MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
TUESDAY, MAY 20, 2025

TIME: Tuesday, May 20, 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, Assistant Town Clerk Trenton Warren, Town Attorney Thomas Baird and IT Director Bill Sutton.

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

AGENDA APPROVAL AND COMMENTS*

A. Mayor/Commissioner Comments

Mayor Townsend called the meeting to order and reported all members present. She read the Town Vision Statement and announced the Town will be receiving the Home Rule Hero Award tomorrow from the League of Cities. She referred to the Law Enforcement Memorial Service that occurred at Town Hall and expressed gratitude to Chief Ewing.

a. Town Coffee Update

Commissioner Taddeo gave a brief overview of the topics discussed at yesterday's Town Coffee, including settlement agreements, the coastal radar monitoring site, the tree canopy project, and the traffic-calming project on North Beach Road. He then discussed the Town's Comprehension Plan being reviewed at its seven-year interval. Town Manager Garlo discussed cooperative efforts with the residents and the Local Planning Agency (LPA).

b. Commissioner Comments

There were no other comments from the Commissioners.

c. Agenda Approval

Mayor Townsend added an agenda item under item 4 to be identified as 4a which will be a presentation from Kelly Layman regarding FEMA funding. She also announced there will be no attorney-client meeting today.

MOTION: ***Commissioner Warner/Commissioner Taddeo moved to approve the agenda with noted changes.***
ACTION: ***Motion Passed 5-0***

d. Other Comments

There were no other comments.

NOTE: The Town Commission meeting will recess following Agenda Item #2 (at approximately 9:30AM) 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.)

Resident Drew Ciraldo read a letter into the record regarding a group of west side residents' interest in any Town action regarding Rights of Way on the north end. The statement proposed a solution for the issue. Mr. Ciraldo gave copies of the letter to the acting Town Clerk.

Commissioner Field thanked Mr. Ciraldo for presenting his position and encouraged him to continue to speak publicly on the matter.

Resident Bob Rowden shared his concerns regarding his ability to access the beach in the future, recounting his experiences living on the Island for 31 years. He spoke about the Beach District taxes and possible changes for FEMA.

Resident Laurie Gaylord commented on the Town Vision statement and Town ordinances that require balancing public interest and private property rights. She stated that the publicly noticed attorney-client sessions on this matter inform residents that the Commission is involved with this issue as part of litigation.

Commissioners commented on residents' remarks.

Mr. Rowden commented on his understanding of ocean front valuations.

Town Manager Garlo reminded the Commission of an earlier memo proposing paper road abandonment and an attempt to have abutters provide an easement back to the Town. That resolution was never heard. At the time that was the intent but once the litigation regarding Seaspray Avenue began, conversation ended.

There was no other public comment.

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

Vice Mayor Scott requested an amendment to the Minutes for April 16, 2025 meeting regarding Ordinance 405 and requested further clarification on basement floor calculations on page six. This was removed from the consent agenda for revision and approval at the June meeting.

MOTION: ***Commissioner Field/Commissioner Taddeo moved to approve the Consent Agenda as amended.***
ACTION: ***Motion Passed 5-0***

Vice Mayor Scott referred to the April 3, 2025, IRC minutes regarding Item 6, Riverview Road. She requested clarification and more detailed information about floor area ratios and basements. Town Attorney Baird stated that written orders and the plans for each project are the record.

Vice Mayor Scott stated that IRC members need clarification regarding ex-parte communications. The Commission discussed training for IRC & BOA members on this topic.

PRIORITY MATTERS & PRESENTATIONS

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

Mayor Townsend introduced Martin County Administrator, Don Donaldson. He also introduced Chief Cianciulli, Chief Montgelas and Chief Montoya, Director Shawn Donahue, and Architect Chris Zimmerman who were also in attendance. Mr. Donaldson explained the need for improved fire rescue facilities at the public beach to better serve the public. The Commissioners discussed the proposed changes. He presented renderings of the design for the Hobe Sound Beach. He offered County partnership with a sewer conversion for the public beach.
The Commissioners discussed the proposed changes, expressed gratitude for Mr. Donaldson's consideration of their feedback and noted approval of the plan by the majority.

COMMISSION ACTION ITEMS

3. Ordinance No. 407 – Adoption of Procedural Terms of Settlement Agreement – 2nd Reading

Mayor Townsend introduced Attorney Raquel Rodriguez (Rocky) who presented Ordinance No. 407. Attorney Rodriguez explained the procedural history of Ordinance 407 and 406 presented for second reading. She summarized the ordinances stating that 407 provides procedural reforms for future Town action in any eastward movement of the Waterfront Setback Line and that 406 adopted the new Waterfront Setback Line location. She stated that at the April 30 meeting, the Town Council adopted a resolution accepting the settlement and authorizing the Town Manager to sign the settlement agreement. The agreement has been signed by all parties and is available on the Town website. After the adoption of Ordinances 407 and 406, the next step will be for the parties to submit a stipulation for entry of a final judgement. Once the court enters the final judgement, Ordinances 406 and 407 will take effect the next day.

Town Attorney Baird read Ordinance 407 by title. Attorney Rodriguez explained the collaborative effort between all attorneys, the Town Manager and the Assistant Town Manager, to draft Ordinance 407. Vice Mayor Scott expressed her appreciation for the wording in the ordinance - particularly the "Whereas" clauses. She stated they capture the key aspects of the Town's Vision and Comprehensive Plan and are a recommitment to the values of our community.

Public Comment:
There was no public comment.

MOTION: ***Vice Mayor Scott/Commissioner Taddeo moved to approve Ordinance No. 407.***
ACTION: ***Motion Passed 5-0***

4. Ordinance No. 406 - Adjusting Waterfront Setback Line – 2nd Reading

Vice Mayor Scott pointed out the scriveners' error in the fifth "Whereas" statement of Ordinance 406. Town Attorney Baird read Ordinance 406 by title.

Public Comment:
There was no public comment.

MOTION: ***Vice Mayor Scott/Commissioner Taddeo moved to approve Ordinance No. 407.***
ACTION: ***Motion 5-0***

Item 4a: FEMA Funding Changes

Mayor Townsend noted that External Relations Consultant Kelly Layman was selected as a representative of the Town for the Home Rule Hero award by the Treasure Coast Regional League of Cities. Commissioner Field stated the significance of these conversations for the Town and the importance of Ms. Layman's work.

Town Manager Garlo expressed a desire to extend Ms. Layman's contract for an additional $40k for the purpose of continued engagement in the extended legislative session and associated matters.

MOTION: ***Commissioner Field/Commissioner Warner moved to approve extending the contract for an additional $40,000.***
ACTION: ***Motion 5-0***

Ms. Layman prepared information for the Town Council giving a short overview of the State Legislative work and extension of the session. The session is not over and will continue through June. The State budget has not been agreed to. Proposals regarding tax relief including ad valorem and sales taxes are under discussion. The Florida House has created a select committee on property tax reform in an effort to finalize legislation in the fall.

Property tax reform discussions will continue through the next legislative session, likely resulting in some form of constitutional amendment for November 2026.

Ms. Layman continued explaining Governor DeSantis's Executive Order creating a Florida version of DOGE (Department of Government Efficiency). In response she will be working closely with the finance director to respond to requests received from the State DOGE and the ongoing issues with providing materials as requested. Commissioner Field inquired if Director Pazanski would need additional personnel to handle the new DOGE requests and to come forth quickly with any request for additional staff.

5. Coastal Security Radar Monitoring Site

Chief Ewing requested to move to Item 6 while personnel prepare for Item 5.

Chief Ewing gave an overview of the need for a Coastal Security Radar Program. He explained current immigration and narcotic trends that are increasing along the southern borders of the United States. Chief Ewing requested a land usage agreement of 10,000 square ft. for a radar tower. He introduced Program Manager David Katz from Palm Beach County Sheriff's Office. Mr. Katz explained his office's responsibilities and provided a historical overview of the uses of radar towers to detect unidentified ships. He displayed photographs of the proposed tower.

The Commission expressed concerns about the size and height of the proposed tower, along with power consumption, the range and tracking capabilities of the towers, and location. Vice Mayor Scott noted potential objections and concerns the residents may have about the towers near their property. Chief Ewing expressed a willingness to speak with all residents who may have concerns.

Commissioner Taddeo asked if additional structures would be added and if third parties may attempt to utilize the towers as well. Commissioner Warner inquired about the effects on the mainland residents. Commissioner Field expressed approval of the tower, stating it is in the best interest of the Island. Town Manager Garlo requested that Chief Ewing provide a report regarding public outreach. The Commission agreed to move forward with a study of the proposal.

6. Public Safety Spending Authorization

Chief Ewing requested a spending authorization for a non-budgeted drone in the amount of $29,675.96 to increase Public Safety for visitors and residents. He provided information regarding the advantages and needs of a Skydio Drone listing the benefits the drone will provide. The funds for their purchase will come from the sale of a marine unit vessel. A budget amendment will be necessary. Discussion continued regarding battery life, in-flight video feed, purchasing and licensing requirements, nighttime operations infrared and portability. Chief Ewing discussed plans for training personnel and achieving necessary licenses.

MOTION: ***Commissioner Taddeo/Commissioner Warner moved to approve the non-budgeted purchase of Skydio drone.***

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

7. Beautification Spending Authorization

Director Duchock provided an overview of the Beautification Spending authorization request. The Committee has selected the native species, stranger fig, to replace the aging trees in the Ficus Allée. The requested $100,000 is to locate and acquire ten 200-gallon strangler figs for a pilot study to replace Ficus trees along Town Hall driveway, to secure contract growing for 140 trees and to continue to work with King Tree Services to develop a long-term plan for the Ficus Allée. The tree replacement at Town Hall will be an example of what residents might expect to see along Bridge Road as the project progresses.

Commissioner Warner noted how well trees along the Allée have responded to pruning and their resiliency. Commissioner Field inquired about the initial $100,000 funding for this project. Director Duchock responded that $150,000 was budgeted this year for beautification. Commissioner Field requested a long-term capital budget for the Ficus Allée replacement program. Vice Mayor Scott asked if second opinions had been obtained. Committee Chair Ken McBrayer explained the selection process resulting in the strangler fig identification as the replacement tree and mentioned Nathaniel Reed's involvement with this decision in the early conversations. Commissioner Taddeo requested that the Beautification Committee look at possible improvements to the south end of the Island. Chair McBrayer said the committee has expressed an interest in looking at this.

MOTION: ***Vice Mayor Scott/Commissioner Field moved to approve the Beautification Committee spending authorization request.***
ACTION: ***Motion Passed 5-0.***

ADDITIONAL COMMISSION MATTERS

8. Traffic Calming Update

Town Manager Garlo gave an update on the roadway concerns on North Beach Road and provided a draft resident survey. It was suggested to provide the survey to North Beach Road residents. Discussion among the Commissioners ensued about a plan of action enforcing the right of way with landscaping intrusion. Director Trent provided information about Town preferences when South Beach Road was repaved to keep landscaping three feet back from pavement. Commissioner Field expressed concerns about landscaping obscuring sight triangles for cub cuts. Town Manager Garlo reported he has spoken to the building department about enforcement of sight triangles. After further discussion, Town Manager Garlo suggested delaying and revising the survey, considering the Commissioner's suggestions. The Commissioners discussed the best time to send out the survey.

Vice Mayor Scott inquired if Public Safety could reduce traffic issues through enforcement. Chief Ewing explained the issues are volume and speed. Public Safety can increase enforcement. The requested speed monitoring signs will be put out this week. Commissioner Field inquired about traffic cameras. Town Manager Garlo will present a revised survey and has requested Code Enforcement work on enforcing site triangle ordinances.

Public Comment:
Resident McBrayer requested clarification regarding curb cuts, driveways and sight triangles.

STANDING REPORTS

9. Town Manager Report*

Town Manager Garlo sent the Commission a memorandum from FEMA. Currently, FEMA has placed beach renourishment in Category G, Recreation and will no longer be providing funds. The Town would like to see beach renourishment moved to Category B, Infrastructure. Beach renourishment of engineered beaches protects property and public infrastructure. Town Manager Garlo will vet a federal lobbyist to highlight concerns and work on the Town's behalf. Commissioner Taddeo expressed his concerns over the success of a lobbyist. Commissioner Field suggested teaming up with other lobbyists or municipalities for a joint effort.

10. Town Attorney Report
    a. Litigation Update*

Town Attorney Baird requested an attorney-client session for the next Town Commission meeting on June 11, 2025.

    b. Other Items*

Attorney Baird stated he would be bringing an ordinance to ensure the Town Commission has the authority to appeal the decisions of the Impact Review Committee (IRC) and Board of Adjustment (BOA). Additionally, he will include language to clarify variances for what were formerly Alternative Development Standards for the June meeting.

The Commission discussed the issue of variances and the confusion that has arisen as a result of Alternative Development Standards being incorporated into the Land Development Regulations (LDRs). The seven (7) statutory criteria for a variance were discussed as well as the meaning of a “hardship”. A hardship exists if you cannot make reasonable use of the property without the variance. Commissioner Field requested that the BOA be provided with the Town’s comments regarding whether the project meets the seven criteria going forward.

11. Finance Department Report

Director Pazanski gave an overview of the April 2025 Finance Department Report. He noted revenues of $11,575,066 and expenditures of $7,408,030 with a year-to-date income of $4,167,036. He explained he will be bringing budget amendments to the July meeting. He reported preliminary property appraisal estimates will be provided from the County for budget development. In response to a question regarding FEMA spending changes, Town Manager asked Beach Director Duchock to bring back a 12-year plan for beach renourishment to the next Beach District meeting.

Town Commission recessed at 11:53 am for a closed-door session.
The Commission reconvened at the conclusion of the closed-door session.

12. Building Department Report

Director Harding gave an overview of the Building Department Report. There were 38 permits issued, 144 building inspections including two CO’s, and 24 code compliance complaints for April. She reported that no owners have requested a Short-Term Rental permit, but staff is working with two owners on this issue. She also noted that the Comprehension Plan Review and Density Analysis are ongoing. She reported on a meeting she and Commissioner Field had with contractors regarding summer Saturday work hours. Mayor Townsend suggested the agenda packet cover sheets that are sent to BOA and IRC members also be sent to the Commissioners in the future.

13. Public Safety Department Report

Chief Ewing gave an overview of the Public Safety Department Report. Public Safety responded to 143 calls for service, 4 arrests, 126 traffic stops, and 22 code compliance violations.

Martin County Emergency Manager Sally Waite gave a report on Hurricane preparedness. She stressed the importance of community outreach with regard to Hurricane warnings, evacuations, shelters and post storm activities. She stated the importance of residents signing up for Alert Martin for storm updates and to prepare early. Town Manager Garlo asked for more explanation about debris removal.

Mayor Townsend inquired about future FEMA changes and how they would affect hurricane preparedness. Ms. Waite explained that the efforts start with local resources and then the state. Historically FEMA has provided post storm reimbursements. The County does not know what will happen with that. So far, she has not seen any impact.

Vice Mayor Scott expressed concerns about evacuation issues in the event roads are washed out. Ms. Waite shared procedures for evacuating Island residents. Commissioner Warner inquired about residential outreach outside of internet-based options. Chief Ewing explained that Public Safety personally contacts residents during an approaching storm.

Sergeant Frank Lasaga discussed Public Safety's procedures and routines for hurricane preparedness. He stated Public Safety knows the Island, knows the resources available and will be able to respond effectively. In preparation, staff reviews plans and responds pre and post storm. Florida has a very effective emergency response management, and the Town has a strong partnership with the County.

Mayor Townsend inquired about available high-water vehicles. Sergeant Lasaga clarified that the Sheriff's Office has possession of high-water vehicles that are accessible to the Town. Chief Ewing informed the Commissioners there will be increased messaging to the residents to update hurricane contact information.

Ms. Layman provided clarification that a House Bill has been passed to penalize no-show contractors in post-hurricane environments. She stated staff requests for additional hurricane training may happen as a result of new state legislation.

OTHER ITEMS

14. Meeting Dates

- June10, 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

The following dates were added to the schedule and the July dates were rescheduled:

July 21, 2025 – Town Coffee with Commissioner Taddeo – 9am
July 21, 2025 – SMRU and Beach District Meetings – 10am
July 22, 2025 – Town Commission Meeting – 9am
August 19, 2025 – Town Coffee with Commissioner Warner – 9am
August 19, 2025 – Beach District Meeting – 10am
August 20, 2025- Town Commission Meeting – 9am
September 16, 2025 – Town Commission Meeting – 9am
September 16, 2025 – 1st Budget Hearing – 5:01 pm
September 19, 2025 – Town Coffee with Mayor Townsend – 9am
September 19, 2025 – SMRU and Beach District Meeting – 10am
September 19, 2025 – 2nd Budget Hearing – 5:01 pm

The Committee moved on to Other Items while waiting for Director Pazanski to return with dates for September.

The Board tentatively agreed on September 16th and 19th for the September meeting dates. Mayor Townsend inquired about recording the Town Coffee as audio only, without video.

a. Other Items*

Mayor Townsend discussed an ongoing request from residents regarding implementing consistent construction hours year-round instead of a seasonal model. Discussion ensued regarding residents' opinions. The parties agreed to add the item to a future meeting.

Mayor Townsend reviewed several other proposed items for the next Commission Meetings in June or July, including combining the IRC and BOA Boards, revisiting the dock lighting ordinance, e-bikes, septic to sewer matters, Town Manager evaluation, proposed ordinances to amend appeals and variances, Zoning in Progress (ZIP) for the Waterfront Setback Line, ZIP for subdivisions, the Comprehensive Plan, and future training for Boards.

Mayor Townsend ended the meeting at 1:42pm.

Respectfully submitted,

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Kimberly Kogos, Town Clerk