

TOWN COMMISSION WORKSHOP MEETING MINUTES  
APRIL 23, 2018

Minutes of the Town Commission Workshop Meeting of the Town of Ocean Ridge held on Monday,  
April 23, 2018, at 1:00 PM in the Town Hall Commission Chambers.

**CALL TO ORDER**

The meeting was called to order by Mayor Bonfiglio at 1:00 p.m.

**ROLL CALL**

Town Clerk Stevens was absent with notice. Deputy Town Clerk Hallahan was present.  
Deputy Town Clerk Hallahan led the roll call, which was answered by the following:

	<u>Present:</u>	<u>Absent:</u>	<u>Tardy:</u>
Commissioner Besler	x		
Commissioner Coz	x		
Commissioner de Haseth	x		
Vice Mayor MaGruder	x		
Mayor Bonfiglio	x		

**PLEDGE OF ALLEGIANCE**

Mayor Bonfiglio led the Pledge of Allegiance.

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

**Commissioner MaGruder moved to approve the agenda as submitted; seconded by Commissioner de Haseth. Motion carried 5-0.**

Mayor Bonfiglio requested that due to the number of people in the audience, that the public reduce their comments to one and a half minutes.

**PUBLIC COMMENT**

James McAndrew, 131 Island Dr, was concerned with an iguana epidemic in Ocean Ridge. Based upon his research the cost for a trapping program would be \$31,000-\$48,000/year. He requested that immediate action be taken to reduce the high numbers of iguana in Ocean Ridge.

Zoanne Hennigan & Neil Hennigan, 91 Island Dr S, Jerry Goray, Chairman to P&Z, Mark Becker, 88 Island Dr., were concerned with the Concept Plan Review of a new home that had 9 Bedrooms and 11-1/2 Baths, and a Bunk Room. They asked that there be a public notification to neighboring properties, and that an appeal process be established to the Town Commission. They also requested that P&Z hold a workshop with the public to discuss possible changes to Town Code 64.1 Single Family Residence, in regards to unconventional residential homes, and the Comp Plan as they relate to transient housing and parking. The Town of Gulfstream has issued a Zoning in Process Ordinance which prohibits someone from pushing through an approval while zoning issues are being re-evaluated. It was requested that the Town issue an immediate moratorium to allow the Town to review and clarify the difference from residential to commercial excursions for third parties for any vacation rentals.

Peter Burling, 7 Osprey Dr, stated his concern with code enforcement for short-term rentals. He requested that Ocean Ridge make a stand against short-term rentals, and felt this was an assertion of value to neighboring properties.

Tina Grey, 39 Harbour Dr North, stated her concern of the permit process of personal security cameras and it's enforcement.

Jerry Lower, 2 Harbour Dr North, reported that the last time the Town's Comp Plan was updated was in 2009. This update did not acknowledge short-term rentals or sea level risings, and guidelines for septic

## SPECIAL TOWN COMMISSION MEETING MINUTES APRIL 23, 2018

tanks. The Town of Ocean Ridge voted to prohibit commercial business use and this should also apply for sober homes. The citizens of Ocean Ridge have rights too. He agrees that a moratorium should be held for any unusual plans outside the scope of a normal single family residence.

Merilee Lundquist, 6277 N Ocean Blvd, thanked the Town for their extensive use of beach signage. She requested that the Town replace a sign next to Boynton Beach Public to protect the Town's rights. The old "Town of Ocean Ridge" sign was removed by the Public years ago and never replaced.

Terry Brown, 26 Harbour Dr So, cautioned the Town regarding restricting the beaches from public use, as this would also restrict Ocean Ridge residents, not just those outside of Ocean Ridge.

Stella Kolb, 204 Beachway Dr, wanted it on record that no one said to restrict beaches.

Public Comment Closed.

### **AGENDA ITEMS:**

#### 1. Goal Setting Workshop Overview – Town Manager

Manager Titcomb stated that per the Sunshine Law, this workshop is a public meeting to facilitate the two new Commissioners with the goals and budget planning for the Town of Ocean Ridge. He had requested each Commissioner to submit a list of priorities and topics for this year's budget to be discussed in the open meeting. By law, the Town's budget is balanced each year. Due to contractual and interlocal commitments, 90% of the Town's \$6.7 million budget is fixed and only 10% is discretionary. These topics will not be action items but a consensus to move forward with our budget planning. The Budget Workshops still start on May 21 and continue through September.

#### 2. Review of Commission Submitted Priorities

Mayor Bonfiglio stated that he reviewed the Commissioner's Lists to get a consensus of goals/priorities which he has categorized into the following:

##### a) Zoning Code Change

Mayor Bonfiglio requested that the Town Attorney review the Zoning Code regarding Single Family Residences and come back with recommendations at the May meeting to make as an action item or moratorium. **The Commission agreed that this would be not just for one single address but for all the properties in the Single Family Resident Zone. They requested a change to restrict commercial use in a single family neighborhood.**

Bob Sloat, 6550 N Ocean Blvd, #7, also asked that the Town address the problem of citizens using their homes for commercial businesses. Mayor Bonfiglio stated that it is difficult to ban commercial use for a small business if they do not have secretarial staff or customers coming/going from the property. Attorney Shutt stated that there may be some occupations that do not rise to the definition of commercial use, and is very hard to enforce.

##### b) Drainage and Flooding Issues

Mayor Bonfiglio stated that all Commissioners requested that drainage and flooding issues be addressed, and he asked Mr. Higgins to give us an update. Bob Higgins, Engineer, stated that they were down to 2-3 conceptual designs. Lisa Tropepe, Town Engineer, stated that Ocean Ridge had come a long way with our drainage improvements since 1999 when Ocean Ridge had extreme flooding. The City of Miami Beach has a website "Rising Above" and they have spent tremendous funds to address sea level risings and solutions. The Town of Ocean Ridge has also utilized many of their solutions such as check valves or tidal valves and pumping stations. These tidal valves are also at almost every outfall here in Ocean Ridge. If

## SPECIAL TOWN COMMISSION MEETING MINUTES APRIL 23, 2018

the Commission desires, she could review/update the 2000 Drainage Review or have a workshop. There may be isolated areas that still need to be addressed. Now would be the time for any new drainage updates. Manager Titcomb noted that this morning they had met with the FDOT Head of District 4 regarding drainage issues of three areas along A1A, and the retention areas on Ocean Blvd as well. Manager Titcomb clarified that these issues need to be updated with our Comp Plan, and it would benefit the Town to start action now. Town Engineer Tropepe stated that for years, Ocean Ridge has been addressing drainage issues along A1A without FDOT assistance. FDOT streets are now deteriorating due to FDOT not addressing drainage. We have been able to reduce Flood Rates due to watching Finished Floor Elevations and Street Sweepings and being pro-active. Mayor Bonfiglio stated that Ocean Ridge should address these drainage issues now, as the cost for these projects will increase in time. Vice Mayor MaGruder agreed and noted that there are grants and government funding available, but they can take time to procure. Comm. de Haseth asked for the cost to upgrade the 2000 study, and felt an urgency to update now to avoid getting further behind. Comm. Coz and Besler were in favor of an update and using the City of Miami's website instead of costly and lengthy studies.

It was discussed that the State does have revolving fund loans or the Town could start setting funding aside now for future improvements. It could also be done as an assessment to the residents.

Manager Titcomb stated that Ocean Ridge may have to choose short-term improvements until larger projects could be scheduled and funded. **There was a Consensus for the Town Engineer and Mr. Higgins to come to the June meeting with their findings.**

### c) Charter Issues

Mayor Bonfiglio stated that in order to be placed on the 2019 March Election as a Referendum; we need to start now with Charter updates/changes. Manager Titcomb stated that there were many housekeeping updates that needed to be made by a Committee.

Zoanne Hennigan, 91 Island Dr S., was in favor of five committee members and understood that the review process would be very time consuming and she asked for examples of changes needed. Mayor Bonfiglio replied that there is a succession issue for Commissioners that needs to be clarified, and election time frames, and then also employment practices too. These items need to be addressed sooner rather than later. Manager Titcomb stated many Charter items are specific and need to be made more flexible such as elections dates.

Betty Bingham, 1 E Ocean Ave, asked if those chosen need to have the ability to rewrite the Charter or would there be assistance from Town Attorney. It was noted that the Town Attorney would be available.

Ed Brookes, 15 E Ocean Ave, advised that if a Commissioner was appointed as one of the Committee, the rest of the committee may defer to him by default.

Terry Brown, 23 Harbour Dr S, stated that these Charter changes must be submitted to the voters. He suggested that there also be a change to the Commissioner's power vs. the Town Manager. Now it is a weak Commissioner and a strong Town Manager. Mayor Bonfiglio stated that he was fine with the current status and not in favor of a change.

**After discussion, there was a consensus by the Commission for a Charter Review Committee of five residents, and that each Commissioner appoint one resident at the June meeting to implement the selection of the Charter Review Committee.**

d) Housing and Code Issues

Manager Titcomb stated that usually Planning & Zoning handles most of these items. Many of the concerned items are already in the Land Development Code such as notifications. Comm. de Haseth requested that we be pro-active and if another committee could be utilized rather than P&Z. Atty. Shutt asked for more direction, if the Commission wanted the P&Z to have more approval/denial authority and should it be restricted. Presently the Concept Plan Review does not give notice to neighbors due to the cost involved.

Jerry Goray, Chairman of P&Z, stated that it was frustrating not to have an approval authority given to the P&Z for the Concept Plan Review process. Neal Hennigan, Island Dr, was not in favor of the Town Attorney evaluating or developing changes. He should oversee the changes as far as a legal status. Comm. Bonfiglio stated that he is recommending and reviewing just statutory aspects. Attorney Shutt stated his role is procedural. P&Z and the Town Commission would be making the changes. The Commission may want to have extra meetings to quicken the time frame.

It was summarized that the following items needed to be addressed: Limit the use of three unrelated family members per residence. Develop a notification process. Define the Code for a typical Single Family Residence. It was discussed that the next P&Z Meeting would be May 14<sup>th</sup>, 2018, and that no action can be taken at today's meeting.

Zoanne Hennigan, Island Dr, asked for clarification of P&Z meetings and if it would be open to the public or Commissioners. She was advised that all P&Z meetings are open to the public and a Commissioner would be allowed to comment as well as any member of the public. Penny Kosinski, P&Z member, was concerned of the P&Z's role for Concept Plan Review without an approval/denial authority.

**A consensus was made to have the P&Z Board hold a workshop at the May 14<sup>th</sup> meeting to address these items, the Comprehensive Plan and any other items of concern.**

e) Public Safety & Traffic

Comm. Besler stated that many residents have private camera systems, and asked if police could utilize them. This would be at no cost to Ocean Ridge. Chief Hutchins stated that he has done research concerning the public's ability to assist the police with private cameras. He would have to check the privacy issue. He might be able to develop a registration program of those willing to allow use of their cameras. This program could be discussed at the next lecture series. In regards to the License Plate Recognition system, he can get pricing for the next budget if directed by the Commission. There have been development changes that may be cost effective, such as a cloud housing computer basis. This would be a non-proprietary system, and password protected. He might be able to buy into someone else's system to be cost effective. **There was a Consensus by the Commission for the Police Chief to research a cost effective or cloud based LPR for the next Fiscal Budget.**

Comm. Coz stated that he had concerns with traffic initiatives, and asked for small improvements over time. Manager Titcomb stated he had met with FDOT and residents regarding the southern crosswalk. A meeting will be planned "in-season" to accommodate the most residents.

Tina Grey, 39 Harbour Dr. N., asked for clarity of the permits required for low-voltage camera systems. Per the Building Official, no permit is required. She had an alarm permit for her home. She was questioning why others did not have to such as her neighbor. She asked for proper enforcement. Chief Hutchins stated that per our code the alarm permit process is a sticker system, and would defer it to the Building Official. The State regulates the low voltage security alarms and there was a code change recently. Manager Titcomb stated that this issue was being researched and would get her a response.

SPECIAL TOWN COMMISSION MEETING MINUTES APRIL 23, 2018

Comm. MaGruder requested an update of Briny Breezes and when their Contract would be open. Chief Hutchins stated that he believed Briny Breezes had a three year contract with Boynton Beach, and it would be up to Briny Breezes if they would just renew it or open it up to bid. It was discussed that the last time Ocean Ridge was underbid and that Briny Breezes favored their relationship with Boynton Beach. Briny Breezes vote was 3-2 in favor of Boynton Beach. Chief Hutchins did not feel that it would require additional staff or resources to envelop Briny Breezes into our patrol, however with the Commission's current concern of growth issues and how Ocean Ridge is going to respond, this would affect that. Their satisfaction level with Boynton Beach service and their political body will probably affect their decision at contract renewal. Chief Hutchins stated that he had presented a proposal to the Town of Manalapan regarding dispatch services, and has not received a response at this time.

f) Beautification and Environmental

Comm. de Haseth stated her concern of the delicate balance of public beach access vs. private property rights. The beaches are our most desirable assets and need to be protected. The Hammock Park parking lot has a sign concerning sea turtle nesting and environmental protection. She complimented the staff for the repairs after the last storm of the public right of ways. If there any more beautification projects, then the plantings should be native and storm/wind resistant.

g) Comprehensive Plan Changes

Mayor Bonfiglio stated that by law our Comprehensive Plan does require updates, changes and amendments. This will involve drainage and traffic issues that will be discussed in the next few meetings. Manager Titcomb noted that Ocean Ridge was already at the ceiling number of units as prescribed by the Comp Plan. We have reached build-out.

Comm. MaGruder stated that he had reviewed beach signs from Carlton Park in Jupiter down to Delray and had taken photos of the different signage. Only one sign in Ocean Ridge stated "No Life Guard". He asked that someone review and take notice of signage and specify public and private beaches in a more friendly manner.

Note Items #3 and #4 on the agenda were taken up during discussion of Item #2.

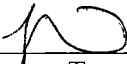
**ADJOURNMENT**

Meeting Adjourned at 3:23 p.m.

Minutes prepared by Deputy Town Clerk Hallahan, and adopted by the Town Commission on May 7, 2018.

  
\_\_\_\_\_  
Mayor James A. Bonfiglio

ATTEST:

  
\_\_\_\_\_  
Tracey L. Stevens, Town Clerk