

**Town of Ocean Ridge, Florida  
Office of the Town Clerk  
Town Commission Meeting Summary  
December 4, 2017**

The following is a list of actions taken at the December 4, 2017 Regular Town Commission Meeting:

1. Adopted the Regular Town Commission Meeting Minutes of November 6, 2017.
2. Announced that Town Hall will be closed on Monday, December 25, 2017 in observance of Christmas Day.
3. Announced that Town Hall will be closed on Monday, January 1, 2018 in observance of New Year's Day.
4. Announced that due to the New Year's Day Holiday, the Town Commission will hold its Regular Meeting on January 8, 2018 at 6:00 p.m.
5. Announced that the Municipal Election will be held on March 13, 2018. There are two Town Commission Seats Open for a Three Year Term. Candidate Filing Dates run from Noon on December 4, 2017 through Noon on December 8, 2017. / Las elecciones municipales se celebrará el 13 de marzo de 2018. Hay dos ciudad Comisión asientos abierto por tres años. Fechas de presentación de candidatos se ejecute desde el mediodía en 04 de diciembre de 2017 a través de mediodía en 08 de diciembre de 2017.
6. Deferred until the January 8, 2018 Town Commission meeting the HVAC upgrades for Town Hall.
7. Deferred until the January 8, 2018 Town Commission meeting the gas pump replacement for Town Hall.
8. Authorized the Town Manager to enter into an agreement with Higgins Engineering for the Inlet Cay Island Engineering Drainage Study with a 120 day term in the agreement conditioned upon Mr. Higgins providing a revised scope of services for items #4-7 to be presented to the Commission at the next meeting in January.
9. Authorized the Town Manager to move forward with the proposal from Revize for a new Town website subject to a written contract.
10. Authorized the Town Manager to enter into a contract with Televac South for storm drain maintenance.
11. Adopted Resolution No. 2017-22: A Resolution of the Town of Ocean Ridge, Florida, Revising the Building Permit Fee Schedule, as amended.
12. Adopted Resolution No. 2017-23: A Resolution of the Town of Ocean Ridge, Florida, Amending the Ethics Training Policy.

**THE NEXT REGULAR TOWN COMMISSION MEETING WILL BE  
HELD ON MONDAY, JANUARY 8, 2018 AT 6:00 P.M.  
AT TOWN HALL.**