

REGULAR TOWN COMMISSION MEETING MINUTES

AUGUST 4, 2025

CALL TO ORDER

The meeting was called to order by Mayor Pugh at 5:58 p.m.

ROLL CALL

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

Mayor Pugh	Present
Vice Mayor Coz	Present
Commissioner Aijala Jr.	Present
Commissioner Cassidy	Present
Commissioner Hutchins	Present

PLEDGE OF ALLEGIANCE

Mayor Pugh led the pledge of allegiance.

ADDITIONS, DELETIONS, MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor Pugh requested to add a commission discussion at the end of the meeting. Vice Mayor Coz also requested that an item be added. Town Clerk Avery noted that the Chief needed to add an announcement at the end of the announcements.

Commissioner Cassidy moved to approve the agenda as amended; seconded by Commissioner Aijala. Motion carried 5-0. (5:13)

PRESENTATIONS & PROCLAMATIONS

1. Legislative Update from Senator Lori Berman

Senator Berman provided a legislative update, highlighting key achievements, including the protection of state parks and the expansion of mental health diversion programs. She expressed concern over legislation limiting local authority and citizen initiatives. She also recommended resubmitting the request next year and announced this will be her final year in office due to term limits.

2. Commendation for Building Permit Tech Lindsay Winters

Town Manager Heiser presented a Certificate of Commendation to Lindsay Winters in recognition of her exceptional dedication to creating a delightful customer experience in the Town of Ocean Ridge.

3. Proclamation Honoring the Service of Jean Hallahan

Town Clerk Avery read the proclamation recognizing Jean Hallahan for her 20 years of outstanding service to the Town of Ocean Ridge. Mayor Pugh added that a commemorative plaque would be sent to Jean in appreciation of her commitment and service to the community.

ANNOUNCEMENTS

4. The meeting schedule for next month is as follows: Regular Town Commission Meeting on Monday, September 8th at 6:00 PM; Town Commission Tentative Budget Hearing, September 8th at 5:30 p.m.; All meetings are held in the Commission Chambers at the Town Hall.

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5. Town Hall will be closed Monday, September 1, 2025, in observance of the Labor Day Holiday.
6. Residents who wish to sign up to receive important Town notifications and news Through Civic Ready should sign up on the Town's website or call Town Hall for assistance.

Town Clerk Avery read the announcements into the record.

PUBLIC COMMENT

Mayor Pugh opened the floor for public comment.

The following spoke: Lucy Brown, Terry Brown, and Betty Bingham

Mayor Pugh closed the floor for public comment.

APPROVAL OF CONSENT AGENDA

7. Adopt Minutes of the July 8, 2025, Regular Town Commission Meeting.
8. Approval of Resolution 2025-12: A Resolution Of The Town Of Ocean Ridge, Florida, Providing For Authorization For The Town Manager To Execute And Submit The Application And All Necessary Documents Related To The Hazard Mitigation Grant Program And Approving The Receipt Of Funds; Providing For Conflicts; Providing For Severability; Providing For An Effective Date
9. Town Shooting Range Ventilation System
10. AIG Tank Guard Program
11. Procurement and Purchasing Credit Card Policy
12. June Financial Report

Vice Mayor Coz moved to approve the Consent Agenda; seconded by Commissioner Aijala. Motion carried 5-0. (33:44)

BUDGET DISCUSSION AGENDA ITEMS

13. **Town Engineer Presentation on Priority Capital Projects in FY 26 Budget**
Harbour Drive North Drainage Improvements
Town Seawall on Hudson Ave
Phase 2 – Watermain Infrastructure Modernization

Town Engineer Tropepe presented three capital projects for FY 2026.

For the Harbor Drive North project:

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Hutchins moved to continue with Ingenuity Group for completion of the Harbor Drive North project from 2022 for an already budgeted not-to-exceed amount of \$25,000; seconded by Vice Mayor Coz. Motion carried 5-0. (36:58)

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For the Hudson Avenue seawall project:

The Commission discussed whether to pursue a traditional seawall or wait for potential "living seawall" options. Commissioner Cassidy asked about simultaneously moving forward with traditional seawall design while also following developments with the living seawall option. Town Engineer Tropepe and Mayor Pugh expressed concerns about timing with king tides approaching and the unproven nature of living seawalls in Florida.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown

Mayor Pugh closed the floor for public comment.

Commissioner Aijala moved to approve the traditional seawall because of all the issues around the living seawall; seconded by Commissioner Hutchins. Motion carried 5-0. (41:02)

Phase 2 – Watermain Infrastructure Modernization:

Vice Mayor Coz stated that the item was addressed and resolved in the last meeting.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Vice Mayor Coz moved to continue with Ingenuity Group for phase 2 permitting/design phases and have staff pursue a legislative appropriation request for all of the phase 2 for 2025/26 legislative session; seconded by Commissioner Cassidy. Motion carried 5-0. (43:32)

14. Phase 4 – Watermain Infrastructure Modernization

Town Manager Heiser presented Johnson-Davis Inc. for the design-build contract for Phase 4 water main modernization along North Ocean Boulevard from Ocean Avenue to Thompson Street.

Clark Cryer, Vice President of Johnson-Davis, provided an overview of their company. He explained they would be partnering with Holtz Consulting Engineers for the project. Town Manager Heiser reported that this phase was being expedited as a design-build project due to deficiencies in water pressure and fire protection.

Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Cassidy moved to authorize the town manager to enter into a contract with Johnson Davis Inc. for design-build services for the A1A water main phase 4 project with Holtz Consulting Engineers as the design sub-consultant in an amount not to exceed

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\$1,900,000, with the consideration of future potential change orders unless further approved by the Commission. This action is taken in response to a documented emergency condition and consistent with the authority provided at the June 2, 2025, Commission Meeting; seconded by Vice Mayor Coz. Motion carried 5-0. (49:18)

15. Police Beach Low Speed Vehicle – Side by Side

Town Manager Heiser requested approval to add to the capital improvement plan the purchase of a new side-by-side off-road vehicle for the police department. The department proposed trading in an older ATV and the current side-by-side vehicle to offset costs.

The Commission gave consensus to include this item in the FY 2026 budget.

16. Police Vehicle Request for Fiscal Year 2026 Budget

Town Manager Heiser requested approval to add to the capital improvement plan the purchase of a fully equipped police patrol vehicle at an estimated cost of \$70,000. She noted staff intended to conclude the lease early on additional vehicles already in the fleet.

The Commission gave consensus to include this item in the FY 2026 budget.

17. Motorola Flex CAD – Request to ADD to Fiscal Year 2026 CIP Budget

Town Manager Heiser requested approval to include the acquisition of a new public safety software suite in the FY 2026 capital improvement plan. Chief McClure explained this was the "heartbeat" of how they operate, noting the current systems do not integrate with each other. He expressed concern about the current vendor potentially going defunct. Commissioner Cassidy provided legislative background, explaining a push to eliminate local dispatch in favor of county dispatch, making interoperability critical.

The Commission gave consensus to include this item in the FY 2026 budget.

PUBLIC HEARING ITEMS

18. Approval of Ordinance 2025-01 on Second Reading: An Ordinance Of The Town Of Ocean Ridge, Florida, Amending The Comprehensive Plan Of The Town Of Ocean Ridge With The 2025 Evaluation And Appraisal Report (EAR) Based Amendments; Providing For Recitals, Adoption, Conflicts, Repeal, Severability, Applicability, Transmittal, And An Effective Date

Town Planner O'Gorman presented the required seven-year comprehensive plan update. Following first reading, the plan was transmitted to the state, which issued four comments and no objections. Revisions included reinstating Objective 1.6, clarifying the water supply agreement terms, updating Objective 2.1 to reference the 1997 Coastal Construction Control Line, and minor map adjustments.

Town Clerk Avery read the ordinance into the record by title only.

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Mayor Pugh opened the floor for public comment. Hearing none, he closed the floor for public comment.

Commissioner Cassidy moved to adopt Ordinance 2025-01 on second reading, subject to the changes outlined by the Town Planner, and adopt the year as is; seconded by Commissioner Aijala. Motion carried 5-0.(01:03)

REGULAR AGENDA ITEMS

19. **Approval of Ordinance 2025-04 on First Reading: An Ordinance Of The Town Of Ocean Ridge, Florida, Amending The Code Of Ordinances At Chapter 2, "Administration", Article VI "Finance," Division I "Purchasing Code",By Increasing The Town Manager's Purchasing Authority From \$10,000 To \$25,000; By Updating, Clarifying, And Deleting Certain Purchasing Provisions; By Adding Provisions For Protests, The Acquisition Of Real Property, And Settlement Authority Of Claims; And Providing For Conflicts, Severability, Codification, And An Effective Date**

Town Clerk Avery read the ordinance into the record by title only.

Town Attorney Goddeau presented an ordinance to update the town manager's purchasing authority from \$10,000 to \$25,000 for operational day-to-day purchasing. Vice Mayor Coz noted the public should be aware that the town manager cannot unilaterally write checks, as there is an approval process with double signatures.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown

Mayor Pugh closed the floor for public comment.

Vice Mayor Coz moved to approve adopt Ordinance 2025-04 on first reading; seconded by Commissioner Aijala. Motion carried 5-0. (01:07)

20. **Approval of Re-plat of 92 & 93 Island Dr. S and Resolution 2025-14: Termination and Release of Easement at 93 Island Dr. S**

Town Attorney Goddeau explained that 92 and 93 Island Drive South were originally separate parcels, and the replat would adjust the lot sizes. She noted this would be the last replat requiring commission approval, as state preemption effective July 1, 2025, mandates an administrative process. The replat also terminates an old easement and establishes a new one for water meter facilities.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown

Mayor Pugh closed the floor for public comment.

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Vice Mayor Coz moved to approve the replat as presented that was previously approved by the Planning and Zoning Board and termination Resolution 2025-14; seconded by Commissioner Cassidy. Motion carried 5-0. (01:10)

STAFF & COMMITTEE REPORTS

21. Town Manager

Summary of Activities

Town Manager Heiser announced a \$250,000 HLMP grant to help fund the Town Hall upgrades, reducing the project cost from \$590,000. Construction is expected to begin by year's end. Mayor Pugh commended Commissioner Cassidy for her role in securing the grant.

Vice Mayor Coz raised two issues: enforcing coconut trimming before hurricane season and compiling a list of condo/HOA presidents to aid town communication. Town Manager Heiser will prepare the list, noting its importance for drainage coordination under the NPDES program.

22. Town Attorney

Town Attorney Goddeau reported that plats and replats now follow an administrative process. Regulation of synthetic turf for single-family lots under one acre has been preempted by the Florida DEP, which is drafting rules. The substantial improvement threshold has also been preempted, eliminating the Town's look-back period.

23. Police Chief

Chief McClure reported on department activities and provided details of a July 11 drive-by shooting in Ocean Ridge. He mentioned that security footage and camera data led to the arrest of a suspect whose weapon was linked to seventeen other shootings, and that the suspect was found to have a list of ten additional targets. Mayor Pugh commended the department and thanked residents for their continued support.

24. Fire Chief

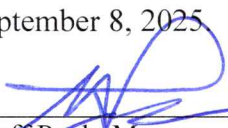
The fire chief was absent from the meeting.

TOWN COMMISSIONER COMMENTS

ADJOURNMENT

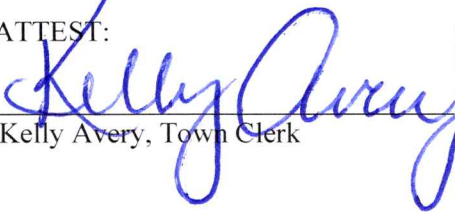
Meeting Adjourned at 7:25 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on September 8, 2025.



Geoff Pugh, Mayor

ATTEST:



Kelly Avery, Town Clerk

