

**TOWN OF OCEAN RIDGE  
TOWN COMMISSION REGULAR MEETING  
AGENDA**



**July 6, 2021  
6:00 P.M.**

**TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Kristine de Haseth

Vice Mayor Susan Hurlburt  
Commissioner Geoff Pugh

Commissioner Steve Coz  
Commissioner Martin Wiescholek

**ADMINISTRATION**

Town Manager Tracey L. Stevens

Town Attorney Christy Goddeau  
Police Chief Hal C. Hutchins

Town Clerk Karla M. Armstrong  
Building Official Durrani Guy

**RULES FOR PUBLIC PARTICIPATION**

1. **PUBLIC COMMENT:** The public is encouraged to offer comments with the order of presentation being as follows: Town Staff, Public Comments, Commission discussion and official action. Town Commission meetings are business meetings of the Commission and the right to limit discussion rests with the Commission. **Generally, remarks by an individual will be limited to one time up to three minutes or less regarding any single item on the agenda.** The Mayor or presiding officer has discretion to adjust the amount of time allocated.
  - A. Public Hearings: Any citizen is entitled to speak on items under this section.
  - B. Public Comments: Any citizen is entitled to be heard concerning any matter within the scope of jurisdiction of the Commission under this section. The Commission may withhold comment or direct the Town Manager to take action on requests or comments. The Commission meetings are held for the purpose of discussing and establishing policy and to review such other issues that affect the general welfare of the Town and its residents. Where possible, individual grievances should first be taken up with the Town Staff.
  - C. Regular Agenda and First Reading Items: When extraordinary circumstances or reasons exist and at the discretion of the Commission, citizens may speak on any official agenda item under these sections.
  
2. **ADDRESSING THE COMMISSION:** At the appropriate time, please step up to the podium and state your name and address for the record. All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Commission shall be barred by the presiding officer from speaking further, unless permission to continue or again address the Commission is granted by a majority vote of the Commission members present.

**APPELLATE PROCEDURES**

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record. (F.S. Section 286.0105)

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at (561) 732-2635 at least 5 days prior to the meeting in order to request such assistance.

**NOTICE: THE PUBLIC MAY VIEW THE HARD COPY OF THE MEETING MATERIALS AT  
TOWN HALL BEFORE OR DURING THE MEETING**

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA****PRESENTATIONS & PROCLAMATIONS**

- a. Employee of the Quarter Award (By: Town Manager Stevens)

**ANNOUNCEMENTS**

- a. A budget meeting will be held on August 2<sup>nd</sup> at 2:00 PM at Town Hall. The next Regular Town Commission Meeting will be held on August 2<sup>nd</sup> at 6:00 PM at Town Hall. The next Planning & Zoning Commission meeting will be held on July 19<sup>th</sup> at 8:00 AM at Town Hall.
- b. Please join us each month prior to the Town Commission meeting at 5:00 p.m. for the Building Official Educational Forum in the Commission Chambers at Town Hall. Details including topics to be discussed each month are on the Town's website.
- c. Residents who wish to sign up to receive important Town notifications and news through Civic Ready should sign up on the Town's website or call Town Hall for assistance.

**PUBLIC COMMENT – (3 minute individual limit)****APPROVAL OF CONSENT AGENDA (Items that do not require discussion)**

1.
  - a. Adopt Minutes of the Regular Town Commission Meeting of June 7, 2021.
  - b. Adopt Minutes of the Special Town Commission Meeting of June 7, 2021.
  - c. Adopt Minutes of the Special Town Commission Meeting of June 22, 2021.
  - d. Acceptance of the Revenue & Expenditure Report for May 2021.
  - e. Approve Lien Satisfaction for 77 Island Drive, Ocean Ridge, FL 33435.
  - f. Resolution No. 2021-11: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Authorizing the Execution of a State Highway Lighting, Maintenance, and Compensation Agreement with Florida Department of Transportation (FDOT) and Providing an Effective Date.
  - g. Designation of Voting Delegate for the Florida League of Cities Annual Meeting

**REGULAR AGENDA ITEMS**

2. Appointment of a Planning & Zoning Commission Alternate Member for a One-Year Term (By: Town Clerk Armstrong)
3. Second Reading of Ordinance No. 2021-03: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances at Chapter 64, "Zoning", Article III "Supplemental Regulations", Section 64-41 "Accessory Uses, Buildings and Structures Generally" to Address the Allowance of Dune Crossovers by Administrative Special Exception if Seaward of the 1979 Coastal Construction Control Line and to Address Dune Crossover Steps; Providing for Codification, Repeal Of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Goddeau)
4. Second Reading of Ordinance No. 2021-04: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances at Chapter 62, "Waterways", by Renaming Chapter 62 to "Waterways and Parks", Creating a New Article IV, "Parks", and Creating a New Section 62-61 "Hours For Parks", to Address the Operating Hours for Public Parks Located Within the Town; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Manager Stevens)
5. Resolution No. 2021-12: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Setting Park Hours, and Providing an Effective Date.
6. Resolution No. 2021-13: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Amending the Adopted Schedule of Fees for Various Services and Providing an Effective Date.

**STAFF & COMMITTEE REPORTS**

7. Planning & Zoning Commission
8. Town Manager
9. Town Attorney
10. Police Chief
11. Town Engineer & Public Works
12. Building Official

**TOWN COMMISSIONER COMMENTS**

**ADJOURNMENT**

## **Live Audio Feed Provided for the Regular Town Commission Meeting of July 2021**

Based upon an Executive Order issued by the Governor of the State of Florida, the Town of Ocean Ridge will be holding the meeting in-person, with an additional option of listening to the audio live.

**DATE AND TIME:** Tuesday, July 6, 2021 at 6 P.M.

**GENERAL SUBJECT MATTER TO BE CONSIDERED:** The Town of Ocean Ridge will meet for the purpose of reviewing items as described on the agenda. The agenda along with the meeting package was posted on the Town's website, at Town Hall, and in Town Hall's shadow box the Wednesday prior to the meeting.

A copy of the agenda & the package may be obtained by contacting the Town Clerk at:  
[karmstrong@oceanridgeflorida.com](mailto:karmstrong@oceanridgeflorida.com).

**PLACE:** The meeting will be held at the physical access point of Town Hall, 6450 N. Ocean Blvd, Ocean Ridge, FL 33435. The Town of Ocean Ridge will provide a live audio feed for those that cannot attend the physical access point. Interested persons may listen by using the following information:

- **Please dial in using your phone.** United States: [+1 \(872\) 240-3212](tel:+18722403212) and **Access Code:** 359-691-821

### **PUBLIC COMMENTS:**

Persons that are unable to attend the meeting in person may submit public comments by utilizing the following options:

1. Email the Town Clerk at [karmstrong@oceanridgeflorida.com](mailto:karmstrong@oceanridgeflorida.com) by Monday, July 6, 2021 at 3 p.m. The email must contain the agenda item number and exactly what is to be read out loud at the meeting (3 minute limit). The Town Clerk will respond to the email if it has been received. If you do not receive a response email from the Town Clerk, assume that it was not received and follow up with a phone call to Town Hall at 561-732-2635. The Town Clerk will read the public comment into the record when the item is taken up.
2. Call Town Hall at 561-732-2635 before 3 p.m. on meeting date. Tell Town Hall Staff which agenda item you would like to submit a comment on, and submit your comments to them (3 minute limit). Town Hall staff will notify the Town Clerk of the public comment, and the Town Clerk will read the public comment into the record when the item is taken up during the meeting.

### **ADDITIONAL INFORMATION:**

The recording of the meeting along with the action item summary sheet will be available to the public the following day.

Consistent with section 286.0105, Florida Statutes, if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at (561) 732-2635 at least 5 days prior to the meeting in order to request such assistance.