

**AGENDA
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
TUESDAY, MAY 20, 2025, 9:00 AM
ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD**

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

AGENDA APPROVAL AND COMMENTS*

A. Mayor/Commissioner Comments

- a. Town Coffee Update
- b. Commissioner Comments
- c. Agenda Approval
- d. Other Comments

NOTE: The Town Commission meeting will recess following Agenda Item #2 to conduct a closed-door Attorney Client session in the Town Hall Conference Room, which is estimated to last approximately one hour, but may continue as long as necessary to conduct the required business. The Town Commission will reconvene once the Attorney Client session has adjourned.

The Town Commission meeting will also recess at approximately 12:00pm (noon) to conduct a closed-door Executive Session pertaining to Collective Bargaining in the Town Hall Conference Room, which is estimated to last approximately one hour, but may continue as long as necessary to conduct required business. The Town Commission will reconvene once the Attorney Client session has adjourned.

B. 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.)

1. Consent Agenda

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

- a. Minutes of the April 8, 2025, Septic-to-Sewer Workshop
- b. Minutes of the April 15, 2025, Special Town Commission Meeting
- c. Minutes of the April 16, 2025, Town Commission Meeting
- d. Minutes of the April 30, 2025, Special Town Commission Meeting

Category B- Other Informational Materials (No Action Required)

- a. Impact Review Committee Minutes, April 3, 2025
- b. Fixed Asset Disposals

PRIORITY MATTERS & PRESENTATIONS

- 2. Martin County Administrator, Don Donaldson - Ocean Rescue Facility*

COMMISSION ACTION ITEMS

- 3. Ordinance No. 407 – Adoption of Procedural Terms of Settlement Agreement – 2nd Reading
- 4. Ordinance No. 406 - Adjusting Waterfront Setback Line – 2nd Reading
- 5. Coastal Security Radar Monitoring Site
- 6. Public Safety Spending Authorization
- 7. Beautification Spending Authorization

ADDITIONAL COMMISSION MATTERS

- 8. Traffic Calming Update

STANDING REPORTS

- 9. Town Manager Report*
- 10. Town Attorney Report
 - a. Litigation Update*
 - b. Other Items*
- 11. Finance Department Report
- 12. Building Department Report
- 13. Public Safety Department Report

OTHER ITEMS

- 14. Meeting Dates

- *June 10, 2025 – Town Coffee with Commissioner Field – 9AM*
- *June 10, 2025 – Beach District Meeting – 10AM*
- *June 11, 2025 – Town Commission Meeting – 9AM*
- *July 23, 2025 – Town Coffee with Commissioner Taddeo - 9AM*

- July 23, 2025 – SMRU and Beach District Meetings – 10AM

- July 24, 2025 – Town Commission Meeting – 9AM

a. Other Items*

** No advanced materials provided*

TOWN COMMISSION

Penny Townsend, Mayor

Marshall Field VI, Vice Mayor

Anne Scott, Commissioner

Patricia Warner, Commissioner

Joseph Taddeo, Commissioner

ADMINISTRATIVE STAFF

Town Manager, Robert Garlo

Town Attorney, Thomas J. Baird

Town Clerk, Kimberly Kogos

TOWN VISION

The Town of Jupiter Island is a barrier island community, between the Indian River Lagoon and the Atlantic Ocean, where the beauty of nature will always dominate the presence of man. Our vision for the future is illustrated by the traditions of the past, formed by a community of caring individuals who, with imagination and heart, have combined the island's beautiful gifts of nature with those of tradition and family. Inherent in the character of the Town are tranquility, seclusion and safety. The residents of Jupiter Island will faithfully endeavor to preserve and nurture their unique community for all future generations

STATE MANDATED STATEMENT

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455, telephone (772) 545-0103.

PUBLIC NOTICE OF PRIVATE ATTORNEY-CLIENT MEETING

TOWN OF JUPITER ISLAND, FLORIDA

TO THE CITIZENS OF THE TOWN OF JUPITER ISLAND, FLORIDA

Please be advised that the members of the Town of Jupiter Island Town Commission will hold a **private attorney-client meeting on TUESDAY, MAY 20, 2025** as part of a Town Commission meeting to be held at the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455. During the Town Commission meeting, the Town Commission will recess to a private Attorney-Client meeting at approximately **9:30 am** to be held in the Town Manager's Conference Room at the Jupiter Island Town Hall as authorized by §286.011(8), *Florida Statutes* to discuss pending litigation and the appeal in the cases styled:

(1) *DAVID S. SLAN, JOANNA C SLAN, ARTHUR HANSEN AND ANTHONY HANSEN V. TOWN OF JUPITER ISLAND, 19th Circuit Court Case No.: 23-00-1607-CAAA;*

(2) *MICHAEL DAVID TESTA, INDIVIDUALLY AND AS TRUSTEE OF THE M. DAVID TESTA REVOCABLE LIVING TRUST, DATED OCTOBER 25, 2017 v. TOWN OF JUPITER ISLAND, JUPITER ISLAND COMPOUND, LLC AND DOLPHIN SUITE, LLC, 19th Circuit Court Case No. 2021CA000599, and Fourth District Court of Appeal, Case No. 4D22--0432.*

The members of the Town Commission expected to attend the private Attorney-Client meeting include: Mayor Penelope (Penny) Townsend, Vice-Mayor Anne Scott, Commissioners, Patricia "Patsy" Warner, Marshall Field, VI, and Joe Taddeo, Town Attorney Thomas J. Baird, Special Counsel, Rachel "Rocky" Rodriguez and/or Kyle Teal, and Town Manager Robert Garlo.

The Attorney-Client meeting is expected to begin at approximately **9:30 am**, and is anticipated to last for approximately 1 hour, however, it may continue so long as the members of the Town Commission determine necessary. At the conclusion of the private Attorney-Client meeting, the members of the Town Commission will re-convene their meeting in the Town Commission Chambers and take up any other items on the agenda.

For information, please contact Kimberly Kogos, Town Clerk at 772-545-0100.

Posted: May 13, 2025

**MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION WORKSHOP
TUESDAY, APRIL 8, 2025**

WHAT: Town Commission Public Workshop - Septic-to-Sewer
TIME: Tuesday, April 8, 2025 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Mayor Penny Townsend, Vice Mayor Anne Scott, and Commissioners Marshall Field, VI, 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.

CALL TO ORDER AND ROLL CALL

Mayor Townsend called to order at 9:03 a.m. The Pledge of Allegiance was recited.

COMMENTS AND INTRODUCTION

Mayor Townsend explained the workshop and procedures.

Stuart Trent introduced the project consulting team from Holtz Consulting Engineers and explained the purpose of the workshop.

1. Project Background Presentation*

Ms. Christine Miranda of Holtz Consulting provided a detailed overview of low-pressure sewer systems, and their function compared to traditional gravity-based systems. She explained that these systems use grinder pumps to create a slurry that is transported through small-diameter, pressurized pipes to a wastewater treatment facility. Most pipes would be installed using horizontal directional drilling, minimizing surface disruption. She displayed images of the installation process and noted the use of high-density polyethylene pipes with an estimated lifespan of over 70 years.

Ms. Miranda described how converting to a low-pressure system would remove the need for septic tanks and drain fields. The only visible components would be a flush-grade pumping unit and a wall-mounted control panel, which could be screened with landscaping. She emphasized that this frees up space on residential lots for other uses. She explained that this technology has existed for over 50 years and is used extensively by other utilities in the region.

A diagram was presented showing a typical installation. Ms. Miranda noted that the pumping units hold between 70 and 90 gallons and include duplex pump configurations for added reliability. These systems run on a 240-volt outlet. She described the system's operation, where wastewater flows from the home into a pumping unit and is then discharged under pressure. Valves prevent backflow, and the system is modeled to ensure sufficient flow and pressure even in areas with limited occupancy.

Commissioner Field asked about the number of homes needed to maintain pressure in low-occupancy areas like North Beach. Director Trent explained that design modeling accounts for these variations and that the goal is to maintain a flow rate of at least 2.2 feet per second to keep solids in suspension. He stated that flushing ports would be installed throughout the main line to allow the system to be flushed if necessary. He noted that while usage may drop during certain seasons, routine flushing would not be required unless operational issues arise.

Commissioner Field also asked about power outages and the feasibility of battery backups. Ms. Miranda and

Director Trent stated that the systems are low-power and could be supported by small generators. While battery backup is not commonly used due to power draw, they agreed to research the option further. Director Trent explained that SMRU has contingency plans in place, including portable generators and service rotations, to address outages and pump down units as needed.

Ms. Miranda noted that telemetry options are available and can be installed to alert utility staff in case of pump failure or power loss. She estimated the monthly electricity cost for the system at under \$12. Sewer usage is capped at 10,000 gallons per month, with a fee of approximately \$68. She reiterated the benefits of low-pressure systems, including lower construction costs, reduced environmental impact, and proven reliability.

Vice Mayor Scott raised broader questions about the environmental justification for the system. She asked whether inspections of existing septic systems could suffice, and if a broader environmental assessment—covering chemical use, hardscaping, and soil conditions—should be considered. She questioned whether sewer conversion is inevitable given state policy trends and asked about the location and size of the proposed lift station. Director Trent responded that the primary concern is not groundwater contamination but nutrient runoff into surface waters, which can lead to algal blooms. He noted that the proposed lift station would be located on Town Hall property.

Director Trent explained that while Jupiter Island is not currently included in a Basin Management Action Plan (BMAP), inclusion in the future could require a mandatory phase-out of septic systems over a 10-year period. He emphasized that the Island should have a plan in place to avoid being unprepared. He added that BMAP designations are determined by scientists at the South Florida Water Management District and the Florida Department of Environmental Protection.

Commissioner Taddeo asked about other municipalities that had been mandated to convert. Director Trent noted that many areas within Martin County are already subject to BMAP regulations. Ms. Miranda agreed to provide results from a study conducted in Jupiter Inlet Colony comparing water quality before and after sewer conversion. Director Trent stated that while Jupiter Island's septic systems may be functioning well due to large lot sizes and careful maintenance, centralized sewer systems are more effective at reducing nutrient loads.

Director Trent noted that septic systems generally last 20 to 25 years and that replacement costs range from \$25,000 to \$30,000. He explained that the current connection policy allows existing homes with functioning septic systems to remain disconnected if a backbone network is installed, but new homes must connect. Once sewer is available, in-kind replacement of septic systems will not be allowed.

Director Trent presented preliminary cost estimates for a three-phase installation plan. The total cost of the backbone network is projected at over \$18 million. Funding options include low-interest loans from the State Revolving Fund and potential DEP grants. Some backbone work may overlap with infrastructure improvements already planned by the county, potentially reducing costs. He emphasized the benefit of staging the project, with the North phase suggested as a logical starting point due to its elevation and vulnerability.

Director Trent shared sample connection cost estimates:

- 2,200 sq ft, 3-bedroom home: \$14,220.20
- 4,000 sq ft, 4-bedroom home: \$17,775.50
- 10,000 sq ft, 7-bedroom home: \$31,491.40

He explained that connection costs include impact fees and equipment installation, and that prices are comparable to or lower than septic replacement. He noted that duplex systems offer increased reliability and could be an option for residents who want additional security. Director Trent added that the utility is

considering a higher-pressure pump model for early phases of the project and that a full report detailing the three-phase plan would be provided to the Commission.

Director Trent reiterated that the current discussion is exploratory and that no mandates are in place. He confirmed that the utility can offer site-specific assessments to any residents seeking detailed estimates and encouraged continued review of the conceptual plan in preparation for any future regulatory changes.

2. Breakout Session*

Breakout Sessions did not occur.

3. Questions and Discussion*

Jay Wilson, 22 Gomez Road, asked about maintenance and repairs following installation of the low-pressure sewer system. He requested information regarding the equipment warranty and asked who would be responsible for servicing the system. He inquired whether SMRU would be the first point of contact for homeowners experiencing issues and whether the utility would be obligated to perform service. He also asked, in the event the Commission proceeds with selling SMRU, whether the new entity would retain responsibility for servicing the systems on the Island.

In response, Director Trent stated that SMRU would own and operate the system and provide a one-year warranty through its contractor and vendors. He confirmed that service would be handled by SMRU with a typical two-hour response time and 24-hour monitoring. Telemetry options may be considered. He added that any future owner of SMRU would retain the service obligation. Homeowners would not be charged unless damage was caused by misuse, in which case repeat incidents could result in costs.

Resident Drew Ciraldo raised concerns about the scale and cost of the proposed sewer system, noting the Island's part-time population and recent roadwork. He questioned the need for construction and potential new taxes. He suggested exploring advanced septic systems with aerators and UV treatment, and proposed dye testing during peak season to identify failing systems. He also noted that fertilizer and pesticide runoff may pose a greater environmental risk than functioning septic systems. He expressed concern about power outages, stating generators would be necessary for continued use.

Director Trent explained that the larger duplex system would provide up to 250 gallons of storage, allowing approximately four days of capacity during a power outage which is ample time for SMRU to respond. He noted that portable generators can be connected directly to each unit, allowing a full pump-down in about five minutes, extending service time. He acknowledged the idea of dye testing as a useful method for detecting septic leaks but noted it would need to be contracted by homeowners, not managed by Town staff.

Commissioner Field noted that sewer hookups would be voluntary, while dye testing and septic upgrades would not. He emphasized the need to assess overall environmental impact, especially from runoff, and acknowledged that sewer systems are cleaner than septic. He supported building a reliable system and stated it is likely the Island will eventually face mandates, as seen in nearby areas.

Mayor Townsend asked about North Beach Road impacts during installation of backbone system.

Director Trent referred to the electrical undergrounding project and stated that the sewer backbone system would be constructed similarly using directional boring services.

Director Trent explained that advanced septic systems have been used on the mainland but often failed to remain reliable. He noted one homeowner who repeatedly replaced the system's control board before opting to connect to SMRU. While these systems offer improved treatment and can discharge through drip

irrigation, they are still subject to removal under a BMAP phase-out and are not exempt from future regulatory requirements.

Resident Roger Griffin shared concerns about the cost and impact of the proposed system, noting his property is larger and more complex than average and may not fit a standard estimate. He questioned potential noise from grinder pumps near outdoor spaces and supported the idea of surveying residents. He acknowledged some neighbors support the project due to failing septic systems, while others may see it as an inconvenience.

Commissioner Field asked Director Trent for decibel levels.

Mr. Griffin and Commissioner Field discussed the need to address resident questions before any decisions are made. Commissioner Field stressed the importance of public input and clarified that the proposed sewer system would be voluntary, with the \$18 million backbone dependent on outside funding. Mr. Griffin expressed concern over past community feedback being dismissed and asked whether the consultant would remain involved if the project moves forward.

Director Trent explained that the current consultant was hired for analysis and may not be the same firm used for engineering and design. He said Holtz Consulting would be a strong candidate, but the Town has several qualified firms, and the project is still in the study phase.

Mr. Griffin and Mayor Townsend discussed the importance of hearing both benefits and drawbacks of the system, with Mr. Griffin asking for a clear breakdown of potential issues. He also raised a question about how wastewater charges are calculated, sharing concerns about being billed for irrigation use.

Ms. Miranda responded to Mr. Griffin's request for drawbacks. She stated that the primary downside of low-pressure systems is their reliance on electricity, as each home has a mechanical pump requiring power. Unlike gravity systems, which store waste in pipes until reaching a lift station, low-pressure systems have smaller on-site capacity. However, she explained that generators can keep systems running during outages, and SMRU is responsible for pumping units down if needed. She added that Holtz Consulting was hired only for the study and may not necessarily serve as the design engineer for future phases.

Commissioner Field asked if different-sized lift station vessels were available. Ms. Miranda said standard sizes exist, but larger tanks can be used for added capacity, especially during outages. She noted duplex systems provide backup and suggested contacting other municipalities for insight. She added from personal experience that minimizing use during outages is key.

Mr. Griffin asked about placement of the system on the homesite. Ms. Miranda explained that the main backbone system would be installed within the right-of-way, with service laterals extending to each property. These laterals would then connect to the existing septic system. She noted that backbone pipes are typically installed about three feet deep, but the depth on private property depends on the home's plumbing and is regulated by the Florida Plumbing Code.

Commissioner Warner asked if the Jupiter Island Club is on sewer. Director Trent affirmed.

Director Trent explained that the Island has two existing pipe crossings that could support the sewer system—an eight-inch casing with a four-inch pipe serving the Jupiter Island Club and an unused irrigation line that could be repurposed. A central lift station near the Club would serve the south and central areas, while a lift station near Town Hall would serve the north. He noted the Club is satisfied with its current system.

Resident Drew Ciraldo asked what happens with the septic system once the sewer system is hooked up. He also asked about a valve to the macerator during a storm. Additionally, if the system goes into disrepair, would residents be required to hook up to sewer?

Director Trent explained that if a septic tank is functioning, there would be no requirement to connect to the sewer. Once a tank is no longer in use, it must be pumped dry and filled with sand. He added that it would not be advisable to rely on the macerator system during a storm.

Resident Jay Wilson suggested site visits to other towns/municipalities that have converted.

4. Closing Remarks*

Mayor Townsend stated this is the very beginning stages of this inquiry and expressed appreciation for resident input.

Director Trent stated that he will provide a summary recap of the workshop at the upcoming Town Commission meeting and address as many questions as possible.

Mayor Townsend adjourned the meeting at 10:52 a.m.

Respectfully submitted,

Kimberly Kogos, Town Clerk

**MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
TUESDAY, APRIL 15, 2025**

WHAT: Special Town Commission Meeting
TIME: Tuesday, April 15, 2025 – 10:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Mayor Penny Townsend, Vice Mayor Anne Scott, and Commissioners Marshall Field VI, 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

CALL TO ORDER AND ROLL CALL

Mayor Townsend called the meeting to order at 10:02 AM.

1. Mayor/Commissioner Comments*

Mayor Townsend read the Town Vision. She announced that she had received legal advice permitting her to attend and participate in the closed-door session unless the topic of discussion is the lawsuit that she is involved in. There were no other Commissioner comments.

2. Recess to Closed-Door Attorney-Client Session*

The Town Commission meeting recessed at 10:04 AM to convene a closed-door Attorney-Client Session.

3. Reconvene Town Commission Meeting*

Mayor Townsend reconvened the Town Commission meeting at 11:22 AM.

4. Mayor/Commissioner/Attorney Comments*

Mayor Townsend stated that the attorneys have received the guidance they requested.

Attorney Baird requested a private Attorney-Client meeting before the April 30th Town Commission meeting pertaining to the Testa v. Town of Jupiter Island and Slan/Hanson v. Town of Jupiter Island cases.

5. Public Comment and Other Items*

There was no other discussion.

The meeting adjourned at 11:24 AM.

Respectfully submitted,

Kimberly Kogos, Town Clerk

**MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
WEDNESDAY, APRIL 16, 2025**

TIME: Wednesday, April 16, 2025 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Mayor Penny Townsend, Vice Mayor Anne Scott, and Commissioners Marshall Field VI, 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

CALL TO ORDER AND COMMENTS*

Mayor Townsend called the meeting to order at 9:00 AM.

Mayor/Commissioner Comments

Mayor Townsend read the Town Vision Statement. She noted that any Commissioner may call a special meeting as all are even status.

a. Town Coffee Update

Commissioner Warner reported on the Town Coffee meeting and highlighted topics of interest including Jupiter Island Club Employee Housing, Waterfront Setback Line, Septic-to-Sewer, and Beach Renourishment Project. She expressed disappointment that more residents do not attend.

b. Commissioner Comments

There were no Commissioner comments.

c. Agenda Approval

Commissioner Taddeo must leave at noon. In light of that information, some topics may be moved up if needed. Mayor Townsend noted agenda items 4, 5 and 6, will be pulled and calendar items moved up right after item 3.

MOTION: *Field/Taddeo moved to approve amended agenda as discussed.*

ACTION: *Motion passed 5-0.*

d. Other Comments

Public Comment (Non-Agenda Related)

Brennan Keeler, PBA legal counsel, noted that the first bargaining session will be next week at 1:00 PM, and retirement benefits will be the topic of interest.

CONSENT ITEMS

1. Consent Agenda

MOTION: *Field/Taddeo moved to approve as presented.*

ACTION: *Motion passed 5-0.*

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

- a. Minutes of the March 21, 2025, Town Commission Meeting

Category B- Other Informational Materials (No Action Required)

- a. Minutes of the Impact Review Committee Meeting March 6, 2025
- b. Minutes of the Scholarship Committee Meeting April 24, 2024
- c. Fixed Asset Disposals

PRIORITY MATTERS & PRESENTATIONS

2. Public Safety Employee of the Year*

Chief Ewing explained that nominations for the Public Safety Department Employee of the Year come from department employees. Dispatcher Cheryl Foley was selected as the 2025 PSD Employee of the Year, and Chief Ewing offered remarks in support of her recognition. Ms. Foley was presented with an award, and other nominees, including Captain Scolly, Sergeant Lasaga, Corporal Hinson, Corporal Fusco, Officer White, and Lucy Carton, were also acknowledged.

Chief Ewing also noted National Public Safety Telecommunicators Week and announced the upcoming Memorial Service on May 15, 2025 at 10:00 AM, where Mayor Townsend will provide opening comments.

Commissioners expressed their support and appreciation.

3. Jupiter Island Club Employee Housing

Town Manager Garlo explained the Club's application, noting that it had been approved by both the Board of Adjustment (BOA) and Impact Review Committee (IRC). He stated that after observing the Commission's response, the Club agreed to pause development plans.

Vice Mayor Scott asked Town Attorney Baird for guidance regarding voting on the matter. Attorney Baird confirmed that Vice Mayor Scott should abstain from the vote as she is a party to the agreement.

MOTION: *Field/Taddeo moved to authorize the Town Manager to sign the Memorandum of Agreement with the Club.*

ACTION: *Motion passed 4-0. Vice Mayor Scott abstained from the vote.*

COMMISSION ACTION ITEMS

Items 4, 5, and 6 were pulled from the agenda

4. Resolution No. 931 - Settlement Agreement

5. Ordinance No. 406 - Adjusting Waterfront Setback Line - 1st Reading
6. Ordinance No. 407 - Adoption of Procedural Terms of Settlement Agreement - 1st Reading
7. Ordinance No. 403 - Leaf Blowers - 2nd Reading

Town Attorney Baird read Ordinance 403 by title.

Public Comment:

Dan Boyer of Keith and Sons Landscaping acknowledged concerns regarding noise and exhaust from gas-powered leaf blowers but pointed out that louder heavy equipment is permitted during summer months. He requested the Commission consider allowing gas-powered leaf blowers during the summer for tasks such as gutter cleaning and heavy cutbacks, provided noise levels remain below 65 decibels. He noted that a new battery-operated backpack blower he used lasted only 30 minutes, highlighting the increased cost and time associated with battery equipment.

Commissioner Field stated that the goal is to reduce overall cumulative noise levels. Mr. Boyer responded that the new battery-operated blower produces more noise than gas-powered models. Commissioner Field recognized the concern but emphasized challenges with enforcement.

Vice Mayor Scott asked if the company had faced similar hardships in other municipalities.

Commissioner Taddeo questioned the need for seasonal changes, noting more residents now stay year-round and spend time outdoors.

Mayor Townsend and Commissioner Warner expressed support for permitting gas-powered blowers during the summer, treating them similarly to heavy equipment.

Commissioner Taddeo and Town Manager Garlo noted that many larger companies are already transitioning to battery-operated blowers.

Resident Laurie Gaylord, a speech and hearing professional, stated that normal conversation registers at 60-65 decibels, referencing a decibel meter on her phone.

Mayor Townsend disclosed that Mr. Boyer is her personal landscaper.

MOTION: *Taddeo/Field moved to approve Ordinance 403 as presented.*

ACTION: *Motion passed 3-2, with Mayor Townsend and Commissioner Warner voting in opposition.*

8. Ordinance No. 404 - Board of Adjustment Authority - 2nd Reading

Town Attorney Baird read Ordinance 404 by title.

Mayor Townsend reported speaking with all BOA members, alternates, and the past chair. Feedback indicated that making the board advisory would cause delays, duplicate efforts, and discourage volunteers. Some supported Commission decision-making, while others preferred shared authority. She also mentioned discussion about consolidating the BOA and IRC to improve efficiency and address procedural gaps.

She also explained that Commissioners are excluded from membership on the BOA per Town code.

Commissioner Taddeo referred to appeals and asked for legal clarification. Town Attorney Baird explained that currently, the appeal goes to the Commission which is held as a de novo hearing. If the BOA becomes advisory, the BOA provides a recommendation, the Commission makes the decision, and any appeal would go to the circuit court.

Vice Mayor Scott commented that the Town's appeal process needs an overhaul. She stated that decisions should be made by elected officials with the recommendation from committee members who have studied the matter at length, which is basic civics. She also noted that she has heard from residents who believe that the elected officials make decisions on variances, not the boards and committees.

Mayor Townsend referred to a previous memo (2007) from prior Attorney Skip Randolph noting the difficulty of gaining a variance.

Commissioner Field made comments regarding the lack of education provided to the Town's boards and committees.

Commissioner Taddeo cautioned against rushing the process, emphasizing the need to update BOA and Impact Review criteria, which haven't changed despite multiple updates to the Comprehensive Plan. With new protections for dunes and beaches forthcoming, he urged aligning criteria before making any decisions.

Discussion ensued.

Commissioner Field stated the issue is an unprepared board making decisions and suggested giving final authority to the Commission. He noted the BOA's primary role is to determine if an applicant has a hardship.

Public Comment:

Resident Roger Griffin stated that board and committee members are not educated, out of no fault of their own. The Building Department and Town Attorney should educate the members regularly. The key point of a variance is a hardship which is not fully explained, and they bring an attorney who argues for the applicant, but no one is arguing for the Town. Mr. Griffin stated that historically, Alternates were required to attend the meetings so they could learn the process, the Town Attorney educated the boards every year or two, and the Town Manager sat on the dais to help guide the boards. He added the lack of staff support.

Resident Jay Wilson referred to the notice provision of applications stating that many residents hear about the application after the fact. He explained the provision is 1) notice within 1320' and 2) post a notice on Town bulletin boards. He stated that the notice provisions are antiquated. Regardless of advisory or not, the notice provisions should be expanded (to include more information regarding the application, and to notice electronically, and to all residents - not just those within 1320' of an applicant).

Mayor Townsend clarified that the regular notices sent to residents includes a link to the materials.

Commissioner Field stated that residents do not attend meetings and hunt/peck for information because they rely on the Commissioners to make the decisions for them, which is why they were elected.

Mayor Townsend summarized the conversation and suggested solutions.

MOTION: *Field/Scott moved to approve Ordinance 404 as presented.*

ACTION: *Motion failed 2-3 with Commissioner Taddeo, Commissioner Warner, and Mayor Townsend voting in opposition.*

Mayor Townsend reiterated support for reviewing the appeal process, strengthening notice provisions, and ensuring all boards receive proper training to apply existing criteria effectively.

Commissioner Field argued that the Commission currently lacks a direct role in BOA decisions due to no right of review or appeal, preventing intervention when needed. He stated that focusing only on board education and notice provisions is merely a band-aid on a larger issue.

Mayor Townsend expressed concern over the code that states Commissioners cannot be members of the BOA. Commissioner Field stated that the Commissioners would not be a member unless the BOA is disbanded.

Vice Mayor Scott noted that the second reading of the ordinance failed, highlighting that Mayor Townsend and Commissioner Warner changed their positions, which should be part of the legislative record. She emphasized that residents still have recourse, citing her own 1980s lawsuit against the Town for failure to follow regulations. She warned that citizens can file a mandamus suit if boards fail to apply criteria properly and cautioned against creating a system where ordinances can be ignored.

Mayor Townsend asked if there was consensus for staff to bring proposed revisions to the appeal process to the next meeting, including a suggestion for individual Commissioners to have the right of appeal. She also requested an update to the criteria used by committees for specific issues. Town Attorney Baird explained that variance criteria, typically seven points, are standardized across Florida and supported by case law, noting that changes would be limited due to the established definition of legal hardship.

Discussion ensued.

Mayor Townsend requested that staff bring forward options for improving the appeal process and asked Town Attorney Baird to provide guidance on variance criteria and any potential adjustments.

There was a suggestion for the Town Manager or Town Attorney to read the seven criteria and define hardship at the start of each board meeting. Town Attorney Baird explained that the staff report already includes an analysis of each criterion and whether the application meets them, and clarified the content provided in the staff report.

9. Ordinance No. 405 - Amending Appendix A of the Town's Code of Ordinances Pertaining to Floor Area and Living Space - 2nd Reading

Town Attorney Baird read Ordinance 405 by title.

Vice Mayor asked for clarification and asked if it changes anything in the code. Mayor Townsend stated the change eliminates confusion regarding living space and floor area calculations. The areas of change in the code were highlighted and discussed.

Director Harding explained that the code change clarifies the intent to properly count basement living space as floor area, aligning with the Florida Building Code definition. The original ordinance was poorly worded, causing confusion, but the amendment corrects this to reflect the intended interpretation without changing the substance.

Attorney Jared Gaylord agreed that the ordinance clarifies the code to basements and living space.

Discussion ensued regarding basement storage, mechanical and garage space and if that space can or cannot be calculated against living space and floor area.

Town Attorney Baird stated that basements regardless of use is permitted to be included in the overall 10,000 square feet of living space.

Commissioner Field clarified that the suggestion is to decide on a number of square footage and absolutely nothing else is allowed to be built, regardless of where or what it is.

Public Comment:

None.

Mayor Townsend suggested to approve then add onto the ordinance.

MOTION: *Field/Taddeo moved to approve as presented.*

ACTION: *Motion passed 5-0.*

Commissioner Field recommended to direct staff or commissioners to bring back recommendations for maximum square footage under roof.

Discussion ensued regarding potential impacts.

Mayor Townsend stated all Commissioners should come prepared for May agenda discussion.

Town Manager Garlo asked if this is contrary to the Florida Building Code and will bring back in May.

10. Zoning in Progress (ZIP) Waiver Requests

a. 59 North Beach

Director Harding introduced both applications noting that they are not in contravention to any changes to the WFSBL.

Attorney Jared Gaylord, on behalf of the Schroeder family, provided a presentation beginning with aerial views of the property and explained the request for waiver including the small area of construction. He noted the Waterfront Setback Line (WFSBL) has not changed for this property and the proposed construction would not conflict with the line. He clarified that the application does not have to go to the IRC or BOA.

Vice Mayor Scott asked if the ZIP was in place when the applicant purchased the property. Attorney Gaylord confirmed it was. It was also confirmed that there is no non-conformity.

Discussion ensued.

MOTION: *Taddeo/Field moved to approve the waiver as presented.*

ACTION: *Motion passed 4-1 with Vice Mayor Scott voting in opposition.*

The Commission recessed at 11:30 AM.

The Commission reconvened at 11:38 AM.

b. 43 North Beach

Attorney Jared Gaylord provided a presentation of the application beginning with aerial photos of the property, highlighting the area of proposed construction well west of the WFSBL. It was clarified that none of the improvements to the property would conflict with the WFSBL and none of the construction would have to go before the BOA and IRC.

MOTION: *Field/Taddeo moved to approve as presented.*

ACTION: *Motion passed 4-1 with Vice Mayor Scott voting in opposition.*

11. Density Study Proposal

Town Manager Garlo introduced the topic of a density study and stated that the Town would be requesting an approval of spending authorization following the presentation.

Hadley Peterson with Kimley Horn greeted the Commission and explained the need to identify potential residential growth, noting that maintaining the Town's character and level of service is important to the residents, so it is important to understand the potential implications of residential growth. She stated that the study is to identify the current maximum density for each residential parcel based on Future Land Use and evaluate if a parcel is "built out" or if the parcel can increase density. She added that a map series will be created to capture existing and future land uses and zoning, utility infrastructure, environmental constraints, and candidate parcels for redevelopment. Finally, this information will be incorporated into the comprehensive plan update through various elements like infrastructure and future land use. She explained that they have completed gathering the data and will update the plan over the summer and bring back a finalized plan in the fall.

MOTION: *Scott/Warner moved to approve spending authorization as presented.*

ACTION: *Motion passed 5-0.*

Vice Mayor Scott excused herself at 12:03 PM.

ADDITIONAL COMMISSION MATTERS

12. Traffic Calming Update

Director Trent brought forth recommendations for traffic calming measurements as requested at the March Commission meeting. Director Trent explained that based on feedback and his experience, a narrow traffic circle without hard curbs would be his recommendation. Commissioner Field suggested multiple circles with over a mile of roadway to cover.

Commissioner Field expressed that the roadbed is inadequate, and the drainage must be addressed in the areas of the traffic circles.

Mayor Townsend requested vegetation as a visual interrupter that would still allow a larger emergency vehicle to safely pass. Director Trent confirmed.

Discussion ensued regarding the reconstruction of North Beach Road and alternate traffic mitigation methods.

Director Trent asked for Commission direction regarding pricing and going forward with planning. Placement of the traffic circles was discussed.

Public Comment:

Town Manager Garlo read comments into the record from Mr. and Mrs. Birdsie which included a request for a ramble on North Beach Road for safety, signs reminding pedestrians to look both ways, limits on construction to reduce congestion, and a set schedule for North Bridge openings.

Resident Kate Nelson referred to the flashing speed sign that is faced south but there is not one facing north. The Commission agreed to adding a flashing sign facing north.

Resident Bob Rowden stated that he does not favor sidewalks on North Beach Road. He stated it will increase activity on North Beach Road. He expressed favor of the traffic circle to calm traffic.

Commissioner Field stated that he believes most of the foot traffic is from residents, not visitors. He explained he prefers a traffic study to include pedestrian safety. He added that code enforcement should enforce the building codes to minimize landscape encroachment into the right-of-way and site triangles.

Ken McBrayer suggested sending a survey mailing to all North Beach residents with pictures would be prudent, including sidewalks. Mayor Townsend stated that she would also conduct a coffee or similar for North Beach residents.

MOTION: *Field/Taddeo moved to approve staff bringing back a rendering and cost analysis of two traffic circles*

ACTION: *Motion passed 4-0 (Vice Mayor Scott was not present for the vote.)*

13. Septic-to-Sewer Workshop Summary*

Item 13 was heard immediately heard following Item 14.

Director Trent provided a review of the Septic-to-Sewer Workshop on April 8, 2025.

Commissioner Field referred to the Basin Management Action Plan (BMAP) and asked for more information regarding the governing body. Legislative Consultant Kelly Layman explained possible confusion may be due to the potential mandate that the BMAP might cause at a future time. She noted that it is prudent for the Town to be proactive in addressing any potential mandates and clarified that any legislative action to include the Town would need to come from the South Florida Water Management District, Department of Environmental Protection (DEP), and/or Tallahassee. She noted this is why municipalities like Vero Beach are frustrated, as they face stricter mandates than others due to worsening water quality in the Indian River Lagoon, which is their specific area.

Commissioner Field emphasized the need to clarify information for residents regarding infrastructure and costs. He noted there is an existing pipe across the Intracoastal that the county plans to use for the lifeguard station, reducing infrastructure costs. He explained the project could be phased in sections, starting with a north-end pilot, and reminded that while tax contributions would be required, individual hookup costs would be voluntary.

Director Trent summarized the concerns of the conversion, including power reliability, noise, forced connection, construction, cost and nutrient impacts.

Commissioner Field suggested the Town Manager of Sewall's Point visit and discuss their conversion project with the Commission. Town Manager Garlo confirmed he would forward an invitation.

14. Commission Future Goals/Tasks*

Item 14 was heard immediately heard following Item 12.

Mayor Townsend and the Commission identified the following priority concerns: Martin County growth and amending the rural lifestyle, managing cultural change on the island by encouraging diplomacy and greater resident involvement, securing quality irrigation water for the town, establishing a five-year plan covering capital needs, union matters, compensation, and biannual reviews, improving the land development approval process and board training, and addressing stormwater runoff and contamination from fertilizers.

The Commission recessed at 1:00 PM.

The Commission reconvened at 1:27 PM.

Vice Mayor Scott returned to the meeting. Commissioner Taddeo was excused.

15. Discussion regarding Glyphosate (Roundup) Prohibition*

Town Attorney Baird provided and explained state statute 487.051 (2) that prohibits regulation of glyphosate.

STANDING REPORTS

16. Town Manager's Report*

Legislative Consultant Kelly Layman reported that Governor DeSantis appointed Tom Hurley, whom the Town is familiar with, to the Water Management District, pending Senate approval. She also mentioned the state parks legislation as it is a topic of particular interest but noted that it is pending additional legislative action.

Town Manager Garlo asked about consolidating meetings into one day. Commissioners agreed it could be done for light agendas but preferred keeping two days when needed.

17. Town Attorney Report*

Town Attorney Baird requested a closed-door meeting for the Slan and Testa cases on April 30 at 9:00 or 9:30 AM., and additional PBA negotiations will also take place that day.

18. Financial Report

Director Pazanski provided an overview of the March finances. He noted that the year-to-date revenues total \$10,673,377 and expenditures total \$6,631,946 with year-to-date net income totaling \$4,041,431. He provided additional details explaining flat revenues going into next year, thus a tight budget next year.

19. Building Department Report

Director Harding provided an overview of the Building Department activity including 9 building permits issued, 93 building inspections and no COs issued. She noted that Code Compliance responded to one complaint.

20. Public Safety

a. Resident Donation

Chief Ewing explained that the Public Safety Department has received an unsolicited donation in the amount of \$5,000, provided by a Jupiter Island resident and designated for "Jupiter Island Fire Department Use Only." The donated funds are intended to support the purchase of additional fire equipment to be installed on the department's fire truck, enhancing the department's emergency response capabilities.

MOTION: *Scott/Field moved to accept the resident donation of \$5,000.*

ACTION: *Motion passed 4-0. (Commissioner Taddeo was not present thus did not vote.)*

Chief Ewing noted that the Public Safety Boat was sold at auction for \$51,000 which will go into the general fund.

b. Public Safety Activity Report

Chief Ewing reviewed the Public Safety activity report. He explained a recent incident that turned out to be legitimate (non-criminal), a fraud case and a drug related matter.

Commissioner Field asked Chief Ewing about the status of the illegal dumping investigation. Chief Ewing responded that he did not know if the Sheriff's Department had resolved the matter.

Chief Ewing commented that while code enforcement does a great job, the Island is large for one person to cover. He noted that public safety handled 22 enforcement violations, including 18 parking and after-hours work violations, and emphasized that Code Enforcement and Public Safety work together to manage enforcement as best they can.

Vice Mayor Scott asked if the increase in activity is due to enforcement vs. actual incident calls. Chief Ewing confirmed that most are enforcement related.

OTHER ITEMS

21. Meeting Dates

- April 8, 2025 – Septic to Sewer Public Workshop – 9AM
- April 15, 2025 – Town Coffee w/ Commissioner Warner – 9AM
- April 15, 2025 – Special Town Commission Meeting w Attorney Client Session – 10AM
- April 15, 2025 - SMRU Board and Beach Protection District Meetings – 10:45AM
- April 16, 2025 – Town Commission Meeting – 9AM
- April 30, 2025 – Special Town Commission Meeting – 9AM
- May 19, 2025 – Town Coffee with Commissioner Taddeo – 9AM
- May 19, 2025 – SMRU and Beach District Meetings – 10AM
- May 20, 2025 – Town Commission Meeting – 9AM
- June 10, 2025 – Town Coffee with Commissioner Field – 9AM
- June 10, 2025 – Beach District Meeting – 10AM
- June 11, 2025 – Town Commission Meeting – 9AM

Item 21 was heard immediately following Item 3.

The Commission agreed to schedule Coffee with Commissioner Taddeo and the Beach District for July 23, and the next Town Commission meeting for July 24.

Town Manager Garlo clarified that an Executive Session regarding PBA negotiations is set for April 30, along with a separate Attorney Client meeting concerning litigation.

22. Other Items*

Mayor Townsend mentioned an issue brought to her attention the use of concrete triangles along the roadside. Chief Ewing stated that Public Safety contacts homeowners and asks for voluntary compliance.

Vice Mayor Scott suggested increased communication with residents from Public Safety and Town Hall.

Mayor Townsend adjourned the meeting at 2:29 PM.

Respectfully submitted,

Kimberly Kogos, Town Clerk

**MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
WEDNESDAY, APRIL 30, 2025**

TIME: Wednesday, April 30, 2025 – 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

Mayor Townsend called the meeting to order at 9:00 AM.

NOTE: The Town Commission meeting will recess shortly after the start of the meeting, at approximately 9:05am, for an Attorney-Client Session in the Conference Room to discuss litigation cases as publicly noticed. Once adjourned, the Town Commission will reconvene.

COMMENTS*

1. Mayor/Commissioner Attorney Comments*

Mayor Townsend read the Town Vision. She explained that legal counsel had advised that she may attend and participate in the meeting except for the portion where the Commission will vote on the Settlement Resolution.

Public Comment for anything not on the Agenda:

There was none.

The meeting was recessed at 9:04 AM for a closed-door session.

The meeting reconvened at 11:45AM.

Attorney Baird requested a closed-door session in the cases of Slan/ Hanson v. Town of Jupiter Island. and if necessary, Testa v Town of Jupiter Island.

COMMISSION ACTION ITEMS

2. Resolution No. 931 - Settlement Agreement

Mayor Townsend recused herself, passed the gavel to Vice Mayor Scott and left the dais.

Vice Mayor Scott introduced Resolution No. 931 which authorizes the settlement agreement. She introduced Attorney Raquel Rodriquez who provided an explanation of the potential settlement agreement.

Attorney Rodriguez explained her engagement with the Town and litigation resulting from Ordinance 376 pertaining to the Waterfront Setback Line. She stated there is an opportunity to settle the lawsuits and referred to Resolution No. 931 that authorizes the Town Manager to sign the settlement agreement on terms acceptable to him, the Town Attorney and outside counsel. She explained the settlement agreement

will:

- Completely release of the Town from any and all liability by all the parties to the settlement agreement
- Impose limits on the construction of the four properties at issue
- End the dispute over Ordinance 376

It also is conditioned on the passing of Ordinance 406 and 407.

Attorney Rodriguez provided a historical review of the ongoing litigation related to the Waterfront Setback Line (WFSBL). She noted that mediation began in December 2024 and trial was set for February 2025. At this time, terms have been reached, and a recommendation may be provided.

Attorney Rodriguez explained the settlement agreement and the associated terms. She explained that the four properties that are part of the litigation may still build along the ocean front but structures will be reduced in size to minimize impacts on the waterfront. She noted that each owner has agreed to different terms in how they will modify the construction. She announced conditions, including the condition that the property owners will modify their construction plans accordingly, the recording of covenants running with the land and binding property owners to the covenants, and any permits to be consistent with the declarations.

The Settlement Agreement is contingent upon the following:

1. Recording of the Covenants as previously stated, and
2. Ordinances 406 and 407 will be approved by the Town Commission on 2 readings

Attorney Rodriguez stated that the agreement provides that, in the Notice litigation, the Town will drop its defenses; the Intervening Owners will drop their defenses; and a final declaratory judgement will be entered by the Court by agreement of the parties declaring that Ordinance 376 is null and void which automatically restores the Waterfront Setback Line to its location prior to 2019 under Ordinance 252. She added that the two approved Ordinances will take effect only after the court enters the final stipulated judgement.

She further explained that once the above conditions have taken place, all involved parties in the Notice litigation and all other related litigation are released from any and all claims. The Town will also issue releases in favor of the developing property owners as well as the complainants in the Notice litigation. She noted that the settlement does not constitute an admission by any party of any issue in the case, and the settling property owners agree that they have not, and will not, encourage others to sue over this issue.

In summary:

- The Notice litigation will conclude
- The Town will have full releases in its favor on behalf of itself and all present and former Commissioners, as well as current and former appointees, officials, employees, etc.
- There will be limitations of what is built on the properties in question
- The Town will pay for planting of sea oats on the seaward side of the properties in question and will be responsible for replacement of any dead plants for the first 180 days after planting
- The Town will waive permit fees when the property owners resubmit plans for the reduced size of the construction

Vice Mayor Scott provided comments regarding the global settlement and the hard work involved by all parties.

Public Comment:

There was none.

MOTION: *Commissioner Taddeo/Commissioner Warner moved to authorize the Town Manager to sign the settlement agreement as acceptable to himself, the Town Attorney and outside counsel.*

ACTION: *Motion Passed 4-0*

Mayor Townsend returned to the dais as the Chair.

3. Ordinance No. 406 - Adjusting Waterfront Setback Line - 1st Reading

Attorney Raquel Rodriguez amended the draft ordinance.

- a. She referred to the 2nd “whereas” clause and read it into the record. She noted that the word “and” is missing in the last phrase between the words “protect” and “enhance” so the phrase reads, “...to protect and enhance...”.
- b. She referred to the 3rd page of the ordinance in the last section where there are two sections numbered 6, and noted that the second number 6 should be number 8 (Effective Date). In that section, she stated that the word “business” should be deleted so the ordinance reads “...first day” instead of “...first business day”.

Attorney Baird read the ordinance by title only.

Public Comment:

There was none.

MOTION: *Scott/Field moved to approve Ordinance No. 406 on 1st reading with the amended language discussed.*

ACTION: *5-0 motion passed.*

4. Ordinance No. 407 - Adoption of Procedural Terms of Settlement Agreement - 1st Reading

Attorney Rodriguez amended the draft ordinance.

- a. She referred to page 3, Section 2, which creates a new section to the Towns Land Development Regulations (LDRs), Section 3.23 of Division 3 of Article 4, that clarifies the process for a non-binding referendum, in paragraph D of the new section 3.23. She read the revised language as follows: “If repeal of this section or elimination of the requirements under paragraph A is ever proposed the Town shall hold a non-binding referendum asking Town voters whether they agree to such proposal.”
- b. She referred to Section 3, Exemption for Amendment of the WFSBL, and noted that the word “be” is missing and should be added to read “...shall not be subject to...”.
- c. She referred to Section 7, The Effective Date, and stated that the word “business” should be deleted so the ordinance reads “...first day” instead of “...first business day”.

Attorney Baird read the ordinance by title only.

Public Comment:

None

MOTION: *Scott/Warner moved to approve Ordinance No. 407 on 1st reading with the amended language discussed.*

ACTION: *5-0 motion passed.*

Attorney Baird announced that the Town Commission would recess for a closed-door Executive Session to address Collective Bargaining matters.

*The meeting was recess at 12:14pm.
The meeting was reconvened at 1:22pm.*

Attorney Baird requested another closed-door Executive Session during the May 20, 2025 meeting.

NOTE: The Town Commission meeting will recess at this time, following Agenda Item 4, for a closed-door Executive Session in the Conference Room to discuss Collective Bargaining matters as publicly noticed. Once adjourned, the Town Commission meeting will reconvene.

OTHER ITEMS

5. Other Items*

Town Clerk Kogos introduced Trenton Warren, the new Assistant Town Clerk.

Mayor Townsend asked for a reconsideration of Leaf Blower Ordinance. Discussion ensued. Vice Mayor Scott stated that she carefully considered her decision when she voted the first time and would not be inclined to change her vote. Commissioners Taddeo and Field agreed.

Commissioner Taddeo referred to the density study. Discussion ensued regarding property rights and the density study, particularly regarding subdivisions, in order to protect the Town from additional growth.

The meeting adjourned at 1:33pm.

Respectfully submitted,

Kimberly Kogos, Town Clerk

**MINUTES
TOWN OF JUPITER ISLAND
IMPACT REVIEW COMMITTEE MEETING
THURSDAY, APRIL 3, 2025**

TIME: Thursday, April 3, 2025 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Chair Bonnie Schiralli, Vice Chair Judy Holden, Members Valerie McNeely, Jennifer Madden and Eleanor Seaman, and Alternate Member Marshall Field V. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, and Town Attorney Thomas Baird.

AGENDA

CALL TO ORDER AND COMMENTS*

Chair Schiralli called the meeting to order at 9:01am and read the purpose of the IRC from the Town Code. She established a quorum, and the committee introduced themselves. She noted that all regular members would be voting today.

Town Clerk Kogos swore in those who wish to speak during today's hearing including: Attorney Jared Gaylord of Marc R. Gaylord P.A; Richard Rutledge, Innocenti & Webel; Attorney Jeremy Bowerman of Jeck, Harris, Raynor & Jones; Jeff Breitingner of BBA Architects; Scott Sotille of Ferguson & Shamamian; Dylan Roden of 2FGO; Polly Daugherty of Paradelo Burgess Design Studio; Andre Paradelo of Paradelo Burgess Design Studio; Douglas Winter of Douglas Winter Inc.; Brian Vertesch of Vertesch Landscape Architecture; and Building Director Catherine Harding.

ACTION ITEMS

2. Minutes of the March 6, 2025 Impact Review Committee Meeting

MOTION: *Holden/McNeely moved to approve minutes as presented.*

ACTION: *Motion passed 5-0.*

3. 446 South Beach Road

This is the application of 446 South Beach Rd LLC, represented by Polly Daugherty, Architect, Paradelo Burgess Design Studio, requesting the following:

This property has an existing two-story Primary Residence and a one-story Guest House. The applicant proposes adding an enclosed addition and covered porch to the guest house which includes a garage and two bedrooms.

Ex-Parte Communication

- Chair Schiralli stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.
- Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.
- Member Madden stated that she visited the property, read all materials, and had no ex-parte

communication.

- Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.
- Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.
- Alternate Member Field stated that he visited the property with Director Harding, read all materials, and had not ex-parte communication.

Director Harding introduced the application and provided background information.

Polly Daugherty introduced herself as the Agent and Architect for the application along with team members, Landscape Architect Dylan Roden and Attorney Jeremy Bowerman. She provided an aerial view of the property and provided an overview of the application, including an introduction of the original architect. She provided photographs of the current guesthouse, primary residence, and surrounding area. She reviewed the site plan and the proposed site plan, noting the areas where the additional structures are proposed. She displayed the proposed floor plan and roof plan, along with the site data. Ms. Daugherty continued by providing elevations and explaining the height of the proposed additions.

Vice Chair Holden referred to the existing A/C units and wondered if they will service the addition. Ms. Daugherty clarified that there is one existing A/C unit for the primary structure, and one would be added for the addition.

Mr. Dylan Roden, landscape architect, provided landscape plans and reviewed the buffers, existing planting materials, as well as proposed additional materials.

Member Madden asked about when the filler landscape would be added. Mr. Roden explained the timing.

Public Comment:

None

MOTION: *Holden/McNeely moved to approve as presented.*

ACTION: *Motion passed 5-0.*

4. 160 North Beach Road

This is the application of Mr. and Mrs. Ryan Deasy, represented by Jeff Breitingner, and consultants, of BBA, requesting the following:

This is the renovation of an existing two-story residence, to include the enclosing of an existing covered entry to create a new foyer and a new covered entry on the West side of residence. The East side of the residence will have re-built decking with a new covered area. The pool will be replaced, and new landscape and hardscape will be added. The driveway will be replaced, and an entry gate will be added.

Ex-Parte Communication

- Chair Schiralli stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.

- Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.
- Member Madden stated that she visited the property, read all materials, and had no ex-parte communication.
- Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.
- Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.
- Alternate Member Field stated that he visited the property with Director Harding, read all materials, and had not ex-parte communication.

Director Harding introduced the application and provided background information.

Mr. Jeff Breitingner, applicant agent, introduced himself and the project team. He reviewed the current structure and explained the proposed additions and changes to the residence. He displayed the roof plans and provided elevations of the residential structure, conveying the intent of an Island Colonial style finish.

Member McNeely asked about the height of the building. Mr. Breitingner explained that the proposed ridge will be almost the same as the current height.

Mr. Andre Paradelo, landscape architect, displayed photographs of the current property and structures. He displayed the landscape plans and explained the proposed buffer and planting materials. He reviewed the hardscape plans including the driveway, motor court, redesigned pool and deck area, and walkways. He reviewed the property entry, motor gate entry and pedestrian gates, and displayed the proposed materials. He noted that all comments submitted by King Tree services were addressed and displayed elevations.

Chair Schiralli asked about the site triangle at the entry to North Beach Road. Mr. Paradelo clarified that the area will be sod prior to any construction. Chair Schiralli added this would be a condition of approval.

Chair Schiralli referred to the area near the right of way and asked about the planting materials and buffering in that space. Mr. Paradelo explained that the fence will be extended to the end of the property line and explained the planned buffer. Chair Schiralli confirmed that the current and/or proposed fence is conforming.

Chair Schiralli noted that parking is tight on the property. Mr. Paradelo explained that the motor court will be expanded to alleviate the situation. Discussion ensued regarding construction parking, using the pool area as a parking/turnaround space and trucks not backing out onto North Beach Road, which was added as a condition of approval.

The following additional conditions were requested:

- Site triangle on North Beach Road.
- Removal of the pool and fencing prior to construction.
- Relocation of fencing to make it conforming along the north property line.
- Repositioning of the port-o-lets and dumpster.

MOTION: *McNeely/Madden moved to approve with recommended conditions.*

ACTION: *Motion passed 5-0.*

5. 264 South Beach Road

This is the application of the Blake Family Jupiter Trust, LLC, represented by Jeremy Bowerman, of Jeck Harris, requesting the following:

This application is for the approval of a new one-story guest house with an attached garage and additional storage space to enhance the existing principal structure.

The applicant is also proposing to demolish the existing non-conforming pool and construct a new conforming pool and pool terrace; to construct a covered terrace to the rear of the existing dwelling; demolish the existing non-conforming driveway and motor court and construct a new conforming driveway and motor court; and add new hardscape and landscape.

Ex-Parte Communication

- *Chair Schiralli stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Alternate Member Field stated that he visited the property, read all materials, and had not ex-parte communication.*

Member Holden introduced the application and provided background information. She explained recommended conditions and noted two letters of support from neighboring owners.

Attorney Jeremy Bowerman, on behalf of the applicant, greeted the Committee, introduced the project team, and displayed an aerial view of the property as well as a survey of the property. He also reviewed recent exterior upgrades and emphasized enhanced landscape buffers around the property for added privacy.

Chair Schiralli asked a question about the proposed garage, specifically regarding the basement and use of hydraulic lifts.

Scott Sottile, project Architect, reviewed the architectural plans and provided elevations.

Brian Vertesch, Landscape Architect, was sworn in by Town Clerk Kogos. He reviewed the landscape plan noting the existing plant material as well as the proposed materials and buffers. He provided photographs of the current buffers and streetscape, followed by buffer elevations. He displayed the construction staging plan and explained the various construction related spaces.

Chair Schiralli referred to the proposed pergola and asked about the height which was confirmed at 9'. She also referred to the King Tree letters regarding the immediate need for the buffer plan. Mr. Vertesch addressed the letters.

MOTION: *Holden/Madden moved to approve the application as presented with the recommended conditions, including the buffer plan.*

ACTION: *Motion passed 5-0.*

6. 30 Riverview Road

This is the application of Susan E. Lynch, Trustee of the Susan E. Lynch 2004 Trust Agreement, represented by Jared Gaylord, Esq. of Marc R. Gaylord, P.A, requesting the following:

This application is to construct a new two-story residence with a pool, pool patio, terrace, motor court, mechanical enclosures and associated hardscape and landscape.

Ex-Parte Communication

- *Chair Schiralli stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Vice Chair Holden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member McNeely stated that she visited the property, read all materials, and had no ex-parte communication.*
- *Member Seaman stated that she visited the property with Director Harding, read all materials, and had no ex-parte communication.*
- *Alternate Member Field stated that he visited the property, read all materials, and had not ex-parte communication.*

Director Harding introduced the application and provided background information. She explained the newly provided information that corrects the floor area calculations.

Attorney Jared Gaylord greeted the Committee and introduced the project team. He provided aerial photographs of the vacant property with the existing driveway and solar panels which will be removed. He displayed the property survey, architectural plans, and photographs of the existing property and neighboring properties. He explained the setbacks and site data tables.

Member McNeely asked about the driveway material in regard to the exfiltration trench. Director Harding noted that it is an engineering decision vs. code decision. Richard Rutledge, Landscape Architect, explained that drain fields require grass; exfiltration systems may be located under pervious materials/driveways.

Mr. Rutledge reviewed the landscape plans including the existing vegetation, removal and relocation plans. He explained the construction staging and buffer plan along with the planting materials. He noted the landscape plan has minimal sod areas as requested by the property owner. He provided elevation renderings displaying a dense buffer.

Vice Chair Holden referred to the co-owned properties and noticed two walkways between the two properties. Mr. Rutledge stated that the walkways will be removed and is displayed on the plans as such.

Vice Chair Holden noted the house to the south requires a thicker buffer. Mr. Rutledge confirmed and explained the plan to address this concern.

Chair Schiralli agreed that the south buffers are weak. She also noted the site triangle. Mr. Rutledge agreed that the current triangle is poor and will be addressed per the plans.

MOTION: *Holden/Madden moved to approve the application as presented with conditions, including the site triangle.*

ACTION: *Motion passed 5-0.*

7. Other Items*

- a. Next Meeting - May 1, 2025

The next meeting is scheduled for May 1, 2025, with one application received thus far.

- b. Other Matters

Chair Schiralli adjourned the meeting at 11:01 AM.

Respectfully Submitted,

Kimberly Kogos, Town Clerk

TOWN OF JUPITER ISLAND

TO : Mayor and Commissioners

FROM : Danielle Losquadro, Senior Accountant

RE : Fixed Asset Disposals

DATE : 05/09/25



The Town of Jupiter Island's Accounting Policy and Procedure Manual and Florida Statute 274.07 require Town Commission authorization for the disposal of surplus property. Attached is a listing of surplus property that has been identified as obsolete, replaced, lost/stolen, or inefficient. After the Commission's authorization, surplus property will be disposed of in accordance with Town policy and recorded in the Fixed Assets Module. Disposal methods include sale by auction, donation, or scrapping.

ASSET INFORMATION

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ORDINANCE NO. 407

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AMENDING ARTICLE IV OF APPENDIX A OF THE CODE OF ORDINANCES ENTITLED, "SUPPLEMENTAL REGULATIONS" TO CREATE A NEW SECTION 3.23 ESTABLISHING PROCEDURES FOR PERMITTING NEW BEACHFRONT DEVELOPMENT; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AS FOLLOWS:

WHEREAS, embodied within the Town's Comprehensive Plan is the Town Vision, which states in part that in Jupiter Island, the beauty of nature will always dominate the presence of man; and

WHEREAS, the Comprehensive Plan further includes a Conservation Element, the purpose of which is to promote the conservation, use and protection of natural resources and ultimately to protect and enhance the public health, safety and welfare and the quality of the environment; and

WHEREAS, the Comprehensive Plan includes a Coastal Management Element, the purpose of which is to plan for and where appropriate, restrict development activities where such activities would damage or destroy coastal resources, and to protect human life and limit public expenditure in areas that are subject to destruction by natural disaster or sea level rise; and

WHEREAS, consistent with its Comprehensive Plan, the Town's Land Development Regulations serve the following purposes, among others:

- Guiding and ensuring coordinated, orderly, and harmonious development in accordance with the existing and future needs of the Town;
- Protecting, promoting and improving the public health, safety, and general welfare;
- Conserving the value of land, buildings and resources, and protecting landowners from adverse impacts of adjoining developments;
- Protecting the character and maintaining the stability of residential, recreational, open space and public areas;

- Assuring that necessary public facilities are made available concurrently with the impacts of development;
- Balancing the interest of the general public in the Town with that of individual property owners; and

WHEREAS, the Town Commission is elected as the representative of the Town residents and is empowered by the Charter to enact legislation advancing these purposes; and

WHEREAS, the Town Commission has devoted significant time and resources to establishing a waterfront setback line (WFSBL) and beachfront development that balances all of these purposes, among others, and has through this process held public workshops and hearings and distributed materials to facilitate public input and debate; and

WHEREAS, the Town Commission has approved Ordinance 406, amending the WFSBL; and

WHEREAS, for various reasons not all property owners desire or are able to publicly participate in hearings regarding the WFSBL and/or beachfront development; and

WHEREAS, the Town Commission believes that it would benefit from more direct input from property owners regarding the location of the WFSBL and consideration of future beachfront development; and

WHEREAS, the ability to vote in a non-binding referendum would expand the opportunity for public input on potentially controversial issues; and

WHEREAS, a public hearing was properly noticed and held before the Commission on April 30, 2025, at which hearing Town property owners were afforded the opportunity to be heard; and

WHEREAS, the Town Commission was presented with text amendment to amend Appendix A of the Code of Ordinances which contains the Town's Land Development Regulations to provide procedures which must be met when considering any new beachfront development; and

WHEREAS, the Town Commission has determined the creation of Article IV, Division 3, Section 3.23, and its inclusion in the Town's Land Development Regulations is consistent with its Comprehensive Plan and its Future Land Use Element and Map.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF JUPITER ISLAND, FLORIDA:

Section 1. Recitals. The foregoing "**WHEREAS**" clauses are hereby ratified and confirmed as being true and correct and are incorporated herein.

Section 2. Amended LDRs. The Town Commission hereby amends its Land Development Regulations contained in Appendix A by creating a new Section 3.23 of Division 3 of Article IV – Supplemental Regulations, as follows:

Sec. 3.23. – Procedures for Permitting New Beachfront Development.

A. Prior to taking any future legislative action that would permit new beachfront development by amendment to the waterfront setback line, the Town Commission shall require the following to occur:

(i). Conduct a density analysis to evaluate whether, and to what extent, a proposed change to the waterfront setback line would permit the development of existing vacant land, which analysis shall be published on the Town's website 60 days prior to the Town Commission's consideration of an amendment to the waterfront setback line;

(ii). Following publication of the density analysis, the Town shall conduct at least two publicly noticed workshops at which public comment is solicited and permitted; and

(iii). After holding the two workshops, schedule a non-binding referendum asking the electors within the Town whether the proposed legislative action should be adopted.

B. The provisions of Paragraph 3.23.A. also shall apply to any approval of new structures seaward of the waterfront setback line with the exception of accessory features, (e.g., gazebos, trellises, porticos, pergolas, patios, carports, and porches), subject to the requirements in Division 5 of this Appendix A, governing variances.

C. Nothing herein is intended to delegate or limit the Town Commission's legislative authority conferred upon it by the Town Charter, and the Commission retains the authority to exercise its discretion to act in the best interests of the Town, so long as the procedural requirements of this ordinance are satisfied. Nor does this ordinance place any condition or restriction on the Town's quasi-judicial authority.

D. If repeal of this section or elimination of the requirements under Paragraph A is ever proposed, the Town shall hold a non-binding referendum asking Town voters whether they agree to such proposal.

Section 3. Exemption for Amendment of the WFSBL. The adoption of Ordinance 406 amending the WFSBL shall not be subject to the procedural requirements of this ordinance.

Section 4. Repeal of Ordinances in Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. Severability. If any court of competent jurisdiction holds any word, part, section, paragraph or provision hereof to be unlawful or unconstitutional, such ruling or finding shall not affect the remaining portions of this ordinance, which shall remain in full force and effect.

Section 6. Codification. This ordinance shall be codified and made a part of the Code of Ordinances of the Town of Jupiter Island, Florida.

Section 7. Effective Date. This ordinance shall become effective immediately upon the first day following the entry of the stipulated final judgment in *Testa, et al. v. Town of Jupiter Island*, Case No. 2021-CA-000599 (Fla. 19th Cir. Ct.).

PASSED UPON FIRST READING THE ____ DAY OF _____, 2025.

PASSED AND ADOPTED UPON SECOND READING AT THE PUBLIC HEARING ON THE ____ DAY OF _____, 2025.

(SEAL)

TOWN OF JUPITER ISLAND

Mayor

Vice Mayor

Commissioner

Commissioner

Commissioner

ATTEST:

Town Clerk

ORDINANCE NO. 406

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AMENDING APPENDIX A OF THE CODE OF ORDINANCES WHICH CONTAINS THE LAND DEVELOPMENT REGULATIONS OF THE TOWN; PROVIDING FOR THE AMENDMENT OF ARTICLE IV, DIVISION III, SECTION 3.02, TO MODIFY THE WATERFRONT SETBACK LINE ESTABLISHED IN EXHIBIT “C” THEREOF; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, embodied within the Town’s Comprehensive Plan is the Town Vision, which states in part that in Jupiter Island, the beauty of nature will always dominate the presence of man; and

WHEREAS, the Comprehensive Plan includes a Conservation Element, the purpose of which is to promote throughout the Town the conservation, use and protection of natural resources and to protect and enhance the public health, safety and welfare and the quality of the environment; and

WHEREAS, the Comprehensive Plan includes a Coastal Management Element, the purpose of which is to plan for and where appropriate, restrict development activities where such activities would damage or destroy coastal resources, and to protect human life and limit public expenditure in areas that are subject to destruction by natural disaster or sea level rise; and

WHEREAS, the Comprehensive Plan also includes a Property Rights Element, that requires the Town Commission to consider in its decision-making the property rights of property owners regarding the maintenance, use, development and improvement of his or her property, subject to state and local laws; and

WHEREAS, the respective owners of the real property located at 306, 310, 322, and 332 South Beach Road (collectively, the “Properties”), in accordance with, and reliance on, the foregoing Comprehensive Plan provisions and the Waterfront Setback Line established by Ordinance 376 and having understood these laws to be controlling at the time with respect to the development of the Properties, applied for and received approvals from the Town’s Impact Review Committee to construct structures on certain portions their undeveloped properties located east of South Beach Road; and

WHEREAS, no property owners in the Town, other than the owners of the Properties, have applied for and received approvals from the Town’s Impact Review Committee to construct structures on undeveloped property located east of South Beach Road in reliance on the waterfront setback line established by Ordinance 376; and

WHEREAS, the Commission exercising its home rule authority and good faith discretion determined that it is in the best interest of its residents and property owners to adopt a Resolution at a duly noticed Commission meeting held on April 30, 2025, approving a global settlement agreement resolving any and all pending and/or future disputes with the owners of the Properties regarding the Waterfront Setback Line established by Ordinance 376 and creating mutual covenants among the parties to the global settlement agreement; and

WHEREAS, by way of the global settlement agreement and the stipulated entry of a final judgment pertaining to Ordinance 376, a court of competent jurisdiction has ruled that Ordinance 376 is void and unenforceable; and

WHEREAS, the Court's ruling pertained to *Testa, et al. v. Town of Jupiter Island*, Case No. 2021-CA-000599 (Fla. 19th Cir. Ct.) ("Notice Lawsuit"), regarding the validity of the public notice for Ordinance 376, and said Notice Lawsuit was pending for several years until the parties reached a global settlement agreement; and

WHEREAS, in February of 2024, the Town contracted with the marine engineering firm of Cummins Cederberg to study the propriety and necessity of adjusting the Waterfront Setback Line from its location, as established by Ordinance 376; and

WHEREAS, the Town Commission determined that the Properties were exempt from the Zoning in Progress notice based upon the approvals the Properties had previously obtained from the Impact Review Committee pursuant to Ordinance 376.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF JUPITER ISLAND, FLORIDA:

Section 1. The foregoing "**WHEREAS**" clauses are hereby ratified and confirmed as being true and correct and are made a specific part of this ordinance upon adoption hereof.

Section 2. **Exhibit "C."** The Waterfront Setback Line codified in Exhibit "C," which is contained in the Town's Code of Ordinances, Appendix A at Article IV, Supplemental Regulations, Division 3, Development Standards, Section 3.02 A and B, pertaining to Waterfront Setback Lines shall be amended and replaced with the newly revised Exhibit "C" attached hereto (the "Amended WFSBL"). The newly revised Exhibit "C" includes maps illustrating and describing the location of the Amended WFSBL.

Section 3. **No Non-Conformities.** Nothing in this ordinance is intended to, nor should be construed as, establishing any property (including the Properties) as a "non-conforming" property pursuant to the Town's Land Development Regulations or Policies 01.01.01.04 and 01.01.01.05 of the Town's Comprehensive Plan.

Section 4. **Severability.** If any provision of this ordinance or the application thereof is held invalid, such invalidity shall not affect the other provisions or applications of this ordinance, which can be given effect without the invalid provisions or applications, and to this end, the provisions of this ordinance are hereby declared severable.

Section 6. Repeal of Ordinances in Conflict. All other ordinances of the Town of Jupiter Island, Florida, or parts of ordinances in conflict herewith are hereby repealed.

Section 7. Codification. This ordinance shall be codified and made a part of this official Code of Ordinances of the Town of Jupiter Island, Florida.

Section 8. Effective Date. This ordinance shall become effective immediately upon the first day following the entry of the stipulated final judgment in *Testa, et al. v. Town of Jupiter Island*, Case No. 2021-CA-000599 (Fla. 19th Cir. Ct.).

PASSED UPON FIRST READING THE ____ DAY OF _____, 2025.

PASSED AND ADOPTED UPON SECOND READING AT THE PUBLIC HEARING ON THE ____ DAY OF _____, 2025.

(SEAL)

TOWN OF JUPITER ISLAND

Mayor

Vice Mayor

Commissioner

Commissioner

Commissioner

ATTEST:

Town Clerk



MEMORANDUM



TO: TOWN OF JUPITER ISLAND, COMMISSION
THRU: ROBERT GARLO, TOWN MANAGER *RGC*
FROM: MICHAEL EWING, DIRECTOR OF PUBLIC SAFETY *MSE*
DATE: MAY 5, 2025
SUBJECT: AUTHORIZATION TO EXPLORE A LAND USE AGREEMENT WITH
 PALM BEACH COUNTY SHERIFF'S OFFICE

The Department of Public Safety is requesting authorization from the Town Commission to explore the options of a land use agreement with the Palm Beach County Sheriff's Office (PBSO) for the installation of a coastal radar monitoring tower on a 100 Square Foot parcel of property owned by the Town of Jupiter Island; South Martin Regional Utility.

The proposed radar installation is part of a broader regional initiative to enhance coastal surveillance and interdiction capabilities along Florida's southeastern shoreline. Once installed, this tower will significantly strengthen the existing network of radar monitoring systems by providing increased detection and tracking of suspicious or illegal maritime activity.

This project will not only benefit the Town of Jupiter Island by enhancing local public safety efforts, but it will also support regional and state law enforcement agencies in securing our coastal waters. The proposed site is strategically positioned to improve overall radar coverage and fill existing gaps in coastal monitoring infrastructure.

Staff recommends authorization to collaborate with the Town Attorney and the Palm Beach County Sheriff's Office to develop a land use agreement to facilitate the construction of the radar site. A finalized agreement will be presented to the Commission for approval upon completion.

ATTACHMENT

/me

Untitled Map

Write a description for your map.

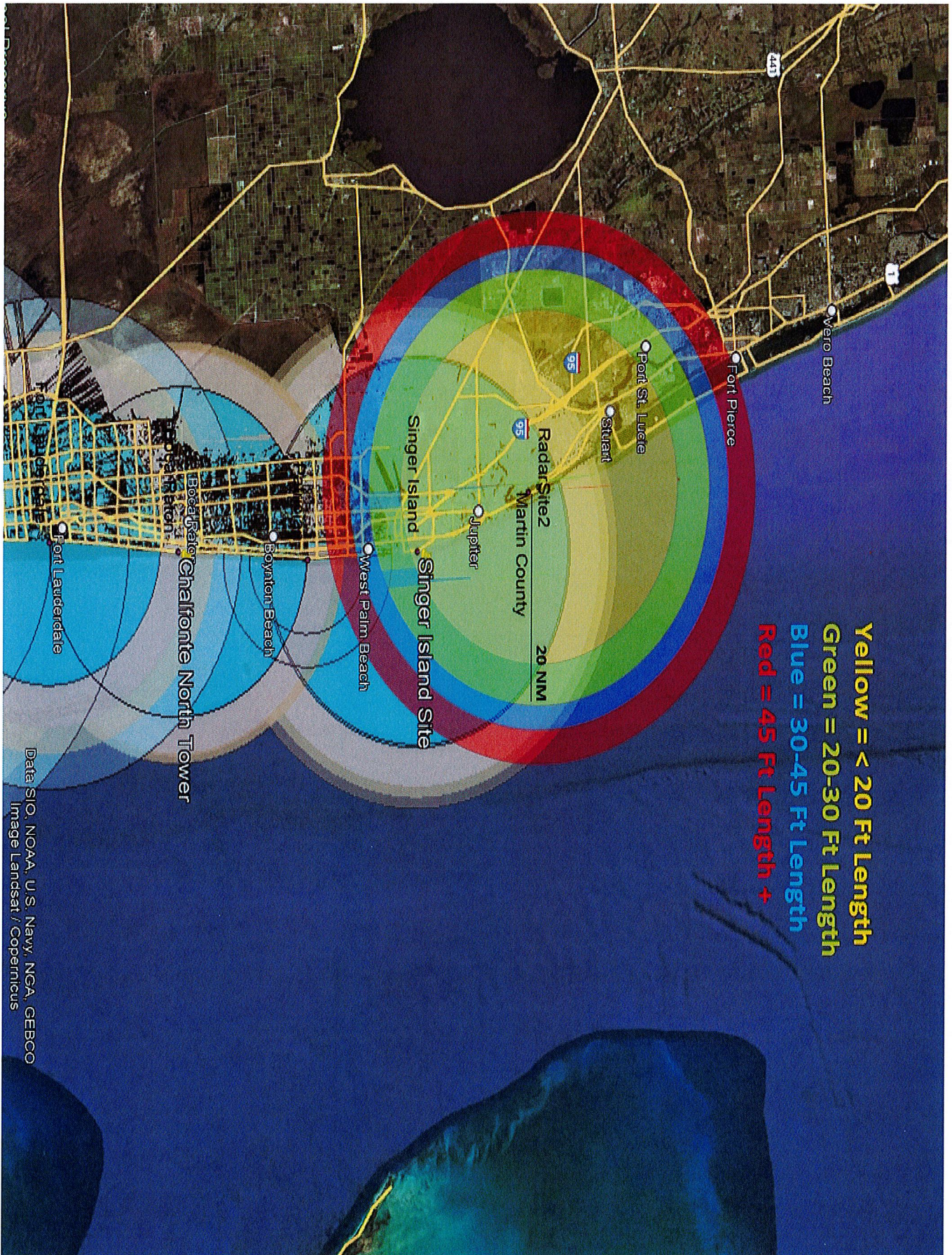


General

Martin County Board of County Commissioners

Find MC Addresses









SPEED-LR

Automatic Detection and Surveillance Systems



The SPEED-LR is a Land System designed to provide automatic detection, recognition and identification capabilities that were especially developed for diverse land environmental conditions.

The system has an HD Thermal Camera and a SWIR Camera. Major advantage of the SWIR imaging for military applications is the ability to see images through haze, fog and glass.

The SPEED-LR System provides maximum sensor range performance by using highly sensitive sensors and unique video enhancement algorithms.

Applications

Border Surveillance
Coastal Surveillance
Perimeter Surveillance
Protection of Sensitive Sites
Force Protection

Technical info:

TI	FL	590mm
	KM	33km
SWIR	FL	1900mm
	KM	40km

FL Focal Length

KM Detection range to NATO target

CONTROP
Turning Vision Into Reality



MEMORANDUM



TO: TOWN OF JUPITER ISLAND, COMMISSION
THRU: ROBERT GARLO, TOWN MANAGER
FROM: MICHAEL EWING, DIRECTOR OF PUBLIC SAFETY *MSE*
DATE: MAY 5, 2025
**SUBJECT: SPENDING AUTHORIZATION REQUEST – NON-BUDGETED
PURCHASE OF SKYDIO DRONE**

The Department of Public Safety is requesting authorization to proceed with a non-budgeted expenditure for the purchase of a Skydio drone to enhance our operational capabilities and provide improved public safety services to the residents and visitors of Jupiter Island. The cost for this item is \$29,675.96.

This advanced aerial drone will serve as a valuable asset for search and rescue operations, emergency response coordination, surveillance of hard-to-reach areas, post-storm assessments, and critical incident management. Its autonomous flight capabilities and obstacle-avoidance technology offer unique advantages that align with our department's goal of maximizing efficiency and safety.

The funding source for this purchase will be derived from the proceeds of the recent sale of the department's marine unit vessel. While this expenditure falls below the spending threshold requiring formal Commission approval, a budget amendment will be necessary in a future meeting to transfer the appropriate amount from the General Revenue – Miscellaneous Income account to the department's operating account to facilitate this purchase.

Staff is respectfully requesting approval to proceed with this non-budgeted expenditure in the amount of \$29,675.96.

ATTACHMENT

/me



Quote Form #:
Created Date:
Expiration Date:
Prepared By:
Prepared By Email:

Quote
Q-32577
1/23/2025
2/22/2025
Geoff Bulpitt
geoff.bulpitt@skydio.com

FOR PRICING / BUDGETARY PURPOSES ONLY

CUSTOMER: Jupiter Island Public Safety Department -
Fire Rescue

A La Carte

Hardware + Perpetual Software						
Product Code	Product Name	QTY	Term (Months)	List Unit Price	Net Unit Price	Total (USD)
DR4E1BR2IZG0000NA	Skydio X10 Ready Kit [1 Battery] (2.4/5 GHz, 5G/LTE Ready: T-Mobile, IR) NA + VT300-Z	1.00		\$16,108.00	\$16,108.00	\$16,108.00
DR4ATTSWNAIR	Skydio NightSense with IR Attachment for X10	1.00		\$2,800.00	\$2,800.00	\$2,800.00
DR4ACCBATR	Skydio Battery for X10 [Advanced Reservation]	2.00		\$369.00	\$369.00	\$738.00
DR4ATTSPKM	Skydio Speaker/Mic for X10	1.00		\$320.00	\$320.00	\$320.00
DR4ATTSPTL	Skydio Spotlight for X10	1.00		\$265.00	\$265.00	\$265.00
Hardware + Perpetual Software Subtotal:						\$20,231.00

Services						
Product Code	Product Name	QTY	Term (Months)	List Unit Price	Net Unit Price	Total (USD)
CEDR45G300Z3YRNA	Skydio Care for X10 with Cellular 5G + VT300-Z, 3-year	1.00		\$5,249.00	\$5,249.00	\$5,249.00
DR4ACAD000NA	Skydio Academy Online - All Access	1.00	12	\$300.00	\$300.00	\$300.00
Services Subtotal:						\$5,549.00

Cloud Based Software						
Product Code	Product Name	QTY	Term (Months)	List Unit Price	Net Unit Price	Total (USD)
SWSTRDR4	Skydio Multi-Viewer Live Streaming for X10	1.00	12	\$2,400.00	\$2,400.00	\$2,400.00
SWFMDR4	Skydio Fleet Manager for X10	1.00	12	\$120.00	\$120.00	\$120.00
DR4SWRNGEXTWPSNA	Skydio Connect 5G - Range Extender, WPS Eligible (T-Mobile)	1.00	12	\$1,300.00	\$1,300.00	\$1,300.00
Cloud Based Software Subtotal:						\$3,820.00

Totals

Total Fees	\$29,600.00
Estimated Shipping	\$75.96
Grand Total	\$29,675.96

Special Terms

By signing this Order Form, Customer acknowledges and agrees that the battery-only SKU(s) listed above are not currently available for shipment and will be delivered as soon as feasible. Customer will be invoiced for the SKU(s) upon shipment.

Customer acknowledges and agrees that any SaaS Services provided under this Order Form will be hosted in the United States.

Certain items in this order may be subject to certification requirement(s) under United States federal and/or state law. Skydio's delivery of any such item within the United States is contingent upon completion of applicable US-based certification processes. Skydio shall bear sole responsibility for, and will provide a full refund to Customer for any items for which Skydio is unable to obtain applicable US-based certification. The foregoing is inapplicable to items purchased for export from the United States.

With respect to any geographic location into which Customer will import the Products or Services, Customer represents and warrants that it has all necessary licenses, waivers, or other regulatory approvals necessary in order to import and operate the Products and Services. Customer is solely responsible for any costs, fees, penalties, judgments or other liabilities arising from Customer's import, export, transfer or operation of the Products or Services outside the Authorized Territory.

Terms and Conditions

Skydio's sale of the products and services in this quote will be subject to Skydio's standard terms and conditions, which can be found at <https://www.skydio.com/legal>, and transacted on an Order Form to be provided by Skydio. This quote is for Customer's budgetary purposes only. Unless an alternate contracting method has been pre-approved by Skydio, Skydio will not accept a purchase order that purports to accept this quote or offer to purchase products and services below without a signed Skydio Order Form.

Exhibit A: Product Descriptions and Definitions

Product Name	Description
Skydio X10 Ready Kit [1 Battery] (2.4/5 GHz, 5G/LTE Ready: T-Mobile, IR) NA + VT300-Z	Kit includes one (1) Skydio X10 Vehicle with Sensor Package (2.4/5 GHz, 5G/LTE Ready, IR) NA + VT300-Z, one (1) Enterprise Controller, one (1) Ready Case, two (2) wall adapters, one (1) set additional propellers, two (2) 256 GB micro SD cards, one (1) battery, and one (1) dual charger. Includes one (1) subscription to Skydio Autonomy Drone Software that allows the drone to see, understand, and act upon the world. License is perpetual and non-transferable. Data sold separately.
Skydio Care for X10 with Cellular 5G + VT300-Z, 3-year	Skydio Care for X10 with Cellular 5G + VT300-Z, 3-year includes bundled Care for the Skydio X10 with Cellular 5G and the VT300-Z Sensor Package. Skydio Care for X10 with Cellular 5G (3yr plan) includes: (a) three (3) Damage Replacement with advance shipment and up to one (1) Lost Drone Replacement with advance shipment. Skydio Care for VT300-Z (3yr plan) includes: (a) three (3) Damage Replacement with advance shipment and up to one (1) Lost Sensor Package Replacement with advance shipment. In either event, Customer will be charged the full cost of the replacement sensor package if Skydio fails to receive payment of associated replacement fees (covered in T&C) within thirty (30) days of the shipment.
Skydio NightSense with IR Attachment for X10	Skydio NightSense for X10 includes access to advanced autonomy functionality in no and low light situations. Includes one (1) perpetual license and one (1) infrared light spectrum active illumination attachment that can be carried by Skydio X10.
Skydio Multi-Viewer Live Streaming for X10	One (1) subscription to Skydio Multi-Viewer Live Streaming includes Multi-Viewer streaming capability allowing user to share real-time video from Skydio X10. Base license includes 600 hours per year, per vehicle, per viewer, pooled. Hours only consumed when stream is viewed by more than one viewer. Requires purchase of Fleet Manager.
Skydio Battery for X10 [Advanced Reservation]	One (1) battery for Skydio X10 when available.
Skydio Speaker/Mic for X10	One (1) speaker and microphone attachment that can be carried by the Skydio X10.
Skydio Fleet Manager for X10	One (1) subscription to Skydio Fleet Manager for X10 includes access to Skydio Fleet Manager for tracking fleet usage. Includes live streaming of video to a single user. Includes one (1) subscription to Skydio Model Viewer, which allows the user of Fleet Manager to view 3D models from the browser.
Skydio Academy Online - All Access	Access to all Skydio Academy online training for term duration. Includes web-based access for one (1) user to Drone Training, Software Training, Skydio Certifications, Content Updates, Recorded Webinars, and Reporting.
Skydio Spotlight for X10	One (1) spotlight attachment that can be carried by the Skydio X10.
Skydio Connect 5G - Range Extender, WPS Eligible (T-Mobile)	Extended range flight over 5G for operator launched flights between an X10 vehicle and X10 Enterprise Controller or Dock. By purchasing, customer accepts the the responsibility of confirming WPS eligibility, warrants that it will so confirm before flying on WPS, and will indemnify and hold harmless Skydio against any claims arising from ineligible use of WPS.

TOWN OF JUPITER ISLAND

MEMORANDUM

TO: Mayor & Town Commission

THROUGH: Ken McBrayer, Beautification Committee Chair

CC: Robert Garlo, Town Manager
Kimberly Kogos, Town Clerk 

FROM: John Duchock, Asst. Town Manager

RE: Agenda Item No. 7 – Spending Authorization

DATE: 5/6/2025

Background:

The Town's Beautification Committee is a volunteer group of residents whose focus is to consider matters regarding the aesthetic environment of Jupiter Island. The committee consists of several at-large resident volunteers, as well as members representing the Jupiter Island Residents Association, Jupiter Island Club, Jupiter Island Historical Society, and the Jupiter Island Garden Club.

A primary focus of the Committee is the Bridge Road ficus allée - the hallmark canopy entrance feature of the Town. The allée is comprised of 125 ficus trees, straddling the east and west sides of the intracoastal waterway along nearly 4,000 feet of Bridge Road between Shell Avenue and Gomez Road. The predominant tree species along the allée is the Indian Laurel Tree, referred to as Ficus Microcarpa or Ficus Nitida. The allée was originally planted in the early 1950s making many of the existing trees more than 70 years old. Over the years, the trees have been exposed to a range of stressors such as drought, storms, whitefly, hypoxylon canker, and Armillaria root rot fungus.

In recent years, the general health of many of the larger trees, and the frequency of required removal and replacement, has become of such a concern that succession planning efforts were initiated through coordination between Town staff, the Beautification Committee members, and local arborist/horticulturalist consultant Richard Maxwell of King Tree Service. Following a review of alternative tree species, a consensus was reached to conduct the replacement plan using the native Strangler Fig tree (Ficus Aurea) to interplant between the existing ficus trees along the allée and along the north entry to the Town Hall property. Being a native plant species, the Strangler Fig is a more resilient species of canopy tree better suited to the island's unique environment.

Given the size of the existing trees and the scale of the allée project, it is critical to begin acquiring sufficient replacement trees as soon as practicable. The succession plan will require

years to implement, beginning with an initial replacement of trees at Town Hall, and contracting a local grower to farm replacement trees to be planted along Bridge Road in the next few years. Significant effort and expense will be required to complete this process, including future requests for pruning/crown reduction, as well as continued nutritional and pesticide applications to existing trees. The following is an estimate of the expenditures required to initiate the replacement program this fiscal year (FY2025).

1. Locate, acquire, and plant ten (10), 200-gallon size strangler fig trees (\$80,000)
2. Engage with a nursery to initiate a contract to grow 140 strangler fig trees (\$5,000)
3. Retain King's Tree Service for consulting services (\$15,000)

Request:

The Beautification Committee is requesting authorization from the Town Commission for the expenditure of up to \$100,000 to accomplish the following during the current fiscal year (FY25): 1) locate, acquire, and plant ten (10), 200 gallon size, strangler fig trees along the entrance to Town Hall; 2) identify and engage with a nursery to contract grow 140 strangler fig trees over a 3-4 year period for planting within the Bridge Road allée; and 3) retain King's Tree Service as a consultant moving forward on issues related to ficus tree replacement.



TOWN OF
JUPITER ISLAND
FLORIDA

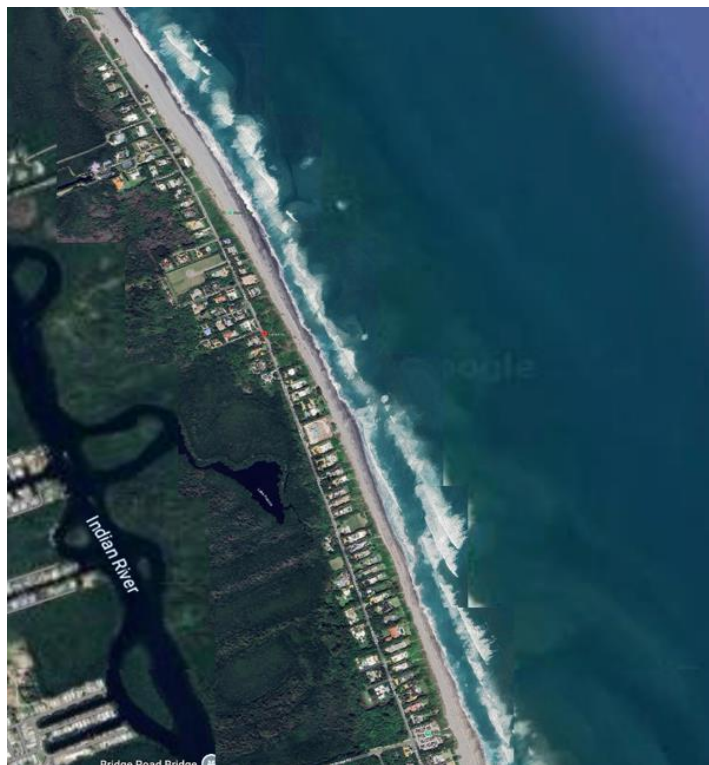
Community Survey: Traffic Improvement on North Beach Road

Dear Resident,

The Town of Jupiter Island is gathering input from local community members on potential ways to prevent speeding and congestion and improve overall traffic flow along North Beach Road. As a valued member of the community, your feedback will help guide thoughtful decisions to best support the safety, livability, and character of the neighborhood.

About North Beach Road:

North Beach Road is a 1.7-mile, two-lane residential street that runs from Bridge Road to the Hobe Sound National Wildlife Refuge. The road is 18 feet wide, with no curbs or gutters, and does not include sidewalks. With a posted speed limit of 25 mph, its straight, unobstructed layout and low traffic volumes can make it prone to higher driving speeds.



(image from Google Map)

Instructions:

Please complete and return this survey form by **[insert deadline]**.

1. Do you live on or near North Beach Road?

- ☐ Yes – Full-time resident
☐ Yes – Seasonal resident
☐ No – I visit the area frequently
☐ No – Other (please specify): _____

2. Have you noticed any specific concerns with traffic on North Beach Road? (Select all that apply)

- ☐ Speeding
☐ Visibility or line-of-sight issues
☐ Difficulty turning in/out of driveways
☐ Pedestrians/bicyclists in the roadway
☐ Other (please specify): _____
☐ No concerns

3. How would you describe the typical driving speeds on North Beach Road?

- ☐ Too fast
☐ Just right
☐ Too slow
☐ Not sure
(Optional comments): _____

4. Do you feel measures are needed to improve the traffic flow on North Beach Road?

- ☐ Yes
☐ No
☐ Not applicable
(Optional comments): _____

5. If the Town were to explore ways to improve the traffic flow, how important would each of the following be to you?

(Please rate from 1 = Not important to 5 = Very important)

Concern	1	2	3	4	5
Maintaining emergency vehicle access	☐	☐	☐	☐	☐
Reducing speeding	☐	☐	☐	☐	☐
Preserving the visual character of the road	☐	☐	☐	☐	☐
Minimizing noise from traffic measures	☐	☐	☐	☐	☐
Improving safety for pedestrians/bikers	☐	☐	☐	☐	☐

6. If the Town were to explore ways to improve the traffic flow, how open are you to each of the following physical changes on North Beach Road?

Measure	Not open	Somewhat open	Open	Very open	I don't know
Chicanes, bulbouts, or chokers (design features that narrow or shift the roadway slightly to slow traffic) <i>sample image only</i> 	☐	☐	☐	☐	☐
Speed humps or raised features <i>sample image only</i> 	☐	☐	☐	☐	☐
Small traffic circles <i>sample image only</i> 	☐	☐	☐	☐	☐
Combination of measures (e.g., chicanes + speed humps)	☐	☐	☐	☐	☐
Sidewalks on one side of the road (36 inches wide)	☐	☐	☐	☐	☐
No changes needed	☐	☐	☐	☐	☐

7. Do you have any specific traffic improvement ideas you'd suggest for North Beach Road?

8. We want to know which location(s) along North Beach Road you are most concerned about. What specific addresses, cross street, curves, driveways, or nearby landmarks do you consider particularly problematic?

9. Would you like to be kept informed about any next steps?

☐ Yes (please provide your name and email or phone):

Name: _____

Email Address: _____

Phone: _____

☐ No, thank you.

- End of Survey -

Certification and Return Information:

☐ I certify that the responses provided reflect the position of the majority of the record owners of the property listed below.

Signature (if mailing or hand-delivering)

Date:

Property Address (optional): _____

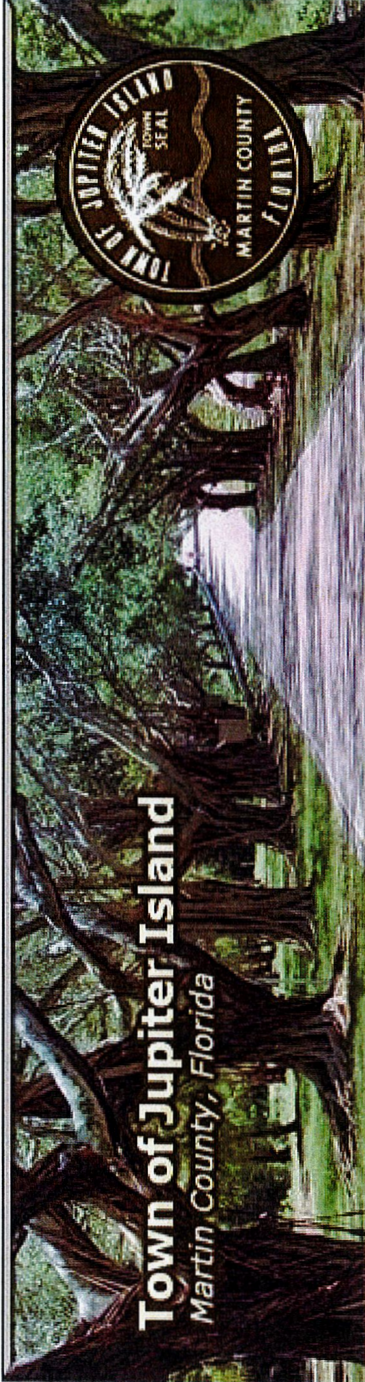
Please return your completed survey by [insert deadline] to:
[return address]

If you have any questions or need assistance with the survey, please contact:

Kimberly Kogos

Town Clerk / Executive Assistant
Town of Jupiter Island

kkogos@tji.martin.fl.us
772-545-0105



April 2025

General Fund Financial Report

Town Commission Meeting

May 20, 2025

Topics To Be Covered

General Fund

- 2024-2025 Revenues
- 2024-2025 Expenses
- Balance Sheet

**Town of Jupiter Island
FY 2024/2025 Budget**

Account Description	Adopted Budget 2024-2025	YTD Actual 4/30/2025	Target 58%
Total General Fund Revenues	\$12,530,781	\$11,575,066	92%
Transfers from Reserves	\$510,000	\$0	0%
Total Revenues	\$13,040,781	\$11,575,066	89%
Total Administration	\$3,480,425	\$1,827,740	53%
Total Public Safety	\$6,055,175	\$3,379,171	56%
Total Building Department	\$1,352,285	\$1,305,714	97%
Total Public Works	\$2,152,896	\$895,405	42%
Total General Fund Expenditures	\$13,040,781	\$7,408,030	57%
Year to Date Net Income		\$4,167,036	

2024-2025 Revenue

Town of Jupiter Island

Account Description	Adopted Budget 2024-2025	PYTD Actual 4/30/2024 2023-2024	YTD Actual 4/30/2025 2024-2025	Actual % of Budget (Target 58%) 2024-2025
Ad Valorem	\$9,927,402	\$8,805,788	\$9,763,895	98%
Total Other Taxes and Fees	\$333,000	\$147,037	\$174,123	52%
Total Licenses and Permits	\$850,500	\$350,541	\$798,632	94%
Total Intergovernmental Revenue	\$325,100	\$79,764	\$81,987	25%
Total Charges for Services	\$131,000	\$79,805	\$64,474	49%
Total Fines and Forfeits	\$2,000	\$1,675	\$2,279	114%
Total Miscellaneous Revenues	\$257,700	\$553,386	\$347,537	135%
Transfers from Interfunds	\$704,079	\$397,550	\$342,139	49%
Subtotal Revenues	\$12,530,781	\$10,415,545	\$11,575,066	92%
Transfer from Reserves	\$510,000	\$0	\$0	
Total General Fund Revenues	\$13,040,781	\$10,415,545	\$11,575,066	89%

2024-2025 Expenses by Department

Account Description	Adopted Budget 2024-2025	PYTD Actual 4/30/2024	YTD Actual 4/30/2025	Actual % of Budget (Target 58%)
Total Administration - Payroll	\$1,395,679	\$611,812	\$728,298	52%
Total Administration - Benefits	\$892,571	\$385,119	\$407,195	46%
Total Administration - Operating	\$1,160,175	\$674,950	\$692,247	60%
Subtotal	\$3,448,425	\$1,671,881	\$1,827,740	53%
Total Administration - Capital	\$32,000	\$7,431	\$0	0%
Total Administration	\$3,480,425	\$1,679,312	\$1,827,740	53%
Total Public Safety - Payroll	\$3,033,324	\$1,503,503	\$1,698,171	56%
Total Public Safety - Benefits	\$1,031,813	\$417,678	\$466,476	45%
Total Public Safety - Operating	\$1,433,908	\$745,363	\$775,279	54%
Subtotal	\$5,499,045	\$2,666,544	\$2,939,926	53%
Total Public Safety - Capital	\$556,130	\$391,036	\$439,246	79%
Total Public Safety	\$6,055,175	\$3,057,580	\$3,379,171	56%
Total Building - Payroll	\$524,794	\$241,061	\$305,967	58%
Total Building - Benefits	\$171,337	\$73,610	\$79,056	46%
Total Building - Operating	\$646,154	\$180,395	\$920,691	142%
Subtotal	\$1,342,285	\$495,065	\$1,305,714	97%
Total Building - Capital	\$10,000	\$27,825	\$0	0%
Total Building Department	\$1,352,285	\$522,890	\$1,305,714	97%
Total Public Works - Payroll	\$729,866	\$342,565	\$336,240	46%
Total Public Works-Benefits	\$457,028	\$190,129	\$184,096	40%
Total Public Works - Operating	\$780,002	\$305,168	\$349,871	45%
Subtotal	\$1,966,896	\$837,862	\$870,208	44%
Total Public Works - Capital	\$186,000	\$0	\$25,197	14%
Total Public Works	\$2,152,896	\$837,862	\$895,405	42%
Total General Fund Expenditures	\$13,040,781	\$6,097,644	\$7,408,030	57%

Balance Sheet as of 4/30/2025

Assets

CASH GENERAL ACCOUNT - SEACOAST	\$	171,919
MONEY MARKET-SEACOAST	\$	1,278,817
CASH PAYROLL - SEACOAST	\$	375,268
CASH FLEX SPENDING - SEACOAST	\$	36,889
INVESTMENT POOL	\$	10,994,607
INVESTMENT - SBA	\$	3,561,284
PETTY CASH	\$	550
ACCOUNTS RECEIVABLE	\$	12,597
ACCOUNTS REC. - RETIREE BENEFITS	\$	77
DUE FROM BEACH PROTECTION	\$	20,142
DUE FROM CONSERVATION FUND	\$	1,056
DUE FROM UTILITIES	\$	356,873
PREPAID ITEMS	\$	3,058
Total Assets	\$	16,813,138

Liabilities

ACCOUNTS PAYABLE	\$	526
DUE TO SPECIAL LAW ENFORCEMENT	\$	14
DUE TO O&M	\$	2,509
DUE TO SCHOLARSHIP FUND	\$	50,500
DUE TO OTHER GOV. UNITS	\$	10,362
ACCRUED PAYROLL/BENEFITS	\$	(12,892)
OVERPAYMENTS-RETIREEES	\$	757
DONATIONS	\$	5,012
Total Liabilities	\$	56,788

Reserves/Fund Balances

NONSPENDABLE PREPAID	\$	32,933
RESTRICT- ENFORCE FL BLDG CODE	\$	3,672,568
ASSIGNED FOR EMERGENCIES	\$	1,000,000
ASSIGNED FOR COMPENSATED AB	\$	115,000
ASSIGNED FOR UNINSURED LOSS	\$	80,000
FUND BALANCE	\$	7,690,422
CHANGE IN FUND BALANCE - Current	\$	4,165,427
Total Reserves/Fund Balances	\$	16,756,350

Total Liabilities and Fund Balance

\$	16,813,138
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General Fund Reserves

Account Description	Audited YE 2021	Audited YE 2022	Audited YE 2023	Audited YE 2024	Adopted Budget FY 2025*
Beginning Fund Balance (Reserves)	8,095,873	9,033,098	6,237,564	9,585,872	9,492,381
Transfer from / to General Fund Reserves	1,610,431	2,247,916	3,060,930	-	-
Amount Budgeted / Spent From Reserves	(548,206)	(793,404)	-	(126,424)	(510,000)
Budget Amendment From Reserves	(125,000)	(385,000)	-	-	-
Total Available Fund Balance	9,033,098	10,102,610	9,298,494	9,459,448	8,982,381
NonSpendable-PrePaid Expenses		71,269	127,833	32,933	32,933
Assigned to Uninsured Losses	80,000	80,000	80,000	80,000	80,000
Assigned to Compensated Absences	115,000	115,000	115,000	115,000	115,000
Assigned to Beautification, Scholarship, Public Safety		163,791	176,170	171,145	183,868
Assigned to Conservation Projects		431,990	431,989	431,981	403,192
Assigned to Emergencies	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Assigned to ARPA		312,393			
Restricted-Enforcement of FL Building Code			3,865,046	3,672,568	3,672,568
Unassigned Fund Balance (Reserves)	7,838,098	8,836,382	7,495,335	7,661,322	7,200,321
Total Fund Balance (Reserves)	9,033,098	11,010,825	13,291,373	13,164,949	12,687,882

*Estimated/Unaudited at time of this Report

Memorandum



To: Mayor and Commission

From: Catherine Harding, Building, Planning and Zoning Director

Date: May 8, 2025

Re: Building Department Report, April 2025

This report covers April 3, 2025, through May 8, 2025. There were 38 Building Permits Issued with a construction value of \$27,910,034. with \$429,165. in permit fees collected. Our Building Inspectors made 144 inspections of those 2 were issued a C.O.

Year to date there were 77 permits issued with a total construction value of \$38,109,325. and total fees collected of \$637,157.

Code Compliance responded to 20 formal complaints. They consisted of 2 construction site maintenance issues, 6 landscape maintenance, 11 vehicles in the right of way, and 1 illegal sign. Frank continues to work with the homeowners and builders to achieve compliance. He finds and corrects violations during his daily tours for compliance before they become an issue.

Our homeowners are advised of the Short Term/Vacation Rental Ordinance and that they are required to register and obtain a permit from the Town of Jupiter Island. No owner has come forward requesting a permit. Currently we are working with two homeowners who have been cited by our office. We are reviewing vacation rental advertising to locate any other properties. Copies of the Ordinance and applications are available in the Building Department for anyone who needs further Information.

We are working with Kimley Horn to revise our Comprehensive Plan. The goal is to maintain the character of the Town while updating the required regulations. A Density Study Proposal was presented to the Town Commission at the April 16, 2025 meeting, to identify potential residential growth and was approved to go forward.

The Board of Adjustment did not meet as there were no applicants ready. The Impact Review Committee met on April 3, 2025, with 4 applicants, all were approved. Currently, we are reviewing 2 BOA applications and 3 IRC applications. An application fee of \$1,000. was collected for both the BOA and the IRC meetings totaling \$4,000.

We continuously meet with homeowners and builders to discuss their plans for construction to determine their next steps.

Our office is open to suggestions and appreciates the cooperation of the public.

Respectfully submitted,

Enforcement List - Inspection Summary

05/08/25

Agenda Item 12

Enforcement Number	Address	Filed	Status	Closed
E2025-0061	483 S BEACH RD	04/08/25	CLOSED - VERBAL WARNING ISS	
DELIVERY TRUCK A PIECE OF CONSTRUCTION EQUIPMENT NO ONE DIRECION TRAFFIC				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E2025-0062	511 S BEACH RD	04/07/25	CLOSED - VERBAL WARNING ISS	04/21/25
THAT THEY MIGHT HAVE A BROKEN SPRINKLER A SMALL SECTION OF DRY GRASS TURING BROWN AND MAYBE A DEAD TREE				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Follow-Up	Complete	02	05/02/25	05/02/25	FRANK LOGALBO

Enforcement Number	Address	Filed	Status	Closed
E2025-0063	41 N BEACH RD	04/08/25	CLOSED - VERBAL WARNING ISS	
MR FIELDS WALKED IN AND ADVISED THERE WAS A VEHICLE IN THE ROADWAY IN FRONT OF 41 N. BEACH				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E2025-0064	107 N BEACH RD	04/16/25	CLOSED - VERBAL WARNING ISS	04/16/25
GRASS SPRAYING TRUCK WS PARKED IN RIGHOF WAY THEY WERE TOLD TO MOVE				
THEY MOVED				

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed
E2025-0065	130 N BEACH RD	04/16/25	CLOSED - COMPLIED	04/16/25

Enforcement List - Inspection Summary

05/08/25

THEY WERE HAD A DELIVERY TRUCK PARKED INGH T OF WAY

Inspection Type	Status	Result	Scheduled	Completed	Inspector
Enforcement Number	Address	Filed	Status	Closed	
E2025-0066	185 S BEACH RD	04/17/25	CLOSED - VERBAL WARNING ISS	04/17/25	
BLOCKING ROADWAY					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E2025-0067	71 N BEACH RD	04/23/25			
THE OWNER OF 71 NORTH BCH IS CONCERNED ABOUT THE NEW HOUSE AT 75 N BCH THAT THE BUFFER BETWEEN THE HOUSES IS TI THIN. HE ALSO DOES NOT LIKE THE WHITE CROSS OVER TO THE BEACH					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E2025-0068	77 N BEACH RD	04/24/25			
THE OWNER OF 77 N .BCH EXTENDEDHIS DRIVEWAY ONTO TOWN PROPERTY WITH GRAVEL					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement Number	Address	Filed	Status	Closed	
E2025-0069	103 N BEACH RD	04/24/25			
A OLD FENCE HAS TO BE REPLACED OR TAKEN DOWN ON THE NORTH SIDE OF THIS PPROPERTY FOR THE BEACH PATH WALK DUE TO AGE AND CONDITION 103 IS GOING TO BE UNDER CONSTRUCTION FOR A NEW HOUSE					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Enforcement List - Inspection Summary

05/08/25

Follow-Up	Scheduled	00	05/09/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed
E2025-0070	51 N BEACH RD	04/24/25		
TOOK OUT PART OF THE BUFFER FOR CONSTRUCTION. NOW ONE CAN SEE THE PORTA POTTI				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Follow-Up	Scheduled	00	05/08/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed
E2025-0071	2 BRIDGE RD	04/30/25		
DIRECTED TRAFFIC FOR 2 1/2 HRS AROUND 397 SOUTH FOR REMOVAL OF BEACH REPLACEMENT EQUIPMENT				
Inspection Type	Status	Result	Scheduled	Completed Inspector
'TRAFFIC	Scheduled	00	04/30/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed
E2025-0072	197 S BEACH RD	04/30/25	CLOSED - VERBAL WARNING ISS	
DELIVERY OF A GOLF CART TRACTOR TRAILER BLOCKING THE ROAD NO FLAGMEN I DIRECTED TRAFFIC UNTIL HE WAS DONE ABOUT 10 MIN				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Enforcement Number	Address	Filed	Status	Closed
E2025-0073	100 N BEACH RD	05/01/25		
PRIVATE ROAD HARBOR WAY IS OWNED BY 100 IS STARTING TO NEED REPAIRS				
Inspection Type	Status	Result	Scheduled	Completed Inspector
Follow-Up	Scheduled	00	06/27/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed
E2025-0074	515 S BEACH RD	05/01/25		

Enforcement List - Inspection Summary

05/08/25

THE NEIGHBOR WHO LIVES AT 517 CALLED AND ADVISED 515 WAS CUTTING DOWN FICUS TREES. I WENT THERE AND THEY WERE TRIMMING FICUS TREE AND CLEANING OUT SOME PEPPER TREES GETTING READY TO PLANT A NEW BUFFER BUSHES AND POSSIBLY MOVE SOME PALM TREES.

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement Number	Address	Filed	Status	Closed	
E2025-0075	34 N BEACH RD	05/01/25	CLOSED - COMPLIED	05/01/25	
A SILVER PICKUP TRUCK WITH A LANDSCAPE TRAILER ON THE BACK PARKED IN THE RIGHT OF WAY					

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Initial	Complete	02	05/01/25	05/02/25	FRANK LOGALBO
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Enforcement Number	Address	Filed	Status	Closed	
E2025-0076	524 S BEACH RD	05/01/25	CLOSED - COMPLIED	05/01/25	
TREE SERVICE LARGE TRUCK PARKED IN RIGHT OF WAY VERBAL WARNING ISSUED TRUCK MOVED OFF THE ROAD INTO THE DRIVEWAY					

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Initial	Complete	02	05/01/25	05/02/25	FRANK LOGALBO
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Enforcement Number	Address	Filed	Status	Closed	
E2025-0077	483 S BEACH RD	05/01/25	CLOSED - VERBAL WARNING ISS	05/01/25	
A CEMENT TRUCK PARK IN THE RIGHT OF WAY					

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Initial	Complete	02	05/01/25	05/02/25	FRANK LOGALBO
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Enforcement Number	Address	Filed	Status	Closed	
E2025-0078	185 S BEACH RD	05/06/25	CLOSED - VERBAL WARNING ISS	05/05/25	
PICK UP TRUCK AND EQUIP TRAILER ON RIGHT OF WAY					

Inspection Type	Status	Result	Scheduled	Completed	Inspector
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Enforcement List - Inspection Summary

05/08/25

Initial	Complete	02	05/05/25	05/06/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed	
E2025-0079	2 BRIDGE RD	05/06/25	REMOVED	05/05/25	
ILLEGAL SIGN FRENCHIE PUPPIES FOR SALE (I REMOVED IT)					
Inspection Type	Status	Result	Scheduled	Completed	Inspector
Initial	Complete	02	05/05/25	05/06/25	FRANK LOGALBO
Enforcement Number	Address	Filed	Status	Closed	
E2025-0080	160 N BEACH RD	05/07/25			
FRONT GRASS IS BROWN AND NEEDS WATERING					
Inspection Type	Status	Result	Scheduled	Completed	Inspector

Population: All Records

Enforcement.DateFiled Between 4/3/2025 12:00:00 AM AND 5/8/2025 11:59:59 PM

Enforcement Totals By Category

05/08/25

CONSTRUCTION SITE MAINTENANCE	Total Entries:	2
ILLEGAL SIGN	Total Entries:	1
LANDSCAPE MAINTENANCE	Total Entries:	6
VEHICLE IN RIGHT OF WAY	Total Entries:	11

Total Records: 20

Population: All Records

Enforcement Date Filed Between 4/3/2025 12:00:00 AM AND 5/8/2025 11:59:



Jupiter Island Public Safety Department
April 2025
Activity Report

Agenda Item 13



Monthly Activity

	April 2024	April 2025	YTD - 2024	YTD - 2025
<i>Calls for Service</i>	111	143	561	603
<i>Arrests</i>	3	4	5	9

Traffic & Marine Activity

	April 2024	April 2025	YTD - 2024	YTD - 2025
<i>Traffic Stops</i>	61	126	266	413
<i>Vehicle Citations</i>	12	15	34	58
<i>Parking Citations</i>	8	4	54	45
<i>Vehicle Crashes</i>	1	1	5	17
<i>Marine Unit Activity</i>	-	40	-	157

Major Crimes

<i>Crime Type</i>	April 2024	April 2025	YTD - 2024	YTD - 2025
<i>Robbery</i>	1	0	1	0
<i>Burglary</i>	0	0	0	0
<i>Theft</i>	0	0	1	1
<i>Auto Theft</i>	0	0	0	0
<i>Assault</i>	0	0	0	0
Total	1	0	2	1

Other Crimes

<i>Type</i>	April 2024	April 2025	YTD - 2024	YTD - 2025
<i>Fraud</i>	0	1	0	2
<i>Drug Violations</i>	0	1	0	2
<i>Trespassing</i>	0	0	0	1
<i>Vandalism</i>	0	0	0	0
<i>Disorderly Conduct</i>	0	0	0	0
<i>Lewd & Lascivious</i>	0	0	0	0
Total	0	2	0	5



Jupiter Island Public Safety Department
April 2025
Activity Report



Code Compliance

Violation Type	April 2024	April 2025	YTD - 2024	YTD - 2025
<i>Parking in Right of Way</i>	16	18	50	71
<i>No Flag Persons Present</i>	1	1	10	6
<i>Working Outside Hours</i>	1	1	3	4
<i>Work with No Permit</i>	0	0	0	0
<i>All Other Violations</i>	2	2	12	5
Total Violations	20	22	75	86

ALS Fire Rescue Responses

Medical calls this month	11	Avg. response time	1.5 minutes
Fire calls this month	11	Avg. response time	3.0 minutes

Criminal Activity

Traffic Arrest / April 4, 2025; Case number 2025-00004207, while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation and placed under arrest for operating a vehicle with No Valid Driver's License/Never Issued. The driver was transported to the MC Jail and an ICE detainer was placed on the subject. The vehicle was released to a licensed driver.

Traffic Arrest / April 7, 2025; while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation with a mandatory court appearance for Driving While License Suspended or Revoked. The vehicle was released to a licensed driver.

Traffic Arrest / April 15, 2025; while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation with a mandatory court appearance for operating a vehicle with an expired tag more than 6 months.

Traffic Arrest / April 15, 2025; while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation with a mandatory court appearance for operating a vehicle with No Valid Driver's License/Never Issued. The vehicle was released to a licensed driver.

Fraud/Civil Matter / April 18, 2025; Officers responded to the report of a possible stolen Cellular Phone. The complainant stated that he had ordered a cell phone on eBay and when the package arrived the box was empty. After questioning the UPS driver, it was determined that the eBay post was potentially a scam and the item may never have been in the box. The victim was referred to eBay for follow-up.



Jupiter Island Public Safety Department
April 2025
Activity Report



Theft Arrest / April 20, 2025; Case Number 2025-00004998, Officers observed a subject pushing a shopping cart in the area of Bridge Rd and Gomez Rd. When questioned, the subject admitted to stealing the cart from Walgreens. The subject was placed under arrest and issued a Notice to Appear with a mandatory court appearance.

Traffic Arrest / April 22, 2025; while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation with a mandatory court appearance for operating a vehicle with an Expired License more than 6 months. The vehicle was released to a licensed driver.

Traffic Arrest / April 24, 2025; Case Number 2025-00005154, while conducting a lawful traffic stop on a moped for no registration, the operator became argumentative and refused to cooperate with the officers during the investigation. The operator was placed under arrest and actively resisted the officer by trying to avoid being handcuffed. The operator of the moped was arrested and transported to the MC Jail for No Valid Registration and Resisting Arrest without violence.

Narcotics Arrest / April 28, 2025; Case Number 2025-00005318, While responding to a disabled vehicle partially blocking the roadway on Bridge Rd, Officers observed the driver acting suspiciously. The driver stated several times to the officer that she had a drug problem and a history of drug abuse. The driver gave officers consent to search the vehicle where they located a glass tube used for smoking cocaine along with cocaine residue. The subject was placed under arrest for Possession of Drug Paraphernalia and transported to the MC Jail. The vehicle was towed from the scene.

Hobe Sound Beach Statistics

	Current Month	YTD - 2025
<i>Calls for Service- Day</i>	5	24
<i>Calls for Service- Night</i>	1	7
<i>Patrols</i>	43	326
<i>Traffic Stops</i>	11	29

Hobe Sound Beach Activity

Medical Calls

April 0 Year to Date 0



***Jupiter Island Public Safety Department
April 2025
Activity Report***



DAYTIME 7am-7pm

Hit and Run / April 6, 2025, 1:19 pm, Public Safety responded to a hit and run that occurred in the parking lot with minor damage. The suspect vehicle was located at a residence in Hobe Sound by MCSO and returned to the Public Beach for investigation.

Found Property / April 10, 2025, 1:36 pm, Public Safety responded to a report of found property. A woman's purse was located on a picnic table under the pavilion. The owner was contacted and returned to pick up her purse.

Traffic Crash / April 13, 2025, 1:10 pm, Public Safety responded to a crash in the parking lot involving 3 vehicles. There was minor damage and all reports were declined.

Parking Violation / April 17, 2025, 2:01 pm, Officers responded to a report of parking problems. Parking citations were issued.

County Ordinance Violation / April 27, 2025, 2:52 pm, Public Safety responded to a report of a golf cart parked in the grass at the public beach in violation of county ordinance.

NIGHTTIME 7pm-7am

County Ordinance Violation / April 19, 2025, 8:33 pm, Public Safety responded to a report of a subject camping at the public beach. The subject was informed of the county ordinance and referred to a local campground.

Upcoming Town Meetings and Events 2025

Date	Day	Time	Event/Meeting	Location
May 19	Monday	9am	Town Coffee with Commissioner Taddeo	Conference Room
May 19	Monday	10am	SMRU Board/Beach Protection District Meetings	Island Room
May 20	Tuesday	9am	Town Commission Meeting	Island Room
May 26	Monday	All Day	Holiday - Memorial Day - Town Hall Offices Closed	
May 29	Thursday	9am	Board of Adjustment Meeting	Island Room (Cancelled by Applicant)
June 5	Thursday	9am	Impact Review Committee	Island Room (If Required)
June 10	Tuesday	9am	Town Coffee with Commissioner Field	Conference Room
June 10	Tuesday	10am	Beach District Meeting	Island Room
June 11	Wednesday	9am	Town Commission Meeting	Island Room
June 26	Thursday	9am	Board of Adjustment Meeting	Conference Room (If Required)
July 4	Friday	All Day	Holiday - Independence Day - Town Offices Closed	
July 10	Thursday	9am	Impact Review Committee	Island Room (If Required)
July 23	Wednesday	9am	Town Coffee with Commissioner Taddeo	Conference Room
July 23	Wednesday	10am	Beach District Meeting	Island Room
July 24	Thursday	9am	Town Commission Meeting	Island Room
July 30	Thursday	9am	Board of Adjustment Meeting	Island Room (If Required)

May 9, 2025

Key
Changes from Previous Schedule
Board of Adjustment
Impact Review Committee
Town Hall Closed
Municipal Election

Agendas posted on Town Website: www.townofjupiterisland.com prior to the meeting