

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



**April 1, 2019  
6:00 P.M.**

**TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Steve Coz

Commissioner Philip Besler

Commissioner Kristine de Haseth

Commissioner Susan Hurlburt

Vice Mayor Don MaGruder

**ADMINISTRATION**

Acting Town Manager Tracey L. Stevens

Town Attorney R. Brian Shutt

Town Clerk Tracey L. Stevens

Police Chief Hal C. Hutchins

Building Official Wayne Cameron

**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.

**CALL TO ORDER****ROLL CALL****PLEDGE OF ALLEGIANCE****ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA****TOWN CLERK TO ANNOUNCE ELECTION RESULTS & SWEAR IN NEW TOWN COMMISSIONERS****ANNOUNCEMENTS**

- a. The next Planning & Zoning Commission meeting will be held on Monday, April 8<sup>th</sup> at 8:30 a.m. at Town Hall. The next Regular Town Commission meeting will be held on Monday, May 6<sup>th</sup> at 6:00 p.m. at Town Hall. The Town Commission will hold a Special Meeting on Thursday, April 18<sup>th</sup>.
- b. The Town Commission will consider appointments to the following Board positions at the May 6, 2019 Town Commission meeting: Board of Adjustment, 1 regular member for a three year term; 1 regular member for a two year term; and 2 alternates for a three year term; Planning & Zoning Commission, 2 alternates for a three year term. Interested residents must be registered to vote in Ocean Ridge and submit a resume and letter of interest to the Town Clerk by April 26, 2019. Incumbents are exempted from the resume and letter of interest requirement.
- c. The Town will be providing free shredding services to residents on Saturday, April 27, 2019 from 9 a.m. until Noon at Town Hall.
- d. Residents who wish to add their name to the email blast list to receive important Town notifications should sign up on the sheet provided on the counter in the lobby or notify the Town Clerk.
- e. Presentation of Institute of Elected Municipal Officers Certificate to Commissioner de Haseth.

**PUBLIC COMMENT – (15 minute maximum with 3 minute individual limit)****APPROVAL OF CONSENT AGENDA (Items that do not require discussion)**

1. Adopt Minutes of Regular Town Commission Meeting of March 4, 2019.
2. Authorization to Execute a Change Order for the Chris Wayne Landscaping Contract, and Hire a Temporary Employee for the Public Works Department.

**REGULAR AGENDA ITEMS**

3. Resolution No. 2019-04: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Electing a Mayor (By: Acting Town Manager Stevens)
4. Resolution No. 2019-05: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Electing a Vice Mayor (By: Acting Town Manager Stevens)
5. Resolution No. 2019-06: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Designating Depositories, Authorizing Treasurer or Deputy Treasurer to Sign Town Checks; Authorizing any One of the Five Town Commissioners to Countersign Checks (By: Acting Town Manager Stevens)
6. Resolution No. 2019-07: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Amending the Adopted Schedule of Fees for Various Services and Providing for an Effective Date. (By: Acting Town Manager Stevens)
7. Resolution No. 2019-08: A Resolution of the Town Commission of the Town Of Ocean Ridge, Florida, Amending the Employee Handbook; Providing For Repeal of Prior Resolutions in Conflict; and Providing for an Effective Date. (By: Acting Town Manager Stevens)
8. Second Reading and Adoption of Ordinance No. 2019-03: An Ordinance of The Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 1 “General Provisions”, Section 1-3 “Definitions” To Modify Definitions Regarding Flood Elevations; Amending Chapter 66 “Environmental Regulations”, Article II “Flood Damage Prevention”, Division 2 “Definitions”, Section 66-25 “Definitions”, To Modify Definitions Regarding Flood Elevations; Amending Chapter 67, “Buildings And Building Regulations”, Article III, “Technical Codes And Other

Construction Standards”, Division I “Generally”, Section 67-32 “Floor Elevations”, To Modify The Town’s Minimum Floor Elevations In Order To Comply With The Revised FEMA Flood Map Requirements; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)

9. Second Reading and Adoption of Ordinance No. 2019-04: An Ordinance of The Town Of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 42, “Solid Waste” By Enacting Section 42-2 “Solid Waste Collection Fees, Late Fees, Interest And Waivers” To Provide For Late Fees And Interest And The Waiver Of Fees And Interest In Certain Situations; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
10. First Reading of Ordinance No. 2019-05: An Ordinance of The Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 2, “Administration”, Article II “Officers And Employees”, Section 2-26 “Authority Of Town Commission” To Remove The Restriction That Does Not Allow Additional Compensation For Employees When Performing Additional Duties For More Than One Office; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.
11. First Reading of Ordinance No. 2019-06: An Ordinance of The Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 2, “Administration”, Article V “Elections”, Section 2-199 “Election Date Of Annual Town Election” And Section 2-200 “Vacancies; Forfeitures Of Office; Filling Of Vacancies In Office And Candidacy” To Modify These Sections In Order To Comply With The Revised Charter Provisions Regarding Elections; Providing For Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.
12. Time Extension Request by Palm Beach County for the Special Exception Permit for Ocean Inlet Park Improvements (By: Building Official Cameron)
13. Authorize Future Investment of Town Funds (By: Acting Town Manager Stevens)
14. Designation of Voting Delegate and Alternates to the Palm Beach County League of Cities, Inc. (By: Acting Town Manager Stevens)
15. Consideration of Multi-Media Notification Tool (By: Chief Hutchins)
16. Discuss Hiring a Consultant/Project Manager for Water Contract & Possible Sewer Conversion (By: Acting Town Manager Stevens)

#### **STAFF REPORTS**

17. Town Manager
18. Town Attorney
19. Police Chief
20. Building Official

#### **TOWN COMMISSIONER COMMENTS**

21. Commissioner Tasks Going Forward (By: Vice Mayor MaGruder)
22. Report on Legislative Action Days (By: Commissioner Besler)

#### **ADJOURNMENT**

**NEXT SCHEDULED TOWN COMMISSION MEETING(S):  
TOWN COMMISSION SPECIAL MEETING APRIL 18, 2019 AT 2:00 PM  
TOWN COMMISSION REGULAR MEETING MAY 6, 2019 AT 6:00 PM**