

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



**October 3, 2016
5:01 P.M. BUDGET HEARING &
6:00 P.M. REGULAR MEETING
TOWN HALL – MEETING CHAMBERS**

TOWN COMMISSION

Mayor Geoffrey A. Pugh

Commissioner Gail Adams Aaskov

Commissioner James A. Bonfiglio

Commissioner Steve Coz

Vice Mayor 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****BUDGET FINAL PUBLIC HEARING (RECONVENED FROM SEPTEMBER 21, 2016 MEETING)**

1.
 - a. Presentation/Discussion of the Budget & Proposed Millage Rate for FY 2016/17
 - b. Announce that the Town of Ocean Ridge Computed Millage Rate of 5.3500 is higher than the Rolled Back Rate of 4.9891 by 7.23%.
 - c. Comment from Commissioners & Public
 - d. Resolution No. 2016-10: Adoption of Final Millage Rate for Fiscal Year 2016/2017
 - e. Resolution No. 2016-11: Adoption of Final Budget for Fiscal Year 2016/2017
 - f. Resolution No. 2016-12: Updating and Re-appropriating Funds for the Capital Projects Fund for FY2016/2017

REGULAR MEETING (BEGINS AT 6:00 P.M.)**ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA****PUBLIC COMMENT – (15 minute maximum with 3 minute individual limit)**

2. Introduction of Palm Beach County Commission on Ethics/Brief Overview of Duties (By: Anthony Bennett, Chief Investigator with Palm Beach County Commission on Ethics)
3. Regular Public Comment Period

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

4. Minutes of Regular Town Commission Meeting of September 12, 2016
5. Minutes of Special Town Commission Meeting of September 21, 2016
6. Authorize the Mayor and Town Clerk to Execute and Record Delinquent Garbage/Trash and Alarm Monitoring Liens for FY2015/16.

ANNOUNCEMENTS AND PROCLAMATIONS

7. Town Hall Administrative Offices will be closed on Monday, October 10, 2016 in observance of the Columbus Day Holiday.
8. The Amended Building Permit Fee Structure Began on October 1, 2016. Please check the website or call Town Hall for more information.
9. Town Hall is the polling location for the November 8, 2016 General Election. The polls will be open from 7:00 a.m. to 7:00 p.m.

PUBLIC HEARINGS

10. An application submitted by Thomas Olofsson, 6195 N. 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 new seawall that will extend a maximum of 192.55' (+/-) east of the Coastal Construction Control Line (CCCL) located at 6195 N. Ocean Blvd or legally described as Amended PL of Boynton's Sub LT 1 BLK 3 & TH PT of BLK 10 LYG W of & ADJ to & ABND Ocean Blvd LYG BET (exact description available for review in the Clerk's Office).

REPORTS

11. Town Manager
12. Town Attorney
13. Police Chief

ACTION ITEMS

14. Appointment of Audit Selection Committee Members (By: Jamie Titcomb, Town Manager)
15. Ratification of the PBA Contract Wage Re-Opener and Extension (By: Jamie Titcomb, Town Manager)

RESOLUTIONS

None

FIRST READING OF ORDINANCES

None

SECOND READING AND ADOPTION OF ORDINANCES

16. **Ordinance No. 615: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 1, “General Provisions”, Section 1-3, “Definitions” to Clarify the Definition of “Family”; Chapter 67, “Buildings and Building Regulations”, Article VII, “Building Standards”, by Creating Division 3, “Occupancy Limitations” to Clarify Such Limitations and to Provide for a Reasonable Accommodation Process for Persons With Disabilities and/or a Handicap; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.**
17. **Ordinance No. 616: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 67, “Buildings and Building Regulations”, Article III, “Technical Codes and Other Construction Standards”, Division 2, “Administration and Enforcement”, Section 67-55, “Construction Board of Adjustments and Appeals” To Provide That Certain Appeals May Be Made to the Board of Adjustment; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.**

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

ADJOURNMENT

**NEXT SCHEDULED TOWN MEETING(S):
CODE ENFORCEMENT HEARING OCTOBER 4, 2016 AT 10:00 AM
BOARD OF ADJUSTMENT MEETING OCTOBER 26, 2016 AT 8:30 AM
REGULAR TOWN COMMISSION MEETING NOVEMBER 7, 2016 AT 6:00 PM**

Agenda: October 3, 2016
Memo: Item # 1

Town of Ocean Ridge, Florida

Town Commission Agenda Memorandum
October 3, 2016 Regular Meeting

Office of the Town Clerk

Subject: Final Budget Adoption

Mayor & Commissioners:

Due to Department of Revenue TRIM guidelines, please make sure to follow the agenda in the exact order.

Suggested motions for the meeting are as follows:

Item #1d on the agenda:

I move to adopt Resolution No. 2016-10, adopting the final levying of ad valorem taxes for the Town of Ocean Ridge of Palm Beach County, Florida, for Fiscal Year 2016-2017.

Item #1e on the agenda:

I move to adopt Resolution No. 2016-11, adopting the final budget for the Town of Ocean Ridge of Palm Beach County, Florida for Fiscal Year 2016-2017.

Item #1f on the agenda:

I move to adopt Resolution No. 2016-12, updating and re-appropriating funds for the Capital Projects Fund for FY2016/2017.

RESOLUTION NO. 2016-10

RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, OF PALM BEACH COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE TOWN OF OCEAN RIDGE, OF PALM BEACH COUNTY, FLORIDA, FOR FISCAL YEAR 2016/2017, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Ocean Ridge of Palm Beach County, Florida, on October 3, 2016, adopted Fiscal Year 2016/2017 Final Millage Rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Town of Ocean Ridge of Palm Beach County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Palm Beach County has been certified by the County Property Appraiser to the Town of Ocean Ridge as \$889,520,621.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE OF PALM BEACH COUNTY, FLORIDA THAT:

Section 1. The Fiscal Year 2016/2017 Operating Millage Rate is 5.3500 mills, which is greater than the rolled-back rate of 4.9891 mills by 7.23%.

Section 2. The voted debt service millage is \$0.

Section 3. This Resolution shall take effect immediately upon its adoption.

Commissioner _____ moved the adoption of Resolution No. 2016-10. The motion was seconded by Commissioner _____.

PASSED AND ADOPTED by an affirmative vote of the Town Commission of the Town of Ocean Ridge of Palm Beach County, Florida, at its Regular Meeting this 3rd day of October, 2016.

Time Adopted: _____

Geoffrey Pugh, Mayor

Attest:

Tracey L. Stevens, Town Clerk

RESOLUTION NO. 2016-11

RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, OF PALM BEACH COUNTY, FLORIDA, ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2016/2017, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Ocean Ridge of Palm Beach County, Florida, on October 3, 2016, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Town of Ocean Ridge of Palm Beach County, Florida, set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2016/2017 in the amount of \$6,411,192.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE OF PALM BEACH COUNTY, FLORIDA THAT:

Section 1. The Fiscal Year 2016/2017 Final Budget be adopted.

Section 2. This Resolution shall take effect immediately upon its adoption.

Commissioner _____ moved the adoption of Resolution No. 2016-11. The motion was seconded by Commissioner _____.

PASSED AND ADOPTED by an affirmative vote of the Town Commission of the Town of Ocean Ridge of Palm Beach County, Florida, at its Regular Meeting this 3rd day of October, 2016.

Time Adopted: _____

Geoffrey Pugh, Mayor

Attest:

Tracey L. Stevens, Town Clerk

ITEM #1.f.

RESOLUTION NO. 2016-12

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA UPDATING AND RE-APPROPRIATING FUNDS FOR THE CAPITAL PROJECTS FUND; FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 AND ENDING SEPTEMBER 30, 2017; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the fund balance of the Capital Projects Fund on September 30, 2016 is as follows:

\$221,057.00 along with a \$180,000 transfer from the General Fund for a total revenue of \$401,057.00.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF OCEAN RIDGE, FLORIDA, THAT:

Section 1. 2016-2017 Fiscal Year Appropriations. The objects and purposes for appropriation and the amount of each are hereby fixed and appropriated as follows:

- a. Rotational Town-wide Paving Program \$200,000.00
- b. Phase Two Radio Equipment Purchase \$80,000.00

Anticipated Fund Balance on 10-01-17 \$121,057.00

(+/- any interest revenue and service charges on the capital fund bank accounts.)

Section 2. Effective Date. This resolution shall take effect immediately upon adoption.

Commissioner _____ moved the adoption of Resolution No. 2016-12. The motion was seconded by Commissioner _____.

PASSED AND ADOPTED by an affirmative vote of the Town Commission of the Town of Ocean Ridge of Palm Beach County, Florida, at its Regular Meeting this 3rd day of October, 2016.

Time Adopted: _____

Geoffrey Pugh, Mayor

Attest:

Tracey L. Stevens, Town Clerk



BUDGET

Fiscal Year 2016 - 2017





Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year (FY17) 2016/'17

October 1, 2016 through September 30, 2017

WORKBOOK v 5.2

*Replaces all earlier versions. Printed for final
Budget Public Hearing, October 3, 2016*

*Maximum Millage Rate of 5.35 Mills adopted by TC (07-13-16) cannot be raised;
it may be adjusted lower during the final Public Budget Hearing.*

Town of Ocean Ridge, Florida

Proposed Budget

Fiscal Year (FY17) 2016/'17

October 1, 2016 through September 30, 2017

MAYOR

Geoffrey A. Pugh

VICE MAYOR

Richard J. Lucibella

COMMISSIONERS

Gail Adams Aaskov

James. A. Bonfiglio

Steve Coz

TOWN MANAGER

James S. Titcomb

TOWN CLERK/TREASURER

Tracey L. Stevens CMC

DEPUTY TOWN CLERK

Jean A. Hallahan

POLICE CHIEF

Hal C. Hutchins

Town of Ocean Ridge, Florida

2016-17 Proposed Budget

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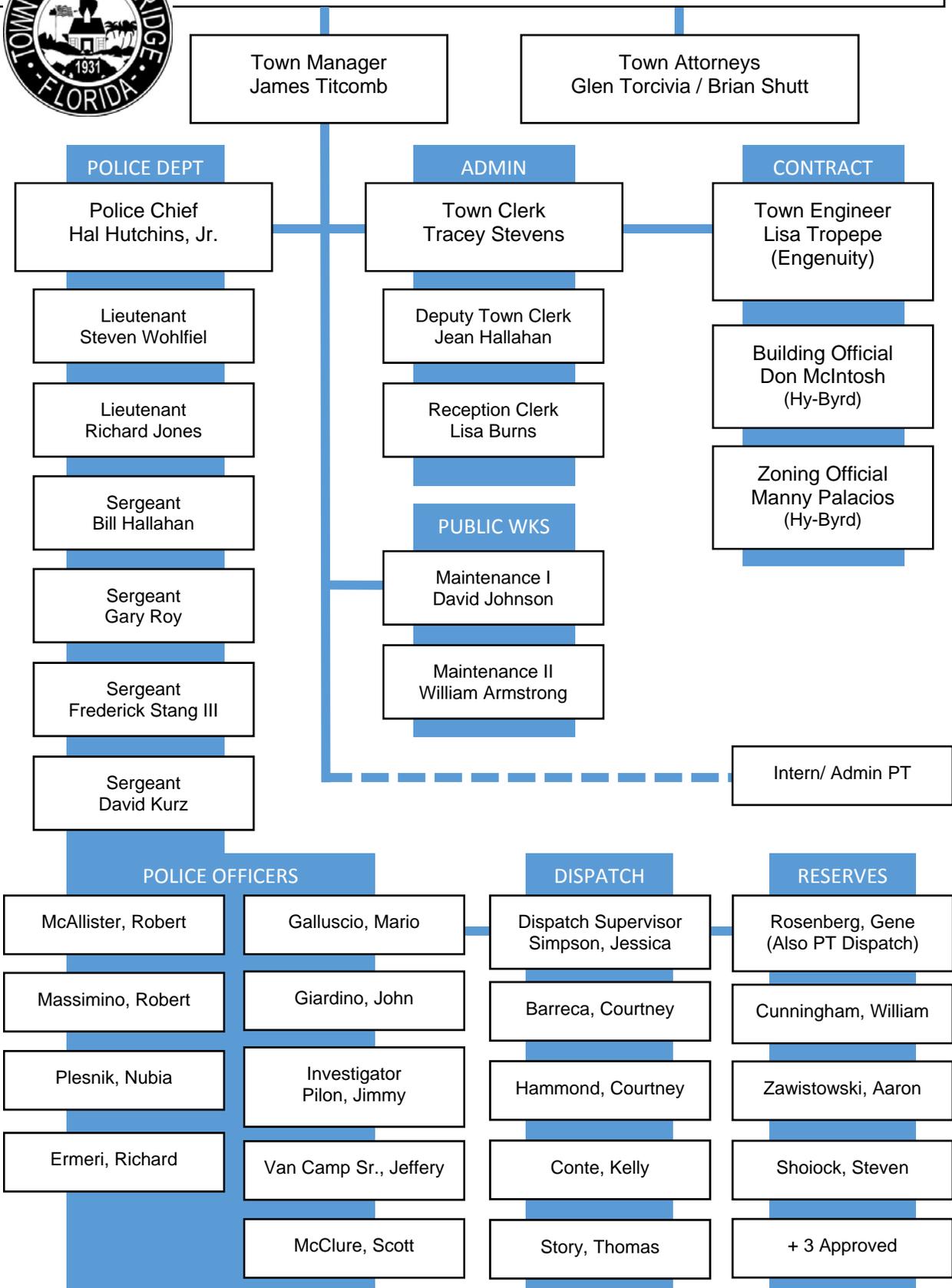
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Elected Body: Mayor & Town Commissioners (5)



TOWN OF OCEAN RIDGE

6450 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA 33435
www.oceanridgeflorida.com

(561) 732-2635 ♦ FAX (561) 737-8359

GEOFFREY A. PUGH
MAYOR, CHAIR OF COMMISSION

JAMES S. TITCOMB
TOWN MANAGER



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

September 12, 2016

Dear Honorable Mayor and Members of the Town Commission:

In accordance with the requirements of State Statutes and Article IV, Section 4.04(e) of the Ocean Ridge Town Charter, the proposed budget for the fiscal year to begin on October 1, 2016 and ending September 30, 2017 is submitted for your consideration.

INTRODUCTION

This document is the proposed fiscal plan for the operations and capital projects investment of the Town of Ocean Ridge during the coming defined fiscal year. The budget is presented to the Commission in a form that conforms to the standards of public financial presentations known as Generally Accepted Accounting Principles (GAAP) promoted by the National Council of Government Accounting. We are keeping the same basic format familiar with both staff and the Commission. It is intended that this budget presentation to the Commission and citizens presents clearly the operations of the Town and the use of tax dollars and other revenues.

The annual operating budget is a basic fiscal document. Once adopted, it becomes the fiscal appropriations plan, or "blueprint," we utilize for the work program for our community and provide the basis for carrying out the Commission's decisions on policies and programs for the improvement, growth, and orderly maintenance of the Town of Ocean Ridge.

BUDGET PREPARATION

In assembling and formalizing this document, the Town Manager sought input from the entire Town Staff. The process of preparing the annual budget begins in May and involves the compilation and gathering of information. Ideas for new and improved services are received from residents, clients (i.e. contractors), elected officials, and staff throughout the year. Each department head assesses current and prior year levels of service and then calculates the costs of providing existing service levels as well as costs of providing improved levels of service. The department heads submit their budget requests to the Town Manager and priorities are set. These priorities are balanced with anticipated resources to result in the Town Manager's proposed budget. By law we present and the Commission adopts a balanced budget each year.

SUMMARY

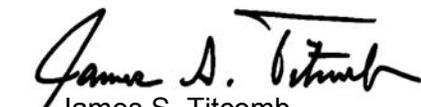
The primary objective of the manager and staff in the preparation of this proposed document is to present to the Commission a budget plan which is within the legal framework established by state law and Town charter and addresses the needs of the community for the next fiscal year.

The budget document is intended to provide the Commission, residents, and staff information about the Town's fiscal responsibilities necessary to provide quality services.

ACKNOWLEDGEMENTS

A document of this scope is the result of many hours of preparation by many people. Special recognition goes out to Town Clerk/Treasurer Tracey Stevens, Deputy Town Clerk Jean Hallahan, Police Chief Hal Hutchins and all the rest of Town staff for their assistance in the preparation of this document.

Respectively submitted and prepared by,


James S. Titcomb
Town Manager

Note: The Maximum Millage Rate adopted at 5.35 mills cannot be raised, however it may be adjusted lower during the final Public Budget Hearings by majority Commission vote.



CERTIFICATION OF TAXABLE VALUE

Reset Form

Print Form

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2016	County : PALM BEACH
Principal Authority : Ocean Ridge	Taxing Authority : Ocean Ridge

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	\$	884,247,574	(1)
2.	Current year taxable value of personal property for operating purposes	\$	5,273,047	(2)
3.	Current year taxable value of centrally assessed property for operating purposes	\$	0	(3)
4.	Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i>	\$	889,520,621	(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	\$	7,926,631	(5)
6.	Current year adjusted taxable value <i>(Line 4 minus Line 5)</i>	\$	881,593,990	(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	\$	822,123,022	(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Number 0 (9)
Property Appraiser Certification		I certify the taxable values above are correct to the best of my knowledge.		
SIGN HERE	Signature of Property Appraiser:	Date :		
	Electronically Certified by Property Appraiser	6/29/2016 8:32 AM		

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i>	5.3500	per \$1,000	(10)
11.	Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i>	\$	4,398,358	(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i>	\$	0	(12)
13.	Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i>	\$	4,398,358	(13)
14.	Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i>	\$	0	(14)
15.	Adjusted current year taxable value <i>(Line 6 minus Line 14)</i>	\$	881,593,990	(15)
16.	Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i>		4.9891 per \$1000	(16)
17.	Current year proposed operating millage rate		5.3500 per \$1000	(17)
18.	Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i>	\$	4,758,935	(18)

19.	TYPE of principal authority (check one)	<input type="checkbox"/> County	<input type="checkbox"/> Independent Special District	(19)
		<input checked="" type="checkbox"/> Municipality	<input type="checkbox"/> Water Management District	
20.	Applicable taxing authority (check one)	<input checked="" type="checkbox"/> Principal Authority	<input type="checkbox"/> Dependent Special District	(20)
		<input type="checkbox"/> MSTU	<input type="checkbox"/> Water Management District Basin	
21.	Is millage levied in more than one county? (check one)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs		STOP HERE - SIGN AND SUBMIT
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22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. <i>(The sum of Line 13 from all DR-420 forms)</i>	\$	4,398,358	(22)
23.	Current year aggregate rolled-back rate <i>(Line 22 divided by Line 15, multiplied by 1,000)</i>		4.9891 per \$1,000	(23)
24.	Current year aggregate rolled-back taxes <i>(Line 4 multiplied by Line 23, divided by 1,000)</i>	\$	4,437,907	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. <i>(The sum of Line 18 from all DR-420 forms)</i>	\$	4,758,935	(25)
26.	Current year proposed aggregate millage rate <i>(Line 25 divided by Line 4, multiplied by 1,000)</i>		5.3500 per \$1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate <i>(Line 26 divided by Line 23, minus 1, multiplied by 100)</i>		7.23 %	(27)

First public budget hearing	Date :	Time :	Place :
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S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.		
	Signature of Chief Administrative Officer :			Date :	
	Title :		Contact Name and Contact Title :		
	James Titcomb, Town Manager		Tracey Stevens, TOWN CLERK		
	Mailing Address :		Physical Address :		
6450 N OCEAN BLVD		6450 NORTH OCEAN BLVD			
City, State, Zip :		Phone Number :		Fax Number :	
OCEAN RIDGE, FLORIDA 33435		5617322635		5617378359	

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: REV
Millage Rate Comparisons from Rolled Back to Maximum
2016-17 BUDGET WORKBOOK (FY17)
FY17 PROPOSED BUDGET WORKSHEETS v5.2 PRINTED 09-26-16

Prior Year Ad Valorem Adjusted Gross Value:	\$822,123,022.00
FY17 Current Year Gross Taxable Value for Operational Purposes:	\$889,520,621.00

MILLAGE RATE		GENERATED	97% Budgeted	VALUE	REV over RBR
4.9891	Rolled Back Rate (RBR)	\$4,437,907	4,304,770	0.00%	-
5.0000		\$4,447,603	4,314,175	0.02%	9,405
5.1000		\$4,536,555	4,400,459	2.23%	86,284
5.1500		\$4,581,031	4,443,600	3.23%	138,830
5.2000		\$4,625,507	4,486,742	4.23%	172,567
5.2500		\$4,669,983	4,529,884	5.23%	225,114
5.3000		\$4,714,459	4,573,026	6.23%	258,851
5.3500	Voted Maximum (flat)	\$4,758,935	4,616,167	7.23%	311,397

The Town has historically budgeted 97% of the Ad Valorem Revenue (95% is the lowest permitted) Maximum millage was voted 5.35 mils July 13, 2016, it can be reduced by majority commission vote.

NOTICE OF PROPOSED TAX INCREASE

The Town of Ocean Ridge has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

A. Initially proposed tax levy\$ **4,415,171**

B. Less tax reductions due to Value Adjustment
Board and other assessment changes\$ **16,813**

C. Actual property tax levy\$ **4,398,358**

This year's proposed tax levy\$ 4,758,935

**All concerned citizens are invited to attend a public
hearing on the tax increase to be held on:**

September 21, 2016

5:01 p.m.

at

**Town Hall
6450 N. Ocean Blvd**

Ocean Ridge, FL 33435

**A FINAL DECISION on the proposed tax increase and
the budget will be made at this hearing.**

Budget Summary Update

FY17 Budget Summary Update

BUDGET SUMMARY			
TOWN OF OCEAN RIDGE - Fiscal Year 2016 - 2017			
THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE TOWN OF OCEAN RIDGE, FLORIDA ARE 2.1% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES.			
General Fund: 5.350			
ESTIMATED REVENUES:	GENERAL FUND	CAPITAL FUND	TOTAL ALL FUNDS
Taxes: Millage Per \$1,000			
Ad Valorem Taxes: 5.35 mils	\$4,616,167		\$4,616,167
Ad Valorem Tax (Voted Debt): 0			
Other Sales & Use Taxes	\$608,500		\$608,500
Licenses & Permits	\$268,600		\$268,600
Intergovernmental Rev	\$233,100		\$233,100
Charges For Services	\$372,500		\$372,500
Fines & Forfeits	\$15,744		\$15,744
Miscellaneous Revenues	\$30,000		\$30,000
Non - Revenues	\$266,581	\$180,000	\$446,581
TOTAL SOURCES	\$6,411,192	\$180,000	\$6,591,192
Transfers In			
Fund Balances/Reserves/Net Assets	\$4,551,871	\$221,057	\$4,772,928
TOTAL REVENUE, TRANSFERS & BALANCES	\$10,963,063	\$401,057	\$11,364,120
EXPENDITURES			
General Government Services	\$1,832,109		\$1,832,109
Law Enforcement & Fire Rescue	\$3,605,211	\$80,000	\$3,685,211
Inspection Services	\$157,500		\$157,500
Garbage & Solid Waste Services	\$250,000		\$250,000
Other Physical Environment	\$314,320	\$200,000	\$514,320
Contingency	\$50,000		\$50,000
Transfers to Capital Projects	\$180,000		
Interfund Transfers	\$22,052		
TOTAL EXPENDITURES	\$6,411,192	\$280,000	\$6,489,140
Transfers Out			
Fund Balances/Reserves/Net Assets	\$4,551,871	\$121,057	\$4,672,928
TOTAL APPROPRIATED EXPENDITURES	\$10,963,063	\$401,057	\$11,364,120
TRANSFERS, RESERVES & BALANCES			
THE TENTATIVE,ADOPTED,AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE MENTIONED TAXING AUTHORITY AS A PUBLIC RECORD			

Balance Sheet Update

BALANCE SHEET

Town of Ocean Ridge 9/17/2016
 As of: 9/28/2016 (update) Balances

Fund: 001 - GENERAL FUND

Assets

101.254	SUN BANK-FRANCHISE TAX (CHECK)	0.00
101.261	BANK AMERICAN GEN OP (CHECK)	1,007,629.25
101.262	BANK OF AMERICA PAYROLL CHECK	3,366.86
101.263	CASH LOAN DEBT SERVICE	38,995.49
101.264	BANK OF AMERICA HEALTH REIMB A	2,657.05
102.000	PETTY CASH	150.00
105.103	DELINQUENT TAXES-1983	0.00
105.104	DELINQUENT TAXES-1984	0.00
115.100	LOT CLEARING CHARGE RECEIVABLE	0.00
115.200	GARBAGE FEES RECEIVABLE	4,534.00
115.300	INLETCA Y WATER LINE RECEIVABLE	0.00
115.400	MISC. WATER LINE RECEIVABLE	0.00
115.500	ALARM MONITORING RECEIVABLE	600.00
115.700	HURRICANE WILMA RECEIVABLES	0.00
115.800	MISC HURRICANE RECEIVABLES	0.00
115.900	MISC. RECEIVABLES	538.83
115.950	ACCRUED INTEREST-RECEIVABLES	3,695.21
118.000	DEPOSITS(METERS,UTILITIES,ETC)	0.00
131.100	DUE FROM FRANCHISE TAX BONDS	0.00
131.200	DUE FROM CAPITAL PROJ FUND	0.00
131.300	DUE FROM LONGTERM NOTE SERVICE	0.00
133.200	DUE FROM FL DEPT. COMM. AFAIRS	0.00
135.100	INTEREST&DIVIDENDS RECEIVABLE	10,704.43
151.301	BRANCH BANKING AND TRUST	0.00
151.323	U.S. TREASURY BILLS/BANK AMERI	0.00
151.324	TREASURY NOTE 17/BANKAMERICA	498,125.00
151.325	CERTIFICATE DEP 14/BANC OF AM	0.00
151.326	CERTIFICATE DEP 14/BANC AM	0.00
151.327	TREASURY NOTE 18/BANKAMERICA	499,914.21
151.328	TREASURY NOTE 16/BANKAMERICA	50.93
151.329	US TREASURY BILLS 06/07	0.00
151.330	TREASURY BILL 19/BANKAMERICA	500,195.31
151.331	GRAND BANK & TRUST OF FL - CD	0.00
151.334	CITY NATIONAL CD	0.00
151.335	WELLS FARGO MM	0.00
151.336	BANK OF AMERICA - CD	997,175.00
151.337	BB AND T MM	0.00
151.341	BANK UNITED	0.00
151.351	SUNTRUST (MM)	1,075,744.69
151.352	SUN BANK CD	0.00
151.353	SUN BANK CD II	0.00
151.391	TD BANK	0.00
151.397	TOWN OF OCEAN RIDGE II	0.00
151.398	INVESTMENTS-MARK TO MARKET	19,035.91
155.100	PREPAID EXPENSES MISC.	2,899.50
155.300	PREPAID GROUP HOSPITAL INS.	0.00
155.500	PREPAID INSURANCE PREMIUMS	0.00

Balance Sheet Update

	<u>156.100 HOLIDAY ACCOUNT</u>	<u>0.00</u>
	Total Assets	<u><u>4,666,011.67</u></u>
<u>Liabilities</u>		
	201.000 VOUCHERS PAYABLE	0.00
	202.000 ACCOUNTS PAYABLE	0.00
	203.000 NOTES PAYABLE-FINANCE VEH.ETC.	0.00
	205.000 CONTRACTS PAYABLE (NOT PAID)	0.00
	206.000 CONTRACTS PAYABLE (RETAINED %)	0.00
	207.200 DUE OTHER FUNDS	0.00
	207.300 DUE GEN.OBLIG. DEBT SERV. 1991	0.00
	208.100 DUE BLDG INSP CERT PROGRAM	1,130.24
	208.200 DUE DEPT. HEALTH. REHAB.-RADON	0.00
	208.300 DUE P.B.CO. ROAD IMPACT FEES	0.00
	208.400 DUE FLORIDA ELECTIONS COMM.	0.00
	208.500 DUE FDLE/CRIMINAL HISTORY CKS	0.00
	216.100 ACCRUED WAGES PAYABLE	81,175.89
	216.110 ACCRUED FICA PAYABLE	6,209.94
	218.100 FICA TAXES (WITHHELD)	9,667.87
	218.200 WITHHOLDING TAXES PAYABLE	8,320.00
	218.300 GROUP HOSP. INSURANCE-WITHHELD	6,387.38
	218.400 CREDIT UNION CONTR. (WITHHELD)	0.00
	218.500 DEFERRED COMPENSATION	1,228.46
	218.600 WAGE ASSIGNMENTS WITHHELD	0.00
	218.700 RETIREMENT	21.60
	218.800 DENTAL INS CONTR. (WITHHELD)	0.00
	218.900 DIRECT DEPOSITS	0.00
	220.000 DEPOSITS	0.00
	223.000 DEFERRED REVENUE	0.00
	223.100 PRO. & OCCUPATIONAL LICENSES	0.00
	223.200 DPS REGULATORY REGISTRATION	0.00
	223.300 OCCUPATIONAL VEHICLE ID.	0.00
	223.400 OTHER REVENUE	0.00
	230.730 NONEXISTING ENTERED CREC MSTK	0.00
	Total Liabilities	<u>114,141.38</u>
<u>Reserves/Balances</u>		
	009.100 TRANSFER TO OTHER FUNDS	0.00
	243.000 ENCUMBRANCES	0.00
	245.000 RESERVE FOR ENCUMBRANCES	0.00
	247.100 RESERVE FOR TOWN HALL CAP PROJ	370,550.05
	247.200 RESERVE FOR INSURANCE	160,000.00
	247.300 RESERVE-FEDERAL REVENUE	0.00
	247.400 BEAUTIFICATION RESERVE ACCT	115,267.48
	247.500 RESERVE FOR HURRICANE GIFT	0.00
	247.600 RESERVE LOAN PAYMENT DRAINAGE	0.00
	271.100 FUND BALANCE	3,287,174.97
	298.000 CHANGE IN FUND BALANCE	<u>618,877.79</u>
	Total Reserves/Balances	<u>4,551,870.29</u>
	Total Liabilities & Balances	<u><u>4,666,011.67</u></u>

Balance Sheet Update

Fund: 302 - CAPITAL PROJECTS FUND

<u>Assets</u>		
115.600	GRANTS RECEIVABLE	0.00
131.000	DUE FROM GENERAL FUND	0.00
151.311	WACHOVIA CD - MCGINTY PROC	0.00
151.313	CARNEY BANK CD - OC AVE PROC	0.00
151.335	WELLS FARGO MM	143,310.46
151.337	BB AND T MM	50,020.69
151.360	LOT PROCEEDS TREASURY BILL	0.00
151.361	CAPITAL BANK (MM)	0.00
151.362	COMM CAP ACCT/MISC CAP PROJECT	0.00
151.364	TOWN OF OCEAN RIDGE II	0.00
151.365	TREAS BILL COMM CAP II	0.00
151.371	MCGINTY MMKT B OF AM	32,607.99
151.372	BARNETT BANK (MM) WATER IMPROV	0.00
151.373	BANK OF AMERICA TH M MKT	0.00
151.374	BANK OF AMERICA CK ACCT TH	0.00
151.375	COMM CAP ACCT BRIDGE CONSTRUCT	0.00
151.392	U.S. TREASUREY BILLS/BARNETT	0.00
151.393	BRIDGE CONSTRUCT TREASURY BILL	0.00
151.394	BRIDGE CONSTRUCT QK TREAS BILL	0.00
151.395	BRIDGE CONST SURPL TREAS BILL	0.00
151.396	MISC CAP PROJECTS TBILL	0.00
151.397	TOWN OF OCEAN RIDGE II	0.00
	<u>Total Assets</u>	<u>225,939.14</u>
<u>Liabilities</u>		
201.000	VOUCHERS PAYABLE	4,883.00
202.000	ACCOUNTS PAYABLE	0.00
205.000	CONTRACTS PAYABLE (NOT PAID)	0.00
207.200	DUE OTHER FUNDS	0.00
	<u>Total Liabilities</u>	<u>4,883.00</u>
<u>Reserves/Balances</u>		
271.100	FUND BALANCE	120,897.90
298.000	CHANGE IN FUND BALANCE	100,158.24
	<u>Total Reserves/Balances</u>	<u>221,056.14</u>
	<u>Total Liabilities & Balances</u>	<u>225,939.14</u>



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FY17 BUDGET DETAILS & SUMMARY (Update 092816)

This is the first budget presented since the Town undertook a pretty significant transformation of a majority of its top administrative officials (i.e. Town Manager, Town Clerk, Town Attorney, Police Chief, etc.). The FY16 Budget was created and implemented under a prior administration and mostly managed by the current administration in a transitional year. The FY17 proposed budget attempts to bridge management procedures and policies, under the legislative direction of the Town Commission, and move toward evolving our legacy systems and workforce forward.

Overview of the general fund shows revenues have grown faster than expenditures for the last five fiscal years and the fund balance increased as well, except at FY15 year end, where restated implementation of GASB 68 reduced the balance for Pension liability accounting requirements. The fund balance includes transfers to the Capital Project Fund as well.

The proposed FY17 General Fund Budget shows \$269,000 from unappropriated, transfers and non-revenue funds to balance. The budget as presented has a flat tax millage rate of 5.350 is proposed. The ad valorem revenue increase is a 7.23% increase over the rolled back rate for the previous fiscal year. However, the currently proposed budget is 2.2% increase over FY16.

The fiscal year 2017 General Fund Budget has a proposed inflow of \$135,191 in revenues over FY16. As a service organization, personnel costs account for the largest portion of budget followed by operating expenses, loan repayments and the Boynton Beach Fire/EMS Contract which raised 4% this year to \$1,058,855, renewed for a new 12-year term.

This year's budget focuses on improving maintenance and updates to all our systems such as our stormwater improvements, road paving cycle and drainage pipe repairs. Bids have been obtained to seal and stripe the Town Hall parking lot; along with modernization of Town Hall HVAC systems components. Landscape maintenance contracts, Building, Zoning & Inspections contract and maintaining the Town's current level of visibility for public safety are all a priority as the needs increase in these areas. Funds have been added for the increase in the contract for Fire Rescue services with the City of Boynton Beach. Also included under General Government Services are loan payments for the drainage project \$468,000 and Town Hall loan \$311,175.

This year's proposed budget at voted maximum millage maintains last year's flat millage rate of 5.350. This is a 7.23% increase over the rolled back rate for FY15/16. However the current proposed FY16/17 Operating Budget of the Town calculates to a 2.2% increase as presented.

The following initiatives further expand our current levels of service and are included in this year's recommendation. All of these programs have a significant financial impact while improving the quality of life in our community.

Beautification, Landscaping and No-see-um & Mosquito (Zika) Control Spraying

The cost for landscaping maintenance is based on the contract currently held with Chris Wayne & Associates at same base price as last year, however I've increased the line item for additional



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various landscaping upgrade projects that occur throughout the year, including other contractors whom perform special assignment maintenance, and anticipate the introduction of targeted beautification design projects currently in contemplation.

The Woolbright Detention Stormwater Area, which services to collect and filtrate excess water from the majority south end of the Town is being readied for a 10-year plus facility maintenance upgrade initiative just approved by the Commission, but will be paid out of the FY16/17 budget year budgeted at \$19,000 under the Repair & Maintenance line of the “Other Physical Environment” department.

The budget includes the cost for our Clarke Environmental No-see-um, Mosquito & Zika control spraying at a budgeted cost of \$68,000 to cover the anticipated increase in calls for resident service and treatment service area expansion, as well as additional treatment prescriptions such as truck spray and larvicide treatments to address expanding Mosquito concerns. The expansion is due to the increase in public awareness of the much publicized Zika Mosquito problems and additional homes and condos service to be added to the manpower, services and improved materials to be deployed.

There is an encumbered Beautification Reserve Account that has a balance of \$115,267. While not part of the general budget, it’s available for future enhancement projects. In the past, the Commission approved various expenditures from these funds to place decorative signage throughout the Town; similar to those placed on Old Ocean Boulevard. The signage included replacing all street name signs, stop signs, speed limit signs, no parking signs, and other directional signage with decorative street signs. Many of these sign systems are reaching the end of their pristine shelf life, and although they are cleaned and periodically repainted, we anticipate seeking information on and recommending some replacement sign system components in the foreseeable future. Any proposal will be brought to the Town Commission.

Stormwater and Public Works

Major Stormwater issues have been historically ongoing and addressed well by the Town Commission through necessary construction completed with millions of dollars invested. A central area drainage project was proposed in a previous year to connect the “Villas” to the Town system, but was deferred until such time as the Town can initiate a consolidated drainage solution for the area along A-1-A and identify the ability to accommodate the capacity under Stormwater permits. Town staff recently met with FDOT engineers to seek drainage solutions in the area that fall under their jurisdictional Right of Way (ROW). Staff is also in conversation with Palm Beach County to obtain a two small strips of tax deed land along the FDOT ROW through intergovernmental title transfer, which may become instrumental in a future solution.

The Staff has again budgeted \$35,000 in funds for storm drainage maintenance services, road maintenance, and similar repairs in the General Fund for the FY17 budget.

The Town annually pays down a \$7,006,817 State Revolving Funds 20-Year loan in place for the various stormwater drainage improvements. The yearly payment amount is \$467,943.68 made in two (2) payments of \$233,971.84 every (6) months.



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Town Engineer

Staff is recommending continuing our contract with our full-time Town Engineer who works on and oversees various civil engineering projects. The firm Engenuity Group and principle partner Lisa Tropepe, serves as our Town Engineer of record. Their costs are on a project basis. Their base contract hasn't increased in more than 5 years. With ongoing special projects and regular Town Engineering needs, as well as a significant increase in building (hence drainage plans review activities) staff has budgeted for a \$5,000 increase for the full year of Town Engineering services. Additional funding for the Town Engineer includes \$30,000 for building permit review, \$2,000 for GIS and \$8,000 for NPDES.

Fire/EMS Contract Services

The City of Boynton Beach, originally in October 2004, took over Fire/Rescue services for the Town of Ocean Ridge. Boynton Beach also provides Emergency Medical Services (EMS) to the Town. The City Commission in Boynton and the Town Commission recently adopted the renewal for the Boynton Beach Fire/EMS Contract, which has raised 4% this year to a budgeted total of \$1,058,855 and renewed for a new 12-year term of service.

Law Enforcement

We have negotiated the third-year Salary Reopener in Article 20 Wages, effective through September 30, 2017, we also requested and added consideration of a 1-year extension to the existing 3-year contract with the Police Union (PBA Collective Bargaining Members) that, if fully ratified, will now be in effect through September, 2018. The contract bargaining unit members only include the Officers and the Sergeants. The proposed budget includes salary projections approved in the contract negotiations, along with a tiered Merit Based Evaluation system to assess and assign future increases, which all members will be eligible to earn up to a 5% increase on their respective anniversary dates if top evaluations are obtained and awarded. Similar salary assessment methods and benefits are budgeted FY17 to be extended to all employees per Town traditions.

September 30th marks the conclusion of a three year agreement with the Town of Briny Breezes to provide Police Services at a fee of \$213,145, but budgeted for \$221,168 for FY17. That revenue has been removed from FY17, as the contract was awarded to the City of Boynton Beach by the Town Council of Briny Breezes, with their service beginning on October 1st, 2016.

The police budget has \$93,900 for Machinery & Equipment, other requested equipment may be funded as Capital Fund items. Those additional items contemplated and shown on the 5-year Capital Investment Plan later in the workbook but are not funded at this time.

PD Dept.: 001.521.107.506.400: Machinery & Equipment Details List (*continued next page*)



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New/Equipped Police Vehicles (2 @ \$40,500) (Sheriff's Bid)	\$81,000.00
Desktop Computers (2 @ \$1,900.00)	3,800.00
Laptop Computers (2 @ \$2,300.00)	4,600.00
Dispatch Chairs (2@ \$1000.00) (911 Reimbursable)	2,000.00
Ice Machine for Replacement of Inoperable Unit	2,500.00
Total	\$93,900.00

Highlight Expenditures in Budget

Highlights in this year's proposed budget of notable government expenditures are as follows:

Town Engineer General Services (base same, increased services below)	\$ 50,000
Town Engineering Project charges (NPDES, GIS, Drainage Plans Revue, etc.)	40,000
Building & Zoning, Inspection Services (+10% for expanding business)	154,000
Landscape and maintenance, (CWA base contract, increased projects)	80,000
Woolbright Detention Area Upgrade Project (TC approved to 20K)	19,000
Road and Storm drainage maintenance	35,000
Fire hydrant and Waterline maintenance	30,000
Fire/EMS contract with Boynton Beach	1,058,855
Mosquito (Zika) & No-see-um Treatment expansion	68,000
New Police Cars (rotational replacement plan)	117,000
Capital Expenditures (i.e. paving, radios etc.)	280,000
Contingency Account	50,000

Note: Revenues are trending and anticipated to increase significantly in Building Permits, Plans and Inspection Services areas, workload and expenses go up as well to service the Building department processing, many as pass-through expenses.

Road Paving

The proposed annualized cycle for a road repaving program is proposed to increase to \$200,000 in the FY17 budget, as directed by the Town Commission. It takes roughly \$100,000 per mile Town Administration is developing a Town-wide rotational Paving program to go out to RFP. Specific streets and costs will be defined as part of the RFP process proposals to maximize apportioning resources and expenditures moving forward on an annualized basis again. The Town got away from annualized replacement during recent leaner economic years.

Capital Projects Fund

There are capital projects anticipated and funded for each year. This FY17 proposed budget includes a Capital Investment Plan worksheet to be analyzed and funded at the Commission's discretion to meet priorities of the Town. The \$195,000 in the current FY16 budget, included \$100,000 for street paving (which was not expended in FY16), \$80,000 for phase one of new upgraded Police Department radio equipment compatible with Palm Beach County's system, and \$15,000 for Professional Services for Inlet Cay roadway projects.



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With major transitions this year in staff and systems, a paving renewal project was not initiated in FY16, except a small contract was committed for the Town Hall parking lot to be sealed and stripped in the next couple weeks. The first phase of Police Radios were purchased at a slight discount and are being charged to the Capital Fund reducing its balance accordingly. The Capital Fund for FY17 anticipates re-appropriation of the \$221,057 in unexpended funds, plus an additional \$100,000 for paving and \$80,000 for second phase Police Department radios.

REVENUES

Anticipated General Fund revenues for the fiscal period are summarized on pages 1 and 2 of the budget book data section so one can see the various sources of general income for the Town. Total anticipated general fund revenues of \$6,413,611 are sufficient to balance the proposed FY17 budget. Various revenues from State, taxing authorities and other sources are estimates that can alter as final intergovernmental agency numbers are updated.

The total amount of Ad Valorem revenues are an increase of \$135,191 over the prior fiscal year. The total operational expense budget represents a 2.2% increase proposed over the previous fiscal year. This is based upon a "flat" property tax levy of 5.350 per \$1,000 assessed valuation.

EXPENDITURES

The assessment of budgetary needs is an ongoing process encompassing both long and short-term necessities. These needs are evaluated in conjunction with desired service levels, long and short-term policy objectives and limitations of revenue sources. Balancing these competing needs makes up the bulk of the budget planning process. The Town Commission sets the direction, policies, priorities and appropriations each year by majority legislative action.

Necessities such as debt service requirements, insurance coverage and the delivery of basic services take priority over other needs, usually these are fixed amounts, intergovernmental or contractually. The Town strives to constantly address issues critical to improving the quality of life for our residents. As an organization, we seek the highest levels of service, the most qualified personnel, and the best equipment that we can afford. Budgetary needs are constantly prioritized and choices are made within the framework of established policies and resources.

The proposed General Fund budget calls for a total expenditures of **\$6,413,611.**

PERSONNEL

The personnel costs in the proposed FY17 budget include the salaries and benefits approved in the PBA contract negotiations for the police bargaining members, and the Town's switch to the new Health Insurance coverages from BlueCare HMO 14251 Plan (Blue Cross/Blue Shield) comprehensive insurance program and related coverages.

The new plan generously adopted by the Town Commission provides enhanced and improved coverages for all employees over previous more Spartan offerings. A merit raise system as defined in PBA negotiations is similar in approach as intended for all the Town's workforce for



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merit evaluation and tiered merit raises for performance. Hence, for budgeting purposes all employees in the Town have been budgeted for up to a maximum of 5% increase in their salary in the coming fiscal year (FY17) to be implemented on their anniversary date at the increase warranted from the evaluation results. Contract employees and employees in consideration for any position/duty/title change or realignment may be also adjusted for additional remuneration based upon any reconfiguration proposed to and approved by the Town Commission. Previous “step plan” rates, formulas and caps are not applied in this proposed fiscal year, as the methodology is intended to usher in a true pay for performance merit system.

Originally budgeting and anticipated up to 10% estimated cost increases for healthcare insurance in early drafts, the new Health Plan initiated, after census enrollment and wider participation represents about a 3% increase overall after full census data. The cost for long term disability which is broken out traditionally in our budget documents went up significantly based upon our specific job and census demographics, but combined with healthcare bundles has reduced the anticipated coverage costs overall. Any differences in the department budget line items have already been calibrated to keep overall budget amounts the same as advertised.

The Florida Retirement System increased the rates for civilians this year from 7.26% to **7.52%**. However, it also increased the rates for special risk employees from 22.04% to **22.57%**. The new rates are factored in the budget presented.

Last year’s budget included additional expenses for the Town Manager and Town Clerk due to retirement and overlaps. The pay period schedule which had 27 pay periods during the FY16 year returns to the normal 26 periods.

SUMMARY

The primary objective of the manager and staff in the preparation of this proposed document is to present to the Commission a budget plan which is within the legal framework established by state law and Town Charter/Code and to address the general needs of the community for the coming fiscal year. The budget document is intended to provide the Commission, residents, and staff information about the Town’s fiscal responsibilities necessary to provide quality services.

**Town of Ocean Ridge
Financial Highlights
For the Year Ended
September 30, 2015**



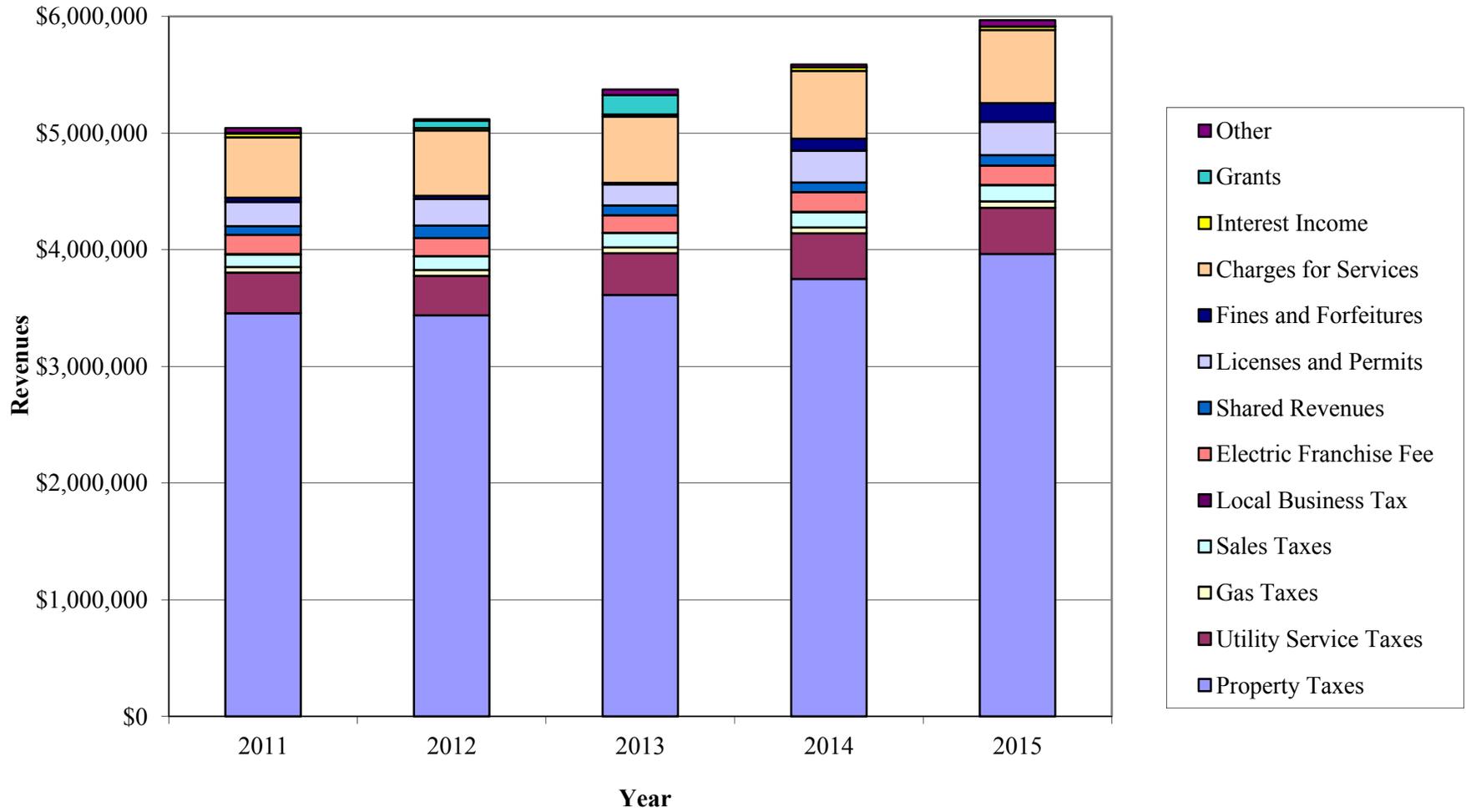
The information presented here has been derived from the Town's Basic Financial Statements and information provided by the Town. It is not intended to be a financial report under generally accepted accounting principles.

Town of Ocean Ridge Governmental Revenues

Revenues	2011	2012	2013	2014	2015	Increase (Decrease)	Percent Change	Percent of Total
Property Taxes	\$ 3,454,649	\$ 3,437,863	\$ 3,611,937	\$ 3,749,922	\$ 3,963,078	\$ 213,156	5.7%	66.4%
Utility Service Taxes	348,120	338,386	358,224	390,145	396,012	5,867	1.5%	6.6%
Gas Taxes	47,982	49,943	49,504	50,972	54,120	3,148	6.2%	0.9%
Sales Taxes	108,661	116,801	122,640	132,075	139,017	6,942	5.3%	2.3%
Local Business Tax	4,685	1,337	2,489	2,509	2,666	157	6.3%	0.0%
Electric Franchise Fee	162,832	155,573	151,526	167,505	165,337	(2,168)	-1.3%	2.8%
Shared Revenues	74,754	106,204	83,445	81,466	89,678	8,212	10.1%	1.5%
Licenses and Permits	207,621	228,544	179,693	274,604	284,354	9,750	3.6%	4.8%
Fines and Forfeitures	37,129	28,009	14,201	101,094	163,233	62,139	61.5%	2.7%
Charges for Services	516,064	559,991	567,151	581,465	624,817	43,352	7.5%	10.5%
Interest Income	31,030	19,868	18,044	31,086	29,996	(1,090)	-3.5%	0.5%
Grants	6,915	64,085	166,880	1,000	1,000	-	0.0%	0.0%
Other	42,098	11,243	47,937	22,335	53,343	31,008	138.8%	0.9%
TOTALS	\$ 5,042,540	\$ 5,117,847	\$ 5,373,671	\$ 5,586,178	\$ 5,966,651	\$ 380,473	6.8%	100.0%

Increase (Decrease)	\$ (65,669)	\$ 75,307	\$ 255,824	\$ 212,507	\$ 380,473
Percent Change	-1.3%	1.5%	5.0%	4.0%	6.8%

Town of Ocean Ridge Governmental Revenues

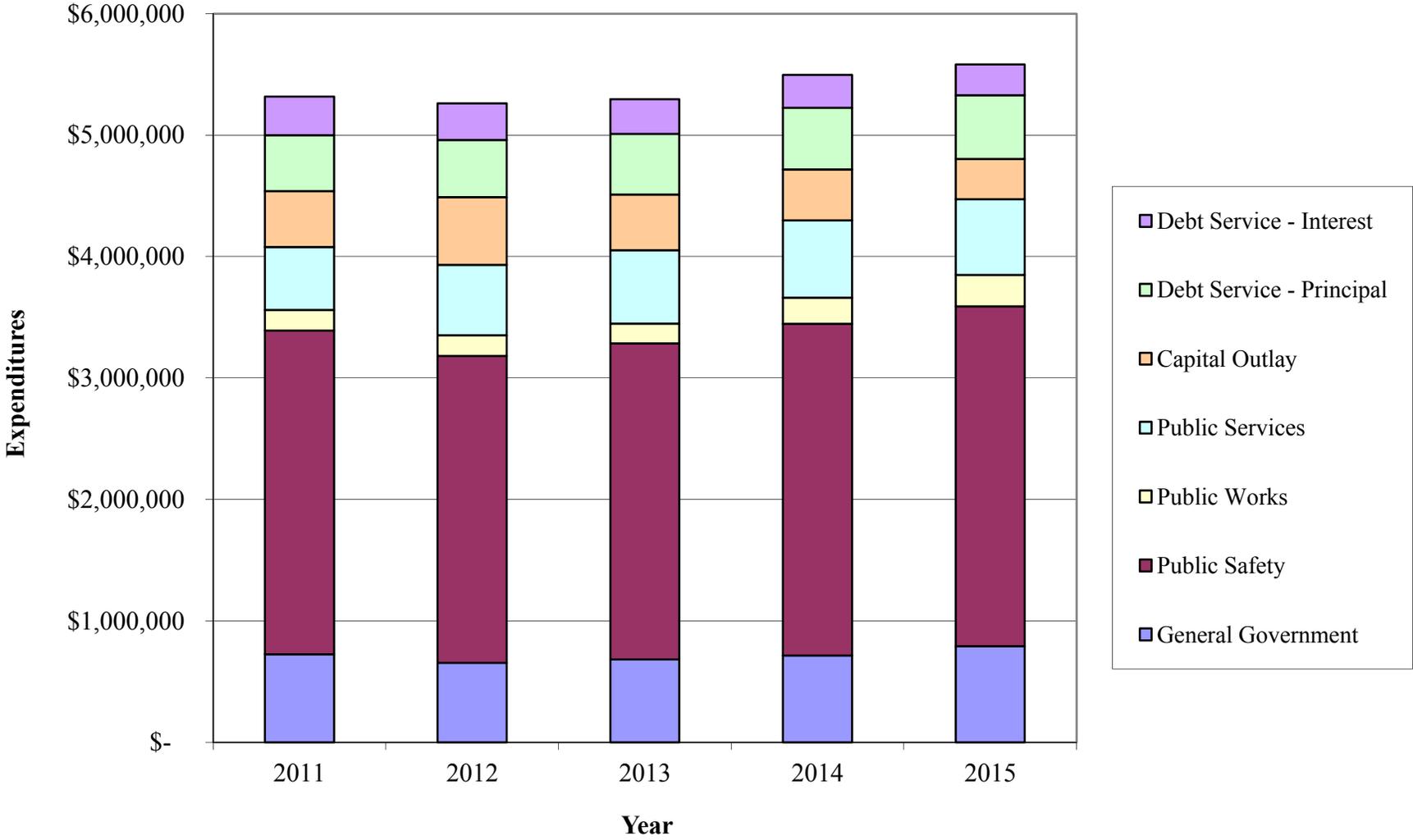


Town of Ocean Ridge Governmental Expenditures

Expenditures	2011	2012	2013	2014	2015	Increase (Decrease)	Percent Change	Percent of Total
General Government	\$ 723,677	\$ 652,283	\$ 680,189	\$ 713,556	\$ 791,506	\$ 77,950	10.9%	14.2%
Public Safety	2,665,934	2,528,484	2,603,448	2,731,651	2,798,650	66,999	2.5%	50.1%
Public Works	169,410	169,720	163,167	216,227	257,666	41,439	19.2%	4.6%
Public Services	518,290	581,275	605,816	636,805	624,811	(11,994)	-1.9%	11.2%
Capital Outlay	461,577	556,713	458,629	418,291	329,628	(88,663)	-21.2%	5.9%
Debt Service - Principal	461,018	470,994	497,610	509,124	526,315	17,191	3.4%	9.4%
Debt Service - Interest	317,997	303,040	286,652	269,989	252,953	(17,036)	-6.3%	4.5%
TOTALS	\$ 5,317,903	\$ 5,262,509	\$ 5,295,511	\$ 5,495,643	\$ 5,581,529	\$ 85,886	1.6%	100.0%

Increase (Decrease)	\$ (127,877)	\$ (55,394)	\$ 33,002	\$ 200,132	\$ 85,886
Percent Change	-2.3%	-1.0%	0.6%	3.8%	1.6%

Town of Ocean Ridge Governmental Expenditures



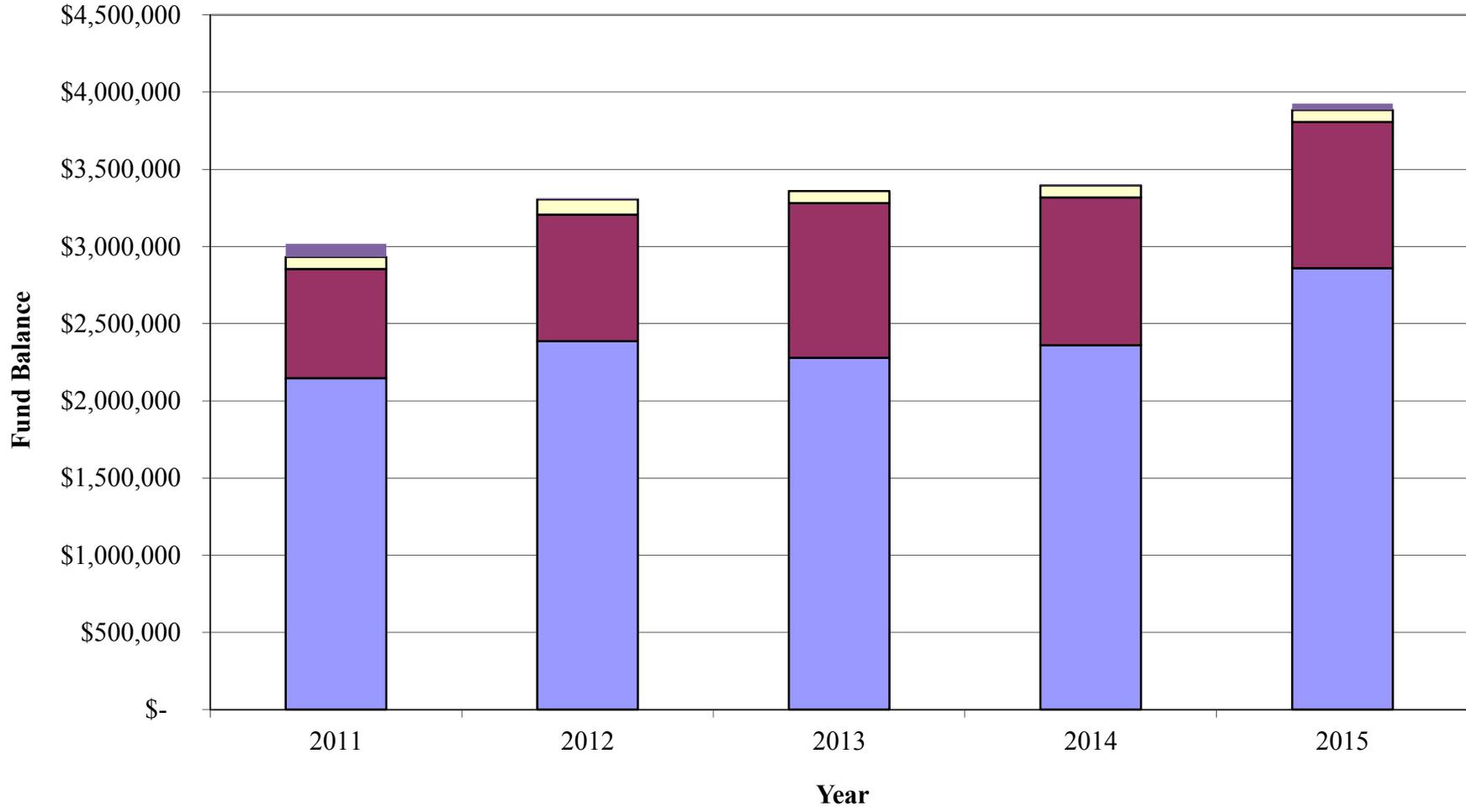
Town of Ocean Ridge Fund Balance - General Fund

Fund Balance	2011	2012	2013	2014	2015	%	Increase (Decrease)
Unassigned	\$ 2,147,160	\$ 2,386,344	\$ 2,278,070	\$ 2,360,013	\$ 2,858,728	73%	\$ 498,715
Assigned	706,541	819,520	1,002,392	957,353	947,354	24%	(9,999)
Restricted	77,990	98,990	77,991	77,991	77,991	2%	-
Nonspendable	84,711	6,852	-	4,552	40,886	1%	36,334
TOTALS	\$ 3,016,402	\$ 3,311,706	\$ 3,358,453	\$ 3,399,909	\$ 3,924,959	100%	\$ 525,050

Change in Fund Balance \$ 99,018 \$ 295,304 \$ 46,747 \$ 41,456 \$ 525,050

Total General Fund Expenditures	\$ 4,928,894	\$ 4,761,787	\$ 4,882,432	\$ 5,244,684	\$ 5,281,963
Unassigned Percentage	43.6%	50.1%	46.7%	45.0%	54.1%

Town of Ocean Ridge General Fund - Fund Balance



■ Unassigned ■ Assigned □ Restricted ■ Nonspendable

Town of Ocean Ridge Net Position

	2011	2012	2013	2014	2015	Increase (Decrease)
Current Assets	\$ 4,446,722	\$ 4,395,465	\$ 3,691,267	\$ 3,809,781	\$ 4,200,012	\$ 390,231
Capital Assets	18,868,497	18,679,394	18,458,185	18,224,257	17,836,215	(388,042)
Total Assets	<u>23,315,219</u>	<u>23,074,859</u>	<u>22,149,452</u>	<u>22,034,038</u>	<u>22,036,227</u>	<u>2,189</u>
Deferred Outflows of Resources	-	-	469,549	431,059	712,841	281,782
Current Liabilities	138,712	184,815	147,305	159,511	173,941	14,430
Non-current Liabilities	9,694,589	9,247,662	8,540,350	8,006,909	8,903,101	896,192
Total Liabilities	<u>9,833,301</u>	<u>9,432,477</u>	<u>8,687,655</u>	<u>8,166,420</u>	<u>9,077,042</u>	<u>910,622</u>
Deferred Inflows of Resources	-	-	8,883	8,456	390,956	382,500
Net Investment in Capital Assets	9,920,949	10,202,615	10,478,791	10,751,062	10,882,823	131,761
Restricted	62,293	83,968	63,941	64,940	65,968	1,028
Unrestricted	3,498,676	3,355,799	3,379,731	3,474,219	2,332,279	(1,141,940)
Total Net Position	<u><u>\$ 13,481,918</u></u>	<u><u>\$ 13,642,382</u></u>	<u><u>\$ 13,922,463</u></u>	<u><u>\$ 14,290,221</u></u>	<u><u>\$ 13,281,070</u></u>	<u><u>(1,009,151)</u></u>

Town of Ocean Ridge Changes in Net Position

	2011	2012	2013	2014	2015	Increase (Decrease)
Program Revenues						
Charges for Services	\$ 715,641	\$ 778,606	\$ 763,534	\$ 959,672	\$ 1,075,070	\$ 115,398
Operating Grants and Contributions	41,434	67,083	30,500	9,953	17,524	7,571
Capital Grants and Contributions	46,042	64,773	119,415	-	3,443	3,443
General Revenues						-
Property Taxes	3,454,649	3,437,863	3,611,937	3,749,922	3,963,078	213,156
Other Taxes	558,934	543,902	559,254	608,622	615,469	6,847
Intergovernmental	183,415	223,005	196,838	220,632	225,345	4,713
Investment Earnings	31,030	19,868	18,044	26,691	29,996	3,305
Other	10,533	10,313	10,437	25,219	24,999	(220)
Total Revenues	<u>5,041,678</u>	<u>5,145,413</u>	<u>5,309,959</u>	<u>5,600,711</u>	<u>5,954,924</u>	<u>354,213</u>
Expenses						
General Government	1,037,881	1,050,189	1,032,675	978,302	1,049,994	71,692
Public Safety	2,724,150	2,594,891	2,650,350	2,761,480	2,745,264	(16,216)
Public Services	518,290	581,275	605,816	636,805	624,811	(11,994)
Public Works	437,168	457,612	453,448	588,635	649,250	60,615
Other	315,826	300,982	284,439	267,731	250,611	(17,120)
Total Expenses	<u>5,033,315</u>	<u>4,984,949</u>	<u>5,026,728</u>	<u>5,232,953</u>	<u>5,319,930</u>	<u>86,977</u>
Change in Net Position	8,363	160,464	283,231	367,758	634,994	267,236
Net Position - Beginning	<u>13,473,555</u>	<u>13,481,918</u>	<u>13,639,232</u>	<u>13,922,463</u>	<u>12,646,076</u> 	<u>(1,276,387)</u>
Net Position - Ending	<u>\$ 13,481,918</u>	<u>\$ 13,642,382</u>	<u>\$ 13,922,463</u>	<u>\$ 14,290,221</u>	<u>\$ 13,281,070</u>	<u>\$ (1,009,151)</u>

 Restated for implementaion of GASB 68



Funds & Departments Financial Data Tables & Descriptions

**FY17 Budget Workbook
Ver. 5.2**

Fiscal Year (FY17) 2016/'17
Oct. 1, 2016 thru Sept. 30, 2017

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT.: REV
STATEMENT OF REVENUES
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Dept.: 310.000 Taxes					at 5.35 max millage	
311.000 Ad Valorem Tax (at 97% net)	3,963,079	4,282,715	4,144,098	96.8%	4,616,167	7.8%
312.410 Local Option 6 Cent Gas Tax	36,814	35,760	21,973	61.4%	34,500	-3.5%
312.420 Second Local Option Fuel Tax	17,306	17,000	11,982	70.5%	17,000	0.0%
313.100 Electric Franchise Tax	165,337	168,000	106,643	63.5%	168,000	0.0%
314.100 Utility Service Tax (Electric)	241,251	240,000	176,049	73.4%	240,000	0.0%
314.800 Utility Service Tax (Propane)	17,712	16,000	14,874	93.0%	16,000	0.0%
314.900 Utility Service Tax (Water)	92,796	84,000	72,724	86.6%	84,000	0.0%
315.000 Communication Services Tax	42,031	48,000	29,253	60.9%	48,000	0.0%
319.100 Interest On Delinquent Taxes	317	5,000	4,254	85.1%	1,000	-80.0%
Sub Totals	4,576,642	4,896,475	4,581,849	93.6%	5,224,667	6.7%
Dept.: 320.000 Licenses & Permits						
321.100 Prof. & Occupational Licenses**	2,666	2,000	2,790	139.5%	0	-100.0%
321.200 DPS Business Permit (Revs FL.ST.)**	14,500	14,000	10,979	78.4%	500	-96.4%
321.300 Occupational Vehicle IDs**	6,946	6,000	6,672	111.2%	0	-100.0%
322.100 Building Permits:	259,731	200,000	344,154	172.1%	265,000	32.5%
329.100 Sign Permits	445	500	430	86.0%	500	0.0%
329.200 Alarm User Permits	562	600	488	81.3%	600	0.0%
329.500 Boats Permits**	0	50	0	0.0%	0	-100.0%
329.600 Rental Registrations	2,170	2,000	1,960	98.0%	2,000	0.0%
Sub Totals	287,020	225,150	367,473	163.2%	268,600	19.3%
Dept.: 330.000 Intergovernmental Revenue						
331.300 JAG Grant Monies	1,000	1,000	0	0.0%	1,000	0.0%
335.120 State Revenue Sharing Proceeds	47,086	43,700	32,036	73.3%	43,700	0.0%
335.150 Alcoholic Beverage Licenses	140	150	140	93.2%	150	0.0%
335.181 Local Gov. 1/2 Cent Sales Tax	139,017	145,000	96,904	66.8%	145,000	0.0%
335.490 Rebate On Municipal Vehicles	2,220	2,000	459	22.9%	2,000	0.0%
335.900 St Light Maintenance Reimburse	8,981	9,250	0	0.0%	9,250	0.0%
338.000 PB County & Co. Wide Occ. Lic.	8,085	7,000	3,512	50.2%	7,000	0.0%
338.100 Proportion 911 Call Taker Rev	18,944	10,000	0	0.0%	10,000	0.0%
338.300 PBC Solid Waste Recycle Program	2,578	3,000	1,399	46.6%	3,000	0.0%
338.400 911 DPS Related Reimbursements	13,822	12,000	-32	-0.3%	12,000	0.0%
338.500 PB County 1250 Monies	2,853	2,500	0	0.0%	0	-100.0%
Sub Totals	244,725	235,600	134,418	57.1%	233,100	-1.1%
Dept.: 340.000 Charges For Services						
341.200 Zoning Fees	8,962	4,000	4,718	118.0%	4,000	0.0%
341.400 Cert-Copying-Record Search-Etc.	3,184	2,500	2,476	99.0%	2,500	0.0%
341.900 Other Gen. Gov. Charges & Fees	40,809	5,000	28,633	572.7%	5,000	0.0%
342.100 Law Enforcement/Fire Service:	210,826	213,145	142,097	66.7%	0	-100.0%
342.300 Alarm Monitoring	55,367	57,000	48,500	85.1%	57,000	0.0%
342.800 Special Detail Services:	585	10,000	1,445	14.5%	1,500	-85.0%
342.900 Other Pub. Safety Charges-Fees	744	500	941	188.3%	500	0.0%
343.400 Garbage And Trash Revenue:	304,341	302,000	295,487	97.8%	302,000	0.0%
343.900 Lot Mowing And Clearing	0	0	0		0	
Sub Totals	624,817	594,145	524,296	88.2%	372,500	-37.3%

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Dept.: 350.000 Fines & Forfeits						
351.100	Court Fines - Court Cases	3,619	5,000	4,819	96.4%	6,000 20.0%
351.200	Confiscated Prop. Court Cases	0	0	0		0
351.300	Police Education \$2.00	440	400	534	133.4%	444 11.0%
354.000	Violations Of Local Ordinances	159,175	8,000	24,171	302.1%	9,300 16.3%
Sub Totals		163,233	13,400	29,524	220.3%	15,744 17.5%
Dept.: 360.000 Miscellaneous Revenues						
361.100	Interest Earned (Saving, Invstmnt, Etc.)	45,734	14,000	20,336	145.3%	17,500 25.0%
361.320	Interest Earned-PB Co Tax Collector	29	1,000	18	1.8%	0 -100.0%
361.390	Interest Other (Liens, Etc.)	7,223	2,000	1,671	83.6%	2,000 0.0%
364.410	Equipment-Sales & Compensation	1,000	9,000	7,997	88.9%	8,500 -5.6%
366.600	Art Proceeds	568	1,000	0	0.0%	600 -40.0%
366.900	Misc. Contrib.-Private Sources	7,543	0	2,924		1,400
Sub Totals		62,098	27,000	32,947	122.0%	30,000 11.1%
Dept.: 380.000 Non - Revenues						
380.100	Fund Balance Unappropriated	0	286,650	0	0.0%	266,581 -7.0%
388.200	Insurance Proceeds	0	0	0		0
389.100	Prior Year Carryover (Unexpended)	0	0	0		0
Sub Totals		0	286,650	0	0.0%	266,581 -7.0%
Budget Revenues Grand Totals		5,958,534	6,278,420	5,670,507	90.3%	6,411,192 2.1%

Notes and Change Details from previous FY:

321.100 Prof. & Occupational Licenses / 321.200 DPS Business Permit (Revs FL.ST.) / 321.300 Occupational Vehicle IDs**

**Business Tax Receipts (BTR) and Vehicle Registrations (ID Stickers) are essentially eliminated by state statute, except for businesses actually located within Ocean Ridge (with No Commercial Zoning). Revenues reduced are based upon actuarials showing lower collections than previous year projections and have been adjusted accordingly.

322.100 Building Permits:

Note actuarials of building department revenues in new construction, permits and related revenue sources are tracking way up in the Town and continue to trend upwards. Though conservatively estimating revenue here, we are studying justification to bring a credentialed Building Official and more Permit processing activities "inhouse."

342.100 Law Enforcement/Fire Service:

Briny Breezes elected to go with Boynton Beach for their Law Enforcement Services Contract, eliminating this revenue item for FY17

342.800 Special Detail Services:

Less special detail duty assignments are anticipated being officially managed through the town, thus revenues are curbed.

343.400 Garbage And Trash Revenue:

Note a 1.0102% CPI adjustment to the Solid Waste & Recycling contract. The difference of between adjusted residential rate of \$13.14, vs current rate of \$13.01 is being absorbed for no raise in residential rates. There is no fuel surcharge this FY, balance of revenues cover TOR account service.

TOWN OF OCEAN RIDGE
CAPITAL FUND #302 - DEPT: REVENUES
STATEMENT OF REVENUES AND EXPENDITURES
 2016-2017 Budget Workbook (FY17)
 Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Revenues					
Dept.: 380.000 Non - Revenues					
380.100 Fund Balance Unappropriated	\$83,055	\$0	0.0%	\$221,057	166.2%
381.000 Interfund Transfer (Interest)	\$100	\$0	0.0%	\$0	-100.0%
381.100 Interfund Transfer	\$180,000	\$180,000	100.0%	\$180,000	0.0%
384.000 Debt Proceeds	\$0	\$0	0.0%	\$0	
384.100 Debt Proceed For New TH	\$0	\$0	0.0%	\$0	
Capital Revenue Totals	\$263,155	\$180,000		\$401,057	52.4%

Expenditures					
Dept.: 521.107 Law Enforcement & Fire Cntrl					
506.400 Machinery & Equipment: Second half of two-year commitment for county compatible Police Radios system (encumbered)	\$80,000	\$76,830	96.0%	\$80,000	0.0%
Dept.: 539.112 Other Physical Environment					
503.100 Professional Services	\$15,000	\$18,083	120.6%	\$0	-100.0%
506.300 Improvements Not Buildings (Paving projects) Town Commission directed additional \$100,000 to be added for \$200,000 annual appropriation for paving projects.	\$100,000	\$0	0.0%	\$200,000	100.0%
Capital Expense Sub Totals	\$195,000	\$94,913		\$280,000	43.6%
Fund Balance, Reserves, Net Assets	\$68,155			\$121,057	
Capital Expense Totals	\$263,155	\$94,913		\$401,057	52.4%

Notes and Change Details from previous FY:

The FY17 Capital Fund retains the balances brought forward as shown in the 380.100 Fund Balance Unappropriated line. Any additional inflows as appropriated by the TC for capital projects are shown in the 381.100 Interfund Transfer line. Items in the 5-Year Capital Investment Plan shown later in book may be appropriated from these funds as approved.

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: REV & EXP
STATEMENT OF REVENUES AND EXPENDITURES
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Department Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
FY Millage Rate Applied	at 5.35 ml	at 5.35 ml			at 5.35 ml	
Revenue						
Dept.: 310.000 Taxes	4,576,642	4,896,475	4,581,849	93.6%	5,224,667	6.7%
Dept.: 320.000 Licenses & Permits	287,020	225,150	367,473	163.2%	268,600	19.3%
Dept.: 330.000 Intergovernmental Rev	244,725	235,600	134,418	57.1%	233,100	-1.1%
Dept.: 340.000 Charges For Services	624,817	594,145	524,296	88.2%	372,500	-37.3%
Dept.: 350.000 Fines & Forfeits	163,233	13,400	29,524	220.3%	15,744	17.5%
Dept.: 360.000 Miscellaneous Revenues	62,098	27,000	32,947	122.0%	30,000	11.1%
Dept.: 380.000 Non - Revenues	0	286,650	0	0.0%	266,581	-7.0%
Total Revenue	5,958,534	6,278,420	5,670,507	90.3%	6,411,192	2.1%
Expenditures						
General Government						
511.101 Commission	22,080	25,509	21,677	85.0%	27,849	9.2%
512.102 Town Manager	135,433	174,241	146,855	84.3%	148,064	-15.0%
513.103 Town Clerk & Treasurer	279,293	342,469	272,016	79.4%	300,670	-12.2%
514.104 Legal Services	209,836	129,918	78,066	60.1%	128,000	-1.5%
514.105 Appointed Boards	2,575	6,100	1,885	30.9%	6,265	2.7%
519.106 General Government Services	938,427	966,155	827,162	85.6%	963,705	-0.3%
521.107 Law Enforcement & Fire Rescue	2,821,501	3,486,279	2,855,418	81.9%	3,605,211	3.4%
524.108 Inspection Services	154,145	143,500	111,964	78.0%	157,500	9.8%
534.111 Garbage & Solid Waste Services	243,635	250,000	162,849	65.1%	250,000	0.0%
539.112 Other Physical Environment	227,032	268,300	211,854	79.0%	314,320	17.2%
541.113 Public Works	248,006	255,949	169,047	66.0%	257,556	0.6%
580.114 Contingency	-6,512	50,000	21,762	43.5%	50,000	0.0%
590.100 Transfers to Capital Projects	150,000	180,000	180,000	100.0%	180,000	0.0%
590.110 Interfund Transfers	143,488	0	0	0.0%	22,052	0.0%
Total Expenses	5,568,939	6,278,420	5,060,556	80.6%	6,411,192	2.1%
Revenue Over Expenditure (Adj FYE)	389,595	0	609,951			
Transfer To/(From) Reserves						

NOTES

This budget document includes requests at time of publication and applies a Maximum Millage rate of 5.35 to the TRIM Revenue figures, which are budgeted at 97% for calculation.

340.000 Charges For Services - This line is reduced \$221K from Briny Breezes Police Contract going to Boynton Beach FY17

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 511.101
TOWN COMMISSION (LEGISLATIVE) EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Town Commission						
501.100 Executive Salaries	6,000	6,000	5,000	83.3%	6,000	0.0%
502.100 FICA Taxes	459	459	383	83.3%	459	0.0%
502.200 Retirement Contributions	400	436	335	76.8%	436	0.0%
502.400 Workers Compensation	11	14	10	72.4%	14	0.0%
504.000 Travel & Per Diem	0	1,000	67	6.7%	1,000	0.0%
504.500 Insurance-Liab.,Hazard, Damage	13,608	15,600	14,178	90.9%	17,940	15.0%
504.900 Other Current Charges	202	500	305	61.0%	500	0.0%
505.400 Subsc., Memberships, Education	1,400	1,500	1,400	93.3%	1,500	0.0%
Sub Totals	22,080	25,509	21,677	85.0%	27,849	9.2%

Supplemental Information

Positions Budgeted	No. FTE
Mayor	1
Commissioners	4
Total	5

Notes and Change Details from previous FY:

The only change in this department is to 504.500 Insurance, which has risen in premiums due to claims coverages.

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 512.102
TOWN MANAGER - ADMINISTRATION EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Town Manager (contractual employment)						
501.100 Executive Salaries	102,655	108,044	83,055	76.9%	108,044	0.0%
501.110 One Time Lump Sum Increase	0	23,550	24,025	102.0%	0	-100.0%
501.200 Regular Salaries And Wages	0	0	0	0.0%	0	
501.400 Overtime	0	0	0	0.0%	0	
501.410 Vacation Pay	1,827	1,901	4,372	230.0%	1,972	3.7%
502.100 FICA Taxes	7,958	10,212	8,526	83.5%	10,212	0.0%
502.200 Retirement Contributions (FRS other)	0	0	0	0.0%	0	
502.210 ICMA Contributions	11,727	14,691	7,654	52.1%	9,724	-33.8%
502.300 Life & Health Insurance	7,709	8,476	5,369	63.3%	8,544	0.8%
502.310 Long Term Disability	420	420	210	50.0%	900	114.3%
502.400 Workers Compensation	187	247	183	74.2%	268	8.5%
503.400 Other Contractual Serv (Previous TM)	0	0	8,076	0.0%	0	
504.000 Travel & Per Diem	179	1,300	3,019	232.3%	3,200	146.2%
504.100 Communications Serv.(Ph.,Etc.)	1,097	1,200	927	77.2%	1,200	0.0%
504.500 Insurance-Liab.,Hazard, Damage	46	200	45	22.7%	200	0.0%
504.620 Repair & Maintenance-Vehicle	38	0	0	0.0%	0	
505.210 Operating Supplies-Gas & Oil	1,253	3,500	129	3.7%	2,500	-28.6%
505.400 Subsc., Memberships, Education	340	500	1,265	252.9%	1,300	160.0%
Sub Totals	135,433	174,241	146,855	84.3%	148,064	-15.0%

Supplemental Information	
Positions Budgeted	No. FTE
Town Manager	1
Assistant	0
Total	1

Notes and Change Details from previous FY:

501.110 One Time Lump Sum Increase	0	23550
One time payout for previous Town Manager is removed in this budget.		

501.410 Vacation Pay changes as a calculation of salary. Current budget actual is payout of former TM

502.210 ICMA Contributions reduces as it covered two TMs overlap in FY16.

502.300 Health Insurance Premiums and related coverages are adjusted in every department to reflect 2017 rate quotes for BCBS & Reliance coverage plans.

504.000 Travel & Per Diem FY16 budget based on previous TM. Current TM is active in League of Cities, Managers Assoc and FLC policy committees. Budget reflects costs for conference, training and committee meetings on behalf of the Town.			
FCCMA Annual Conf	0	1,000	750
FLC Annual Conf	0	0	750
FLC Policy Committee meetings (2)	0	0	350
FLC Legislative Conf	0	0	350
FLC FAST Federal Legislative Comm	0	0	700
PBCCM Conf	100	100	100
Misc, Travel, Parking, Meals, Etc.	100	200	200
		1,300	3,200

TM continued next page

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505.210 Operating Supplies-Gas & Oil

This is reduced as current TM doesn't receive Auto Allowance. It's used for reimburseable mileage/expense to authorized meetings.

505.400 Subsc., Memberships, Education

FCCMA	300	331		331
PBCCMA	100	40		40
ICMA	0	894		894
Misc Publications	100	0		35
	340	500	1,265	252.9%
				1,300

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 513.103
TOWN CLERK & TREASURER EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Town Clerk & Finance						
501.100 Executive Salaries	80,473	91,721	79,388	86.6%	68,100	-25.8%
501.110 One Time Lump Sum Increase	0	12,929	16,218	125.4%	0	-100.0%
501.200 Regular Salaries And Wages	103,338	108,549	87,747	80.8%	108,300	-0.2%
501.400 Overtime	777	3,002	1,650	54.9%	2,725	-9.2%
501.410 Vacation Pay	2,624	4,724	1,179	24.9%	3,700	-21.7%
502.100 FICA Taxes	14,243	16,901	14,243	84.3%	13,986	-17.2%
502.200 Retirement Contributions	17,749	26,318	15,429	58.6%	13,748	-47.8%
502.300 Life & Health Insurance	21,234	27,724	20,322	73.3%	28,080	1.3%
502.310 Long Term Disability	1,575	1,400	700	50.0%	1,602	14.4%
502.400 Workers Compensation	335	451	362	80.2%	441	-2.2%
502.500 Unemployment Compensation	0	0	0	0.0%	0	
503.100 Professional Services	0	0	0	0.0%	0	
503.200 Accounting & Auditing	22,140	30,000	23,100	77.0%	30,900	3.0%
503.400 Other Contractual Services	0	0	0	0.0%	9,600	
504.000 Travel & Per Diem	341	2,500	499	20.0%	2,800	12.0%
504.500 Insurance-Liab.,Hazard, Damage	152	350	152	43.3%	403	15.0%
504.610 Repair & Maintenance	7,773	8,750	8,053	92.0%	8,750	0.0%
504.900 Other Current Charges	5,709	6,500	2,355	36.2%	6,000	-7.7%
505.400 Subsc., Memberships, Education	245	400	620	155.0%	1,335	233.8%
506.400 Machinery & Equipment	585	250	0	0.0%	200	-20.0%
Sub Totals	279,293	342,469	272,016	79.4%	300,670	87.8%

Supplemental Information	
Positions Budgeted	No. FTE
Town Clerk	1
Deputy Town Clerk	1
Building Clerk/Reception	1
Temp/Intern	1
Total	4

Notes and Change Details from previous FY:

501.100 Executive Salaries line was reduced with new Town Clerk hire.

501.110 One Time Lump Sum Increase 0 12,929
 Note \$12,929 retirement payout was shown in adopted 15/16 budget; an additional \$13,000 was awarded by TC from Contingency (which has been removed from this page as previously displayed in the Executive Salary line item 501.100).

502.300 Health Insurance Premiums and related coverages are adjusted in every department to reflect 2017 rate quotes for BCBS & Reliance coverage plans.

503.200 Accounting & Auditing [Single Stream Grant Audit not anticipated in coming year]*						
Nowlen, Holt & Miner, PA* (Current provider/to go to bid)		30,000			26,400	
Nowlen, Holt & Miner, PA* (Single Stream if needed)		0			4,500	
	22,140	30,000	20,700	69.0%	30,900	103.0%

503.400 Other Contractual Services						
Building Permits Scanning		0			4,000	
Website Communications Software Upgrades		0			5,600	
					9,600	

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504.000 Travel & Per Diem for FY16 budget was based on previous TC. Current TC is active in Clerks Assoc, state and local. The budget reflects attendance costs for periodic conference, training and committee meetings on behalf of the Town.

Computer & Misc. Govt Courses	300	500	500
Seminars	500	500	500
FACC Conference or IIMC	1,000	1,500	1,800
	1,800	2,500	2,800

504.500 Insurance-Liab.,Hazard, Damage + Anticipated Insurance Rate Adjustments

504.610 Repair & Maintenance

Typewriters - Service & Repair; Computer Hardware & Network Software; Software Support (Fund Balance/GASB) 8,750

504.900 Other Current Charges & Obligations

Legal Advertising for bids, ordinances, public hearings, special mtgs, et cetera 6,000

505.400 Subsc., Memberships, Education

Florida Association of City Clerks	75	75	331	331
Palm Beach County Municipal Clerks Assoc	80	100	40	40
International Institute of Municipal Clerks	160	195	894	894
Florida Govt Finance	35	35	0	35
Misc. Publications	35	35	0	35
	385	440	1,265	252.9%
				1,335

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 514.104
LEGAL SERVICES EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Legal Services						
501.100 Executive Salaries	53,254	41,538	43,615	105.0%	0	-100.0%
501.410 Vacation Pay	0	1,732	2,304	133.0%	0	-100.0%
502.100 FICA Taxes	3,730	3,310	3,513	106.1%	0	-100.0%
502.200 Retirement Contributions	3,570	3,141	3,334	106.1%	0	-100.0%
502.300 Life & Health Insurance	118	100	118	117.6%	0	-100.0%
502.400 Workers Compensation	0	97	0	0.0%	0	-100.0%
503.100 Professional Services	38,780	50,000	17,233	34.5%	98,000	96.0%
503.110 Legal Special Counsel	28,305	25,000	5,147	20.6%	25,000	0.0%
504.700 Printing	0	5,000	2,803	56.1%	5,000	0.0%
504.900 Other Current Charges	82,080	0	0	0.0%	0	
506.400 Machinery & Equipment	0	0	0	0.0%	0	
Sub Totals	209,836	129,918	78,066	60.1%	128,000	-1.5%

Notes and Change Details from previous FY:

503.100 Professional Services - Increases due to contract Attorney Firm vs Inhouse previous year	98,000
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TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 515.105
APPOINTED BOARDS EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Appointed Boards						
503.100 Professional Services	0	2,000	0	0.0%	2,000	0.0%
504.200 Postage, Freight	0	0	0	0.0%	0	
504.500 Insurance-Liab.,Hazard, Damage	972	1,100	970	44.1%	1,265	15.0%
504.900 Other Current Charges	1,603	3,000	915	30.5%	3,000	0.0%
Sub Totals	2,575	6,100	1,885	30.9%	6,265	2.7%

Notes and Change Details from previous FY:

503.100 Professional Services - No Increases expected, but duties discussed to add Zoning Review process to P&Z meetings that may add additional support needs in the coming year, yet to be vetted and determined.

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 519.106
GENERAL GOVERNMENT SERVICES EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Other Government Services (General)						
503.100 Professional Services (IT Net Support)	4,525	9,000	5,850	65.0%	9,000	0.0%
503.400 Other Contractual Svcs (Holiday Lights Contract & Shredding Services Expanded)	6,030	6,300	3,263	51.8%	7,300	15.9%
504.100 Communications (Phone, Modem and Reverse 911)	6,437	6,350	4,920	77.5%	6,350	0.0%
504.200 Postage, Freight	3,385	3,700	1,874	50.7%	3,700	0.0%
504.300 Utility Services - Electric	11,582	15,000	7,430	49.5%	15,000	0.0%
504.400 Rentals & Leases (Town Hall Copier)	3,180	3,200	2,289	71.5%	3,200	0.0%
504.500 Insurance-Liab., Hazard, Damage	60,987	64,800	60,472	93.3%	64,800	0.0%
504.610 Repair & Maintenance	41,919	39,450	25,811	65.4%	36,000	-8.7%
504.700 Printing	1,480	1,500	838	55.9%	1,500	0.0%
504.900 Other Current Charges	5,131	10,000	5,790	57.9%	10,000	0.0%
504.910 Election Expenses	6,157	6,875	1,048	15.2%	6,875	0.0%
504.920 Art Show Expenses	0	1,000	0	0.0%	1,000	0.0%
505.100 Office Supplies	2,951	2,950	2,277	77.2%	2,950	0.0%
505.200 Operating Supplies	2,122	2,300	1,303	56.6%	2,300	0.0%
505.400 Subsc., Memberships, Education	3,274	13,355	2,764	20.7%	13,355	0.0%
506.400 Machinery & Equipment	0	1,200	0	0.0%	1,200	0.0%
507.000 Covenant From Drainage Loan	346,626	468,000	467,944	100.0%	468,000	0.0%
507.010 Covenants From TH Loan	179,680	311,175	233,290	75.0%	311,175	0.0%
507.200 Debt Service - Interest	252,962	0	0	0.0%	0	
Sub Totals	938,427	966,155	827,162	85.6%	963,705	-0.3%

Notes and Change Details from previous FY:

504.500 Insurance

Flood Insurance	6,800	6,800
General Liability (\$100/200,000)	57,000	57,000
Storage Tank Insurance	1,000	1,000
	64,800	64,800

504.610 Repair & Maintenance

Misc Equipment repairs includes Mingace	1,800	1800
Phone Equipment	400	0
A/C Maintenance Agreement & Parts	20,000	18000
Garage Door Repairs	1,000	1000
Microsoft Office Software Upgrades	250	200
Fire Alarm Monitoring & Serv Plan	2,000	2000
Cleaning Service 1x weekly	8,000	7000
Upgrade of Hardware or Software	2,000	2000
Miscellaneous	1,000	1000
Bldgs & Grounds	3,000	3000
	39,450	36,000

504.700 Printing & Binding

Letterheads	150	200
Various Office Forms & Vehicle ID's	700	350
Budget Printing	100	200
Zoning Maps	50	100
Misc. Forms/Sign Permits/Ask Me Signs	200	300
Checks (AP/Payroll), PO's	300	350
	1,500	1,500

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504.900 Other Current Charges & Obligations		
Town Functions & Promotional Events	6,000	6,000
Other Expenses (includes Bank Fees)	4,000	4,000
	10,000	10,000
504.910 Election Related		
Supervisor of Elections Charges	4,500	4,500
Advertisements	1,500	1,500
Service for Election Workers - \$200 each	800	800
Meals for Election Board	75	75
	6,875	6,875
505.100 Office Supplies		
Cassette Tapes	50	50
Copy Paper	600	600
Filing Supplies	50	50
Minute Books & Journals	500	500
Misc. Supplies (pens, pencils, tape, et cetera)	300	300
Computer Supplies	450	450
Copies	800	800
Laser Jet Cartridges	200	200
	2,950	2,950
505.200 Operating Supplies		
Custodial Supplies (paper goods, soap, et cetera)	2,000	2,000
Lawn Maintenance (Fertilizer, Pesticides)	300	300
	2,300	2,300
505.400 Subscriptions & Memberships		
Florida Statutes	400	400
Florida League of Cities	425	425
Palm Beach County Municipal League	1,200	1,200
Misc. (Will also Cover Increases)	60	60
Sam's Wholesale Club and Cards	120	120
Newspaper Subscription	400	400
PBC Inspector General Annual Funding	10,000	10,000
Municipal Code Corp Internet Fee	750	750
	13,355	13,355

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 521.107
LAW ENFORCEMENT & FIRE CONTROL EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Law Enforcement & Fire Control						
501.100 Executive Salaries	118,892	95,630	76,560	65.5%	97,000	1.4%
501.110 One Time Lump Sum Increase	0	1,000	1,000	100.0%	0	-100.0%
501.200 Regular Salaries And Wages	921,047	1,159,506	878,716	61.5%	1,190,139	2.6%
501.210 One Time Lump Sum Increase (retirement)	0	0	0	0.0%	2,700	
501.400 Overtime	74,470	65,000	57,628	79.6%	65,000	0.0%
501.410 Vacation Pay	12,246	22,143	4,579	7.1%	25,299	14.3%
501.500 Special Pay-No Retire. Contribution	10,030	17,220	9,924	43.3%	17,220	0.0%
501.510 Special Detail Pay	420	7,000	1,610	16.0%	7,000	0.0%
501.600 Holiday Pay	31,852	49,056	26,465	46.4%	49,056	0.0%
502.100 FICA Taxes	89,909	108,367	80,863	60.8%	113,239	4.5%
502.200 Retirement Contributions	188,579	279,655	188,838	55.0%	330,207	18.1%
502.300 Life & Health Insurance:	113,511	177,471	113,653	51.3%	187,200	5.5%
502.310 Long Term Disability	7,665	8,820	4,410	50.0%	11,748	33.2%
502.400 Workers Compensation	22,437	41,123	22,475	27.3%	47,039	14.4%
502.500 Unemployment Compensation	203	12,561	0	0.0%	12,561	0.0%
503.100 Professional Services	56,884	25,660	13,742	46.2%	25,660	0.0%
503.400 Other Contractual Services (Fire EMS)	978,969	1,018,129	1,018,127	100.0%	1,058,855	4.0%
504.000 Travel & Per Diem	6,061	16,100	9,978	42.7%	17,350	7.8%
504.100 Communications Serv. (Ph.,Etc.)	17,754	20,850	15,654	51.7%	22,080	5.9%
504.200 Postage, Freight	1,160	1,400	709	50.6%	1,600	14.3%
504.300 Utility Services - Electric	11,582	15,000	7,430	38.9%	15,000	0.0%
504.400 Rentals & Leases	1,404	2,000	1,149	44.7%	2,568	28.4%
504.500 Insurance-Liab.,Hazard, Damage	21,417	25,500	21,110	45.0%	29,325	15.0%
504.610 Repair & Maintenance	26,456	34,695	21,813	61.5%	42,386	22.2%
504.620 Repair & Maintenance-Vehicle	16,702	16,500	10,647	40.9%	16,500	0.0%
504.630 Repair & Maintenance-Dispatch	11,520	22,775	13,352	58.6%	22,775	0.0%
504.700 Printing	1,178	1,950	562	24.3%	1,950	0.0%
504.900 Other Current Charges	2,024	1,500	0	0.0%	2,000	33.3%
505.100 Office Supplies	3,707	7,500	4,678	44.6%	7,500	0.0%
505.200 Operating Supplies	3,448	9,900	3,682	33.1%	10,200	3.0%
505.210 Operating Supplies-Gas & Oil	28,611	58,000	23,525	28.9%	50,750	-12.5%
505.220 Operating Supplies-Uniform/Emb	11,929	19,112	8,831	42.5%	20,225	5.8%
505.400 Subsc., Memberships, Education	6,583	8,164	6,690	42.6%	9,179	12.4%
506.400 Machinery & Equipment**	22,850	136,992	130,189	149.9%	93,900	-31.5%
Sub Totals	2,821,501	3,486,279	2,778,589	79.7%	3,605,211	3.4%

Positions Budgeted	No. FTE
Chief	1
Lieutenants	2
Sergeants	4
Officers	9
Dispatchers (5 FT, 1 PT)	6
Reserves (unpaid but outfitted, 7 allocated)	4
Total	26

502.300 Life & Health Insurance:

100% Participation originally budgeted (currently 3 Employees opted out of full enrollment) reducing line. Changes in enrollment status, group census demographics and other variables can change the insurance program totals.

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 521.107
LAW ENFORCEMENT SERVICES EXPENSE - DETAILS SHEET
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Code No.	Classification/Description	FY 14-15 Amount	FY 15-16 Amount	FY 16-17 Amount	+ - chng % to F16
503.100	Professional Services				
	Physicals & Psychologist	1,650	2,500	2,500	0.0%
	Computer Consultant	15,000	20,000	20,000	0.0%
	Commission for FLA Accreditation	800	800	800	0.0%
	Promotional Exams (Lt and Sgt)	2,000	2,000	2,000	0.0%
	Credit, FDLE App. Check (New Employee)	270	360	360	0.0%
		19,720	25,660	25,660	0.0%
504.000	Travel & Per Diem				
	IACP	1,500	2,000	2,500	25.0%
	FPCA	2,000	2,000	2,500	25.0%
	Misc School for Officers	3,000	5,000	5,000	0.0%
	Misc School & Certs (Commo)	1,250	2,000	2,000	0.0%
	FLA-PAC (Accreditation)	1,000	1,000	1,000	0.0%
	Fl State 911 Telecommunicator Certs	500	250	500	100.0%
	Voice-Stress Analysis Re-Cert Bi-Annual	0	1,000	1,000	0.0%
	Fl Assoc of Code Enforcement Cert	1,500	1,500	1,500	0.0%
	APCO	0	700	700	0.0%
	CJIS Training Seminar	650	650	650	0.0%
		11,400	16,100	17,350	7.8%
504.100	Communications (Not Radio)				
	Local & Long Distance Service	5,500	9,325	9,305	-0.2%
	Cellular Phone Service	1,000	2,550	3,000	17.6%
	PBSO (Palms)	3,240	0	0	
	Internet Access	600	600	600	0.0%
	UPS Maintenance for 911	2,280	2,975	3,250	9.2%
	Air Cards, Verizon Wireless(\$50/monthx7)	4,200	4,200	4,725	12.5%
	VPN Client Access	1,200	1,200	1,200	0.0%
		18,020	20,850	22,080	5.9%
504.200	Postage, Freight				
	Code Enforcement Notification	200	400	400	0.0%
	Normal Postage/Freight	1,000	1,000	1,200	20.0%
		1,200	1,400	1,600	14.3%
504.300	Utilities				
	FP&L	14,000	12,000	12,500	4.2%
	City of Boynton Beach Water	2,500	3,000	2,500	-16.7%
		16,500	15,000	15,000	0.0%
504.400	Rentals and Leases (PD Photocopier)	1,600	2,000	2,568	28.4%
504.610	Repair & Maintenance (Ofc & Non Auto)				
	Telephone Equipment	1,500	1,500	1,500	0.0%
	Computer Equip, Hardware, Software	7,500	7,500	7,500	0.0%
	Team-Up	1,000	0	0	
	Radar Cert & Repair; Generator Maint	1,000	1,000	1,000	0.0%
	Inspect/Replace Fire Extinguishers	500	700	700	0.0%
	FCIC Computer Maintenance	600	600	600	0.0%
	Security Camera/Door Key Systems	1,000	2,000	3,000	50.0%

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Computer Server Security & Backup	0	2,950	3,494	18.4%
Spectracom (Net Clock)	500	780	780	0.0%
Generator Maintenance	1,000	1,000	1,000	0.0%
DSS Equature Recorder Maint	0	0	3,450	
Smarsh Text Archive	0	0	2,700	
USA Software	13,662	13,665	13,662	0.0%
Laptop Comp. Service Warranty Ext. (10)	0	0	0	
Range Cleaning/Maint	3,000	3,000	3,000	0.0%
504.620 Repair & Maintenance (Vehicle Incl Serv Cont)	31,262	34,695	42,386	22.2%
New Vehicle Prep (Its,stripes,radios)	0	0	0	
Labor, Parts, Service - Patrol Cars	12,000	8,000	7,500	-6.3%
Tires/Rims - Patrol Cars	7,500	8,000	8,000	0.0%
Labor, Parts, Service - ATV	1,300	500	1,000	100.0%
504.630 Repair & Maintenance (Radio)	20,800	16,500	16,500	0.0%
Contract Services	1,200	1,200	1,200	0.0%
Cell Phones	200	200	200	0.0%
Palm Bch Co Radio System User Fees	11,972	14,875	14,872	0.0%
Misc Parts	6,500	6,500	6,500	0.0%
504.700 Printing and Binding	19,872	22,775	22,772	0.0%
Forms	1,200	1,200	1,200	0.0%
ID Cards	150	150	150	0.0%
Evacuation Forms	100	100	100	0.0%
Parking Tickets	0	0	0	
SOP & Rules & Regs Manuals	500	500	500	0.0%
Resident Stickers	0	0	0	
	1,950	1,950	1,950	0.0%
504.900 Other Current Charges	1,500	1,500	2,000	33.3%
505.100 Office Supplies	1,500	1,500	2,000	33.3%
2 - Dual Computer Stands	0	500	0	-100.0%
Printer Ink, Pens,Envel,Disks,Tape,Misc	7,000	7,000	7,500	7.1%
505.200 Operating Supplies	7,000	7,500	7,500	0.0%
Spare Parts - guns	300	300	300	0.0%
Training Service Ammo	4,500	4,500	4,500	0.0%
5.56 x 45 Cal. Service Ammo	0	0	0	
Crime Scene/Evidence Supplies	1,000	1,250	1,250	0.0%
Gun Cleaning Supplies	150	150	150	0.0%
Drug Test Kits	200	200	200	0.0%
First Aid & Replace Boxes	1,000	1,000	1,000	0.0%
Photo Processing	200	200	200	0.0%
Recharge Fire Extinguisher	300	300	300	0.0%
General Use Batteries	300	300	300	0.0%
Recorder Tapes	100	100	100	0.0%
AED Pads/Batteries	1,200	1,200	1,500	25.0%
Flashlights	250	250	250	0.0%
Range Safety Equipment	150	150	150	0.0%
505.210 Operating Supplies - Gas & Oil	9,650	9,900	10,200	3.0%
Gas & Oil - Police	58,000	58,000	50,750	-12.5%
Cleaning Supplies	0	0	0	
	58,000	58,000	50,750	-12.5%

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505.220 Operating Supplies - Uniforms				
Dispatch				
Shirts 25@38.50 15/16 25@\$38.50	963	963	963	0.0%
Pants 25@38.00 15/16 25@\$42.88	950	950	1,072	12.8%
Jackets 3 @ \$39.95	0	114	120	5.3%
Officers				
Shirts 80@38.50 15/16 80@\$40.00	3,080	3,080	3,200	3.9%
BDU Pants 80@39.50 15/16 80@\$50.31	3,160	3,160	4,025	27.4%
Footwear 15@125 15/16 15@125.00	2,000	2,000	2,000	0.0%
Body Armor 5@600 15/16 5@600.00	3,000	3,000	3,000	0.0%
Body Armor Carr Repl 32 TAC Cvr @ \$70	2,240	2,240	2,240	0.0%
Civilian	600	600	600	0.0%
Shields 3 @ 65.00	195	195	195	0.0%
Winter Jackets 3@100 15/16 3@100.00	300	300	300	0.0%
Duty Gear	1,000	2,000	2,000	0.0%
Raincoats 3@\$170 15/16 3@\$170.00	510	510	510	0.0%
	17,998	19,112	20,225	5.8%
505.400 Subscriptions & Memberships				
Disp Cert & Registration	0	250	400	60.0%
Newspapers (Sun Sentinel)	235	300	425	41.7%
PBSO Handbks 5@18.00	90	90	90	0.0%
IACP	740	740	740	0.0%
FPCA/PBACOP	300	700	1,080	54.3%
NABI	60	60	60	0.0%
PLI Computer Training(\$148x23 Ofcrs)	3,404	3,404	3,404	0.0%
FLA-PAC	50	50	50	0.0%
Accurint (\$50/monthlyx12)	600	600	600	0.0%
PB Cty Law Enf Exchange (LEX)	1,000	1,200	1,260	5.0%
NRA	100	100	100	0.0%
Notary	0	205	205	0.0%
APCO	0	335	335	0.0%
Gold Coast Code Enforcement	0	30	30	0.0%
TLO Investigations	0	0	300	0.0%
FIU	0	100	100	0.0%
	6,579	8,164	9,179	12.4%
Total Law Enforcement Operating Expenses				
	243,051	261,106	267,720	2.5%

PD Dept.: 506.400: Machinery & Equipment Detail	
New/Equipped Police Vehicles (2 @ \$40,500) (Sheriff's Bid)	81,000
Desktop Computers (2 @ \$1,900.00)	3,800
Laptop Computers (2 @ \$2,300.00)	4,600
Dispatch Chairs (2@ \$1000.00) (911 Reimbursable)	2,000
Ice Machine for Replacement of Inoperable Unit	2,500
Total	93,900

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 524.108
INSPECTIONS SERVICES EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Inspections						
501.100 Executive Salaries	0	0	0	0.0%	0	
501.400 Overtime	0	0	0	0.0%	0	
502.100 FICA Taxes	0	0	0	0.0%	0	
502.200 Retirement Contributions	0	0	0	0.0%	0	
502.300 Life & Health Insurance	0	0	0	0.0%	0	
502.400 Workers Compensation	0	0	0	0.0%	0	
502.500 Unemployment Compensation	0	0	0	0.0%	0	
503.100 Professional Services	129,410	140,000	110,923	57.2%	154,000	10.0%
503.400 Other Contractual Services	0	0	0	0.0%	0	
504.000 Travel & Per Diem	0	0	0	0.0%	0	
504.500 Insurance-Liab., Hazard, Damage	0	0	0	0.0%	0	
504.610 Repair & Maintenance	1,055	1,200	995	82.9%	1,200	0.0%
504.700 Printing	0	200	0	0.0%	200	0.0%
504.900 Other Current Charges	23,629	2,000	0	0.0%	2,000	0.0%
505.100 Office Supplies	51	100	46	32.0%	100	0.0%
505.400 Subsc., Memberships, Education	0	0	0	0.0%	0	
506.400 Machinery & Equipment	0	0	0	0.0%	0	
Sub Totals	154,145	143,500	111,964	78.0%	157,500	9.8%

Notes and Change Details from previous FY:

503.100 Professional Services - **Hy-Byrd Annual Contract** for Building Official, Zoning Official & Inspection Services. Increasing volume of activity over previous year, with increased activities pass through contract costs recouped via permit fees. Discussion of increasing inhouse capabilities will require identifying personnel with appropriate licensing and credentials (i.e. Inhouse Building Official).

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 534.111
GARBAGE & SOLID WASTE SERVICES
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Garbage & Solid Waste						
503.400 Other Contractual Services (Republic)	243,635	250,000	162,849	65.1%	250,000	0.0%
Sub Totals	243,635	250,000	162,849	65.1%	250,000	0.0%

Notes and Change Details from previous FY:

Republic Services is our current multi year contract with CPI adjustment plus contingency buffer. This year the contract cost will raise by CPI adjustment 1.0102%, with a residential rate going from \$13.01 to \$13.14 calculated. There is no adjustment for Fuel Surcharges this year. We have opted to absorb the slight increase versus raise residential rates for service at this time.

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 539.112
OTHER PHYSICAL ENVIRONMENT & SERVICES EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Other Physical Environment						
503.100 Professional Services	5,943	8,000	5,163	64.5%	8,000	0.0%
503.120 Town Engineer	82,441	77,000	82,662	107.4%	82,000	6.5%
503.400 Other Contractual Services	124,269	146,800	109,552	74.6%	168,820	15.0%
504.000 Travel & Per Diem	0	0	0	0.0%	0	0.0%
504.610 Repair & Maintenance	14,292	36,000	14,477	40.2%	55,000	52.8%
505.230 Operating Supplies-Small Tools	86	500	0	0.0%	500	0.0%
Sub Totals	227,032	268,300	211,854	79.0%	314,320	17.2%

Notes and Change Details from previous FY:

503.100 Professional Services						
NPDES Engineering		7,000			7,000	
Landscape Arch - Beautification		1,000			1,000	
		8,000	5,163	65%	8,000	0%

503.120 Town Engineering Services						
General Engineering Services		50,000			50,000	
GIS Consulting		2,000			2,000	
Building Permit Review		25,000			30,000	
		77,000	82,662	107%	82,000	6%

503.400 Other Contractual Services						
Pest Control (Orkin Contract)		600			720	
Landscape Maintenance		75,000			80,000	
Landscape Projects and Beautification		5,000			18,900	
White Fly Treatment & Special Tree Trim		1,200			1,200	
Clark Mosquito Control		65,000			68,000	
		146,800	109,552	74.6%	168,820	15.0%

504.610 Repair & Maintenance						
Material & Labor for Hydrant and Water Line Replacement		30000			30,000	
Material & Labor for Dune Structures & Vegetation		5000			5,000	
Fuel Tank Dispensers & Repairs		1000			1,000	
Detention Area Maintenance Upgrade Projects		0			19,000	
		36,000			55,000	52.8%

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 541.113
PUBLIC WORKS EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Public Works						
501.110 One Time Lump Sum Increase	0	0	0	0.0%	0	0.0%
501.200 Regular Salaries And Wages	92,807	98,352	80,282	81.6%	99,646	1.3%
501.210 One Time Lump Sum Increase	0	2,000	2,000	100.0%	0	-100.0%
501.400 Overtime	1,453	5,000	2,600	52.0%	5,000	0.0%
501.410 Vacation Pay	1,048	1,834	797	43.5%	1,917	4.5%
502.100 FICA Taxes	7,251	8,059	6,554	81.3%	8,152	1.2%
502.200 Retirement Contributions	6,960	7,637	6,097	79.8%	8,014	4.9%
502.300 Life & Health Insurance	12,859	16,952	12,479	73.6%	17,577	3.7%
502.310 Long Term Disability	840	840	420	50.0%	864	2.9%
502.400 Workers Compensation	4,631	6,324	3,477	55.0%	7,061	11.7%
502.500 Unemployment Compensation	0	2,951	0	0.0%	2,951	0.0%
503.100 Professional Services (CWA project)	0	0	3,716	0.0%	0	0.0%
504.300 Utility Services - Electric	44,149	45,000	32,695	72.7%	45,000	0.0%
504.500 Insurance-Liab.,Hazard, Damage (annualized rate increase)	1,307	2,500	1,304	52.1%	2,875	15.0%
504.610 Repair & Maintenance	7,123	8,000	4,019	50.2%	8,000	0.0%
504.620 Repair & Maintenance-Vehicle	1,180	2,500	1,587	63.5%	2,500	0.0%
505.200 Operating Supplies	5,828	3,500	2,851	81.5%	3,500	0.0%
505.210 Operating Supplies-Gas & Oil	2,251	5,000	1,475	29.5%	5,000	0.0%
505.220 Operating Supplies-Uniform/Emb	562	500	401	80.1%	500	0.0%
505.230 Operating Supplies-Small Tools	177	500	204	40.8%	500	0.0%
505.300 Road Materials & Supplies	29,413	35,000	6,090	17.4%	35,000	0.0%
506.400 Machinery & Equipment	28,167	3,500	0	0.0%	3,500	0.0%
Sub Totals	248,006	255,949	169,047	66.0%	257,556	0.6%

Supplemental Information

Positions Budgeted	No. FTE
Maintenance I	1
Maintenance II	1
Total	2

Notes and Change Details from previous FY: Department GL detail descriptions next page

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 541.113
PUBLIC WORKS EXPENSE DETAIL
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Code No.	Classification/Description	FY 15-16 Line Items	FY 15-16 Totals	10 Mo. Amount	FY17 Amount	+ - chng % to F16
503.100	Professional Services					
	CWA Special Project	\$0	\$0	\$3,716	\$0	0.0%
504.300	Utility Services					
	FP&L - Street Lights	\$26,000				
	Sprinklers-Irrigation Town Properties	\$7,000				
	FP&L Monthly Woolbright/Tropical Pump Fee	\$12,000	\$45,000	\$32,695	\$45,000	0.0%
504.500	Insurance					
	Auto Liability, PIP, Public Officials	\$2,500	\$2,500	\$1,304	\$2,875	15.0%
504.610	Repair & Maintenance (Office and Non Auto)					
	Mowers, Edgers, Pumps et cetera, mower hood	\$8,000	\$8,000	\$4,019	\$8,000	0.0%
504.620	Repair & Maintenance (Vehicle Incl Service Cont)					
	Pick-Up Truck - Tires, Batteries, etc	\$2,500	\$2,500	\$1,587	\$2,500	0.0%
505.200	Operating Supplies - All Others					
	Signs, Weed Killer, G Bags, Bulbs, Cross Signs	\$3,500	\$3,500	\$2,851	\$3,500	0.0%
505.210	Operating Supplies					
	Gas & Oil	\$3,500				
	Diesel - Generators	\$1,500	\$5,000	\$1,475	\$5,000	0.0%
505.220	Operating Supplies					
	Uniforms & Accessories	\$500	\$500	\$401	\$500	0.0%
	Uniforms - Shirts, Pants, Jackets, et cetera					
	Safety Equipment - Belts, Shoes, Hard Hats,					
	Eye Protectors, Sun Block, et cetera					
505.230	Operating Supplies					
	Assorted Hand Tools	\$500	\$500	\$204	\$500	0.0%
505.300	Road Materials & Supplies					
	Storm Drain Maintenance	\$30,000				
	Sand, Shellrock, Asphalt, Grates, Block, etc.	\$5,000				
	Street Repaving: <i>To be budgeted under Capital Fund</i> <i>(Commission indicates desired \$200K per year).</i>	\$0	\$35,000	\$6,090	\$35,000	0.0%

TOWN OF OCEAN RIDGE
GENERAL FUND #001 - DEPT: 590.100
CONTINGENCY EXPENSE
2016-2017 Budget Workbook (FY17)
Version 5.2, To Print 09-28-16

Departments, Funds & Descriptions	FY 2015 Actual	FY 2016 Budget	FY16 @ 10 Mo.	10 Mo. YTD %	FY17 Budget	+ - chng % to F16
Contingency						
590.110 Transfer To Capital Projects	150,000	180,000	180,000	100.0%	180,000	0.0%
590.900 Contingency	-6,512	50,000	21,762	43.5%	50,000	0.0%
Sub Totals	143,488	230,000	201,762	87.7%	230,000	0.0%

TOWN OF OCEAN RIDGE
CAPITAL FUND
5 YEAR CAPITAL INVESTMENT PLAN WORKSHEET
2016-2017 Budget Workbook (FY17)
Version 5.0, Print 09-16-16

Police Department Five Year Capital Outlay Plan					
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Police Radios Upgrade - Year Two (Funded)	80,000	0	0	0	0
Reconyx Covert Cameras for Investigations. (2)	2,500	0	0	0	0
Redundant SIS Alarm Receiver.	2,550	0	0	0	0
Taser EC Weapons / Less than Lethal	26,500	0	0	0	0
New Telephone and Voicemail for Town Services	23,000	0	0	0	0
New Video and Audio security for Town Hall	13,000	0	0	0	0
Automated License Plate Recognition System.	225,000	0	0	0	0
Totals	372,550	0	0	0	0

Public Works Five Year Capital Outlay Plan					
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Annualized Road Repair & Paving* (Funded)	200,000	200,000	200,000	200,000	200,000
HVAC Repair & Replacement	0	7,500	7,500	7,500	7,500
Building & Grounds	0	5,000	5,000	5,000	5,000
Bridges, Landscaping and ROWs	0	5,000	5,000	5,000	5,000
Totals	200,000	217,500	217,500	217,500	217,500

General Government Five Year Capital Outlay Plan					
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Media Audio Upgrade for Commission Chambers	0	0	0	0	0
Machinery & Equipment	0	3,900	3,900	3,900	3,900
Contingency Fund	0	3,000	3,000	3,000	3,000
Totals	0	6,900	6,900	6,900	6,900

IT Communications Five Year Capital Outlay Plan					
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Computers & Software IT Licenses	0	2,900	2,900	2,900	2,900
Network & Communications Equipment	0	5,000	5,000	5,000	5,000
Totals	0	7,900	7,900	7,900	7,900

Commission requested \$200,000 average annual paving be assigned, pending RFP for Townwide Paving Bid. \$100,000 per lane mile estimated cost of milling/overlay (1"). Mobilization, maintenance of traffic, etc. are not included. Estimate 20% per mile for related expenses, engineering, MOTs and peripherals.

Commission committed second year Radio upgrade purchase, which is currently funded. All other items shown under Police Department Capital list above are currently unfunded.

The 5-Year Capital Investment Plan Sheet focuses attention on long term replacement expense and legacy systems' usable "shelf-life." When set aside each fiscal year, funds add up to expend for projects periodically in need of replacement.

HR Census 2016 Worksheet v3 w clacs

HR - TOWN OF OCEAN RIDGE EMPLOYEES 2016 SALARY MERIT REMUNERATION CHART (updated 09-17-16)												
LAST NAME	FIRST	DEPT	TITLE	DOH	15 Base	FYE15**	FYE16	No.Mo.Elg.	FY17 ELG	Dept TOT	WkCpCd	WCPrem
HALLAHAN	JEAN	AD	DEP TWN CLK / DEP TREAS	07/28/05	48,750	58,290	56,668	2.0	57,140		CLER 8810	\$143
BURNS	LISA	AD	RECEPTIONIST ADMIN	12/09/02	41,327	46,283	48,963	10.5	51,105	108,246	CLER 8810	\$128
STEVENS	TRACEY	AD	TOWN CLERK / TREAS	01/04/16	0	0	65,500	9.5	68,093	68,093	CLER 8810	\$170
TITCOMB	JAMES	AD	TOWN MANAGER	10/26/15	0	0	102,500	11.0	107,198	107,198	CLER 8810	\$268
BARRECA	COURTNEY	PD	DISPATCHER	10/01/13	32,987	41,357	37,586	12.0	39,465		CLER 8810	\$99
CONTE	KELLY	PD	DISPATCHER	01/05/16	0	0	34,112	9.5	35,462		CLER 8810	\$89
HAMMOND	COURTNEY	PD	DISPATCHER	08/12/14	31,989	38,252	37,608	1.5	37,844		CLER 8810	\$95
SIMPSON	JESSICA	PD	DISPATCH SUPERVISOR	02/15/05	47,388	64,249	55,058	8.5	57,008		CLER 8810	\$143
STORY	THOMAS	PD	DISPATCHER	02/01/16	0	0	34,112	9.0	35,391	205,169	CLER 8810	\$88
ROSENBERG	GENE	PD	DISPATCHER (PT)	06/09/11	3,853	3,853	14,328	3.5	14,537		PD&D 7720	\$625
PILON	JIMMY	PD	INVESTIGATOR	07/27/15	6,650	7,551	53,179	2.0	53,622		PD&D 7720	\$2,306
JONES	RICHARD	PD	PD LIEUTENANT	09/09/14	8,377	58,432	72,781	1.0	73,084		PD&D 7720	\$3,143
WOHLFIEL	STEVEN	PD	PD LIEUTENANT	02/01/93	64,929	77,433	79,747	9.0	82,738		PD&D 7720	\$3,558
ERMER JR.	RICHARD	PD	PD OFFICER	07/27/15	6,662	6,956	51,872	2.0	52,304		PD&D 7720	\$2,249
GALLUSCIO	MARIO	PD	PD OFFICER	12/13/04	59,300	73,626	68,883	10.5	71,897		PD&D 7720	\$3,092
GIARDINO	JOHN	PD	PD OFFICER	10/13/09	50,776	64,129	66,197	11.5	69,369		PD&D 7720	\$2,983
MASSIMINO	ROBERT	PD	PD OFFICER	07/06/09	48,926	63,546	66,205	2.5	66,895		PD&D 7720	\$2,876
MCALLISTER	ROBERT	PD	PD OFFICER	10/01/02	57,650	81,606	67,529	12.0	70,906		PD&D 7720	\$3,049
MCCLURE	MICHAEL S.	PD	PD OFFICER	07/12/16	0	0	49,402	2.5	49,917		PD&D 7720	\$2,146
PLESNIK	NUBIA	PD	PD OFFICER	03/05/13	46,576	55,096	57,199	7.0	58,867		PD&D 7720	\$2,531
VAN CAMP SR	JEFFERY	PD	PD OFFICER	09/28/15	0	0	51,872	1.0	52,088		PD&D 7720	\$2,240
HALLAHAN	WILLIAM	PD	PD SERGEANT	06/13/88	61,798	77,016	75,919	3.5	77,026		PD&D 7720	\$3,312
KURZ	DAVID	PD	PD SERGEANT	10/18/10	49,642	61,645	66,197	11.5	69,369		PD&D 7720	\$2,983
ROY	GARY	PD	PD SERGEANT	11/07/11	46,182	58,694	60,038	11.0	62,790		PD&D 7720	\$2,700
STANG III	FREDERICK	PD	PD SERGEANT	12/10/13	44,750	54,441	57,177	10.0	59,560	984,970	PD&D 7720	\$2,561
HUTCHINS JR.	HAL	PD	POLICE CHIEF	11/15/05	79,994	86,966	90,480	10.5	94,439	94,439	PD&D 7720	\$4,061
JOHNSON	DAVID	PW	MAINTENANCE I	10/17/95	50,575	56,438	55,078	11.5	57,718		BLDS 9015	\$2,927
ARMSTRONG	WILLIAM	PW	MAINTENANCE II	07/12/10	35,574	38,345	41,496	2.5	41,928	99,646	STRM 5509	\$4,134
Totals					924,652	1,174,205	1,617,689		1,667,760	1,667,760		\$54,697

TABLE: Reflects 15 Base and Fiscal Year End 15 & 16 (FYE); Months Eligible in FY17 and increase on budget if employee receives top evaluation up to 5% on their anniversary date (Individual rates may vary upon final evaluation). **Year End FYE15 figures shown may include combined payouts for Reg, Sick, Vacay, OT, Anniversary Adjustments and Special payouts. PBA members are "whole" per contract at the close of FY16 reflected.

Note: Workers Comp Rates are estimated on rates quoted by PGIT Sept 2016 for FY17, they are being requested/rate adjusted for correct Salary and correct number of employees to date. Premiums should adjust slightly after quote reissue.

REGULAR TOWN COMMISSION MEETING MINUTES
SEPTEMBER 12, 2016

Minutes of the Regular Town Commission Meeting of the Town of Ocean Ridge held on Monday,
September 12, 2016, at 6:00 PM in the Town Hall Commission Chambers.

CALL TO ORDER / ROLL CALL

The meeting was called to order by Mayor Pugh at 5:01 p.m.

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

Commissioner Aaskov
Commissioner Lucibella

Commissioner Bonfiglio
Mayor Pugh

Commissioner Coz gave advance notice that he will be approximately 15 minutes late.

PLEDGE OF ALLEGIANCE

Mayor Pugh led the Pledge of Allegiance.

BUDGET PUBLIC HEARING

1. a. Presentation of the Tentative Budget & Proposed Millage Rate for FY 2016/17
Town Manager Titcomb presented the Tentative Budget & Proposed Millage Rate for FY2016/17.

Town Manager Titcomb noted there has been a significant change in the budget, as last week the Town of Briny Breezes chose a different provider for police services, and this represents a decrease in revenue of \$221,168. He projects that amount we would fund for the purpose of this discussion out of the unexpended funds from this fiscal year, and noted he would give specific examples of adjustment impacts. For example, on the statement of revenues on page 3, the \$109,747 inter-fund transfer number is a balancing number between adjustments that were made between Version 3.0 and 4.0. That number could be consumed by the Briny Breezes contract change, as well as the balance of that which would be approximately \$120,000 which we would fund out of the unexpended balance transfers at the end of the year. In other words, we would self-finance the hit in revenues.

Town Manager Titcomb also noted that due to Commission request, he added detail to the budget document where there are changes in the budget, and he explained some of the detail for the Commission and the public. He mentioned that he recently received a request to fund additional body armor for the Police Department out of the current fiscal year budget, so that figure is not included in this proposed budget. He noted that under line item 504.620 in the Public Works budget, we need to delete the bucket truck description, as there are no plans for a bucket truck in this budget. This description must have been carried over from a previous budget. He also noted that the Contingency line item has been updated to \$50,000 from \$37,000. In reference to the draft Capital Investment Plan worksheet, he reminded the Commission that the items listed under the first year for Law Enforcement are not funded at this time. Also, we changed the paving expense to \$200,000 and we are able to fund the first year of paving and necessary equipment out of the current capital fund, but depending on what gets transferred in after the adjustments for the Briny Breezes police services contract, we should see additional funds to utilize there as necessary. He stated there are items on the draft Capital Investment worksheet that he understands are not currently being considered such as the media and audio upgrades and other equipment that is listed based on the variables that were discussed. He also noted that the human resources chart has been updated, as the Commission asked for salary data for FY15.

REGULAR TOWN COMMISSION MEETING MINUTES SEPTEMBER 12, 2016

Commissioner Bonfiglio asked where the loss from the Briny Breezes police services contract is inserted, and Town Manager Titcomb responded that \$221,168 will be removed from line 342.100 on the Statement of Revenues, and stated we will need to reduce items by that amount on the expense side of the Statement of Revenues and Expenditures, and noted that part of that would come out of the \$109,747 which is listed as the Transfer to Capital Projects, and the balance could be taken out of unexpended reserves that reside in that fund now. There is currently an unexpended balance of \$286,650 in the general fund, and \$301,550 currently unexpended in the Capital Fund. Those would be areas to look at if we need to self-fund the loss of revenue from the Briny Breezes contract.

Mayor Pugh asked about the percentages column change throughout the document, and Town Manager Titcomb stated he switched back to the old formula that was used in previous budgets because the new formula was too confusing.

Commissioner Lucibella noted that the correct number should be \$4,616,167 on the Millage Rate Comparison chart under 97% budgeted for the 5.3500 millage rate. All of the numbers on that chart are incorrect because they are based upon the wrong figures from the previous section. He noted that we used the wrong line item from the Certification of Taxable Value form to populate Resolution No. 2016-07. He noted that we used line 6 and we are supposed to use line 4. The correct number is \$889,520,621. Town Attorney Torcivia verified that the Commission is able to make amendments to the resolution during the meeting.

Commissioner Coz arrived at 5:24 p.m.

Commissioner Lucibella noted that \$80,000 for the purchase of police radios should be in the capital fund, not the police department expense. He would like to separate the Contingency from the Capital Fund and show what the things in the capital fund are earmarked for, and Town Manager Titcomb confirmed that he will do that.

Commissioner Lucibella stated that the 10 month running balances are incorrect, and stated he suspects that the 10 month figures are actually nine month figures on some. Town Manager Titcomb stated he will make sure all of the figures are the 10 month figures.

Commissioner Lucibella stated that the 5% merit raises for each employee are budgeted for the full year, and that the figures should be changed to budget 5% per employee on each employee's anniversary date. The figures for retirement, vacation, FICA, etc. will need to be adjusted accordingly.

There was a discussion regarding Accounting & Auditing Services, and Town Manager Titcomb noted that we can remove the CPA technical assistance line, but we should leave the option for a single stream audit in the budget in case we have a major storm and receive FEMA funds. He also noted that we need to go out for bid for auditing services this year, and we do not know how much that will cost.

Mayor Pugh asked why the Subscriptions, Memberships & Education budget almost doubled in the Town Clerk's budget, and Town Manager Titcomb explained that those line items in all department budgets have increased because his management philosophy is to make sure that all employees have the opportunity to attend professional development seminars, training, certifications, and schooling. He explained that each Association deals with a similar agenda and training, but their focuses are local, state and national.

REGULAR TOWN COMMISSION MEETING MINUTES SEPTEMBER 12, 2016

Commissioner Lucibella stated that the Commission is in favor of employees educating themselves, however each line item equals days off to attend training. Town Manager Titcomb stated it is hard to put a price on the networking and association of people that you become familiar with in these groups that bring resources to the Town.

Commissioner Lucibella asked about the Improvements Not Buildings line item (506.300) in the amount of \$1,000 in the General Government Services Expense budget, and Town Manager Titcomb explained that this amount is for shredding services for Town records and residential services. Commissioner Lucibella asked that the \$1,000 in the 506.300 account be moved to the 503.400 account.

Commissioner Lucibella asked why the Repairs and Maintenance budget increased by 40%, and wants more explanation on that line item. Mayor Pugh agreed that more detailed narrative is needed.

Commissioner Lucibella noted that the \$1,000 lump sum increase (line item 501.110) in the Law Enforcement budget needs to be deleted.

Commissioner Lucibella noted that the long term disability, workers' comp, unemployment compensation, and retirement lines are the same as last year, and they should not be. He stated that the rates are increasing this year, and noted that we cannot use last year's budget numbers because there are different rates for current employees. He would like the new rates listed in the narrative.

Commissioner Lucibella would like a narrative for the Machinery and Equipment line in the Law Enforcement budget (506.400), and noted that the \$80,000 for the radios belongs in the Capital Projects Fund, which will reduce this line item.

Commissioner Lucibella would like a narrative for the Inspections Services budget, because we have revenues of \$265,000 and expenses of \$157,500. Town Manager Titcomb explained that the revenue of \$265,000 is split between departments because the Town Engineer also performs inspection services, and Commissioner Lucibella stated he would like to include this in the narrative so it will not look as if we are in a for-profit business.

Commissioner Lucibella would like a narrative on the single unit price on trash removal services with Republic Services, as we charge a different price for single family vs. multi-family units. He would like to see the rates last year vs. the rates this year.

Commissioner Lucibella would like the budget for the Town Engineer changed to \$85,000 due to the current expenses for that line item.

Commissioner Lucibella and Mayor Pugh would like a narrative for the Machinery and Equipment line item in the Public Works budget.

- b. Announce the Town of Ocean Ridge Computed Millage Rate is Higher Than the Rolled Back Rate by 7.23%. The millage to be levied is 5.3500.
Mayor Pugh announced that the Town of Ocean Ridge computed millage rate is higher than the rolled back rate by 7.23%. He announced the millage to be levied is 5.3500.
- c. Comment from Commissioners & Public
There were no comments made at this time.

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- d. Resolution No. 2016-07: Adoption of Tentative Millage Rate for Fiscal Year 2016/2017
Commissioner Bonfiglio moved to adopt Resolution No. 2016-07 as amended, adding the figure of \$889,520,621 in the third whereas clause (which represents the gross taxable value for operating purposes not exempt from taxation within Palm Beach County as certified by the County Property Appraiser to the Town of Ocean Ridge); seconded by Commissioner Lucibella. Motion carried 5-0. Resolution No. 2016-07 was adopted at 6:21 p.m.
- e. Resolution No. 2016-08: Adoption of Tentative Budget for Fiscal Year 2016/2017

Commissioner Lucibella asked if we should be leaving non-revenue of \$260,000 which is a fund transfer in the revenue grand total. He asked that the Town Manager check on this before the final hearing, and make sure we have the correct number for the final resolution.

Commissioner Bonfiglio moved to adopt Resolution No. 2016-08 as amended, changing the Appropriations and Revenue Estimate for the Budget for FY2016/17 figure to \$6,619,030; seconded by Commissioner Aaskov. Motion carried 5-0. Resolution No. 2016-08 was adopted at 6:25 p.m.
- f. Announce the second/final hearing on the FY2016/17 Budget will be held at 5:01 p.m. on Wednesday, September 21, 2016.
Mayor Pugh announced that the second/final hearing on the FY2016/17 Budget will be held at 5:01 p.m. on Wednesday, September 21, 2016.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Pugh requested that Action Item #9 be deleted, as the Town of Briny Breezes contracted with the City of Boynton Beach for Police Services.

APPROVAL OF CONSENT AGENDA

2. **Minutes of Regular Town Commission Meeting of August 1, 2016**
3. **Minutes of Special Town Commission Meeting of August 23, 2016**
4. **Floodplain Annual Progress Report (NFIP/CRS Recertification)**

Commissioner Bonfiglio moved to approve the agenda and consent agenda as amended; seconded by Commissioner Lucibella. Motion Carried 5-0.

ANNOUNCEMENTS AND PROCLAMATIONS

There were no announcements.

PUBLIC COMMENT

Terry Brown, Harbour Drive South, mentioned that some of the items on the Floodplain Annual Progress Report are around 9-10 years old. In the example of Harbour Drive South, they did add four catch basins and listed it as a tidal issue. He stated that the Town Engineer needs to take more action regarding what to do with these issues because the issues are not going away. He also spoke to the Commission regarding floor area ratio (FAR), and noted that when we increase it, it transforms the look and feel of the Town.

Mark Marsh, 14 Hudson Ave, Planning & Zoning Board Member, spoke to the Commission regarding his concerns on the floor area ratio, aesthetics and code compliance issues. He would like the Commission to

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think about utilizing the Planning & Zoning Board as a quasi-review board for building permit applications because we will see a drastic change in the Town if we do not do so. He noted that Ocean Ridge is the only coastal town that does not have an Architectural Review Board. The Town will face aesthetic and technical issues in the future, and he does not believe the Town is ready to take on those challenges. He would like to protect the character of the Town.

Tom Ambrose, 10 Hudson Ave, spoke to the Commission regarding frequent power outages at his residence. He is concerned about the height of the trees under the power lines. The wind sometimes blows down the palm fronds which short circuit the power lines, and blows the fuse on A1A. He noted that FPL stated they would be happy to trim the trees if notified of a specific problem, but Mr. Ambrose would like the Town to send a notice out for property owners to trim their trees. Commissioner Lucibella asked if we can enforce people contacting FPL. Chief Hutchins stated the Police Department surveys properties on a regular basis to see if there are trees near the wires that will jeopardize power service. If the trees are within 10 feet of the power lines, we contact FPL. We have been told by FPL that the trees need to be trimmed by a certified tree trimmer for safety. He encourages anyone to let us know, and we will attempt to use our ordinance to take care of the problems or get FPL to respond. Mr. Ambrose asked if the Town could look into having FPL place the 5 houses in his area that are having power outage problems on a different circuit. The Town Manager stated he will follow-up with that.

Don McGruder, 9 Ridge Blvd, showed the Commission his recent pictures taken at the retention pond, and stated we still have standing water. He mentioned if we are hit with a storm, we will be in trouble. He also mentioned that standing water is a primary breeding ground for Zika mosquitoes, and we need to do something soon.

Lynn Allison, 6260 N. Ocean Blvd, spoke on behalf of the Garden Club, and mentioned that some of the Garden Club members have been speaking with the Town Manager regarding activities for their upcoming 50th anniversary. They would like to decorate the entrance monuments, decorate Town Hall with flower arrangements, and they will have speakers who will do presentations for the public. They would like to have the opening reception on February 13th, and close on Friday night with a silent auction to sell the flower arrangements. They are currently receiving pricing and installation information, and will come back to the Commission at a later date. They have money in their treasury for the event, and are hoping to receive support from the Town as well.

Betty Bingham, 1 Ocean Ave, noted that she is in charge of getting the Christmas tree this year and would like to have it in place the day after Thanksgiving. She would like it decorated by the first of December and have the lighting ceremony the first Friday in December. Mayor Pugh stated he would like the lights in Town done earlier this year as well so they are operational by the date of the lighting ceremony. Town Manager Titcomb confirmed that we have been in contact with the holiday lighting contractor and will have that taken care of.

PUBLIC HEARINGS

5. An application submitted by POM Properties, 4783 N. Congress Ave, Boynton Beach, FL 33426, representing the owner, Elliot Zank, 5550 Coastal Dr., Boca Raton, FL 33487, 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 single family residence with a two car garage with the furthest extension of the structure at 67' 3 1/2" (+/-) east of the Coastal Construction Control Line (CCCL), and the pool and pool deck will extend a maximum of 16' 1 3/4" (+/-) east of the CCCL. The house finished floor slab elevation will be 15.9' NAVD. Property located at 5006 Old Ocean Blvd, or legally described as Palm Beach Shore Acres BLKS A, B & Z LT 17 LYG WLY OF & ADJ to Ocean Blvd R/W (Less W 748 FT) BLK A.

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Town Clerk Stevens read the public hearing notice for the public.

Mayor Pugh asked for confirmation from the Town Attorney that by approving this the Commission is not approving of the construction of that particular house, just the construction of a structure east of the CCCL, and Town Attorney Torcivia responded that is correct, but we are also getting an idea of what they would like to construct, and staff has some concerns regarding the height, etc. He stated that the Commission needs to make it clear in any motion that is passed that it is specifically subject to complying with all of the zoning and building codes of the Town.

Manny Palacios, Zoning Official for the Town, mentioned that the detailed measurements to certify that the calculations are accurate will be done at the permitting process. Commissioner Coz asked if the homeowner knows about the pending problems, and Mr. Palacios confirmed that he does, as staff has been meeting with the Architect. Mr. Palacios noted that the zoning requirements at this stage in the process seem to meet town code regarding setbacks and height requirements for construction east of the CCCL. The Architect is fully aware that everything will be scrutinized at the permitting process.

Commissioner Bonfiglio asked how an application gets to the Town Commission level when it doesn't meet the 75% second floor, and noted that they should be presenting a plan that is fully compliant with our zoning before the Commission can approve it, and Mr. Palacios responded that the site data is certifying that there is a 75% compliance. He stated there is a small discrepancy between the two calculations, but in his opinion, we can proceed forward with allowing him to proceed with his project, and send a letter to DEP so he can begin the process. The 75% issue is something that can be addressed at the permitting process. Mr. Palacios stated that the number is currently at 75.6%, and there is a margin of error, so that can be remedied.

Commissioner Lucibella suggested bringing it back next month after Mr. Palacios is comfortable in stating that the proposal is under 75% so there is never any question, and Mr. Palacios responded that the detailed calculations on his part have not been done yet because he doesn't normally do that until the permitting process. At this point, he just does a rough estimate.

Mark Marsh, 14 Hudson Ave, Planning Board Member, does not think the Commission can state in a letter at this point that the application will meet the Zoning requirements of the Town. Town Attorney Torcivia suggested that the letter to DEP states the approval is subject to the applicant meeting all of the Town's building and zoning codes.

Commissioner Bonfiglio asked if we could pass a resolution that defers this until we are 100% convinced that this plan meets all of our zoning requirements including the 75% floor area ratio for the second floor.

Mayor Pugh stated the problem is that the plan shows the structure is three stories high, but he does not want to get into how the house is built at this moment. He stated the finished floor elevation when you look at it from Tropical, you're looking at the garage and then stories going up, so we're looking at the height which is going to be out of nature with the rest of the neighborhood.

Commissioner Lucibella asked Mr. Palacios what more does he need before he can say the plan meets the code, and Mr. Palacios responded that he would need more detailed drawings with measurements of the first and second floor from the applicant.

There was a discussion about the Planning & Zoning Board doing preliminary plans reviews (not necessarily in relation to this application).

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Commissioner Bonfiglio suggested voting to refer this plan to the Planning & Zoning Board for a recommendation, and asked the Town Attorney if that could be done. Town Attorney Torcivia responded that he's not sure at this moment if the Planning & Zoning Board has that authority or not. He suggested a motion to defer this and a second motion to direct us to look into this, and if the Planning & Zoning Board has the authority, that's where the application should go.

Commissioner Lucibella moved to defer approval until the zoning official or designee is comfortable that it meets all of the zoning and building requirements of the town; second by Commissioner Coz.

Town Manager Titcomb noted that this is an advertised public hearing, and asked Town Attorney Torcivia if this is deferred, procedurally can we continue the public hearing so it's under the same advertising requirements, or would it have to be re-advertised, and Town Attorney Torcivia responded that unless it is deferred to a date certain, we would need to re-advertise. It was the consensus of the Commission to re-advertise.

Terry Brown, Harbour Drive South, commented that the finished floor elevation of the slab will be 16' using Old Ocean Blvd as the marker, which is pretty high. If they could get that down lower, it would be helpful for the neighborhood. He mentioned that the neighboring property will receive the water runoff because there is no wall there.

Demetrios Christopoulos, the Architect for the project, spoke to the Commission and stated there is some mention of coastal construction in the ordinances, but you don't really have ordinances written for coastal construction. He stated it's a hodge-podge trying to appease DEP, and Ocean Ridge's code is really designed for inland homes. He stated Mr. Palacios informed him that DEP's minimum is our maximum, and he wanted the Commission to understand that the 15.9' is actually dictated by DEP, it's not their proposal. They specifically say that the lowest hanging structural member that is parallel to the shoreline must be 13.9 NAVD. They proposed a reasonable 24" high beam for structural and made the slab flush with the top of that. As the slab grows in thickness, it actually grows downward. They have done everything they can to keep it as low as possible to meet DEP requirements. He asked the Commission to please consider that his design is influenced by cutting edge architecture. It meets the ordinances the best that he can, and does not exceed FAR. He also mentioned that the 75.6% issue may be based in CAD where he may have moved a line. If he moves a wall of a certain length 2 inches, that will easily give the percentage they need, and it should not be an issue for tonight's approval.

Mayor Pugh stated that the front door facing Tropical is a problem. He stated if the front door is facing Tropical, and you have to walk up the steps, that means you're entering the home from the elevation on Tropical, not the elevation on Old Ocean. He stated we have other homes that have elevation from Old Ocean, and the front door is on Old Ocean which is the front of the house. You're entering from Tropical, so Tropical is now the side of the house, so you're coming in the front door from the side of the house. You're entering the house from the elevation on Tropical, not the elevation of Old Ocean. He stated the Commission is not rejecting this because the house is a modern design, the Commission is not liking the design because the applicant is saying they have to build from the NGVD from Old Ocean, however the front door is not on Old Ocean. He stated the applicant can make it work by building a site wall around the property. The scale of the home from Tropical is literally huge compared to what the Town is used to. We have a 36' total height, and if garage space from Tropical is added, it now becomes 46'. If you're building from Old Ocean, and you're forced to do so by DEP, you would make your front door on Old Ocean just like every other house on that side of the street did. The houses currently there have retaining walls because the water needs to be retained on the property. You can't shed water from your own property onto someone's else's property and flood them out, so you will need retaining walls. He stated we can't approve something that we know will be out of what the Town of Ocean Ridge has been working toward for a long time with our floor area ratio, building heights, building structures, keeping water on your own property so

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you're not flooding out your neighbors, and all of the other things we have been working on for the past 15 or so years that are important to the Town residents. He asked the applicant to review this again with Mr. Palacios and the Town Manager and come back to the Commission at a later date with something that is more in scope.

Motion carried 5-0.

Commissioner Lucibella moved to instruct the Town Attorney to research and report back whether the Commission can refer at its discretion certain building plans to the Planning & Zoning Board for review and recommendation, and if the Commission does not have that authority, to provide the Commission with a methodology to create the authority; seconded by Commissioner Coz. Motion carried 5-0.

REGULAR AGENDA

REPORTS

6. Town Manager

Town Manager Titcomb advised that his written report is included in the meeting package and includes topics such as detention area maintenance projects, and Commissioner Bonfiglio asked about the proposals to fix and clean up the detention area. Town Manager Titcomb responded that we are working with the same company that provides services for us there now to re-visit the proposal. They are currently looking at the engineering plans on the as-builts for the detention area so we can prescribe the specific steps to improve the infrastructure that is in the ground down there. Mayor Pugh asked when the Town Manager will bring more information back to the Commission, and Town Manager Titcomb responded that he will bring information back next month for approval because it may cost more than \$10,000. Commissioner Bonfiglio voiced his concern about waiting longer to take care of this, and stated we need to take care of the standing water issue due to Zika concerns. He asked the Town Attorney if we could treat the detention area as an emergency to bypass the time prohibitions, and Town Attorney Torcivia responded that the Commission could authorize the Town Manager to enter into a contract up to a certain dollar amount because of the emergency and health and safety issues. Mayor Pugh asked if we have a ballpark figure, and Town Manager Titcomb responded that we received proposals around a year ago and the price was estimated at \$15,000 at that time.

Commissioner Lucibella moved to authorize the Town Manager to spend up to \$20,000 on an emergency basis to do what is necessary to have the standing water in the detention area managed until we can have it managed on a permanent basis, after receiving at least three quotes; seconded by Commissioner Coz. Motion carried 5-0.

Town Manager Titcomb reported that the PBA contract negotiations were held today and both sides tentatively adopted an agreement. Both sides will need to ratify the agreement in the near future. All of the parameters have been met, and in addition, the PBA has offered to consider extending the contract for an additional year to provide the opportunity to evaluate the merit evaluation process.

7. Town Attorney

Town Attorney Torcivia noted that he and his staff are working on more ordinance amendments over the next month or two. There were no questions from the Commission.

8. Police Chief

Chief Hutchins advised that the Police Department report is included in the meeting package and includes monthly police department statistics as well as several commendations. There were no questions from the Commission, and the Commission congratulated the individuals who received commendations.

ACTION ITEMS

9. ~~—— **Ratification of the Briny Breezes Police Services Contract** By: Jamie Titcomb, Town Manager~~
Item #9 removed from the agenda.

10. **Ratification of the Boynton Beach Fire/Rescue Services Contract** By: Jamie Titcomb, Town Manager

Town Manager Titcomb stated that the Boynton Beach Commission ratified the contract last week.

Commissioner Bonfiglio authorized the Town Manager to execute the final inter-local agreement for Fire/Rescue Services as set forth in the September 12, 2016 agenda item #10, provided that the final contract matches the marked-up version presented to the Commission; seconded by Commissioner Aaskov. Motion carried 5-0.

11. **Authorization of an Engineering Study on Traffic Calming Installations** By: Commissioner Coz

Commissioner Coz noted that he has worked with the Town Engineer and Town Manager to get concepts on traffic calming devices in the four corners/entrances of the Town. We have now reached the point in the project to finish the architecture of the intersection to study the drainage effects, etc. The Commission will need to authorize the expenditure of \$14,900 for engineering construction plans. This would be one part of the overall traffic calming project. The Engineer will need to come back to the Commission with specific costs on the four traffic calming areas.

Town Manager Titcomb noted that the larger piece of this project that goes to the Engineering firm not only prepares the engineering construction plans, but they also deal with the permitting and bid documents so that this can be bid out for actual construction. The second piece is the surveying of each installation for grade, drainage issues, appropriate construction drawings, etc.

Mayor Pugh asked if the cost would still be \$15,000 even if we only decide to do one intersection, and Commissioner Coz responded that if they Engineer one of the intersections and run into some unexpected problems, we would expect them to flag that and bring it to our attention before they spend additional funds. Town Manager Titcomb responded that the quotes show different pricing for each intersection, but this supposes that you would spend the money once and save by consolidating FDOT permit costs, etc. The Engineer did mention that they would reduce their costs if there was less physical work to do for the number of intersections that you would like to study.

Commissioner Coz moved to spend \$14,900 on the engineering study on traffic calming installations, seconded by Commissioner Lucibella.

Public comment: Zoanne Hennigan, 91 Island Drive South, asked if there has been a feasibility study to see if there is a traffic issue that needs calming, and Commissioner Coz responded that some of her neighbors have talked to him and are concerned about speeding traffic and Pokemon players intruding the neighborhood. He also stated they are trying to address each entrance into the Town, which will give more identity of a tight knit community, and hopefully give people a sense of respecting others property.

Terry Brown, Harbour Drive South, stated it appears that certain neighborhoods have been chosen because certain people want it. He stated he is not aware of a speeding problem on Island Drive or Beachway, and he doesn't believe the Chief has done a traffic study to indicate how many tickets have been issued on that roadway. He stated that there is a speeding problem on Harbour Drive South. The speed limit is 10 mph and recognizes that the officers cannot enforce speed under 20 mph. He stated we could combine traffic calming devices along with the drain that needs to be fixed there. He stated he would like a distinctive look in his neighborhood, but the rich neighborhoods were picked. Mayor Pugh asked if a speed sign could be

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installed on Harbour Drive South, and Chief Hutchins responded that he would see if there is a good location for the sign. Mayor Pugh stated the sign would take a survey on how fast people are going.

Lucy Brown, Harbour Drive South, asked if the purpose of the traffic calming devices is the appearance enhancement, town identity, or slowing down speeders, and asked if there is a need for them, and Commissioner Coz responded that the purpose is for all three reasons. She believes we shouldn't spend all this money just because a few people on the street have said that people are going fast down their street.

Robert Sloat, 6550 North Ocean Blvd, does not agree with the traffic calming installations. He stated he believes the money can be spent better elsewhere.

Commissioner Coz noted that the Midlane area was added to the plan because residents have been complaining about speeding, and the devices should stop the speeding so the pedestrians and children will be safe. Commissioner Aaskov stated the location of the device on Midlane does not make sense to her. Commissioner Coz noted that we can't do anything on A1A because it is a State road, so the Midlane location was chosen. Commissioner Aaskov stated the Midlane location will not help the speeding problem on Ridge Blvd.

Commissioner Lucibella asked if the speed signs record stats, and Chief Hutchins responded that the radar signs record the speed of vehicles passing them in only one direction. He noted that if we wanted to do a traffic study, we would need to hire someone to do that for us. Commissioner Lucibella stated he would like to know what the average speed of traffic is, and asked if the Chief can give us stats from the signs. Chief Hutchins responded that he provided stats from Beachway to Commissioner Coz, and it shows that vehicles travel over 20 mph on Beachway on occasion, and there isn't an inordinate amount of speed on that road. He stated the stats are over-written after a certain period of time, but he will go back and see how many he can pull. Commissioner Aaskov asked how many signs we have, and Chief Hutchins responded that we have two signs.

Motion withdrawn by Commissioner Coz. This item will be brought back in October with a more limited plan and costing.

12. **Discussion Regarding Zika Virus** By: Commissioner Bonfiglio

Commissioner Bonfiglio mentioned that we need to address this before it becomes a serious health problem in our area. He stated the State has only allocated \$19M for Zika management and control for the entire State, and Palm Beach County is concentrating on areas in the Western community, with nothing in coastal communities. He stated he is concerned because the Zika virus is significantly worse than a regular virus, and has devastating effects on pregnant women and the elderly. He stated he would like the Town to place money in the budget for Zika spraying, but the down side is that we do not know the health risks to people for the various pesticides that are used to control the virus. He did read that the CDC anticipates a vaccine will be ready in the next couple of years. He stated if we do something now, we may be able to limit the impact on our residents, and we could scale back if they develop a successful serum for the virus.

Town Manager Titcomb noted that we spend \$63,000 for noseem spraying in our current budget through our current vendor, Clarke Environmental. He stated Mr. Santana from Clarke Environmental gave us an alternative service delivery plan for Zika spraying, with an option for truck fogging and larvacide to treat Zika mosquitos for essentially the same amount that we currently pay in our contract. He mentioned that the current program is an opt-in process for residents regarding noseem spraying, and the Zika spraying would be the same opt-in process.

Bobby Santana and John Greene from Clarke Environmental spoke to the Commission and mentioned that Zika mosquitoes are containerized breeders, so you don't find them breeding in the intercoastal or in

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swamps or swales, they are in areas that will have a direct impact on your home. It is a challenging virus to suppress and control. Mr. Santana noted that the detention area is not a breeding site for Zika mosquitos, as they are considered container breeders. Although swamp areas are considered breeding grounds for mosquitos, Zika mosquitos should not be a concern in that area.

Commissioner Lucibella asked why Colonial Ridge is being treated, and Town Manager Titcomb responded that Colonial Ridge opted in for the service. All of the service areas on the map are opted in for service currently. Mr. Santana responded that when he put together the proposal he was working under the same line item budget and put together the most appropriate cost effective program possible. He stated that the product they will be applying is effective on noseemus and Zika mosquitos as well. He pointed out that the red map is the current service area which is a barrier application and is a little different than the truck mounted spraying. It is a house by house backpack treating of vegetation around the property, and the route was put together based on buy-in from the residents, and is based on preserve areas where there is the most noseemum activity. Commissioner Lucibella asked if everyone on Tropical wanted to have their yards sprayed, would they spray them, and Mr. Santana confirmed that they would.

Mayor Pugh asked what time of day the truck spraying would occur, and Mr. Santana responded that the timing is open for discussion, but is usually done at night. He stated the treatment zone would take approximately an hour to complete, and 3:45 a.m. to 4:45 a.m. would be the best time to treat.

Commissioner Bonfiglio asked about the active ingredient in the spray and the health risks, and Mr. Santana responded that it has a very low toxicity, as it is a very fine mist that goes into the air from the truck.

Mayor Pugh asked about the backpack spraying, and Mr. Santana stated they would be doing the larvacide spraying once per month in the detention areas, and the other three times per month will be the backpack spraying which is for the vegetation around the homes. He stated the product barrier lasts for 7-10 days, so the one extra treatment that they were able to eliminate left room in the budget to do the ULV treatments as well as the larvaciding for a more integrated program.

Commissioner Lucibella asked what is the latest on genetically engineered mosquitos, and Mr. Santana stated it can work in a very small area, but the costs can be astronomical.

Commissioner Bonfiglio asked about toxicity for the beneficials, and Mr. Santana responded that we mitigate some of those risks through the time of application.

Commissioner Bonfiglio asked about the release form for adding the mosquito spraying, and Mr. Santana stated he will look at it in detail and let us know if we have the correct language.

Commissioner Bonfiglio moved to authorize the spraying of mosquitos through Clarke Environmental Services as per the September 12, 2016 agenda item #12; seconded by Commissioner Lucibella.

Terry Brown, Harbour Drive South, asked how we will deal with the issue of truck spraying while residents are out walking their dogs at night. Mayor Pugh stated we will put a spraying schedule up on our website. Mr. Brown asked if we will stop spraying once Zika goes away, and Commissioner Bonfiglio responded that is our hope.

Betty Bingham, 1 Ocean Ave, stated she is concerned about the bees due to the recent kill in South Carolina, and Commissioner Bonfiglio responded that the problem in South Carolina was due to widespread aerial spraying during the day when the pollinators are out. We should not have that problem because our plan is to spray during the nighttime/early morning hours when the pollinators are asleep. Mr. Santana added that Ms. Bingham's concerns are definitely valid and he takes those things into consideration when we puts the

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program together. He noted that the droplets will not remain on the flowers, as they are very small and there will not be any left on the flowers by the time the sun comes up and pollinators come out.

Motion carried 5-0.

Commissioner Bonfiglio asked how we are going to let residents know that they need to sign a new form to allow for noseem and mosquito spraying, and Mayor Pugh responded he does not think we need to do so because they are only spraying for mosquitoes with the backpack in certain areas. They are not going behind every single house with the backpacks. They are only spraying in the retention areas, and the truck spraying doesn't require individual authorization.

13. **Discussion Regarding Iguana Trapping** By: Commissioner Bonfiglio

Commissioner Bonfiglio stated he has noticed iguanas hanging around Ocean Blvd, by the Inlet Park, in his back yard, and on Sabal Island. He stated part of the problem is they have a nasty bite and strong tails, and are a threat to children and small pets. He stated they would like to place traps in three or four different areas, and each trip costs \$189 for four traps. The price increases when you add more traps. He stated we don't know how much it will cost because we don't know how many traps we will need, but the cost is per trip, and they check all of the traps during one trip. Mayor Pugh stated we will need the homeowners to sign permission slips to place the traps on their property.

Commissioner Lucibella stated we want to be good neighbors, but asked why the Town would pay to remove pests from someone's property, and Commissioner Bonfiglio responded that the colonization is becoming a problem in many areas. He noted that although it is not as dangerous as the Zika virus, it is something the Town may want to address. Commissioner Lucibella stated he is not against it if there is an appetite for support.

Zoanne Hennigan, 91 Island Dr. South, considers the vacant home beside her to be an iguana breeding site as there is a lot of vegetation there. She stated they have seen big and small ones there and they are reproducing like rabbits. She believes it is a health concern because their feces is bacterial ridden and it gets in the swimming pools. She stated she doesn't know if the traps are the most effective way to remove them, but she is in favor of a mechanism to eliminate them. Commissioner Bonfiglio noted that we don't have a natural predator for the large iguanas.

Betty Bingham, 1 Ocean Ave, mentioned that iguana meat is becoming a delicacy. She also mentioned that the last time we had a cold spell in January, that killed them all off.

Terry Brown, Harbour Drive South, noted this is becoming a huge problem in the State, and we can eradicate them, but they will come back. He stated trapping is an expense we don't need.

Commissioner Lucibella suggested that we have wildlife removal services come in and speak to us so we can ask questions.

Mayor Pugh suggested that we speak with other coastal towns to see if they have any experience with this such as which trapper they used, how much it cost, and if it was successful.

Commissioner Bonfiglio suggested that we postpone this item until we have more information on other communities with the same issues and how they have coped with eradication. There was consensus from the Commission to do so.

RESOLUTIONS

14. **Resolution No. 2016-09: Resolution of the Town Commission of the Town of Ocean Ridge, Florida, Revising the Building Permit Fee Schedule** By: Jamie Titcomb, Town Manager
Town Manager Titcomb explained that it has been six years since the building permit fees have increased. Town staff has looked at the fees and recommended an increase to cover the costs of the Town to process building permits.

Commissioner Bonfiglio moved to adopt Resolution No. 2016-09; seconded by Commissioner Aaskov. Motion carried 5-0.

FIRST READING OF ORDINANCES

15. **Ordinance No. 615: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 1, “General Provisions”, Section 1-3, “Definitions” to Clarify the Definition of “Family”; Chapter 67, “Buildings and Building Regulations”, Article VII, “Building Standards”, by Creating Division 3, “Occupancy Limitations” to Clarify Such Limitations and to Provide for a Reasonable Accommodation Process for Persons With Disabilities and/or a Handicap; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.**

Town Attorney Torcivia read Ordinance No. 615 by title only and explained that this is the first reading of the Reasonable Accommodation Ordinance, and under the Federal Fair Housing Act every community should have one. It deals with dwelling units and specifically defines that no more than five unrelated persons shall live in a dwelling unit in the Town.

Commissioner Lucibella moved the adoption of the first reading of Ordinance No. 615; seconded by Commissioner Coz. Motion carried 5-0.

16. **Ordinance No. 616: An Ordinance of the Town of Ocean Ridge, Florida, Amending Its Code of Ordinances By Amending Chapter 67, “Buildings and Building Regulations”, Article III, “Technical Codes and Other Construction Standards”, Division 2, “Administration and Enforcement”, Section 67-55, “Construction Board of Adjustments and Appeals” To Provide That Certain Appeals May Be Made to the Board of Adjustment; Providing for Codification, Repeal of Conflicting Ordinances, Severability, and an Effective Date.**

Town Attorney Torcivia read Ordinance No. 616 by title only and explained that we found out recently that although our Code calls for a Construction Board of Appeals, we don’t have one, so we would like the Board of Adjustment to be the authority for construction appeals.

Commissioner Bonfiglio moved the adoption of the first reading of Ordinance No. 616; seconded by Commissioner Coz.

Terry Brown, Harbour Drive South, noted that the membership of the Construction Board of Appeals is currently specified in the Code, and stated that the Board of Adjustment does not have the same membership requirement. He noted there may be a problem if someone appeals the decision of the Board of Adjustment to the Circuit Court.

Motion carried 5-0.

SECOND READING AND ADOPTION OF ORDINANCES

None Scheduled.

TOWN COMMISSION ITEMS

None Scheduled.

REGULAR TOWN COMMISSION MEETING MINUTES SEPTEMBER 12, 2016

Meeting Adjourned at 8:35 p.m.

Minutes prepared by Town Clerk Stevens, and adopted by the Town Commission on October 3, 2016.

Mayor Pugh

ATTEST:

Tracey L. Stevens, CMC, Town Clerk

SPECIAL TOWN COMMISSION MEETING MINUTES
SEPTEMBER 21, 2016

Minutes of the Special Town Commission Meeting of the Town of Ocean Ridge held on Wednesday, September 21, 2016, at 5:01 PM in the Town Hall Commission Chambers.

The meeting was called to order by Mayor Pugh at 5:01 p.m.

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

Commissioner Aaskov	Commissioner Bonfiglio
Commissioner Coz	Commissioner Lucibella
Mayor Pugh	

Mayor Pugh led the Pledge of Allegiance.

PUBLIC HEARING/ACTION ITEMS

1. Presentation/Discussion of the Budget & Proposed Millage Rate for FY 2016/17

Town Manager Titcomb explained that the FY17 Budget Document Correction Note Sheet was handed out and illustrates a couple of corrections that would make some impacts, and he explained that the changes address some of the concerns raised at the last meeting. The net result is \$108,813 that can be re-appropriated, assigned to something in the budget, or eliminated, reducing the proposed budget from the advertised budget summary ad and tax rate related legal ads.

Commissioner Lucibella asked about the adjusting journal entry to re-appropriate the police radio expense to the capital fund in this year's budget, and asked who has been recording the journal entries. Town Manager Titcomb responded that the Town Clerk's office and the bookkeeping office have been recording the journal entries, and quite often something will be paid out of the general fund and then re-appropriated after the fact.

Commissioner Lucibella referred to the balance sheet and noted the City National CD balance is negative \$500,000 and prepaid insurance premiums are negative as well. We cannot have a negative monetary asset in accounting, and he believes either a reverse journal entry or a double journal entry was recorded. Town Manager Titcomb stated that he will research the errors.

Commissioner Coz stated he talked to the Town Attorney who told him the Commission could approve a budget today and during course of the year as errors are found, have the legal ability to amend the budget. Commissioner Lucibella stated the Commission cannot approve a budget where the expenses are higher than what is publicized, and when you correct the arithmetic errors, the expenses are higher than the advertised amount.

Commissioner Lucibella pointed out the following errors that need to be fixed before approval of the budget:

1. On the Statement of Revenues and Expenditures on page 4, line 513.103 Town Clerk/Treasurer amount of \$316,914 does not match the total Town Clerk's budget of \$307,034 on page 8.
2. Transfer to capital projects shows \$80,000 on page 4, and it is supposed to be \$180,000 which is listed on page 22. The \$194,900 figure in the narrative needs to be corrected as well. Commissioner Lucibella suggested holding a budget amendment workshop after adoption of the budget so the Commission can thoroughly discuss the budget as well as discuss how it will spend money on the capital projects.

SPECIAL TOWN COMMISSION MEETING MINUTES SEPTEMBER 21, 2016

3. The \$180,000 interfund transfer on page 3 actually belongs in the fund balance unappropriated line because the \$180,000 already exists in the capital fund and is earmarked for paving and police radios in the current FY16 budget.
4. The interfund transfer number needs to be \$100,000. Commissioner Lucibella expressed concern about this because the budget summary ad states that we are transferring \$80,000 to the capital projects fund, and he asked Town Attorney Shutt if we can transfer more than \$80,000 if that is what we advertised. Town Attorney Shutt responded that we can do that as long as we don't break the bottom line budget. He also noted that Resolution 2016-12 will need to be changed if changes are made to the budget.
5. Transfers to Capital Projects on page 4 should remain at \$80,000 to keep it in line with the budget summary advertisement, and change that number to match on page 3 and also on page 22 (change the number to \$80,000).

Mayor Pugh asked if the suggested changes will fix the fact that the advertised number is lower than what we will be approving, and Commissioner Lucibella responded that the plug number on page 2 is the number that causes the budget to balance. Town Attorney Shutt responded that by statute the Commission is allowed to make changes to the budget at this hearing provided that it does not go above the proposed millage rate and it does not exceed the noticed budgeted amount.

Town Manager Titcomb noted that he will need some time to recalibrate the numbers and make sure all of the numbers in the spreadsheets are accurate. He does not want to adjust one sheet and find that it creates a balloon effect somewhere else. Commissioner Lucibella offered his assistance in making sure the numbers come out properly.

Mayor Pugh asked what exactly is the problem with the budget right now vs. what was advertised, and Town Manager Titcomb responded that the totals referenced on page 4 add up to \$6,413,611, and those totals match the budget summary ad. He stated he was working on the numbers that needed to be changed from the last meeting, and the deadline for the legal ad needed to be met, so he did everything he could do to maintain the lines in the budget to match the ad.

Commissioner Coz stated that with all the corrections that Commissioner Lucibella pointed out, we should be under the advertised amount by \$10,000 for the purposes of approving the budget. Commissioner Lucibella stated it was the Commission's job two meetings ago to approve expenses, and he cannot approve the budget as presented at this time because we don't know exactly how the adjustments will affect the budget.

Town Manager Titcomb explained that the spreadsheets are linked in certain ways and the calculations are not straight-line calculations, so to be cautious, we should take some time to readjust the figures and make sure all of the numbers are accurate before adopting the budget.

Commissioner Bonfiglio mentioned that the bottom line is if we change the numbers so that we come under the advertised amount, then it may affect other numbers such it may be over the advertised amount which we cannot do. In order to accomplish the statutory requirement, we have no choice to meet sometime between now and the first, and allow Commissioner Lucibella to go over the budget with the Town Manager so that we can meet our statutory obligation of passing a balanced budget in conformity with what we have advertised.

Commissioner Lucibella noted that we would still need to hold a budget amendment workshop after the fact, because all we are trying to do at this point is achieve compliance with what we have advertised and make sure the accounting is correct.

SPECIAL TOWN COMMISSION MEETING MINUTES SEPTEMBER 21, 2016

Town Attorney Shutt explained that the Town Clerk checked with the Department of Revenue today and confirmed that we can recess this final hearing. However, we need to decide the specific date and time to reconvene because there are certain statutory requirements and strict advertising guidelines. The earliest we could meet would be next Wednesday.

Mayor Pugh suggested reconvening on October 3, 2016 prior to the regular meeting.

Commissioner Bonfiglio moved to recess this special meeting to October 3, 2016 at 5:01 p.m. and authorize the Town Clerk to advertise according to TRIM guidelines and in accordance with our discussion today; seconded by Commissioner Lucibella.

Betty Bingham, 1 Ocean Ave, noted that it seems we have many of these same problems every year, and asked if anyone has an outline of what the government actually requires in the budget. She stated Ms. Hancsak would say “that’s just the way it is done”, which didn’t always make it balance. She asked if there is a way we can simplify the budget document so that the average citizen can understand it.

Commissioner Lucibella responded that he liked the way the budgets were annotated in the past within each budget, and stated the Town Manager chooses to present it with a long summary in the front. He stated it is a stylistic issue he is more than willing to accommodate, and he wants to see a budget that the average citizen can look at and understand where money is coming from and going to. He stated we had that in the past, and less so this year, but this is a transitional year.

Commissioner Coz asked what if we are in the same situation on October 3rd and our deadline is October 6th to pass a budget, and Town Attorney Shutt responded that he believes if the Town Commission does not pass a budget by the deadline, then we would automatically go back to the rolled back rate. He will research to see if that is correct.

Mayor Pugh stated that in fourteen years he has never had this situation occur, and he is appalled that we need to postpone the final budget hearing. He stated he gives Commissioner Lucibella a lot of credit for finding the errors, and that it is his personal opinion that Town Manager Titcomb’s job is on the line if we cannot get the budget corrected by the October 3rd final hearing because one of the reasons the Commission hired him was because of his budget experience.

Commissioner Coz stated he appreciates Commissioner Lucibella’s offer to help correct the budget, but asked if we should hire an outside Accountant to make sure we don’t have any issues. Mayor Pugh responded that we should not do that because it is the Town Manager’s job to make sure the budget is presented correctly. Commissioner Lucibella responded that the only way he would be in favor of hiring an outside Accountant would be at the expense of the Town Manager’s job because the Commission grilled him during the interview process and he assured them he could prepare the budget.

Motion carried 5-0.

Meeting recessed at 5:51 p.m. The remaining items on the agenda will be taken up at the continuation meeting scheduled for Monday, October 3, 2016 at 5:01 p.m.

2. ~~Announce that the Town of Ocean Ridge Computed Millage Rate of 5.3500 is higher than the Rolled Back Rate of 4.9891 by 7.23%.~~
3. ~~Comment from Commissioners & Public~~

SPECIAL TOWN COMMISSION MEETING MINUTES SEPTEMBER 21, 2016

4. ~~Resolution No. 2016-10: Adoption of Final Millage Rate for Fiscal Year 2016/2017~~
5. ~~Resolution No. 2016-11: Adoption of Final Budget for Fiscal Year 2016/2017~~
6. ~~Resolution No. 2016-12: Updating and Re-appropriating Funds for the Capital Projects Fund for FY2016/2017~~

Minutes prepared by Town Clerk Stevens, and adopted by the Town Commission on October 3, 2016.

Mayor Pugh

ATTEST:

Tracey L. Stevens, CMC, Town Clerk

Agenda: October 3, 2016
Memo: Item # 6

Town of Ocean Ridge, Florida

Town Commission Agenda Memorandum
October 3, 2016 Regular Meeting

Office of the Town Clerk

**Subject: Authorize Garbage/Trash Liens and Alarm Monitoring
Liens**

Mayor & Commissioners:

It has been determined that at FY2015/16 year end, there are still several outstanding garbage/trash and alarm monitoring invoices. Twenty-two residents have been sent certified letters regarding these outstanding payments, and seven have paid since the letters were sent out. It is anticipated that several will pay between the time of the writing of this memo and the deadline of September 30th. However, the remaining few will need to be liened.

It will be necessary for the Commission to authorize the Mayor and Town Clerk to execute the liens and forward them to the Town Attorney to record at the County.

Approving the Consent Agenda item will also approve the necessary liens.

Agenda: October 3, 2016
Memo: Item # 10

Town of Ocean Ridge, Florida

Town Commission Agenda Memorandum
October 3, 2016 Meeting

Office of the Town Clerk

**Subject: 6195 N. Ocean Blvd – Request for a Land Development
Permit for Construction East of the CCCL**

Request:

This application requests the approval of construction East of the Coastal Construction Control Line located at 6195 N. Ocean Blvd to construct a new seawall.

Discussion of Proposal/Recommendation by Zoning Official:

The applicant has provided draft site plans, which are included in the meeting packages. Upon preliminary review of the plans by the Zoning Official, it appears that all of the zoning requirements have been met. The proposed construction of a seawall does meet and is in compliance with the zoning requirements under 67-17(a) setback line established, and 67-17 (h) – existing structures to permit the construction of a new seawall that will extend a maximum of 192.55' east of the Coastal Construction Control Line. The applicant's proposed new construction plans for the proposed seawall location meets the required setbacks at this time.

The Zoning Official recommends approval of this application.

A detailed review of the proposed new construction seawall will be done at the time of the permitting process.

Legal Issues:

The Town Attorney will be present at the meeting to discuss legal issues, if any.

PLEASE REMEMBER TO BRING YOUR PACKETS WITH YOU TO THE MEETING.

Town of Ocean Ridge

6450 N. Ocean Blvd. Ocean Ridge, FL 33435
(561) 732-2635

Development Action Form

All information must be printed or typed. The completed application must be filed at least thirty (30) days prior to the date of the Town Commission meeting at which the application is to be considered.

Application No.:

Submittal Date:

Property Owner(s) THOMAS OLOFSSON	Applicant THOMAS OLOFSSON
Name: THOMAS OLOFSSON	Name:
Address: 6195 N. Ocean Blvd. Ocean Ridge, FL 33435	Address:
Phone: 561-818-3333	Phone:

Proof of ownership, along with agent's authorization letter if Application is being submitted by anyone other than the Owner(s), must be submitted with Application along with a property owner list and labels of all residents within three hundred (300) feet and corresponding circumference map from the Tax Collectors Office is to be provided. Must be submitted a minimum of 28 days in advance of hearing.

___9___ copies of all plans, plats, surveys, including application forms etc. must be submitted with Application. (Further plans, etc. may be required.)

Check Applicable Approvals Being Requested

(Fees per current Town Code (see attached) must be submitted with application.)

Application Appeal		Rezoning	
Annexation		Site Plan Review	
Architectural Review		Special Exception	
Comprehensive Plan Amendment		Plat or Replat	
Planned Residential Development (PRD)		PRD Amendment Construction East of CCCL	X

Departmental Use Only Do Not Write Below This Line

Accepted For Review

Town Official: _____ Date: _____ Fee Paid: _____
 Traffic concurrency letter included? Yes No
Approval

Town Commission/Architectural Commission/Building Board of Adjustment and Appeals: _____ Date: _____

Conditions of Approval: _____

General Data

Project Name: N/A

Project Location (Address and property control no.): 6195 N. Ocean Blvd., Ocean Ridge 46 43 45 27 08 003 0010

Existing Zoning: N/A

Proposed Zoning: N/A

Existing Comprehensive Plan Designation: N/A

Proposed Comprehensive Plan Designation: N/A

Existing Land Use: Residential

Proposed Land Use: Residential

Total Site Area: _____ Sq. Ft.: _____ Acres: _____

Flood Zone Category: unknown

Is site currently served by public water? Yes No

Is site currently served by public sewer? Yes No

Residential

Total Number of Dwelling Units: one (1) Density (Units per acre): _____

Commercial

Total Square Footage: _____ Number of Buildings: _____

Describe briefly the nature of any improvements presently located on the subject property:

Residential single family home and accessory uses

Describe type of operation or business proposed; or the proposed construction:

Construction of Seawall 192.55 feet east of the 1997 Coastal Construction Control Line

Residential single family home and accessory uses

State the reasons or basis for the Approval request, and explain why this request is consistent with good planning and zoning practice, will not be contrary to the Town's Comprehensive Plan and will not be detrimental to the promotion of public appearance, comfort, convenience, general welfare, good order, health, morals, prosperity, and safety of the Town. Additionally, all standards set forth in the Town Code of Ordinances for Special Exceptions, Variances, Administrative Appeals, etc. must be addressed. (Attach a separate Justification Statement if insufficient space.)

Due to the fact that the construction of the seawall is east of the 1997 Coastal Construction Control Line, Ocean Ridge requires approval by the Town Commission

Has any previous Application been filed within the last year in connection with the subject property?

Yes No If Yes, briefly describe the nature of the Application.
Unknown

Has a site plan been previously approved by the Town Commission for this property? Yes No
If Yes, please note date of previous approval.

Unknown

Exact Legal Description of Property

(Attach if insufficient space)

Give the name, address, and telephone number for the following persons or firms involved in this development:

Agent (if different from Owner):	Developer:
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone:	Phone:

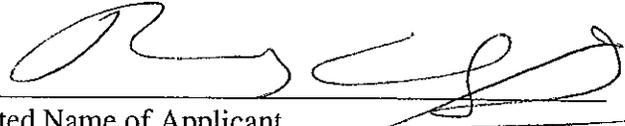
Planner: N/A	Architect: N/A
Name:	Name:
Company Name:	Company Name:
Address:	Address:
Phone:	Phone:
	Florida Registration No.:

Engineer:	Landscape Architect N/A
Name: Jeffrey Bergmann	Name:
Company Name: Wantman Group, Inc.	Company Name:
Address: 2035 Vista Parkway West Palm Beach, FL 33411	Address:
Phone: 561-687-2220	Phone:
Florida Registration No.:	Florida Registration No.:



 Witness

- Applicant is:
- Owner
 - Optionee
 - Lessee
 - Agent

✓ 

 Printed Name of Applicant
 THOMAS OLOFSSON
 Address: 6195 N. Ocean Blvd
Ocean Ridge, FL 33435
 Phone: 561-818-3333



CFN 20110433880
OR BK 24864 PG 1132
RECORDED 11/21/2011 16:41:03
Palm Beach County, Florida
AMT 3,800,000.00
Doc Stamp 26,600.00
Sharon R. Bock, CLERK & COMPTROLLER
Pgs 1132 - 1134; (3pgs)

Prepared by and return to:
James A. Ballerano, Jr., Esq.
Chapin, Ballerano & Cheslack
1201 George Bush Boulevard
Delray Beach, FL 33483
561-272-1225
File Number: Worrell.Olofsson
Will Call No.:

Parcel Identification No. 46-43-45-27-08-003-0010

[Space Above This Line For Recording Data]

Warranty Deed

(STATUTORY FORM - SECTION 689.02, F.S.)

This Indenture made this 21 day of November, 2011 between Thomas E. Worrell and Odette Artime Worrell, husband and wife, whose post office address is 816 Virginia Gardens Drive #18, Boynton Beach, FL 33435 of the County of Palm Beach, State of Florida, grantor*, and Thomas Olofsson, a single man, whose post office address is 2405 Bay Circle, Palm Beach Gardens, FL 33410 of the County of Palm Beach, State of Florida, grantee*.

Witnesseth that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Palm Beach County, Florida, to-wit:

Lot 1, Block 3 and Lot 1, Block 10, AMENDED PLAT OF BOYNTON SUBDIVISION, according to the Plat thereof as recorded in Plat Book 6, Page 56, Public Records of Palm Beach County, Florida. Together with that part of the Right of Way of Ocean Boulevard lying between said Lots, as shown on the Plat.

Subject to comprehensive land use plans, zoning, and other land use restrictions, prohibitions and requirements imposed by governmental authority; restrictions and matters appearing on the plat or otherwise common to the subdivision (without serving to reimpose same); unplatted public utility easements of record; and ad valorem and non-ad valorem taxes and assessments for the year 2012 and subsequent years.

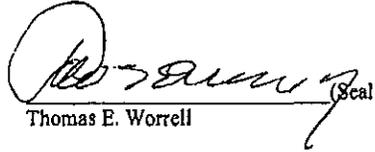
and said grantor does hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

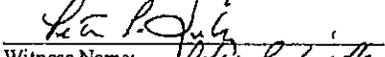
* "Grantor" and "Grantee" are used for singular or plural, as context requires.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:


Witness Name: Henry B. Handler

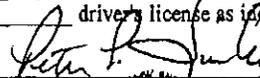
 (Seal)
Thomas E. Worrell


Witness Name: Peter P. Lindley

State of Florida
County of Palm Beach

The foregoing instrument was acknowledged before me this 21st day of November, 2011 by Thomas E. Worrell, who is personally known or has produced a _____ driver's license as identification.

[Notary Seal]


Notary Public  PETER P. LINDLEY
MY COMMISSION # DD 793968
Printed Name: _____ EXPIRES: June 22, 2012
Banded thru Budget Notary Services
My Commission Expires: _____

Bonnie L. Frazier
Witness Name: BONNIE L. FRAZIER

Odette Artime Worrell (Seal)
Odette Artime Worrell

Michele C. D'Alessandro
Witness Name: Michele C. D'Alessandro

State of Florida
County of Palm Beach

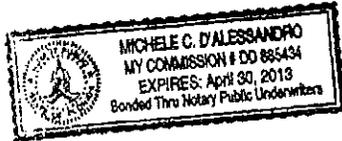
The foregoing instrument was acknowledged before me this 18th day of November, 2011 by Odette Artime Worrell, who
 is personally known or has produced a Florida driver's license as identification.

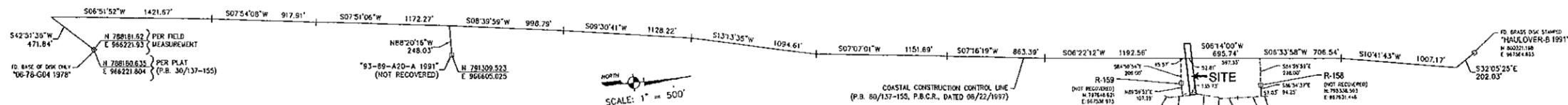
[Notary Seal]

Michele C. D'Alessandro
Notary Public

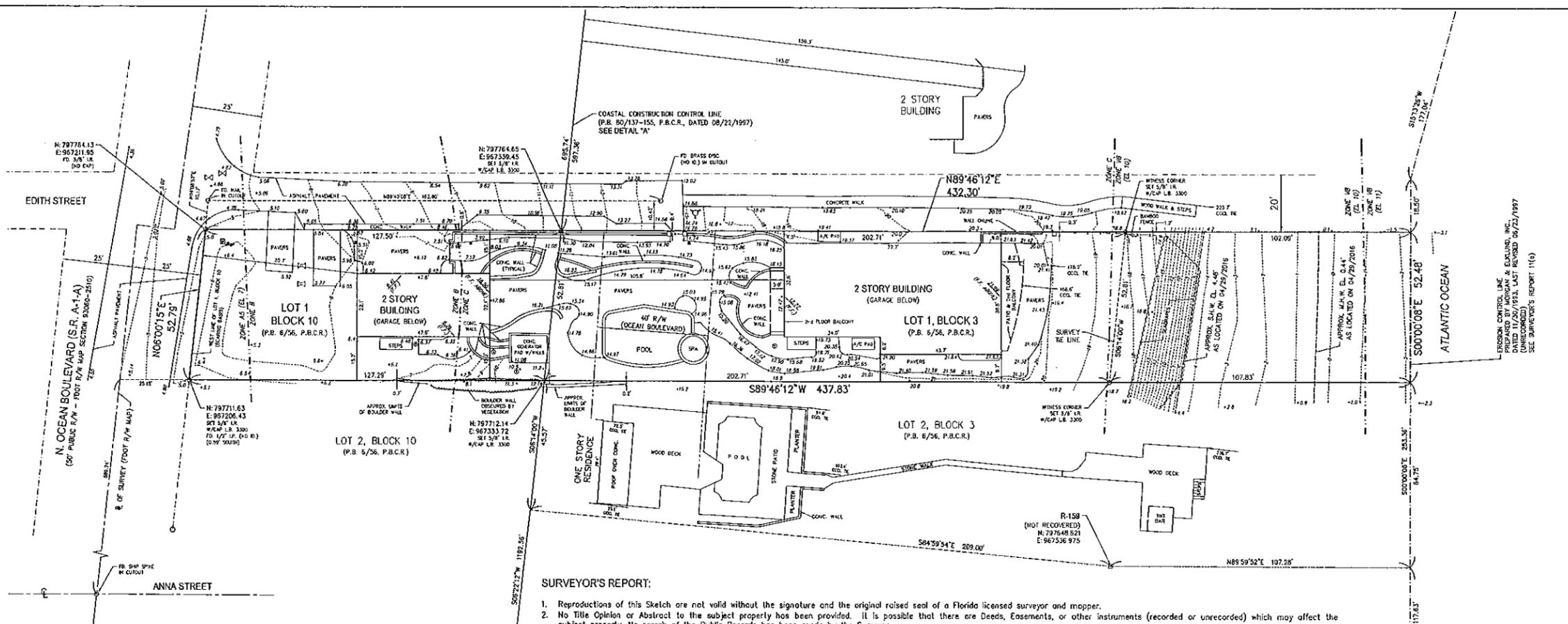
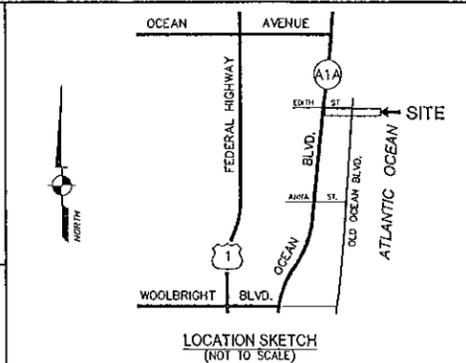
Printed Name: _____

My Commission Expires: _____





DETAIL 'A' (COASTAL CONSTRUCTION CONTROL LINE DETAIL)



LEGEND

- ⊕ BACK FLOW PREVENTOR VALVE
- ⊙ BENCHMARK
- ⊙ CLEAN-OUT
- + 6.00 EXISTING ELEVATION
- ⊕ FIRE HYDRANT
- ⊕ GAS VALVE
- ⊕ WATER METER
- ⊕ WATER VALVE
- ⊕ YARD DRAIN

SURVEYOR'S REPORT:

- Reproductions of this Sketch are not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper.
- No Title Opinion or Abstract to the subject property has been provided. It is possible that there are Deeds, Easements, or other instruments (recorded or unrecorded) which may affect the subject property. No search of the Public Records has been made by the Surveyor.
- The land description shown hereon is in accord with Warranty Deed recorded in Official Records Book 24864, Page 1132 of the Public Records of Palm Beach County, Florida.
- No underground improvements were located.
- The undersigned surveyor has no knowledge as to whether any of the hereon property is filled formerly submerged lands.
- Bearings shown hereon are relative to the Coastal Construction Control Line (Plat Book 80, Pages 137-155, P.B.C.R.) with the west line of Lot 1, Block 10 having a bearing of N06°00'15\"/>

LAND DESCRIPTION:

Lot 1, Block 3 and Lot 1, Block 10, AMENDED PLAT OF BOYNTON SUBDIVISION, according to the Plat thereof as recorded in Plat Book 6, Page 56, Public Records of Palm Beach County, Florida. Together with that part of the Right of Way of Ocean Boulevard lying between said Lots, as shown on the Plat.

Said lands situate in the Town of Ocean Ridge, Palm Beach County, Florida and containing 22,832 square feet (0.524 acres) more or less.

PROPERTY ADDRESS: 6195 N. Ocean Boulevard, Boynton Beach, Florida

PROPERTY OWNER: Thomas Olofsson

CERTIFICATION:

I HEREBY CERTIFY that the attached Boundary and Topographic Survey of the hereon described property is true and correct to the best of my knowledge and belief as surveyed in the field under my direction. I FURTHER CERTIFY that this Boundary and Topographic Survey meets the Standards of Practice set forth in Chapter SJ-17.050 through SJ-17.052, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes, it complies with Chapter 177, Part II Florida Statutes.

Date: 5/27/16

Michael D. Avrom
 MICHAEL D. AVROM, P.L.S.
 Florida Registration No. 3268
 AVROM & ASSOCIATES, INC.
 L.B. No. 3300
 EMAIL: mike@avromsurvey.com



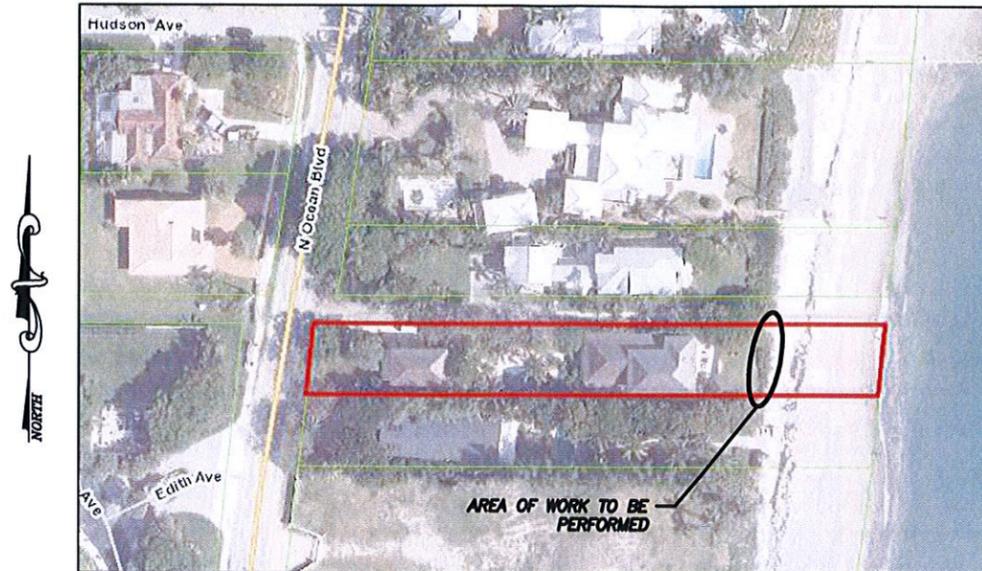
AVIROM & ASSOCIATES, INC.
 SURVEYING & MAPPING
 50 S.W. 2nd AVENUE, SUITE 102, BOCA RATON, FLORIDA 33432
 TEL. (561) 392-2594, FAX (561) 394-7125
 www.AVIROMSURVEY.com
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REVISIONS	DATE	F.B./PG.	BY	CKD	REVISIONS	DATE	F.B./PG.	BY	CKD

BOUNDARY & TOPOGRAPHIC SURVEY
 6195 N. OCEAN BOULEVARD
 LOT 1, BLOCK 3 and LOT 1, BLOCK 10
 AMENDED PLAT OF BOYNTON SUBDIVISION
 (PLAT BOOK 6, PAGE 56, P.B.C.R.)
 TOWN OF OCEAN RIDGE
 PALM BEACH COUNTY, FLORIDA

JOB #:	10170
SCALE:	1" = 20'
DATE:	04/29/2016
BY:	M.M.K.
CHECKED:	M.D.A.
F.B. 1781	PG. 30-38
SHEET:	1 OF 1

OLOFSSON RESIDENCE PROPOSED SEAWALL

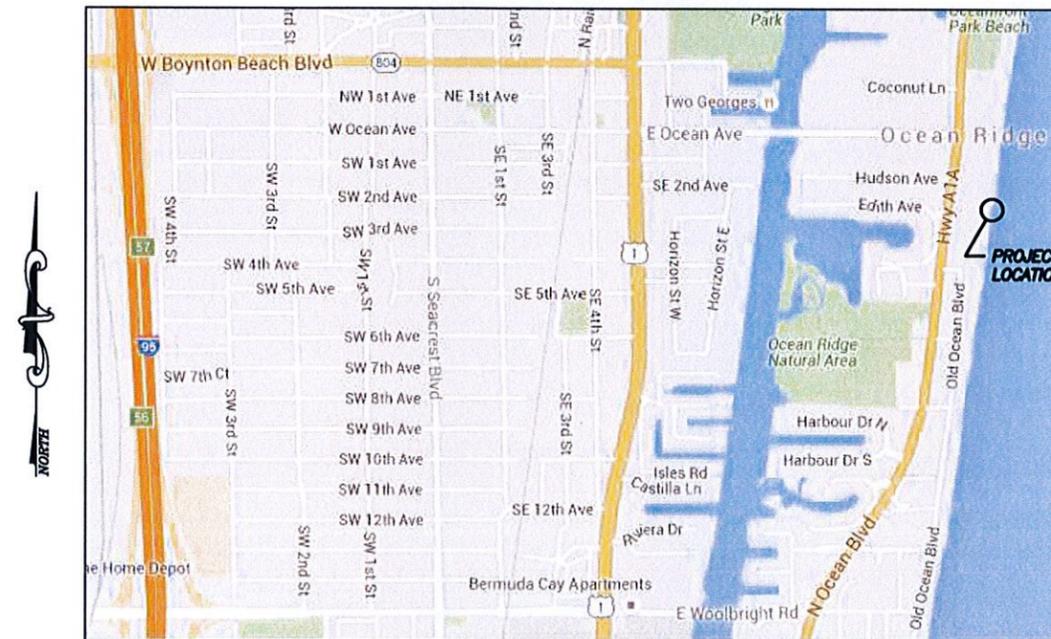


LOCATION MAP

N.T.S.

SHEET INDEX

Sheet Number	Sheet Title
S0.1	COVER SHEET
S0.2	GENERAL NOTES
S1.0	OVERALL PLAN VIEW
S1.1	ENLARGED PLAN VIEW
S2.1	TYPICAL CROSS SECTION
S3.0	TYPICAL DETAILS AND SECTIONS
S3.1	TYPICAL DETAILS AND SECTIONS



VICINITY MAP

N.T.S.



NOTE:
ELEVATIONS SHOWN HEREON ARE BASED ON NAVD '88 DATUM.
TO CONVERT TO NGVD '29 ADD 1.56' TO THE NAVD VALUE.

Always call 811 two full business days before you dig.

Sunshine811.com

NO.	REVISION	DATE	BY

WGI

2035 Vista Parkway
West Palm Beach, FL 33411
Phone No. 561.687.2220
Fax No. 561.687.1110
FL Cert No. 6091 - LB No. 7055

**PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE**
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA

DRAWN
D.A.M.
CHECKED
J.R.B.
DATE
JUNE 2016
SCALE
AS NOTED

SEAL

Jeffrey R. Bergman-50459
FLORIDA P.E. NAME & NUMBER

SHEET
S0.1
PROJECT NO.
18182202.00

LIST OF FREQUENTLY USED ABBREVIATIONS

AAMA	-	AMERICAN ARCHITECTURAL MANUFACTURERS ASSOCIATION
AASHTO	-	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
AC	-	ACRE
ACI	-	AMERICAN CONCRETE INSTITUTE
ACQ	-	ALKALINE COPPER QUATERNARY
AISC	-	AMERICAN INSTITUTE OF STEEL CONSTRUCTION
ANSI	-	AMERICAN NATIONAL STANDARDS INSTITUTE
ASCE	-	AMERICAN SOCIETY OF CIVIL ENGINEERS
ASD	-	ALLOWABLE STRESS DESIGN
ASTM	-	AMERICAN SOCIETY FOR TESTING AND MATERIALS
AWS	-	AMERICAN WELDING SOCIETY
B/L	⊕	BASELINE
BOT	-	BOTTOM
BRG	-	BEARING
CA-A	-	COPPER AZOLE, TYPE A
CA-B	-	COPPER AZOLE, TYPE B
CAP	-	CORRUGATED ALUMINUM PIPE
CCA	-	CHROMATED COPPER ARSENATE
CE	-	CONTROL ELEVATION
CH	-	CHAPTER
CIP	-	CAST-IN-PLACE
C/L	⊕	CENTERLINE
CMP	-	CORRUGATED METAL PIPE
CONST.	-	CONSTRUCT
CONT.	-	CONTINUOUS
CPP	-	CORRUGATED PLASTIC PIPE
DFT	-	DRY FILM THICKNESS
DIA.	∅	DIAMETER
EL., ELEV.	-	ELEVATION
EMBED	-	EMBEDMENT
EQ.	-	EQUAL
EX., EXIST.	-	EXISTING
EW	-	EACH WAY
FAC	-	FLORIDA ADMINISTRATIVE CODE
FBC	-	FLORIDA BUILDING CODE
FDOT	-	FLORIDA DEPARTMENT OF TRANSPORTATION
FIN. FL.	-	FINISH FLOOR
FT	-	FOOT
GR	-	GRADE
INV.	-	INVERT
KSI	-	KILOPOUNDS PER SQUARE INCH
LB(S)	-	POUND(S)
LF	-	LINEAR FEET
LRFD	-	LOAD RESISTANCE FACTOR DESIGN
MAX.	-	MAXIMUM
MHW	-	MEAN HIGH WATER
MIN.	-	MINIMUM
NAVD '88	-	NORTH AMERICAN VERTICAL DATUM OF 1988
NGVD '29	-	NATIONAL GEODETIC VERTICAL DATUM OF 1929
NEC	-	NATIONAL ELECTRICAL CODE
NFPA	-	NATIONAL FIRE PROTECTION ASSOCIATION
NTS	-	NOT TO SCALE
O.C.	-	ON CENTER
O.D.	-	OUTSIDE DIAMETER
PCF	-	PER CUBIC FOOT
PCI	-	PER CUBIC INCH
PL	⊕	PLATE
PSF	-	PER SQUARE FOOT
PSI	-	PER SQUARE INCH
RCP	-	REINFORCED CONCRETE PIPE
RDWY	-	ROADWAY
R/W	-	RIGHT OF WAY
SEC.	-	SECONDS
SDWK	-	SIDEWALK
SFWMD	-	SOUTH FLORIDA WATER MANAGEMENT DISTRICT
SHW	-	SEASONAL HIGH WATER
SHLD	-	SHOULDER
SIM.	-	SIMILAR
SPA	-	SPACING, SPACES
SYP	-	SOUTHERN YELLOW PINE
TSP	-	TECHNICAL SPECIAL PROVISION
TYP	-	TYPICAL
ULT	-	ULTIMATE
UON	-	UNLESS OTHERWISE NOTED
VAR	-	VARIES
W/	-	WITH

DATUM NOTES:

- ALL ELEVATIONS SHOWN ARE NGVD '29, UNLESS OTHERWISE NOTED (UON).

STRUCTURAL NOTES:

- GENERAL SPECIFICATIONS: FLORIDA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION.
DESIGN SPECIFICATION: FLORIDA BUILDING CODE 2014, ACI 318-08 BUILDING CODE REQUIREMENT FOR STRUCTURAL CONCRETE.
- DESIGN LOADING: LIVE LOAD = 100 PSF
WIND LOAD = 170 MPH (ULTIMATE), 3 SECOND GUSTS
= 132 MPH (SERVICE), 3 SECOND GUSTS
- MATERIAL STRESSES:
ALL MATERIAL PROPERTIES ARE IN ACCORDANCE WITH CURRENT AASHTO SPECIFICATIONS FOR ALL THE MATERIALS SHOWN IN THE PLANS.
CONCRETE: MINIMUM 28 DAY STRENGTH: f'_c
SUBSTRUCTURE
CLASS IV: 5,500 PSI
- CONCRETE:
 - PROVIDE $\frac{3}{4}$ " CHAMFERS ON ALL EXPOSED EDGES AND CORNERS EXCEPT AS OTHERWISE NOTED.
 - CONSTRUCTION JOINTS WILL BE PERMITTED ONLY AT THE LOCATIONS INDICATED ON THE PLANS, ADDITIONAL CONSTRUCTION JOINTS OR ALTERATIONS TO THOSE SHOWN WILL REQUIRE APPROVAL BY THE ENGINEER.
 - PROVIDE A LIGHT BROOM FINISH ON THE TOP SURFACE OF THE BULKHEAD PILE CAP.
 - ALL EXPOSED CONCRETE SURFACES TO RECEIVE AN FDOT CLASS 5 FINISH.
 - PROVIDE $\frac{3}{4}$ " "V" GROOVE AT 25'-0" O.C. WITH FLEXIBLE EPOXY SEAL. (SUBMIT SHOP DRAWINGS FOR APPROVAL).
- REINFORCEMENT:
 - REINFORCEMENT SHALL BE ASTM A615, GRADE 60, TYPICAL UNLESS NOTED OTHERWISE (UON).
 - ALL DIMENSIONS PERTAINING TO LOCATION OF REINFORCING ARE TO CENTERLINE OF BARS EXCEPT WHERE THE CLEAR DIMENSION IS SHOWN TO FACE OF CONCRETE.
 - REINFORCEMENT DETAIL DIMENSIONS ARE OUT-TO-OUT OF BARS.
- MINIMUM CONCRETE COVER:
COVER FOR REINFORCING STEEL SHOWN IN THE BRIDGE PLAN DETAILS WILL PRODUCE THE FOLLOWING MINIMUM CLEARANCE BASED ON PLACEMENT AND FABRICATION TOLERANCES SHOWN BELOW:
PILE CAP: 4 INCH MINIMUM
FOR PLACEMENT TOLERANCES SEE STANDARD SPECIFICATIONS.
FOR FABRICATION TOLERANCES SEE CRSI MANUAL OF STANDARD PRACTICE.
- ENVIRONMENT:
SUPERSTRUCTURE: EXTREMELY AGGRESSIVE
SUBSTRUCTURE: EXTREMELY AGGRESSIVE
LOCATION: INTRACOASTAL
- FLOOD ZONE: A7 (EL. 8.0)

10. SHEET PILES:

- AZ 36-700N
Sx MIN. = 66.8 IN³
Ix MIN. = 656.2 IN⁴
- EXISTING LOCATIONS ARE APPROXIMATE.
 - PILE INSTALLATION:
CONTRACTOR TO PRE-AUGER HOLES FOR CANTILEVERED STEEL SHEET PILES. COQUINA ROCK LAYER BEGINS AT APPROXIMATELY (-)5.5' NGVD.
 - CONTRACTOR TO PROVIDE VIBRATION MONITORING DURING ALL INSTALLATION OF PROPOSED SHEET PANELS AND PILES. VIBRATIONS TO BE LIMITED AS DESCRIBED IN FDOT STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, SECTION 455-1.1.

NOTE:
PROPOSED SEAWALL DESIGN IS IN COMPLIANCE WITH THE PERTINENT SECTIONS OF CH. 62B-33.005, FAC



NOTE:
ELEVATIONS SHOWN HEREON ARE BASED ON NAVD '88 DATUM. TO CONVERT TO NGVD '29 ADD 1.56' TO THE NAVD VALUE.

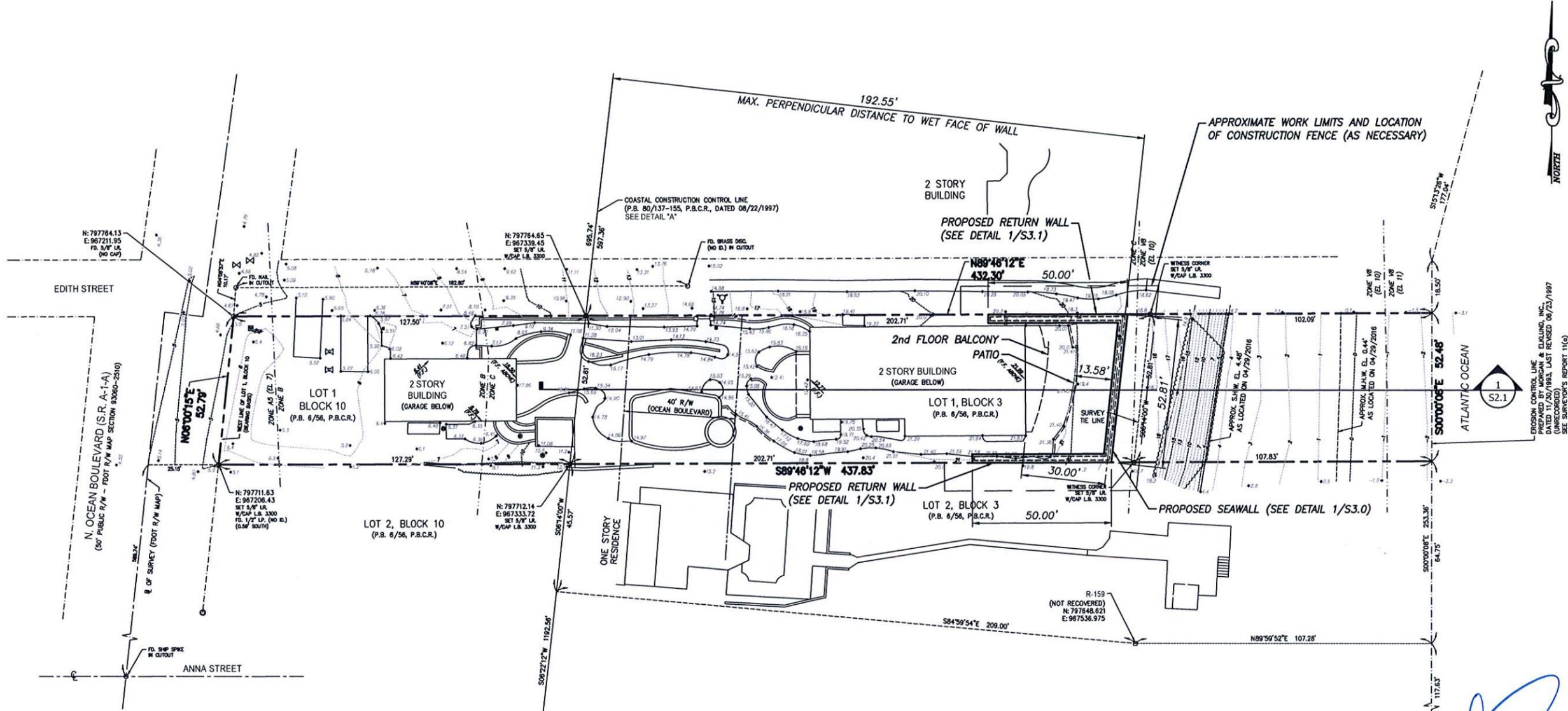


NO.	REVISION	DATE	BY



PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA

DRAWN D.A.M.	SEAL	SHEET S0.2
CHECKED J.R.B.		
DATE JUNE 2016		
SCALE AS NOTED	Jeffrey R. Bergmann-50159 FLORIDA P.E. NAME & NUMBER	PROJECT NO. 16182202.00



1 OVERALL PLAN VIEW
S1.0
GRAPHIC SCALE IN FEET

- NOTE:**
- APPROXIMATELY 85 C.Y. OF EXCAVATION REQUIRED (SOIL DISPLACED BY CONCRETE CAP), APPROXIMATELY 193' SEAWARD OF THE CCCL.
 - APPROXIMATELY 85 C.Y. OF FILL PROPOSED IN THE VICINITY OF THE SEAWALL, BETWEEN APPROXIMATELY 193' AND 210' SEAWARD OF THE CCCL.

JEFFREY R. BERGMANN
STATE OF FLORIDA
REGISTERED PROFESSIONAL ENGINEER
No. 50159
6/1/16

NOTE:
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Always call 811 two full business days before you dig
Sunshine811.com

NO.	REVISION	DATE	BY

WGI
2035 Vista Parkway
West Palm Beach, FL 33411
Phone No. 561.687.2220
Fax No. 561.687.1119
or Cert No. 6091 - LB No. 7055

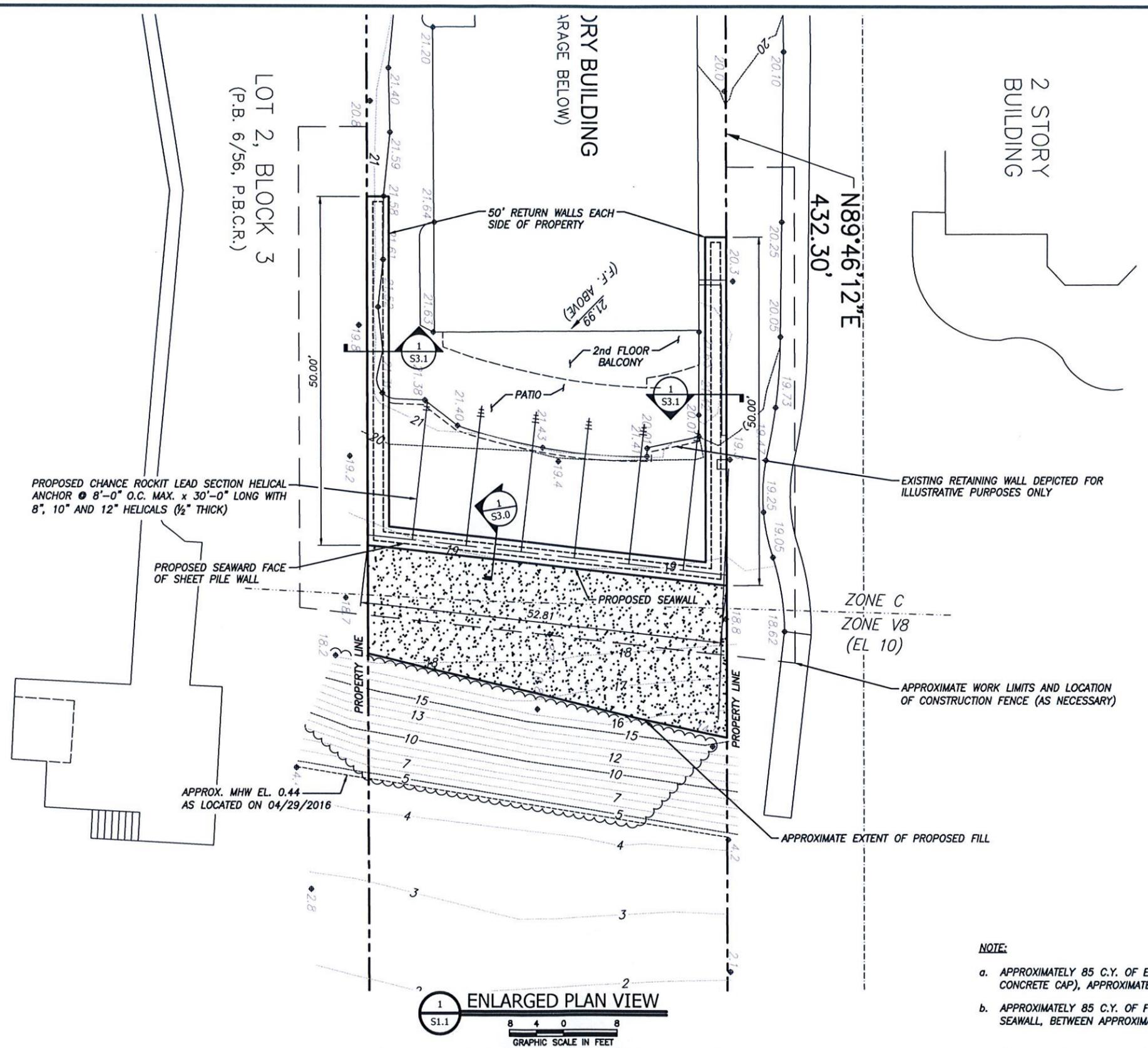
**PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE**
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA

DRAWN
D.A.M.
CHECKED
J.R.B.
DATE
JUNE 2016
SCALE
AS NOTED

SEAL
Jeffrey R. Bergmann-50159
FLORIDA P.E. NAME & NUMBER

SHEET
S1.0
PROJECT NO.
16162202.00

Date Plotted: 6/1/2016 1:18:41 PM Plotted By: JRB
Printed: 6/1/2016 1:18:41 PM Printed By: JRB
Drawn: 6/1/2016 1:18:41 PM Drawn By: JRB
Checked: 6/1/2016 1:18:41 PM Checked By: JRB
Scale: AS NOTED
Title: PROPOSED SEAWALL FOR OLOFSSON RESIDENCE
Project: 16162202.00



- NOTE:**
- a. APPROXIMATELY 85 C.Y. OF EXCAVATION REQUIRED (SOIL DISPLACED BY CONCRETE CAP), APPROXIMATELY 193' SEAWARD OF THE CCCL.
 - b. APPROXIMATELY 85 C.Y. OF FILL PROPOSED IN THE VICINITY OF THE SEAWALL, BETWEEN APPROXIMATELY 193' AND 210' SEAWARD OF THE CCCL.

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Fax No. 561.687.1110
or Cert. No. 6091 - LB No. 7055

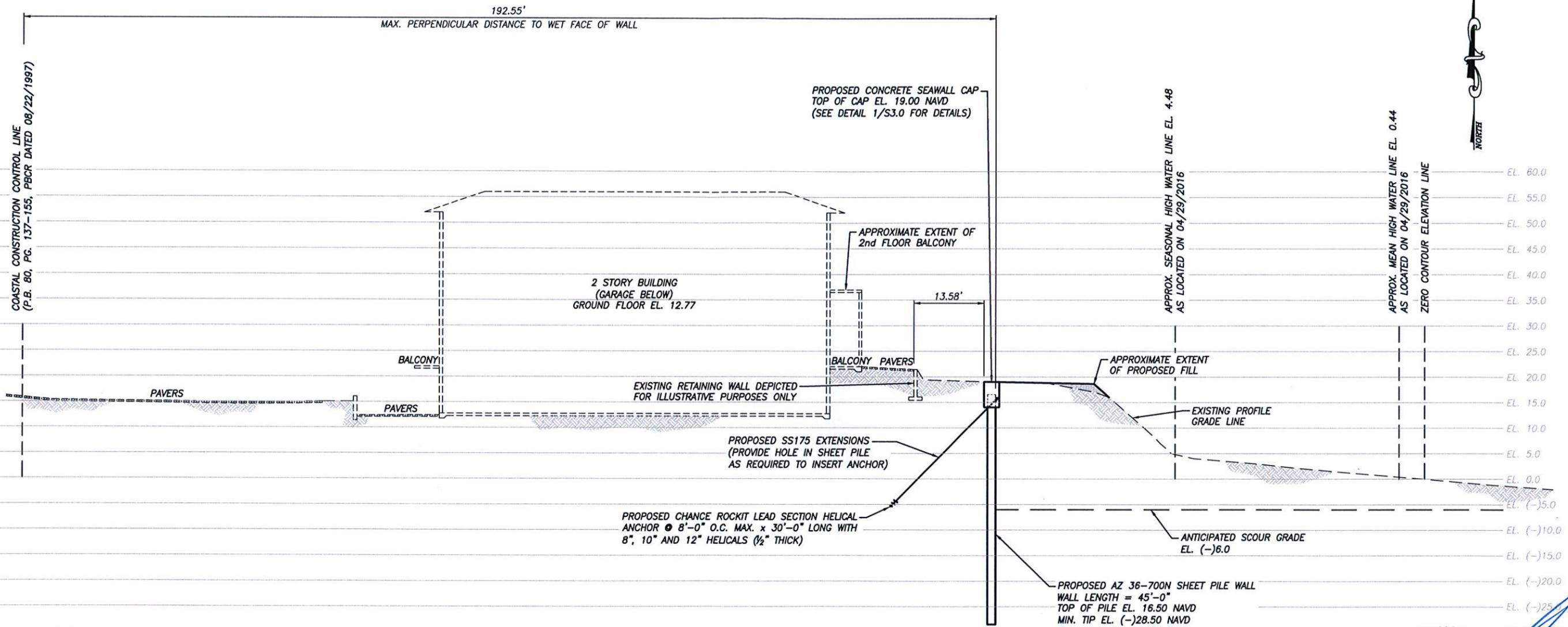
**PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE**
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA

DRAWN
D.A.M.
CHECKED
J.R.B.
DATE
JUNE 2016
SCALE
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SEAL
Jeffrey R. Bergmann-58159
FLORIDA P.E. NAME & NUMBER

SHEET
S1.1
PROJECT NO.
16162202.00

Date Plotted: 6/25/2016 1:12:24 PM
 Plot Size: 11.25 x 17.25
 Plot Scale: 1/8" = 1'-0"
 Plot Orientation: Landscape
 Plot Date: 6/25/2016 1:12:24 PM
 Plot Time: 1:12:24 PM
 Plot User: JRB
 Plot Path: C:\Users\jrb\Documents\Projects\16162202\16162202.dwg
 Plot Title: PROPOSED SEAWALL FOR OLOFSSON RESIDENCE



1 TYPICAL CROSS SECTION
S2.1
10 5 0 10
GRAPHIC SCALE IN FEET

- NOTE:
- APPROXIMATELY 85 C.Y. OF EXCAVATION REQUIRED (SOIL DISPLACED BY CONCRETE CAP), APPROXIMATELY 193' SEAWARD OF THE CCCL.
 - APPROXIMATELY 85 C.Y. OF FILL PROPOSED IN THE VICINITY OF THE SEAWALL, BETWEEN APPROXIMATELY 193' AND 210' SEAWARD OF THE CCCL.



COASTAL CONSTRUCTION CONTROL LINE
(P.B. 80, PG. 137-155, PBCR DATED 08/22/1997)

192.55'
MAX. PERPENDICULAR DISTANCE TO WET FACE OF WALL

PROPOSED CONCRETE SEAWALL CAP
TOP OF CAP EL. 19.00 NAVD
(SEE DETAIL 1/S3.0 FOR DETAILS)

2 STORY BUILDING
(GARAGE BELOW)
GROUND FLOOR EL. 12.77

APPROXIMATE EXTENT OF
2nd FLOOR BALCONY

APPROX. SEASONAL HIGH WATER LINE EL. 4.48
AS LOCATED ON 04/29/2016

APPROX. MEAN HIGH WATER LINE EL. 0.44
AS LOCATED ON 04/29/2016

ZERO CONTOUR ELEVATION LINE
EL. 60.0
EL. 55.0
EL. 50.0
EL. 45.0
EL. 40.0
EL. 35.0
EL. 30.0
EL. 25.0
EL. 20.0
EL. 15.0
EL. 10.0
EL. 5.0
EL. 0.0
EL. (-)5.0
EL. (-)10.0
EL. (-)15.0
EL. (-)20.0
EL. (-)25.0
EL. (-)30.0

EXISTING RETAINING WALL DEPICTED
FOR ILLUSTRATIVE PURPOSES ONLY

PROPOSED SS175 EXTENSIONS
(PROVIDE HOLE IN SHEET PILE
AS REQUIRED TO INSERT ANCHOR)

PROPOSED CHANGE ROCKIT LEAD SECTION HELICAL
ANCHOR @ 8'-0" O.C. MAX. x 30'-0" LONG WITH
8", 10" AND 12" HELICALS (1/2" THICK)

APPROXIMATE EXTENT
OF PROPOSED FILL

EXISTING PROFILE
GRADE LINE

ANTICIPATED SCOUR GRADE
EL. (-)6.0

PROPOSED AZ 36-700N SHEET PILE WALL
WALL LENGTH = 45'-0"
TOP OF PILE EL. 16.50 NAVD
MIN. TIP EL. (-)28.50 NAVD

NOTE:
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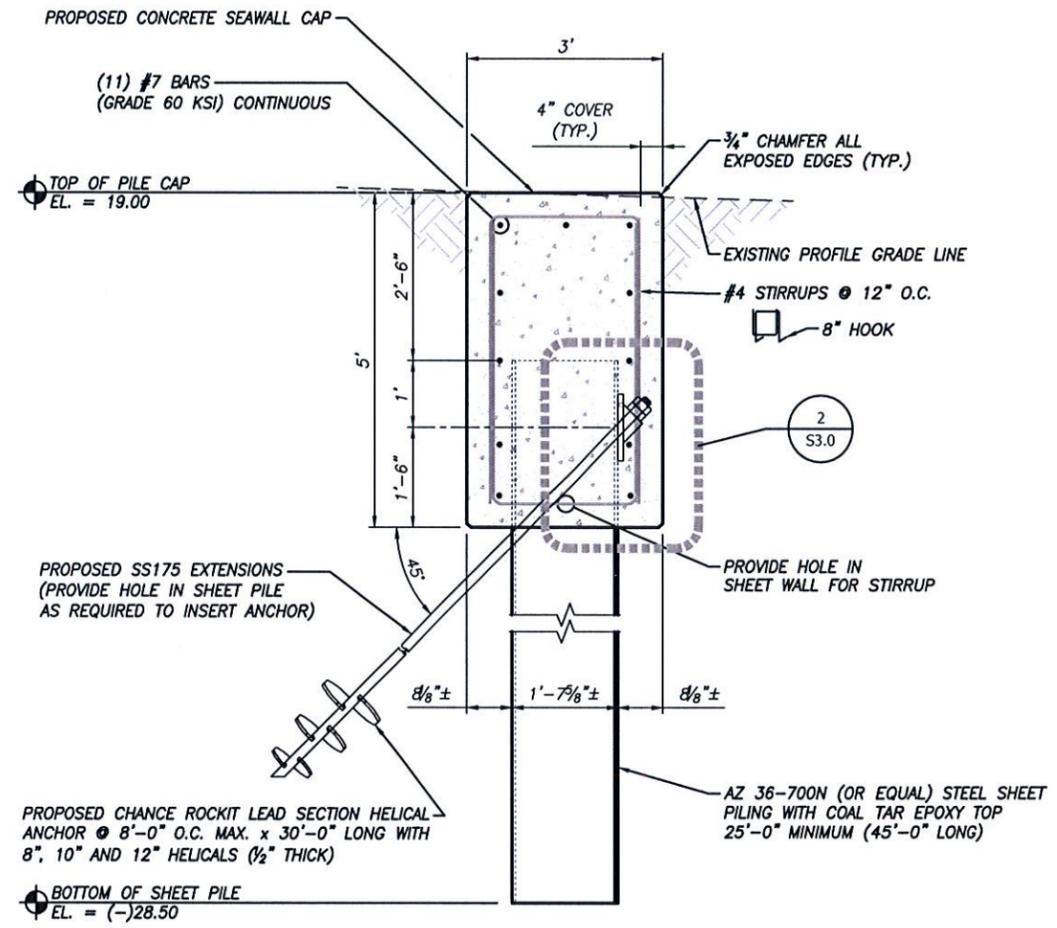
**PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE**
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA

DRAWN
D.A.M.
CHECKED
J.R.B.
DATE
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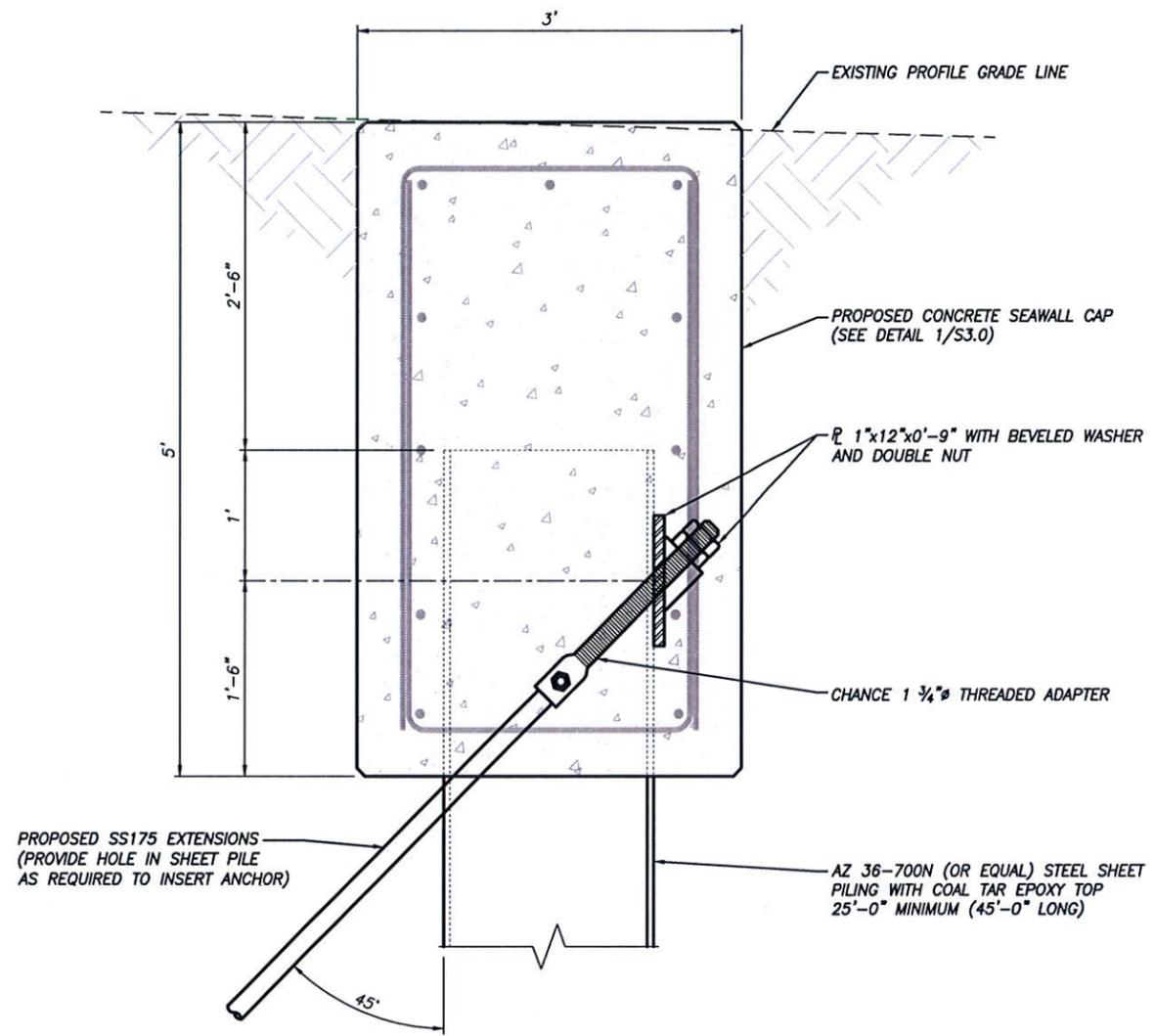
SEAL
Jeffrey R. Bergman-50159
FLORIDA P.E. NAME & NUMBER

SHEET
S2.1
PROJECT NO.
16162202.00

Drawn: Jeffrey R. Bergman (P.E. License No. 50159) Date: 06/15/2016 11:27:42 AM Scale: 1/8" = 1'-0" Project: 16162202.00



1 TYPICAL SEAWALL SECTION
S3.0
GRAPHIC SCALE IN FEET



2 TYPICAL HELICAL ANCHOR CONNECTION DETAIL
S3.0
GRAPHIC SCALE IN FEET



Date: 6/15/2016 11:18:10 AM Sheet: 6/15/2016 11:18:10 AM

NOTE:
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Cert No. 6091 - LB No. 7053

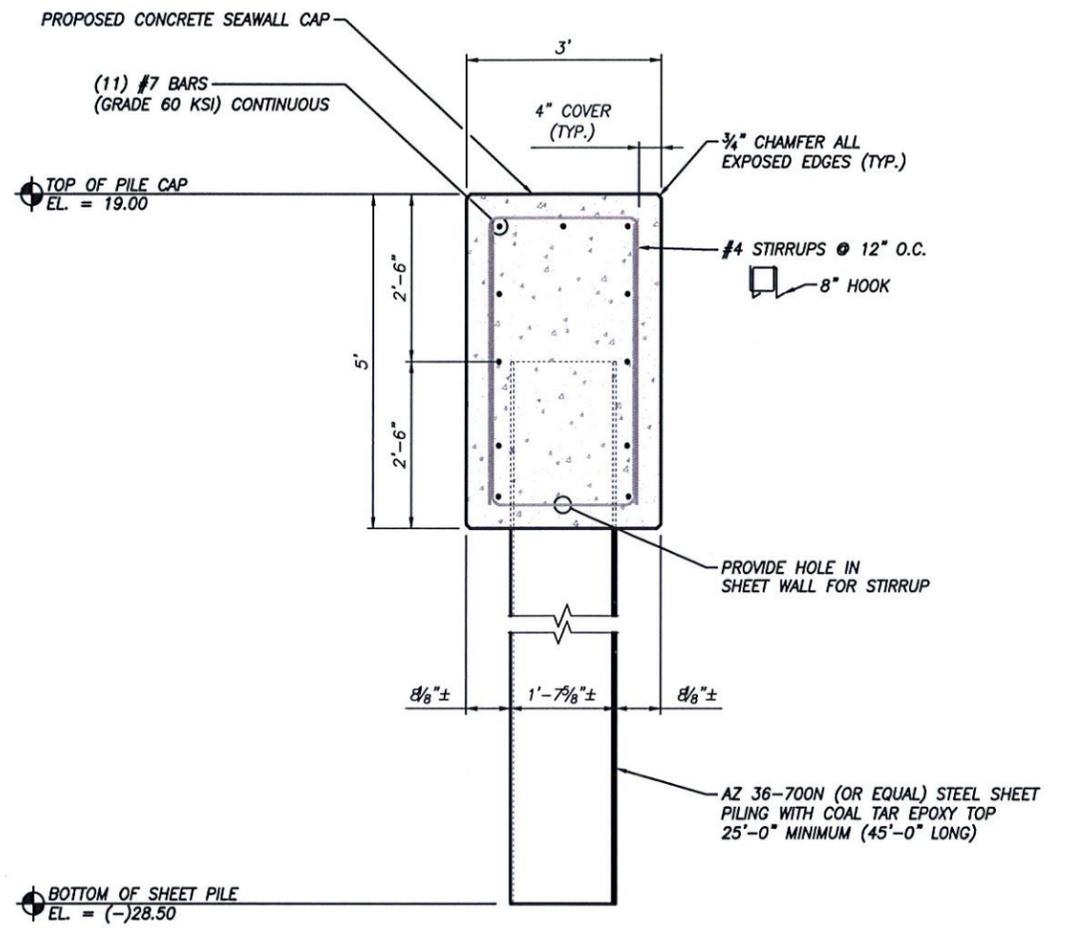
**PROPOSED SEAWALL FOR:
OLOFSSON RESIDENCE
6195 NORTH OCEAN BOULEVARD
OCEAN RIDGE, FLORIDA**

DRAWN
D.A.M.
CHECKED
J.R.B.
DATE
JUNE 2016
SCALE
AS NOTED

SEAL
Jeffrey R. Bergmann-50158
FLORIDA P.E. NAME & NUMBER

SHEET
S3.0
PROJECT NO.
16162202.00

Drawn by: J. Bergman (JTB) 6/15/2016 11:18:45 AM Section: 16162202.00 6/15/2016 11:18:45 AM



1 TYPICAL RETURN WALL SECTION
 S3.1
 1 0.5 0 1
 GRAPHIC SCALE IN FEET

JEFFREY R. BERGMAN
 LICENSE No. 50159
 PROFESSIONAL ENGINEER
 STATE OF FLORIDA
 6/15/16

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**PROPOSED SEAWALL FOR:
 OLOFSSON RESIDENCE
 6195 NORTH OCEAN BOULEVARD
 OCEAN RIDGE, FLORIDA**

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SHEET
S3.1
 PROJECT NO.
 16162202.00

Memorandum

Town of Ocean Ridge

Date: October 29, 2016
To: Honorable Mayor and Commissioners
From: Jamie Titcomb, Town Manager
Re: Town Manager Report – Regular Town Commission Meeting

Woolbright Detention Update

We are receiving proposals in for the Woolbright stormwater facility basin upgrades. CWA, DBI/Aquagenics, and Shenandoah Construction are all quoting parts of the maintenance overhaul plans. Clarke Mosquito/No-see-um efforts play a part also. We are coordinating with the Town Engineer, PBC-ERM and direction under our 10 plus year old SFWMD permits.

PBA Contract Update

The PBA membership voted this past week on Tuesday and Wednesday on the Collective Bargaining Members Town Contract with a merit raise system and including the extension for an additional year through FY18. Administration is pleased with the outcome and adjustments are already included in the FY17 Budget for the Public Hearing today, and Town ratification.

Administration Update

It's not always easy for a new administration in transitioning an organization with tenured history and long standing relationships and systems, however we are making great progress across many areas of our operations, staff amenities and legacy systems to innovate, motivate and seek to deploy always more productive procedures and savings that come from those efficiencies. My management style is to engage our employees at all levels to offer best ideas, own their job duties and assist others so the sum is greater than the parts. I appreciate the honor and opportunity to serve the Town and its residents!

Best Regards,



Town Manager

Agenda: October 3, 2016
Memo: Item # 13

Town of Ocean Ridge, Florida

Agenda Memorandum

Office of Police Chief

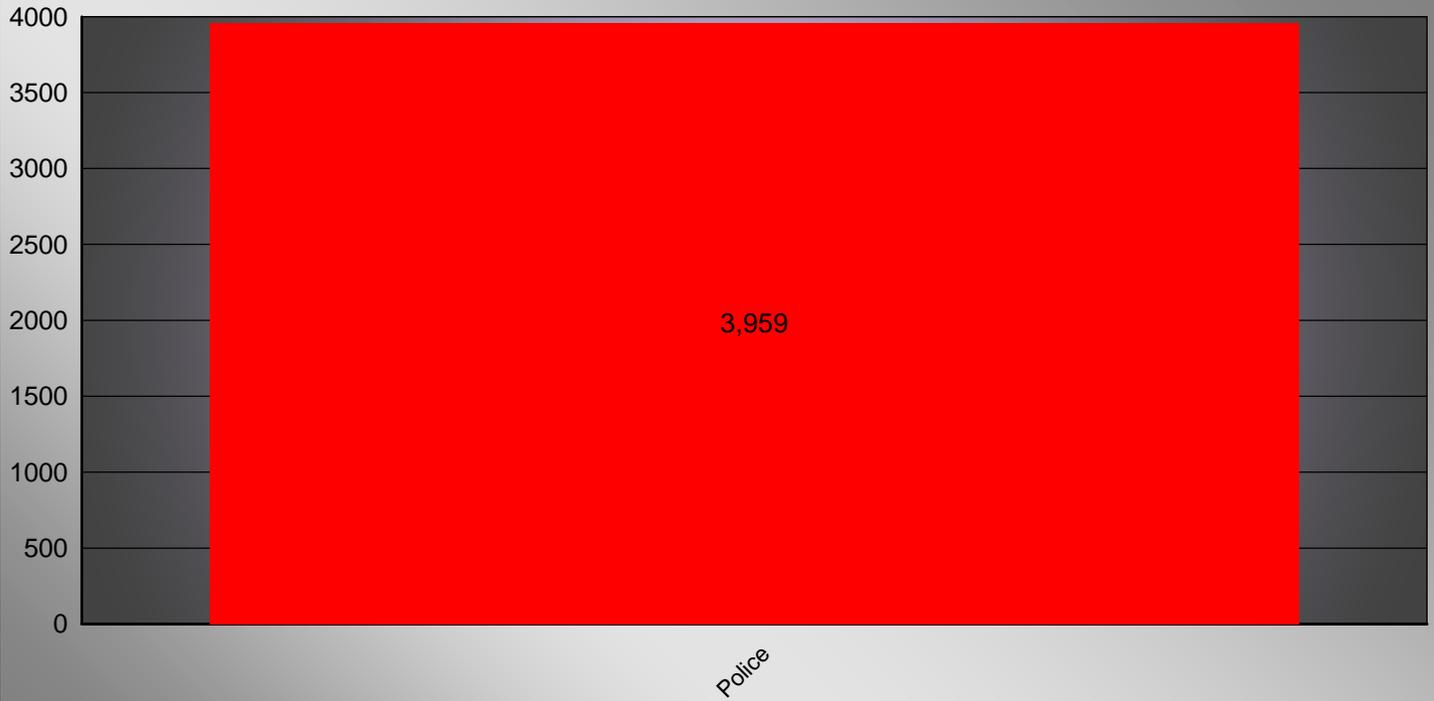
- Subject:**
- 1. Monthly Activity Report (August 2016)**
 - 2. Monthly Boynton Beach Fire/EMS Activity Report**

Mayor and Town Commissioners:

Attached you will find the August 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.

CAD Events By Organization



09/01/2016

CAD Calls For Service By Organization

Police	3959
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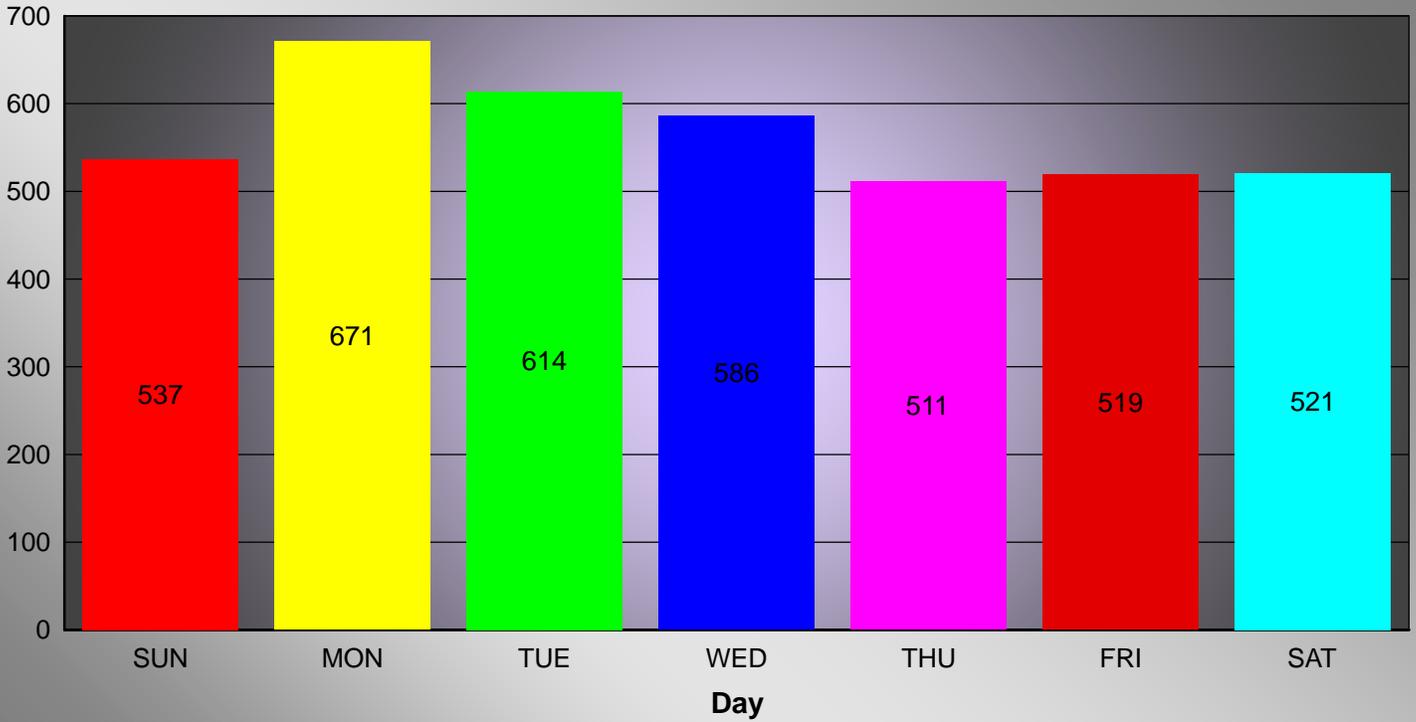
CAD Calls For Service By Type

Department	Signal	Description	Number of Calls
POLICE	10108	ON FOOT W/ PORTABLE	198
POLICE	1017	INVESTIGATE/FOLLOW UP	5
POLICE	1050	TRAFFIC STOP	155
POLICE	1060	ASSIST TO MOTORIST	5
POLICE	801	VTC PERMITS (BUILDING)	17
POLICE	803	VTC OVERGROWN LOT	9
POLICE	804	VTC SIGNS (ALL)	5
POLICE	805	VTC SOLICIT W/O PERMIT (DOOR TO DOC	1
POLICE	806	VTC WORKING WHEN NOT PERMITTED	14
POLICE	807	VTC TRASH/GARBAGE	24
POLICE	809	VTC MOTOR HOMES	1
POLICE	810	VTC VACATION RENTALS	1
POLICE	814	VTC OVERNIGHT PARKING ON STREET	4
POLICE	815	VTC PARKING ON VACANT LOT	4
POLICE	817	VTC RENTAL REGISTRATION 30-157	2
POLICE	820	VTC ANIMALS ON BEACH	1
POLICE	821	VTC DOGS AT LARGE	3
POLICE	822	VTC BARKING DOGS	1
POLICE	823	VTC CONSTRUCTION SITE	32
POLICE	824	VTC ALL OTHER	11
POLICE	825	VTC WATER VIOLATION	8
POLICE	827	VTC FIRE ON BEACH	1
POLICE	828	VTC TURTLE LIGHTS	2
POLICE	829	VTC TREES IN WIRES	1
POLICE	833	VTC CUTTING NATURAL VEGETATION	2
POLICE	BBCK	BRINY BREEZES BUILDING CHECK	31
POLICE	BCHK	BEACH PATROL	133
POLICE	BIKE	BIKE PATROL	6
POLICE	DC	DISTRICT CHECK	1718
POLICE	FUP	FOLLOW-UP	64
POLICE	HCKH	HOUSE CHECK HAND	968
POLICE	HCKV	HOUSE CHECK VISUAL	225
POLICE	S02	DRUNK PEDESTRIAN	1
POLICE	S03	HIT AND RUN ACCIDENT	1
POLICE	S04	AUTO ACCIDENT	1
POLICE	S07	DECEASED PERSON	1
POLICE	S10	STOLEN VEHICLE	1
POLICE	S12	RECKLESS DRIVER	1
POLICE	S13	SUSPICIOUS INCIDENT	2
POLICE	S13P	SUSPICIOUS PERSON	8
POLICE	S13V	SUSPICIOUS VEHICLE	15
POLICE	S14	INFORMATION	10
POLICE	S20	MENTALLY ILL PERSON	1

CAD Calls For Service By Type

Department	Signal	Description	Number of Calls
POLICE	S21C	BURGLARY CONVEYANCE	7
POLICE	S21R	BURGLARY RESIDENCE	1
POLICE	S22	DISTURBANCE	1
POLICE	S25	FIRE/FD ASSIST	3
POLICE	S37	JUVENILE TROUBLE	1
POLICE	S39	NEIGHBOR TROUBLE	1
POLICE	S48	OPEN DOOR	7
POLICE	S48G	OPEN GARAGE DOOR	13
POLICE	S49	ALARM	65
POLICE	S49F	FIRE ALARM	2
POLICE	S51	TRESPASS	11
POLICE	S53	EMBEZZLEMENT/FRAUD	3
POLICE	S66	CIVIL MATTER	1
POLICE	S67	ACCIDENTAL INJURY	2
POLICE	S68	POLICE SERVICE CALL	23
POLICE	S70	ANIMAL COMPLAINT	3
POLICE	S72	LOST/FOUND PROPERTY	4
POLICE	S73	MEDICAL CALL	8
POLICE	S76	ASSIST OTHER DEPARTMENT	16
POLICE	S79	911 PRANK/FALSE/ACCID CALL	1
POLICE	S84	WELFARE CHECK	6
POLICE	S86	LOUD NOISE/MUSIC	2
POLICE	S88	FLORIDA POWER LIGHT ASSIST	11
POLICE	S89	ASSIST MOTORIST	1
POLICE	S90	ILLEGAL PARKING	44
POLICE	S92	TRAFFIC LIGHT PROBLEMS	2
POLICE	S93	STREET OR TRAFFIC SIGNS	4
POLICE	S95	TRAFFIC INCIDENT	3
POLICE	S96	PROPERTY DAMAGE	2
POLICE	TC	TRAFFIC CONTROL	2
POLICE	TE	TRAFFIC ENFORCEMENT	15

CAD Calls For Service By Day

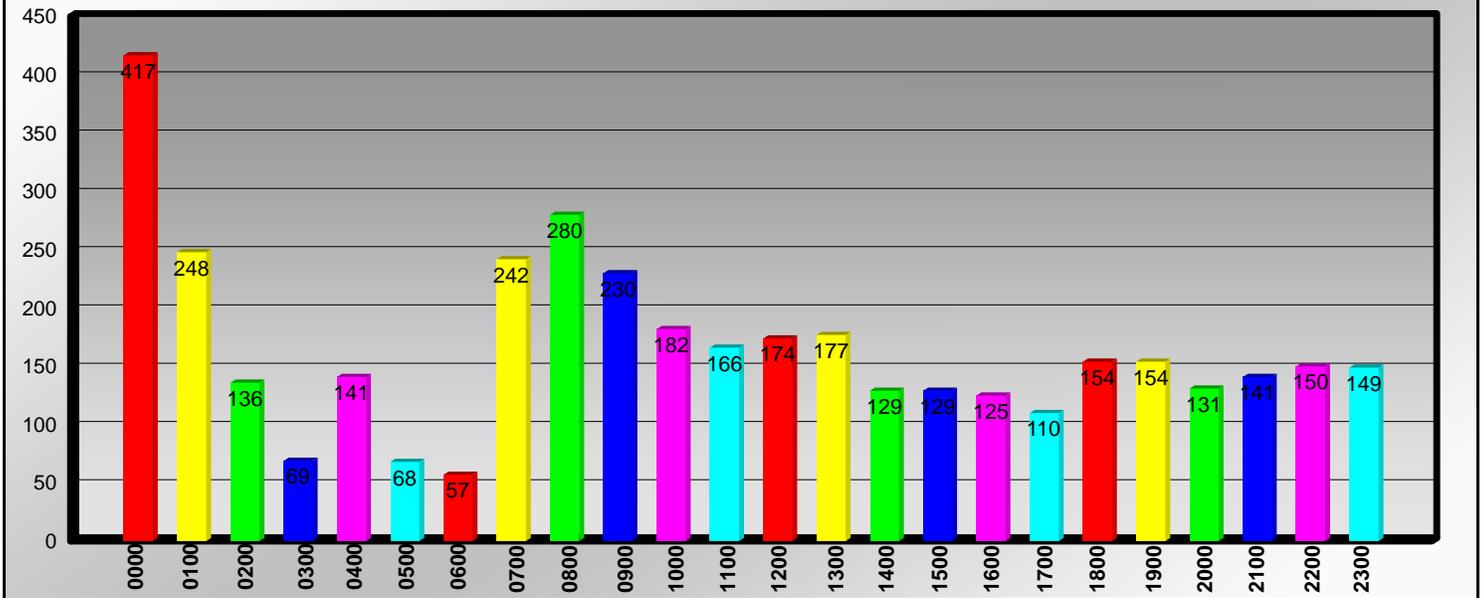


09/01/2016

CAD Calls For Service By Day

SUN	537
MON	671
TUE	614
WED	586
THU	511
FRI	519
SAT	521

Call for Service By Hour



09/01/2016

CAD Calls For Service By Hour SQL

Hour: 0000 Number of Calls: 417

Hour: 0100 Number of Calls: 248

Hour: 0200 Number of Calls: 136

Hour: 0300 Number of Calls: 69

Hour: 0400 Number of Calls: 141

Hour: 0500 Number of Calls: 68

Hour: 0600 Number of Calls: 57

Hour: 0700 Number of Calls: 242

Hour: 0800 Number of Calls: 280

Hour: 0900 Number of Calls: 230

Hour: 1000 Number of Calls: 182

Hour: 1100 Number of Calls: 166

Hour: 1200 Number of Calls: 174

Hour: 1300 Number of Calls: 177

Hour: 1400 Number of Calls: 129

CAD Calls For Service By Hour SQL

Hour: 1500 Number of Calls: 129

Hour: 1600 Number of Calls: 125

Hour: 1700 Number of Calls: 110

Hour: 1800 Number of Calls: 154

Hour: 1900 Number of Calls: 154

Hour: 2000 Number of Calls: 131

Hour: 2100 Number of Calls: 141

Hour: 2200 Number of Calls: 150

Hour: 2300 Number of Calls: 149

ORPD Other Activity:					
Type	Total	Days- Sgt Kurz	Days- Sgt. Stang	Nights-Sgt. Roy	Nights-Sgt. Hallahan
<u>Traffic</u>					
Citations	84	2	65	2	15
Written Warnings	75	3	61	1	10
Parking Tickets	77	4	16	30	27
<u>Arrests:</u>					
S19 Felony	1	0	0	0	1
S18 Misdemeanor	6	3	2	1	0
<u>Telephone Calls Handled by Dispatch:</u>					
<u>August 2016</u>		<u>Year to Date</u>			
9-1-1	43	413			
Incoming/Non-Emergency	853	6513			
Outgoing/Non-Emergency	684	4634			
PBX (Internal Town Hall)	435	2899			
Total:	2015	14459			
<u>Walk-Ins Handled by Dispatch:</u>					
All	214	1442			
After Business Hours	119	777			
Top 5 Services Provided:					
Visitors/Information -	72				
Issue Keys** -	66				
Alarms -	24				
Vendors -	20				
Crime -	16				
** Turtle Season/ATV key					

**Town of Briny Breezes
August 2016**

Type	Total	Days- Sgt. Kurz	Days- Sgt. Stang	Nights- Sgt. Roy	Nights-Sgt. Hallahan
13p- Suspicious Person/s	2	1		1	
13v - Suspicious Incident	1		1		
14 - Information	1	1			
37 - Juvenile Trouble	1		1		
48 - Open Door	1	1			
49 - Alarm	1		1		
51 - Trespass	3	1	1		1
68 - Police Service	2	1	1		
73 - Medical Call	2			1	1
76 - Loud Noise/Music	1			1	
84 - Welfare Check	1			1	
88 - FPL Assist	4			3	1
90 - Illegal Parking	7	4	1	2	
10-108 Foot Patrol	0				
TC- Traffic Control	0				
BCHK - Beach Patrol	0				
BBCK Briny Business Checks	31			17	14
FUP - Follow Up	1		1		
Total Calls for Service	59	9	7	26	17
DC - Districk Checks	238				
Total Calls w/ DC's	297				
OTHER ACTIVITY					
<u>Traffic</u>					
Citations	0	0	0	0	0
Written Warnings	0	0	0	0	0
Parking Tickets	4	2	1	1	0

Unit	Veh Year	Patrol Vehicle Mileage			Engine Idle Hours	Engine Miles **	Total Wear Miles	Repairs/ Month	Repairs/ FYTD	Replace *
		Start	End	Total						
561	2014	25570	26437	867	225	7425	33862	0.00	514.85	FY2017/18
562	2013	67139	68226.5	1087.5	8400	277200	345426.5	539.95	1,106.73	FY2016/17
563	2016	6839	7925	1086	678	22374	30299	0.00	85.00	FY2018/19
564	2014	34114	34867	753	5671.8	187169.4	222036.4	319.89	564.89	FY2017/18
565	2016	4681	6955	2274	863	28479	35434	0.00	75.00	FY2018/19
566	2016	4794	7171	2377	745	24585	31756	0.00	75.00	FY2018/19
567	2008	93047	93972	925	371	12243	106215	165.45	250.40	FY2015/16
Polaris-ATV	2014	3114	3221	107	501	16533	19754	743.60	2,304.70	FY2017/18
Honda - ATV	2016	432	463	31	57	1881	2344	0.00	247.40	FY2018/19
			Totals:	9507.5				\$1,768.89	\$5,223.97	
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.

Unit	Veh Year	Patrol Vehicle Mileage			Engine Hours	Engine Miles	Wear Miles	2013/ 2014	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018
		Start	End	Total								
561	2014						New					Due
562	2013										Due	
563	2016								New			
564	2014						New					Due
565	2016											
566	2016											
567	2008									Due		
Polaris-ATV	2014						New					
Honda - ATV	2016								New			
			Totals:	0								
Rev 01/01/16												

* **"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

Copy of Incident List by Street Address

Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5", "6", "6H"

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
16-008277-000	08/02/2016	11:05:30	OLD OCEAN BLVD	321 EMS call, excluding vehicle
16-008342-000	08/03/2016	20:03:55	TROPICAL DR /4/BOYNTON	320 Emergency medical service,
16-008440-000	08/06/2016	18:11:17	HUDSON AVE /BOYNTON	445 Arcing, shorted electrical
16-008521-000	08/08/2016	19:42:26	FAYETTE DR /BOYNTON	320 Emergency medical service,
16-008530-000	08/09/2016	01:10:50	N OCEAN BLVD /BOYNTON	320 Emergency medical service,
16-008550-000	08/09/2016	12:20:11	E OCEAN AVE /BOYNTON	321 EMS call, excluding vehicle
16-008638-000	08/12/2016	05:14:44	N OCEAN BLVD /BOYNTON	321 EMS call, excluding vehicle
16-008705-000	08/13/2016	19:28:30	NORTH IBIS DR	321 EMS call, excluding vehicle
16-008741-000	08/14/2016	22:39:01	BRINY BREEZES BLVD & OLD	321 EMS call, excluding vehicle
16-008794-000	08/16/2016	20:18:56	NORTH IBIS DR	321 EMS call, excluding vehicle
16-008812-000	08/17/2016	10:50:15	N OCEAN BLVD	745 Alarm system activation, no
16-008907-000	08/19/2016	17:53:31	N OCEAN BLVD /BOYNTON	445 Arcing, shorted electrical
16-008930-000	08/20/2016	08:35:53	N OCEAN BLVD /BOYNTON	320 Emergency medical service,
16-008937-000	08/20/2016	11:51:53	N OCEAN BLVD /BOYNTON	143 Grass fire
16-008992-000	08/21/2016	14:51:23	N OCEAN BLVD /BOYNTON	321 EMS call, excluding vehicle
16-009010-000	08/22/2016	00:23:21	FAYETTE DR /BOYNTON	321 EMS call, excluding vehicle
16-009027-000	08/22/2016	10:50:59	N OCEAN BLVD /BOYNTON	743 Smoke detector activation,
16-009069-000	08/23/2016	11:45:14	HIBISCUS WAY /BOYNTON	320 Emergency medical service,
16-009085-000	08/23/2016	22:03:53	N OCEAN BLVD /BOYNTON	320 Emergency medical service,
16-009229-000	08/27/2016	20:08:49	N OCEAN BLVD	320 Emergency medical service,
16-009266-000	08/29/2016	07:31:38	OLD OCEAN BLVD	600 Good intent call, Other
16-009270-000	08/29/2016	11:09:45	OLD OCEAN BLVD	700 False alarm or false call,
16-009334-000	08/30/2016	20:46:22	SAILFISH LN /B/BOYNTON	700 False alarm or false call,

Total Incident Count 23

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

**Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5", "6", "6H"**

5

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Elapsed Time
	Disp. Rcvd Date & Time	Address			
320 Emergency medical service, other					
16-008342	08/03/2016 20:03:55	08/03/2016 20:07:54	4	C	00:05:43
	08/03/2016 20:02:11	TROPICAL DR /4			
16-008521	08/08/2016 19:42:26	08/08/2016 19:48:15	4	B	00:07:57
	08/08/2016 19:40:18	FAYETTE DR			
16-009229	08/27/2016 20:08:49	08/27/2016 20:13:02	4	C	00:05:56
	08/27/2016 20:07:06	N OCEAN BLVD /1			
Average Elapsed Time for District/Incident Type					6.53
321 EMS call, excluding vehicle accident with injury					
16-008705	08/13/2016 19:28:30	08/13/2016 19:33:16	4	A	00:06:23
	08/13/2016 19:26:53	NORTH IBIS DR /S			
16-008741	08/14/2016 22:39:01	08/14/2016 22:43:55	4	B	00:07:06
	08/14/2016 22:36:49	BRINY BREEZES BLVD & OLD OCEAN BLVD			
16-008794	08/16/2016 20:18:56	08/16/2016 20:24:27	4	A	00:08:47
	08/16/2016 20:15:40	NORTH IBIS DR /S			
16-009010	08/22/2016 00:23:53	08/22/2016 00:29:54	4	C	00:08:28
	08/22/2016 00:21:26	FAYETTE DR			
Average Elapsed Time for District/Incident Type					7.68
700 False alarm or false call, Other					
16-009270	08/29/2016 11:09:45	08/29/2016 11:15:06	4	B	00:07:28
	08/29/2016 11:07:38	OLD OCEAN BLVD			
16-009334	08/30/2016 20:46:22	08/30/2016 20:51:33	4	C	00:06:41
	08/30/2016 20:44:52	SAILFISH LN /B			
Average Elapsed Time for District/Incident Type					7.07
Overall Average Elapsed Time for District in Decimal Minutes					7.16

6

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Elapsed Time
	Disp. Rcvd Date & Time	Address			
143 Grass fire					
16-008937	08/20/2016 11:51:23	08/20/2016 11:58:16	1B		00:09:03
	08/20/2016	BLVD			
Average Elapsed Time for District/Incident Type					9.05

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

**Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5", "6", "6H"**

6

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Elapsed Time
	Disp. Rcvd Date & Time	Address			
320 Emergency medical service, other					
16-008530	08/09/2016 01:10:50	08/09/2016 01:12:59	4	B	00:04:24
	08/09/2016 01:08:35	N OCEAN BLVD			
16-008930	08/20/2016 08:35:53	08/20/2016 08:41:10	1	B	00:07:26
	08/20/2016 08:33:44	N OCEAN BLVD			
16-009085	08/23/2016 22:03:53	08/23/2016 22:08:19	1	B	00:05:28
	08/23/2016 22:02:51	N OCEAN BLVD			
Average Elapsed Time for District/Incident Type					5.76
321 EMS call, excluding vehicle accident with injury					
16-008277	08/02/2016 11:05:30	08/02/2016 11:10:18	4	B	00:08:52
	08/02/2016 11:01:26	OLD OCEAN BLVD /B2			
16-008550	08/09/2016 12:20:11	08/09/2016 12:23:55	1	C	00:06:02
	08/09/2016 12:17:53	E OCEAN AVE			
16-008638	08/12/2016 05:14:44	08/12/2016 05:21:53 1 B			00:08:35
	08/12/2016 05:13:18	N OCEAN BLVD			
16-008992	08/21/2016 14:51:42	08/21/2016 14:57:27	1	C	00:07:47
	08/21/2016 14:49:40	N OCEAN BLVD			
Average Elapsed Time for District/Incident Type					7.81
445 Arcing, shorted electrical equipment					
16-008440	08/06/2016 18:11:17	08/06/2016 18:17:44	1	C	00:07:28
	08/06/2016 18:10:16	HUDSON AVE			
16-008907	08/19/2016 17:53:31	08/19/2016 17:59:58	1	A	00:07:35
	08/19/2016 17:52:23	N OCEAN BLVD			
Average Elapsed Time for District/Incident Type					7.52
600 Good intent call, Other					
16-009266	08/29/2016 07:31:38	08/29/2016 07:40:27 1 B			00:12:02
	08/29/2016	OCEAN BLVD /C5			
Average Elapsed Time for District/Incident Type					12.03
745 Alarm system activation, no fire - unintentional					
16-008812	08/17/2016 10:50:15	08/17/2016 10:57:12	1	B	00:08:48
	08/17/2016 10:48:24	N OCEAN BLVD /17			
Average Elapsed Time for District/Incident Type					8.80
Overall Average Elapsed Time for District in Decimal Minutes					7.79

Boynton Beach Fire Rescue

OR Average Elapsed Time by District/Inc. Type

Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5", "6", "6H"

6H

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Elapsed Time
	Disp. Rcvd Date & Time	Address			
743 Smoke detector activation, no fire - unintentional					
16-009027	08/22/2016 10:50:59	08/22/2016 11:04:48	4	A	00:15:37
	08/22/2016 10:49:11	N OCEAN BLVD			
Average Elapsed Time for District/Incident Type					15.61

Overall Average Elapsed Time for District in Decimal Minutes 15.61					

Total Incident Count: 22

Overall Average Elapsed Time, Decimal Minutes: 7.89

Boynton Beach Fire Rescue

OR List Times by Unit

**Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5","6","6H"**

Incident	Date	Response Code	Disp Notif Time	Unit Notif Time	Rollout Time	Arrival Time	Fire	EMS
BAT105 Battalion Chief at Station 5								
16-008937	08/20/2016	C Cancelled	11:49:13	11:51:23	11:52:27	: :		
Subtotal Responses:		1						
E105 Engine at Station 5								
16-008937	08/20/2016	C Cancelled	11:49:13	11:51:23	11:53:32	: :	X	
Subtotal Responses:		1						
L101 Ladder at Station 1								
16-009085	08/23/2016	1 Emergency	22:02:51	22:03:53	22:04:33	22:08:19		X
Subtotal Responses:		1						
L103 Ladder at Station 3								
16-008937	08/20/2016	C Cancelled	11:49:13	11:52:12	11:53:37	: :	X	
Subtotal Responses:		1						
L104 Ladder at Station 4								
16-008342	08/03/2016	1 Emergency	20:02:11	20:03:55	20:04:17	20:07:54		X
16-008794	08/16/2016	1 Emergency	20:15:40	20:18:56	20:19:51	20:24:27		X
16-009010	08/22/2016	1 Emergency	00:21:26	00:23:53	00:25:35	00:29:54		X
16-009027	08/22/2016	1 Emergency	10:49:11	10:50:59	10:51:54	11:04:48		
Subtotal Responses:		4						
R102 Rescue at Station 2								
16-008342	08/03/2016	C Cancelled	20:02:11	20:03:55	20:04:32	: :		X
Subtotal Responses:		1						
R104 Rescue at Station 4								
16-008277	08/02/2016	1 Emergency	11:01:26	11:05:30	11:06:23	11:10:18		X
16-008342	08/03/2016	1 Emergency	20:02:11	20:05:16	20:05:22	20:25:31		X
16-008521	08/08/2016	1 Emergency	19:40:18	19:42:26	19:43:13	19:48:15		

Boynton Beach Fire Rescue

OR List Times by Unit

Alarm Date Between {08/01/2016} And {08/31/2016}
and District In "5", "6", "6H"

Incident	Date	Response Code	Disp Notif Time	Unit Notif Time	Rollout Time	Arrival Time	Fire	EMS
R104 Rescue at Station 4								
16-008705	08/13/2016	1	Emergency	19:26:53	19:28:30	19:29:18	19:33:16	X
16-008741	08/14/2016	1	Emergency	22:36:49	22:39:01	22:40:20	22:43:55	X
16-008937	08/20/2016	C	Cancelled	11:49:13	11:51:23	11:52:58	: :	X
16-009010	08/22/2016	1	Emergency	00:21:26	00:36:51	00:37:41	00:41:59	X
16-009085	08/23/2016	1	Emergency	22:02:51	22:03:53	22:05:24	22:11:21	X
16-009229	08/27/2016	1	Emergency	20:07:06	20:08:49	20:09:40	20:13:02	X
16-009270	08/29/2016	1	Emergency	11:07:38	11:10:55	11:11:12	11:15:06	
16-009334	08/30/2016	1	Emergency	20:44:52	20:46:22	20:47:14	20:51:33	
Subtotal Responses:		11						
T105 Truck, Aerial Platform, at Station 5								
16-008937	08/20/2016	C	Cancelled	11:49:13	11:51:23	11:53:30	: :	X
Subtotal Responses:		1						
TF101 Task Force Station 1								
16-008440	08/06/2016	1	Emergency	18:10:16	18:11:17	18:12:04	18:17:44	
16-008530	08/09/2016	1	Emergency	01:08:35	01:10:50	01:12:59	01:12:59	X
16-008550	08/09/2016	1	Emergency	12:17:53	12:20:11	12:20:52	12:23:55	X
16-008638	08/12/2016	1	Emergency	05:13:18	05:14:44	05:15:35	05:21:53	X
16-008812	08/17/2016	1	Emergency	10:48:24	10:50:15	10:51:20	10:57:12	
16-008907	08/19/2016	1	Emergency	17:52:23	17:53:31	17:54:01	17:59:58	X
16-008930	08/20/2016	1	Emergency	08:33:44	08:35:53	08:36:37	08:41:10	X
16-008937	08/20/2016	1	Emergency	11:49:13	11:51:23	11:53:22	11:58:16	X
16-008992	08/21/2016	1	Emergency	14:49:40	14:51:42	14:52:39	14:57:27	X
16-009069	08/23/2016	C	Cancelled	11:42:18	11:45:14	11:46:23	: :	X
16-009266	08/29/2016	1	Emergency	07:28:25	07:31:38	07:33:02	07:40:27	X
Subtotal Responses:		11						

Agenda: October 3, 2016
Memo: Item # 14

Town of Ocean Ridge, Florida

Town Commission Agenda Memorandum
October 3, 2016 Regular Meeting

Office of the Town Clerk

Subject: Appointment of Audit Selection Committee Members

Mayor & Commissioners:

An Audit Selection Committee must be appointed pursuant to Section 218.391, Florida Statutes. Due to this requirement, the Town Commission must appoint the members of the selection committee to comply with state law. The following persons are recommended to serve on the Independent Auditing Services Audit Selection Committee:

- . Jamie Titcomb, Town Manager
- . Tracey Stevens, Town Clerk/Treasurer
- . Bill Thrasher, Town Manager of Gulf Stream

As required by the statute, the Audit Committee will be required to establish factors to use for the evaluation of the audit services to be provided to the Town. These factors will then be included in the Request for Proposals for Independent Auditing Services, which will then be publicly advertised and made available for interested firms to review and provide proposals. Following the closing date to receive proposals, the Committee will then meet to evaluate the proposals received and make a recommendation to the Town Commission.



**PALM BEACH COUNTY
POLICE BENEVOLENT ASSOCIATION, INC.**

2100 N. Florida Mango Road • West Palm Beach, FL 33409-6400 • (561) 689-3745 • (561) 687-0154 Fax
www.pbcpba.org

September 29, 2016

Executive Board

John Kazanjian
PBSO
President

Ernest W. George
Retired-WPBPD
Executive Director

Richard McAfee
PBSO
Vice-President

Lou Penque
WPBPD
Treasurer

Kevin Igo
PBSO
Secretary

Greg Allen
Palm Beach Gardens PD
Sgt.-at-Arms

SENT BY E-MAIL: jtitcomb@oceanridgeflorida.com

James S. Titcomb, Town Manager
Town of Ocean Ridge
6450 N. Ocean Blvd.
Ocean Ridge, FL 33435

Re: Ocean Ridge and the Palm Beach County PBA
NOTICE OF RATIFICATION

Dear Manager Titcomb:

As you know, this organization is the Florida certified exclusive collective bargaining representative for certain of your Police Department's Officers and Sergeants.

A ratification vote was conducted and the results duly announced; the tentative Agreement between the Parties was ratified. Accordingly, please ensure the Agreement is presented to your Town Commission pursuant to the Ordinance, and return to us a completely executed original after your Commission's action for final signatures.

In addition, our understanding is that the next Commission meeting is on the 3rd, even though the contract is in effect 10/1/2016. We wanted to make certain we were all under the same understanding that the actual effective date would be retroactive to 10/1/2016.

Thank you for your anticipated cooperation.

Respectfully,

Angela Barbosa
Legal Counsel

AB/adt
Ecopy: John Kazanjian, President
PBA Reps
Glen Torcivia, Esq.

AGREEMENT BETWEEN
TOWN OF OCEAN RIDGE, FLORIDA
AND
PALM BEACH COUNTY POLICE
BENEVOLENT ASSOCIATION, INC.

OCTOBER 1, 2014 TO SEPTEMBER 30,
20172018



TA (AB) 

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TA (AB) JT.

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TA (A13) JH.

ARTICLE 1 PREAMBLE

THIS AGREEMENT is entered into by and between the TOWN OF OCEAN RIDGE, FLORIDA (the "Town") and the PALM BEACH COUNTY POLICE BENEVOLENT ASSOCIATION, INC. (the "PBA" or the "Union"). The purpose of this Agreement is to establish the wages, hours and terms and conditions of employment for those employees covered.

ARTICLE 2 RECOGNITION CLAUSE

2.1 The Town hereby recognizes the PBA as the sole and exclusive bargaining representative as to wages, hours and terms and conditions of employment for the following bargaining unit as certified by the State of Florida Public Employees Relations Commission ("PERC"), Certification No. 1751:

Included: All regular full-time and part-time permanent and probationary employees in the job classification of Police Officer and Police Sergeant, including all police officers and sergeants assigned to investigative duties.

Excluded: Police Chief, Lieutenant(s) and all other employees of the Town of Ocean Ridge.

2.2 The Town agrees that all correspondence, communication and/or notice regarding wages, hours, and terms and conditions of bargaining unit members' employment shall be directed to John Kazanjian, President, or General Counsel, Palm Beach County Police Benevolent Association, 2100 N. Florida Mango Road, West Palm Beach, Florida 33409.

2.3 The PBA agrees that all correspondence, communication and/or notice regarding wages, hours, and terms and conditions of bargaining unit members' employment shall be directed to ~~Ken Schenck~~ Jamie Titcomb, Town Manager, Town of Ocean Ridge, 6450 N. Ocean Blvd., Ocean Ridge, FL 33435.

James J.

TA (AB) J.

ARTICLE 3 NON DISCRIMINATION CLAUSE

3.1 No employee covered by this Agreement will be discriminated against by the Town or the Union with respect to any job benefits or other conditions of employment accruing from this Agreement because of race, sex, color, national origin, religion, age, marital status, veteran status or other legally protected status.

3.2 No employee shall be discriminated against because of Union membership or non-membership and/or his or her participation in any of the Union's authorized activities.

3.3 A claim of discrimination by an employee against the Town, concerning PBA membership may be subject to the grievance or arbitration procedure contained in this Agreement, or the method(s) prescribed under applicable federal, state or local law.

3.4 All references in this Agreement to the male gender are used for convenience only, and shall be construed to mean both male and female employees.

ARTICLE 4 DUES DEDUCTION

4.1 In accordance with its regular payroll cycles, the Town agrees to deduct the PBA dues of employees who individually and voluntarily certify, in writing, that they authorize such deductions. These monies shall be transmitted to the PBA on a monthly basis. The Town's remittance to the PBA will be deemed correct if the PBA does not give written notice to the Town within ten (10) days of receipt of the remittance that there is a discrepancy. The PBA shall delineate with specificity the reasons why it believes the remittance to be incorrect. If there is an amount deducted in excess of what is authorized by this Agreement, the affected employee shall seek recourse with the PBA and not the Town.

4.2 No authorization shall be allowed for payment of initiation fees, political contributions, special assessments or fines. Any changes in the amount of PBA dues must be made known to the Town in a reasonable time to allow the Town to make the necessary technical and administrative payroll changes and program adjustments. No deduction shall be made from the pay of any employee for any payroll period in which the employee's net earnings for that payroll period after other deductions are less than the amount of dues to be checked off.

Any employee may withdraw his or her deduction upon thirty (30) days written notice to the Town and the Union. The Town will provide a copy of any cancellation request to the PBA, and that shall constitute notice to the Union for purposes of this Article.

4.3 Deductions for PBA dues shall continue until either: 1) revoked by the employee by providing the Town and the PBA with thirty (30) days written notice that the employee is terminating the prior check-off authorization, 2) revoked pursuant to Section 447.507, Florida Statutes, 3) the termination of employment, or 4) the transfer, promotion, or demotion of the employee out of the bargaining unit. Should any employee discontinue participation in the bargaining unit for any reason, upon the employee's return to the bargaining unit, dues deductions shall continue upon the submission of a new Dues Check-Off Authorization Form.

4.4 The PBA will indemnify, defend and hold the Town harmless against those claims made and suits initiated against the Town that are specifically and narrowly related to only any check-off of Union dues. The Union further agrees to pay those reasonable expenses of the Town (including, but not limited to, reasonable attorneys' fees and costs) in defending against such suits on this specific item only.

ARTICLE 5 MANAGEMENT RIGHTS

5.1 The Union and its members recognize and agree that except as specifically limited or abrogated by the terms and provisions of this Agreement and to the extent authorized by law, all rights to manage and direct the operations and activities of the Police Department (the "Department") and to supervise the employees thereof are solely and exclusively vested in the Town. Accordingly, except as provided in this Agreement and by law, the Town specifically, but not by way of limitation, reserves the sole and exclusive right to, among other things:

- a. Determine the mission and purpose of the Department;
- b. Set standards of service to be offered to the public;
- c. Exercise control and discretion over its operations;
- d. Determine methods, means, and number of employees needed to carry out the Department's mission;
- e. Introduce new or improved methods or facilities;
- f. Formulate or amend job descriptions;
- g. Direct and supervise employees;
- h. Hire, assign, transfer, lay-off and re-hire employees;
- i. Take disciplinary action and/or discharge employees for just cause;
- j. Formulate, implement and enforce the Department's and Town's policies, rules, and regulations;
- k. Control the use of equipment and property by the Department;
- l. Schedule shifts and work hours;
- m. Contract with other governmental entities to provide law enforcement services and/or to modify, amend or terminate such agreements.
- n. Determine the procedure and requirements for promotion.

5.2 The above rights of the Town are not all-inclusive but exemplify the types of matters or rights which belong to and are inherent in the Town in its general capacity as management. Any right, power and/or authority that the Town had prior to entering into this Agreement is retained by the Town, except as specifically abridged, delegated, granted or modified by this Agreement.

5.3 If the Town fails to exercise any one or more of the above rights from time to time, it shall not be deemed a waiver of the Town's right to exercise any or all of such rights.

5.4 If in the sole discretion of the Town Manager, it is determined that a civil emergency exists, including but not limited to riots, civil disorders, or natural disaster conditions, the provision of this Agreement may be suspended by the Town Manager during the time of such emergency, provided that wage rates and monetary fringe benefits shall not be suspended. Among the provisions that could be suspended are work schedules, time frames on any article, notifications, and any other situation that may arise out of an emergency situation.

5.5 It is understood by the Parties that every incidental duty connected with the operations enumerated in job descriptions is not always specifically described and employees, at the sole discretion of management, may be required to perform other job-related duties not specifically contained in their job description.

ARTICLE 6 UNION REPRESENTATIVES/UNION BUSINESS

6.1 The Town shall recognize one (1) member of the bargaining unit as the authorized representative. The Union shall be permitted to designate one (1) additional Union representative as an alternate.

6.2 The Union shall furnish the Police Chief with a written designation of its authorized representative and alternate within ten (10) days of the date on which this Agreement is fully ratified and shall thereafter notify the Police Chief of any change in its authorized representative or alternate within ten (10) days of the date on which such change occurs.

6.3 The Town agrees to establish a PBA time pool bank to be used for the PBA representative or alternate, when applicable to conduct Union business, as defined in this Article.

6.4 PBA members covered by this Agreement shall donate three (3) hours of Vacation Time each year to the PBA time pool bank. The maximum accumulation of hours in any given year shall be equivalent to the number of recognized PBA Bargaining Unit members multiplied by 3 (i.e.: 13 current members X 3 = 39 hours). Deductions under this paragraph shall be made from each member's Vacation Time during the first week of October. All unused donated time will be carried over from year to year, however, the maximum accumulation shall remain the same. This donated time is irrevocable, and shall not be owed to anyone upon termination of employment.

6.5 Vacation Time contributed to the bank shall be paid out when used on an hour for hour basis at the rate of pay of the Union representative(s).

6.6 Charges against the PBA time pool shall be documented by the use of a Request for Leave Form to be completed for each separate request. All requests shall be in one-hour increments. The form shall have the approval signatures of the Chief of Police or his designee, and the PBA Representative or his designee. The above form must be submitted to the Chief or his designee a minimum of seventy-two (72) hours prior to the time the Representative is requesting to use the time pool bank. Submission made with less than seventy two (72) hours' notice may be granted at the discretion of the Chief or his designee.

6.7 Subject to being called back to duty when necessary, the Town will permit the Union representative or alternate representative to attend negotiations and/or process grievances in an on-duty status if they are on duty, provided their participation does not create a vacancy requiring overtime. All time spent by on-duty Union representatives

attending negotiations and/or processing grievances shall be deducted from the Union Time Pool.

ARTICLE 7 NO SOLICITATION AND USE OF BULLETIN BOARDS

7.1 Solicitation of any and all kinds by the Union, including solicitation of membership and the collection of Union monies, shall not be engaged in during work hours.

7.2 The Town shall, in its sole discretion, determine the location and type of a bulletin board that may be used by the PBA at the Town's facilities. The PBA may use the bulletin board only for the purpose of posting official PBA business notices and related information. The PBA shall be solely responsible for monitoring the content of the bulletin board. Notwithstanding the foregoing, the Town reserves the right to remove any posting that does not meet the requirements of this Article or Town policy.

ARTICLE 8 SENIORITY

8.1 Seniority, as used herein, is defined as the right accruing to bargaining unit members through continuous time in grade and classification, while employed by the Town, which entitles them to certain considerations and preferences as provided for in this Agreement.

8.2 If two (2) or more bargaining unit members have the same classification date, for purposes of breaking a tie, seniority will be determined by the date and time the members' full time employment began with the Town.

8.3 Seniority shall apply in the following matters:

1. Use of Vacation Time for each calendar year shall be governed by seniority, provided it is consistent with Article 21 of this Agreement and with any Department policy.
2. Seniority shall govern filling shift vacancies and off-duty details. Of those Officers indicating interest in an advertised off-duty detail, the senior shall be selected. Future details will be assigned on a rotation or wheel basis, so as to distribute details by seniority.
3. Layoffs shall be made in the reverse order of seniority regardless of any additional grant funded or federally funded Police Officer position.
4. Employees shall be called back from layoff according to seniority for up to four (4) years provided they have maintained their FDLE minimum training requirements.

The Parties recognize that for reasons of operational necessity, seniority may not be the only factor involved. If seniority does not govern, the reasons will be provided to the affected employee when requested by the employee.

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The Parties recognize that for reasons of operational necessity, seniority may not be the only factor involved. If seniority does not govern, the reasons will be provided to the affected employee when requested by the employee.

ARTICLE 9 DISCIPLINE

9.1 The Parties recognize that the interest of the community and job security of the bargaining unit members depends upon the Town's success in providing proper and efficient services to the community. To this end, the Town and the PBA encourage, to the fullest degree, behavior which is positive and supportive of the goals of effective municipal management and public safety. The Parties recognize the need for progressive and appropriate discipline when an employee's conduct and job performance are inconsistent with said goals.

9.2 No bargaining unit employee who has completed the initial probationary period shall be disciplined except for just cause. Progressive, consistent, and appropriate discipline will be administered according to the seriousness of the offense. In addition to any consideration for Remedial Training or Retraining, the following disciplinary actions may be utilized and, depending on the severity of the offense, the first action may be at any level including dismissal:

- A. Verbal Counseling
- B. Written Reprimand
- C. Suspension without pay
- D. Demotion
- E. Dismissal

9.3 The Town recognizes its rights and obligations under the Police Officers Bill of Rights, Section 112.532 et. seq, Florida Statutes, as amended.

Whenever a bargaining unit member is the subject of an Internal Affairs Investigation and is subject to interview or interrogation by members of his/her agency for any reason that could lead to disciplinary action, such as demotion, suspension or discharge, such interview or interrogation shall be conducted in accordance with Section 112.532(1), Florida Statutes, as amended.

The Town and PBA hereby agree to abide by Section 112.533, Florida Statutes, as amended relative to the receipt and processing of any complaints against bargaining unit members.

9.4 Any discipline issued over 54 months prior to the date of a new open investigation, for the same individual, shall not be considered in progressive discipline calculations.

ARTICLE 10 GRIEVANCE PROCEDURE

10.1 The following is a procedure for the resolution of grievances, which are defined as disputes involving the interpretation or application of this Agreement and all disciplinary actions involving suspensions greater than 24 hour, demotions and/or dismissals.

10.2 Every effort shall be made by the Parties to settle any grievances as expeditiously as possible. Should the grieving party fail to observe the time limits as set out in the steps of this Article, the grievance shall be considered conclusively abandoned. Any grievance not answered by management within the prescribed time limit may be advanced to the next step. Time limits provided herein may be extended if mutually agreed upon in writing by management and the grievant or the Union representative if the grievant exercises the option of Union representation.

10.3 This grievance procedure shall be the sole and exclusive method, except as provided otherwise, for resolving any dispute involving the application or interpretation of this Agreement and disciplinary actions involving suspensions, demotions and/or terminations.

10.4 A grievance shall be presented in the following manner:

Step 1. The Union shall first present the grievance in writing to the Police Chief within ten (10) working days of the occurrence of the event(s) which gave rise to the grievance. The written grievance at this step and all steps thereafter shall contain the following information:

1. A statement of the grievance, including the date of occurrence, and basis for the grievance;
2. The Article and section number of the Agreement alleged to have been violated;
3. The action, remedy, or solution requested by the employee or Union representative; and
4. The signature of the aggrieved employee and the signature of the Union representative or Union agent.
5. The Police Chief shall respond, in writing, within ten (10) working days of receiving the written grievance.

Step 2. In the event that the Union is not satisfied with the disposition of the grievance by the Police Chief, the Union shall have the right to appeal the decision to the Town Manager within ten (10) working days of the date of the issuance of the decision of the Police Chief. The Town Manager shall, within ten (10) working days of the Town Manager's receipt of the appeal, render a decision in writing.

Step 3. In the event that a grievance concerning the interpretation of this Agreement has not been resolved following Step 2, the Union may refer the grievance to arbitration by notifying the Town Manager in writing. Such notification shall be made within ten (10) working days after the Town Manager renders a written decision on the grievance or within ten (10) working days following the expiration of the time limit provided for the Town Manager's response in Step 2. Nothing herein shall prohibit the extension of time mutually agreed to in writing by the Parties.

Working Days: For the purpose of this Article only, "Working Days" shall be defined as Monday-Friday, excluding Weekends and Holidays.

10.5 Where the Union requests arbitration in accordance with Step 3 above the Parties shall jointly request that the Federal Mediation and Conciliation Service ("FMCS") provide the Parties with a list of seven (7) potential arbitrators and their resumes. From the list submitted, the Parties shall alternately strike names from the list. On the first grievance as between the Parties, the Town shall strike first. The Parties will alternate striking first uniformly thereafter. When the name of one arbitrator remains, said person shall serve as the arbitrator.

10.6 The decision of the arbitrator shall be in writing with a full statement of findings and reasons, and the decision shall be made within thirty (30) days after the conclusion of the hearing. The arbitrator's decision shall be supported by competent substantial evidence on the record as a whole. The decision of the arbitrator shall be final and binding on the Parties; provided that the arbitrator shall have no authority to change, amend, add to, subtract from, or otherwise alter or supplement this Agreement or any part thereof or amendments thereto.

10.7 The arbitrator shall not have authority to consider any matters not defined as a grievance in this Agreement nor any grievance which has not been processed in accordance with the provisions of this Article or stipulated to by the Parties, provided that the arbitrator shall have the authority to determine whether a dispute is a proper grievance as defined herein and/or has been processed in accordance with the terms of this Agreement. Any dispute concerning arbitrability shall be resolved first, and if the

arbitrator determines that the dispute is not arbitrable under the terms of this Agreement, the hearing shall be closed. Absent such a finding, the hearing shall proceed on the merits of the case. The arbitrator shall have no authority, power or jurisdiction to construe Town policy not covered by this Agreement or any provision of law, statute, or Town Ordinance.

10.8 Discipline shall be for just cause only.

10.9 The Parties shall bear the expense of their respective witnesses and representatives during the arbitration hearing. The fee and any other expenses, if any, for the arbitrator shall be equally divided between the Parties.

ARTICLE 11 PROBATIONARY PERIOD

11.1 The initial probationary period of employment shall be regarded as an integral part of the employment process. It shall be utilized for closely observing the employee's work and for securing the most effective adjustment of the new employee to his/her position.

11.2 The probationary period for all new employees shall be twelve (12) months of continuous employment from the date of hire. During the probationary period, an employee may be discharged for any reason unrelated to an investigation conducted pursuant to Article 27. Upon the expiration of this time period, The Police Chief shall either approve or reject, in writing, retention of the employee. In the event that the employee does not successfully complete the probationary period, the employee will be separated from employment or, in the Police Chief's sole discretion, the employee's probationary period may be extended by up to two (2) separate ninety (90) day periods, provided that the Police Chief notifies that employee in writing and articulates the reason(s) for each such extension at least ten (10) calendar days prior to the commencement of each extension.

11.3 An employee that does not successfully complete his or her initial probationary period shall have no right to utilize the grievance/arbitration procedure contained in this Agreement or any other policy or procedure for any matter concerning a failure to successfully meet job performances standards during said period.

11.4 Although employees will accumulate vacation time during their probationary period, they may not use any vacation time until they have completed six (6) months of employment in the Department.

11.5 In the event that an employee receives a promotion from a lower to a higher bargaining unit position, that employee shall serve a probationary period of twelve (12) months (of continuous employment) from the date of promotion. The Police Chief has the right to pass or fail the promotional employee at any time during this twelve (12) month probationary period. In the event that the employee does not pass his or her promotional probationary period based upon a failure to successfully meet job performance standards, the employee shall automatically revert to his/her former classification from which he or she had been promoted. If the employee reverts back to his/her former classification, such reversion shall be final and the employee shall have no right of appeal to any authority including the grievance/arbitration procedure contained in this Agreement.

ARTICLE 12 NO STRIKES AND LOCKOUTS

12.1 The Union recognizes that strikes by public employees are prohibited by the Florida Constitution and Section 447.505, Florida Statutes.

12.2 The PBA, its officers, agents, representatives, and its bargaining unit members agree that they will not strike, as defined by the Public Employees Relations Act, and agree not to participate in a strike against the Town by instigating or supporting a strike, nor shall the bargaining unit member participate in a work stoppage, slow-down, sick out or any other activities prohibited by law. Notwithstanding the above, there shall be no picketing whatsoever in uniform or on duty by the bargaining unit members covered by this Agreement. The parties agree that any bargaining unit member who has been proven to have participated in or promoted any of the aforesaid activities may be discharged or otherwise disciplined.

ARTICLE 13 COMPLIANCE WITH RULES AND REGULATIONS

13.1 All sections of the Town's Personnel Manual and the Town Police Department's General Orders, including any amendments thereto, are applicable to the bargaining unit members unless there is an express conflict between the Personnel Manual or General Orders and this Agreement, in which case this Agreement shall control. The Union agrees that the Town has the right to amend and/or modify its rules and regulations to the extent the Town – in its sole discretion – deems it necessary for the operation of the Police Department. It is understood and agreed that no such amendment or modification shall be in conflict with this Agreement.

13.2 It is agreed and understood that employees shall be provided access to written copies of any rules and regulations which are new and/or which replace, update and/or supersede the Town's or Department's present rules and regulations.

13.3 The Town shall provide a copy of any rule or regulation, as well as any amendment or revision to a rule or regulation, to the PBA in advance of implementation for review as provided in Article 2 §2.2. However, such notice shall not impede implementation of the change as provided in Article 5.

ARTICLE 14 COURT APPEARANCE AND CALL BACKS, AND OFF-DUTY DETAILS

14.1 Court appearances required of bargaining unit employees which arise out of the employee's performance of his or her duties and responsibilities for the Town and which occur outside of that employee's regular shift, shall be treated as time worked, with a minimum of three (3) hours for appearances in Court. These minimums shall include travel time by the employee, regardless of the amount of time actually spent at the court appearances(s). Any bargaining unit member who is required to appear more than once during a day shall receive an additional hourly minimum as long as the additional appearance is requested more than three (3) hours before or after the original appearance. All payments of any type or sort, including witness fees, or checks issued through the witness aid services, if collected, shall be endorsed by the employee and turned over to the Town with the exception of court reimbursed mileage for personal vehicle use. Employees may collect mileage fees for attending court in their personal vehicles but may not collect witness fees if they are otherwise compensated by Town.

14.2 Employees who have left the work place and are ordered or otherwise directed to return to work after completing their shifts shall be paid for all hours worked with a minimum of two (2) hours. The two (2) hours paid shall include all travel time by the employee, regardless of the amount of time actually spent working.

This provision shall not apply in those instances when overtime commenced one hour or less prior to, or runs continuously with, the bargaining unit member's regular shift.

14.3 All Off-Duty details will be paid at a minimum of three (3) hours. All postings for Off-Duty details shall include an outline of the duties required as well as the number of hours for said detail. Off-duty details shall be paid directly to the Town. The bargaining unit member shall be paid at a flat rate of \$35.00/hour for off-duty details.

ARTICLE 15 HOLIDAYS

15.1 The Town recognizes certain designated holidays as set forth in the Town's personnel manual which are:

New Year's Day

Martin Luther King Jr's Birthday

Presidents Day

Memorial Day

Independence Day

Labor Day

Columbus Day

Veteran's Day

Thanksgiving Day (Thursday and Friday)

Christmas Day

15.2 Bargaining unit employees shall receive eight (8) hours pay or eight (8) hours Holiday Compensatory Time for the above-listed holidays.

ARTICLE 16 ASSIGNMENT PAY

16.1 Bargaining unit members who are assigned active Field Training Officer (“FTO”) responsibilities shall be paid percent (5%) above his or her current rate of pay for each shift in which he or she is assigned to active FTO responsibilities. FTO assignment pay shall not be applicable to Sergeants.

Bargaining unit members who are assigned to serve as a scheduled full-time Investigator shall be paid 2.5% above his or her regular rate of pay.

ARTICLE 17 UNIFORMS

17.1 The Town shall furnish uniforms and equipment (duty gear) to all employees who are required to wear such uniforms in the performance of their duties and agrees to replace such uniforms when they are no longer serviceable.

17.2 The Town shall provide a bullet resistant vest to each Police Sergeant and Officer and agrees to replace such vest when they are no longer serviceable.

ARTICLE 18 HOURS OF WORK AND OVERTIME

18.1 The standard pay period for Bargaining Unit members who are primarily assigned to Road Patrol duties shall be 84 hours in a 14-day pay period. All time worked by employees in this classification in excess of 84 hours in a 14-day pay period shall be considered overtime for which employees covered by this Agreement shall be paid at a rate of one and one half times their regular rate of pay.

18.2 Any Bargaining Unit member assigned to conduct an Investigation or other assignments outside Road Patrol shall be scheduled as provided under Management Rights.

18.3 Only actual hours worked will be used for the purposes of calculating overtime pay. Holiday, Compensatory Time, and Vacation Time will be considered time worked. Personal leave time and PBA Pool time will not be considered as time worked.

ARTICLE 19 TRANSFERS AND SHIFT EXCHANGES

19.1 It shall be the right of the Town to transfer bargaining unit members for operational necessity. If a transfer is a permanent change in the bargaining unit member's assignment, shift, or days off (except in the Departments or assignments excepted herein), seven (7) working days notice shall be provided prior to the transfer.

19.2 Bargaining unit members who are involuntarily transferred to another shift or assignment shall retain and carry with them any approved Vacation Time, Holiday Compensatory Time and Personal Leave Time. Involuntarily transferred bargaining unit members shall be entitled to use such time as previously scheduled.

19.3 Bargaining unit members within the same rank and assignment may exchange shifts within the same fourteen (14) day work period with the approval of the members' supervisor(s). All requests must be made in writing using a Department shift exchange agreement form at least seven (7) days prior to the date on which the shift is to be

paid back.

ARTICLE 20 WAGES

20.1 Effective on their FY 16/17 and FY 17/18 anniversary dates, all bargaining unit members could receive up to a 5% increase in salary pursuant to the Employee Position Performance Evaluation, within their respective pay range. The percentage is based upon an Employee Performance Evaluation Criteria which scores the employee with the following three measures:

- 3 - Exceeds Expectations
- 2 - Meets Expectations
- 1 - Needs Improvement

There are 10 categories for Police Officer, and 12 categories for a Supervisory employee within the evaluation(s) form.

After the completion of the evaluation, the score will be tallied and the attached listed scale (shown below) will be utilized to determine the exact percentage of the employee's salary increase.

<u>Officer - Non Supervisory:</u>	<u>Sergeant - Supervisory:</u>
<u>Score: 1 Needs, 2 Meets, 3 Exceeds</u>	<u>Score: 1 Needs, 2 Meets, 3 Exceeds</u>
<u>Scale 0-30, Possible Maximum 30</u>	<u>Scale 0-36, Possible Maximum 36</u>
<u>Points scored scale = Salary % increase</u>	<u>Points scored scale = Salary % Increase</u>

Exhibit A:
Tiered Score Chart for
Merit Evaluations

<u>Town PD Eval Chart Scale</u>			<u>Town PD Eval Chart Scale</u>		
<u>Officers</u>			<u>Supervisors</u>		
<u>30 possible top eval score</u>			<u>36 possible top eval score</u>		
<u>low</u>	<u>high</u>	<u>percent</u>	<u>low</u>	<u>high</u>	<u>percent</u>
<u>25</u>	<u>30</u>	<u>5%</u>	<u>30</u>	<u>36</u>	<u>5%</u>
<u>20</u>	<u>24</u>	<u>4%</u>	<u>24</u>	<u>29</u>	<u>4%</u>
<u>15</u>	<u>19</u>	<u>3%</u>	<u>18</u>	<u>23</u>	<u>3%</u>
<u>11</u>	<u>14</u>	<u>2%</u>	<u>13</u>	<u>17</u>	<u>2%</u>
<u>0</u>	<u>10</u>	<u>0%</u>	<u>0</u>	<u>12</u>	<u>0%</u>

<u>10 or Less = No Raise Increase</u>	<u>12 or Less = No Raise Increase</u>
<u>4 or more "Need Improvement" (score=1) requires 6 month reevaluation.</u>	

~~20.1 In an effort to eliminate salary inadequacies due to compression, effective October 1, 2014, bargaining unit members hired between 6/30/2009 and 12/31/2010 will receive a 5% increase of their base salary. Effective 10/1/2015 they will also receive a 5% increase in their base salary.~~

TA (AB) J.

~~20.2 Effective on their FY 14/15 anniversary date (date of hire) all bargaining unit members who have not received their top out, with at least a satisfactory review, will receive a 5% increase in salary. Effective on their FY 15/16 anniversary date members, who are not topped out, with at least a satisfactory review, will receive a 5% increase in salary.~~

~~20.3 Effective on their FY 14/15 anniversary date members, who are topped out, with at least a satisfactory review, will receive a 2% increase in salary. Effective on their FY 15/16 anniversary date members who are topped out with at least a satisfactory review, will receive a 2% increase in salary.~~

~~20.4 This Article will be reopened for bargaining in FY 16/17. Negotiations will begin no later than May 1, 2016.~~

TA (AB) 

ARTICLE 21 LEAVE TIME

21.1 Leave time is defined in the following categories:

- a. Vacation time ("VT") – Paid vacation time is earned at an hourly rate based on the member's years of service in accordance with the table set forth in 21.2 below.
- b. Holiday Compensatory time ("HCT") – Holiday Compensatory Time is only earned when a member chooses to convert holiday pay into time off.
- c. Personal Absence Leave Time ("PA") – is defined in the Town's Personnel Manual and may be accrued and used in accordance therewith.

21.2 Full-time employees are eligible to use accrued VT after completing six (6) months of service. VT will accrue as follows:

<u>Years of Service</u>	<u>Hours earned per pay period</u>	<u>Hours earned yearly</u>
0-5	3.08	80
5+-10	4.62	120
10+	6.15	160

21.3 Personal Absence Leave Time is earned at the rate of 3.08 hours per pay period totaling – 80 hours per year. This rate is the same for all bargaining unit members regardless of length of service. Bargaining unit members voluntarily terminating employment, after completing at least 6 months of employment, shall be entitled to reimbursement for one fourth of the hours of unused PA leave at the rate of pay which is in effect at the time of termination up to a maximum of 160 hours of pay.

21.4 A maximum of forty (40) hours Vacation Time can be taken as pay each fiscal year.

21.5 A carryover of Vacation Time plus Holiday Compensatory Time hours must not exceed eighty four (84) hours from one fiscal year to the next.

21.6 Any Member who uses Personal Absence Leave Time due to personal illness for a period of 3 or more consecutive work days, prior to returning to work, will furnish a report ("Doctors' note") from a duly licensed physician.

ARTICLE 22 WORKERS' COMPENSATION

22.1 A bargaining unit member covered by Chapter 440, Florida Statutes, and in accordance with provisions set forth herein, shall be authorized to be absent from work due to injury or illness incurred while on duty, and directly related to work performed, until he or she reaches maximum medical improvement as such term is defined by the Town's Workers' Compensation carrier.

22.2 In the event of an on-the-job injury determined to be compensable under the provisions of the Workers' Comp Act for regular full time employees, said employee shall be carried at full pay and benefits for up to 180 days per year less any Workers' Compensation benefits.

ARTICLE 23 INSURANCE

The Town agrees to pay one hundred percent (100%) of the employee cost of Health insurance including up to \$1,500 toward the deductible in Year 1 and 50% of the deductible in Years 2 & 3.

23.1 The Town agrees to provide life insurance of \$15,000 to bargaining unit members and as otherwise required by law.

23.2 The Town agrees to provide long and short term disability benefits (insurance) to bargaining unit members.

23.3 The Town agrees to pay one hundred percent (100%) of the employee premium cost of Dental and Vision Insurance.

ARTICLE 24 BEREAVEMENT LEAVE

24.1 After completion of at least twelve (12) months of employment, all regular full time and regular part time employees shall be eligible for bereavement leave with pay not to exceed three (3) working days (in state) and five (5) working days (out of state) for each calendar year in the event of a death in the employee's immediate family. Such leave shall be paid by the Town and not deducted from the employee accumulated Personal Absence Leave and shall not be in addition to such Personal Absence Leave.

24.2 After the first twelve (12) months of employment, in the event of the death of any other relative other than an immediate family member, a maximum of two days paid bereavement leave for each calendar year shall be granted. Such leave shall be deducted from the employee's accumulated Personal Absence Leave and shall not be in addition to such Personal Absence Leave.

24.3 Immediate family, for the purposes of bereavement leave, shall be defined to include the employee's spouse, children, parents, siblings, grandparents, and spouse's parents, grandchildren, and spouse's siblings.

ARTICLE 25 FUNERAL EXPENSES

In the event that a bargaining unit member dies in the line of duty, the Town shall – in addition to the life insurance proceeds available under 23.1 above and in addition to funds received in accordance with FSS section 112.19 and Federal laws, provide that member's beneficiary with ten thousand dollars (\$10,000) toward funeral, burial and other related expenses.

ARTICLE 26 PERSONNEL RECORDS

Each bargaining unit member covered by this Agreement, or legal representative so designated by the bargaining unit member, shall have the right to inspect his or her personnel files and if requested, to once annually receive a complete copy at no cost to the bargaining unit member. Such inspection shall take place at reasonable times and at the location where the official personnel file is kept. The bargaining unit member shall have the right to receive a duplicate copy of any item contained in his or her file(s) at no cost to the unit member. This Article will not be subject to the Grievance Procedure in this Agreement.

ARTICLE 27 POLICE OFFICERS' BILL OF RIGHTS

27.1 The Town agrees that in the investigation of all bargaining unit members it shall comply with the provisions of ss.112.532, 112.533, and 122.534, Florida Statutes, as amended.

27.2 Bargaining unit members may assert a claim of a violation of the Police Officers' Bill of Rights either by using the grievance procedure in this Agreement or by filing an action in Florida state court.

ARTICLE 28 SEVERABILITY

Should any final decision of any Court of competent jurisdiction or administrative agency or any federal, state, or local legislation affect any practice or provision of this Agreement, only the practices or provisions so affected shall become null or void, otherwise all other provisions or practices under this Agreement shall remain in full force and effect.

ARTICLE 29 MAINTENANCE OF CONDITIONS

The Parties agree that all wages, hours, terms and conditions of employment, including but not limited to benefits and emoluments of employment in effect at the time of the ratification of this Agreement, and not abridged by the Agreement, shall remain in full force and effect for the duration of this Agreement.

ARTICLE 30 ENTIRE AGREEMENT

This Agreement contains the entire contract, understanding, undertaking and agreement of the Parties hereto, and finally determined and settles all matters of collective bargaining for and during its term, except as may be otherwise provided herein.

ARTICLE 31 DONATED LEAVE TIME

31.1 Donations of accumulated Personal Leave Time and/or Vacation Time by a Bargaining Unit Member can be made to any Town employee, who has exhausted his or her Personal Leave Time and Vacation Time, up to a maximum of 40 hours annually. The deduction from the donating Bargaining Unit Member shall be calculated at the next pay period on an hour-for-hour basis.

ARTICLE 32 LONGEVITY

32.1 Bargaining unit members who complete the required years of continuous service during this contract period, as indicated below shall receive a one-time, lump sum longevity payment (not added to base); which shall be paid on the Bargaining Unit Member's Anniversary as follows:

<u>Years of Continuous Service</u>	<u>Lump Sum Payment</u>
10 year Anniversary	\$1,000
15 years Anniversary	\$1,500
20 years Anniversary	\$2,000

32.2 Continuous service shall be defined as continuous paid service with the Town of Ocean Ridge and will be computed from the date of hire. Continuous service shall accumulate during Personal Leave Time, Workers' Compensation Leave, Vacation Leave and Military Leave.

ARTICLE 33 DURATION OF AGREEMENT

33.1 This Agreement shall take effect upon ratification by both Parties and shall continue in full force and effect through September 30th, ~~2017-2018~~ or until a successor Agreement is ratified by the Parties. No portion of this Agreement shall be retroactive, except as specifically provided for herein.

33.2 This Agreement is applicable to members of the bargaining unit who are employed by the Town on the date that the Town Commission approves this agreement.

TA (AB) A.

SIGNATURE PAGE

In WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of October, 2016.

<u>FOR THE TOWN OF OCEAN RIDGE</u>	<u>FOR THE PALM BEACH COUNTY POLICE BENEVOLENT ASSOCIATION</u>
<u>Jamie Titcomb, Town Manager</u>	<u>John Kazanjian, PBA President</u>
<i>James A.</i>	<i>Angela PBA</i>
<u>Glen Torcivia, Town Attorney</u>	<u>PBA Legal Counsel</u>

Ratified by the PBA on the _____ day of September, 2016.

Ratified by the Town of Ocean Ridge on the _____ day of October, 2016.

<u>Confirmed by:</u>	<u>Confirmed by:</u>
<u>Geoffrey Pugh, Mayor</u>	<u>John Kazanjian, PBA President</u>
<u>Tracey Stevens, Town Clerk</u>	

In WITNESS WHEREOF, the parties have executed this Agreement on the _____ day of April, 2015.

<u>FOR THE TOWN OF OCEAN RIDGE</u>	<u>FOR THE PALM BEACH COUNTY POLICE BENEVOLENT ASSOCIATION</u>
------------------------------------	--

TA (APB) *[Signature]*

Ken Schenck, Town Manager	John Kazanjian, PBA President
Geoff Pugh, Mayor	PBA Legal Counsel

~~Ratified by the Town of Ocean Ridge on the _____ day of April, 2015.~~

~~Ratified by the PBA on the 10th day of April, 2015.~~

Confirmed by:	Confirmed by:
Geoff Pugh, Mayor	John Kazanjian, PBA President
Karen Hancsak, Town Clerk	

TA (AB) 

MEMORANDUM

TO: MAYOR AND COMMISSIONERS
FROM: R. BRIAN SHUTT, TOWN ATTORNEY
RE: OCCUPANCY LIMITATION/REASONABLE ACCOMMODATION
ORDINANCE
DATE: SEPTEMBER 6, 2016

Reasonable accommodation is a statutorily established method by which an individual who is disabled and/or handicapped or a provider of services to the disabled qualifying for reasonable accommodations can request a modification or alteration in the application of a specific Town Code provision, rule, policy, or practice, to them. The proposed accommodation sought by the disabled individual must be reasonable and necessary to afford such person an equal opportunity to use and enjoy housing.

The proposed ordinance clarifies the existing occupancy limitations and will establish reasonable accommodation procedures that would permit disabled individuals, or qualified entities, to request reasonable accommodation and, where appropriate based on the facts and law, to receive reasonable accommodation.

Reasonable accommodation requests would be made to and decided on by the Town's Special Magistrate. These reasonable accommodation procedures are applicable to the Town's ordinances, rules, policies, practices and services so as to afford a disabled person the opportunity to use and enjoy a dwelling.

Please let me know if you need anything further in this regard.

ORDINANCE NO. 615

AN ORDINANCE OF THE TOWN OF OCEAN RIDGE, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 1, “GENERAL PROVISIONS”, SECTION 1-3, “DEFINITIONS” TO CLARIFY THE DEFINITION OF “FAMILY”; CHAPTER 67, “BUILDINGS AND BUILDING REGULATIONS”, ARTICLE VII, “BUILDING STANDARDS”, BY CREATING DIVISION 3, “OCCUPANCY LIMITATIONS” TO CLARIFY SUCH LIMITATIONS AND TO PROVIDE FOR A REASONABLE ACCOMMODATION PROCESS FOR PERSONS WITH DISABILITIES AND/OR A HANDICAP; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Ocean Ridge, Florida (the “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 Commission wishes to clarify the existing definition of “family” and its application; and

WHEREAS, pursuant to 42 U.S.C. Section 3604(f)(3)(b) the Town is required to provide a reasonable accommodation process for people with disabilities and/or a handicap to afford such persons equal opportunity to use and enjoy a dwelling; and

WHEREAS, the Town Commission has determined that the enactment of this ordinance is for a proper municipal purpose and in the best interests of the residents of the Town.

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 herein as findings of fact.

SECTION 2 – Amendment: Chapter 1 “General Provisions”, Section 1-3, “Definitions”, is hereby amended as follows:

....

Family means one or more persons occupying a single dwelling unit; provided that, unless all members are related by blood, legal adoption or marriage, no such family shall contain over five persons; but further provided that domestic servants employed on the premises may be housed on the premises without being counted as a family. Any person under the age of 18 years whose legal custody has been awarded to the State Department of Health and Rehabilitative Services or to a child-placing agency licensed by the Department, or who is otherwise considered to be a foster

child under the laws of the state, and who is placed in foster care with a family, shall be deemed to be related to and a member of the family for the purposes of this definition.

....

SECTION 3 – Amendment: Chapter 67 “Buildings and Building Regulations”, Article VII “Building Standards”, is hereby amended by creating Division 3, “Occupancy limitations”, as follows:

DIVISION 3. – OCCUPANCY LIMITATIONS

Sec. 67-205. – Occupancy limitations.

That no more than five (5) unrelated persons shall reside in any dwelling unit as further defined in the definition of “family” as provided in Section 1-3 of this Code.

Sec. 67-206. - Reasonable accommodation procedures.

(a) This section implements the policy of the Town for processing requests for reasonable accommodation from the Town's ordinances, rules, policies, practices, and procedures for persons with disabilities as provided by the Federal Fair Housing Amendments Act (42 U.S.C. 3601 et. seq.) ("FHA") and Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et. seq.) ("ADA"), as amended from time to time. For purposes of this section, a "disabled individual" or a "disabled person" means an individual that qualifies as disabled and/or handicapped under the FHA and/or ADA. Any person who is disabled (or a qualifying entity) may apply for a reasonable accommodation with respect to the Town's land development code, laws, rules, land use policies, or other relevant practices and/or procedures as provided by the FHA and the ADA by submitting an application for a reasonable accommodation pursuant to the procedures set forth in this section. Applications for a reasonable accommodation must provide proof that a person requires a reasonable accommodation because he/she is disabled and/or handicapped under the FHA and/or ADA.

(b) A request by a disabled person or individual ("applicant") for a reasonable accommodation under this section may be either oral or written. If in writing it shall be made by completing a form which is available in the Town clerk's office. The form shall contain questions and requests for information, which are necessary for the Town to process the reasonable accommodation request.

(c) If the information required to be provided by the applicant to the Town, includes medical information and/or records, including records relating to the medical condition, diagnosis or medical history of the applicant, the applicant at the time of the submission of the medical information, may request that the Town treat the medical information as confidential information of the applicant. In such case, the Town shall endeavor to keep the applicant's medical information confidential to the extent permitted by law. The Town shall thereafter use its best efforts to provide written notice to the applicant and/or the applicant's authorized agent, attorney or representative, of any request received by the town for disclosure of the medical

information or documentation which the applicant has previously requested be treated as confidential by the Town. The Town will cooperate with the applicant to the extent allowed by law, in actions initiated by persons or entities that challenge or oppose the Town's nondisclosure of medical information or records of the applicant. However, the Town shall have no obligation to defend against any other action seeking to compel the production of public records or to incur any legal or other expenses in connection therewith, and may produce the records to the extent the Town determines the records are not exempt from the Public Records Act, or to comply with any judicial or administrative order without prior notice to the applicant.

(d) When a reasonable accommodation request has been submitted to the Town clerk's office, it will be scheduled for a quasi-judicial hearing before the special magistrate appointed by the Town Commission, which shall be the same special magistrate appointed to hear code enforcement cases, unless the Town Commission specifically appoints a special magistrate to hear the reasonable accommodation requests. The special magistrate may: (1) grant the reasonable accommodation request in full; (2) grant a portion of the reasonable accommodation request and deny a portion of the reasonable accommodation request, and may impose conditions upon the portion of the reasonable accommodation request that was granted; or (3) deny the reasonable accommodation request. Any denial of a reasonable accommodation request shall be in writing, and shall state the grounds for the denial. All decisions of the special magistrate on a request for reasonable accommodation shall be in writing and shall give the applicant notice of the applicant's right to appeal. The written decision of the special magistrate shall be sent to the applicant (i.e., the disabled individual or his/her authorized agent, attorney, or representative) by regular mail at the address specified for notice by the applicant on the application form.

(e) In determining whether a reasonable accommodation request should be granted or denied, the applicant, or, if applicable, the qualifying entity, must establish that the applicant is protected under the provisions of the FHA and/or ADA by demonstrating that the applicant is handicapped or disabled, as defined in the FHA and/or ADA. Although the definition of disability is subject to judicial interpretation, for purposes of this section, the disabled individual who is the subject of the request for a reasonable accommodation must show: (1) a physical or mental impairment which substantially limits one or more major life activities; (2) a record of having such impairment; and (3) that the disabled individual is regarded as having such impairment. After satisfying the foregoing three criteria, the applicant must demonstrate that the proposed accommodations being sought are reasonable and necessary to afford him/her an equal opportunity to use and enjoy housing.

(f) If denied an applicant may appeal, by writ of certiorari the special magistrate's written decision on a reasonable accommodation request within 30 days after the date on which the written decision is rendered.

(g) No fee shall be imposed by the Town clerk's office in connection with a request for reasonable accommodation under this section, or for an appeal of a decision of the special magistrate. The Town shall have no liability for or legal obligation to pay an applicant's

attorney's fees or costs, including the attorney's fees and costs incurred in any appeal at any appellate level.

(h) During the time when an application for reasonable accommodation is pending, the Town shall not enforce the land development code, ordinance, rules, policies, and procedures which are the subject of the request for a reasonable accommodation against the applicant.

(i) The following general provisions shall be applicable:

(1) The Town shall display a notice in the Town's public notice bulletin board (and shall maintain copies available for review in the Town clerk's office), advising the public that disabled individuals (and qualifying entities, if applicable) may request a reasonable accommodation as provided in this section.

(2) A disabled individual, or if applicable a qualifying entity who has applied for a reasonable accommodation, may be represented at all stages of the reasonable accommodation process by a person designated by the disabled individual as their authorized agent, attorney, or representative.

(3) The Town shall provide assistance and accommodation as is required pursuant to the FHA and ADA in connection with a disabled person's request for reasonable accommodation, including without limitation, assistance with interpreting the reasonable accommodation application form and responding to the questions contained therein, assistance with completing the form, assistance with filing an appeal, and assistance in appearing at hearings to ensure the process is accessible.

(j) Approvals of requests for reasonable accommodation shall expire within one hundred eighty (180) days if not implemented.

SECTION 4 - Codification: The ordinance shall be codified in the Code of Ordinances of the Town of Ocean Ridge, Florida.

SECTION 5 - Repeal of Conflicting Ordinances: All Ordinances, Resolutions or parts of Ordinances and Resolutions in conflict herewith are hereby repealed.

SECTION 6 - 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 7 - Effective Date: This Ordinance shall become effective immediately upon adoption.

FIRST READING this ____ day of _____, 2016.

SECOND AND FINAL READING this ____ day of _____, 2016.

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:

GEOFFREY A. PUGH, Mayor _____

RICHARD LUCIBELLA, Vice Mayor _____

GAIL ADAMS AASKOV, Commissioner _____

JAMES BONFIGLIO, Commissioner _____

STEVE COZ, 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 _____, 2016.

TOWN OF OCEAN RIDGE, FLORIDA

BY: _____
GEOFFREY A. PUGH, MAYOR

ATTEST: _____
TRACEY L. STEVENS, TOWN CLERK

MEMORANDUM

TO: MAYOR AND COMMISSIONERS
FROM: R. BRIAN SHUTT, TOWN ATTORNEY
RE: MODIFICATION OF THE CONSTRUCTION BOARD OF ADJUSTMENTS
AND APPEALS ORDINANCE
DATE: SEPTEMBER 6, 2016

The proposed ordinance allows the Board of Adjustment to hear appeals that would normally be heard by the Construction Board of Adjustments and Appeals in the event that members are not appointed to the Construction Board of Adjustments and Appeals.

Please let me know if you need anything further in this regard.

ORDINANCE NO. 616

AN ORDINANCE OF THE TOWN OF OCEAN RIDGE, FLORIDA, AMENDING ITS CODE OF ORDINANCES BY AMENDING CHAPTER 67, “BUILDINGS AND BUILDING REGULATIONS”, ARTICLE III, “TECHNICAL CODES AND OTHER CONSTRUCTION STANDARDS”, DIVISION 2, “ADMINISTRATION AND ENFORCEMENT”, SECTION 67-55, “CONSTRUCTION BOARD OF ADJUSTMENTS AND APPEALS” TO PROVIDE THAT CERTAIN APPEALS MAY BE MADE TO THE BOARD OF ADJUSTMENT; PROVIDING FOR CODIFICATION, REPEAL OF CONFLICTING ORDINANCES, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town of Ocean Ridge, Florida (the “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 Commission wishes to provide that appeals from the decision of the building official may be made to the Board of Adjustment rather than the Construction Board of Adjustments and Appeals; and

WHEREAS, the Town Commission has determined that the enactment of this ordinance is for a proper municipal purpose and in the best interests of the residents of the Town.

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 herein as findings of fact.

SECTION 2 – Amendment: Chapter 67 “Buildings and Building Regulations”, Article III “Technical Codes and other Construciton Standards”, Division 2, “Administration and Enforcement”, Section 67-55, “Construction board of adjustments and appeals”, is hereby amended as follows:

Sec. 67-55. - Construction board of adjustments and appeals.

There is hereby established a board, to be called the construction board of adjustments and appeals, which shall consist of five members. Such board, whenever possible, shall be composed of an architect, a general contractor or engineer, an electrical contractor, a plumbing contractor and a member at large from the building industry. Such board shall be appointed by the town commission to hold such appointment at its pleasure. The board shall have the power and duty prescribed in the standards and countywide amendments adopted in section 67-31. In

lieu of the board established herein, during the term of any agreement between the town and the county wherein the county reviews and issues building permits in the town, the town commission may forward an appeal to be heard before the county construction board of adjustments and appeals, or similar duly authorized appellate body. Application fees and costs shall be as approved by the town commission by resolution. In the event the Town Commission has not appointed members to the Construction Board of Adjustments and Appeals, the Town's Board of Adjustment shall hear all appeals that would normally be heard by the Construction Board of Adjustments and Appeals.

SECTION 3 - Codification: The 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 ____ day of _____, 2016.

SECOND AND FINAL READING this ____ day of _____, 2016.

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:

GEOFFREY A. PUGH, Mayor _____

RICHARD LUCIBELLA, Vice Mayor _____

GAIL ADAMS AASKOV, Commissioner _____

JAMES BONFIGLIO, Commissioner _____

STEVE COZ, 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 _____, 2016.

TOWN OF OCEAN RIDGE, FLORIDA

BY: _____
GEOFFREY A. PUGH, MAYOR

ATTEST: _____
TRACEY L. STEVENS, TOWN CLERK