vision.

Councilor Schneider agreed and felt a long-term plan must be in place. She felt disjointed projects should be considered priorities and not necessarily part of strategic planning.

Councilor Sundstrom mentioned the importance of including funding in long term strategic planning and forecasting. She supported the current process with a few enhancements but didn't think a consultant was necessary. She noted Council should be mindful of Staff resources and partner with them to understand financial resources and get their thoughts and ideas.

Councilor Schneider agreed and wanted updates on projects Staff were working on to make informed decisions.

Vice-Mayor Delaney said he would like to work more cohesively together on large projects rather than individual pet projects.

Mayor Kuretski said he didn't support option one and that the option three timeline didn't allow new council members to have input until their third year. He suggested better defining the current process and what type of resources were available to Council. He mentioned if a consultant were used they should just facilitate the process.

Council and Ms. Moretto discussed the citizen survey and possible additions or changes to the process.

Mayor Kuretski noted Staff input used to be part of the strategic planning process and should be brought back again.

Councilor Sundstrom mentioned she liked the quarterly updates and wanted them to continue.

Council discussed having the budget process tie in to the initiatives and the best way for Staff to report where the funding was coming from.

Ms. Moretto said she would consider all the comments and return with an enhanced process and improvements would continue to be made.

REPORTS

TOWN MANAGER

- Strategic Planning process – Mr. Kitzerow thanked Ms. Moretto for her work on the Strategic Planning process presentation.
- Tree Lighting Ceremony - Mr. Kitzerow thanked Parks and Recreation Staff for their work on the Tree Lighting ceremony.
- Helping the victims of Hurricane Ian - Mr. Kitzerow also acknowledged Chief England for his efforts loading the trucks that assisted Hurricane Ian victims.
- Sawfish Bay Marine Restoration Environmental Excellence award - Mr. Kitzerow stated the Town would receive the award for the Sawfish Bay initiatives thanks to Ms. Stephanie Thoburn and Planning and Zoning Staff efforts.
- Car Carriers - Mr. Kitzerow mentioned the Police department was working with various communities to advise them of the traffic concerns and enforcement of applicable parking and standing statutes for car carriers that were obstructing traffic near their communities and throughout the Town.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

COUNCILOR SCHNEIDER

- Tree lighting – Councilor Schneider stated the Tree Lighting event was great.
- Sawfish Bay initiatives - Councilor Schneider thanked Staff for their efforts.
- In-house Counsel – Councilor Schneider asked Council to move forward on hiring an in-house Attorney to be more efficient and help with the day to day items. She mentioned hiring an in-house attorney would not terminate the current Town Attorney. She asked for a majority of Council to agree to have the Town Manager move forward with creating an in-house Counsel position.

Councilor Sundstrom stated she needed more information and that *to her knowledge, Council had never looked at the Town Attorney role closely to see what was out there or what would be the best fit.* She also had concerns regarding cost and performance.
LC 12/20/22

Mr. Kitzerow stated if Council would like to move forward then there should be a representative from Council involved in the process. Councilor Schneider mentioned she would be happy to be the representative.

Mayor Kuretski stated he was open to receive more information but was not interested at this time.

Vice-Mayor Delaney mentioned the Town Attorney had lot of experience and was a great resource. He wondered if the cost outweighed the benefit.

Mr. Baird and Councilor Schneider discussed the Town Charter language and legal services.

Councilor May stated he was open to learning more of what the in-house counsel would entail.

TOWN COUNCIL – LIAISON REPORTS AND COMMENTS

VICE-MAYOR DELANEY

- Tree Lighting ceremony – Vice-Mayor Delaney thanked Staff the Tree Lighting ceremony.
- Sawfish Bay initiatives - Vice-Mayor Delaney also thanked Ms. Thoburn and Planning and Zoning Staff for their efforts.

COUNCILOR SUNDSTROM

- Connect with Council – Councilor Sundstrom mentioned the Connect with Council event scheduled for December 14, 2023 6:00 P.M. to 8:00 P.M. at the Jupiter Community Center.
- Tree Lighting ceremony - Councilor Sundstrom stated she loved the Tree Lighting ceremony.
- Town Attorney - Councilor Sundstrom mentioned the Town Attorney had worked for the Town for decades and was an incredible source of information. She stated good business was always looking at value and performance and continually looking to see what was out there for all projects and contracts.

COUNCILOR MAY

- Tree Lighting ceremony – Councilor May thanked Staff for Snow Place like Jupiter and the Tree Lighting ceremony.

MAYOR KURETSKI

- Tree Lighting ceremony – Mayor Kuretski thanked Staff the Tree Lighting ceremony. He also mentioned the Town was waiting for Florida Departments of Transportation’s approval before Holiday Banners could be installed.
- Florida Inland Navigation District (FIND) - Mayor Kuretski stated the Town had a wonderful relationship with FIND.
- JUPConnect - Mayor Kuretski mentioned an individual’s concern he received about JUPConnect and asked for requests to be closed in a *only after resident concerns are appropriately addressed. LC 12/20/22*

ADJOURNMENT- 9:25 P.M.

Laura Cahill, Town Clerk