

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



**March 1, 2021
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 Pamala Ryan
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.

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

- a. Plaque Presentation to Outgoing Town Commissioner Phil Besler
- b. Introduction of New Employees:
 1. Valentina Clouse – Dispatcher, full-time
 2. Kristen Moretti – Dispatcher, temporary part-time

ANNOUNCEMENTS

- a. The next Regular Town Commission Meeting will be held on April 5th at 6:00 PM at Town Hall. The next Planning & Zoning Commission meeting will be held on March 15th at 8:00 AM at Town Hall. The Board of Adjustment meetings will now be held at 9:00 a.m. on the third Wednesday of the month as needed. The next Septic to Sewer Citizens' Advisory Committee Meeting is to be determined.
- b. The Annual Municipal Election will be held on March 9, 2021. There are **two** Town Commission seats open for a three-year term. Qualified Candidates Appearing on the Ballot are: Carolyn Cassidy, Kristine de Haseth, John Kramer, and Geoff Pugh. / Las Elecciones Municipales Anuales se celebrarán el 9 de marzo de 2021. Hay dos asientos de la Comisión de la Ciudad abiertos por un período de tres años. Los candidatos calificados que aparecen en la papeleta son: Carolyn Cassidy, Kristine de Haseth, John Kramer, Geoff Pugh.
- c. The Town Commission will consider appointments to the following Board positions at the May 3, 2021 Town Commission meeting: Board of Adjustment, two regular members for a three year term; Planning & Zoning Commission, two regular members for a three year term; and Planning & Zoning Commission, one alternate member for a one 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 the deadline of April 21st at 3:00 p.m. Incumbents are exempted from the resume and letter of interest requirement.
- d. 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.
- e. 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. All comments shall be directed to the Presiding Officer of the meeting and not to individual Commissioners, Staff, or members of the public. The Commission would like to remind everyone 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. Those addressing the Commission shall avoid personal attacks against anyone, and the Presiding Officer has the authority to remove individuals from the Commission Chambers if such conduct persists after the Presiding Officer provides 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 Town Commission Meeting of February 1, 2021
- b. Authorize Town Manager Stevens to Expend Funds up to the Budgeted Amount for Outside Legal Counsel in FY21
- c. Approval of a Standby Poll Worker for the March 9, 2021 Election

- d. Approve Expenditure of \$14,000 to Beacon Software for Third Year Payment of Police Department CAD software including current year maintenance agreement

REGULAR AGENDA ITEMS

2. Approve Expenditure of up to \$24,250 to Smith Engineering Consultants, Inc. to Develop Specifications and Provide Construction Phase Services for the Tropical Generator Replacement (By: Town Engineer Tropepe)
3. Resolution No. 2021-02: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Authorizing the Town Manager to Sign Agreements with FDOT Regarding Crosswalk Installation Near Crown Colony (By: Town Manager Stevens)
4. Succession Plan for Chief of Police Position, and Promotion of Lieutenant Jones to Chief of Police on April 7, 2022 (By: Town Manager Stevens)
5. Ordinance No. 2021-01: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 67 “Buildings and Building Regulations”, Article III “Technical Codes and Other Construction Standards”, Division 2 “Administration and Enforcement”, Section 67-51 “Permit Required”, To Amend the Requirements to Obtain a Demolition Permit and Provide For Penalties; and Amending Section 67-52 “Commencement and Duration of Construction” To Adjust the Timeframes for Construction; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.
6. Ordinance No. 2021-02: An Ordinance of the Town of Ocean Ridge, Florida, Amending Chapter 64 “Zoning,” Article I “District Regulations” By Amending Section 64-1 “RSF And RSE Single-Family Residential Districts,” Amending Section 64-2 “RMM Medium Density Multiple-Family Residential District,” Amending Section 64-4 “RHM High Density Multiple-Family Residential District,” and Amending Article II “Planned Residential Development” By Amending Section 64-24 “Development Standards” To Decrease the Height of Two-Story Buildings When FEMA Regulations are Implicated and to Adjust the Height of a Parapet So That It Does Not Extend Too Far Above the Roof; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.
7. Resolution No. 2021-03: A Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Strongly Encouraging the State Legislature to Oppose Senate Bill 522 and House Bill 219, and Any Companion Senate and House Bills Related to the Preemption of Local Laws Regarding Short Term Rentals (By: Town Manager Stevens)
8. Approve Budget Meeting Schedule for 2021 (By: Town Manager Stevens)
9. Update on No Wake Zones (By: Town Manager Stevens)
10. Establish a Street Name for the New Private Road off Thompson Street (By: Town Manager Stevens)
11. Budgeting for Commission Chambers Audio Repairs (By: Town Clerk Armstrong)

STAFF & COMMITTEE REPORTS

12. Planning & Zoning Commission
13. Town Attorney
14. Town Manager
15. Police Chief
16. Town Engineer & Public Works
17. Building Official

TOWN COMMISSIONER COMMENTS

18. Mayor Update (By: Mayor de Haseth)
19. Employment Contract Term Limits (By: Commissioner Wiescholek)
20. Explore Options for an In-House Town Attorney (By: Commissioner Wiescholek)

ADJOURNMENT

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

Live Audio Feed Provided for the Regular Town Commission Meeting of March 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: Monday, March 1, 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.

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 \(571\) 317-3122](tel:+15713173122) and **Access Code:** 668-036-205

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 by Monday, March 1, 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 3p.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.