



## **TOWN COUNCIL REGULAR MEETING MINUTES**

**August 26, 2025 at 5:00 PM**

**Council Chambers – 340 Ocean Drive and YouTube**

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**PRESENT:** PEGGY WHEELER, MAYOR  
JOHN CALLAGHAN, VICE MAYOR  
DIANA DAVIS, VICE MAYOR PRO TEM  
MARIANNE HOSTA, COUNCILMEMBER  
DD HALPERN, COUNCILMEMBER

**ALSO PRESENT:** ROBERT A. COLE, TOWN MANAGER  
LEONARD RUBIN, TOWN ATTORNEY  
CAITLIN COPELAND-RODRIGUEZ, TOWN CLERK  
CHIEF OF POLICE BRIAN SMITH  
EMILY ALVES, FINANCE/HR DIRECTOR  
FRANK DAVILA, DIRECTOR OF PLANNING & ZONING  
ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER  
TIMOTHY HANNON, DEPUTY DIRECTOR OF PUBLIC WORKS

**AUDIENCE: 60**

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**CALL TO ORDER – 5:00PM**

**PLEDGE ALLEGIANCE TO THE FLAG**

**ADDITIONS, DELETIONS, SUBSTITUTIONS TO THE AGENDA**

*Council gave unanimous consensus to move Item #2 up to Item #1; and move Consent Agenda Item 4 to 17A, move #16 to 17B; and include Consent Agenda Items #9 and #11 with the budget discussion.*

**PRESENTATIONS**

1. Annual Contributions to Loggerhead Marinelife Center & Busch Wildlife Sanctuary
2. 2025 Legislative Updates

**COMMENTS FROM THE TOWN MANAGER, THE TOWN ATTORNEY, AND STAFF**

*Council gave unanimous consensus to have the Town Clerk send proposed dates for Work-In-Progress on the Master Plan Workshop.*

## COMMENTS FROM THE PUBLIC

*All Non-Agenda items are limited to three (3) minutes. Anyone wishing to speak is asked to complete a comment card with their name and address prior to the start of the meeting as well as state their name and address for the record when called upon to speak (prior to addressing the Town Council). Town Council will not discuss these items at this time.*

*Public Comments Opened at 5:38pm.*

*Public Comments Closed at 6:21pm.*

## CONSENT AGENDA

3. Town Council Meeting Minutes for July 23, 2025
4. ~~Special Town Council Meeting - Work in Progress on the Master Plan Minutes - August 6, 2025~~
5. Special Town Council Meeting Minutes - August 7, 2025
6. Resolution 2025-12 - Designation of Administrative Authority to Process Plats and Replats
7. Resolution No. 2025-13 - Announcing the 2026 Municipal Election
8. Proclamation - National Preparedness Month (September 2025)
9. ~~Website Hosting Update, Migration, and Contract~~
10. Request to Approve 2025 Oktoberfest: Catering, Beverages & Ticket Pricing
11. ~~Contract Non-Renewal: TextMyGov~~
12. Request for Site Plan Approval Extension – Holy Spirit Lutheran Church
13. Year to Date (YTD) Financial Statements
14. Special Event Request – 23<sup>rd</sup> Annual Juno Beach Craft Festival
15. Information Technology (IT) Consulting Services- RFP
16. ~~Police Foundation Donation Request~~
17. Mutual Aid Agreement for the Southern Florida Criminal Apprehension Team

***MOTION:*** *Davis/Callaghan made a motion to approve the consent agenda as amended.*

***ACTION:*** *The motion passed unanimously.*

## COUNCIL ACTION/DISCUSSION ITEMS

- 17A. Special Town Council Meeting - Work-in-Progress on the Master Plan Minutes - August 6, 2025

*Council gave unanimous consensus to discuss the Master Plan.*

***MOTION:*** *Davis/Callaghan made a motion to approve the Special Town Council Meeting - Work-in-Progress on the Master Plan Minutes for August 6, 2025.*

***ACTION:*** *The motion passed unanimously.*

***MOTION:*** *Davis/Halpern made a motion to reject the 90% residential/10% commercial overlay district for commercially zoned properties*

*Mayor Wheeler passed the gavel.*

**MOTION TO AMEND:** *Wheeler/Hosta made a motion to amend and reject the Treasure Coast Regional Planning Council's entire Work-In-Progress proposal.*

**ACTION ON MOTION TO AMEND:** *The motion failed 2-3 with Vice Mayor Callaghan, Vice Mayor Pro Tem Davis, and Councilmember Halpern opposed.*

**ACTION ON MAIN MOTION:** *The motion passed 4-1 with Vice Mayor Callaghan opposed.*

**MOTION:** *Callaghan/Halpern made a motion to have a Work Session with the Treasure Coast Regional Planning Council consultant, Town Manager, and Town Attorney.*

**ACTION:** *The motion passed unanimously.*

**MOTION:** *Davis/Halpern made a motion to have a resident survey on public benefits and vision for Master Plan; and have staff obtain pricing from POLCO for Council's review at the next meeting.*

**ACTION:** *The motion passed unanimously.*

#### 17B. Police Foundation Donation Request

**MOTION:** *Halpern/Davis made a motion to reject the donation and have the Town add the \$6,627 for additional patrol rifle accessories to the FY 2025-2026 budget.*

**ACTION:** *The motion fails 1-4 with Mayor Wheeler, Vice Mayor Callaghan, Vice Mayor Pro Tem Davis, and Councilmember Hosta opposed.*

**MOTION:** *Callaghan/Davis made a motion to accept the donation.*

**ACTION:** *The motion passed 4-1 with Councilmember Halpern opposed.*

*Mayor Wheeler recessed the meeting at 7:39pm.*

*Mayor Wheeler reconvened the meeting at 7:47pm.*

#### 18. FY 2025-2026 Budget Discussion

*Mayor Wheeler, Vice Mayor Pro Tem Davis, and Councilmember Halpern gave consensus to expand the description on the "Know Your Neighbor" item.*

*Vice Mayor Pro Tem Davis, Councilmember Hosta, and Councilmember Halpern gave consensus to move forward on the Kagan Park playground project and have a discussion at the regular September meeting.*

*Vice Mayor Callaghan, Councilmember Hosta, and Councilmember Halpern gave consensus to include a communications position.*

*Vice Mayor Callaghan, Councilmember Hosta, and Councilmember Halpern gave consensus to proceed with the three (3) proposed positions: Front Desk Associate; Accounting Specialist; and Communications/Events Manager.*

*Vice Mayor Callaghan, Councilmember Hosta, and Councilmember Halpern gave consensus to have a discussion at a future meeting on adding another Code Enforcement Officer position.*

**MOTION:** Callaghan/Halpern made a motion to approve adding a Front Desk Associate position; Accounting Specialist position; and a Communications/Events Manager position with the salary range of \$70,000-102,000.

**ACTION:** The motion passed 3-2 with Mayor Wheeler and Vice Mayor Pro Tem Davis opposed.

**MOTION:** Halpern/Hosta made a motion to approve Fiscal Year 2025-2026 salary ranges as amended.

**ACTION:** The motion passed 4-1 with Vice Mayor Pro Tem Davis opposed.

**MOTION:** Callaghan/Halpern made a motion to approve the contract with CivicPlus for the website migration and annual recurring services.

**ACTION:** The motion passed unanimously.

**MOTION:** Callaghan/Halpern made a motion to approve the non-renewal of the contract with TextMyGov.

**ACTION:** The motion passed unanimously.

**MOTION:** Halpern/Hosta made a motion to remove the Town of Jupiter – 4th of July Celebration contribution; add the \$400 contribution for Project Graduation W.T. Dwyer; and remove the Holiday Boat Parade contribution.

**ACTION:** The motion passed unanimously.

19. Appearance Review Single Family Dwellings – Response to Town Council

20. Discussion on Proposed Strategic Plan by Consultant James Karas

## COMMENTS FROM THE COUNCIL

*Mayor Wheeler passed the gavel.*

**MOTION:** Wheeler/Davis made a motion to reject the Treasure Coast Regional Planning Council's Master Plan proposal.

**ACTION:** The motion passed 3-2 with Vice Mayor Callaghan and Councilmember Hosta opposed.

## ADJOURNMENT

Mayor Wheeler adjourned the meeting at 9:59pm.

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Peggy Wheeler, Mayor

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Caitlin E. Copeland-Rodriguez, Town Clerk