



SPECIAL TOWN COUNCIL MEETING MINUTES

April 15, 2025 at 3:00 PM

Council Chambers – 340 Ocean Drive and YouTube

PRESENT: DAVE SANTILLI, MAYOR
DIANA DAVIS, VICE MAYOR
DD HALPERN, VICE MAYOR PRO TEM
MAX FRASER, COUNCILMEMBER
SCOTT SHAW, COUNCILMEMBER

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, ACTING TOWN MANAGER
TG LAW PLLC, TOWN ATTORNEY
IAN COMP, TOWN CLERK DESIGNEE

AUDIENCE: 15 (5 via zoom)

CALL TO ORDER – 3:00PM

PLEDGE ALLEGIANCE TO THE FLAG

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

Council gave unanimous consensus to schedule a Closed Executive Session for Wednesday, April 22, 2026, at 4pm.

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 3:03pm.

Public Comments Closed at 3:03pm.

COUNCIL ACTION/DISCUSSION ITEMS *(A public comment period was provided for each item below.)*

1. Appointment of Interim Town Manager

MOTION: *Halpern/Shaw made a motion to approve the appointment of Kathleen Gunn as Interim Town Manager under a 1099 consultant contract.*

ACTION: *The motion passed unanimously.*

MOTION: Davis/Halpern made a motion to have Caitlin Copeland-Rodriguez to continue as Acting Town Manager until the Interim Town Manager contract is executed.
ACTION: The motion passed unanimously.

COMMENTS FROM THE COUNCIL

Vice Mayor Pro Tem Halpern inquired about an update from Colin Baenziger on the timeline and when the ad will be run for the actual search for the position of Town Manager.

Mr. Baenziger provided an overview of the process and stated that he will start to conduct individual virtual meetings with each Councilmember.

Council reviewed, discussed, and asked Mr. Baenziger questions on the matter.

Council gave unanimous consensus to provide Mr. Baenziger with edits to the brochure by April 22, maintain the salary range as stated in the prior brochure, and directed Mr. Baenziger to include language indicating that the salary range is under review.

Council gave unanimous consensus to have Mr. Baenziger proceed with advertising upon receipt of the edits.

Mayor Santilli inquired about the individual meetings with Treasure Coast Regional Planning Council being premature and that Council needs to figure out where they are with the development of the Strategic Plan and Master Plan.

Council reviewed, discussed, and asked staff questions on this matter.

Mayor Santilli, Vice Mayor Davis, Vice Mayor Pro Tem Halpern, and Councilmember Fraser gave consensus to proceed with the individual meetings with Treasure Coast Regional Planning Council but to wait until June to conduct workshops on the Master Plan and Strategic Plan.

Vice Mayor Pro Tem Halpern inquired about a deadline for the completion of the master and the costs already paid to Treasure Coast Regional Planning Council.

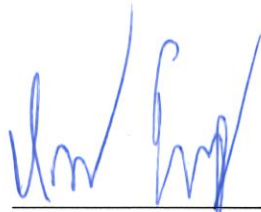
Acting Town Manager Copeland-Rodriguez explained that the contract has no set expiration date and provided the costs already paid to Treasure Coast Regional Planning Council.

ADJOURNMENT

Mayor Santilli adjourned the meeting at 5:05pm.



Dave Santilli, Mayor



Ian Comp, Town Clerk Designee



Caitlin Copeland <ccopeland@juno-beach.fl.us>

Online Form Submittal: Public Comments

1 message

noreply@civicplus.com <noreply@civicplus.com>

Sat, Apr 11, 2026 at 4:38 PM

Reply-To: noreply@civicplus.com

To: ccopeland@juno-beach.fl.us, dhalpern@juno-beach.fl.us, ddavis@juno-beach.fl.us, service@tgjustice.com, dsantilli@juno-beach.fl.us, sshaw@juno-beach.fl.us, mfraser@juno-beach.fl.us

Public Comments**Public Comments for Town Council and Planning & Zoning Board Meetings**

Please use the form below to submit comments for Town Council Planning and Zoning Board Meetings. All Public Comments must be submitted by Noon on the day of the scheduled meeting. All information you submit will become a permanent record of the Town, accessible to anyone who wants to see it. If you should have any questions, please contact the Town Clerk's Office at 561-656-0316.

First Name	Debra
Last Name	Levulis
Address	401 Sunset Way Juno Beach FL
Email Address	johndeb642@gmail.com
Agenda Item Number (Ex: 1, 2, 3)	1
Public Comment / Question	One of the most important decisions by the new town council is hiring the interim town manager. The town clerk and two experienced current town council members allowed a new set of ordinances 795, 796, and 797 be rescinded due to improper advertising which is centered on negligence of their statutory duties, violating public trust and fiscal responsibility. The new town council should call for a review of the Clerk's office procedures for legal notifications before the current town clerk would be considered for filling the interim position as our town manager. The new town council must demand a public audit a call for formal censure to reprimand those responsible before an interim and/ or a new town manager is hired. Formally request all correspondence between the council and clerk regarding those rescinded ordinances be determined if the error was negligence or a deliberate, faulty process.

Email not displaying correctly? View it in your browser.

Re: Projected costs for Interim Town Manager services

Gemma Torcivia <gtorcivia@tgjustice.com>

To: Zackery Good <zgood@tgjustice.com>

Cc: Caitlin Copeland <ccopeland@juno-beach.fl.us>, Emily Alves <ealves@juno-beach.fl.us>, Jennifer Cockcroft <jcockcroft@tgjustice.com>, Paul Nicoletti <pnicoletti@tgjustice.com>, Jackie I

Dear Mayor and Council,

Please be advised that I spoke with Kathleen Gunn, and she is very interested in working with the Town. To that end, she is willing to lower her rate to \$119.00 an hour for interim services.

Sincerely,

Gemma Torcivia

Managing Partner

TG Law PLLC

Office: (561) 370-7360

Mobile: (561) 602-6222

Fax: (855) 514-2822

gtorcivia@tgjustice.com

tgjustice.com

On Apr 13, 2026, at 3:02 PM, Zackery Good <zgood@tgjustice.com> wrote:

Dear Mayor and Council,

Please see below updated table including the information for Mr. Shoobridge.

Options	Description	Costs per hour	Costs per month
Caitlin Copeland-Rodriguez	Interim TM + temp clerk (7/27 ~ 3.5 months)	Additional \$38.88 + \$96.87 = \$132.75	\$21,240
Pam MacKie Walker	Interim only	Previous TM paid \$93.75	\$15,000
Howard Brown	Interim only	Previous TM paid \$93.75	\$15,000
Kathleen Gunn	Consider for permanent position	\$200 hour (20 hours a week as interim)	\$16,000
Jason Yarborough	Consider for permanent position	\$120 hour x 32 hour	\$15,360
Jeff Shoobridge	Consider for permanent position	\$90/hour x 40 hours	\$14,400

Zackery Good, Esq.

TG Law PLLC

Mobile: (786) 452-4241

Fax: (855) 514-2822

Email: zgood@tgjustice.com

tgjustice.com

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On Apr 13, 2026, at 1:08 PM, Gemma Torcivia <gtorcivia@tgjustice.com> wrote:

Dear Mayor and Council,

Please be advised that the below table reflects the projected costs for the current candidates for Interim Town Manager.

Please note that for Ms. Copeland-Rodriguez the cost per month includes the temporary clerk as the hourly cost for Interim Town Manager services.

Ms. MacKie Walker and Mr. Brown are interested in only serving as interim Town Manager, and will perform interim Town Manager services for \$93.75 an hour (the hourly rate of

I also want to note that Ms. Gunn is willing to provide Interim Town Manager services for 20 hours a week, and Mr. Yarborough is willing to provide interim Town Manager service

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Kathleen Gunn	Consider for permanent position	\$200 hour (20 hours a week as interim)	\$16,000
Jason Yarborough	Consider for permanent position	\$120 hour x 32 hour	\$15,360

If you have any questions, please give me a call. Thank you so much.

Sincerely,

Gemma Torcivia

Managing Partner

TG Law PLLC

Office: (561) 370-7360

Mobile: (561) 602-6222

Fax: (855) 514-2822

gtorcivia@tgjustice.com

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