TOWN OF OCEAN RIDGE
TOWN COMMISSION REGULAR MEETING
AGENDA

April 4, 2016
6:00 P.M.
TOWN HALL – MEETING CHAMBERS

TOWN COMMISSION

Mayor Geoffrey A. Pugh

Commissioner Gail Adams Aaskov
Commissioner James A. Bonfiglio
Commissioner Steve Coz
Commissioner Richard J. Lucibella

ADMINISTRATION

Town Manager James S. Titcomb
Town Attorney Glen Torcivia
Town Clerk Tracey L. Stevens
Police Chief Hal C. Hutchins

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 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.

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 2 days prior to the meeting in order to request such assistance.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCE ELECTION RESULTS & SWEAR IN NEW TOWN COMMISSIONER – TOWN CLERK

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

CONSENT AGENDA

1. **Minutes of Regular Town Commission Meeting of March 7, 2016**

MOTION	SECOND	DISCUSSION	VOTE

ANNOUNCEMENTS AND PROCLAMATIONS

2. **Proclamation Declaring Week of April 10-16, 2016 as "National Public Safety Telecommunicators Week"**

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

3. **Town Manager**
4. **Town Attorney**
5. **Police Chief**

ACTION ITEMS

6. **Appoint Open Positions to the Board of Adjustment and Planning & Zoning Commission** By: Tracey Stevens, Town Clerk
7. **Designation of Voting Delegate and Alternates to the Palm Beach County League of Cities, Inc.** By: Jamie Titcomb, Town Manager

RESOLUTIONS

8. **Resolution No. 2016-04; Electing a Mayor**
9. **Resolution No. 2016-05; Electing a Vice Mayor**
10. **Resolution No. 2016-06; Designating Depositories, Authorizing Treasurer or Deputy Treasurer to Sign Town Checks; Authorizing any One of the Five Town Commissioners to Countersign Checks**

FIRST READING OF ORDINANCES

None

SECOND READING AND ADOPTION OF ORDINANCES

None

TOWN COMMISSION ITEMS
(Information Items Only – 3 minute limit per item)

ADJOURNMENT

NEXT SCHEDULED TOWN MEETING(S):
REGULAR TOWN COMMISSION MEETING MAY 2, 2016 AT 6:00 PM

Agenda: April 4, 2016

Town of Ocean Ridge, Florida
Agenda Memorandum
Office of the Town Clerk

Subject: Certification of Election Results

Mayor and Town Commissioners:

The Official Election Results for the March 15, 2016 Municipal Election were received on Wednesday, March 23, 2016. The results are as follows:

Total Number of Registered Voters: 1,489

Total Ballots Cast: 830

Total Under Votes: 26

Turnout: 55.74%

Results

Lynn Allison: 359
Stephen Coz: 445

The results were certified on March 21, 2016 by the Palm Beach County Supervisor of Elections for the Town of Ocean Ridge Municipal Election.

TOWN COMMISSION MINUTES
MARCH 7, 2016

Minutes of the Regular Town Commission Meeting of the Town of Ocean Ridge held on Monday, March 7, 2016, at 6:00 PM in the Town Hall Commission Chambers.

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

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

Commissioner Aaskov
Commissioner Bonfiglio
Vice Mayor Allison
Commissioner Lucibella
Mayor Pugh

Mayor Pugh led the Pledge of Allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Pugh and Vice Mayor Allison noted that they would make comments during the Town Commission Items section of the agenda.

CONSENT AGENDA

1. Minutes of Special Town Commission Meeting of January 26, 2016.
2. Minutes of Town Commission Workshop of January 26, 2016.
3. Minutes of Regular Town Commission Meeting of February 1, 2016.

Town Clerk Stevens suggested the following amendment to the Town Commission Workshop meeting minutes of January 26, 2016: Strike the following words on page 5, second paragraph: "A suggested solution is to move traffic one way from Anna Street Southbound to Beachway Drive, and move vehicles from the South town limits Northbound one way to Beachway Drive, with all vehicles exiting one way Westbound onto Beachway Drive", and add the following words in its place "He stated that if we were going to look at a one-way solution, probably the only one-way solution would be to move traffic South and North one-way to Beachway Drive and then out, with an island there."

Commissioner Bonfiglio moved to approve the Agenda and Consent Agenda as amended; seconded by Vice Mayor Allison. Motion Carried 5-0.

ANNOUNCEMENTS AND PROCLAMATIONS

Mayor Pugh read the announcements for the public:

4. 2016 Municipal Election/Eleccion Municipal 2016
    a. Proclamation for Election Held on March 15, 2016/Proclamacion para eleccion sostenida el 15 de marzo de 2016
    b. One Commission Seat Open for a Three Year Term/Comision uno puesto para tres anos cada
    c. Qualified Candidates are Lynn Allison and Steve Coz/Candidatos calificados son Lynn Allison y Steve Coz

PUBLIC COMMENT

Peter McMullen, Turtle Beach, reported that some of the election signs that they had placed on their property have disappeared. Chief Hutchins noted that he is working with the candidates together to address issues regarding placement, removal and location of signs according to statute. He also mentioned that some signs had been moved by the Police Department because they were placed in inappropriate locations.

He stated that he will follow up on the report of missing signs because removing signs is a criminal matter, but mentioned that it will be difficult to determine who took the signs due to the location.

Terry Brown, Harbour Drive South, stated he submitted a public records request to the Town Manager, and was told that what he asked for does not exist. He noted that changes in the statute regarding public records requires that we clearly identify who the records custodian is for the Town. Mr. Brown also mentioned that he thinks it is a wonderful thing that the Town Manager has been meeting with the City Manager of Boynton Beach. In the past, the two municipalities have had an adversarial relationship. There are contracts coming up for renewal such as fire and water service, and a good working relationship could have some effect on charges. Lastly, Mr. Brown referenced the January 26th special meeting minutes and stated he was verbally attacked by Commissioner Lucibella when he spoke about how public funds were being used, and he does not appreciate it. Commissioner Lucibella responded that the Town Attorney told Mr. Brown that he was incorrect (in his statement regarding the use of public funds for a retirement party). He stated that according to Home Rule authority, the Town Commission had a right to use public funds for a retirement party for retiring Town Clerk Karen Hancsak. Commissioner Lucibella stated he had every right to call Mr. Brown's actions mean spirited.

Kristine DeHaseth, 29 Sabal Island Drive, mentioned that it is difficult to find a parking space at Town Hall on meeting nights. She noted that nine parking spots are filled with junk, trailers, and ATV's, and asked if those spaces could be cleared before a Town Commission meeting.

Bob Weisblut, Sailfish Ln, stated that he would like to see the Town install dog waste collection dispensers along Old Ocean Blvd.

Nancy Hogan, 37 Hibiscus Way, reported again that she is worried about motorists not being able to see her street when taking a left hand turn in the dark due to the street closure. She also reported that a sewer truck recently blocked off the only access to her home, and noted that she called Town Hall to report the incident. Within the next hour, two vehicles came through and almost collided with other vehicles. She stated that the road closure near Ridge Blvd is not working, and she is afraid someone will get hurt.

Andreas Papatheodorou, 18 Sailfish Ln, noted that an editorial in the Coastal Star mentions that the Town Commission may run into legal problems similar to those that happened in Boca Raton. He mentioned that it is not in the Town's best interest, and hopes the Commission can respond to that. He also noted that all four Town Commissioners have displayed election signs against the incumbent. He stated his question is about objectivity of the Commission regarding elections. He does not know the rules, but would like the Commission to explain why they have signs for one candidate and not the other.

PUBLIC HEARINGS

5. An application submitted by, Everlast Realty LLC, a Massachusetts Limited Liability Co., and John Lauring, Mark Lauring, James Lauring, and Mayanne Seibold, as Successors Co-Trustees of the Sunshine Estate Trust, 23 Brigham Rd., Worcester MA 01609 and 94 Island Drive So., Ocean Ridge FL 33435, requesting a Public Hearing regarding the provisions of the Land Development Code at Chapter 64; Zoning, Article 5; Subdivisions; Sections 64-100 through 64-105 pertaining to replatting requirements. The applicants are requesting to replat 3 single family lots into 3 new reconfigured single family lots. All 3 lots will meet the zoning requirements for the RSF – Residential Single Family District. The 3 properties are comprised of (a) Lot 92 and a portion of Lot 93 and (b) the remaining portion of Lot 93 and Lot 94 in the McCormick Mile Add No 1 Subdivision or 92-94 Island Drive South (exact legal description located at Town Hall). The request will also require a Release of Unity of Title and Release of a Recorded Easement/s. (Continued from the November 2, 2015 Regular Meeting, the December 7, 2015 Regular Meeting, and the January 4, 2016 Regular Meeting)

Town Clerk Stevens read the public hearing notice into the record. Town Attorney Spillias swore in all those in attendance that wished to speak on the matter.

James Ballerano, 1201 George Bush Blvd, Delray Beach, Counsel for the petitioner spoke to the Commission and noted that he was here to follow up on the Planning & Zoning Board's recommendation for approval on the replatting of three existing residential lots into three re-configured residential lots. He mentioned that the Town Commission was given an updated narrative that incorporates staff comments, and stated he is here to answer any questions that the Commission may have.

Attorney Spillias stated that there were a number of technical issues regarding easements, relocation of easements, and a variance from the health department that took time to work through. A lot of time was put into this by the Town Manager, Town Attorney, and Town Engineer to make sure the engineering, easements and health and welfare issues were dealt with. When dealing with platting, if they meet all of the platting requirements, it is generally ministerial, and there is an obligation on the Town's part to grant it. The staff's position is that they do meet the requirements. This does involve the unity of release of title. There are nine conditions that they would have to meet even after the re-plat is filed before we would release unity of title. The Town Engineer would review each of the requests and determine at that point that they have met the unity of title, and then unity of title can be released. This is a document that the Mayor would need to sign.

Public Comment: Terry Brown, Harbour Drive South, stated that we should have the maps on display for the public to see where the old lots were and where the new lots are going to be. Mr. Brown also asked about the location of the septic tanks. Mr. Ballerano responded that they do have placards on hand and could set them up if desired. He also mentioned that the septic tanks would be in accordance to code. He noted that a drainage plan and a septic plan was submitted as a preliminary, and would be based on what improvements would look like on the third lot, and will all be in accordance with the code.

Commissioner Lucibella asked about a wastewater treatment plan that he has seen in the documentation and asked how it fits into the whole plan. Joe Pike, the Engineer on the job, stated there is no wastewater treatment plan. He stated there would be individual septic systems. The current two lots have septic systems, and the third lot will have a septic design that will have Health Department approval.

Commissioner Bonfiglio moved to approve the replat as set forth in the March 7, 2016 agenda memo item #5, contingent on Town Engineer approval for the unity of title and relocation of encroachments on Lot 93 to Lot 94; seconded by Vice-Mayor Allison.

Motion carried 5-0.

6. An application submitted by Randall Stofft Architects, 42 N. Swinton Ave Suite 1, Delray Beach, FL 33444, representing the owner, John Zessin, 6029 Old Ocean Blvd, Ocean Ridge, FL 33435, requesting a Land Development Permit from the provisions of the Land Development Code, Article 2; COASTAL CONSTRUCTION, Section 67-17; Coastal Construction and Excavation Setback Line; Sub-Paragraph (a); Setback Line Established; and Sub-Paragraph (h) Existing Structures to permit the construction of a one story addition of a 1-car garage (13' 8" x 20' 0") and a living room (14' x 19'), the garage floor to be at 19.0 NGVD with the living room floor at 22.0 NGVD to match the rest of the existing 2-story house. The addition is to be at a maximum of 137'-10 ½" east of the Coastal Construction Control Line (CCCL) of 1997, and the addition of a swimming pool (17' 6" x 33' 0") that is to be at a maximum of 158' 1 ¾" east of the 1997 CCCL. Property located at 6029 Old Ocean Blvd, or legally described as Lot 8 and the south half of Lot 7, Block 4, of amended plat of part of Boynton's Subdivision.

Town Clerk Stevens read the public hearing notice into the record. Town Attorney Spillias swore in all those in attendance who wished to speak on the matter, as this is a quasi-judicial hearing.

Attorney Spillias stated that on the general data that was presented to the Town in connection with this request referenced the existing zoning as RSF. However, the zoning is actually RSE. For the purposes of what they are coming here for, the scrivener's error is not substantial, as this is single family either way. Since this is a CCCL issue, it is still subject to meeting all of the zoning requirements.

Randall Stofft of Randall Stofft Architects, 42 North Swinton Ave, Delray Beach spoke to the Commission and noted there are significant driveway, traffic, and parking issues on the street, so they have introduced in the one-story addition a large one-car garage that meets all of the setbacks, criteria and ratios. He noted that if they could get the old setback of 10 feet, they could have a two-car garage. He noted that the pool was already permitted, but the permit lapsed. He mentioned that the pool did not change. They will be doing a one-story addition, and also cleaning up some of the façade.

Public comment: Terry Brown, Harbour Drive South, stated the additional structure would change the character of the street. He noted that the current garage encroaches on the setback now, and extends beyond the line of the property and wall. He asked if there are any legalities to look at regarding that issue. Attorney Spillias responded that currently they are asking for CCCL approval. If approved by the Commission, then the application is sent to DEP, and then the application would come back to us. At that point, the Zoning Official will look to see if it is in compliance or not. If there were code violations, they would need either to change their plans or seek a variance. Mr. Stofft explained that the existing guest house has a garage but they are not touching that structure, and they cannot make that more nonconforming. It can stay as it is. The new structure conforms completely.

Commissioner Lucibella moved to grant the request for Land Development Permit for construction east of the Coastal Construction Control Line contingent on DEP approval and on verification that it meets all Zoning regulations; seconded by Vice Mayor Allison.

Motion carried 5-0.

7. An application submitted by Marc T. Pulte of Marc Timothy, Inc., 41 SE 5th St, Boca Raton, FL 33432, representing the owner, Donna M. Sotillo, Trustee, Ocean Ridge 6161 N. Ocean LLC, 6605 South Dixie Hwy Suite 200, West Palm Beach, FL 33405, requesting a Land Development Permit from the provisions of the Land Development Code, Article 2; COASTAL CONSTRUCTION, Section 67-17; Coastal Construction and Excavation Setback Line; Sub-Paragraph (a); Setback Line Established; and Sub-Paragraph (h) Existing Structures to permit the construction of a new two story residence with a four car garage with the furthest extension of the structure at 173' 10" (+/-) east of the Coastal Construction Control Line (CCCL), the pool, deck and spa will extend a maximum of 186' 7" (+/-) east of the CCCL, and also repairing the existing dune crossover. The house finished floor slab elevation will be 19.5' NAVD that is slightly lower than the structure demolished in 2013). Property located at 6161 North Ocean Blvd, or legally described as Lot 3, 4, and 5, Block 3, and Lots 3, 4, and 5, Block 10, of the amended plat of blocks 3, 4, 5, and 6 of Boynton's Subdivision.

Town Clerk Stevens read the public hearing notice into the record. Attorney Spillias asked the Commission to report any ex-parte communications on the matter, and there were none. Attorney Spillias swore in all those in attendance who wished to speak on the matter.

A representative from Affiniti Architects, 6100 Broken Sound Parkway, Boca Raton, FL spoke to the Commission, and thanked the Town staff in communicating and reviewing the project. He noted they are

proposing a two-story structure that meets all of the guidelines. He noted that all of the setbacks meet the requirements, and lot coverage meets the limits.

The Mayor called for public comment, and there was none.

Commissioner Bonfiglio moved to approve the applicant's request for 6161 North Ocean Boulevard as set forth in the March 7, 2016 agenda memo item #7 contingent on DEP approval and meeting all of the Zoning and Building requirements on actual building permit submittal and review; seconded by Commissioner Lucibella.

Motion carried 5-0.

REGULAR AGENDA

REPORTS

8. Town Manager

Town Manager Titcomb submitted a written report in the meeting package, and reported on the following:

Manager Titcomb has begun to reach out more vigorously to other adjacent governments and related agencies. He met with the City Manager of Boynton Beach on February 23rd for a one-on-one discussion lunch meeting and they vowed to meet regularly to improve communications and get heads up on important matters of joint concern. He noted that he also actively participates in League of Cities, local City Managers Association, regional county commission/local official briefings and other intergovernmental organizations to keep abreast of current trends, pending legislation, communal issues and local actions impacting the Town.

He mentioned that Administration Department heads met February 24th with the Town Auditor to discuss internal process, changes and future practices. In the era of new talent in many key town roles, we are striving toward evolving best practices to all the systems in the Town to work more efficiently while maintaining compliancy standards.

Manager Titcomb noted that we started a new intern through a program of FAU, giving the Town a few hours a week of "free" back-office records and organization assistance in return for course credit. Our current intern, Kathy Brana is doing a great job. Ms. Brana hit the ground running on our records management project and we are elated to have her extra efforts.

He reported that public records requests are up exponentially in the Town. The amount of staff time and resources required to fulfill these requests is impacting the Town's day to day operations and efficiencies. He stated he would report during budget development cycles on recommendations for appropriate staffing and record archival systems to bring the Town into modern management practices. We need to invest in this capability for the town to get more efficient mechanisms and compliancy in regards to management for Public Records requirements as well as the better flow of critical information within daily Town operations to assist the public. On that note, he asked for permission to have a Records Management Day either March 25th or April 1st, where we will close Town Hall so staff can migrate and manage records archives.

Commissioner Bonfiglio stated he would like to see the town electronically scan documents so that we do not have to spend time searching through paper records when filling requests. He would like the Manager to begin gathering quotes for this, and stated it may cost a lot up front, but will save money in the long run for archive document retrieval. Commissioner Lucibella agreed. Manager Titcomb stated he will bring this back as a formal proposal in a few months. We will need to RFP that service as the threshold will be above his authority, and we will need legislative action. He mentioned that the Town Engineers are already

scanning documents, and that we may want to make it a policy of the Town to require that all building permits and plans are submitted electronically. Commissioner Bonfiglio asked if we would need an amendment to the Town Code if we are going to require plans to be submitted electronically, and Manager Titcomb responded that we would. Commissioner Bonfiglio suggested that the new Town Attorney work on drafting an ordinance to require that plans are submitted to the Town in paper and electronic format. Commissioner Bonfiglio asked if we have the computer archival storage capacity to handle this. Manager Titcomb stated he does not believe we currently have the storage capacity. We would need to purchase the software and also the storage capacity. Commissioner Lucibella noted he is concerned about people submitting documents in different formats such as CAD, PDF, TIF, etc. He does not know if it is feasible to require all plans be submitted in PDF format. Mayor Pugh suggested that Town Manager Titcomb gather the information and bring a proposal back to the Commission. Vice Mayor Allison noted that we will need to begin destroying documents that are ready for destruction according to the state records retention schedules. It was the consensus of the Commission to close Town Hall on March 25th for Records Management Day, and to notify the public.

Commissioner Lucibella noted that he had breakfast with Jerry Taylor, the Mayor of Boynton Beach last week and mentioned that is was a very cordial meeting. They talked about opening communications as much as possible and seeing which areas we can work on together. Mayor Taylor indicated to Commissioner Lucibella that he has no problems with Ocean Ridge, but mentioned that they would like to expand the line of food they can serve at the Oceanfront Park. Commissioner Lucibella stated his major concern is Riverwalk, and explained that properties such as the Yacht Club, Colonial Ridge and Crown Colony will lose their sunset views due to the ten-story building construction. He noted that he knows we can't block it, but we do have some real concerns. Mayor Taylor made it clear to Commissioner Lucibella that the project is not a done deal; they are a long way off. Staff has around 130 questions to review, and Boynton is very tough and bureaucratic. They would also require a zoning change to build over seven stories. Commissioner Lucibella also shared the Town's concern regarding traffic, and Mayor Taylor told Commissioner Lucibella that the traffic study indicates less traffic than if it were commercial. Commissioner Lucibella stated he believes if we are going to have a voice in the project, it will be through the traffic study. He suggested to the Town Manager that we get a copy of the traffic study, and stated it may be in our best interest to pay to have our own traffic study. He suggested getting together with Briny Breezes to expand the traffic study, as Boynton Beach is not going to expand the study. It is his understanding that the only traffic study they have was done by the developers. Vice Mayor Allison mentioned working with Kristine DeHaseth and the Boynton Coalition for Responsible Development which has around 3,400 members working against the ten-story building. At the coalition meeting, we had an opportunity to hear from the developer, and heard that the comp plan is in the initial stages. At the meeting, the developers stated that there would be no traffic impact on Ocean Ridge. Vice Mayor Allison noted that a ten-story building will have adverse effects on both sides of the intercoastal.

9. Town Attorney

Town Attorney Spillias updated the Commission on pending litigation matters: 1) Regarding the Inspector General appeal, the Attorney for the municipalities has asked for a 60 day extension to file a reply brief to the County's brief. The brief will be filed by the end of this month. 2) Regarding a complaint filed by Waterfront ICW Properties vs. Spanish Creek LLC, the DEP, the Town and Wellington Arms in regards to the demand for a statutory easement along the west portion of the Town's property, the Plaintiff Waterfront ICW Properties (Bill Swaim) has been before the Commission several times. Attorney Spillias stated he believes Spanish Creek LLC, is the corporate name for Dr. Eder. He indicated that a shade meeting is premature at this time. We are still at the early stages, and we have not filed a response yet. Our insurer, PGIT, has assigned Attorney Lyman Reynolds who has represented the Town in the past very successfully. Our response is due in two days, and the initial response may be a motion to dismiss. If it is dismissed, there would be no case until it is refiled, so there is no action needed yet by the Commission. The new Attorney will be giving the Commission a monthly report.

Attorney Spillias spoke about his retirement and noted that from his perspective, working for the Town has been an absolute pleasure. He noted that a lot of systematic changes need to be made and small towns tend to resist that, but he recognizes that the citizens here are nice to each other, and we have a great group of people comprised of citizens, the Commission and Staff. He stated it has not only been his pleasure, but his privilege to serve the Town of Ocean Ridge. Mayor Pugh followed up with the presentation of a small retirement gift, recognizing Attorney Spillias for his years of service to the Town of Ocean Ridge.

10. Police Chief

Chief Hutchins advised that his report was included in the Commission packages. He also mentioned the recent crime trend of auto burglaries, and noted that the common threat is that vehicles continue to be left open, and generally the keys are left inside. He asked for help from citizens to stop leaving vehicles unlocked. As part of the investigations, we have clearly identified three individuals that have been a part of our auto thefts, who are linked to four or five other communities, as well as around 20 other individuals that are clearly linked. We are seeking arrest warrants for those individuals. Chief Hutchins noted that it only takes around two minutes for individuals to commit these crimes, and it is going on all over the County. Chief Hutchins also mentioned that we had a recent armed robbery involving the theft of hover boards. The Investigator and Police Officer assigned to the case have identified the suspects who are now in custody, and will issue a warrant for arrest tomorrow. We have been working with Boca Raton to clear their case as well, as the same individuals are linked to a crime there. Vice Mayor Allison mentioned that the "Coffee With A Cop" event is a wonderful opportunity to speak with our Police Officers, and stated she hopes it will be well attended next time.

ACTION ITEMS

11. Police Department Restructuring By: Hal Hutchins, Police Chief

Police Chief Hutchins explained that he has taken the opportunity to look at the structure of the Police Department to see what is best for the Town. He noted that part of his job is to provide opportunity and motivation to our employees which pays huge dividends to the Town. Based upon that, he asked the Commission for permission to create the position of Administrative Lieutenant, to promote an Officer to the open Sergeant's position, and to continue with the Investigator's position. He stated the reason he is coming to the Commission now is due to the budget constraints. At this time, the Police Department is fully staffed. We do have some revenue available to make this happen at minimal cost to the Town based on vacancies, retirements, attrition, future plans, and succession planning.

Commissioner Lucibella stated he's happy with the current transformation of the Police Department, and thanked the Chief. Chief Hutchins responded that the credit is due to the Officers. Commissioner Lucibella noted that leadership deserves credit as well.

Commissioner Bonfiglio moved to create the position of Administrative Lieutenant within the agency, approve the promotion of one Officer to fill the vacant Sergeant's position, fill the position of Investigator, and change the allocation of $7,383 to effect these changes within the Police force; seconded by Vice Mayor Allison.

Motion carried 5-0.

12. Proposal for Police Radio P25 Upgrade By: Hal Hutchins, Police Chief

Chief Hutchins explained that the time has come to consider phase 1 of the P25 radio upgrade project. Phase 1 includes the initial purchase of seven mobile radios, two dispatch consoles and the first 10 portable hand- held radios, which will be followed by a request during our next budget year to purchase the remainder of the portable radios. The cost for phase 1 is projected at $83,000. The cost for phase 2 is projected at approximately $71,000 without programming costs. He stated he believes the project will come in under budget. This project is required due to the age of our radios and the fact that we are a subscriber to the Palm Beach County radio system, as well as federal mandates for inoperability and narrow banding of radio frequencies. Palm Beach County has done a lengthy RFQ process to determine that Motorola is the vendor of choice for requirements as well as cost. They are a sole source vendor in this project, and we continue our relationship with Palm Beach County which has given us excellent service for the past 12 years, and it would be a seamless transition for the Officers. We are able to leverage the County radio system and do not have to provide radio towers, and they provide a lot of repairs for us because we are a subscriber. Chief Hutchins stated he is asking for $83,000 to move forward with phase 1. Motorola has offered a trade in value for our old radios so we may be able to get some funds back. Boynton Beach recently signed with Motorola which will give us better operability between the Police and Fire Departments.

Commissioner Lucibella asked if the current equipment is interoperable with Palm Beach County, and Chief Hutchins responded that it is. Commissioner Lucibella asked if the current equipment is interoperable with Boynton Beach, and Chief Hutchins responded that it is in a limited capacity. Commissioner Lucibella noted that it isn't a technological change, the fact is our hardware is worn out and we are on old revisions. Commissioner Lucibella asked if we still have a trunked system, and Chief Hutchins responded that it is, and that years ago we changed to a computer managed trunking system that allows them to use less frequencies that switches between 10 frequencies instead of 100. Commissioner Lucibella asked where the trunking system is housed, and Chief Hutchins responded that Palm Beach County houses it in various places throughout South Florida to expand the network. Commissioner Lucibella stated that trunking systems can get overloaded or go down during a major event, and asked if we have anything in place where our Officers will be able to communicate if someone pulls the plug on the system. Chief Hutchins responded that we have a direct line of sight communication with this system when the main trunking system fails. He also stated that the benefit of being on the Palm Beach County system is that it is interoperable with state and local systems, which should not all go down at same time. He reported that we have had failures before, but never a complete failure all at once. Commissioner Lucibella asked if we have an antenna and repeater on top of this building, and Chief Hutchins reported that there is an antenna on the tower behind the building that allows us to have a greater line of sight; it is not a repeater. Commissioner Lucibella suggested looking into purchasing a repeater, and Chief Hutchins stated he would look into it.

Commissioner Lucibella moved to approve the request for the Police Radio P25 Upgrade Phase 1 not to exceed $86,000; seconded by Commissioner Bonfiglio.

Motion carried 5-0.

13. Community Champions Contract Renewal By: Jamie Titcomb, Town Manager

Town Manager Titcomb explained that we have had a contract for several years with Community Champions who registers and enforces management of foreclosures in the Town, and they provide a small revenue stream. The contract expired in November, and we are asking to extend the existing contract. The revenues were much higher during the recession and have dwindled down, but the service is still valuable to monitor for compliance.

Commissioner Bonfiglio asked about the contract term, and Town Manager Titcomb responded that the contract will expire in one year.

Commissioner Bonfiglio moved to extend the Community Champions contract not to exceed November 2017 as set forth in the March 7, 2016 Agenda Memo Item #13; seconded by Vice Mayor Allison.

Motion carried 5-0.

14. Authorization to Expend Funds for Water Main Break By: Jamie Titcomb, Town Manager

Town Manager Titcomb explained that a small tornado touched down and hit a utility pole, which broke a water main when being replaced, which then produced flooding near Sabal Island. Boynton Beach provides water services to us, and they dispatch emergency repairs. We received an invoice from LineTec for repairs to the water main in the amount of $10,394.35 which exceeds the threshold for Town Manager approval for paying it. Manager Titcomb noted that we will also see if we can get it reimbursed through our insurance provider.

Commissioner Bonfiglio suggested that we look to FPL to pay the bill since they caused the problem with the pole that broke the water main. He suggested submitting the bill to FPL as well as the insurance carrier.

Commissioner Bonfiglio moved to authorize the Town Manager to pay the LineTec invoice in the amount of $10,394.35; seconded by Vice Mayor Allison.

Motion carried 5-0.

RESOLUTIONS
None Scheduled.

FIRST READING OF ORDINANCES
None Scheduled.

SECOND READING AND ADOPTION OF ORDINANCES
None Scheduled.

TOWN COMMISSION ITEMS

Vice Mayor Allison noted that at the last Town Commission meeting, the Commission approved the expenditure to co-sponsor the Palm Beach County League of Cities meeting, and she was pleased to attend the meeting and represent the Town. The Town Attorney, Town Clerk, Town Manager, and Police Chief were also in attendance at the meeting. She noted that there are issues at these meetings that we need to pay attention to such as the sales tax. Vice Mayor Allison also mentioned that we are being proactive to the extent that we can be with the Riverwalk project in Boynton Beach, and thanked Kristine DeHaseth for her work on the Town's behalf. She also noted that we have an election next week. She stated it is so nice to see that people come to the Town Commission meetings. The participation has been excellent, and she encouraged people to vote next Tuesday.

Mayor Pugh thanked Nancy Flinn and Town staff for the excellent art exhibition at Town Hall. He also mentioned that he wanted to place a rebuttal to the editorial in the Coastal Star regarding the election because he found it to be personally insulting to the Town and himself. He stated he would like to address

the items: 1) In the article, the Town Commission was accused of trying to get a 5-0 vote, and Mayor Pugh responded that the Commission members do not plan and plot, and do not violate the Sunshine Law; 2) The article stated that the Town Commission should start listening to people's opinions, and Mayor Pugh responded that the public comment section of the Town Commission meetings are better now than ever, and the workshop regarding Old Ocean Boulevard is an example of how the Commission listens to the public and is open and transparent. At the workshop, it was abundantly apparent that no one wanted major changes, and currently there are no plans to change anything except items that residents suggested such as signage, speed bumps, etc. We need to kill the rumor that things will change on Old Ocean Boulevard. Mayor Pugh stated that even though he is the Mayor, he is still a citizen of Ocean Ridge, and can choose whoever he wants to vote for. In closing, he thanked Attorney Spillias for being a mentor to him over the years.

Meeting Adjourned at 7:32 p.m.

_____

Mayor Pugh

ATTEST:

_____

Tracey L. Stevens, CMC, Town Clerk

TOWN OF OCEAN RIDGE
6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435
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GEOFFREY A. PUGH
MAYOR, CHAIRMAN OF COMMISSION

JAMES S. TITCOMB
TOWN MANAGER

COMMISSIONERS
GAIL ADAMS AASKOV
JAMES A. BONFIGLIO
RICHARD J. LUCIBELLA
STEVE COZ

PROCLAMATION

WHEREAS, telecommunications personnel serve as a vital and intricate part of the operations of all Public Safety organizations.

WHEREAS, the observance of National Public Safety Telecommunications Week allows a specific and designated time period to acknowledge the performance of and give recognition to these individuals; and

WHEREAS, The Town of Ocean Ridge Police Department Communications Center is staffed twenty-four hours a day, year round with a unique group of individuals who are trained, professional and dedicated telecommunications personnel who strive to set the Benchmark for Excellence when providing service to the Town of Ocean Ridge; and

WHEREAS, these individuals are responsible for responding to telephone calls from the general public for police, fire, and emergency medical assistance, and for dispatching said assistance to help save the lives and protect the property of the citizens, business owners and visitors of our community; and

WHEREAS, Public Safety Telecommunicators are the driving force behind our Nation's emergency rescue services and, as such, although they are not as visible as the men and women who arrive at the scene of emergencies, they are just as important; and

WHEREAS, each year the second week of April is set aside by the Association of Public Safety Communications Officers (APCO) and the National Emergency Number Association (NENA) to recognize Public Safety Telecommunications personnel and their crucial role; and

NOW THEREFORE, I, Geoffrey Pugh, Mayor of the Town of Ocean Ridge, Florida, on behalf of the Town Commission, do herby proclaim the week of April 10-16, 2016 as:

"National Public Safety Telecommunicators Week"

in the Town of Ocean Ridge and urge all citizens to participate in making this week a successful celebration.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Ocean Ridge, Florida, to be affixed this 4th day of April 2015.

_____
Mayor

ATTEST:

_____
Tracey L. Stevens, Town Clerk

Town of Ocean Ridge

Memorandum

Date: **April 4, 2016**

To: **Honorable Mayor and Commissioners**

From: **Jamie Titcomb, Town Manager**

Re: **Town Manager Report – Regular Town Commission Meeting**

Public Records Management Day – Town Hall Closed One Day (March 28th)

Thank you to the entire staff, including volunteers and staff children, who donned jeans and T-shirts to spend a full day moving archival records from several locations about the campus, including the town's garage into Town Hall for consolidation and reorganization. I am happy to report that all the Town official records reside under one roof. However, there are hours and hours of sorting and processing time remaining for identification and organizational merge and purge in process. We are also conversing with digital document systems experts this week to begin the due diligence on implementing a solution for better efficiencies and retrieval. Another side benefit is the Police Department was able to reduce the amount of old equipment warehoused on site.

Town Wide Maintenance Initiatives

You may notice there's a lot of main thoroughfare maintenance, tree trimming and beautification initiatives going on. We aim to systematically work through the responsibility areas of the Town to provide an enhanced aesthetic, more efficient proactive trimming and maintenance schedules and to be proactive on the quality look and feel of the Town, especially on our own campus and key entry points. Please be sure to let us know when you see something that needs more specific attention so that we may schedule and respond as quickly as possible to priority projects about the Town.

New Town Commissioner Elected

Congratulations to newly elected **Commissioner Steve Coz** being sworn in at tonight's meeting. Along with the organizational process to assign new seats, duties within and to outside organizations and appoint members on Town Boards; we look forward to working with each and every one of you in your new or returning roles.

Thank you to former Commissioner Lynn Allison for her years of service to the Town.

Public Notes

Significant changes have occurred over the last year in the Town's personnel and administrative leadership. There is a lot of active innovation and change evolving quietly behind the scenes at Town Hall, yet we all strive to provide customer friendly service as 'Job One' to every person whom interacts with the Town, residents, vendors and guests alike. Please let us know if there's anything we can do to enhance the idyllic atmosphere of this unique seaside community or your experience in it!

Best Regards,

Jamie Titcomb

Town Manger

Agenda: April 4, 2016
Memo: Item # 5

Town of Ocean Ridge, Florida

Agenda Memorandum

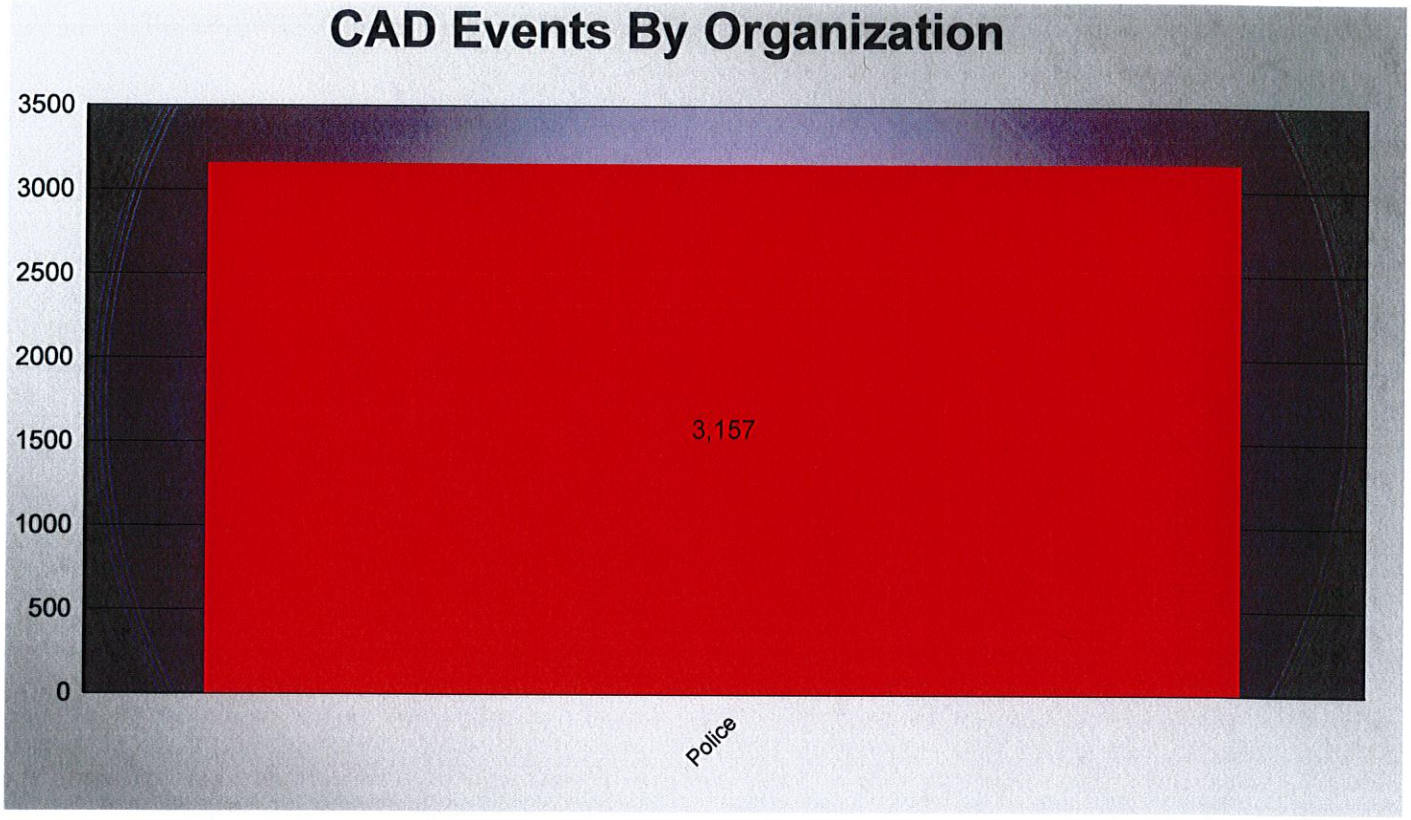
Office of Police Chief

Subject:
1. **Monthly Activity Report (February 2016)**
2. **Monthly Boynton Beach Fire/EMS Activity Report**
3. **Announcement of Newly Promoted Police Personnel**

Mayor and Town Commissioners:

Attached you will find the February Monthly Police Activity Report; including the Boynton Beach Fire/EMS Activity Report. All of these reports are on the Town's website under Police Department/Monthly Reports.

As always, I will be happy to answer any questions you may have, either prior to, or at the meeting.

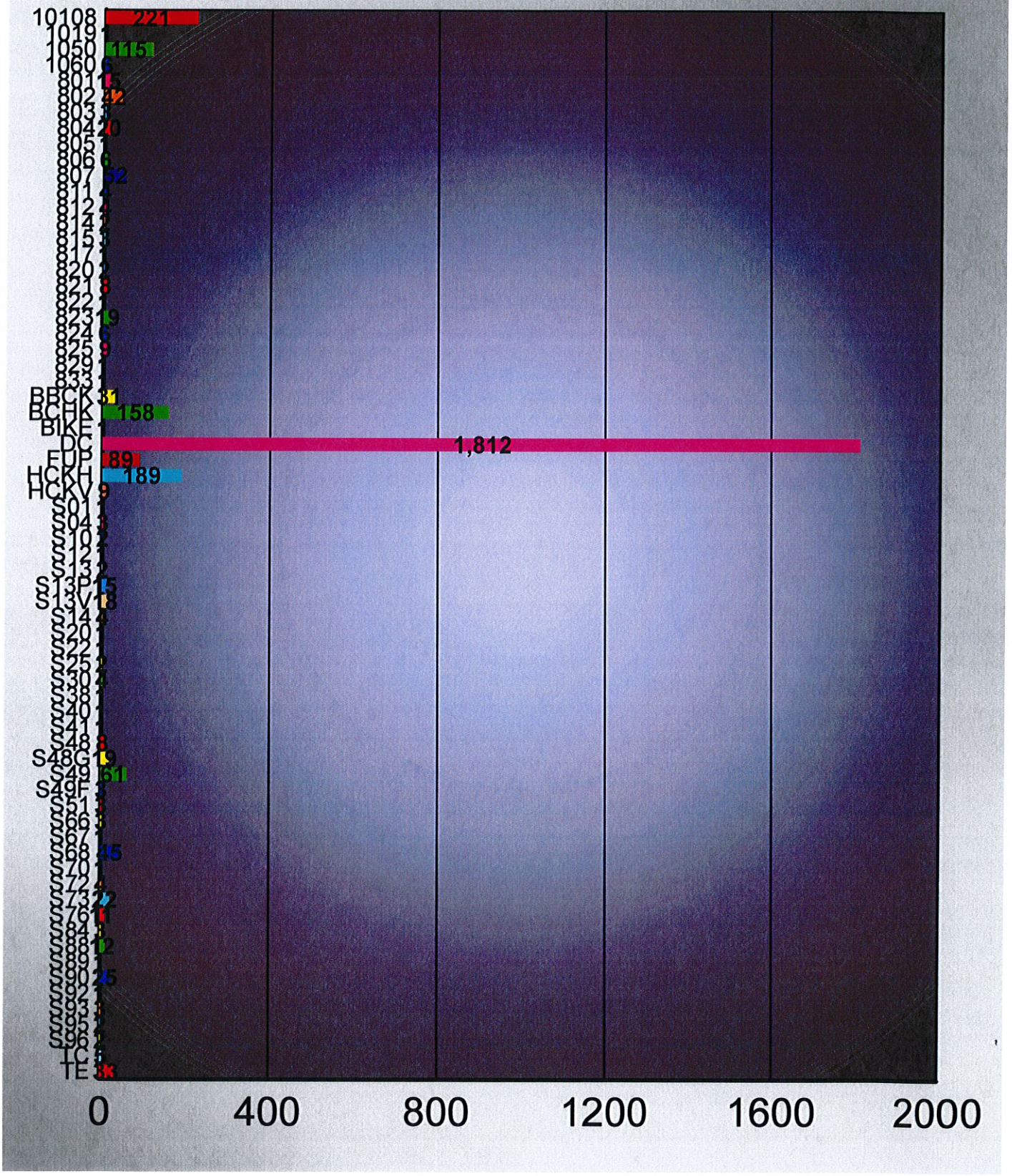


03/08/2016

CAD Calls For Service By Organization

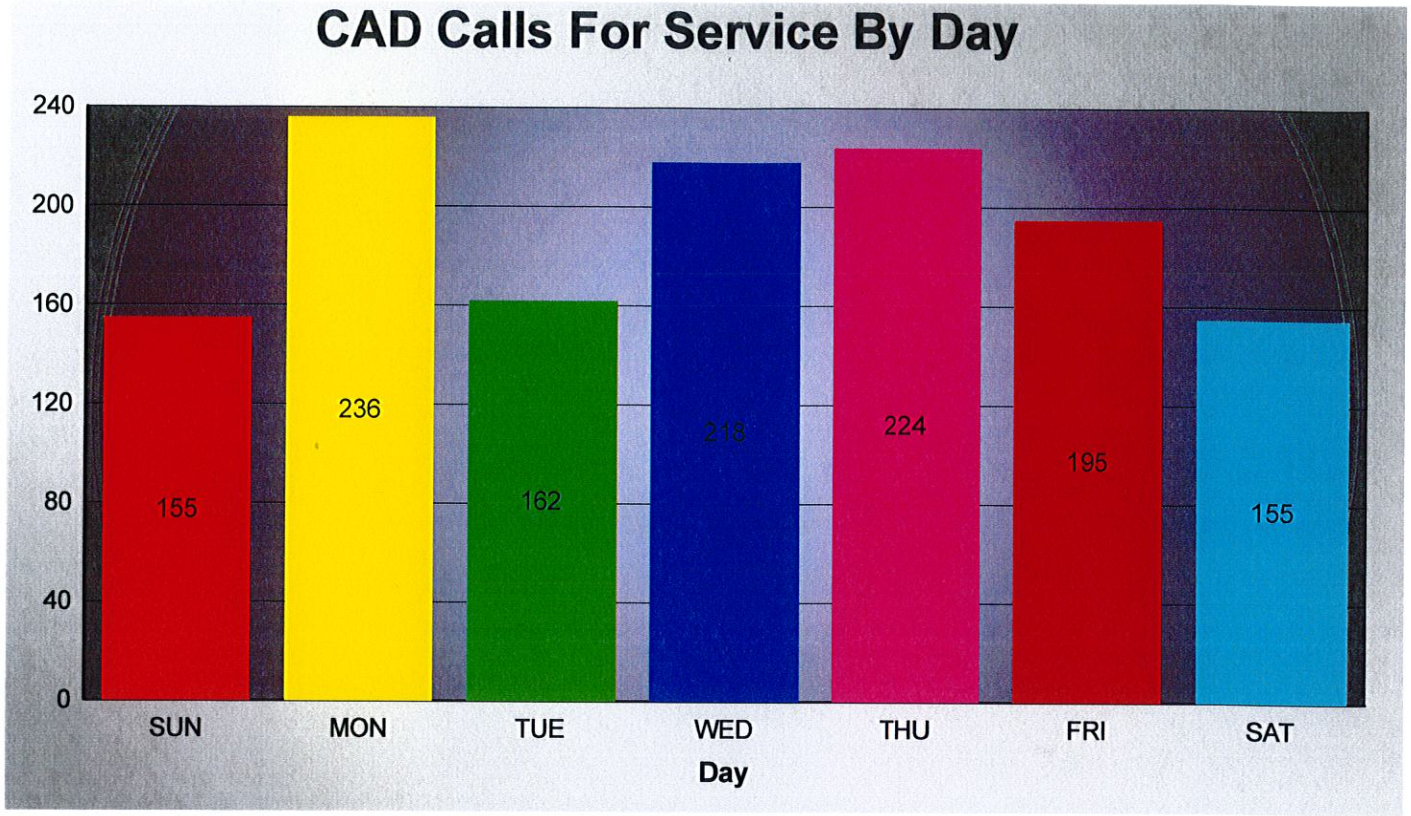
Police	**3157**

CAD Events By Type



Department	Signal	Description	Number of Calls
POLICE	10108	ON FOOT W/ PORTABLE	221
POLICE	1019	RETURN TO STATION	1
POLICE	1050	TRAFFIC STOP	115
POLICE	1060	ASSIST TO MOTORIST	6
POLICE	801	VTC PERMITS (BUILDING)	15
POLICE	802	VTC T.H. REGISTRATION	42
POLICE	803	VTC OVERGROWN LOT	3
POLICE	804	VTC SIGNS (ALL)	20
POLICE	805	VTC WORKING WHEN NOT PERMITTED	1
POLICE	806	VTC WORKING WHEN NOT PERMITTED	6
POLICE	807	VTC TRASH/GARBAGE	52
POLICE	811	VTC TRAILERS	4
POLICE	812	VTC TRUCKS/COMMERCIAL VEHICLES	4
POLICE	814	VTC OVERNIGHT PARKING ON STREET	2
POLICE	815	VTC PARKING ON VACANT LOT	3
POLICE	817	VTC RENTAL REGISTRATION 30-157	1
POLICE	820	VTC ANIMALS ON BEACH	2
POLICE	821	VTC DOGS AT LARGE	8
POLICE	822	VTC BARKING DOGS	1
POLICE	823	VTC CONSTRUCTION SITE	19
POLICE	824	VTC ALL OTHER	6
POLICE	825	VTC WATER VIOLATION	9
POLICE	829	VTC TREES IN WIRES	1
POLICE	833	VTC CUTTING NATURAL VEGETATION	1
POLICE	BBCK	BRINY BREEZES BUILDING CHECK	31
POLICE	BCHK	BEACH PATROL	158
POLICE	BIKE	BIKE PATROL	1
POLICE	DC	DISTRICT CHECK	1812
POLICE	FUP	FOLLOW-UP	89
POLICE	HCKH	HOUSE CHECK HAND	189
POLICE	HCKV	HOUSE CHECK VISUAL	9
POLICE	S01	DRUNK DRIVER	1
POLICE	S04	AUTO ACCIDENT	3
POLICE	S10	STOLEN VEHICLE	2
POLICE	S12	RECKLESS DRIVER	1
POLICE	S13	SUSPICIOUS INCIDENT	2
POLICE	S13P	SUSPICIOUS PERSON	15
POLICE	S13V	SUSPICIOUS VEHICLE	18
POLICE	S14	INFORMATION	4
POLICE	S20	MENTALLY ILL PERSON	1
POLICE	S22	DISTURBANCE	1
POLICE	S25	FIRE/FD ASSIST	2
POLICE	S30	THEFT	4

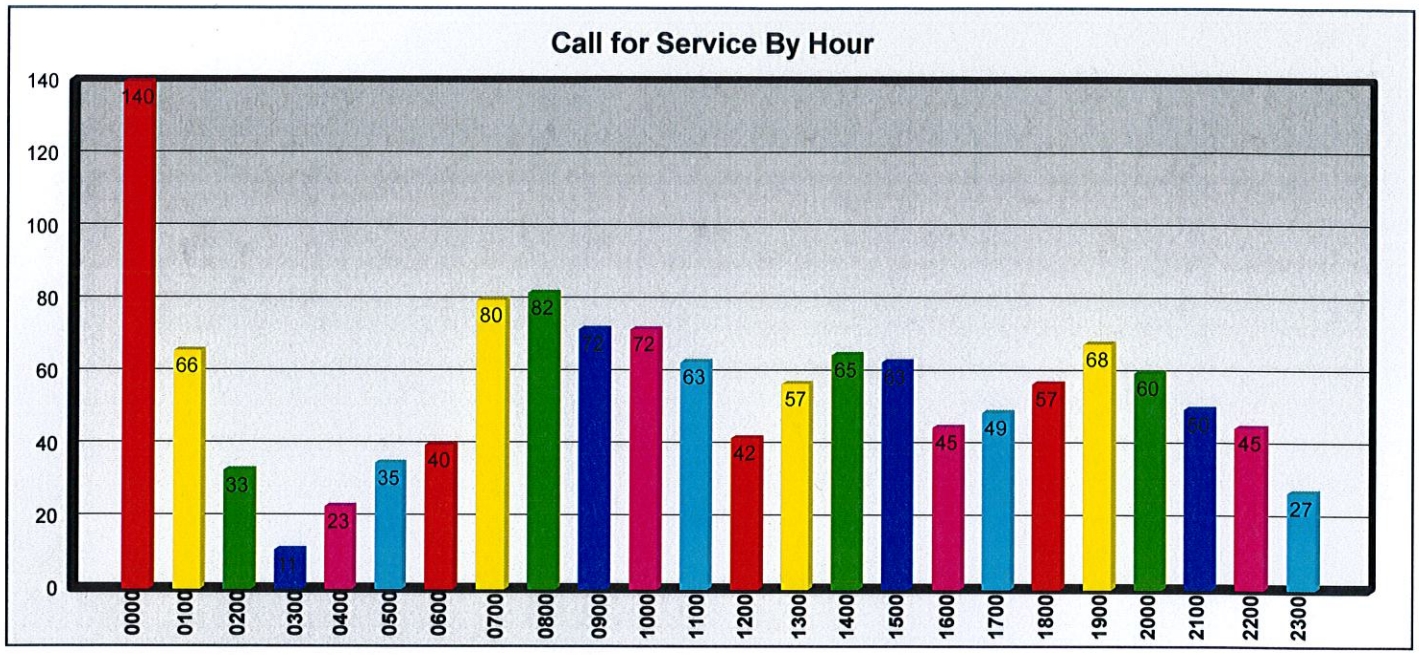
Department	Signal	Description	Number of Calls
POLICE	S38	DOMESTIC	1
POLICE	S40	CRIMINAL MISCHIEF	1
POLICE	S41	ROBBERY	1
POLICE	S48	OPEN DOOR	8
POLICE	S48G	OPEN GARAGE DOOR	19
POLICE	S49	ALARM	61
POLICE	S49F	FIRE ALARM	3
POLICE	S51	TRESPASS	3
POLICE	S66	CIVIL MATTER	3
POLICE	S67	ACCIDENTAL INJURY	1
POLICE	S68	POLICE SERVICE CALL	45
POLICE	S70	ANIMAL COMPLAINT	1
POLICE	S72	LOST/FOUND PROPERTY	4
POLICE	S73	MEDICAL CALL	22
POLICE	S76	ASSIST OTHER DEPARTMENT	11
POLICE	S84	WELFARE CHECK	3
POLICE	S88	FLORIDA POWER LIGHT ASSIST	12
POLICE	S89	ASSIST MOTORIST	1
POLICE	S90	ILLEGAL PARKING	25
POLICE	S92	TRAFFIC LIGHT PROBLEMS	1
POLICE	S93	STREET OR TRAFFIC SIGNS	3
POLICE	S95	TRAFFIC INCIDENT	2
POLICE	S96	PROPERTY DAMAGE	2
POLICE	TC	TRAFFIC CONTROL	5
POLICE	TE	TRAFFIC ENFORCEMENT	33



03/08/2016

CAD Calls For Service By Day

SUN	155
MON	236
TUE	162
WED	218
THU	224
FRI	195
SAT	155



03/08/2016

CAD Calls For Service By Hour SQL

Hour: 0000	Number of Calls: 140
Hour: 0100	Number of Calls: 66
Hour: 0200	Number of Calls: 33
Hour: 0300	Number of Calls: 11
Hour: 0400	Number of Calls: 23
Hour: 0500	Number of Calls: 35
Hour: 0600	Number of Calls: 40
Hour: 0700	Number of Calls: 80
Hour: 0800	Number of Calls: 82
Hour: 0900	Number of Calls: 72
Hour: 1000	Number of Calls: 72
Hour: 1100	Number of Calls: 63
Hour: 1200	Number of Calls: 42
Hour: 1300	Number of Calls: 57
Hour: 1400	Number of Calls: 65

Hour: 1500	Number of Calls: 63
Hour: 1600	Number of Calls: 45
Hour: 1700	Number of Calls: 49
Hour: 1800	Number of Calls: 57
Hour: 1900	Number of Calls: 68
Hour: 2000	Number of Calls: 60
Hour: 2100	Number of Calls: 50
Hour: 2200	Number of Calls: 45
Hour: 2300	Number of Calls: 27

ORPD Other Activity:					
Type	Total	Days- Lt. Wohlfiel	Days- Sgt. Stang	Nights-Sgt. Roy	Nights-Sgt. Hallahan
Traffic					
Citations	**65**	23	38	0	4
Written Warnings	**55**	28	19	6	2
Parking Tickets	**13**	3	7	0	3
Arrests:					
S19 Felony	**1**	1	0	0	0
S18 Misdemeanor	**6**	1	3	1	1
Telephone Calls Handled by Dispatch:					
February 2016		**Year to Date**			
9-1-1	**65**	**134**			
Incoming/Non-Emergency	**869**	**1826**			
Outgoing/Non-Emergency	**636**	**1216**			
PBX (Internal Town Hall)	**333**	**709**			
Total:	**1903**	**3885**			
Walk-Ins Handled by Dispatch:					
All	**133**	**301**			
After Business Hours	**55**	**128**			
Top 5 Services Provided:					
Visitors/Information -	**71**				
Alarms -	**19**				
Vendors -	**19**				
Vehicle Decal/Pet Tags -	**6**				
Issue Keys** -	**6**				
** Turtle Season/ATV key					

Town of Briny Breezes
February 2016

Type	Total	Days- Lt. Wohlfiel	Days- Sgt. Stang	Nights- Sgt. Roy	Nights-Sgt. Hallahan
04 - Auto Accident	1	1			
13P - Suspicious Person	3			2	1
13V - Suspicious Vehicle	3		1	2	
14 - Information	2			2	
30 - Theft	2	2			
48 - Open Door	4			2	2
51 - Trespass	1		1		
66 - Civil Matter	2	2			
68 - Police Service	7	2	3		2
72 - Lost/Found Property	2		1	1	
73 - Medical Call	7	5	1	1	
76 - Assist Other Agency	3			2	1
88 - FPL Assist	5			3	2
90 - Illegal Parking	8	2	3	2	1
10-108 Foot Patrol	5	1		1	3
TC- Traffic Control	0				
BCHK - Beach Patrol	0				
BBCK Briny Business Checks	30			14	16
FUP - Follow Up	3	2	1		
Total Calls for Service	88	17	11	32	28
DC - Districk Checks	232				
Total Calls w/ DC's	320				
OTHER ACTIVITY					
Traffic					
Citations	3	1	2	0	0
Written Warnings	4	1	2	1	0
Parking Tickets	4	1	3	0	0

		Patrol Vehicle Mileage			Engine Hours	Engine Miles **	Total Wear Miles			Replace *
Unit	Veh Year	Start	End	Total				Repairs/Month	Repairs/FYTD	
561	2014	20328	21243	915	185	6105	27348	0.00	75.00	FY2017/18
562	2013	55429	57224	1795	10183	336039	393263	75.00	372.40	FY2016/17
563	2011	81485	82760	1275	7804	257532	340292	75.00	919.98	FY2015/16
564	2014	27358	28867	1509	4731	156123	184990	75.00	160.00	FY2017/18
565	2011	87063	88437	1374	7222	238326	326763	569.17	1,449.69	FY2014/15
566	2011	87936	89145	1209	7817	257961	347106	0.00	160.00	FY2014/15
567	2008	87516	88161	645	334	11022	99183	0.00	0.00	FY2015/16
Polaris-ATV	2014	2437	2530	93	372	12276	14806	261.30	261.30	FY2017/18
Honda - ATV	2016	132	158	26	18	594	752	247.40	247.40	FY2018/19
			Totals:	**8841**				**$1,302.87**	**$3,645.77**	
Unit	**Driver**	**Driver**	**Driver**							
561	515									
562	502	526								
563	509	522								
564	518	528								
565	520	534								
566	444	476	530	537						
567	513									
Rev 01/01/15										

*** "Replace":** Since 2010, each new vehicle purchased for Patrol use has come with an extended 5-year Warranty. As such, the "life" of these vehicles can be extended to 4 years; as any major repair would be covered.

**** "Engine Miles":** Per Automotive Industry Standards, idle time causes engine wear equivalent to being driven. Per Ford, that equivalent is 33 miles per hour; which is reflected in this report.

		Patrol Vehicle Mileage			Engine Hours	Engine Miles	Wear Miles	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018
Unit	**Veh Year**	**Start**	**End**	**Total**								
561	2014							New				Due
562	2013										Due	
563	2011									Due		
564	2014							New				Due
565	2011								Due			
566	2011								Due			
567	2008									Due		
Polaris-ATV	2014							New				
Honda - ATV	2016									New		
			Totals:	**0**								
Unit	**Driver**	**Driver**	**Driver**									
561	515											
562	502	526										
563	509	522										
564	518	528										
565	520	534										
566	444	476	530	537								
567	513											
Rev 01/01/15												

*** "Replace":** Since 2010, each new vehicle purchased for Patrol use has come with an extended 5-year Warranty. As such, the "life" of these vehicles can be extended to 4 years; as any major repair would be covered.

**** "Engine Miles":** Per Automotive Industry Standards, idle time causes engine wear equivalent to being driven. Per Ford, that equivalent is 33 miles per hour; which is reflected in this report.

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

5

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Elapsed Time
	Disp. Rcvd Date & Time	Address			
321 EMS call, excluding vehicle accident with injury					
16-001251	02/01/2016 21:29:58	02/01/2016 21:34:05	4	B	00:09:29
	02/01/2016 21:24:36	N OCEAN BLVD			
16-001619	02/11/2016 12:31:18	02/11/2016 12:36:11	4	C	00:06:16
	02/11/2016 12:29:55	RUTHMARY AVE /F			
16-001831	02/16/2016 13:47:45	02/16/2016 13:51:46	4	B	00:05:40
	02/16/2016 13:46:06	NORTH HERON DR			
16-001875	02/17/2016 14:33:34	02/17/2016 14:38:25	4	C	00:07:33
	02/17/2016 14:30:52	N OCEAN BLVD /P-201			
16-001983	02/20/2016 09:51:51	02/20/2016 09:56:13	4	C	00:05:46
	02/20/2016 09:50:27	PALM DR /H			
16-002028	02/21/2016 09:34:49	02/21/2016 09:42:11	2	A	00:11:24
	02/21/2016 09:30:47	CEDAR DR /CD			
16-002089	02/22/2016 17:03:52	02/22/2016 17:11:11	4	B	00:10:22
	02/22/2016 17:00:49	MALLARD DR			
		Average Elapsed Time for District/Incident Type			**8.07**
444 Power line down					
16-001815	02/16/2016 07:00:33	02/16/2016 07:06:43	4	A	00:07:14
	02/16/2016 06:59:29	SAILFISH LN			
		Average Elapsed Time for District/Incident Type			**7.23**
445 Arcing, shorted electrical equipment					
16-001793	02/15/2016 18:22:48	02/15/2016 18:28:01	4	A	00:06:39
	02/15/2016 18:21:22	N OCEAN BLVD & TROPICAL DR			
		Average Elapsed Time for District/Incident Type			**6.65**
510 Person in distress, Other					
16-001460	02/07/2016 06:37:53	02/07/2016 06:42:50	4	A	00:07:15
	02/07/2016 06:35:35	FAYETTE DR			
		Average Elapsed Time for District/Incident Type			**7.25**
550 Public service assistance, Other					
16-001853	02/17/2016 02:08:09	02/17/2016 02:15:35	4	B	00:09:19
	02/17/2016 02:06:16	N OCEAN BLVD			
		Average Elapsed Time for District/Incident Type			**9.32**
554 Assist invalid					
16-001882	02/17/2016 18:08:12	02/17/2016 18:14:33	4	C	00:09:44
	02/17/2016 18:04:49	MALLARD DR			

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

			Average Elapsed Time for District/Incident Type				9.73
611 Dispatched & cancelled en route							
16-001816	02/16/2016	07:02:13	02/16/2016 07:02:13	4	A		00:02:15
	02/16/2016	06:59:58	N OCEAN BLVD & FAYETTE DR				
			Average Elapsed Time for District/Incident Type				2.25

Overall Average Elapsed Time for District in Decimal Minutes 7.61

6

Incident	Alarm Date & Time Disp. Rcvd Date & Time		Arrival Date & Time Address	Stn	Shift	Elapsed Time
321 EMS call, excluding vehicle accident with injury						
16-001303	02/03/2016	08:10:52	02/03/2016 08:10:52	4	A	00:03:22
	02/03/2016	08:07:30	N OCEAN BLVD			
16-001535	02/09/2016	06:47:13	02/09/2016 06:52:581		C	00:10:17
	02/09/2016	06:42:41	N OCEAN BLVD			
16-001677	02/12/2016	17:27:11	02/12/2016 17:32:521		A	00:10:25
	02/12/2016	17:22:27	N OCEAN BLVD			
16-001778	02/15/2016	09:59:32	02/15/2016 10:09:271		A	00:12:24
	02/15/2016	09:57:03	N OCEAN BLVD			
16-001840	02/16/2016	19:19:48	02/16/2016 19:27:071		B	00:08:23
	02/16/2016	19:18:44	N OCEAN BLVD /17			
16-001937	02/19/2016	10:00:54	02/19/2016 10:06:49	1	B	00:08:06
	02/19/2016	09:58:43	N OCEAN BLVD			
16-002247	02/26/2016	11:47:21	02/26/2016 11:53:391		C	00:08:17
	02/26/2016	11:45:22	N OCEAN BLVD			
16-002270	02/26/2016	21:39:42	02/26/2016 21:43:551		C	00:07:45
	02/26/2016	21:36:10	N OCEAN BLVD			
16-002340	02/28/2016	12:55:05	02/28/2016 13:01:271		B	00:08:19
	02/28/2016	12:53:08	N OCEAN BLVD			
16-002365	02/29/2016	01:57:48	02/29/2016 02:05:301		B	00:10:13
	02/29/2016	01:55:17	MARLIN DR			
			Average Elapsed Time for District/Incident Type			**8.75**
500 Service Call, other						
16-001850	02/16/2016	22:41:37	02/16/2016 22:48:28	1	B	00:09:51
	02/16/2016	22:38:37	N OCEAN BLVD			
			Average Elapsed Time for District/Incident Type			**9.85**

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

6

Incident	Alarm Date & Time / Disp. Rcvd Date & Time		Arrival Date & Time / Address	Stn	Shift	Elapsed Time
550 Public service assistance, Other						
16-001565	02/10/2016	00:38:42	02/10/2016 00:46:43	1	A	00:11:10
	02/10/2016	00:35:33	N OCEAN BLVD			
16-002008	02/20/2016	18:48:25	02/20/2016 18:53:47	1	C	00:08:42
	02/20/2016	18:45:05	OLD OCEAN BLVD			
			Average Elapsed Time for District/Incident Type			**9.93**
600 Good intent call, Other						
16-001887	02/17/2016	20:56:33	02/17/2016 21:03:15	1	C	00:11:45
	02/17/2016	20:51:30	N OCEAN BLVD /12			
			Average Elapsed Time for District/Incident Type			**11.75**
743 Smoke detector activation, no fire - unintentional						
16-002386	02/29/2016	14:46:19	02/29/2016 14:54:39	4	C	00:09:31
	02/29/2016	14:45:08	N OCEAN BLVD			
			Average Elapsed Time for District/Incident Type			**9.52**

Overall Average Elapsed Time for District in Decimal Minutes 9.23

6H

Incident	Alarm Date & Time / Disp. Rcvd Date & Time		Arrival Date & Time / Address	Stn	Shift	Elapsed Time
611 Dispatched & cancelled en route						
16-001284	02/02/2016	18:05:40	02/02/2016 18:12:04	1	C	00:10:01
	02/02/2016	18:02:03	N OCEAN BLVD /102			
			Average Elapsed Time for District/Incident Type			**10.02**

Overall Average Elapsed Time for District in Decimal Minutes 10.02

Total Incident Count: 29 **Overall Average Elapsed Time, Decimal Minutes: 8.53**

Boynton Beach Fire Rescue

Incident List by Street Address

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
16-002028-000	02/21/2016	09:34:49	CEDAR DR /CD	321 EMS call, excluding vehicle
16-001460-000	02/07/2016	06:37:53	FAYETTE DR	510 Person in distress, Other
16-001882-000	02/17/2016	18:08:12	MALLARD DR	554 Assist invalid
16-002089-000	02/22/2016	17:03:52	MALLARD DR	321 EMS call, excluding vehicle
16-002365-000	02/29/2016	01:57:48	MARLIN DR	321 EMS call, excluding vehicle
16-001853-000	02/17/2016	02:08:09	N OCEAN BLVD	550 Public service assistance, O
16-001875-000	02/17/2016	14:33:34	N OCEAN BLVD /P-201	321 EMS call, excluding vehicle
16-001251-000	02/01/2016	21:29:58	N OCEAN BLVD	321 EMS call, excluding vehicle
16-002340-000	02/28/2016	12:55:05	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001937-000	02/19/2016	10:00:54	N OCEAN BLVD	321 EMS call, excluding vehicle
16-002270-000	02/26/2016	21:39:42	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001535-000	02/09/2016	06:47:13	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001303-000	02/03/2016	08:10:52	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001677-000	02/12/2016	17:27:11	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001778-000	02/15/2016	09:59:32	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001840-000	02/16/2016	19:19:48	N OCEAN BLVD /17	321 EMS call, excluding vehicle
16-002247-000	02/26/2016	11:47:21	N OCEAN BLVD	321 EMS call, excluding vehicle
16-001887-000	02/17/2016	20:56:33	N OCEAN BLVD /12	600 Good intent call, Other
16-001850-000	02/16/2016	22:41:37	N OCEAN BLVD	500 Service Call, other
16-002386-000	02/29/2016	14:46:19	N OCEAN BLVD	743 Smoke detector activation, n
16-001565-000	02/10/2016	00:38:42	N OCEAN BLVD	550 Public service assistance, O
16-001284-000	02/02/2016	18:05:40	N OCEAN BLVD /102	611 Dispatched & cancelled en ro
16-001831-000	02/16/2016	13:47:45	NORTH HERON DR	321 EMS call, excluding vehicle
16-002008-000	02/20/2016	18:48:25	OLD OCEAN BLVD	550 Public service assistance, O
16-001983-000	02/20/2016	09:51:51	PALM DR /H	321 EMS call, excluding vehicle
16-001619-000	02/11/2016	12:31:18	RUTHMARY AVE /F	321 EMS call, excluding vehicle
16-001815-000	02/16/2016	07:00:33	SAILFISH LN	444 Power line down
16-001816-000	02/16/2016	07:02:13	N OCEAN BLVD & FAYETTE DR	611 Dispatched & cancelled en ro
16-001793-000	02/15/2016	18:22:48	N OCEAN BLVD & TROPICAL D	445 Arcing, shorted electrical e

Total Incident Count 29

Boynton Beach Fire Rescue

OR List Times by Unit

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

Incident	Date		Response Code	Disp Notif Time	Unit Notif Time	Rollout Time	Arrival Time	Fire	EMS
L104 Ladder at Station 4									
16-001303	02/03/2016	C	Cancelled	08:07:30	08:10:52	08:10:52	08:10:52		
16-001460	02/07/2016	1	Emergency	06:35:35	06:37:53	06:39:17	06:42:50		
16-001793	02/15/2016	1	Emergency	18:21:22	18:22:48	18:23:37	18:28:01		
16-001815	02/16/2016	1	Emergency	06:59:29	07:00:33	07:01:53	07:06:43		
16-001853	02/17/2016	1	Emergency	02:06:16	02:08:09	02:10:08	02:15:35		
16-001882	02/17/2016	2	Non-emergency	18:04:49	18:08:12	18:09:52	18:14:33		
16-002028	02/21/2016	1	Emergency	09:30:47	09:34:49	09:36:10	09:42:11		X
16-002089	02/22/2016	2	Non-emergency	17:00:49	17:03:52	17:04:20	17:11:11		
16-002386	02/29/2016	1	Emergency	14:45:08	14:46:19	14:48:16	14:54:39	X	
Subtotal Responses:			9						
R101 Rescue at Station 1									
16-001778	02/15/2016	1	Emergency	09:57:03	09:59:32	10:00:11	10:09:27		X
16-001887	02/17/2016	1	Emergency	20:51:30	20:56:33	20:57:32	21:03:15		
Subtotal Responses:			2						
R104 Rescue at Station 4									
16-001251	02/01/2016	1	Emergency	21:24:36	21:29:58	21:31:07	21:34:05		X
16-001303	02/03/2016	1	Emergency	08:07:30	08:11:49	08:12:54	08:18:14		X
16-001619	02/11/2016	1	Emergency	12:29:55	12:31:18	12:31:34	12:36:11		X
16-001831	02/16/2016	1	Emergency	13:46:06	13:47:45	13:48:38	13:51:46		X
16-001875	02/17/2016	1	Emergency	14:30:52	14:33:34	14:34:05	14:38:25		X
16-001983	02/20/2016	1	Emergency	09:50:27	09:51:51	09:52:25	09:56:13		X
Subtotal Responses:			6						
TF101 Task Force Station 1									
16-001284	02/02/2016	C	Cancelled	18:02:03	18:05:40	18:06:03	18:12:04		
16-001535	02/09/2016	1	Emergency	06:42:41	06:47:13	06:48:27	06:54:58		X
16-001565	02/10/2016	1	Emergency	00:35:33	00:38:42	00:39:08	00:46:43		X
16-001677	02/12/2016	1	Emergency	17:22:27	17:27:11	17:27:21	17:32:52		X
16-001816	02/16/2016	C	Cancelled	06:59:58	07:02:13	07:02:13	07:02:13		
16-001840	02/16/2016	1	Emergency	19:18:44	19:19:48	19:20:44	19:27:07		X
16-001850	02/16/2016	2	Non-emergency	22:38:37	22:41:37	22:42:13	22:48:28		
16-001937	02/19/2016	1	Emergency	09:58:43	10:00:54	10:01:49	10:06:49		X
16-002008	02/20/2016	1	Emergency	18:45:05	18:48:25	18:51:46	18:54:47		X
16-002247	02/26/2016	1	Emergency		11:47:21	11:47:57	11:53:39		X

Boynton Beach Fire Rescue

OR List Times by Unit

Alarm Date Between {02/01/2016} And {02/29/2016} and District In "5 ","6 ","6H "

Incident	Date	Response Code	Disp Notif Time	Unit Notif Time	Rollout Time	Arrival Time	Fire	EMS
TF101 Task Force Station 1								
16-002270	02/26/2016	1 Emergency	21:36:10	21:41:01	21:41:16	21:43:55		
16-002340	02/28/2016	1 Emergency	12:53:08	12:55:05	12:56:14	13:01:27		X
16-002365	02/29/2016	1 Emergency	01:55:17	01:57:48	01:59:13	02:05:30		X

Subtotal Responses: 13

Agenda: April 4, 2016
Memo: Item #6

Town of Ocean Ridge, Florida
Agenda Memorandum
Office of the Town Clerk

Subject: Appointments to Planning & Zoning Commission and Board of Adjustment

Mayor and Town Commissioners:

Several appointments to the various boards will either lapse or have become open and will need to be filled. They are as follows:

Planning & Zoning Commission:

2 Regular Members (3 year term): Dr. Richard Bajakian and Mauro Walker

2 Alternates (1 year term): David Hutchins and Kimberlee Marshall

All members have indicated that they would like to be re-appointed to serve on the Planning & Zoning Commission.

Board of Adjustment:

1 Regular Member (3 year term): Vacancy due to the election of Steve Coz as Town Commissioner

2 Alternates (1 year term): Susan Hurlburt and Hans Kahlert

Both alternate members have indicated that they would like to be re-appointed to the Board. Mr. Kahlert has indicated that he would like to fill the regular member seat, which would leave an alternate seat open. Advertisements for open seats will be posted on the website and newsletter.

Discussion:

I have been told that in years past the Commission has deferred one or more of the appointments for one month in the event additional residents wanted to submit a letter of interest and/or brief resume. If the Commission decides to do this again, a motion would be necessary to retain the current board members until the next regular Town Commission meeting.

When making appointments, a motion will be necessary to appoint members for each board separately.

If the Commission desires to re-appoint the incumbents to the Planning & Zoning Commission, the motion would be: Motion to appoint Richard Bajakian and Mauro Walker as regular members to the Planning & Zoning Commission for a three year term, and David Hutchins and Kimberlee Marshall as alternate members to the Planning & Zoning Commission for a one year term.

If the Commission desires to re-appoint the incumbents to the Board of Adjustment, the motion would be: Motion to appoint Hans Kahlert as a regular member to the Board of Adjustment for a three year term, and Susan Hurlburt as an alternate member to the Board of Adjustment for a one year term.

Agenda: April 4, 2016

Memo: Item # 7

Town of Ocean Ridge, Florida

Agenda Memorandum

Office of the Town Manager

Subject: Designation of Voting Delegates and Alternates for Palm Beach County League of Cities

Mayor and Town Commissioners:

The attached form delineates desired Voting Delegate(s) authorized to vote on behalf of the Town of Ocean Ridge on municipal public policy matters periodically presented and adopted within the Palm Beach County League of Cities legislative and operation membership vetting process. Generally, positions are adopted by municipal consensus and within "Home Rule" and other local government agenda parameters.

Most communities name a designated voting delegate and also name their entire Commission as alternate delegates, assuring that anyone attending the official meetings of the League may represent their municipalities in all legislative and policy matters.

Staff is recommending you name the Town Manager as the primary voting delegate and the entire Town Commission as alternate voting delegates to represent us at local League meetings and official functions.

Palm Beach County
LEAGUE of CITIES, Inc.

Designation of Voting Delegate & Alternate(s) to the Palm Beach County League of Cities, Inc.

In accordance with Article Four of the Bylaws of the Palm Beach County League of Cities, Inc., as amended August 26, 2015, the governing body of (City, Town, or Village name):

_____

Took the official action and designated the following voting delegate and alternate(s) to vote on behalf of the above named municipality at any League of Cities general membership meeting, special general membership meeting and/or function of the general membership. This designation applies **ONLY** to weighting voting items for the General Membership.

_____

_____

Voting Delegate _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Alternate(s) _____ *Email:* _____

Action taken this _____ day of_____, 2016

_____ *Mayor Signature*

Attest:

_____ *Clerk Signature* (SEAL)

www.leagueofcities.org | rradcliffe@pbcgov.org
Tel. 561-355-4484 · Fax 561-355-6545
P.O. Box 1989, Gov. Center, West Palm Beach, FL 33402
Office: Governmental Center, 301 North Olive Ave., West Palm Beach, FL 33401

TOWN OF OCEAN RIDGE, FLORIDA

RESOLUTION NO. 2016-04

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA, ELECTING A MAYOR FOR THE TOWN OF OCEAN RIDGE, FLORIDA.

WHEREAS, the Municipal election in the Town of Ocean Ridge, Florida, was held March 15, 2016; and

WHEREAS, Section 3.05 of the Town Charter requires that a Mayor be selected from among its members by the Town Commission; and

WHEREAS, Section 3.05 of the Town Charter further requires that the Mayor be selected at the first regular meeting following the Town Election;

NOW, THEREFORE, BE IT RESOLVED THAT _____ is hereby elected Mayor of the Town of Ocean Ridge, Florida, to hold office until the first Regular Commission meeting following the Town Election of 2017.

Passed and adopted in regular session assembled this 4th day of April, 2016.

_____
Mayor

ATTEST:

_____
Tracey L. Stevens, Town Clerk

TOWN OF OCEAN RIDGE, FLORIDA

RESOLUTION NO. 2016-05

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA, ELECTING A VICE MAYOR FOR THE TOWN OF OCEAN RIDGE, FLORIDA.

WHEREAS, the Municipal election in the Town of Ocean Ridge, Florida, was held on March 15, 2016; and

WHEREAS, Section 3.05 of the Town Charter requires that a Vice Mayor be selected from among its members by the Town Commission; and

WHEREAS, Section 3.05 of the Town Charter further requires that the Vice Mayor be selected at the first regular meeting following the Town Election;

NOW, THEREFORE, BE IT RESOLVED THAT _____ is hereby elected Vice Mayor of the Town of Ocean Ridge, Florida, to hold office until the first regular Commission meeting following the Town Election of 2017.

Passed and adopted in regular session assembled this 4th day of April, 2016.

_____
Mayor

ATTEST:

_____
Tracey L. Stevens, Town Clerk

TOWN OF OCEAN RIDGE, FLORIDA

RESOLUTION NO. 2016-06

A RESOLUTION OF THE TOWN OF OCEAN RIDGE, FLORIDA DESIGNATING DEPOSITORIES FOR TOWN FUNDS; AUTHORIZING THE TREASURER OR DEPUTY TREASURER TO SIGN TOWN CHECKS; AUTHORIZING ANY ONE OF THE FIVE TOWN COMMISSIONERS TO COUNTERSIGN TOWN CHECKS; AND PROVIDING THAT THIS RESOLUTION SHALL CONTINUE IN FULL FORCE AND EFFECT UNTIL MODIFIED BY WRITTEN NOTICE TO SAID DEPOSITORIES.

WHEREAS, the Town Commission of the Town of Ocean Ridge, Florida has designated as depositories of Town funds the following: Bank of America, Wells Fargo, SunTrust Bank, and BB & T Bank; and

WHEREAS, the Town Charter provides that all Town money shall be disbursed only on checks signed by the Treasurer or Deputy Treasurer and countersigned by one member of the Town Commission;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the aforesaid depositories are hereby authorized to honor and cash checks of said Town signed by TRACEY L. STEVENS, as Treasurer or JEAN A. HALLAHAN as Deputy Treasurer, and Countersigned by one of the following persons:

   Gail Adams Aaskov
   James A. Bonfiglio
   Stephen Coz
   Richard J. Lucibella
   Geoffrey A. Pugh

   said persons being the present members of the Town Commission of the Town of Ocean Ridge, Florida.

1. The foregoing authority to disburse Town monies by checks shall be and continue in full force and effect until revoked or modified by written notice actually received by said depositories, setting forth a resolution to that effect, stating it to have been adopted by the Town Commission and signed by the Town Clerk and bearing the Town seal; and said depositories are hereby authorized and directed to at all times rely upon the last notice received by it of any resolution as to the aforegoing authority, and as to the persons who

from time to time are its Officers, and to their signatures when such notice bears the Town seal and is signed by one purporting to be its Town Clerk.

PASSED AND RESOLVED this 4th day of April, 2016.

_____
Mayor

ATTEST:

_____
Tracey L. Stevens, Town Clerk