

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



**July 6, 2020  
6:00 P.M.**

**TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Kristine de Haseth

Commissioner Philip Besler  
Commissioner Susan Hurlburt

Vice Mayor Steve Coz  
Commissioner Martin Wiescholek

**ADMINISTRATION**

Town Manager Tracey L. Stevens

Town Attorney R. Brian Shutt  
Police Chief Hal C. Hutchins

Town Clerk Karla M. Armstrong  
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****PRESENTATIONS**

None

**ANNOUNCEMENTS**

- a. The next Regular Town Commission meeting will be held on August 3<sup>rd</sup> at 6:00 PM at Town Hall, and a Budget Meeting will be held on August 3<sup>rd</sup> at 2:00 p.m. at Town Hall. The next Planning & Zoning Commission meeting will be held on July 20<sup>th</sup> at 8:00 AM at Town Hall. The next Septic to Sewer Citizens' Advisory Committee Meeting will be held on August 6<sup>th</sup> at 8:30 AM at Town Hall.
- b. 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.
- c. A Town Charter Amendment Referendum Election will be held on August 18, 2020 along with the Primary Election. / El 18 de agosto de 2020 se celebrará una elección del referéndum de enmienda de la Carta de la Ciudad, junto con la elección primaria.
- d. Next on the agenda is public comment. The Mayor will invite the public to speak to the Commission on any item that is not printed on the agenda. Public comments on specific agenda items may be made later in the meeting when the items are taken up. There is a one-time per item three (3) minute individual limit for public comments that will be timed by the Town Clerk. Public comment is not meant to be a question and answer period, and there will be no dialogue. Anyone wishing to speak during public comment will approach the podium and state their name and address for the record, and see the Town Clerk after speaking to fill out a speaker card in order for the minutes to be properly recorded. The Commission would like to remind everyone that individuals addressing the Commission shall use proper language, and that language which includes profanity or cursing, or which is presented in an aggressive or threatening manner toward the Town Commission, staff, or other members of the public is prohibited. All comments shall be directed to the Presiding Officer of the meeting and not to individual Commissioners, staff, or members of the public. Those addressing the Commission shall avoid personal attacks against anyone, and the Presiding Officer has the authority to remove individuals from the Town Commission Chambers if such conduct persists after the Presiding Officer has provided a warning that the individual is in violation of this policy.

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

1.
  - a. Adopt Minutes of Regular & Special Town Commission Meetings of June 1, 2020
  - b. Adopt Minutes of Special Town Commission Meeting of June 1, 2020
  - c. Approve Response to the Letter Received from McCormick Mile Investments LLC Regarding Certain Waterways Located in the Town
  - d. Approve Expenditure of up to \$17,455 to Line-Tec for water line repair near 6285 N. Ocean Blvd
  - e. Approve Expenditure of \$20,084.65 to Jones Foster for Legal Services
  - f. Approve Expenditure of \$14,795.72 to Roberts, Reynolds, Bedard & Tuzzio PLLC for Legal Services
  - g. Approve Expenditure of an additional \$790 to Tele-Vac South, Inc. to complete the Spanish River Drive Improvements Project
  - h. Extend HyByrd Contract for One Year for Inspection Services
  - i. Sign Election Proclamation for August 18, 2020 Charter Amendment Referendum
  - j. Resolution No. 2020-15: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Authorizing the Mayor and Town Clerk to Execute the Agreement for Vote Processing Equipment and Use and Election Services By and Between the Palm Beach County Supervisor of Elections (SOE) and the Town of Ocean Ridge; Providing for an Effective Date.

**REGULAR AGENDA ITEMS**

2. Appoint an Alternate Member of the Planning & Zoning Commission (By: Town Clerk Armstrong)
3. Second Reading of Ordinance No. 2020-01: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 2 “Administration”, Article II “Officers And Employees”, Division 3 “Town Clerk”, And Creating Division 5 “Town Treasurer” To Provide that the Town Clerk and Treasurer are Two Distinct Positions and not the Same Position; Providing For Codification, Repeal Of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Manager Stevens)
4. First Reading of Ordinance No. 2020-03: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 66 “Environmental Regulations”, Article IV “Landscaping”, Division 3 “Tree Permits”, Section 66-152 “Duty To Trim Coconut Trees” to Require the Trimming of Coconut Trees in the Public Right-Of-Way by an Adjacent Property Owner; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date. (By: Town Attorney Shutt)
5. Appoint a Voting Delegate for the Florida League of Cities Annual Meeting (By: Town Manager Stevens)
6. Discuss Hazard Pay for Employees Due to the COVID-19 Pandemic (By: Town Manager Stevens)

**STAFF REPORTS**

7. Town Manager
8. Town Attorney
9. Police Chief
10. Building Official

**TOWN COMMISSIONER COMMENTS**

11. Continuation of Live Audio Feed for all Future Public Meetings (By: Mayor de Haseth)
12. Prioritizing Pending Code Amendments (By: Mayor de Haseth)

**ADJOURNMENT**

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