

**REGULAR TOWN COMMISSION MEETING MINUTES  
DECEMBER 1, 2025**

**CALL TO ORDER**

The meeting was called to order by Mayor Pugh at 6:00 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**

Commissioner Cassidy requested to move Item 10 from the consent agenda to the regular agenda for additional explanation. A brief discussion ensued about whether to move this item, a vote was taken. Those in favor of moving the item to the regular agenda were Commissioners Cassidy and Aijala. Those who wanted to leave it on the consent agenda were Mayor Pugh, Vice Mayor Coz, and Commissioner Hutchins. The item remained on the consent agenda.

Vice Mayor Coz mentioned he had two discussion points to add to the commissioner discussion section.

**Vice Mayor Coz moved to approve the agenda as amended; seconded by Commissioner Hutchins. Motion carried 3-2. (19:01)**

Mayor Pugh congratulated Commissioners Cassidy and Hutchins on winning re-election without requiring a formal election, noting the resulting cost savings to the Town.

**PRESENTATIONS & PROCLAMATIONS**

There were none.

**ANNOUNCEMENTS**

1. The meeting schedule for next month is as follows: Regular Town Commission Meeting on Monday, January 12th at 6:00 PM; Code Enforcement Hearing Tuesday, December 2nd at 10:00 AM; Planning & Zoning Board Meeting Tuesday, December 16th at 9 AM. All meetings are held in the Commission Chambers at Town Hall.
2. The 2025 Special General Election for District 90 will be held on Tuesday, December 9<sup>th</sup> from 7:00 am to 7:00 pm in the Community Room at the Ocean Ridge Town Hall
3. The Annual Municipal Election in March 2026 has been cancelled, as there were only two candidates that qualified for the two open Town Commissioner seats. Congratulations to Commissioner Cassidy and Commissioner Hutchins who will serve as Town Commissioners for another three-year term and will be sworn-in at the April meeting.

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4. Please join us on Friday, December 5<sup>th</sup> from 5:00 – 7:00 p.m. for the annual “Light The Lights” holiday event, which will be held at the Town Hall complex.
5. Town Hall will be closed on Thursday, December 25<sup>th</sup> and Friday, December 26<sup>th</sup> in observance of the Christmas holiday, and Thursday, January 1<sup>st</sup>, 2026, in observance of the New Year.
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: Terry Brown and Betty Bingham

Mayor Pugh closed the floor for public comment.

**APPROVAL OF CONSENT AGENDA**

7. Adopt Minutes of the November 3, 2025, Regular Meeting.
8. October 2025 Financials
9. December 2025 Holiday Schedule
10. Ratification of Emergency Contract for Repair – Phase 1 Watermain
11. Approval of Resolution 2025-23: A Resolution Of The Town Of Ocean Ridge, Florida, Relating To The State Revolving Fund Loan Program; Making Findings; Authorizing The Loan Application; Authorizing The Loan Agreement; Establishing Non-Ad Valorem Covenant To Budget Pledged Revenues; Designating Authorized Representatives; Providing Assurance; Providing For Conflicts, Severability, And Effective Date

**Vice Mayor Coz moved to approve the Consent Agenda; seconded by Commissioner Hutchins. Motion carried 5-0. (25:33)**

**REGULAR AGENDA ITEMS**

12. Approval of Unity of Title – 50 Coconut Ln

Town Attorney Goddeau explained that the unity of title request for 50 Coconut Lane includes an adjacent northern parcel, which, under Town Code, contributes 1,000 square feet to redevelopment calculations, as confirmed by review from Town staff and the Town Attorney.

Mayor Pugh opened the floor for public comment.

The following spoke: Terry Brown and Betty Bingham

Mayor Pugh closed the floor for public comment.

**Commissioner Cassidy moved to approve the unity of title for 50 Coconut Lane consistent with Section 64-1(J)(6); seconded by Commissioner Hutchins. Motion carried 5-0. (27:56)**

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13. **Approval of Ordinance on First Reading: Ordinance 2025-07: An Ordinance Of The Town Of Ocean Ridge, Florida, Amending Its Code Of Ordinances At Chapter 64, "Zoning," Article I, "District Regulations," Section 64-1, "RSF And RSF Single-Family Residential Districts," By Adding A New Subsection 64-1(J)(7) To Incentivize Property Owners In The Residential Single-Family (RSF) Zoning District To Grant Public Easements To The Town Of Ocean Ridge Through A Zoning Bonus Program; Amending Subsection 64-1(I) To Update A Cross-Reference Related To Floor Area For Second Stories; Amending Chapter 1, "General Provisions", Section 1-3, "Definitions," To Clarify Existing Definitions For Floor Area Total, Floor Area Ratio, And Lot Area; And, Providing For Codification, Severability, Conflicts, And An Effective Date**

Town Attorney Goddeau presented Ordinance 2025-07, proposing a tiered incentive to allow increased FAR for single-family properties in exchange for utility and/or drainage easements, subject to Planning and Zoning review and Town Commission approval before permit issuance, with all other development standards unchanged.

A lengthy discussion ensued regarding the merits and potential issues with the ordinance.

Commissioner Aijala wanted to ensure that this would be a rare occurrence and questioned whether the Commission would have oversight into each request.

Commissioner Cassidy expressed concern that the ordinance appeared to be expedited to benefit a single property at 62 Harbour Drive North while broader massing issues remain under review, and suggested alternative approaches such as abandoning the right-of-way behind Harbour Drive North, noting the increased square footage allowed under a 42% FAR.

Town Attorney Goddeau clarified that the property owner at 62 Harbour Drive North submitted plans proposing a 41% FAR and that abandonment of the right-of-way alone would not provide sufficient additional area to address the property's needs.

Commissioner Hutchins highlighted the significant flooding problems along Harbour Drive North and stressed the importance of moving forward promptly with the drainage improvements.

After substantial discussion, the Commission requested revisions to the ordinance, including adding a clarifying preamble, requiring periodic reports on its use, tightening transferability provisions upon changes in ownership, and considering reduced FAR percentages.

Mayor Pugh opened the floor for public comment.

The following spoke: Stella Kolb, Terry Brown, and Kristine de Haseth

Mayor Pugh closed the floor for public comment.

**Vice Mayor Coz moved to approve Ordinance 2025-07 on first reading with the requested modifications; seconded by Commissioner Hutchins. Motion carried 5-0. (1:10)**

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## STAFF & COMMITTEE REPORTS

### 14. Town Manager

Town Manager Heiser provided her update as part of the agenda and wished everyone a happy holiday season.

### 15. Town Attorney

Town Attorney Goddeau had no report but wished everyone happy holidays.

### 16. Police Chief

Chief McClure advised that his report was included in the meeting package and announced Officer Boyle's annual toy drive, noting that toys could also be brought to the Light the Lights event on Friday.

## TOWN COMMISSIONER COMMENTS

Commissioner Cassidy reported attending the County Commissioners' Workshop on potential elimination of ad valorem taxes, noted four joint House resolutions under consideration, and advised she would attend the legislative conference in Orlando to advocate protecting municipal authority to levy ad valorem taxes.

Vice Mayor Coz proposed creating an official Ocean Ridge flag featuring the Town logo and "Established in 1934," invited consideration of a tagline, and reported collaborative efforts with Town staff and a resident to develop an Ocean Ridge-appropriate definition of blight.

Commissioner Cassidy advised that the Garden Club requested consideration of declaring 2026 as the "Year of the Orchid" in Ocean Ridge and had prepared a draft resolution/proclamation for review by the Town Attorney.

Mayor Pugh thanked Starbright for hosting the event and drone demonstration, reminded the public of the upcoming Light the Lights event, and acknowledged the Garden Club for installing the Christmas tree.

## ADJOURNMENT

Meeting Adjourned at 7:23 p.m.

Minutes prepared by Deputy Town Clerk Pinder and adopted by the Town Commission on January 12, 2026.

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Geoff Pugh, Mayor

ATTEST:

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Kelly Avery, Town Clerk

