

**TOWN OF OCEAN RIDGE
TOWN COMMISSION BUDGET WORKSHOP MEETING
AGENDA**



**June 1, 2026 at 2:00 PM
Town Hall - Meeting Chambers**

TOWN COMMISSIONERS

Mayor Geoff Pugh
Vice Mayor Steve Coz
Commissioner Carolyn Cassidy
Commissioner David Hutchins
Commissioner Ainar Aijala Jr.

ADMINISTRATION

Town Manager Michelle Heiser
Town Attorney Christy Goddeau
Town Clerk Kelly Avery
Chief of Police Scott McClure

To join the meeting, go to: <https://www.youtube.com/@oceanridge9274>

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

BUDGET AGENDA ITEMS

1. Investments and Outcomes - See the results of a few of last year's budget investments.
2. Organizational Chart and Personnel Review
3. 2026-2027 Proposed Budget Summary
4. 2026-2027 Proposed 5-Year Capital Improvement Plan
5. Budget Reduction Exercise

ADJOURNMENT

Agenda: Monday, June 1, 2026
Memo: Item #1.

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum

Kelly Avery, Town Clerk

Subject: Investments and Outcomes - See the results of a few of last year's budget investments.

Staff will present two new upgrades in technology this fiscal year: (1) "Text My Gov", a new communication system to residents, and (2) Town GIS - mapping for residents.

No action necessary.

Suggested Motion: No action necessary.

Respectfully,
Kelly Avery, Town Clerk

Agenda: Monday, June 1, 2026
Memo: Item #2.

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Michelle Heiser, Town Manager

Subject: Organizational Chart and Personnel Review

The purpose of this workshop item is to review the organizational structure proposed for Fiscal Year 2026–2027, including departmental alignment updates and staffing expectations across all Town departments. The discussion will provide the Commission with an opportunity to review operational reporting relationships, evaluate current staffing distribution, and ensure organizational alignment with the Town’s strategic and service delivery priorities.

At this time, no requests for additional personnel positions are being proposed as part of the FY 2026–2027 budget development process. The proposed organizational structure focuses on maintaining operational continuity, improving internal coordination where appropriate, and maximizing existing staffing resources.

Additionally, attached are copies of documents from the Town's benefits coordinator consultant, provided recently at a pre-renewal meeting with Staff. The evaluation and executive summary offers a view of the prior (2025-2026) year and the upcoming (2026-2027) renewal of benefits for all participants within the organization. Formalized numbers will not be available until August, so we are using the consultant's suggested projection of a 15% increase. We believe this projection to be conservative.

No action needed.

Suggested Motion: No action needed.

Respectfully,
Michelle Heiser, Town Manager

RESIDENTS

TOWN COMMISSION

ADVISORY BOARDS

Town Manager

Town Attorney

Chief of Police

Administrative Asst.

CONTRACTORS – TOWN ENGINEER, PLANNER

CONTRACTOR BUILDING OFFICIAL

Town Clerk

Public Works Supv

Treasurer & Human Resources

Admin Lieutenant

Patrol Lieutenant

CONTRACTOR
Building Inspector – P/T

Deputy Town Clerk

Public Works I

Dispatch Manager

Dispatcher/Clerk

Dispatcher/Clerk

Dispatcher/Clerk

Dispatcher/Clerk

Dispatcher/Clerk

Investigator

Reserves

Community Officer

Code Compliance Officer

Sergeant - Night

Police Officer

Police Officer

Sergeant - Night

Police Officer

Police Officer

Sergeant - Day

Police Officer

Police Officer

Sergeant - Day

Police Officer

Police Officer

Swing Shift Officer

Swing Shift Officer

Building Clerk

Maintenance I – P/T

Town of Ocean Ridge 2026-2027 Renewal Timeline

<u>Insurance Coverage</u>	<u>Insurance Carrier</u>	<u>Renewal Date</u>
Medical	Florida Blue	October 1, 2026
Dental	Mutual of Omaha	October 1, 2026
Vision	Mutual of Omaha (EyeMed)	October 1, 2026
Basic Life and AD&D	Mutual of Omaha	October 1, 2026
Short Term Disability	Mutual of Omaha	October 1, 2026
Long Term Disability	Mutual of Omaha	October 1, 2026

Proposed Schedule of Activities	
Date	Action
03/31/2026	Pre-Renewal Meeting
05/25/2026	Request for Census
Week of 07/20/2026	Renewals received by Gehring Group
06/29/2026	RFP Released to Market by Gehring Group (If Necessary)
07/24/2026	Proposals Due to Gehring Group
07/27/2026 - 08/03/2026	RFP Responses Evaluated by Gehring Group
08/06/2026	Final Budget Workshop
Week of 08/10/2026	Gehring Group to Present Evaluation to Town of Ocean Ridge
08/14/2026	Final Decisions
08/21/2026 – 08/28/2026	Open Enrollment Preparation
Week of 09/01/2026	Open Enrollment Meeting
09/09/2026	Commission Meeting & Preliminary Budget Hearing
08/31/2026 – 09/11/2026	Open Enrollment
10/01/2026	Plan Effective Date

**Dates outlined herein are subject to change based on the goals of the client and insurance carrier cooperation.*

Town of Ocean Ridge
Medical Insurance Renewal Evaluation
Effective Date: October 1, 2025

FINAL SOLD

Medical	Current		Renewal	
	Florida Blue BlueOptions 14002		Florida Blue BlueOptions 14002	
Plan Year Deductible (PYD)	In Network	Out of Network	In Network	Out of Network
Single	\$0	\$500	\$0	\$500
Family	\$0	\$1,000	\$0	\$1,000
Out of Pocket Maximum				
Single	\$3,500	\$7,000	\$3,500	\$7,000
Family	\$7,000	\$14,000	\$7,000	\$14,000
Coinsurance	0%	50%	0%	50%
Office Visits				
Physician Office Visit	\$15	50% after PYD	\$15	50% after PYD
Specialist Visit	\$30	50% after PYD	\$30	50% after PYD
Preventive Services (Wellness)	No Charge	50%	No Charge	50%
Laboratory Services / Minor Diagnostic	ICL: \$0 / IDTC: \$75	50% after PYD	ICL: \$0 / IDTC: \$75	50% after PYD
Advanced Imaging (CT, PET, MRI)	\$150	50% after PYD	\$150	50% after PYD
Urgent Care Center	\$35	\$35 + PYD	\$35	\$35 + PYD
Hospital				
Inpatient Facility (per Admission)	\$300/ day up to \$900	50% after PYD	\$300/ day up to \$900	50% after PYD
Outpatient Services	ASC: \$200 / Hosp: \$250	50% after PYD	ASC: \$200 / Hosp: \$250	50% after PYD
Physician Services at Hospital	No Charge	No Charge	No Charge	No Charge
Emergency Room	\$150		\$150	
Mental Health / Substance Abuse				
Inpatient Facility	No Charge	PYD	No Charge	PYD
Outpatient Services (Office Visit)	No Charge	50% after PYD	No Charge	50% after PYD
Prescription Drugs				
Tier 1	\$0 / \$4 / \$10	Not Covered	\$0 / \$4 / \$10	Not Covered
Tier 2	\$15 / \$30		\$15 / \$30	
Tier 3	\$50		\$50	
Specialty	\$150		\$150	
Mail Order (90-Day Supply)	2x Retail		2x Retail	
	Lives*	Monthly Rates	Monthly Rates	
Employee	24	\$989.77	\$1,083.85	
Employee + Spouse	2	\$1,979.55	\$2,167.71	
Employee + Child(ren)	2	\$1,831.08	\$2,005.13	
Family	1	\$2,820.85	\$3,088.98	
Total Monthly Premium	29	\$34,197	\$37,447	
Total Annual Premium		\$410,359	\$449,365	
\$ Increase		N/A	\$39,006	
% Increase		N/A	9.5%	

*Enrollment lives from June Invoice

**Town of Ocean Ridge
Dental Insurance Renewal Evaluation
Effective Date: October 1, 2025**

FINAL SOLD

DENTAL SCHEDULE OF BENEFITS	Current		Alternate #1	
	Mutual of Omaha Dental PPO Plan		Mutual of Omaha Dental PPO Plan	
	<i>In-Network</i>	<i>Non-Network</i>	<i>In-Network</i>	<i>Non-Network</i>
Plan Basics				
Calendar Year Maximum	\$1,500		\$2,000	
Annual Deductible				
Single	\$50	\$50	\$50	\$50
Family	3x Individual	3x Individual	3x Individual	3x Individual
Deductible Waived for Preventive Services	Yes	Yes	Yes	Yes
Benefits				
Preventive	100%	100%	100%	100%
Basic	80%	80%	80%	80%
Major	50%	50%	50%	50%
Orthodontia	N/A	N/A	N/A	N/A
Orthodontia Age	N/A		N/A	
Service Information				
Out of Network Benefits Payable Level	MAC		MAC	
Waiting Period for Major Services (Timely Entrants)	None		None	
Endodontics/Periodontics Payable Level	Basic		Basic	
Orthodontic Lifetime Maximum	N/A		N/A	
Rate Guarantee	Expires 9/30/2025		Expires 9/30/2026	
Monthly Rates	Enroll*			
Employee	23	\$30.86	\$32.47	
Employee + Spouse	1	\$70.54	\$74.06	
Employee + Children	3	\$78.25	\$81.96	
Employee + Family	3	\$120.13	\$126.68	
Monthly Premium	30	\$1,375	\$1,447	
Annual Premium		\$16,506	\$17,361	
\$ Increase		N/A	\$856	
% Increase		N/A	5.2%	

*Lives from July invoice

Town of Ocean Ridge
Vision Insurance Renewal Evaluation
Effective Date: October 1, 2025

FINAL SOLD

VISION SCHEDULE OF BENEFITS	Current		Alternate #1	
	Mutual of Omaha EyeMed		Mutual of Omaha EyeMed	
Frequency	<i>In Network</i>	<i>Out of Network</i>	<i>In Network</i>	<i>Out of Network</i>
Exam Copay	12 months		12 months	
Lenses	12 months		12 months	
Frames	24 months		24 months	
Exams	Copay	Reimbursement	Copay	Reimbursement
Eye Exam	\$10	Up to \$37	\$10	Up to \$37
Materials	\$20	Varies	\$10	Varies
Glasses				
Single Lenses	\$20	Up to \$24	\$10	Up to \$32
Bifocal Lenses	\$20	Up to \$40	\$10	Up to \$48
Trifocal Lenses	\$20	Up to \$68	\$10	Up to \$76
Frames	\$100 allowance + 20% off balance	Up to \$44	\$175 allowance + 20% off balance	Up to \$77
Contacts				
Contact Lenses (Elective)	\$100 Allowance + 15% off balance	Up to \$68	\$175 Allowance + 15% off balance	Up to \$119
Contact Lenses (Medically Necessary)	No Charge	Up to \$210	No Charge	Up to \$210
Rate Guarantee	Expires 9/30/2025		Expires 9/30/2026	
Monthly Rates	Enroll			
Employee	23	\$4.50	\$6.48	
Employee + Spouse	1	\$10.50	\$15.20	
Employee + Child(ren)	3	\$11.75	\$17.01	
Employee + Family	3	\$18.00	\$25.98	
Monthly Premium	30	\$203	\$293	
Annual Premium		\$2,439	\$3,519	
\$ Increase		N/A	\$1,080	
% Increase		N/A	44.3%	

Town of Ocean Ridge

Basic Life and AD&D Insurance Renewal Evaluation

Effective Date: October 1, 2025

FINAL SOLD

	Current	Alternate #1
Basic Life/AD&D	Mutual of Omaha	Mutual of Omaha
Class Description		
Class 1	Active, Full-Time Employees Working At Least 30 Hours Per Week	All Other Active, Full-Time Employees Working At Least 30 Hours Per Week
Class 2	N/A	All Eligible Chartered Employees Working At Least 30 Hours Per Week
Features		
Employee Life Benefit	Flat \$25,000	Class 1: Flat \$25,000 Class 2: \$50,000
Accelerated Benefit	Up to 80% of benefit	Up to 80% of benefit
Waiver of Premium	Included	Included
Conversion	Included	Included
Age Reduction Schedule (Reduced By)	None	None
Rate Guarantee	Expires 9/30/2025	Expires 9/30/2026
Basic Life Rate / \$1,000	\$0.240	\$0.240
AD&D Rate / \$1,000	\$0.040	\$0.040
Total Basic Life and AD&D Rate	\$0.280	\$0.280
Estimated Basic Life and AD&D Volume	\$750,000	\$825,000
Monthly Premium	\$210	\$231
Annual Premium	\$2,520	\$2,772
\$ Increase	N/A	\$252
% Increase	N/A	10.0%

Town of Ocean Ridge
Short Term Disability Renewal Evaluation
Effective Date: October 1, 2025

FINAL SOLD

	Current	Renewal
Short Term Disability	Mutual of Omaha	Mutual of Omaha
Eligible Employees	Active, Full-Time Employees Working At Least 30 Hours Per Week	Active, Full-Time Employees Working At Least 30 Hours Per Week
Weekly Benefit	60% of weekly earnings	60% of weekly earnings
Weekly Maximum Benefit	\$1,000	\$1,000
Benefit Waiting Period	7 Day Accident / Sickness	7 Day Accident / Sickness
Duration of Benefit	12 Weeks	12 Weeks
Pre-Existing Conditions	None	None
Rate Guarantee	Expires 9/30/2025	Expires 9/30/2026
Monthly Rates		
STD Rate per \$10	\$0.270	\$0.270
Volume	\$24,621	\$24,621
Monthly Premium	\$665	\$665
Annual Premium	\$7,977	\$7,977
\$ Increase	N/A	\$0
% Increase	N/A	0.0%

**Town of Ocean Ridge
 Long Term Disability Renewal Evaluation
 Effective Date: October 1, 2025**

FINAL SOLD

	Current	Renewal
LONG TERM DISABILITY	Mutual of Omaha	Mutual of Omaha
Core Benefits		
Eligibility	Active, Full-Time Employees Working At Least 30 Hours Per Week	Active, Full-Time Employees Working At Least 30 Hours Per Week
Monthly Benefit	60%	60%
Maximum Monthly Benefit	\$5,000	\$5,000
Elimination Period	90 days	90 days
Own Occupation Period	36 Months	36 Months
Benefit Duration	SSNRA	SSNRA
Waiver of Premium	Included	Included
Rate Guarantee	Expires 9/30/2025	Expires 9/30/2026
Monthly Rates		
Benefits Volume	\$184,074	\$184,074
Rate per \$100	\$0.580	\$0.580
Monthly Premium	\$1,068	\$1,068
Annual Premium	\$12,812	\$12,812
\$ Increase/(Decrease)	N/A	\$0
% Increase/(Decrease)	N/A	0.0%
	EAP included	EAP included

Agenda: Monday, June 1, 2026
Memo: Item #3.

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Michelle Heiser, Town Manager

Subject: 2026-2027 Proposed Budget Summary

The Fiscal Year 2026–2027 Proposed Budget Summary provides a high-level overview of the Town’s first draft of the recommended operating and capital budget by department. The presentation is intended to give the Commission and public an early understanding of projected revenues, expenditures, operational priorities, and major budget considerations for the upcoming fiscal year.

The workshop discussion will include a department-by-department summary of anticipated funding levels, ongoing operational needs, capital planning considerations, and areas of fiscal impact. The proposed budget continues to emphasize responsible financial management, maintenance of core service levels, infrastructure investment, and long-term organizational sustainability while operating within projected revenue constraints.

This item is presented for discussion and budget development purposes only. Final budget adoption, millage rate determinations, and related public hearings will occur in accordance with Florida TRIM requirements later in the budget process.

No action needed.

Suggested Motion: No action needed.

Respectfully,
Michelle Heiser, Town Manager

Agenda: Monday, June 1, 2026
Memo: Item #4.

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Michelle Heiser, Town Manager

Subject: 2026-2027 Proposed 5-Year Capital Improvement Plan

The Fiscal Year 2026–2027 Proposed Five-Year Capital Improvement Plan (CIP) provides a preliminary overview of anticipated capital projects, infrastructure investments, equipment replacement needs, and long-term facility planning initiatives. The workshop discussion will focus on projected project priorities, funding considerations, and the Town’s ongoing efforts to strategically plan for infrastructure sustainability and operational resiliency over the next five fiscal years.

Discussion on CIP.

Suggested Motion: Discussion Only

Respectfully,
Michelle Heiser, Town Manager

CAPITAL IMPROVEMENT PLAN

Additional Project Considerations



Town of Ocean Ridge
Budget Workshop #1 for Fiscal Year 2026-2027

Capital Improvement Plan (CIP) – Additional Project Considerations Handout

Purpose: This handout provides additional project concepts for Commission consideration during the FY 2026–2027 Budget Workshop process. These concepts are intended to support future Five-Year and Ten-Year Capital Improvement Plan discussions and long-range strategic planning.

1. Hudson–Coconut Resilience Corridor Planning Initiative

5-Year CIP placeholder: \$750,000 planning/design. Multi-corridor resilience planning addressing recurrent tidal flooding, protection of A1A and East Ocean Blvd bridge access, and future grant readiness (BRIC/HMGP).

2. Conservation Area Management & Blueway Trail Initiative

5-Year CIP placeholder: \$250,000 planning/permitting. Conservation management planning, environmental review, and kayak launch feasibility at Inlet Cay.





3. Natural Gas Expansion Initiative

10-Year CIP horizon. Phase 1 planning/design: \$600,000. Total program estimate: \$15M–\$30M in partnership with Chesapeake Utilities / Florida Public Utilities / Florida City Gas.

4. Diamond Street Beach Crossover Replacement

Planning/design/permitting, future replacement construction estimated at \$75k.

Recommended CIP Summary

	Project	Horizon	Planning Placeholder	Future Program Range
	Hudson–Coconut Resilience Corridor	5-Year	\$750k	Future grant-funded construction TBD
	Blueway Trail Initiative	5-Year	\$250k	Up to \$400k advanced planning
	Natural Gas Expansion	10-Year	\$600k	\$15M–\$30M
	Diamond Crossover	5-Year	\$20k–\$30k	\$20k–\$50k



Hudson Avenue / Coconut Lane Coastal Flood Mitigation Corridor

Proposed Resilience Corridor Planning Initiative

Staff requests Commission consideration to include funding within the Five-Year Capital Improvement Plan (CIP) for the development of a coastal resilience and flood mitigation planning initiative focused on the Hudson Avenue and Coconut Lane corridors, including the critical connection area surrounding East Ocean Boulevard and the bridge evacuation route.

These two east-west corridors serve as dead-end residential roadways with ingress/egress exclusively from State Road A1A (North Ocean Boulevard) and are located immediately adjacent to environmentally sensitive and tidally influenced areas. Historically, both corridors have experienced flooding during elevated tide events and coastal storm conditions; however, staff observations indicate that flooding conditions have progressively worsened, with tidal and stormwater impacts increasingly extending toward A1A and the East Ocean Boulevard bridge corridor, which serves as one of the island's primary evacuation and access routes.

The Town currently has an active FEMA Hazard Mitigation Grant Program (HMGP) initiative under review associated with the Hudson Avenue seawall concept (HMGP Project No. 4284 (301)). While this project addresses a localized condition, staff recommends expanding the planning effort into a broader Resilience Corridor Strategy that evaluates both the Hudson and Coconut corridors as an integrated system.

The planning and design effort may evaluate potential strategies including, but not limited to:

- Seawalls, tidal barriers, or living shoreline concepts
- Drainage improvements and exfiltration systems
- Tide control structures and outfall enhancements
- Roadway elevation or localized hardening options
- Nature-based solutions and stormwater storage opportunities
- Utility and evacuation route protection measures
- Protection of A1A and the East Ocean Boulevard bridge access corridor

The intent of this request is not construction funding currently, but rather to position the Town to become “shovel ready” for future state and federal resilience funding opportunities, including FEMA BRIC, HMGP, FDEM resilience programs, coastal resilience initiatives, and other infrastructure grants.

Development of a resilience master plan and conceptual engineering package would strengthen future grant competitiveness by providing defined projects, cost estimates, benefit analyses, and phased implementation strategies for future construction funding pursuits.

Recommended CIP Action: Add a future-year planning and design project for the Hudson–Coconut Resilience Corridor Study and Conceptual Design Initiative for Commission consideration during the FY 2026–2027 budget workshop discussions.

Suggested CIP Placeholder: Hudson–Coconut Resilience Corridor Master Planning and Preliminary Engineering Initiative – \$750,000 (multi-year CIP placeholder)

Phase	Scope	Planning Estimate
Phase 1	Existing conditions, survey, flood/tidal modeling, GIS, asset inventory, vulnerability assessment, alternatives analysis	\$150k–\$250k
Phase 2	Conceptual engineering for Hudson + Coconut corridors, drainage concepts, exfiltration, seawalls/tidal walls, roadway protection, bridge access analysis	\$200k–\$350k
Phase 3	Environmental screening, permitting strategy, grant readiness, BCA support, conceptual exhibits, cost estimates, implementation plan	\$100k–\$200k
Phase 4 (optional)	Advancement to 30% design / shovel-ready package for priority segments	\$200k–\$500k



Proposed Conservation Area Management Plan

Blueway Trail Integration Study

The Town acquired and now has long-term stewardship of parcels adjacent to Town Hall that contain existing conservation easements recorded in the Palm Beach County Official Records (ORB 11740 and ORB 10979). These parcels are predominantly mangrove wetland systems and are subject to perpetual conservation easement restrictions held by the Florida Department of Environmental Protection (FDEP) and the South Florida Water Management District (SFWMD), respectively. This executive summary outlines the proposed framework for a management plan that integrates these parcels into the Town's conservation land portfolio and positions them as a component of a regional paddling blueway trail network.

The subject parcels consist of mangrove wetland habitat located in Palm Beach County, Florida. Existing conservation easements prohibit construction of structures, dumping, vegetation removal, excavation, and surface uses inconsistent with maintaining the land in its natural vegetative and hydrologic condition. Any proposed public access improvements — including a kayak launch or interpretive boardwalk — will require formal amendment or modification of the existing easements prior to construction. Currently, there are no intentions to create or engage in any of the prohibited actions.

The Town proposes to designate these parcels as a passive recreation conservation area integrated into a regional blueway trail system, allowing the public to access the area by paddle craft and experience the mangrove ecosystem, bird life, and natural waterways. The intended use is consistent with the passive recreation standards commonly associated with Florida Communities Trust (FCT) funded parcels and similar conservation lands across the state. Paddlers will originate from launch sites that may include their private homes or condominium access points.

Key Planning Considerations

Environmental Assessment: Given the mangrove wetland character of the parcels, the Town retained a qualified environmental consultant to assess ecological conditions, identify avoidance and minimization strategies for any proposed improvements, and prepare a mitigation plan if impacts cannot be avoided. Mangrove alteration in Florida is regulated under Chapter 403, Florida Statutes, and applicable SFWMD rules. No Mangrove alteration is anticipated or planned.

Existing Town-Owned Launch Point PCN 46-43-45-22-11-000-0700: The Town-owned property at Inlet Cay Drive warrants evaluation as a potential kayak launch site that could serve as the primary public access point for the blueway trail, potentially reducing the regulatory burden associated with developing improvements directly within the conservation easement areas.

Recommended Next Steps

Evaluate the Inlet Cay Drive property for use as a kayak launch and public trailhead. Engage the Town Commission to authorize inclusion of these parcels in the Town's conservation lands portfolio. Identify applicable grant programs and establish a funding timeline aligned with grant cycles.

The proposed conservation area, while subject to meaningful regulatory constraints, represents a valuable opportunity for the Town to expand its natural area holdings, advance ecological stewardship, and create a meaningful public recreational asset as part of a regional blueway trail network.

Staff requests Commission consideration to include funding within the Five-Year Capital Improvement Plan (CIP) for the planning, environmental review, and permitting associated with the Town's proposed Conservation Area Management and Blueway Trail Initiative, focused on Town-owned conservation parcels adjacent to Town Hall and evaluation of a public launch facility associated with the regional paddling network.

The proposed initiative would evaluate integration of these properties into the Town's broader conservation land portfolio while exploring opportunities to establish a passive

recreation conservation area connected to a regional blueway trail network, supporting paddle craft access, environmental education, eco-tourism, and nature-based recreation.

At this time, no construction activities are proposed, and no actions inconsistent with existing conservation easement restrictions are contemplated. Rather, the proposed CIP item would focus on planning activities necessary to determine feasibility, regulatory constraints, and future opportunities.

Planning efforts would include:

- Conservation area management planning and land stewardship framework development
- Environmental and ecological assessment of mangrove habitats and sensitive resources
- Evaluation of passive recreation opportunities compatible with conservation objectives
- Review of existing conservation easement limitations and potential future amendment pathways, if warranted
- Blueway trail integration and connectivity analysis
- Evaluation of the Town-owned parcel at Inlet Cay Drive (PCN 46-43-45-22-11-000-0700) as a potential kayak launch and trailhead location to potentially reduce impacts and regulatory complexity associated with direct access improvements within conservation easement areas
- Identification of grant opportunities and funding strategies for future implementation

The intent of this effort is to position the Town for future grant opportunities, expand environmental stewardship initiatives, and evaluate creation of a long-term recreational asset while preserving the ecological integrity of the site.

Recommended CIP Action: Add a future-year planning and permitting project for the Conservation Area Management and Blueway Trail Initiative, including evaluation of the Inlet Cay Drive access point and development of a conservation management framework for Commission consideration during the FY 2026–2027 budget workshop process.

Suggested CIP Placeholder: Conservation Area Management & Blueway Trail Initiative \$250,000, with flexibility up to \$400,000 if the Town wants to advance to conceptual design and permitting readiness.

Phase	Scope	Estimated Range
Phase 1	Conservation Area Management Plan (resource inventory, stewardship framework, public use strategy, grant positioning, stakeholder coordination)	\$40k–\$80k
Phase 2	Environmental assessment, habitat evaluation, wetlands review, species review, mangrove assessment, avoidance/minimization analysis	\$50k–\$100k
Phase 3	Blueway trail feasibility study, launch siting analysis, public access alternatives, paddling connectivity mapping	\$30k–\$75k
Phase 4	Survey, boundary verification, title/easement review, legal constraints analysis	\$20k–\$50k
Phase 5	Conceptual design / permitting path (kayak launch, boardwalk concepts, interpretive features, permit strategy)	\$50k–\$125k
Phase 6 (Optional)	Preliminary permitting support / grant-ready package	\$50k–\$100k



Natural Gas Expansion Initiative (10-Year CIP Horizon)

Staff proposes long-range evaluation of extending natural gas service throughout the Town in partnership with Chesapeake Utilities Corporation, Florida Public Utilities Company, and/or Florida City Gas. Initial implementation would focus on planning, design, feasibility analysis, permitting, and utility coordination. Future construction is envisioned as a phased implementation over approximately three years, dividing the Town into geographic thirds. Preliminary planning assumptions indicate a potential overall program value of approximately \$15M–\$30M, with final costs dependent on ownership, utility participation, customer demand, and final design.

Long-Range Natural Gas Utility Expansion Initiative

Planning / Design / Coordination Phase: \$600,000

Anticipated Total Program Value: \$15M–\$30M (subject to utility partnership structure, customer participation, franchise agreements, and final engineering)

Assuming a townwide distribution network over approximately 3 implementation phases:

Phase	Area	Planning Estimate
Phase A	North Third	\$5M–\$8M
Phase B	Central / Bridge Corridor	\$5M–\$8M
Phase C	South Third	\$5M–\$8M
Program Total Townwide		\$15M–\$24M

Add contingency / coastal restoration and the upper planning value becomes approximately \$25M–\$30M.



Diamond Street Beach Crossover Replacement Initiative

Staff requests Commission consideration to include funding within the Five-Year Capital Improvement Plan (CIP) for the replacement of the existing Diamond Street beach crossover and boardwalk structure, which has reached an age where long-term replacement planning is warranted.

The project would replace the existing beach access structure with a new crossover concept designed to improve resiliency, user experience, and long-term maintainability while preserving public beach access. The project is anticipated to occur in two phases consisting of planning, design, and permitting, followed by future demolition and construction.

The initial planning phase would evaluate the existing structure condition, determine replacement alternatives, and develop a new crossover concept that incorporates current design standards, environmental considerations, and coastal resiliency objectives.

The planning and design effort may include:

- Existing conditions and structural assessment
- Demolition and replacement planning
- Topographic survey and site documentation
- Conceptual crossover / boardwalk alternatives
- Environmental review and dune impact assessment
- Coordination with applicable permitting agencies
- Preliminary engineering and cost estimating
- ADA accessibility review and public access improvements
- Resiliency and storm recovery design considerations
- Permit preparation and regulatory coordination

Future construction would include demolition of the existing structure and installation of the new boardwalk / crossover system.

The project supports the Town’s ongoing investment in coastal infrastructure, public access improvements, and replacement of aging assets while positioning the Town for future grant opportunities.

Suggested CIP Placeholder: Diamond Street Beach Crossover Replacement \$75,000

Phase	Scope	Estimated Range
Phase 1	Planning / Design / Environmental Review / Permitting	\$20,000 – \$30,000
Phase 2	Demolition and Construction of Replacement Crossover	\$20,000 - \$50,000

For long-range planning purposes, staff anticipates the future demolition and replacement phase may range approximately \$50,000 – \$80,000, subject to final design, materials, dune restoration requirements, resiliency standards, and permitting outcomes.



Agenda: Monday, June 1, 2026
Memo: Item #5.

Town of Ocean Ridge, Florida
Town Commission Agenda Memorandum
Michelle Heiser, Town Manager

Subject: Budget Reduction Exercise

The Budget Reduction Exercise is being presented as a proactive planning initiative in anticipation of upcoming Florida statutory budget requirements expected to take effect next fiscal year. In an effort to prepare early and promote long-term fiscal transparency, the Town will voluntarily conduct a preliminary reduction exercise as part of the FY 2026–2027 budget development process.

During the workshop, staff will review high-level budget summaries for non-public safety departments and present potential options for reduced levels of service, operational adjustments, and expenditure reductions for Commission consideration. The exercise is intended to support strategic financial planning and provide policy guidance as the Town evaluates future budget priorities and service expectations.

Staff recommends discussion and prioritization conversations.

Suggested Motion: Discussion

Respectfully,
Michelle Heiser, Town Manager