

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



**March 4, 2024
6:00 P.M.
TOWN HALL – MEETING CHAMBERS**

TOWN COMMISSION

Mayor Geoff Pugh

Vice Mayor Steve Coz
Commissioner Ainar Aijala Jr.

Commissioner Carolyn Cassidy
Commissioner David Hutchins

ADMINISTRATION

Town Manager Lynne Ladner

Town Attorney Christy Goddeau
Chief of Police Scott McClure

Town Clerk Kelly Avery

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

PRESENTATIONS & PROCLAMATIONS

- a. Presentation of Proclamation to Digital Vibe Team for “Let’s Move Palm Beach County Month”

ANNOUNCEMENTS

- b. The meeting schedule for the next month is as follows: Regular Town Commission Meeting on Monday, April 1, 2024, at 6:00 PM; Community Standards Hearing on Tuesday, March 5 at 10:00 am; Planning & Zoning Meeting on Tuesday, March 26 at 9:00 am; Board of Adjustment Meeting on Wednesday, March 20 at 9:00 am; A joint meeting of the Town Commission and Planning & Zoning Commission will be held on April 8, 2024, at 10:00 am. All meetings are held in the Commission Chambers at the Town Hall.
- c. The Annual Municipal Election will be held on March 19, 2024. There are two Town Commission seats open for a three-year term and one Town Commission seat open for a two-year term. Qualified Candidates Appearing on the Ballot are: Geoff Pugh, Nicholas Arsali, David Hutchins and Ainar Aijala / La Elección Municipal Anual se llevará a cabo el 19 de marzo de 2024. Hay dos puestos en la Comisión Municipal disponibles para un período de tres años y un puesto en la Comisión Municipal disponible para un período de dos años. Los candidatos calificados que aparecen en la boleta son: Geoff Pugh, Nicholas Arsali, David Hutchins y Ainar Aijala.
- d. The Town Commission will consider appointments to the following Board positions at the May 6, 2024 Town Commission meeting: Board of Adjustment, two regular members for

- a three year term; and Planning & Zoning Commission, two regular members 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 the deadline of April 26th at 3:00 p.m.
- 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. Adopt Minutes of the Town Commission Regular Meeting of February 5, 2024
2. Approval of the January 2024 Revenue & Expense Report
3. Acceptance of the Annual Infrastructure Surtax Report for 2023
4. Resolution 2024-01, A Resolution Of The Town Commission Of The Town Of Ocean Ridge, Florida, Reaffirming Its Condemnation Of Discrimination And Condemning Recent Increases In Hate-Motivated Crimes, Violence, And Other Discriminatory Acts; And Providing For Conflicts And An Effective Date.
5. Approval of Contract with Murray Logan for FDOT- Required Bridge Repairs
6. Approval of Rate Increase for Special Magistrate with Davis & Associates, P.A.

REGULAR AGENDA ITEMS

7. Second reading of Ordinance 2024-01, An Ordinance Of The Town Of Ocean Ridge, Florida, Amending The Land Development Code At Chapter 64, "Zoning", Article I, "District Regulations", Section 64-1, "RSF And RSE Single-Family Residential Districts, To Add A Provision Authorizing A Special Design Exception By The Planning And Zoning Commission For A Pitched Roof With A Minimum Pitch Of 3:12 (Rise To Run); Providing For Codification, Severability, Conflicts, And An Effective Date

STAFF & COMMITTEE REPORTS

8. Town Manager
 - a. Cash Management Policy
9. Town Attorney
10. Police Chief

TOWN COMMISSIONER COMMENTS

Commissioner Comments – Vice Mayor Coz

ADJOURNMENT

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 THE MEETING

Proclamation

WHEREAS, the Town of Ocean Ridge takes special notice and acknowledges exceptional organizations that help residents who live, work and play within the jurisdiction; and

WHEREAS, in 2010 Digital VibeZ was founded to reach out to underserved youth in Palm Beach County by empowering them through dance fitness, technology and the arts; and

WHEREAS, Digital VibeZ partners with the Palm Health Foundation, annually to host The *Let's Move: Commit to Change Physical Activity Challenge*: a county-wide initiative that focuses on physical activity, nutrition and healthy behaviors; and

WHEREAS, Digital VibeZ, Inc. and Palm Health Foundation present the annual challenge, which takes place annually from March 1-31 and encourages individuals within and beyond Palm Beach County to take charge of their health by participating in fun fitness exercises; and

WHEREAS, The *Let's Move* initiative was originally introduced on a national level, by First Lady Michelle Obama in 2010, with the goal of decreasing childhood obesity throughout the United States due to the fact that nearly one in three children in the United States are overweight or obese and if this problem persists, 1/3 of all children born in 2000 or later will suffer from diabetes at some point in their lives, or will face other obesity-related health problems such as heart disease, high blood pressure, asthma and cancer; and

WHEREAS, Digital VibeZ and the Palm Health Foundation invite all residents to take the challenge to MOVE by forming teams, registering online, committing to exercising for at least 30 minutes a day throughout the month of March, and logging their minutes on the *Let's Move* website, www.letsmovePBC.org. In 2012, Palm Beach County logged 100,000 minutes in the first year of the challenge and we have met the challenge each year since, rising in 2023 to over 100 million minutes logged!

NOW, THEREFORE, I, Geoff Pugh, Mayor of Ocean Ridge, do hereby proclaim the month of March, as:

Let's Move Palm Beach County Month

and urge all citizens to join us in moving to improve their fitness, mental health, and overall health.

PROCLAIMED this 4th day of March, 2024

REGULAR TOWN COMMISSION MEETING MINUTES FEBRUARY 5, 2024

CALL TO ORDER

The meeting was called to order by Mayor Pugh at 6:00 p.m.

ROLL CALL

Town Clerk Avery led the roll call, which was answered by the following:

Mayor Pugh	Present
Vice Mayor Coz	Present
Commissioner Aijala Jr.	Present
Commissioner Cassidy	Present
Commissioner Hutchins	Present

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

Mayor Pugh referred to the Town new seal hanging above the dais. He also thanked StarBright Civic Collective for the exquisite artwork throughout the chambers and lobby area.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Town Attorney Goddeau requested to have the representative of 6273 N Ocean Blvd provide an update on the project after Public Comment.

Commissioner Cassidy requested to provide an update of Florida League of Cities Legislative Action Days.

Vice Mayor Coz and Commissioner Aijala requested to move Consent Agenda items 6 and 7 to the Regular Agenda items for discussion. Mayor Pugh suggested that Consent Agenda item 7 is Regular Agenda item 10 and Consent Agenda item 6 is Regular Agenda item 11.

Vice Mayor Coz moved to approve the agenda as amended; seconded by Commissioner Cassidy. Motion carried 5-0. (4:30)

PRESENTATIONS & PROCLAMATIONS

- a. Palm Beach County School Board Member Erica Whitfield – State of Education Report

Erica Whitfield provided a brief State of Education Report update. She discussed quality in preschools, kindergarten kits, voucher programs and safety and security.

- b. Chief McClure to give Commendation.

Chief McClure gave recognition to Officer Aleksey Sasov for his extraordinary work.

ANNOUNCEMENTS

- c. The meeting schedule for the month is as follows: Regular Town Commission Meeting Monday, March 4th at 6:00 PM; Planning & Zoning Commission Meeting on Tuesday,

REGULAR TOWN COMMISSION MEETING MINUTES FEBRUARY 5, 2024

February 20th at 9:00 am; Board of Adjustment/Infrastructure Surtax Oversight Committee Meeting on Wednesday, February 21st at 9:00 am; a Special Community Standards Hearing on Tuesday, February 20th at 10:00 a. A joint meeting of the Town Commission and Planning & Zoning Commission will be held on April 8, 2024, at 10:00 am. All meetings are held in the Commission Chambers at the Town Hall.

- d. Town Hall will be closed on Monday, February 19th, 2024, in observance of President's Day Holiday.
- e. The Annual Municipal Election will be held on March 19, 2024. There are two Town Commission seats open for a three-year term and one Town Commission seat open for a two-year term. Qualified Candidates Appearing on the Ballot are: Geoff Pugh, Nicholas Arsali, David Hutchins and Ainar Aijala / La Elección Municipal Anual se llevará a cabo el 19 de marzo de 2024. Hay dos puestos en la Comisión Municipal disponibles para un período de tres años y un puesto en la Comisión Municipal disponible para un período de dos años. Los candidatos calificados que aparecen en la boleta son: Geoff Pugh, Nicholas Arsali, David Hutchins y Ainar Aijala.
- f. 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.

Town Clerk Avery read the announcements into the record.

PUBLIC COMMENT - (3-minute individual limit)

Mayor Pugh opened the floor for public comment.

Terry Brown – spoke about a development of a nondiscrimination resolution.

Stella Kolb – announced that Starbright is hosting an Ice-cream social on President's Day.

Betty Bingham – spoke regarding clippings and road widening.

Ron Kirn – thanked the Commission for reading his letter at the November meeting and provided an update on well.

Mayor Pugh closed the floor for public comment.

Town Attorney Goddeau provided background information on 6273 N Ocean Blvd. Attorney Stanley Price gave an update of the project. He stated that they will meet the March 15th deadline and all obligations to the Town. A discussion ensued regarding one month extension, landscaping, placement of transformer, and planting plants.

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

1. Adopt Minutes of the Town Commission Regular Meeting of January 8, 2024
2. Approval of the Garden Club Tour Event
3. Approval of the October 2023 Revenue & Expense Report
4. Approval of the November 2023 Revenue & Expense Report
5. Approval of the December 2023 Revenue & Expense Report
6. ~~Authorization to Transfer Funds to FLCLASS~~ **(MOVED TO REGULAR AGENDA AS ITEM 11)**
7. ~~Authorization of the Security Cameras & Door Entry System Upgrades~~ **(MOVED TO REGULAR AGENDA AS ITEM 10)**

**REGULAR TOWN COMMISSION MEETING MINUTES
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8. Approval of Updated Job Description for Public Works I Position

Mayor Pugh asked for approval of the Consent Agenda.

Vice Mayor Coz moved to the Consent Agenda as amended; seconded by Commissioner Cassidy Motion carried 5-0. (40:18)

REGULAR AGENDA ITEMS

- 9. First reading of Ordinance 2024-01, An Ordinance Of The Town Of Ocean Ridge, Florida, Amending The Land Development Code At Chapter 64, "Zoning", Article I, "District Regulations", Section 64-1, "RSF And RSE Single-Family Residential Districts", To Add A Provision Authorizing A Special Design Exception By The Planning And Zoning Commission For A Pitched Roof With A Minimum Pitch Of 3:12 (Rise To Run); Providing For**

Mayor Pugh read the ordinance into the record by title only.

Town Attorney Goddeau provided an update on the item. Mayor Pugh asked Commissioner Hutchins if he had any feedback on the item, and he provided feedback.

Mayor Pugh opened the floor for public comment.

Nicholas Arsali – was opposed to 3:12 pitched roof.

Mayor Pugh closed the floor for public comment and asked for the Commissioner's discussion.

Vice Mayor Coz was in favor of the pitched roof and explained that the issue is pertaining to roofs and decks. He suggested adding roofs and decks for discussion at April's meeting.

Commissioner Cassidy moved to adopt Ordinance 2024-01 on first reading; seconded by Vice Mayor Coz Motion carried 5-0. (49:52)

10. Authorization of the Security Cameras & Door Entry System Upgrades (MOVED FROM CONSENT AGENDA)

Chief McClure provided an explanation of the item.

Vice Mayor Coz expressed his concerns regarding the bullet proof glass in the lobby. There was a brief discussion regarding removing the glass and using a clicker for public access.

There was consensus to have Chief McClure research a remote access control door for the Town Hall lobby.

Mayor Pugh opened the floor for public comment.

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Carol Besler – questioned accessibility after business hours when using the facility.

Terry Brown – requested that the changes made are user friendly.

Mayor Pugh closed the floor for public comment.

Vice Mayor Coz moved to authorize the Security Cameras & Door Entry System Upgrades, investigate additional remote door opening, and reconfiguration of the bullet proof glass; seconded by Commissioner Cassidy Motion carried 5-0. (56:23)

11. Authorization to Transfer Funds to FLCLASS (MOVED FROM CONSENT AGENDA)

Commissioner Aijala explained his reasoning for moving the item. He stated that the account should have one million dollars not one and half million dollars. More discussion followed regarding the total transfer amount.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Aijala moved to authorize Transfer of funds but holding one (1) million dollars in the General Operating Account; seconded by Commissioner Hutchins. Motion carried 5-0. (1:03)

STAFF & COMMITTEE REPORTS

12. Town Manager Ladner

a. Update on Streetlights

Town Manager Ladner provided an update on streetlights and suggested that the Town move forward with LED lights. More discussion ensued regarding the number of streetlights and the selection of light fixtures.

There was consensus to allow Town Manager Ladner to move forward and bring the item back for final approval.

b. Update on E. Ocean Ave Project

Town Manager Ladner provided an update of the project. She explained that the majority of the light fixtures are missing along E Ocean Avenue and more discussion is needed regarding the pole specifications. A brief discussion ensued regarding light fixtures.

Mayor Pugh opened the floor for public comment.

Terry Brown – made a comment about an AT&T pole.

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Mayor Pugh closed the floor for public comment.

Mayor Pugh moved to authorize Town Manager Ladner to move forward with the metric study and complete the information that FPL requires; seconded by Commissioner Cassidy. Motion carried 5-0. (1:18)

Town Manager Lader provided an update on the E Ocean project. She mentioned that the project is for eighteen (18) months. Further discussion ensued regarding the crosswalk. She mentioned that there have been banking issues and requested to work with the Town Attorney to put together an RFP for banking services.

There was consensus to allow Town Manager Ladner and Town Attorney Goddeau to develop an RFP for banking services.

Town Manager Ladner continued with her report and gave an update regarding sidewalks repair.

Betty Bingham – suggested that fines are imposed for parking on sidewalks.

13. Town Attorney Goddeau

No report.

14. Police Chief

Chief McClure said that his report was included in the meeting package. He stated that fines are being imposed for dogs on the beach. He announced that last month he was selected to serve on the Palm Beach County Chief Association. He also mentioned that the CPR class was a remarkable success, and a black electric Ford Mustang was donated to the Town which is being used as community policing and canine dog vehicle.

TOWN COMMISSIONER COMMENTS

Commissioner Comments/discussion – Commissioner Aijala Jr.

Commissioner Aijala stated he wants to work with the Town Manager regarding all financial information. A brief discussion ensued regarding the Towns loans and funding.

There was consensus to allow Commissioner Aijala and Town Manager Ladner work to establish a policy.

Commissioner Cassidy announced that last week she traveled to Tallahassee for Legislative Actions Days with the Florida League of Cities. She provided a brief update and announced that she serves on the Utilities, Natural Resources, and Public Works committee and voted to advocate

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for a storm water bill, which has not been updated in fifty years. She expressed that she is elated to advocate on behalf of the community.

ADJOURNMENT

Meeting Adjourned at 7:37 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on March 4, 2024.

Geoff Pugh, Mayor

ATTEST:

Kelly Avery, Town Clerk

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 (Decrease)	Available Balance 01/31/2024 Normal (Abnormal)	% Bdg Used
Fund: 001 GENERAL FUND						
Account Category: Revenues						
Department: 310.000 TAXES						
001-310.000-311.000	AD VALOREM TAXES (NET)	8,077,018.00	6,112,487.20	215,636.73	1,964,530.80	75.68
001-310.000-312.410	LOCAL OPTION 6 CENT GAS TAX	37,000.00	6,911.42	3,846.07	30,088.58	18.68
001-310.000-312.420	SECOND LOCAL OPTION FUEL TAX	17,500.00	3,137.89	1,768.29	14,362.11	17.93
001-310.000-313.100	ELECTRIC FRANCHISE TAX	225,000.00	107,360.70	18,797.35	117,639.30	47.72
001-310.000-314.100	UTILITY SERVICE TAX ELECTRIC	290,000.00	108,678.50	27,657.83	181,321.50	37.48
001-310.000-314.800	UTILITY SERVICE TAX PROPANE	55,000.00	25,523.27	2,830.96	29,476.73	46.41
001-310.000-314.900	UTILITY SERVICE TAX WATER	100,000.00	9,405.30	9,405.30	90,594.70	9.41
001-310.000-315.000	COMMUNICATION SERVICES TAX	41,000.00	9,622.82	3,477.38	31,377.18	23.47
001-310.000-319.100	INTEREST ON DELINQUENT TAXES	1,500.00	0.00	0.00	1,500.00	0.00
001-310.000-335.200	LOCAL GOVT 1 CENT SALES TAX	150,000.00	23,942.89	0.00	126,057.11	15.96
Total Dept 310.000 - TAXES		8,994,018.00	6,407,069.99	283,419.91	2,586,948.01	71.24
Department: 320.000 LICENSES & PERMITS						
001-320.000-321.100	PROF & OCCUPATIONAL LICENSES	1,300.00	378.00	0.00	922.00	29.08
001-320.000-322.100	BUILDING PERMITS	750,000.00	151,113.26	28,942.00	598,886.74	20.15
001-320.000-329.100	SIGN PERMITS	300.00	55.00	15.00	245.00	18.33
001-320.000-329.200	ALARM USER PERMITS	2,000.00	1,450.00	120.00	550.00	72.50
001-320.000-329.600	RENTAL REGISTRATIONS	2,000.00	1,225.00	1,050.00	775.00	61.25
Total Dept 320.000 - LICENSES & PERMITS		755,600.00	154,221.26	30,127.00	601,378.74	20.41
Department: 330.000 INTERGOVERNMENTAL REVENUE						
001-330.000-331.100	FEMA GRANT MONIES	5,000.00	0.00	0.00	5,000.00	0.00
001-330.000-331.300	JAG GRANT MONIES	2,500.00	0.00	0.00	2,500.00	0.00
001-330.000-335.120	STATE REVENUE SHARING PROCEEDS	52,000.00	9,902.09	0.00	42,097.91	19.04
001-330.000-335.150	ALCOHOLIC BEVERAGE LICENSES	140.00	0.00	0.00	140.00	0.00
001-330.000-335.181	LOCAL GOVT 1/2 CENT SALES TAX	165,000.00	14,766.10	0.00	150,233.90	8.95
001-330.000-335.490	REBATE ON MUNICIPAL VEHICLES	2,500.00	0.00	0.00	2,500.00	0.00
001-330.000-335.900	ST LIGHT MAINTENANCE REIMBURSE	13,000.00	0.00	0.00	13,000.00	0.00
001-330.000-338.000	PB COUNTY & CTY WIDE OCC LIC	7,000.00	712.89	171.96	6,287.11	10.18
001-330.000-338.300	PBC SOLID WASTE RECYCL PROGRAM	550.00	0.00	0.00	550.00	0.00
001-330.000-338.400	911 DPS RELATED REIMBURSEMENTS	600.00	0.00	0.00	600.00	0.00
001-330.000-338.500	PB COUNTY 1250 MONIES	550.00	1,050.21	1,050.21	(500.21)	190.95
Total Dept 330.000 - INTERGOVERNMENTAL REVENUE		248,840.00	26,431.29	1,222.17	222,408.71	10.62
Department: 340.000 CHARGES FOR SERVICES						
001-340.000-341.200	ZONING FEES	30,000.00	8,145.00	1,895.00	21,855.00	27.15
001-340.000-341.400	CERT COPYING RECORD SEARCH ETC	5,000.00	1,244.45	390.00	3,755.55	24.89
001-340.000-341.900	OTHER GEN GOVT CHARGES & FEES	11,000.00	5,854.67	570.00	5,145.33	53.22
001-340.000-342.100	LAW ENFORCEMENT/FIRE SERVICE	221,700.00	76,383.92	18,965.98	145,316.08	34.45
001-340.000-342.300	ALARM MONITORING	40,000.00	28,966.00	2,366.00	11,034.00	72.42
001-340.000-342.800	SPECIAL DETAIL SERVICES	45,000.00	585.00	0.00	44,415.00	1.30
001-340.000-342.900	OTHER PUB SAFETY CHARGES & FEES	1,500.00	62.00	23.00	1,438.00	4.13
001-340.000-343.400	GARBAGE AND TRASH REVENUE	340,000.00	300,902.00	22,525.00	39,098.00	88.50
001-340.000-343.900	LOT MOWING AND CLEARING	0.00	150.00	150.00	(150.00)	100.00
Total Dept 340.000 - CHARGES FOR SERVICES		694,200.00	422,293.04	46,884.98	271,906.96	60.83
Department: 350.000 FINES & FORFEITURES						
001-350.000-351.100	COURT FINES - COURT CASES	1,850.00	680.23	143.78	1,169.77	36.77
001-350.000-351.300	POLICE EDUCATION \$2.00	400.00	96.86	20.00	303.14	24.22
001-350.000-354.000	VIOLATIONS OF LOCAL ORDINANCES	25,000.00	1,361.25	310.00	23,638.75	5.45

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 (Decrease)	Balance Normal	Available 01/31/2024 (Abnormal)	% Bdgt Used
Fund: 001 GENERAL FUND							
Account Category: Revenues							
Department: 350.000 FINES & FORFEITURES							
Total Dept 350.000 - FINES & FORFEITURES		27,250.00	2,138.34	473.78		25,111.66	7.85
Department: 360.000 MISCELLANEOUS REVENUES							
001-360.000-361.100	INTEREST EARNED (SAV, INV, ETC.)	200,000.00	25,442.44	6,779.23		174,557.56	12.72
001-360.000-361.320	INTEREST EARNED-PB CO TAX COLL	5,000.00	0.00	0.00		5,000.00	0.00
001-360.000-361.390	INTEREST OTHER (LIENS, ETC.)	1,500.00	48.82	0.00		1,451.18	3.25
001-360.000-364.410	EQUIPMENT SALES & COMPENSATION	500.00	0.00	0.00		500.00	0.00
001-360.000-366.900	MISC CONTRIB PRIVATE SOURCES	500.00	300.00	0.00		200.00	60.00
Total Dept 360.000 - MISCELLANEOUS REVENUES		207,500.00	25,791.26	6,779.23		181,708.74	12.43
Department: 380.000 NON - REVENUES							
001-380.000-380.100	FUND BALANCE UNAPPROPRIATED	70,724.00	0.00	0.00		70,724.00	0.00
001-380.000-388.200	INSURANCE PROCEEDS	5,000.00	0.00	0.00		5,000.00	0.00
Total Dept 380.000 - NON - REVENUES		75,724.00	0.00	0.00		75,724.00	0.00
Revenues		11,003,132.00	7,037,945.18	368,907.07		3,965,186.82	63.96
Account Category: Expenditures							
Department: 511.101 TOWN COMMISSION							
001-511.101-501.100	EXECUTIVE SALARIES	6,000.00	1,800.00	300.00		4,200.00	30.00
001-511.101-502.100	FICA TAXES	459.00	137.70	22.95		321.30	30.00
001-511.101-502.200	RETIREMENT CONTRIBUTIONS	825.00	203.55	0.00		621.45	24.67
001-511.101-502.400	WORKERS' COMPENSATION	17,500.00	4,248.10	0.00		13,251.90	24.27
001-511.101-504.000	TRAVEL & PER DIEM	5,000.00	2,093.19	0.00		2,906.81	41.86
001-511.101-504.100	COMMUNICATIONS SERV PHONE ETC	3,000.00	754.80	251.60		2,245.20	25.16
001-511.101-504.500	INSURANCE LIAB, HAZARD, DAMAGE	25,171.53	1,367.70	0.00		23,803.83	5.43
001-511.101-504.900	OTHER CURRENT CHARGES	500.00	0.00	0.00		500.00	0.00
001-511.101-505.400	SUBSC, MEMBERSHIPS, EDUCATION	2,550.00	1,000.00	0.00		1,550.00	39.22
Total Dept 511.101 - TOWN COMMISSION		61,005.53	11,605.04	574.55		49,400.49	19.02
Department: 512.102 TOWN MANAGER							
001-512.102-501.100	EXECUTIVE SALARIES	146,063.00	45,246.93	9,261.54		100,816.07	30.98
001-512.102-501.400	OVERTIME & VACATION PAY	3,500.00	0.00	0.00		3,500.00	0.00
001-512.102-501.410	VACATION PAY	3,172.34	0.00	0.00		3,172.34	0.00
001-512.102-502.100	FICA TAXES	11,217.39	3,461.40	708.51		7,755.99	30.86
001-512.102-502.200	RETIREMENT CONTRIBUTIONS	51,882.98	12,422.18	0.00		39,460.80	23.94
001-512.102-502.300	LIFE & HEALTH INSURANCE	11,004.00	3,976.60	994.15		7,027.40	36.14
001-512.102-502.310	LONG TERM DISABILITY	660.00	193.32	48.33		466.68	29.29
001-512.102-502.400	WORKERS' COMPENSATION	3,500.00	849.62	0.00		2,650.38	24.27
001-512.102-504.000	TRAVEL & PER DIEM	3,650.00	2,390.09	369.68		1,259.91	65.48
001-512.102-504.100	COMMUNICATIONS SERV PHONE ETC	600.00	150.96	50.32		449.04	25.16
001-512.102-504.500	INSURANCE LIAB, HAZARD, DAMAGE	387.91	273.54	0.00		114.37	70.52
001-512.102-504.610	REPAIR & MAINTENANCE	2,300.00	0.00	0.00		2,300.00	0.00
001-512.102-505.210	OPERATING SUPPLIES GAS & OIL	3,600.00	0.00	0.00		3,600.00	0.00
001-512.102-505.400	SUBSC, MEMBERSHIPS, EDUCATION	3,639.00	1,226.25	0.00		2,412.75	33.70
Total Dept 512.102 - TOWN MANAGER		245,176.62	70,190.89	11,432.53		174,985.73	28.63
Department: 513.103 TOWN CLERK/FINANCE							
001-513.103-501.100	EXECUTIVE SALARIES	89,483.63	32,485.56	6,663.46		56,998.07	36.30
001-513.103-501.200	REGULAR SALARIES AND WAGES	199,956.89	55,123.08	11,138.47		144,833.81	27.57

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 (Decrease)	Balance Normal	Available 01/31/2024 (Abnormal)	% Bdg Used
Fund: 001 GENERAL FUND							
Account Category: Expenditures							
Department: 513.103 TOWN CLERK/FINANCE							
001-513.103-501.210	ONE TIME LUMP SUM INCREASE	27,500.00	0.00	0.00	27,500.00	0.00	
001-513.103-501.400	OVERTIME & VACATION PAY	2,000.00	8,504.44	1,587.59	(6,504.44)	425.22	
001-513.103-501.410	VACATION PAY	5,174.79	0.00	0.00	5,174.79	0.00	
001-513.103-502.100	FICA TAXES	18,298.07	7,352.67	1,483.29	10,945.40	40.18	
001-513.103-502.200	RETIREMENT CONTRIBUTIONS	33,269.61	9,393.65	0.00	23,875.96	28.23	
001-513.103-502.300	LIFE & HEALTH INSURANCE	62,162.80	13,478.40	3,369.60	48,684.40	21.68	
001-513.103-502.310	LONG TERM DISABILITY	1,164.00	431.00	107.75	733.00	37.03	
001-513.103-502.400	WORKERS' COMPENSATION	14,000.00	2,548.86	0.00	11,451.14	18.21	
001-513.103-503.100	PROFESSIONAL SERVICES	0.00	300.00	0.00	(300.00)	100.00	
001-513.103-503.200	ACCOUNTING & AUDITING	34,500.00	6,570.00	3,150.00	27,930.00	19.04	
001-513.103-503.400	OTHER CONTRACTUAL SERVICES	17,599.00	0.00	0.00	17,599.00	0.00	
001-513.103-504.000	TRAVEL & PER DIEM	2,650.00	1,076.47	0.00	1,573.53	40.62	
001-513.103-504.500	INSURANCE LIAB, HAZARD, DAMAGE	1,163.72	820.62	0.00	343.10	70.52	
001-513.103-504.610	REPAIR & MAINTENANCE	1,000.00	376.96	0.00	623.04	37.70	
001-513.103-504.900	OTHER CURRENT CHARGES	4,500.00	2,900.85	2,160.81	1,599.15	64.46	
001-513.103-505.400	SUBSC, MEMBERSHIPS, EDUCATION	2,225.00	395.00	0.00	1,830.00	17.75	
001-513.103-506.400	MACHINERY & EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00	
Total Dept 513.103 - TOWN CLERK/FINANCE		517,647.51	141,757.56	29,660.97	375,889.95	27.38	
Department: 514.104 LEGAL							
001-514.104-503.100	PROFESSIONAL SERVICES	172,500.00	28,228.37	15,156.67	144,271.63	16.36	
001-514.104-503.110	LEGAL SPECIAL COUNSEL	183,000.00	380.00	0.00	182,620.00	0.21	
001-514.104-504.700	PRINTING	5,000.00	0.00	0.00	5,000.00	0.00	
Total Dept 514.104 - LEGAL		360,500.00	28,608.37	15,156.67	331,891.63	7.94	
Department: 515.105 APPOINTED BOARDS							
001-515.105-504.500	INSURANCE LIAB, HAZARD, DAMAGE	5,430.69	3,829.45	0.00	1,601.24	70.51	
001-515.105-504.900	OTHER CURRENT CHARGES	750.00	0.00	0.00	750.00	0.00	
Total Dept 515.105 - APPOINTED BOARDS		6,180.69	3,829.45	0.00	2,351.24	61.96	
Department: 519.106 OTHER GENERAL GOVERNMENT							
001-519.106-503.100	PROFESSIONAL SERVICES	84,000.00	26,384.86	10,505.17	57,615.14	31.41	
001-519.106-503.400	OTHER CONTRACTUAL SERVICES	55,935.71	4,175.00	0.00	51,760.71	7.46	
001-519.106-504.100	COMMUNICATIONS SERV PHONE ETC	14,990.00	5,065.40	1,348.25	9,924.60	33.79	
001-519.106-504.200	POSTAGE & FREIGHT	3,240.00	49.47	0.00	3,190.53	1.53	
001-519.106-504.300	UTILITY SERVICE - ELEC & WATER	10,000.00	3,171.26	719.98	6,828.74	31.71	
001-519.106-504.400	RENTALS & LEASES	2,040.00	1,188.28	297.07	851.72	58.25	
001-519.106-504.500	INSURANCE LIAB, HAZARD, DAMAGE	163,627.92	111,055.88	0.00	52,572.04	67.87	
001-519.106-504.610	REPAIR & MAINTENANCE	52,430.00	18,993.12	1,507.71	33,436.88	36.23	
001-519.106-504.700	PRINTING	3,000.00	2,915.70	0.00	84.30	97.19	
001-519.106-504.900	OTHER CURRENT CHARGES	18,075.00	8,751.82	0.00	9,323.18	48.42	
001-519.106-504.910	ELECTION EXPENSES	13,200.00	646.04	0.00	12,553.96	4.89	
001-519.106-505.100	OFFICE SUPPLIES	8,000.00	1,354.87	94.09	6,645.13	16.94	
001-519.106-505.200	OPERATING SUPPLIES	4,500.00	1,303.63	0.00	3,196.37	28.97	
001-519.106-505.400	SUBSC, MEMBERSHIPS, EDUCATION	22,678.00	1,507.40	0.00	21,170.60	6.65	
001-519.106-506.400	MACHINERY & EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00	
001-519.106-507.000	COVENANT FROM DRAINAGE LOAN	400,000.00	233,971.84	233,971.84	166,028.16	58.49	
001-519.106-507.010	COVENANTS FROM TH LOAN	223,000.00	71,692.88	0.00	151,307.12	32.15	
001-519.106-507.200	DEBT SERVICE - INTEREST	158,000.00	161.10	0.00	157,838.90	0.10	

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

*NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 (Decrease)	Balance Normal	Available 01/31/2024 (Abnormal)	% Bdg Used
Fund: 001 GENERAL FUND							
Account Category: Expenditures							
Department: 519.106 OTHER GENERAL GOVERNMENT							
Total Dept 519.106 - OTHER GENERAL GOVERNMENT		1,237,716.63	492,388.55	248,444.11		745,328.08	39.78
Department: 521.107 LAW ENFORCEMENT & FIRE CONTROL							
001-521.107-501.100	EXECUTIVE SALARIES	131,645.60	44,206.22	9,530.78		87,439.38	33.58
001-521.107-501.110	ONE TIME LUMP SUM INCREASE	2,000.00	0.00	0.00		2,000.00	0.00
001-521.107-501.200	REGULAR SALARIES AND WAGES	1,803,820.62	524,838.59	123,160.63		1,278,982.03	29.10
001-521.107-501.210	ONE TIME LUMP SUM INCREASE	26,570.00	2,000.00	1,000.00		24,570.00	7.53
001-521.107-501.400	OVERTIME & VACATION PAY	125,000.00	61,909.11	11,459.41		63,090.89	49.53
001-521.107-501.410	VACATION PAY	15,000.00	760.17	0.00		14,239.83	5.07
001-521.107-501.500	SPECIAL PAY INCENTIVE	18,000.00	4,360.00	1,090.00		13,640.00	24.22
001-521.107-501.510	SPECIAL DETAIL PAY	40,000.00	935.00	0.00		39,065.00	2.34
001-521.107-501.600	HOLIDAY PAY	103,038.61	31,784.86	8,242.67		71,253.75	30.85
001-521.107-502.100	FICA TAXES	148,063.17	51,315.74	11,818.02		96,747.43	34.66
001-521.107-502.200	RETIREMENT CONTRIBUTIONS	557,615.30	144,022.40	0.00		413,592.90	25.83
001-521.107-502.300	LIFE & HEALTH INSURANCE	312,058.00	74,902.35	19,204.45		237,155.65	24.00
001-521.107-502.310	LONG TERM DISABILITY	9,792.00	2,908.42	735.08		6,883.58	29.70
001-521.107-502.400	WORKERS' COMPENSATION	87,500.00	21,240.70	0.00		66,259.30	24.28
001-521.107-503.100	PROFESSIONAL SERVICES	94,335.00	26,758.30	16,076.00		67,576.70	28.37
001-521.107-503.400	OTHER CONTRACTUAL SERVICES	1,423,480.84	711,740.42	0.00		711,740.42	50.00
001-521.107-504.000	TRAVEL & PER DIEM	104,200.00	200.00	50.00		104,000.00	0.19
001-521.107-504.100	COMMUNICATIONS SERV PHONE ETC	23,700.00	6,597.91	1,859.08		17,102.09	27.84
001-521.107-504.200	POSTAGE & FREIGHT	1,500.00	159.97	0.00		1,340.03	10.66
001-521.107-504.300	UTILITY SERVICE - ELEC & WATER	12,500.00	3,872.31	1,421.01		8,627.69	30.98
001-521.107-504.400	RENTALS & LEASES	3,328.00	1,142.15	211.27		2,185.85	34.32
001-521.107-504.500	INSURANCE LIAB, HAZARD, DAMAGE	56,972.40	42,329.37	0.00		14,643.03	74.30
001-521.107-504.610	REPAIR & MAINTENANCE	80,210.00	9,820.97	8,875.00		70,389.03	12.24
001-521.107-504.620	REPAIR & MAINTENANCE VEHICLE	25,500.00	3,128.72	97.95		22,371.28	12.27
001-521.107-504.630	REPAIR & MAINTENANCE DISPATCH	22,500.00	13,905.90	0.00		8,594.10	61.80
001-521.107-504.700	PRINTING	1,500.00	116.02	0.00		1,383.98	7.73
001-521.107-504.900	OTHER CURRENT CHARGES	3,500.00	170.17	0.00		3,329.83	4.86
001-521.107-505.100	OFFICE SUPPLIES	5,000.00	750.90	44.72		4,249.10	15.02
001-521.107-505.200	OPERATING SUPPLIES	25,300.00	2,824.16	62.97		22,475.84	11.16
001-521.107-505.210	OPERATING SUPPLIES GAS & OIL	50,750.00	10,953.27	4,190.87		39,796.73	21.58
001-521.107-505.220	OPERATING SUPPLIES UNIFORM/EMB	24,698.00	3,117.17	121.18		21,580.83	12.62
001-521.107-505.400	SUBSC, MEMBERSHIPS, EDUCATION	18,460.00	10,062.38	2,613.00		8,397.62	54.51
001-521.107-506.400	MACHINERY & EQUIPMENT	34,000.00	30,989.86	0.00		3,010.14	91.15
Total Dept 521.107 - LAW ENFORCEMENT & FIRE CONTROL		5,391,537.54	1,843,823.51	221,864.09		3,547,714.03	34.20
Department: 524.108 INSPECTIONS							
001-524.108-501.200	REGULAR SALARIES AND WAGES	135,175.17	34,830.69	5,439.21		100,344.48	25.77
001-524.108-501.210	ONE TIME LUMP SUM INCREASE	2,500.00	0.00	0.00		2,500.00	0.00
001-524.108-501.400	OVERTIME & VACATION PAY	1,000.00	2,110.36	595.55		(1,110.36)	211.04
001-524.108-502.100	FICA TAXES	10,340.90	2,825.97	461.66		7,514.93	27.33
001-524.108-502.200	RETIREMENT CONTRIBUTIONS	1,351.75	3,854.73	0.00		(2,502.98)	285.17
001-524.108-502.300	LIFE & HEALTH INSURANCE	23,548.00	7,408.48	1,852.12		16,139.52	31.46
001-524.108-502.310	LONG TERM DISABILITY	996.00	101.52	25.38		894.48	10.19
001-524.108-502.400	WORKERS' COMPENSATION	10,500.00	2,548.86	0.00		7,951.14	24.27
001-524.108-503.100	PROFESSIONAL SERVICES	290,907.00	80,958.23	16,395.50		209,948.77	27.83

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

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GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 Increase (Decrease)	Balance Normal	Available 01/31/2024 (Abnormal)	% Bdg Used
Fund: 001 GENERAL FUND							
Account Category: Expenditures							
Department: 524.108 INSPECTIONS							
001-524.108-503.400	OTHER CONTRACTUAL SERVICES	33,500.00	13,500.00	13,500.00		20,000.00	40.30
001-524.108-504.000	TRAVEL & PER DIEM	2,525.00	0.00	0.00		2,525.00	0.00
001-524.108-504.100	COMMUNICATIONS SERV PHONE ETC	1,200.00	511.86	170.62		688.14	42.66
001-524.108-504.200	POSTAGE & FREIGHT	1,760.00	0.00	0.00		1,760.00	0.00
001-524.108-504.400	RENTALS & LEASES	3,985.00	753.45	502.30		3,231.55	18.91
001-524.108-504.500	INSURANCE LIAB, HAZARD, DAMAGE	1,163.72	820.62	0.00		343.10	70.52
001-524.108-504.610	REPAIR & MAINTENANCE	79,890.00	0.00	0.00		79,890.00	0.00
001-524.108-504.620	REPAIR & MAINTENANCE VEHICLE	2,000.00	0.00	0.00		2,000.00	0.00
001-524.108-504.700	PRINTING	500.00	108.74	0.00		391.26	21.75
001-524.108-504.900	OTHER CURRENT CHARGES	7,200.00	522.21	522.21		6,677.79	7.25
001-524.108-505.100	OFFICE SUPPLIES	1,750.00	0.00	0.00		1,750.00	0.00
001-524.108-505.200	OPERATING SUPPLIES	500.00	199.00	0.00		301.00	39.80
001-524.108-505.210	OPERATING SUPPLIES GAS & OIL	3,500.00	59.94	0.00		3,440.06	1.71
001-524.108-505.220	OPERATING SUPPLIES UNIFORM/EMB	300.00	0.00	0.00		300.00	0.00
001-524.108-505.400	SUBSC, MEMBERSHIPS, EDUCATION	4,870.00	383.00	0.00		4,487.00	7.86
001-524.108-506.400	MACHINERY & EQUIPMENT	4,900.00	0.00	0.00		4,900.00	0.00
Total Dept 524.108 - INSPECTIONS		625,862.54	151,497.66	39,464.55		474,364.88	24.21
Department: 534.111 GARBAGE & SOLID WASTE							
001-534.111-503.400	OTHER CONTRACTUAL SERVICES	312,000.00	105,037.52	51,487.20		206,962.48	33.67
Total Dept 534.111 - GARBAGE & SOLID WASTE		312,000.00	105,037.52	51,487.20		206,962.48	33.67
Department: 539.112 OTHER PHYSICAL ENVIRONMENT							
001-539.112-503.100	PROFESSIONAL SERVICES	0.00	5,000.00	5,000.00		(5,000.00)	100.00
001-539.112-503.120	TOWN ENGINEER	118,000.00	13,870.50	5,223.50		104,129.50	11.75
001-539.112-503.400	OTHER CONTRACTUAL SERVICES	349,480.00	65,525.33	11,481.40		283,954.67	18.75
001-539.112-504.610	REPAIR & MAINTENANCE	11,000.00	493.20	0.00		10,506.80	4.48
Total Dept 539.112 - OTHER PHYSICAL ENVIRONMENT		478,480.00	84,889.03	21,704.90		393,590.97	17.74
Department: 541.113 PUBLIC WORKS							
001-541.113-501.200	REGULAR SALARIES AND WAGES	157,140.90	56,734.41	11,496.53		100,406.49	36.10
001-541.113-501.210	ONE TIME LUMP SUM INCREASE	5,000.00	0.00	0.00		5,000.00	0.00
001-541.113-501.400	OVERTIME & VACATION PAY	6,000.00	4,068.59	621.61		1,931.41	67.81
001-541.113-501.410	VACATION PAY	3,399.68	0.00	0.00		3,399.68	0.00
001-541.113-502.100	FICA TAXES	12,021.28	4,651.45	927.04		7,369.83	38.69
001-541.113-502.200	RETIREMENT CONTRIBUTIONS	28,014.29	5,928.02	0.00		22,086.27	21.16
001-541.113-502.300	LIFE & HEALTH INSURANCE	36,487.40	7,916.00	1,979.00		28,571.40	21.70
001-541.113-502.310	LONG TERM DISABILITY	675.00	277.44	69.36		397.56	41.10
001-541.113-502.400	WORKERS' COMPENSATION	10,500.00	2,548.86	0.00		7,951.14	24.27
001-541.113-503.100	PROFESSIONAL SERVICES	13,000.00	0.00	0.00		13,000.00	0.00
001-541.113-504.300	UTILITY SERVICE - ELEC & WATER	57,000.00	26,282.43	8,130.00		30,717.57	46.11
001-541.113-504.500	INSURANCE LIAB, HAZARD, DAMAGE	1,163.72	820.62	0.00		343.10	70.52
001-541.113-504.610	REPAIR & MAINTENANCE	59,000.00	1,597.28	29.67		57,402.72	2.71
001-541.113-504.620	REPAIR & MAINTENANCE VEHICLE	6,000.00	285.49	7.99		5,714.51	4.76
001-541.113-505.200	OPERATING SUPPLIES	4,700.00	1,988.87	0.00		2,711.13	42.32
001-541.113-505.210	OPERATING SUPPLIES GAS & OIL	9,000.00	314.69	0.00		8,685.31	3.50
001-541.113-505.220	OPERATING SUPPLIES UNIFORM/EMB	1,200.00	150.00	0.00		1,050.00	12.50
001-541.113-505.230	OPERATING SUPPLIES SMALL TOOLS	3,000.00	0.00	0.00		3,000.00	0.00
001-541.113-505.300	ROAD MATERIALS & SUPPLIES	20,000.00	270.65	217.14		19,729.35	1.35

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

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GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 Normal (Abnormal)	Activity For 01/31/2024 Increase (Decrease)	Available Balance 01/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 001 GENERAL FUND						
Account Category: Expenditures						
Department: 541.113 PUBLIC WORKS						
001-541.113-505.400	SUBSC, MEMBERSHIPS, EDUCATION	1,050.00	0.00	0.00	1,050.00	0.00
001-541.113-506.400	MACHINERY & EQUIPMENT	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 541.113 - PUBLIC WORKS		444,352.27	113,834.80	23,478.34	330,517.47	25.62
Department: 580.114 CONTINGENCY						
001-580.114-509.110	TRANSFER TO CAPITAL PROJECTS	1,172,673.00	0.00	0.00	1,172,673.00	0.00
001-580.114-509.900	CONTINGENCY	150,000.00	5,271.15	0.00	144,728.85	3.51
Total Dept 580.114 - CONTINGENCY		1,322,673.00	5,271.15	0.00	1,317,401.85	0.40
Expenditures		11,003,132.33	3,052,733.53	663,267.91	7,950,398.80	27.74
Fund 001 - GENERAL FUND:						
TOTAL REVENUES		11,003,132.00	7,037,945.18	368,907.07	3,965,186.82	
TOTAL EXPENDITURES		11,003,132.33	3,052,733.53	663,267.91	7,950,398.80	
NET OF REVENUES & EXPENDITURES:		(0.33)	3,985,211.65	(294,360.84)	(3,985,211.98)	

REVENUE AND EXPENDITURE REPORT

Balance As of 01/31/2024

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GL Number	Description	23-24 Amended Budget	YTD Balance 01/31/2024 (Abnormal)	Activity For 01/31/2024 (Decrease)	Balance 01/31/2024 Normal (Abnormal)	% Bdgt Used
Fund: 302 CAPITAL PROJECTS FUND						
Account Category: Revenues						
Department: 380.000 NON - REVENUES						
302-380.000-380.100	FUND BALANCE UNAPPROPRIATED	1,125,833.00	0.00	0.00	1,125,833.00	0.00
302-380.000-381.100	INTERFUND TRANSFER	1,172,673.00	0.00	0.00	1,172,673.00	0.00
Total Dept 380.000 - NON - REVENUES		2,298,506.00	0.00	0.00	2,298,506.00	0.00
Revenues		2,298,506.00	0.00	0.00	2,298,506.00	0.00
Account Category: Expenditures						
Department: 519.106 OTHER GENERAL GOVERNMENT						
302-519.106-503.100	PROFESSIONAL SERVICES	20,000.00	0.00	0.00	20,000.00	0.00
302-519.106-506.400	MACHINERY & EQUIPMENT	33,200.00	18,134.11	0.00	15,065.89	54.62
Total Dept 519.106 - OTHER GENERAL GOVERNMENT		53,200.00	18,134.11	0.00	35,065.89	34.09
Department: 521.107 LAW ENFORCEMENT & FIRE CONTROL						
302-521.107-506.400	MACHINERY & EQUIPMENT	204,233.00	55,691.18	55,691.18	148,541.82	27.27
Total Dept 521.107 - LAW ENFORCEMENT & FIRE CONTROL		204,233.00	55,691.18	55,691.18	148,541.82	27.27
Department: 524.108 INSPECTIONS						
302-524.108-506.400	MACHINERY & EQUIPMENT	26,350.00	0.00	0.00	26,350.00	0.00
Total Dept 524.108 - INSPECTIONS		26,350.00	0.00	0.00	26,350.00	0.00
Department: 539.112 OTHER PHYSICAL ENVIRONMENT						
302-539.112-506.300	IMPROVEMENTS NOT BUILDINGS	2,839,923.00	97,336.00	5,144.00	2,742,587.00	3.43
Total Dept 539.112 - OTHER PHYSICAL ENVIRONMENT		2,839,923.00	97,336.00	5,144.00	2,742,587.00	3.43
Department: 541.113 PUBLIC WORKS						
302-541.113-506.400	MACHINERY & EQUIPMENT	24,800.00	0.00	0.00	24,800.00	0.00
Total Dept 541.113 - PUBLIC WORKS		24,800.00	0.00	0.00	24,800.00	0.00
Expenditures		3,148,506.00	171,161.29	60,835.18	2,977,344.71	5.44
Fund 302 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		2,298,506.00	0.00	0.00	2,298,506.00	
TOTAL EXPENDITURES		3,148,506.00	171,161.29	60,835.18	2,977,344.71	
NET OF REVENUES & EXPENDITURES:		(850,000.00)	(171,161.29)	(60,835.18)	(678,838.71)	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		13,301,638.00	7,037,945.18	368,907.07	6,263,692.82	
TOTAL EXPENDITURES - ALL FUNDS		14,151,638.33	3,223,894.82	724,103.09	10,927,743.51	
NET OF REVENUES & EXPENDITURES:		(850,000.33)	3,814,050.36	(355,196.02)	(4,664,050.69)	

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date:	March 4, 2024
Subject:	Recommendation of Infrastructure Surtax Committee

Mayor & Commissioners:

The infrastructure surtax committee met in February to review the revenue that the town received in FY 23 and to make their recommendation to the Commission for how they believe the money could best be utilized. As of September 30, 2023, Ocean Ridge has received \$924,672.10 from the surtax. Previously the committee recommended that the two not expend any of the funds but retain them to assist with the eventual Septic to Sewer conversion that would be undertaken. This year the committee voted to recommend allocating \$500,000 to be set aside and allocated to projects determined at the joint workshop of the Town Commission and the Planning & Zoning Commission. The remaining balance they recommend being allocated at the Commission's discretion.

I did bring up to the surtax committee the possibility of recommending the commission allocate the entirety of the surtax revenues towards the water main project as additional funding beyond the ARPA grant funds that have already been designated for that project to assist with paying for that project rather than borrowing as all indications are that the project will exceed the ARPA funds in total cost.

Respectfully,



Lynne Ladner
Town Manager

Agenda: February 20, 2024

Town of Ocean Ridge, Florida

Agenda Memorandum

Office of the Town Manager

Subject: Annual Report to the Town Commission on Infrastructure Surtax

Background:

The Town Commission appointed all Members of the Planning & Zoning Commission inclusive of its Alternates to be seated together as part of a larger committee for the purpose of serving as a required Local Penny Sales Tax Infrastructure Oversight Committee.

According to Palm Beach County Ordinance 2016-032, Section 7(d) (see attached), the committee shall provide an annual report to the Town Commission detailing the revenue received for the infrastructure surtax and the corresponding expenditures.

The revenue and expenditures of the fund are as follows to date:

Revenue	FY17	\$ 70,041.42
	FY18	\$138,895.77
	FY19	\$133,080.00
	FY20	\$126,202.30
	FY21	\$147,070.91
	FY22	\$159,372.17
	FY23	<u>\$149,836.55</u>
	Total	<u>\$924,672.10</u>

Expenditures	FY17	\$0
	FY18	\$0
	FY19	\$0
	FY20	\$0
	FY21	\$0
	FY22	\$0
	FY23	\$0
	Total	<u>\$0</u>

The balance in the fund as of September 30, 2023 (FY23) is \$924,672.10.

While it is not the committee's responsibility to identify how infrastructure surtax money is spent (that is the responsibility of the Town Commission during the budget process), we invite input on any infrastructure projects under the eligible criteria according to the County Ordinance that the committee may recommend to the Town Commission for the next fiscal year beginning on October 1, 202. Eligible projects would be construction of a seawall at the end of Hudson Avenue to mitigate flooding on that street, potable water infrastructure upgrades, septic to sewer conversion and drainage infrastructure projects throughout town.

The committee may also recommend to not spend any of the funds at this time and continue to accumulate the funds across many years to spend on a larger project in the future such as potential septic to sewer conversion, as recommended by the Septic to Sewer Citizens' Advisory Committee. The Town Commission voted a couple of years ago to earmark all of the infrastructure surtax funds to be received over the 10-year period for septic to sewer conversion.

RESOLUTION NO. 2024-01**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA, REAFFIRMING ITS CONDEMNATION OF DISCRIMINATION AND CONDEMNING RECENT INCREASES IN HATE-MOTIVATED CRIMES, VIOLENCE, AND OTHER DISCRIMINATORY ACTS; AND PROVIDING FOR CONFLICTS AND AN EFFECTIVE DATE.**

WHEREAS, consistent with section 1-14 of the Town of Ocean Ridge Code of Ordinances, the Town Commission of the Town of Ocean Ridge condemns discrimination based on race, color, national origin, religion, sex, gender identity or expression, sexual orientation, disability, age, and any other category protected from discrimination by applicable law; and

WHEREAS, the Town Commission is cognizant of and concerned about a rise in hate-motivated crimes, intimidation, and violence based on race, color, national origin, and religion, including anti-Semitic acts and threats, not only in Florida, but across the nation; and

WHEREAS, the Town Commission believes that anti-Semitism is a form of discrimination and prejudice against religion and that acts of anti-Semitism may evince the same kind of discrimination and prejudice based on race, color, and national origin; and

WHEREAS, the Town Commission supports efforts to eliminate and prevent anti-Semitism and all forms of discrimination and prejudice based on race, color, national origin, and religion and other protected categories; and,

WHEREAS, the Town Commission desires to promote an atmosphere of acceptance, tolerance and respect in the community.

NOW, THEREFORE, BE IT RESOLVED that the Town Commission of Ocean Ridge, Florida, as follows:

Section 1. The foregoing recitals constitute findings of fact and are incorporated as if fully set forth herein.

Section 2. The Town Commission of the Town of Ocean Ridge reaffirms its condemnation of discrimination and condemns and rejects hate-motivated crimes, violence, bullying and any other discriminatory act based on race, color, national origin and religion and believes the same is an attack on the values of the Town of Ocean Ridge.

Section 3. The Town Commission affirms the basic rights of all people to live in a safe environment free from discrimination, intimidation, threats, or fear.

Section 4. The Town Commission calls upon all residents of the Town of Ocean Ridge to speak out against hate-motivated crimes, violence, bullying and any other discriminatory acts based on race, color, national origin, and religion and any other protected categories.

Section 5. All conflicting resolutions are hereby repealed.

Section 6. This Resolution shall become effective upon its adoption.

Commissioner _____ offered the foregoing resolution. Commissioner _____ seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
GEOFF PUGH , MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STEVE COZ, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAROLYN CASSIDY, COMMISSIONER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AINAR AIJALA, COMMISSIONER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DAVID HUTCHINS, COMMISSIONER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Mayor thereupon declared the Resolution duly passed and adopted this ____ day of _____, 2024.

TOWN OF OCEAN RIDGE, FLORIDA

BY: _____
Geoff Pugh, Mayor

ATTEST:

BY: _____
Kelly Avery, Town Clerk

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date: March 4, 2024
Subject: Approval of a contract with Murray Logan for
FDOT-required bridge repairs

Mayor & Commissioners:

In late 2023 the three bridges owned by the town were inspected by FDOT. FDOT requires these biennial inspections for all bridges in the state.

Murray Logan has completed bridge repair work for the town previously in 2022 and has also completed other projects in Ocean Ridge including the oceanfront seawall from Edith to Corrine. This contractor is the best contractor to meet the town's needs, we were unable to obtain bids from the other contractors in the area that are qualified to complete this work due to the minimal scope of the job.

The project is broken down into pricing for each bridge:

Inlet Cay – all recommended repairs	\$11,500
Sabal Island – all recommended repairs	\$12,600
Island Drive - all recommended repairs	\$ 8,580

These are not structural repairs but minor items as identified by the FDOT during their regular inspection.

Respectfully,



Lynne Ladner
Town Manager

MURRAY LOGAN CONSTRUCTION LLC.

General Contractors

313 65TH Trail North
West Palm Beach, FL 33413

Phone: 561-686-3948

Fax: 561-686-7465

QUOTATION

DATE: 2-12-24

TO: Town of Ocean Ridge
C/o Ingenuity Group
ATTN.: Lisa Tropepe P.E.

NAME OF PROJECT: (3) Bridge Rehabs

LOCATION: Ocean Ridge

PLANS & SPECIFICATIONS: FDOT Inspection Reports Sept 2022 and January 2023

WE PROPOSE TO FURNISH ALL LABOR, MATERIAL AND EQUIPMENT TO PERFORM THE FOLLOWING:

A: Inlet Cay Bridge:

1. Complete all Inspector Recommendations page 7 of 29

For the lump sum of.....\$11,500.00

B. Sabal island Bridge:

1. Complete all Inspector Recommendations page 6 of 29

For the lump sum of.....\$12,600.00

C. Island Drive Bridge:

1. Complete all Inspector Recommendations page 6 of 27

For the lump sum of \$8,580.00

Notes:

- Includes MOT, turbidity screens were necessary, all safety protocols, clean up and restoration of any damaged areas. Provide pictures and details of all repairs.
- No FDOT permit is required due to method of repairs will not interrupt navigation.
- All concrete restoration per ICRI 1995 Guideline 03730.

MURRAY LOGAN CONSTRUCTION, INC. CANNOT GUARANTEE OR BE RESPONSIBLE FOR ROCK BASE WORK CONSTRUCTED BY OTHERS.

BUYER'S SIGNED ACCEPTANCE WILL CONSTITUTE A BINDING CONTRACT.

IN THE EVENT THERE IS ANY DEFAULT IN PAYMENT DUE UNDER THIS CONTRACT AND THE SAME IS PLACED IN THE HANDS OF AN ATTORNEY FOR COLLECTION, THE PURCHASER AND/OR PURCHASERS HEREBY AGREE TO PAY ALL COST OF COLLECTION, INCLUDING REASONABLE ATTORNEY'S FEES.

ACCEPTED:

DATE: _____

MURRAY LOGAN CONSTRUCTION, INC.

BY: *Edward F. O'Leary* VP

EDWARD F. O'LEARY
TITLE: VICE PRESIDENT

MURRAY LOGAN CONSTRUCTION, INC. CANNOT GUARANTEE OR BE RESPONSIBLE FOR ROCK BASE WORK CONSTRUCTED BY OTHERS.

BUYER'S SIGNED ACCEPTANCE WILL CONSTITUTE A BINDING CONTRACT.
IN THE EVENT THERE IS ANY DEFAULT IN PAYMENT DUE UNDER THIS CONTRACT AND THE SAME IS PLACED IN THE HANDS OF AN ATTORNEY FOR COLLECTION, THE PURCHASER AND/OR PURCHASERS HEREBY AGREE TO PAY ALL COST OF COLLECTION, INCLUDING REASONABLE ATTORNEY'S FEES.

ACCEPTED:

DATE: _____

MURRAY LOGAN CONSTRUCTION, INC.

BY: *Edward F. O'Leary* VP

EDWARD F. O'LEARY
TITLE: VICE PRESIDENT

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date: March 4, 2024
Subject: Special Magistrate Contract

Mayor & Commissioners:

The current contract with the Special Magistrate is expiring and we have reached out to our current contractor Davis & Associates, and they are willing to continue to serve in this capacity. This would be the first amendment to the Professional Services Agreement authorized in 2022. They are requesting that the contracted hourly rate be increased from \$190 to \$215 for a two-year term. The Town Attorney has informed me that this rate is in line with what other communities are paying for this service.

I recommend adopting the First Amendment to Professional Services Agreement with Davis & Associates to provide Special Magistrate services to the town for two years at a rate of \$215 per hour.

Respectfully,



Lynne Ladner
Town Manager

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
(Special Magistrate)

THIS FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT (“Amendment”) is entered on the ____ day of March, 2024, by and between the **Town of Ocean Ridge**, a Florida municipal corporation (“Town”) and **Davis & Associates, P.A.**, a company authorized to do business in the State of Florida (“Special Magistrate”).

RECITALS

WHEREAS, on March 7, 2022, the Town adopted Resolution No. 2022-05 to appoint Amity “Mitty” Barnard, Esq., an attorney in the law firm of Davis and Associates, P.A., as the Town’s Special Magistrate; and,

WHEREAS, on March 7, 2022, the Town entered a Professional Services Agreement with Davis and Associates, P.A., for the provision of special magistrate services to the Town by Ms. Barnard and other attorneys from Davis and Associates, P.A. (“Agreement”); and,

WHEREAS, the Town desires to re-appoint Ms. Barnard (and other attorneys from Davis and Associates, P.A.) as the Town’s Special Magistrate for a period of two (2) years and the parties have mutually agreed to increase the hourly rate from One Hundred Ninety Dollars (\$190) to Two Hundred Fifteen Dollars (\$215) for said services; and,

WHEREAS, based on the Town’s reappointment, the Town and Special Magistrate desire to amend the Agreement to extend the term of the Agreement for another two (2) year term and to include additional terms required by the Town; and,

WHEREAS, the Town finds amending the Agreement as set forth herein serves a valid public purpose.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the sufficiency of which is hereby acknowledged by the parties, the Town and the Special Magistrate agree as follows:

SECTION 1: Incorporation of Recitals. The foregoing Recitals are incorporated into this Amendment as true and correct statements.

SECTION 2: Amendment to Term. The term of the Agreement as set forth in Section 4(a) is amended as follows:

a. Term. The term of this Agreement shall commence upon the execution of the Amendment to this Agreement by the Town Manager and shall be for a term of **two (2) years** unless earlier terminated as stated herein. If the Special Magistrate is reappointed, the parties may extend the term by written amendment to this Agreement.

SECTION 3: Amendment to Compensation. The compensation to be paid to the Special Magistrate as set forth in Section 5(a) is amended as follows:

a. Payments. The Town agrees to compensate Special Magistrate Two Hundred Fifteen Dollars (\$215) per hour. The Special Magistrate shall not charge the Town for travel time to and from the hearings.

SECTION 4: Entire Agreement. The Town and Special Magistrate agree that the Agreement and this Amendment set forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Amendment may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto. All other terms and conditions of the Agreement (except as amended herein) remain in full force and effect.

SECTION 5. Counterparts. This Amendment may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument. Either or both parties may sign this Amendment via facsimile, email or electronically and such signature is as valid as the original signature of such party.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Professional Services Agreement (Special Magistrate) to be executed as of the day and year set forth above.

ATTEST:

TOWN OF OCEAN RIDGE

By: _____
Kelly Avery, Town Clerk

By: _____
Lynne Ladner, Town Manager

Approved as to form and legal sufficiency:

Christy L. Goddeau, Town Attorney

SPECIAL MAGISTRATE:

DAVIS & ASSOCIATES, P.A.

By: _____

[Corporate Seal]

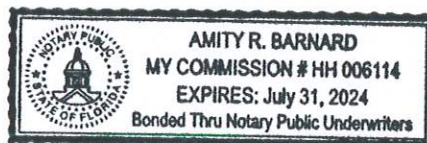
Print Name: KEITH A DAVIS

Title: President

STATE OF Florida)
COUNTY OF Palm Beach)

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization on this 26th day of February 2024, by Keith Davis, as the President [title] of Davis & Associates, P.A., who is personally known to me or who has produced _____ as identification, and who did take an oath that he or she is duly authorized to execute the foregoing instrument and bind Davis & Associates, P.A., to the same.

Notary Public Signature
Notary Seal:



MEMORANDUM

TO: TOWN COMMISSION

FROM: CHRISTY GODDEAU, TOWN ATTORNEY

RE: PROPOSED CODE AMENDMENT TO ALLOW 3:12 PITCHED ROOFS
(SECOND READING)

DATE: MARCH 4, 2024

In late 2023, the Town received a request to consider allowing residential single-family homes to have a pitched roof with a pitch less than the minimum allowed pitch of 4:12 (rise to run). Based on direction of the Town Commission, the Town's Planning and Zoning Commission considered the request and directed staff to prepare an amendment to the Land Development Code to allow a minimum pitch of 3:12 if approved by the Planning and Zoning Commission as a special design exception.

Based on the direction of the Planning and Zoning Commission, Town staff prepared an amendment to section 64-1(f) to allow approval of a minimum roof pitch of 3:12 as a special design exception if such design complies with the criteria set forth in section 63-56 (the development plan review criteria) of the Town's Land Development Code.

At its December 2023 meeting, the Planning and Zoning Commission approved the draft amendment to section 64-1(f) as proposed and as set forth in the proposed ordinance.

The development plan review criteria in section 63-56 is as follows:

- (1) *The planning and zoning commission shall use the review criteria as set forth herein when reviewing site plans.*
 - a. *Relationship of building to site:*
 1. The site should be planned to accomplish a desirable transition with the streetscape. The overall balance and proportion of the proposed building will be considered.
 2. The height and scale of each building should be compatible with its site and other buildings onsite.
 - b. *Relationship of building and site to adjoining area(s):*
 1. Buildings and site should be designed to enhance the surrounding neighborhood.
 2. Harmony in architectural style, form, texture, mass and lines, as well as materials, colors, and use of architectural elements should be provided in the design of all buildings.
 3. Buildings and site should be consistent with the established neighborhood character or within acknowledged architectural styles.

4. The height and scale of the proposed structure(s) should be compatible with the surrounding neighborhood.
5. The landscaping should enhance and be compatible with the surrounding neighborhood while providing harmony to the architectural style.
- c. *Building design:*
 1. Evaluation of a project should be based on quality of its design and relationship to surroundings.
 2. Components such as roofs, windows, doors, eaves, and parapets should have balanced proportions in relationship to one another.
 3. Colors should be harmonious and representative of the architectural style of the building and generally within the character of the neighborhood.
 4. Design attention should be given to mechanical equipment or other utility hardware on roofs, buildings and at grade so as to screen them from off-site view.
 5. Buildings should be of a size as to be in harmony with permanent neighboring development or within acknowledged architectural styles.
 6. Use of any/all of the above preferred design elements in conjunction with the renovation or addition to existing homes is encouraged, along with the removal of any existing elements that are not preferred.
 7. The architectural style and elements of proposed additions and renovations shall be consistent with the other portions of the building.
 8. All proposed structures shall be consistent with the town's land development regulations and the goals, objectives and policies of the comprehensive plan.

The proposed ordinance was approved at First Reading by the Town Commission unanimously.

If you have any questions, please let me know.

Attachment: Proposed Ordinance

ORDINANCE NO. 2024-01

AN ORDINANCE OF THE TOWN OF OCEAN RIDGE, FLORIDA, AMENDING THE LAND DEVELOPMENT CODE AT CHAPTER 64, “ZONING”, ARTICLE I, “DISTRICT REGULATIONS”, SECTION 64-1, “RSF AND RSE SINGLE-FAMILY RESIDENTIAL DISTRICTS, TO ADD A PROVISION AUTHORIZING A SPECIAL DESIGN EXCEPTION BY THE PLANNING AND ZONING COMMISSION FOR A PITCHED ROOF WITH A MINIMUM PITCH OF 3:12 (RISE TO RUN); PROVIDING FOR CODIFICATION, SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE

WHEREAS, the Town of Ocean Ridge, Florida (“Town”) is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, the Town received a request to consider allowing a residential single-family home to have a pitched roof with a pitch less than the minimum allowed pitch of 4:12 (rise to run) in the Town’s Land Development Code; and

WHEREAS, based on direction of the Town Commission, the Town’s Planning and Zoning Commission considered the request and directed staff to prepare an amendment to the Land Development Code to allow a minimum pitch of 3:12 if approved by the Planning and Zoning Commission as a special design exception; and

WHEREAS, based on the direction of the Planning and Zoning Commission, Town staff prepared an amendment to section 64-1(f) to allow approval of a minimum pitch of 3:12 as a special design exception if such design complies with the criteria set forth in section 63-56 (development plan review criteria) of the Town’s Land Development Code; and,

WHEREAS, the Planning and Zoning Commission approved the draft amendment to section 64-1(f) as proposed and as set forth in this Ordinance; and,

WHEREAS, this Ordinance is consistent with the goals and objectives of the Town’s Comprehensive Plan; and

WHEREAS, the Town Commission for the Town of Ocean Ridge finds that this Ordinance serves a valid public purpose and is in the best interests of the Town of Ocean Ridge.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA, AS FOLLOWS:

SECTION 1 – Findings of Fact: The **WHEREAS** clauses set forth above are adopted and incorporated herein as true findings of fact of the Town Commission.

SECTION 2 – Amendment: Chapter 64, entitled “Zoning”, Article I, entitled “District Regulations”, Section 64-1, entitled “RSF and RSE Single-Family Residential Districts”, subsection (f), entitled “Roofs and Flat Roof Usable Areas”, is hereby amended to read as follows (underline denotes added language; ~~strike through~~ denotes deleted language):

Chapter 64 – ZONING

Article I. – DISTRICT REGULATIONS

Sec. 64-1 RSF and RSE Single-Family Residential Districts.

Sec. 64-1(f) Roofs and Flat Roof Usable Areas:

- (1) For single-family residential dwellings and accessory buildings in the single-family residential districts, the minimum permit ed pitch for a pitched roof is 4:12 (rise to run) and the maximum permit ed pitch is 14:12 (rise to run). The Planning and Zoning Commission may approve a pitched roof minimum of 3:12 as a special design exception subject to the Development Plan Review criteria in section 63-56(1) including, but not limited to, sections 63-56(1)(a)(2), 63-56(1)(b), and 63-56(1)(c)(1), (2), (5), (6), and (7). Except for a flat roof usable area (defined below), it shall be unlawful to construct or maintain a pitched roof system consisting of tar paper or felt without approved exterior shingles, tiles or metal covering. Parapets shall not to be utilized with pitched roofs except in conjunction with a flat roof usable area (defined below).
- (2) Flat roofs, which are less than 4:12 pitch (rise to run) (excluding roofs receiving special design exception for a minimum pitch of 3:12), are permitted on single-family residential dwellings and accessory buildings in the single-family residential districts, provided the flat roof complies with all requirements and restrictions set forth in section 67-37.
- (3) A flat roof usable area is an area provided with a pitched roof or flat roof system which may be utilized as a deck, porch, or other outdoor usable space on single-family residential dwellings and accessory buildings in the single-family residential districts. A flat roof usable area shall not exceed fifteen percent (15%) of the total floor area. A flat roof usable area shall be limited to a maximum height of 14 feet from the finished floor. No balconies shall be at ached to, connected to, or adjoin a flat roof usable area. Except for temporary external access necessary for maintenance, repairs, and emergencies, access to the flat roof usable area must be internal to the dwelling or building. The construction and/or installation of any non-temporary external access to the flat roof usable area is prohibited

SECTION 3 - Codification: This Ordinance shall be codified in the Code of Ordinances of the Town of Ocean Ridge, Florida.

SECTION 4 - Repeal of Conflicting Ordinances: All ordinances, resolutions or parts of ordinances and resolutions in conflict herewith are hereby repealed.

SECTION 5 - Severability: If any word, clause, sentence, paragraph, section, or part thereof contained in this Ordinance is declared to be unconstitutional, unenforceable, void, or inoperative by a court of competent jurisdiction, such declaration shall not affect the validity of the remainder of this Ordinance.

SECTION 6 - Effective Date: This Ordinance shall become effective immediately upon adoption.

FIRST READING this 5th day of February 2024.

SECOND AND FINAL READING this ____ day of _____, 2024.

Commissioner _____ offered the foregoing Ordinance and moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

	AYE	NAY
GEOFF PUGH, Mayor	_____	_____
STEVE COZ, Vice Mayor	_____	_____
CAROLYN CASSIDY, Commissioner	_____	_____
DAVID HUTCHINS, Commissioner	_____	_____
AINAR AIJALA JR., Commissioner	_____	_____

The Mayor thereupon declared this Ordinance approved and adopted by the Town Commission of the Town of Ocean Ridge, Florida, on second reading, this ____ day of _____, 2024.

TOWN OF OCEAN RIDGE, FLORIDA

BY: _____
Geoff Pugh, Mayor

ATTEST:

BY: _____
Kelly Avery, Town Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
Christy Goddeau, Town Attorney

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Office of the Town Manager

Meeting Date: **March 4, 2024**
Subject: **Town Manager's report**

Mayor & Commissioners:

I kicked February off by attending a 2-day seminar on the implementation of Artificial Intelligence in local government. Part of the discussion surrounded how much AI is already integrated into our daily lives that most people don't recognize. This includes things like Siri on our phones, Alexa in our homes, and even chatbots on websites that we visit. AI is all around us every day. AI is being used in local government to **Monitor** - traffic management and gunshot detection, **Analyze** – budget analysis, real-time data dashboards, **Automation** – IT service desks, automated permit review, and **Engagement** – Chatbots for 311 services and community engagement. Programs are being developed across many platforms and as they begin to integrate further into how government works it will be important for Ocean Ridge to plan for how and in what capacity we want to integrate AI into our day-to-day operations.

I met with a representative from Boynton Beach twice this month for the first time to re-open discussions and negotiations on the potable water contract. The second time to discuss improvements that they will be doing to the concession stand area of Boynton Beach Ocean Front Beach Park. They will be doing major renovations on the concession stand building in preparation to reopen the facility soon.

The water main project on the north end of town from Inlet Cay almost to the Inlet is out to bid for a second time. The bids were rejected from the first bidding and working with our town engineer we tightened up some of the criteria and made changes to the construction timeframe. We hope to have the bids opened and reviewed in time to approve at the April commission meeting but depending upon the number of bids received it may not happen until May.

Respectfully,



Lynne Ladner
Town Manager



Ocean Ridge Police Department

6450 N. Ocean Blvd., Ocean Ridge, FL 33435

Phone (561) 732-8331 • Fax (561) 732-8676

www.oceanridgeflorida.com

Scott McClure
Chief of Police

January 2024 Monthly Activity Report

Subjects;

1. Monthly Law Enforcement Activity Report
(Please see attached detailed reports)
2. Monthly Boynton Beach Fire/EMS Activity Report
(Please see attached detailed reports)

<u>ORPD Other Activity:</u>					
Type	Total	Days- Sgt Roy	Days- Choban	Sgt. Nights- Sgt. Parkerson	Nights- Sgt. Stang
<u>Traffic</u>					
Citations	41	15	3	21	2
Written Warnings	133	61	10	51	11
Parking Tickets/Municipal Warnings	14	2	1	8	3
Traffic Stops	186	77	17	69	23
<u>Arrests:</u>					
S19 Felony	1	0	0	1	0
S18 Misdemeanor	3	0	0	1	2
<u>Telephone Calls Handled by Dispatch:</u>					
<u>January 2024</u>	<u>Year to Date</u>				
9-1-1	44	44			
Incoming/Non-Emergency	451	451			
Outgoing/Non-Emergency	138	138			
Total:	633	633			
<u>Walk-Ins Handled by Dispatch:</u>			<u>Year to Date</u>		
All	268	268			
After Business Hours	166	166			
Alarm Sign Issuance-	0				
Alarm Technician-	8				
AOD/Range Use-	7				
Burn Permit-	0				
Fingerprints-	2				
Keys-	1				
Pet Tag/Vehicle Decal-	2				
Report/Record Request-	5				
Vendors-	29				
Visitor for Chief-	6				
Visitor for Lt or Investigator-	0				
Visitor/Info-	194				
Gift/Food donation-	0				
Pick up Property/Evidence-	3				
Pill Drop-	11				

BRINY BREEZES January 2024

Description	Signal	Count
ON FOOT W/PORTABLE	10108	31
BEACH PATROL	BCHK	1
POLICE SERVICE CALL	S68	2
ILLEGAL PARKING	S90	12
MEDICAL CALL	S73	2
WELFARE CHECK	S84	1
LOST/FOUND PROPERTY	S72	1
TRESPASS	S51	2
DECEASED PERSON	S07	1
BATTERY	S31	1
SUSPICIOUS PERSON/S	S13P	1
SPECIAL DETAIL	S15	2
TRAFFIC STOPS	1050	6

Total Calls for Service	63
District Checks	237
Total Calls w/ DC's	300

OTHER ACTIVITY

Traffic

Citations	0
Written Warnings	5
Parking Tickets	11

ACTIVITY SUMMARY BY SIGNALS

ALL UNITS From 01/01/2024 00:00 Through 01/31/2024 23:59

ACTIVITY SUMMARY BY SIGNALS		All Calls IN Signal Order
Signal	Description	Count
10108	ON FOOT W/PORTABLE	89
10109	VEHICLE MAINTENANCE	145
1040	MEAL BREAK	1
1050	TRAFFIC STOP	179
1058	AT STATION	1
1060	ASSIST TO MOTORIST	5
801	VTC PERMITS (BUILDING)	1
806	VTC WORKING WHEN NOT PERMITTED	4
814	VTC OVERNIGHT PARKING ON STREET	2
815	VTC PARKING ON VACANT LOT	2
820	VTC ANIMALS ON BEACH	8
821	VTC DOGS AT LARGE	1
823	VTC CONSTRUCTION SITE	2
824	VTC ALL OTHER	1
BCHK	BEACH PATROL	280
DC	DISTRICT CHECK	1456
HCKH	HOUSE CHECK HAND	94
HCKV	HOUSE CHECK VISUAL	33
LPR	LICENSE PLATE RECOGNITION ALERT	3
S13	SUSPICIOUS INCIDENT	1
S13P	SUSPICIOUS PERSON	6
S13V	SUSPICIOUS VEHICLE	7
S14	INFORMATION	3
S15	SPECIAL DETAIL	41
S20	MENTALLY ILL PERSON	1
S48	OPEN DOOR	1
S48G	OPEN GARAGE DOOR	3
S49	ALARM	24
S49F	FIRE ALARM	4
S51	TRESPASS	3
S66	CIVIL MATTER	2
S68	POLICE SERVICE CALL	19
S70	ANIMAL COMPLAINT	2

ACTIVITY SUMMARY BY SIGNALS

ALL UNITS From 01/01/2024 00:00 Through 01/31/2024 23:59

ACTIVITY SUMMARY BY SIGNALS		All Calls IN Signal Order
Signal	Description	Count
S72	LOST/FOUND PROPERTY	4
S73	MEDICAL CALL	8
S76	ASSIST OTHER DEPARTMENT	9
S79	911 PRANK/FALSE/ACCID CALL	7
S80	UNWANTED GUEST	1
S84	WELFARE CHECK	4
S86	LOUD NOISE/MUSIC	1
S88	FLORIDA POWER LIGHT ASSIST	3
S89	ASSIST MOTORIST	1
S90	ILLEGAL PARKING	11
S92	TRAFFIC LIGHT PROBLEMS	1
S95	TRAFFIC INCIDENT	1
S96	PROPERTY DAMAGE	1
TC	TRAFFIC CONTROL	2
		TOTAL ACTIVITY: 2478

January 2024 BOYNTON BEACH FIRE RESCUE REPORT

IncidentNumber	Date	Full Incident Address	Incident City	Station	Shift	Incident Type Description	Total Response Time
2400004	1/1/2024	6767 N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	A	Public service assistance, other	8.6
2400007	1/1/2024	Osprey Ct Ocean Ridge	Ocean Ridge	Station 4	A	EMS call, excluding vehicle accident with injury	7.9
2400016	1/1/2024	Inlet Cay Dr Ocean Ridge	Ocean Ridge	Station 1	A	Emergency medical service incident, other	7.9
2400248	1/5/2024	6767 N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	B	EMS call, excluding vehicle accident with injury	8.4
2400273	1/6/2024	Tropical Dr Ocean Ridge	Ocean Ridge	Station 2	C	EMS call, excluding vehicle accident with injury	8.2
2400309	1/7/2024	N Ibis Dr Briny Breezes	Briny Breezes	Station 4	C	Emergency medical service incident, other	8.7
2400445	1/9/2024	Ruthmary Ave Briny Breezes	Briny Breezes	Station 4	B	EMS call, excluding vehicle accident with injury	5.5
2400449	1/9/2024	Spanish River Dr Ocean Ridge	Ocean Ridge	Station 1	B	Alarm system activation, no fire - unintentional	9.5
2400488	1/10/2024	6700 Blk N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	C	EMS call, excluding vehicle accident with injury	5.3
2400526	1/11/2024	6500 Blk N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	D	Emergency medical service incident, other	6.2
2400721	1/14/2024	Ruthmary Ave Briny Breezes	Briny Breezes	Station 4	C	Emergency medical service incident, other	4.1
2400727	1/15/2024	N Ibis Dr Briny Breezes	Briny Breezes	Station 4	C	Emergency medical service incident, other	6.5
2400782	1/16/2024	Adams Rd Ocean Ridge	Ocean Ridge	Station 4	D	Emergency medical service incident, other	4.7
2400812	1/16/2024	6711 N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	A	Alarm system sounded due to malfunction	16.7
2400878	1/17/2024	Island Dr S Ocean Ridge	Ocean Ridge	Station 1	B	EMS call, excluding vehicle accident with injury	7.5
2401069	1/21/2024	Hudson Ave Ocean Ridge	Ocean Ridge	Station 1	B	Alarm system activation, no fire - unintentional	6.3
2401082	1/21/2024	N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 4	B	EMS call, excluding vehicle accident with injury	6.6
2401173	1/23/2024	6300 Blk N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 1	D	Alarm system activation, no fire - unintentional	7.4
2401543	1/31/2024	5600 Blk N Ocean Blvd Ocean Ridge	Ocean Ridge	Station 4	D	EMS call, excluding vehicle accident with injury	4.8

Ocean Ridge Summary		Briny Breezes Summary	
Medical Calls	10	Medical Calls	4
Fire/Other Calls	5	Fire/Other Calls	0
Total	15	Total	4

Calls exceeding 10 minutes consist of; (1)