

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



**October 4, 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
Chief of Police Richard Jones

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

ANNOUNCEMENTS

- a. The next Regular Town Commission Meeting will be held on Monday, November 1st at 6:00 PM at Town Hall. The next Planning & Zoning Commission meeting will be held on Monday, October 25th at 8:00 AM at Town Hall. A joint workshop between the Town Commission and Planning & Zoning Commission will be held on Tuesday, October 12th at 4:00 PM at Town Hall.
- b. Town Hall will be closed on Monday, October 11th in observance of Columbus Day.
- c. The Annual Municipal Election will be held on March 8, 2022. There is one Town Commission seat open for a three-year term. Candidate filing dates run from November 1, 2021 at 8:30 a.m. through November 12, 2021 at 3:00 p.m. in the Town Clerk's Office. /La Elección Municipal Anual se llevará a cabo el 8 de marzo de 2022. Hay un puesto en la Comisión Municipal abierto por un período de tres años. Las fechas de presentación de candidatos se ejecutan desde el 1 de noviembre de 2021 a las 8:30 a.m. hasta el 12 de noviembre de 2021 a las 3:00 p.m. en la Oficina de la Secretaria municipal.
- d. 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.
- e. 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 September 7, 2021
 - b. Adopt Minutes of the Special Town Commission Meeting of September 21, 2021
 - c. Acceptance of the Revenue & Expenditure Report for August 2021
 - d. Resolution No. 2021-21: Designating the Town of Ocean Ridge Canvassing Board for the March 8, 2022 Municipal Election
 - e. Resolution No. 2021-22: Authorizing the Mayor and Town Clerk to Execute the Agreement for Vote Processing Equipment Use and Election Services for the March 8, 2022 Municipal Election
 - f. Adopt the Annual CRS Floodplain Management Plan & Progress Report
 - g. Authorize the Town Manager to Sign the Proposal and any Associated Contracts with Tyler Technologies for the Time & Attendance Software as Budgeted in the FY22 Budget
 - h. Authorize the Town Manager to Sign the Proposal and any Associated Contracts with Tyler Technologies for the Building Permits Software as Budgeted in the FY22 Budget
 - i. Approve Nowlen, Holt & Miner Town Auditor Contract Extension & Engagement Letters
 - j. Ratification of Town Manager's Renewal of Workers' Comp & General Liability Insurance Contracts with Preferred Governmental Insurance Trust (PGIT) as Budgeted in the FY22 Budget

REGULAR AGENDA ITEMS

2. Discussion Regarding Potential Potable Water Infrastructure Project to be Funded by the American Rescue Plan Act (By: Town Manager Stevens)

REGULAR AGENDA ITEMS (CONTINUED)

3. Request for Fee Reduction for 6110 N. Ocean Blvd Unit 33 (By: Town Clerk Armstrong)
4. Discussion Regarding Dispatch Unit Staffing (By: Chief Jones)

STAFF & COMMITTEE REPORTS

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

TOWN COMMISSIONER COMMENTS

ADJOURNMENT