

Notice of Teleconferencing for Special Town Commission Meeting

Based upon guidance issued by the President of the United States, by the Centers for Disease Control and Prevention, and Executive Orders issued by the Governor of the State of Florida, the Regular Town Commission meeting of the Town of Ocean Ridge shall be limited to no more than 10 persons with social distancing. Based on these restrictions, it is anticipated that no public will be admitted into the Commission Chambers for the meeting and thus, must submit their public comments as described below.

DATE AND TIME: Tuesday, April 21, 2020 at 2 P.M.

GENERAL SUBJECT MATTER TO BE CONSIDERED: The Town of Ocean Ridge will meet for the purpose of discussing Legal Matters, Hazard Pay for Certain Employees and to review other items as described on the agenda. The agenda was posted on the Town's website, at Town Hall, and in Town Hall's shadow box, 24-hour prior to the meeting pursuant to Section 3-07 of The Town's Code of Ordinances.

A copy of the agenda & the package may be obtained by contacting the Town Clerk at karmstrong@oceanridgeflorida.com.

PLACE: The meeting will be held at Town Hall, 6450 N. Ocean Blvd, Ocean Ridge, FL. However, due to COVID-19 social distancing requirements, the public will not be allowed to be present. The Town of Ocean Ridge will provide for public participation through [GotoMeeting.com](https://gotomeeting.com), a communication media technology (teleconference). Interested persons may attend by using the following information:

- **Please join the meeting from your computer, tablet or smartphone.**
<https://www.gotomeet.me/AprilOceanRidgeTownCommissionMeeting/specialtowncommissionmeeting>
- **You can also dial in using your phone.** United States: [+1 \(571\) 317-3122](tel:+15713173122) and **Access Code:** 533-546-525
- Download the application (App) by clicking: <https://global.gotomeeting.com/install/533546525>

If any person has technical difficulties using GotoMeeting before or during the meeting, please call Town Hall immediately at 561-732-2635 to report the issue to a staff member.

PUBLIC COMMENTS:

Persons who can access the meeting by teleconference using a computer with speaker capabilities or through a smart phone application (app) can provide public comment by typing their name in the chat box along with the agenda item they would like to speak about. When public comment is called by the Mayor during each agenda item, the Town Clerk will unmute each person, in the order received, that have placed their name in the chat box, and ask them to speak at that time.

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

1. Email the Town Clerk at karmstrong@oceanridgeflorida.com by Tuesday, April 21, 2020 at 12 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 either before or during the meeting. Tell Town Hall Staff which agenda item you would like to submit a comment on, and submit your comments to them (3 minute limit). The Town Hall staff will notify the Town Clerk of the public comment. Town Clerk will read the public comment into the record when the item is taken up.

ADDITIONAL INFORMATION:

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

Please be aware that Communications Media Technologies as a tool for meeting communication is permitted through Executive Order Number 20-69 issued by Governor DeSantis. To view the executive order or obtain more information, please call Town Hall at 561-732-2635.

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.

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



**April 21, 2020
2:00 P.M.**

TOWN HALL – MEETING CHAMBERS

TOWN COMMISSION

Mayor Kristine de Haseth

Commissioner Philip Besler

Vice Mayor Steve Coz

Commissioner Susan Hurlburt

Commissioner Martin Wiescholek

ADMINISTRATION

Town Manager Tracey L. Stevens

Town Attorney R. Brian Shutt

Town Clerk Karla M. Armstrong

Police Chief Hal C. Hutchins

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 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.

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 2 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

PUBLIC COMMENT – (3 minute individual limit)

APPROVAL OF CONSENT AGENDA (Items that do not require discussion)

1. Memo from Attorney Regarding Legal Matter

REGULAR AGENDA ITEMS

2. Voting by Ballot for Board Appointments
3. Approve Hazard Pay for Certain Employees
4. Salary Range Updates for Building Official & Public Works Department

ADJOURNMENT

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

**NEXT SCHEDULED TOWN MEETING(S):
REGULAR TOWN COMMISSION MEETING MAY 4, 2020 AT 6:00 PM**