MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
WEDNESDAY, APRIL 17, 2024

TIME: Wednesday, April 17, 2024 – 9:00 AM

PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL

PRESENT: Present were Mayor Penny Townsend, Vice Mayor Marshall Field VI, and Commissioners Anne Scott, Patricia Warner and Joseph Taddeo. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, Town Attorney Thomas Baird and IT Director Bill Sutton.

PLEDGE OF ALLEGIANCE

ROLL CALL

COMMENTS*

1. Mayor/Commissioner Comments

NOTE - The Commission will recess at 12:30pm to convene a closed-door Attorney Client Session. The estimated time of the session is approximately one hour. However, the session may continue so long as the Town Commission deems necessary to conduct its business. At the conclusion of the session, the Commission will adjourn and return to the commission chambers (Island Room) to conduct any further business on its regular agenda.

Mayor Townsend acknowledged guest speaker Ms. Beth Beltran and Mr. Troy McDonald of the Metropolitan Planning Organization (MPO); and read aloud the Town's Vision Statement. Mayor Townsend also recommended changing the order of the agenda, which included moving agenda items K and L from Consent B to Consent A and moving agenda item 10 to 7a following the WFSBL study in order to accommodate those attending specifically for certain topics.

The Commissioners unanimously agreed to amend the agenda as requested.

MOTION: ***Commissioner Scott/Commissioner Taddeo moved to approve the amended agenda as discussed.***

ACTION: ***Motion Passed 5-0***

a. Town Coffee Update

Commissioner Taddeo provided a summary of the Town Coffee noting that residents requested more information regarding the recent workshop. Other topics discussed included the vulnerability study, closing the public beach at night, banning gas-powered leaf blowers, long-range planning for the Town, North Beach Road access, and the Comprehensive Plan. He explained that the Town would be reviewing and updating the comprehensive plan, recommending that everyone should become familiar with the document to effectively plan for the Town's future. Additionally, Commissioner Taddeo shared the Land Development Review (LDR) process, that had recently received Commission approval, after both Committee, Board and public input. He estimated there were approximately 20 residents in attendance.

b. Other Comments

Town Attorney Baird announced the 12:30pm Closed Door Attorney-Client session.

2. Public Comment (Non-Agenda Related)

There was no public comment.

Public Comment is an opportunity for the Mayor and Town Commissioners to listen to any issue(s) of importance to you. Public Comment is offered at the beginning of our meetings, in the event attendees cannot stay in chamber for the agenda item or meeting duration. If you elect to address an item on today's agenda during opening Public Comment, we ask that you please refrain from re-addressing the item during Public Comment at the agenda item. Residents also may submit comments, at any time, to the Mayor and Commissioners into the public record: THMail@tji.martin.fl.us. (Please email Public Comment at least one business day prior to the meeting to ensure timely distribution to the Mayor and Commissioners.)

CONSENT ITEMS

3. Consent Agenda

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

a. Minutes of the March 21, 2024, Town Commission Meeting

Commissioner Scott provided edits to the Town Clerk regarding the March 21, 2024, Town Commission Meeting minutes. She asked the Town Clerk to clarify with County Commissioner Jenkins regarding the 50% ad valorem taxes. The Commission agreed not to approve the minutes until the topic is clarified.

b. Fixed Asset Disposals – March 2024

Category B- Other Informational Materials (No Action Required)

a. Minutes of the January 30, 2023, Finance Advisory Committee Meeting
b. Minutes of the April 18, 2023, Beautification Committee Meeting
c. Minutes of the November 30, 2023, Board of Adjustment Meeting
d. Minutes of the January 29, 2024, Board of Adjustment Meeting
e. Minutes of the January 4, 2024, Impact Review Committee Meeting
f. Minutes of the January 29, 2024, Impact Review Committee Meeting
g. Minutes of the March 25, 2024, 2024, Grievance Resolution Board Meeting
h. Police Activity Report – March 2024
i. Building Department Report – March 2024
j. Code Compliance Activity Report - March 2024
k. Hurricane Response Contract Extensions
l. Brightview Landscape Services Renewal Contract

MOTION: Commissioner Scott/Commissioner Taddeo moved to approve consent agenda as discussed

and edited, with the exception of the March 21, 2024 minutes.

ACTION: Motion passed 5-0

Commissioner Scott requested adding the number of incidences related to the public beach and construction traffic to the police report.
Commissioner Scott also commended Director Harding's new reporting system.

PRIORITY MATTERS*

4. Introduction of New Marine Unit Officer - Brandon White*

Chief Ewing introduced new marine unit officer Brandon White

5. Attorney-Client Scheduling Matter*

Town Attorney Baird announced the Attorney-Client Closed Door Session, scheduled for 12:30 PM.

6. Beth Beltran, Martin County Metropolitan Planning Organization (MPO) Administrator*

Ms. Beth Beltran introduced herself and explained the requirements of a County Metropolitan Planning Organization (MPO) which is governed by the state and federal law. She explained the MPO Board composition and noted that a 5th County Commissioner will be added to the Board because the development north of the County line in Port St. Lucie will significantly impact Martin County's roadways.

Commissioner Taddeo questioned why the Town is not represented on the Board, noting that the tax base of the Town of Jupiter Island is higher than the City of Stuart, yet without a voting member from the Town. He suggested the statute should be changed to permit Town representation on the Board.

Ms. Beltran invited the Commission to present the request at an upcoming MPO meeting. She also asked that the Town Manager/Commission write a letter to the MPO Board Director, Mr. Troy McDonald.

Commissioner Scott restated that it is the consensus of the Commission to request representation on the Martin MPO Board.

Ms. Beltran presented the budget for the short-range plan in the amount of $209,375,429.00 with a minimal amount sourced from local resources. She reviewed the Long-Range Transportation Plan (LRTP) which is a blueprint guiding transportation investments in a community over a period of 20-25 years and is updated every 5 years.

Commissioner Scott asked about the ownership of South Beach Road. Ms. Beltran again directed the Commission to send a written request if interested in ownership.

Ms. Beltran continued by explaining the various chapters of the 2045 LRTP, highlighting the importance of obtaining public input. She reviewed the Roadway map, displaying the widening of Bridge Road which is projected to take place in 2040 through 2045. She also reviewed the project list that includes replacement of the current Bridge Road bridge (Bascule Bridge). She explained the multiple phases of the project including environmental phase, design phase, ROW acquisition phase, and construction phase. She completed her presentation by providing social media and outreach opportunities.

Commissioner Scott asked about funding for the South Beach Road paving project. Ms. Beltran confirmed a small percentage came from the County and the remainder from State and Federal funding.

Commissioner Warner referred back to the potential bridge project. She questioned the safety component in reference to the timing of the project. Ms. Beltran explained that the priority is to complete the project in a timely fashion and confirmed that the bridge is not a safety hazard at this time.

Town Manager Garlo clarified consensus of the Board to write a letter of interest from the Town in becoming a voting member of the MPO.

Mr. Troy McDonald, Chair of the MPO and Stuart Commissioner, greeted the Commission and provided additional comments regarding the planning process.

Public Comment:

Mr. David Testa expressed his concerns that the Town prepare for the potential of increased traffic as a result of multiple new developments in neighboring towns.
Ms. Beltran explained that the MPO does not recognize proposed projects before they have been approved by the local government. She explained that many aspects may change prior to approval, including economic variances. She stated that once a development is approved, it becomes part of the MPO model.

7. Waterfront Setback Line Study Update*

Mayor Townsend referred to the Waterfront Setback Line (WFSBL) Study presentation held yesterday, April 16, 2024. Director Duchock provided a summary of the presentation and confirmed that the slide show is posted on the Town's website.

Commissioner Scott noted the project is more comprehensive than what was done previously. She added that the efforts thus far have made a substantial difference in the current beach status. She added that the future of the beach projects depends on funding and on sand source - which is a finite commodity.

Mayor Townsend asked about a "slosh" model. Director Duchock explained a slosh model is used by the state to define the upper limits of a 100-year storm and also considers storm surge.

Public Comment:
There was no public comment.

8. Development Review Process Workshop Followup*

Mayor Townsend summarized her takeaways from the workshop including no desire from the Town Commission to make the BOA and IRC advisory, support for streamlining the process, and both boards using the same set of standards. She asked if staff should explore other solutions.

Vice Mayor Field recommended rotating chairs on each board.
Commissioner Scott expressed disappointment in the turnout with only 5 board/committee members out of 19 being present. She opined that there are issues with the process and disagrees with those who state otherwise. Commissioner Scott recommended taking another look at the Land Development

Regulations (LDRs) to determine if changes are needed to improve the process and complement the conservative nature of the Island.

Commissioner Warner opined that the process, although not perfect, has worked well for a long time and the current LDRs define appropriate standards.

Vice Mayor Field expressed concern regarding boards and committees obtaining a quorum, noting it should be further examined if it becomes problematic.

Mayor Townsend provided an example of when the process fails, causing a division between the BOA and IRC.

Director Harding stated that responsibilities should be split between the two boards. The BOA would review minor development, suggest variances, and provide impact approval or denial. The IRC would review major development in the same manner providing approval or denial, with both boards utilizing the same standards.

Vice Mayor Field suggested combining the two boards.

Commissioner Taddeo stated that the two had been one board previously, and that most of the direction for the BOA and IRC is received from the Building Department.

Vice Mayor Field stated problems can occur as the result of the IRC having no ability to appeal BOA decisions.

Mayor Townsend referred to a set of BOA minutes where this situation had occurred. She asked if staff should continue bringing ideas forward or if another workshop would be in order.

Vice Mayor Field stated that it would be easier to populate one board verses two.

Commissioner Taddeo expressed frustration over changing the board composition based on lack of volunteers.

Commissioner Scott opined that the Town is under scrutiny and people are concerned about potential litigation. She referred to statistics the Town Manager provided to the Residents Association including four Commissioners who felt compelled to resign.

Discussion ensued about final decision-making authority.

Mayor Townsend suggested Director Harding create a proposal, considering the following options:

1. Combining the BOA and IRC into one board with a rotating chair.
2. Have two boards that have the same purpose, dividing the number of applications between minor and major subdivisions.
3. Develop something completely different.

Town Manager Garlo will work with Director Harding to develop a draft proposal.

Mayor Townsend referred to the appeal process and indicated that there seemed to be consensus to hear appeals de novo.

MOTION: ***Commissioner Scott/Commissioner Taddeo moved to approve moving forward with amending the LDR to make appeals heard by the Town Commission de novo.***
ACTION: ***Motion Passed 5-0***

Mayor Townsend reiterated certain public concerns, asking Director Harding and Town Attorney Baird to work together collecting and presenting each matter, including how and when the record was built, submission deadlines, administrative decisions, etc. Town Clerk Kogos agreed to provide a transcript of the attorney comments from the workshop to the Commission, Town Attorney, and Director Harding.

Commissioner Warner revisited Mayor Townsend's earlier comment about recruiting members for the Boards stating she has never been asked to provide any recommendations. Vice Mayor Field suggested names be provided via the Town Manager who serves as the "clearing house" for information between the Commissioners.

Mayor Townsend referred to LDR definitions and asked when the Commission could discuss as a group. Commissioner Taddeo suggested starting with the Comprehensive Plan followed by the LDRs.

Town Manager Garlo stated the current approach is to review the LDRs and then bring initial topics to the Town Commission for further direction. He suggested reviewing the LDRs at the same time as the Comp Plan review.

There was consensus.

COMMISSION ACTION ITEMS

9. Town Boards and Committees
   a. Beautification Committee Affirmations

MOTION: **Vice Mayor Field*/Commissioner Scott moved to approve beautification affirmations.***
ACTION: ***Motion Passed 5-0***

Mayor Townsend announced that Marianne Buchanan resigned from last month's BOA appointment.

   b. Affidavit Followup*

The Commission agreed signing the affidavit is a requirement of reappointment to any Board /Committee.

Commissioner Scott referenced the minutes of the Grievance Resolution Board, noting that Commissioner Taddeo was the Chair of the Board. She expressed approval of the first meeting of the Board in the history of the Island and suggested that the board process be reviewed. Town Manager Garlo was asked to bring back the frequency of reinstatement and composition of the Board.

Mayor Townsend stated that the only board Commissioners cannot participate in is the BOA. She noted that she is a member of the Scholarship Committee, Commissioner Taddeo is on Grievance Committee, previous Commissioner Collins was on Arts Committee and former Commissioner Hall was a member of the Finance Committee for many years.

Commissioner Taddeo agreed that a commissioner should not sit on the Grievance Commission since that committee brings recommendations to the Town Manager.

The Town Commission recessed at 11:32 AM.

The Town Commission reconvened at 11:42 AM.

10. Construction Waiver Request - Jupiter Island Club

This item was heard following Item 7 Waterfront Setback Line Study.
Mr. Rob Kloska of the Jupiter Island Club greeted the Commission and provided background information pertaining to the construction waiver request. He explained that the original well is reaching the end of its service life and requires a new backup Reverse Osmosis well.

Ms. Rani Smith of JLA Sciences introduced herself as the Project Manager of the proposed well project. She provided a presentation explaining the location of the proposed well, equipment to be used, material storage location, equipment storage location, and renderings of the project. She explained noise mitigation in concurrence with the project schedule that would expand from May through October 2024.

She noted the request for extended work hours during critical phases of well construction including drilling of boreholes, setting of well casings and grouting. The tentative timeframes include May and mid-June for the 24" well casing installation, late July to early August for 12" well casing installation, and mid-to-late September for well development. The request for 16-hour days over a week's time would be the actual working hours during those specific times. South Beach Road is the intended primary construction traffic route with Gomez Road the secondary route.

Vice Mayor Field expressed concern regarding the heavy vehicles and number of trips required. Town Engineer and Director Trent explained that South Beach Road is built to a higher level of service than the secondary route.

Vice Mayor Field questioned if there is a contingency in the budget for road repair, which Mr. Kloska confirmed. He also stated that there would be approximately 50 trucks used, but smaller trucks can be utilized if needed.

Vice Mayor Field requested Mr. Kloska to include Director Trent in the project to minimize potential road repairs.

Noise levels were discussed, being approximately 53 decibels - 47 decibels for the nearest effected homes. Hurricane preparation plans of the site were also reviewed.

Commissioner Taddeo noted the timing of the request. Mr. Kloska explained that the Club has worked with the Town for some time, and potential impacts on the community and neighboring properties were discussed.

Mayor Townsend expressed concern about utilizing large quantities of potable water for irrigation efforts and recommended the motion include a stipulation for damages incurred.

Mayor Townsend and Commissioner Scott disclosed that although they are members of the Club, their vote is not affected. Discussion ensued about the Club.

MOTION: Commissioner Taddeo/ Commissioner Scott moved to approve the waiver with a bond condition.

ACTION: Motion passed 5-0.

11. Ordinance No. 392 - 11 Isle Ridge Lot 19 Rezoning - 2nd Reading

Attorney Jared Gaylord was present.

Town Attorney Baird read Ordinance No 392 by title only:

AN ORINDANCE OF THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AMENDING THE TOWN'S OFFICIAL ZONING MAP WHICH IS INCORPORATED BY REFERENCE AT EXHIBIT "B" OF THE TOWN'S LAND DEVELOPMENT REGULATIONS; PROVIDING FOR THE ASSIGNMENT OF THE A-80 TWO ACRE ESTATE RESIDENTIAL DISTRICT TO A 1.69286 ACRE PARCEL OF LAND LOCATED AT 11 ISLE RIDGE; PROVIDING FOR REPEAL OR ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

MOTION: **Commissioner Taddeo*****/Commissioner Warner moved to approve and adopt Ordinance No. 392 pertianing to 11 Isle Ridge Lot 19 Rezoning on second reading.***

ACTION: ***Motion Passed 5-0***

Public Comment:

There was no public comment.

12. Ordinance No. 393 - LDR Amendments - 2nd Reading

Town Attorney Baird read Ordinance No. 393 by title only:

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AMENDING APPENDIX A OF THE TOWN'S CODE OF ORDINANCES WHICH CONTAINS THE TOWN'S LAND DEVELOPMENT REGULATIONS; PROVIDING FOR THE AMENDMENT OF ARTICLE II, SECTION 1.00 TO ADD DEFINITIONS; PROVIDING FOR AMENDMENTS TO THE TOWN'S RESIDENTIAL ZONING DISTRICTS; PROVIDING FOR THE AMENDMENT OF ARTICLE IV, SECTION 2.01 TO DELETE A SUBSECTION REGARDING FLOOR AREA; PROVIDING FOR THE AMENDMENT OF ARTICLE X, DIVISION 3, SECTION 3.01 ADDING A NEW REGULATION "C" REGARDING THE MEASUREMENT OF THE INITIAL MEASURING POINT AS IT PERTAINS TO BUILDING HEIGHT AND THE PLACEMENT OF FILL; PROVIDING FOR THE AMENDMENT OF ARTICLE X, DIVISION 3, SECTION 3.10 REGARDING THE MAXIMUM NUMBER OF REQUIRED PARKING SPACES; PROVIDING FOR THE AMENDMENT OF ARTICLE X, SECTIONS 3.02, 3.03, 3.04, 3.05, 3.06, 3.07, 3.08, 3.09, 3.10, 3.11 AND 3.13 TO CHANGE THE WORD "SHALL" TO "MAY"; PROVIDING FOR THE AMENDMENT OF ARTICLE X, DIVISION 10, SECTION 10.02 TO ADD ADDITIONAL STAGING PLAN STANDARDS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE

MOTION: **Vice Mayor Field*/Commissioner Taddeo moved to approve and adopt Ordinance No. 393 Amending the Land Development Regulations on second reading.***

ACTION: Motion Passed 5-0

Public Comment:
There was no public comment.

13. Resilient Florida Grant Agreement No. 24PLN16

Director Duchock provided background pertaining to the Resilient Florida Grant Agreement which includes nine tasks. He explained that to effectively address the impacts of flooding and sea level rise eligible applicants may receive funding assistance to analyze and plan for vulnerabilities, as well as implement projects for adaptation and mitigation. He reviewed the grant agreement timeline.

He stated that the Town was awarded a planning grant to conduct a comprehensive vulnerability assessment in the amount of $160,000, covering 100% of the cost to conduct the study.

Vice Mayor Field requested the breakdown of costs. Director Duchock stated he would provide the specific breakdown.

Commissioner Taddeo requested sea level rise projections. Director Duchock explained the statute requires planning horizons of 2040 and 2070 and following curves produced for sea level rise from NOAA, which include intermediate lows and highs throughout the period. Commissioner Taddeo requested to see the data. Director Duchock agreed.

Vice Mayor Field referred to photographs pertaining to erosion and past seawalls. He expressed concern whether the work materials and data presented, specifically between 1968-1974, are accurate based on personal experience.

Mayor Townsend hoped to see a greater cost benefit with crossover work between the two studies.

Discussion ensued regarding crossover between the vulnerability study and Waterfront Setback Line study, specifically the 600 block of South Beach Road, administering the grant, developing the steering committee, and overall focus. Director Duchock clarified the focus will be primarily on public infrastructure.

Ms. Danielle Irwin of Cummins Cederberg explained the Florida Statute is very specific of what is required for deliverables. Critical assets are owned and/or maintained by the Town. She outlined four classes of assets as being public infrastructure, transportation system, critical assets, and regionally significant assets. The Town will determine which assets are critical to the Town's resilience.

Commissioner Taddeo inquired if Martin County is also obligated to do the same. Ms. Irwin clarified that all counties are mandated to conduct the task, although it doesn't constitute a duplicated effort with the County. She noted the County includes critical assets owned and operated by the County.

Mayor Townsend expressed concern regarding public meeting costs.

Vice Mayor Field expressed that the Town is the recipient of the grant and asked who administers the disbursement of the funds. It was decided that Director Duchock could serve as the administrator or delegate some of the responsibilities.

Mayor Townsend inquired whether a study is a requirement. Ms. Irwin replied it is not mandated but rather encouraged by the state. The state has hired FAU to conduct a state-wide assessment but is still relying on communities to conduct their own studies.

Ms. Irwin explained the outcome of the analyses should include identifying gaps in the data set assets.

The Commission questioned the benefits for the Town. Director Duchock explained that the Town will produce a study tailored to the Town, and reiterated that the State would not be looking at Town-specific assets. He suggested results will permit the Town to define particular issues applicable to potential grant funding.

Ms. Irwin explained that the funds are not expected to be available after 2027. She explained outcomes that may occur due to the study including a potential elevation ordinance or an ordinance regarding freeboard up to 8-10'.

Mayor Townsend stated benefits to approving the grant include projecting vulnerability of the Town's roads, while providing an opportunity to plan, noting her inclination is to accept the grant and do the work.

Mayor Townsend referred to "Exhibit I" and questioned if this is something that should be included in the comprehensive plan review. Director Duchock stated this is something to be examined for further adjustment to reflect updated information. Town Attorney Baird clarified it would be under the Coastal Element.

MOTION: **Vice Mayor Field*/Commissioner Taddeo moved to accept the Resilient Florida grant.***
ACTION: ***Motion Passed 5-0***

Public Comment:
There was no public comment.

14. Vulnerability Study

Director Duchock stated the Vulnerability Study mimics what is required of the grant, noting additional tasks presented by Cummins Cederberg which include a project story map and grant administration. He explained the fixed fee structure for grant administration by Cummins Cederberg is open to a "not to exceed" approach. Vice Mayor Field opined preference for that structure.

Mayor Townsend questioned if Items 10-11 were necessary. Director Duchock explained that Item 11 goes beyond the grant deliverables, but could be done in-house.

Vice Mayor Field recommended approving Items 1-9 and to revisit Items 10-11 after Director Duchock's recommendations.

MOTION: ***Vice Mayor Field/Commissioner Warner moved to approve the vulnerability study scope of work items 1-9 and to revisit items 10-11 at a later time.***
ACTION: ***Motion Passed 5-0***

Public Comment:
There was no public comment.

Recess at 12:29pm to convene Closed Door Attorney Client Session.
Reconvene at 1:15pm

15. Public Safety Virtual Training Simulator Spending Authorization

This item was heard after Item # 16.

Chief Ewing described the opportunity to train for critical incidents in a controlled simulated environment and the spending authorization for a training simulator with interactive course work in the amount of $59,831.71.
Vice Mayor Field asked if liability insurance is required. Chief Ewing stated he would provide clarification.

Town Manager Garlo questioned if State requirements include Use of Force training to contain elements of situational shooting scenarios. Chief Ewing confirmed this to be true and noted annual training contains these elements as well.

Chief Ewing confirmed the request to be a one-time purchase. The system will be set up in the conference room along with other equipment utilized on a daily basis.

MOTION: ***Commissioner Scott/Commissioner Taddeo moved to approve spending authority in the amount of $59,831.71 for the public safety virtual training simulator.***
ACTION: ***Motion 5-0.***

Public Comment:
There was no public comment.

DISCUSSION AND DELIBERATION ITEMS

16. Strategic Plan Update and Discussion

Heard directly following the Attorney Client Session.

Mayor Townsend suggested scheduling another public workshop to develop a strategic plan.

Discussion ensued regarding the current vision statement. Commissioner Warner stated she does not feel the vision statement addresses "newness". Commissioner Taddeo opined that the vision sets the current tone for the Island.

Discussion ensued regarding septic systems, home based businesses, beach management, public safety, and traffic needs for long range planning. Commissioner Scott suggested further refinement of the LDRs and continued expansion of the Town’s website and communication.

The Commission agreed that items should be prioritized within various categories, and Commissioner Taddeo volunteered to collaborate with Town Manager Garlo in an effort to organize them.

The Commission agreed to a workshop on Monday, May 13, 2024 at 10:00 AM.

17. Ordinance No. 394 - Homebased Business Followup

Mayor Townsend noted this topic is for discussion only with no action required. She expressed concern about parking for home-based businesses and referenced Ordinance No. 286. Discussion ensued regarding commercial vehicles at the residences.

Commissioner Scott expressed a preference for an ordinance that allows the Town to remain compliant with state regulations while still imposing restrictions. She emphasized the importance of taking a comprehensive approach to the issue.

Director Harding spoke about the benefits of a business tax receipt, which requires registration with municipalities and payment of tax.

Mayor Townsend requested staff prepare an ordinance for a first reading and provide a report from Director Harding and Town Attorney Baird to ensure that the ordinance adequately addresses the Commission's concerns.

Town Manager Garlo stated they are currently putting together a process for implementing a Business Tax Receipt system when businesses come forward.

18. Town Manager's Report

a. Legislative Update - 2024 Session Report

Mayor Townsend referred to the legislation regarding leaf blowers and asked how long the Building Department has to process an application.

Ms. Layman stated that there are legislative updates that were not included in the memo that relates directly to each department, and those directors will hear about those from their respective associations. She explained that she focuses on items that pertain to the Town level as a whole.

Town Manager Garlo asked Ms. Layman to address activity related to Form 6 which occurred toward the end of the legislation. Ms. Layman clarified that the Town had been informed that no action would be taken regarding Form 6 before session ended, which proved to be untrue. After speaking with the Town Manager, it was decided to engage another contract lobbyist possessing an exceptional relationship with the Governor's office. The amendment proposed that would exempt all municipalities with a population under 500 (eventually increased to a population of less than 1,000) and applying to only unpaid Town and City Officials, appeared to be heading for approval, but the bill was killed in the final hour by its original sponsor. Town Manager Garlo noted that every effort had been given by the Town. Mayor Townsend commented that Form 6 creates an even greater challenge to the Town and Commission.

Mayor Townsend noted that the Special District section provides language for changing boundaries; and appears that the beach district will need to comply with the performance measures, as wells as assessment provisions and post on the Town's website. Director Duchock confirmed the Town has already defined several objectives and performance metrics which can be added to the website before the October 1, 2024 deadline. The data will be presented to the Commission on a future agenda.

Commissioner Taddeo noted the section regarding Septic to Sewer conversion, opining that the Town should begin preparing and avoid new restrictions at a later date.

Ms. Layman referred to a bill that surfaced within the last 24 hours concerning building permit changes. She had advised that although it applies to the Town of Jupiter Island, it will not become effective until January 1, 2025. Ms. Layman also noted that after meeting with Director Harding, the Town is already exceeding many requirements of the new bill. Director Harding will continue to review the language carefully.

Ms. Layman stated that 325 bills have passed, and the Governor has acted on 85 bills, although there is always a chance the Governor may veto any bill.

b. Other Items*

Town Manager Garlo advised there is a planned interchange traversing I-95 and the turnpike. The Florida Turnpike Enterprise Association would like to address the Commission in May for 15 minutes. Commission agreed. Senator Gayle Harrell and Representative Toby Overdorf (Chair of the Martin County Legislative Delegation) have also agreed to attend in May.

Mayor Townsend also stated the need to discuss budget implications and how the Town will continue to engage with Tallahassee and the County going forward. She proposed that Town Manager Garlo present a plan in May regarding how to move forward.

19. Town Attorney Report

a. Litigation Update*

Town Attorney Baird stated the Feldsine and Dolphin Suite mediation begins next week, and he will be in attendance with Town Manger Garlo. Regarding the Slan case, the Town has been collecting public records to file a motion for summary judgment. Attorney Baird requested direction from the Board regarding the Feldsine/Dolphin Suite case, and potentially the "Notice"/Testa case in regard to the Waterfront Setback Line. Attorney Baird advised he will notice for an Attorney/Client session should there be indication that there is something to bring forward.

Town Manager Garlo added there remains one additional outstanding litigation – a whistleblower case pertaining to a former SMRU Director's termination by the former Town Manager. The trial date has been set for October 2024.

STAFF REPORTS

20. Financial Report

a. Defined Benefit Pension Plan Update

Director Pazanski provided an overview of the defined benefit pension plan in more detail than previously provided. He corrected a few funded ratio values and noted key facts from the 2023 actuarial report. He stated that the amount of payout is known at $475,000 annually. It is possible that the Town may not have to make additional contributions to the plan after 2030. He also reviewed the risk required to achieve 7% in 2024.

Public Comment:
There was no public comment.

b. Monthly Financial Report - March

Director Pazanski reviewed the following highlights from the monthly financial report for February.

- Total Revenue $9,685,042
- Total General Fund Ex $5,148,255
- Unassigned Fund Balance (reserves) $7,160,335
- Total Fund Balance (reserves) $12,828,540

21. Public Safety Report

    a. Hobe Sound Public Beach Calls for Service

Chief Ewing reviewed the breakdown of requests for service at the public beach as requested by the Commission. In 2023 they responded to a total of 59 calls at the public beach. Although the Town shares responsibility for the beach, the Sheriff's office ultimately has jurisdiction; but because of our proximity they will notify the Town when a 911 call is received. Chief Ewing provided examples of call types, as well as those generated by the Town's camera system. He explained the report distinguishing daytime vs. nighttime calls, and confirmed he will produce this report monthly, adding it to the regular activity report. Chief Ewing noted that the majority of night calls are in response to suspicious vehicles.

Chief Ewing noted that neither RVs nor cars are permitted to park overnight, although there are occasionally special requests to park overnight from hikers going on an extended designated trail.

Town Manager Garlo suggested that heavy public safety presence keeps the violation numbers at a minimum.

Chief Ewing noted that the beach bathrooms have automatic magnetic locks set on timers so the bathrooms are not open through the night.

OTHER ITEMS

22. Meeting Dates

- May 13, 2024 – Town Coffee with Commissioner Warner – 9AM
- May 14, 2024 – Town Commission/Beach Protection – 9AM
- May 14, 2024 – SMRU Board – 12:30PM
- June 11, 2024 – Town Coffee with Vice Mayor Field – 9AM
- June 12, 2024 – Town Commission/Beach Protection – 9AM
- July 16, 2024 – Town Coffee with Commissioner Scott
- July 17, 2024 – Town Commission/Beach Protection – 9AM
- July 17, 2024 – SMRU Board – 12:30PM

The Commissioners reviewed their calendars to schedule August and September meetings and agreed on the following dates:

- *August 16, 2024 – Town Coffee with Commissioner Taddeo – 9AM*
- *August 18, 2024 – Town Commission (if needed) – 9AM*
- *September 9, 2024 – Town Commission/Beach Protection – 9AM*
- *September 9, 2024 – 1st Budget Hearing – 5:01PM*
- *September 12, 2024 – 2nd Budget Hearing – 5:01PM*

The September 9h Town Commission/Beach Protection meeting will be followed by the budget hearing and the September 12th meeting will only be the budget hearing.

There will be no September Town Coffee.

23. Other Items*

Ms. Layman noted that Florida's Senate President recently lost her husband in a tragic accident. Ms. Layman will provide the Town Manager with a letter of condolences.

There were no other discussion items.

Meeting adjourned at 3:02pm.

Respectfully submitted,

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Kimberly Kogos, Town Clerk