

**TOWN OF OCEAN RIDGE**

**AGENDA**



**November 7, 2011**

**6:00 P.M.**

**TOWN HALL – MEETING CHAMBERS**

**TOWN COMMISSION**

Mayor Kenneth M. Kaleel

Commissioner Lynn L. Allison

Commissioner Edward J. Brookes

Commissioner Zoanne R. Hennigan

Commissioner Geoffrey A. Pugh

**ADMINISTRATION**

Town Manager Kenneth N. Schenck, Jr.

Town Attorney Kenneth G. Spillias

Town Clerk Karen E. Hancsak

Police Chief Chris Yannuzzi

**RULES FOR PUBLIC PARTICIPATION**

1. **PUBLIC COMMENT:** The public is encouraged to offer comments with the order of presentation being as follows: Town Staff, public comments, Commission discussion and official action. Town Commission meetings are business meetings and the right to limit discussion rests with the Commission. **Generally, remarks by an individual will be limited to three minutes or less.** The Mayor or presiding officer has discretion to adjust the amount of time allocated.
  - A. Public Hearings: Any citizen is entitled to speak on items under this section.
  - B. Public Comments: Any citizen is entitled to be heard concerning any matter within the scope of jurisdiction of the commission under this section. The Commission may withhold comment or direct the Town Manager to take action on requests or comments. The Commission meetings are held for the purpose of discussing and establishing policy and to review such other issues that affect the general welfare of the Town and its residents. Where possible individual grievances should first be taken up with the Town Staff.
  - C. Regular Agenda and First Reading Items: When extraordinary circumstances or reasons exist and at the discretion of the Commission, citizens may speak on any official agenda item under these sections.
2. **ADDRESSING THE COMMISSION:** At the appropriate time, please step up to the podium and state your name and address for the record. All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks or who becomes boisterous while addressing the Commission shall be barred by the presiding officer from speaking further, unless permission to continue or again address the Commission is granted by a majority vote of the Commission members present.

**APPELLATE PROCEDURES**

Please be advised that if a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record includes the testimony and evidence upon which the appeal is based. The Town neither provides nor prepares such record.

Persons who need an accommodation in order to attend or participate in this meeting should contact the Town Clerk at 732-2635 at least 2 days prior to the meeting in order to request such assistance.

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA**

**CONSENT AGENDA**

1. Minutes of Final Budget Adoption Meeting of Sept. 30, 2011
2. Minutes of Regular Commission Meeting of Oct. 3, 2011
3. Minutes of Special Meeting of Oct. 18, 2011

MOTION	SECOND	DISCUSSION	VOTE
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**ANNOUNCEMENTS AND PROCLAMATIONS**

4. The Administrative Offices will be closed on Friday, Nov. 11, 2011 and Thursday, Nov. 24<sup>th</sup> and Friday, Nov. 25<sup>th</sup>, 2011 for the official holidays
5. The Annual "Light the Lights Celebration" will be held on Friday, Dec. 2, 2011 from 5:30 PM to 7:30 PM – Light Snacks and Beverages will be served and Children can expect a visit from Santa and some added fun

**PUBLIC COMMENT** – (15 minute maximum with 3 minute individual limit)

**PUBLIC HEARINGS**

None

**REGULAR AGENDA**

(Items Which Require Town Commission Action That Must Be Filed With Town Clerk 1 Week prior to Meeting – Public comment Permitted)

**REPORTS**

6. Town Manager
7. Town Attorney
8. Police Chief
9. Town Engineer

**ACTION ITEMS**

10. Authorize Budget Amendment to the FY 2010/11 Budget By: Kenneth Schenck, Town Manager
11. Authorize Agreement for Dock Lease with Ken/Elizabeth Joy, 62 Harbour Drive North Partially Located in the Thompson St. Right-of-Way By: Kenneth Schenck, Town Manager
12. Authorize Approval of Coconut Lane Drainage Improvement Contract with Tenex Enterprises (Bid Amount of \$382,618 Approved Aug 1, 2011)By: Kenneth Schenck, Town Manager
13. Formalize Goal and Objective Plan Submitted by the Town Manager By: Kenneth Schenck, Town Manager

**RESOLUTIONS**

14. Resolution No. 2011-19; Designating the Supervisor of Elections and the Town Clerk as the Canvassing Board, to be in Attendance for the Testing of the Computer Electronic Systems Tabulating Equipment to be Used for the General Election Scheduled for March 13, 2012 and to Canvass Returns of Such Election Including the Absentee Ballots; Assigning the Supervisor of Elections to Handle the Absentee Ballots

15. **Resolution No. 2011-20; Authorizing the Mayor and Town clerk to Execute the Agreement for Vote Processing Equipment Use and Election services by and Between the Palm Beach County Supervisor of Elections and the Town of Ocean Ridge**

**FIRST READING OF ORDINANCES**

None

**SECOND READING AND ADOPTION OF ORDINANCES**

16. **Ordinance No. 595; Amending Its Code of Ordinances to Comply with Chapter 2011-109, Laws of Florida, Which Confers Exclusive Authority to Regulate the Field of Firearms and Ammunition on the State Legislature**

**TOWN COMMISSION COMMENTS**

**(Information Items Only – 3 minute limit per item)**

17. **Discuss Retirement Bonus for Daniel Tinfina and “Doc” Darville and Policy for Same** By: Mayor Kaleel

**ADJOURNMENT**