

**TOWN OF OCEAN BREEZE
REGULAR TOWN COUNCIL MEETING
AGENDA**

January 12, 2026, 6:00 p.m.
Ocean Breeze Resort Clubhouse Pineapple Bay Room
700 NE Seabreeze Way, Ocean Breeze, FL

PLEASE TURN OFF CELL PHONES

CITIZEN PARTICIPATION GUIDELINES

- Complete one “Request to Speak” card for each Agenda item on which you wish to comment.
- Please state your name and address and speak directly into the microphone.
- Comments shall be addressed to the Town Council as a body.
- Comments are limited to **3 MINUTES**.
- Speakers shall be respectful of other citizens, staff, and Council Members.
- People interfering with the orderly procedure of the Council may be removed from the meeting.

1. Call to Order, President Docherty

- Pledge of Allegiance
- Roll Call

2. Approval of Minutes –

- Regular Meeting, December 8, 2025
- Final Budget and Proposed Millage Rate Hearing, September 24, 2025
(Motion, second, all in favor)

3. Board and Agencies Appointments – Dan Hudson, Town Management Consultant

(Motion, second all in favor)

4. Charter Review Discussion and Set Workshop Date – Dan Hudson, Town Management Consultant

(Motion, second all in favor)

5. Comments from the public on topics not on the Agenda

6. Comments from the Council on topics not on the Agenda – Committee Reports

7. Comments from Town Management Consultant, Dan Hudson

8. Comments from Town Attorney, Gemma Torcivia

9. Comments from Mayor Ostrand

10. Announcements – Monday, February 9, 2026, at 10:30 a.m. – Regular Town Council Meeting will be held at the Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze, Florida.

11. Adjourn (Motion, second, all in favor)

**TOWN OF OCEAN BREEZE
MINUTES REGULAR TOWN COUNCIL MEETING**

Monday, December 8, 2025, 10:30 a.m.

Ocean Breeze Resort Clubhouse Pineapple Bay Room
700 NE Seabreeze Way, Ocean Breeze, FL

1. **Call to Order** – President Docherty called the meeting to order at 10:30 a.m.
 - **Pledge of Allegiance** – Mayor Ostrand led the Pledge of Allegiance
 - **Roll Call** – Present: Mayor Karen M. Ostrand; President Kevin Docherty; Vice President Sandy Kelley; Council Members, Janet Galante, George Ciashi;
Absent: Council Members Matthew Squires, Michael Heller
2. **Mayor Ostrand** – Recognized and thanked outgoing Council Members Matthew Squires and Michael Heller for their service to the community.
3. **Swearing-In of Elected Officials, Oath of Office** – Attorney Torcivia, swore in newly elected Town Council Members Kevin Docherty, Gail Balogna and Margaret Pugsly.
4. **Reorganization of Council President and Vice President**
President Docherty explained the reorganization and asked the Council for nominations for President.

Vice President Kelley made a motion to nominate Council Member Ciaschi for President.

President Docherty asked for further nominations.

Council Member Galante made a motion to nominate President Docherty for President.

President Docherty asked for further nominations.

There were none.

President Docherty asked for a motion to close the nominations for President.

(All in favor Yes: Docherty, Ciaschi, Galante, Kelley, Pugsley, Balogna; No: None **Motion passed 6-0**)

President Docherty called for a roll call vote for the motion to elect Council Member Ciaschi as President.

(Roll Call Vote: Yes: Balogna, Kelley; No: Pugsley, Galante, Docherty, Ciaschi: **Motion failed 4-2**)

President Docherty called for a roll call vote for the motion to nominate Council Member Docherty as President.

(Roll Call Vote: Yes: Galante, Docherty, Balogna, Pugsley, Ciaschi; No: Kelley: **Motion passed 5-1**)

President Docherty asked for nominations from the Council for Vice President.

Council Member Ciaschi nominated Vice President Kelley for Vice President.

Vice President Kelley declined the nomination.

President Docherty asked for any further nominations for Vice President.

Council Member Pugsley made a motion to nominate Council Member Ciaschi for Vice President.

President Docherty asked if there were any further nominations for Vice President.

There were none.

President Docherty made a motion to close the nominations.

(All in Favor: Yes: Docherty, Ciaschi, Kelley, Galante, Pugsley, Balogna; No: None **Motion passed 6-0**)

President Docherty called for a roll call vote for the motion to elect Council Member Ciaschi as Vice President.

(Roll Call Vote: Yes: Docherty, Ciaschi, Kelley, Pugsley, Balogna, Galante; No: None **Motion passed 6-0**)

5. Council Member Orientation – Attorney Torcivia gave a presentation on The Sunshine Law and Public Records Law.

Discussion ensued.

6. Approval of Minutes – President Docherty asked if there were any changes to minutes of the regular meeting on November 10, 2025.

Council Member Galante commented that the date of the November regular meeting needed to be changed on the December 8, 2025, agenda from November 12, 2025, to November 10, 2025. She stated four additional changes.

President Docherty inquired asked if there were any additional changes to the November 10, 2025, minutes.

There were none.

Council Member Galante, seconded by Vice President Ciaschi, made a motion to approve the November 10, 2025, regular meeting minutes with changes.

(All in Favor: Yes: Docherty, Ciaschi, Kelley, Galante, Pugsley, Balogna; No: None; **Motion Passed 6-0**)

President Docherty asked council members if there were any changes to the minutes for the Tentative Budget and Proposed Millage Rate Hearing of September 11, 2025.

There were none.

Council Member Galante, seconded by Vice President Ciaschi, made a motion to approve the minutes of the September 11, 2025, Tentative Budget and Proposed Millage Rate Hearing.

(All in Favor: Yes: Docherty, Ciaschi, Kelley, Galante, Pugsley, Balogna; No: None; **Motion Passed 6-0**)

President Docherty commented that the minutes for the Final Budget and Proposed Millage Rate Hearing on September 24, 2025, were forthcoming.

7. Update Memo and Matrix Seawalk Close-out – Leo Giangrande, Engineer, stated that there were three items that remained on the Seawalk punch list, they were removal of the exotics, re-stabilization of the vegetation along the retention areas and the regrading of the Raver property. He continued that he felt that they were making progress with Forestar. Mr. Giangrande stated that Sun Communities had projected a schedule going through for phases 1 and 2. He commented that they were required to complete the utility work within a timely fashion, and added that their submittal was approved.

Council Member Kelley inquired if there was a timeline in which the remainder of the items in Seawalk would be complete.

Mr. Giangrande stated that he was surprised that the work had not been completed, but he did not have a specific date for completion.

Council Member Galante stated that Ocean Breeze Resort had asked for an extension and modification of the plans that were in place. She inquired as to whether they would incur fees that they should pay that residents/taxpayers should not pay.

Mr. Giangrande replied that part of the reason for their delay was the reassignment of the drainage system, which he stated was reasonable. He continued that they had scheduled meetings with staff and that he felt comfortable with it.

Mayor Ostrand questioned if the wiring of FPL and AT&T caused them to have to move what they were doing underground. She stated that it was one of the reasons that they couldn't do the initial engineering.

Mr. Giangrande stated that in his many years as an engineer, FPL would come in later with their own agenda. He stated that he had several conversations and that topic of the design did come up. Mr. Giangrande continued that there had to be a major reason or an issue for the change, whether it was due to being private property or in the right-of-way.

Council Member Galante inquired as to whether they would be compliant with everything and finish according to the schedule even though this glitch had occurred.

Mr. Giangrande responded yes.

Vice President Ciaschi asked Mr. Giangrande if he believed that they would finish the remainder of the items on the Seawalk punch list in a reasonable amount of time.

Engineer, Giangrande answered yes, because the Town had financial leverage.

President Docherty asked for comments from the public:

Liz Reese, 1363 NE White Lane Terrace, asked if item number 6 on Mr. Giangrande's memorandum (Seawalk Development-PUD Closeout Punchlist) implied that the Town had the amount it would cost to complete the remainder of the work at Seawalk.

Mr. Giangrande replied that we did not know the dollar amount of the improvements that remained, but the bond was probably ten times the amount then the work that was left.

8. Comments from the public on topics not on the Agenda

President Docherty asked for comments from the public.

There were none.

9. Comments from the Council on topics not on the Agenda

Council Member Galante asked for clarification of what was happening on the riverside. She stated that there was talk that there was a change and the road was being moved because it wasn't wide enough. She inquired if there was something going on that had not been publicly discussed. Ms. Galante stated that she had heard they were changing the ingress and egress.

Town Clerk, Pam Orr, stated that she had not heard that but would check into it.

Council Member Galante questioned how many houses were going to be put on the piece of property in the middle. She stated that they had discussed between 3 and 4.

Pam Orr, Town Clerk, stated she would find out.

Council Member Galante thanked the Chamber of Commerce for the well-run Taste of Jensen event as well as the police officers. She thanked Ocean Breeze for the decorated golf cart.

Council Member Galante asked Officer Andy if Mulligans was allowed to put parking cones in front of their building to prevent others from parking there.

Officer Andy replied that if it was the parallel parking spots, they were not permitted to put cones out.

Council Member Galante stated that two of the stanchions at the railroad crossing had been knocked down and asked to have someone fix them. She continued that the sign in the median in front of the Mayor's house had been knocked down. Ms. Galante requested the crosswalk situation be revisited, as it took quite some time to get across the street.

Vice President Ciaschi thanked Council Member Kelley for the nomination of Vice President and stated his appreciation and gratitude for Council Member Kelley's service on the Council.

President Docherty asked for clarification from Town Management Consultant, Dan Hudson, regarding the crosswalks downtown and the loop around Maple Street through West End Blvd.

Mr. Hudson replied that there had not been a final decision, but he had received communication from Jim Gordan, Martin County Public Works Director, and that he was still waiting on the finalized report. Mr. Hudson was not 100% certain of who approved or disapproved of the changes.

Mr. Giangrande commented that the loop around Maple Street would most likely be approved by Public Works and the CRA since it was in the Jensen Beach CRA.

President Docherty stated that the CRA voted 6-0 against it and that the crosswalk was approved. He continued that the loop around Maple Street, one way all the way around, was put on hold and that the last CRA meeting was cancelled.

10. Comments from Town Management Consultant, Dan Hudson

Mr. Hudson referred to item B on the Blue sheet items, regarding the AutoZone project and stated that Senate Bill 180, which was a Florida Law, limited the ability of local governments to influence development outcomes. He added that the Town Planner and the Attorneys had been working through it and the plat would be approved administratively by the Mayor with a staff recommendation. He continued that a plat was a very detailed map of the shopping plaza. He stated that any conditions of development approval would require Council approval and added that there were several items that would be achieved through the process and would be discussed in the future.

Mr. Hudson mentioned that there was a Blue Sheet item regarding Mayor and the Council appointments. He continued to explain that the Town had a variety of local and state-wide committees and forums in which the Town participated. He stated that the Mayor and the Town Council President had been actively involved in many of those roles. He urged Council Members to review the various roles and to inform him which committees in which they would be interested, and he would compile a list for the Mayor's review after which it would be submitted to Town Council for approval.

Council Member Galante requested a larger printed landscape plan for AutoZone.

Mayor Ostrand stated that she had been involved in many conversations regarding Senate Bill 180. She continued that according to the lobbyists for Florida League of Cities, SB 180 was so general that the majority of the municipalities were looking to build and develop were afraid to do it because nothing was specific in the Bill and that there may be another change to it.

Mr. Hudson informed the Council that he would be attending a recovery steering committee on behalf of the Town at Martin County Emergency Operations on Wednesday, December 10, 2025. He stated that the goal of the committee was to look at long-term post event coverage after an emergency.

Mr. Hudson informed staff that Pam Orr, Town Clerk, would be out of this office for 4 weeks and that she would be working remotely. He stated that he and Wendy Price, Town Bookkeeper, would be in the office for any help that may be needed.

Council Member Galante seconded by Council Member Balogna made a motion to have the Town Charter reviewed and added to the January agenda for discussion.

President Docherty asked for comments from the public.

There were none.

President Docherty asked for comments from the Council.

Discussion ensued.

(All in Favor: Yes: Docherty, Ciaschi, Galante, Kelley, Pugsley, Balogna; No: None; Motion passed 6-0)

11. Comments from Town Attorney, Gemma Torcivia – Attorney Torcivia informed the Council that golf carts were allowed to park in regular parking spaces at Ocean Breeze Plaza.

Council Member Galante requested the Council research holding future meetings by Zoom.

Discussion ensued.

Leo Giangrande agreed to research viable communication solutions and report back to the Council.

12. Comments from Mayor Ostrand – Mayor Ostrand commented that many bills had been proposed at the Legislative Session and the bills that concerned the Town were housing, real estate tax and CRA bills. She continued that there were currently four bills going through committees regarding property taxes. She stated she had spoken to two of our representatives about property tax and the fairness that is between property owners such as Seawalk and housing in which Ocean Breeze Resort residents reside. She continued to explain that they had discussed affordable housing and that in other municipalities they were taking personal properties that were over a certain amount of acreage and allowing homes to be built on the extra acreage. She added that they were looking to get rid of CRA's completely.

Mayor Ostrand wished everyone a Merry Christmas and a Happy Hanukah. She informed the Council that everyone was invited to the Florida League of Cities Christmas Luncheon on Wednesday, December 17, 2025, from 11:00 a.m. – 2:00 p.m.

13. Announcements – President Docherty commented that one of the Bills that would affect the Town of Ocean Breeze was Sovereign Immunity. He continued that he would be fighting against them raising insurance premiums for liability insurance.

President Docherty announced the next Regular Town Council meeting would be held on Monday, January 12, 2026, at 6:00 p.m. at the Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze, Florida.

14. Adjourn

Council member Galante, seconded by Council Member Kelley, made a motion to adjourn the meeting at 12:17 p.m.

(All in favor: Yes: Docherty, Ciaschi, Pugsley, Balogna, Kelley, Galante; No: None; Motion passed 6-0)

**TOWN OF OCEAN BREEZE
MINUTES FINAL BUDGET AND MILLAGE RATE
HEARING FOR FY 2025/2026**

Wednesday, September 24, 2025 – 6:00 p.m.
Ocean Breeze Resort Clubhouse, Pineapple Bay Room
700 NE Seabreeze Way, Ocean Breeze, FL

1. **Call to Order** - President Docherty called the meeting to order at 6:00 p.m.
 - Pledge of Allegiance – Mayor Ostrand led the Pledge of Allegiance
 - Roll Call – Present: Mayor Karen M Ostrand; President Kevin Docherty; Vice-President Sandy Kelley; Council Members George Ciaschi, Janet Galante, Matthew Squires, and Michael Heller
 - Staff Present – Town Management Consultant, Dan Hudson; Financial Officer, Holly Vath; Attorney Consultant, Paul Nicoletti; Town Clerk, Pam Orr; Bookkeeper/Office Assistant, Wendy Price
2. **Proposed Millage for Fiscal Year 2025/2026** – Financial Consultant, Holly Vath, summarized that the direction from the Council at the previous meeting was to reduce the budget by \$5,000 and to have year-to-date expenses on hand. She referred to pages 5 and 6, where the changes were made to reduce the budget. She continued that the cell phone stipend would remain in the budget for the Mayor and the President, however the other stipend currently being received by one Council Member would be grandfathered in as long as that person was still on the Council. She clarified, that once new Council Members were elected in November, they would not be eligible, and going forward the only ones to receive the stipend would be the Mayor and the President. Ms. Vath stated that the contributions line had also been eliminated and explained that by removing the cell phone stipend and the contribution line items, \$4,080 and \$1,000 respectively, that it reduced the budget by just over \$5,000. Ms. Vath added that through the end of September the Town spent \$63,000 out of the reserves and there were still outstanding invoices. She estimated that cost to increase to \$100,000 and stated that only \$73,000 was budgeted.

President Docherty asked for comments from the public.

Melissa Heller, 2760 NE Breezeway Circle, encouraged the Council not to spend an additional three hours conversing to save \$1,500, as it keeps costing money to have staff present.

President Docherty asked for comments from the Council.

There were none.

Council Member Galante, seconded by Council Member Ciaschi, made a motion to adopt the final millage rate of .7665 by Resolution #370-2025.

Town Clerk, Pam Orr, read Resolution #370-2025 into the record.

(Roll Call Vote: Yes: Docherty, Galante, Heller, Squires, Kelley, Ciaschi; No: None; Motion passed 6-0)

3. Proposed budget for Fiscal Year 2025/2026 – Financial Consultant, Holly Vath –

Ms. Vath stated that the current budget was \$249,285.

President Docherty asked for comments from the public.

Liz Reese, 1363 NE White Pine Terrace, asked what items were included in Public Safety expenses.

Ms. Vath explained that the items in Public Safety were building code related and were considered public safety accounts according to the State of Florida chart of accounts.

President Docherty asked for comments from the Council.

Vice President Kelley commented that she would like to see the Mayor's conference and travel expense reduced by half to \$2,250.

Mayor Ostrand explained that the \$4,500 was for traveling to Tallahassee and was only used for conference and hotel expenses. She added that she did not ask for mileage or food reimbursement which was paid out of her own funds.

Council Member Galante stated that she would like to increase the line item for the Mayor's conference and travel budget to \$6,000. She also inquired if permit fees could be raised.

Council Member Ciaschi suggested that the Town leave the amount currently budgeted for conferences and travel, but when the Mayor or Council Members would like to withdraw from it, that there would need to be a vote and Council approval.

President Docherty commented that he would like to see the line item for his conference and travel increased.

Council Member Galante inquired as to whether the expense for lawyer fees was up to date.

Ms. Vath explained that the Town had not yet received invoices from Attorney Torcivia since March and Mr. Nicoletti had estimated his billing through this meeting to be approximately \$7,000. She added that the Engineer's invoice was up to date.

Council Member Ciaschi, seconded by Council Member Galante, made a motion for the conference and travel line item to remain at \$6,900, but all travel must be voted on and approved by the Council.
(Roll Call Vote: Yes: Docherty, Galante, Ciaschi; No: Kelley, Squires, Heller: **Motion failed 3-3**)

Vice President Kelley, seconded by Council Member Heller, made a motion to reduce the Mayor's conference and travel line item to \$2,250.
(Roll Call Vote: Yes: Squires, Heller, Ciaschi, Kelley; No: Docherty, Galante: **Motion passed 4-2**)

Ms. Vath updated the 2025/2026 budget amount to \$347,035.

President Docherty made a motion for the Conference and Travel budget expense be \$3,500 for the Mayor, \$1,500 for the President, \$300 for the Vice President and \$150 per each Council Member.
(**Motion died for lack of a second.**)

Council Member Ciaschi, seconded by Council Member Squires, made a motion to remove the cell phone stipend for the last Council Member, which would reduce the budget by \$1,020.

(Roll Call Vote: Yes: Squires, Heller, Ciaschi, Kelley; No: Docherty, Galante; **Motion passed 4-2**)

Council Member Galante made a motion to cut Engineering fees by \$1,000 and legal fees by \$3,000.

(**Motion died for lack of a second.**)

Council Member Heller, seconded by Council Member Ciaschi, made a motion to adopt the budget of \$346,015.

President Docherty asked for comments from the public.

Pam Hurlock, 2840 NE Breezeway Circle, thanked the Council Members for their hard work on the budget and recommended the budget be passed.

Town Clerk, Pam Orr, read Resolution #371-2025 into the record.

(Roll Call Vote: Yes: Heller, Docherty, Kelley, Squires, Ciaschi; No: Galante; **Motion passed 5-1**)

4. Consideration of Contraction (De-annexation) of Seawalk – Dan Hudson, Town Management Consultant

Mr. Hudson reviewed the de-annexation feasibility study and recommended that an effective date of December 31, 2025. He commented that if everything was accomplished by that date, he would recommend scheduling the 2nd reading of Ordinance #369-2025 at the October 13, 2025, meeting. He remarked that it called for a referendum of the voters within the boundaries of the contracted area. The next question would be how the Seawalk PUD will be affected. He requested a Resolution from the Seawalk Homeowners Association to vote in favor of it, neutralize it or oppose it.

President Docherty asked for comments from the public.

Liz Reese, 1363 NE White Pine Terrace, questioned whether Martin County would take care of their roads if they were to de-annex or because the community was private, would Seawalk residents be responsible for taking care of them.

Mr. Hudson responded no, but Martin County adopted a millage, and it is called a municipal service tax that is within all the appropriate areas of those services.

Melissa Heller, 2760 Breezeway Circle, asked not to hold a second reading of Ordinance #369-2025 until there was written consent from all parties that the Bond would transfer to Martin County or the builder fully satisfied all of the outstanding items satisfactorily with the Town Engineer; and the HOA and the Town Council both approved the PUD amendment. This would ensure that the HOA was not held financially responsible for correcting the items that do not currently comply with the PUD.

Pam Hurlock, 2840 NE Breezeway Circle, seconded what Melissa Heller stated regarding the Bond and how it would be handled. She commented that she was not optimistic that Forestar would resolve all the issues in the next 3 or more months. She expressed her concern about what would happen to the Bond.

Mr. Hudson stated that the demand letter was sent as well as a supplemental letter including Mr. Giangrande's engineering report. He added that there was an attempt to schedule a conference call with Chubb Insurance Company, representatives from Forestar and the Town but they were unable to get all the parties together, so they are shooting for a conference the following week.

Council Member Janet Galante inquired as to the cost of the feasibility study. She recommended doing a mailing for the election. She asked how much the total cost would be by the time the Deannaxtion was over.

Attorney Nicoletti responded that he thought the cost would be approximately \$3,000 - \$4,000 between now and the end of the year.

President Docherty inquired as to whether the Bond funds could be used to go towards Town legal fees.

Attorney Consultant Paul Nicoletti stated that yes, the bond money could be used to offset legal fees.

Council Member Ciaschi asked for clarification on the bond, knowing that it does not expire. He inquired as to whether the Bond would stay with the Town or would it move over to Martin County.

Mr. Nicoletti responded that the Bond was non-transferable.

Discussion ensued regarding the close out of the PUD, transfer of the Bond, the date of the second reading, expiration and prorated taxes if Seawalk de-annexed.

Town Clerk, Pam Orr, read Ordinance #369-2025 into the record.

Council Member Ciaschi, seconded by Council Member Squires, made a motion to approve Ordinance #369-2025 on first reading.

Discussion ensued regarding changing the effective date from 12/31/25 to 12/31/26, but it was decided to wait until the second reading to make that determination.

(Roll Call Vote: Yes: Kelley, Heller, Docherty, Galante, Squires, Ciaschi; No: No one: **motion passed 6-0**)

5. Announcements- Meetings to be held at Ocean Breeze Resort Clubhouse, Pineapple Bay Room, 700 NE Seabreeze Way, Ocean Breeze

- Regular Town Council Meeting, Monday, October 13, 2025, at 6:00 PM
- Regular Town Council Meeting, Tuesday, November 10, 2025, at 10:30 AM
- Regular Town Council Meeting, Monday, December 8, 2025, at 10:30 AM

6. Adjourn –

Council Member Galante, seconded by Council Member Squires, made a motion to adjourn. Meeting adjourned at 7:27pm.

(All in favor: Yes: Docherty, Squires, Galante, Ciaschi, Kelley, Heller; No: None; **motion passed 6-0**)

To: Mayor & Council Members
From: Dan Hudson, Town Management Consultant
Subject: Council Appointments
Date: Council Meeting – January 12, 2026

Summary: Council is requested to review, discuss, and finalize appointments to the various committees.

Recommendation: Motion to approve the appointments list.

The Town participates in a variety of local and statewide organizations & committees. The attached table divides committees into two parts:

- Part 1. Appointments with a dedicated seat.
- Part 2. Those that the Town may wish to liaison with.

The Mayor & President have both been active in several committees, especially the statewide committees.

Mayor Ostrand has appointment authority under Section 203.A.5) of the Town Charter. The Town Council will confirm appointments under Section 204.3) of Town Charter

Council Members please review the list and inform of your interest. Staff will compile the list for the Mayor's review.

Appointments will be discussed and finalized at the Council Meeting.

Please refer to the attached list of opportunities.

Mayor / Council Board Appointments and Liaison Activities

Organization		Town's status	Town has a seat?	Appointee	Alternate	Comments
PART 1 APPOINTMENT GROUP						
1	Florida League of Cities (FLC) - FLC is the organized voice for Florida municipalities. FLC advocates for Florida municipalities and supports local leaders through specialized events, training, and resources.	Paying Member (\$664)	Yes	2026 appointee?	2026 alternate?	Mayor and Town Council members serve as time and travel budgets permit.
2	FLC Legislative Committee Sub Group (LCSG) - LCSG works on FLC's legislative platform during the legislative session. Members are asked to serve as advocates throughout the legislative process.	Included with FLC membership	Yes	2026 appointee?	2026 alternate?	The Mayor currently serves on the Development, Code Compliance and Redevelopment Committee; President Docherty serves on the Finance and Taxation Committee
3	FLC Advocacy Committee (AC) - Members serve as a Legislative Key Contact and build relationships with local legislators, educate legislators on key municipal issues, update FLC staff on communications with legislators, and participate in FLC Legislative Action Days. Travel to Tallahassee may be required.	Included with FLC membership	Yes	2026 appointee?	2026 alternate?	
4	Florida League of Mayors (FLM) - FLM provides Mayors leadership training, educational events, and networking opportunities.	Paying Member (\$350)	Yes	2026 Mayor Ostrand	NA	Mayor Ostrand currently serves on the board.

Mayor / Council Board Appointments and Liaison Activities

Organization		Town's status	Town has a seat?	Appointee	Alternate	Comments
5	Treasure Coast Regional League of Cities (TCRLC) - TCRLC promotes communication, collaboration and education among municipalities of Indian River, Martin, Okeechobee and St. Lucie Counties; TCRLC encourages effective advocacy for home rule; fosters excellence in local self-governance and represents the Treasure Coast with the Florida League of Cities.	Member (no fee)	Yes	2026 appointee?	2026 alternate?	Board meetings are held monthly on the 3rd Wednesday at 10:00AM at Indian River State College (no meetings in June and August).
6	Treasure Coast Regional League of Cities Advocacy Team (TCRLCAT) - encourages effective advocacy for home rule to all levels of government; fosters excellence in local self-governance.	Member (no fee)	Yes	2026 appointee?	2026 alternate?	One or two volunteers are allowed.
7	Treasure Coast Council of Local Governments - A collegial organization of local elected officials from Counties, Municipalities, and School Boards focused primarily on issues of regional impact.	Paying Member (\$200)	Yes	2026 appointee?	2026 alternate?	
8	Martin County Local Mitigation Strategy Committee (LMS) . Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters. Mitigation is taking action now – through analyzing risk, reducing risk, or insuring against risk – to reduce the human and financial consequences of future disasters.	Member (no fee)	Yes	2026 appointee?	2026 alternate?	LMS Committee meetings are held quarterly.

Mayor / Council Board Appointments and Liaison Activities

Organization		Town's status	Town has a seat?	Appointee	Alternate	Comments
PART 2 LIAISON GROUP						
9	Martin Metropolitan Planning Organization (MPO) - The MPO is a federally mandated agency that coordinates state and federal transportation networks in Martin County.	Not a member	No	Liaison?	Liaison?	Town does not have a seat on the MPO. The MPO regularly meets and meetings are open to the public.
10	MPO Citizen Advisory Committee (CAC) - The CAC represents the citizens of Martin County and provides public input for the MPO decisions. In this capacity, the CAC reviews and comments on transportation planning documents and relevant issues to be brought before the MPO Board.	NA.	No	Liaison?	Liaison?	This is a citizen oriented committee.
11	MPO Technical Advisory Committee (TAC) - TAC is a source of wide-ranging professional expertise and includes representatives from state and local governmental agencies. The Committee is responsible for advising the Board on all technical matters, including transportation plans, studies, and implementation programs.	Member (no fee)	Yes	Staff?	Staff?	This is a technical oriented committee, and should be a staff representative of the Town
12	MPO Bicycle and Pedestrian Advisory Committee (BPAC) - BPAC considers all bicycle and pedestrian-related issues. BPAC provides input into MPO decisions. This includes reviewing and commenting on planning documents and identifying relevant issues to be brought before the MPO Board	Not a member	No	Liaison?	Liaison?	

Mayor / Council Board Appointments and Liaison Activities

Organization		Town's status	Town has a seat?	Appointee	Alternate	Comments
13	Resilient Martin - A Martin County initiative assisting the residents of Martin County in understanding the future risks of sea-level rise and what "Resilient Martin" is doing to mitigate those risks.	Not a member	No	Liaison?	Liaison?	Does the Council wish to appoint a designated liaison and an alternate to assist "Resilient Martin" on their stakeholder / steering committee group?
14	Jensen Beach Community Redevelopment Area Neighborhood Advisory Committee (NAC) - The NAC provides advice and recommendations to the Community Redevelopment Agency regarding the implementation of projects adopted within the Jensen Beach CRA Plan.	Not a member	No	Liaison?	Liaison?	All meetings are on the first Wednesdays at 5:00PM (unless otherwise noted) at the Jensen Beach Community Center, 1912 NE Jensen Beach Boulevard.
15	Jensen Beach Chamber of Commerce (JBCC) - Chambers of Commerce main activities are, among others, safeguarding business interests and sharing business experiences and business interests, contact with governments, civil society, local media and the press and organizing trade shows and events.	Member (\$250)	No	Liaison?	Liaison?	Mayor and Council members participate in various Chamber events at their own initiative.

Mayor / Council Board Appointments and Liaison Activities

	Organization	Town's status	Town has a seat?	Appointee	Alternate	Comments
16	Legislative Delegation - The Legislative Delegation consists of state senators and representatives covering all or parts of Martin County. The Delegation holds its annual public hearing in the Fall each year. The hearing gives residents and officials an opportunity to request legislation, state funding, and voice opinions on matters before the state legislature. The full legislature convenes in March in Tallahassee.	Constituent Local Government	No	NA	NA	The local delegation includes Senator Gayle Harrell, Representative John Snyder, Representative Toby Overdorf, along with other regional representatives. Mayor, President, and Council Members attend as needed and at their own initiative. No fixed schedule.

To: Mayor & Council Members
From: Dan Hudson, Town Management Consultant
Subject: Charter Review Workshop
Date: Council Meeting – January 12, 2026

Summary: Council is requested discuss the scope of the Charter Review, and to establish a date to conduct a Charter Review Workshop.

Recommendation: Motion to set a Charter Review Workshop date of _____, 2026 at _____ am/pm.

SCOPE. *Does the Town Council wish to approach the Charter Review from a comprehensive or selective perspective?*

A comprehensive approach would take a look at the entire charter, evaluating each and every article, and how it is organized as a document.

A selective approach would be to identify specific topics which need addressing.

TIMELINE. *When does the Town Council wish to present its findings for a vote?*

There are two statewide elections in 2026, the Primary Election of August 18th and the General Election of November 3rd. Either of these dates will allow the Town to add a Charter Update to the ballot at minimal cost to the Town. In the absence of contentious issues, either date should be manageable.

Two interrelated issues should be considered in setting the timeline:

1. The Town is also considering deannexation of the Seawalk community. Should Charter Review occur prior to, alongside, or after this decision?
2. The Town is nearing the point of finalizing the Seawalk PUD if open items are completed soon.

BUDGET. *How much will the Charter Review cost?*

The Town Charter is a legal document which warrants careful review and editing by the Town Attorney.

Staff prepared an earlier estimate of \$10,000 to conduct a more comprehensive charter review, including legal, administrative, and other costs.

A selective review could perhaps be done in one or two workshops, thereby limiting the overall cost.

No funding is currently provided in the FY26 budget.

ISSUES. *What are some of the topics that have been identified?*

Selected comments include:

- Reduce Council Members from six to five.
- Make Council Member attendance rule more stringent, e.g., maximum absences instead of consecutive absences.
- Change from 2 year terms to 4 year terms.
- Delete the sentences relating to “no salary” for Mayor and Council Members.
- Reduce number of regular meetings to eleven.
- Need to integrate certain ordinances relating to the Charter.

BACKGROUND. *What is the Charter’s role in Town government?*

The Town Charter is the “constitution” of the Town. It establishes a Mayor-Council form of government, identifies Town Officers and their associated powers, names administrative officers and departments, defines elections procedures, and states other over-arching governance standards. Any material changes to the Charter requires approval by Town voters. As a generalization, the Charter defines the organization and structure of Town government.

This is contrasted with the code of ordinances which are the “laws” of the Town. The Code names the specific regulations and programs the Town chooses to be involved in. Ordinances may be enacted by a vote of the Town Council. As a generalization, the Code enacts the policies of the Town Council.

Town operations are further defined by an annual budget. The budget approves the level of effort devoted to various activities and services, together with the sources of funding to pay for those services. As a generalization, the budget enables the execution of Town operations.

GENERAL INFORMATION ITEMS

The attached items (i.e.: correspondence, emails, reports, etc.) are provided as general information and are not necessarily subject to discussion during this meeting unless Council Members or the Mayor wish to do so.

- A. Update Memo Seawalk Close-out – Leo Giangrande, P. E.
- B. Update on Proposed Development at Ocean Breeze Plaza Terry O'Neil Town Planner
- C. Crosswalks Indian River Drive – Leo Giangrande, P. E.
- D. Streaming/Zoom inquiry – Ocean Breeze Resort
- E. Sun Communities Update on RV Removal on north infill area

Review Memorandum

Date: January 4, 2026
To: Town of Ocean Breeze
From: Leo Giangrande, P.E.
Subject: Seawalk PUD Closeout,
Town of Ocean Breeze
GEP No.: 24-034



Distribution: Town File

This review memorandum is provided as an update to the Seawalk PUD closeout. GEP walked the site with Fourstar's engineer and HOA representatives on December 23, 2026. The purpose of this site walk was to further define the areas requiring, re-grading, resodding or stabilization. During the site visit, Fourstar noted the areas of improvements along with type of improvements. An exhibit will be provided by Fourstar once this exhibit is completed. Fourstar will provide the marked up exhibit to the contractors who will actually perform the work. The subcontractors may revisit the site to verify the limits of the work.

It is anticipated that a final exhibit and schedule will be provided shortly by Fourstar. It was also directed that this exhibit shall also address final irrigation for the site.

Ms. Raver's lot is also outstanding to be addressed by Fourstar. A separate permit is required for these improvements.

Should you have any further questions on this, please do not hesitate to contact me at (772) 888-9076 or Leo@GEP-LLC.com.

Permits

From: Terrance O'Neil <terrancewoneil@gmail.com>
Sent: Tuesday, January 6, 2026 10:58 AM
To: Dan Hudson; Permits
Subject: Plaza development update

Dan and Pam,

Since my last update, Edison and AutoZone have both advanced their applications. All requested fees have been paid. Town Engineer Scott Montgomery expects to receive an updated plat document in the next few days with a few revisions, nothing significant. AutoZone has resubmitted an enhanced landscaping plan, now under review. With regard to development conditions, (i.e. repairing the stormwater system, payment of county impact fees, timetables, etc.) the Town Attorney's Office is considering adding these items to the AutoZone building permit as a means of streamlining enforcement. Finally, whether the plaza's entrance/exit at Skyline Drive is to be realigned with Hilltop Street remains under discussion with the applicants and the County's Engineering Department. A determination is expected within a matter of weeks. Don't hesitate to let me know if you have any concerns or questions.

Regards,
Terry

Permits

From: Scott Montgomery <scott@ccmaengineers.com>
Sent: Monday, January 5, 2026 4:40 PM
To: Scott Morris
Cc: Collin Woodyard; Permits; Terry O'Neil; Paul Nicoletti
Subject: FW: Ocean Breeze Plaza - Proposed Plat
Attachments: 0676_2097.pdf; Ocean Breeze Plat aerial redline.pdf

Scott,

As we just discussed, I received the email below and attachments from Leo Repetti of Martin County Utilities just earlier today. I believe we are in Agreement with all you brought up just now regarding certain existing recorded easements which lack specific traverse bearings, distances, ties to available points of beginning, etc.

Referring to the new easement requested by Leo Repetti, I'm sending the AutoZone plans which show the existing water service for Lot 2 – just for your reference as we can't confirm the accuracy of the water service piping & alignment. For that reason, Leo is just looking for a 20' wide Utility Easement to be oriented generally parallel to the service route, that will encompass the line however not necessarily placing it in the precise center.

Please let me know if you have any questions I can help with, or please feel free to contact Leo Repetti directly – he'd be happy to help. It sounds like this one fell thru the cracks a long time back.

Regards,

Scott T. Montgomery, P.E.
C. Calvert Montgomery & Associates, Inc.
P.O. Box 92
Stuart, FL 34995
(772) 287-3636

From: Leo Repetti <lrepetti@martin.fl.us>
Sent: Monday, January 5, 2026 3:46 PM
To: Scott Montgomery <scott@ccmaengineers.com>
Cc: Sharon Kuba <skuba@martin.fl.us>
Subject: RE: Ocean Breeze Plaza - Proposed Plat

Scott,

There is a blanket easement over a portion of the site that does not include the water and sewer laterals to serve lot 2. We need the plat to show the existing easement (see attached – also in tan color in the markup) and a new easement over these lines 20' wide (yellow polygon). Lot 2 is shaded in red.

Thank you,

Leo Repetti, PE
Technical Services Administrator

Martin County Utilities & Solid Waste

**3473 SE Willoughby Blvd
Suite 102
Stuart, Florida 34994
(772) 320-3065**

Town Clerk

From: Richard Tranter <rtranter@PHILLIPSEDISON.com>
Sent: Tuesday, January 6, 2026 7:15 PM
To: Paul Nicoletti; Gemma Torcivia; Dan Hudson; Terry O'Neil; Town Clerk
Cc: Quinn Gadow; Sarah Harmeling
Subject: RE: AutoZone Development at Ocean Breeze Plaza

Thank you, Paul. We will review and follow up accordingly.

Richard Tranter
Vice President, Associate General Counsel Real Estate
D +15137462571 | M +15133848777 | F +15135541009
rtranter@PHILLIPSEDISON.com | www.phillipsedison.com



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From: Paul Nicoletti <pnicoletti@tgjustice.com>
Sent: Tuesday, January 6, 2026 2:55 PM
To: Richard Tranter <rtranter@PHILLIPSEDISON.com>
Cc: Gemma Torcivia <gtorcivia@tgjustice.com>; Dan Hudson <dHUDSON@townofoceانبreeze.org>; Terry O'Neil <terrancewoneil@gmail.com>; Town Clerk <townclerk@townofoceانبreeze.org>
Subject: AutoZone Development at Ocean Breeze Plaza

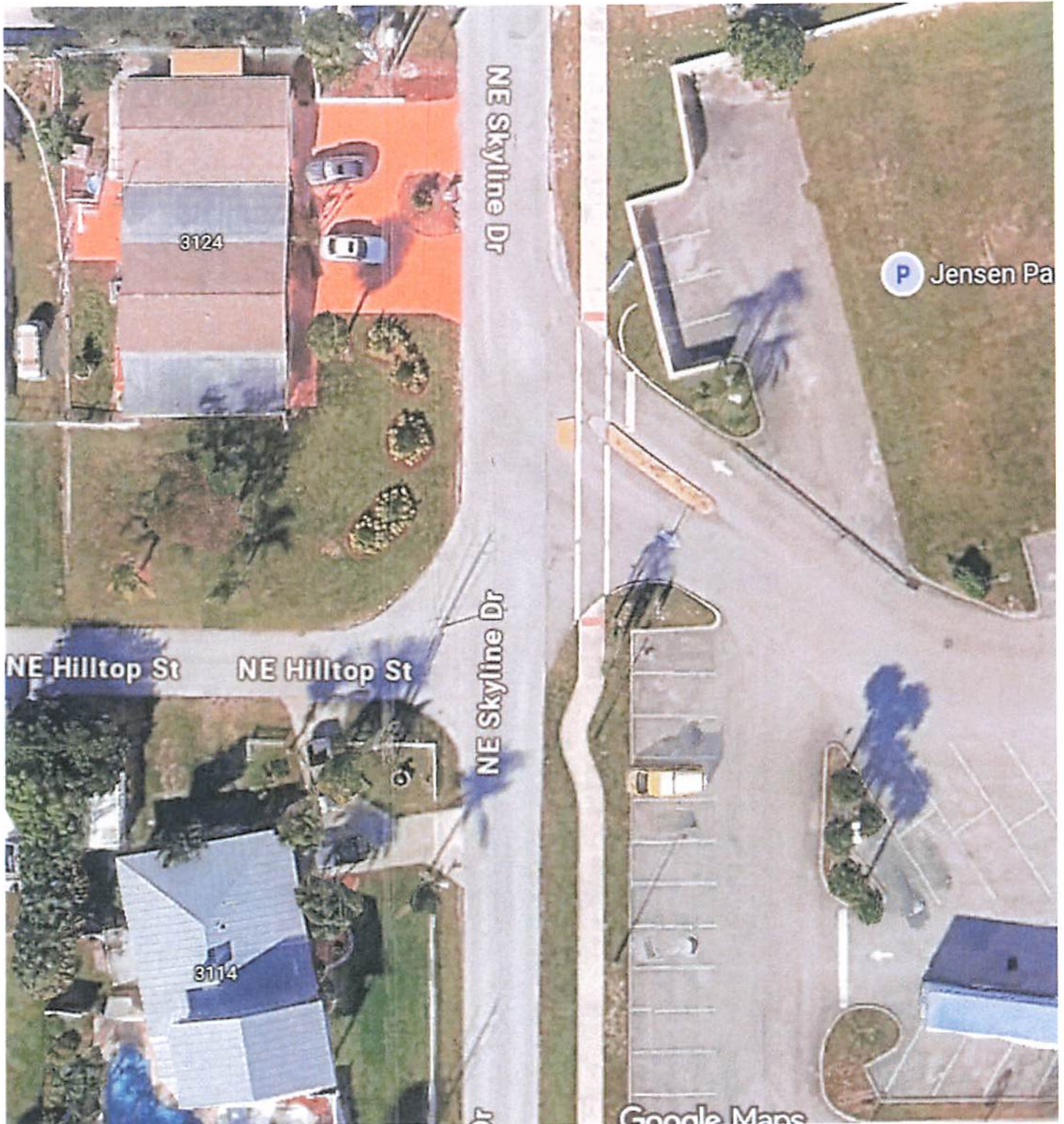
Hello, Richard and Happy New Year!

I heard yesterday from Scott Montgomery, P.E., Town Engineer that he anticipates receiving a new plat submittal from the developer which makes some minor adjustments. He said he would review it without delay. I will also need a copy of the proposed plat to review any easements and other dedications for legal sufficiency, and assuming they are, the Mayor can then sign it, and you should have an approved final plat ready for recording within a few days.

I have discussed the development agreement issue with the OB staff and we believe we can conditionalize the issuance of a development permit such that it does two major things:

1. No permit can or will be issued unless and until the Town is satisfied that the drainage system is being repaired to operate properly; this has been understood (and we believe was agreed by P-E from the beginning). If that is not the case, the Town may have to explore enforcement actions to require repair of the system prior to the issuance of any further permits... which we don't want to do.

2. The issue of the realignment of the ingress/egress to NE Skyline Drive needs to be resolved. This is somewhat delicate... years ago there was a segment of adjacent (non-Town) residents who didn't want a normal intersection with Hilltop St., and they prevailed upon Martin County to have the existing intersection created. Years later, the Town now has residents in the Sea Walk neighborhood who do want the ability to make a safe left hand turn out of the shopping center onto Skyline Drive to return to their neighborhood. This of course would require a minor reconfiguration of the intersection, and what looks like the potential loss or relocation of a few parking spaces. I don't know at this point, how it would affect the Plat, if at all.



All of the other matters of concern are consistent with and can be provided as notes on the Development Permit. They include, (but may not be limited to) the following or similar language to accomplish the following:

1. Any minor plat amendments required would be at the expense of the developer;

2. Town Ordinance #181 requires payment of the Town's costs to administer the permitting (already being done);
3. Site permitting requires review by the Town Engineer;
4. Construction permitting fees are based upon the value of construction (estimated at \$600k by the developer) and are the adopted fees by the Town;
5. Building permit application will be reviewed by the Town's Building Official, but building inspections will be completed and ultimately approved by a private provider approved by the Town and hired by the developer;
6. Once building permits are approved; no additional permits will be required except for signage, which will be submitted for approval by the Town;
7. The developer and the owner shall continue to operate the Plaza as one unified development;
8. Parking will continue to be arranged and based upon and 5.5 parking spaces per thousand square feet of building area;
9. Impact fee credits from Martin County will likely be allowed in the approximate amount of \$102,000, based on the replacement of square footage; and the Plaza and County shall designate the allocation and apportionment of the impact fee credits among the 3 properties, and advise the Town accordingly;
10. No "open-air vehicle repairs" shall be permitted by Auto Zone, and P-E shall assure compliance with this requirement by an appropriate and enforceable rule, covenant, or deed restriction.

These are the issues of which I am aware, but the Building Official, the Permit Processor, and the Town Engineer may have other issue that will produce notes on the permitting documents. Please let me know if you have any questions about this email. Thank you.

Paul J. Nicoletti, of Counsel
TG Law PLLC
Mobile: (772) 260-3276
Fax: (772) 600-5581
Email: pnicoletti@tgjustice.com
tgjustice.com

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Review Memorandum

Date: January 6, 2026
To: Town of Ocean Breeze
From: Leo Giangrande, P.E.
Subject: Indian River Drive Crosswalks
GEP No.: 24-034



Distribution: Town File

This memorandum is provided as a summary of the efforts to engage with Martin County Public Works department to address the maintenance of the crosswalks and speed tables. GEP contacted James Gorton, Public Works Director, and Mike Grizelka, County Engineer, to discuss the maintenance. An exhibit of the locations of these improvements is included as **Figure 1** in this memorandum. The county is confirming that they will maintain the crosswalks and speed tables as long as they are maintained with the standard County details.

Figure 1



Should you have any further questions on this, please do not hesitate to contact me at (772) 888-9076 or Leo@GEP-LLC.com.

Town Clerk

From: Kevin Stroud <kstroud@suncommunities.com>
Sent: Monday, January 5, 2026 2:52 PM
To: Town Clerk
Cc: Dan Hudson; Bookkeeper; Gabriell (Heath) Tschudi
Subject: RE: Internet at meetings for live streaming

Hi Pam,

The internet available in the Pineapple room is not set up or stable enough to support live streaming.

If the Town would like to explore upgraded internet options or video-conference solutions, we can certainly provide space for any necessary equipment. From my perspective, the service would likely be underutilized compared to the cost required to implement it.

Please let me know if you'd like to discuss this further.

Thank you,

Kevin Stroud

District Resort Manager

OCEAN BREEZE RESORT | OCEAN VIEW, A Sun Community

3000 NE Indian River Dr. Ocean Breeze, FL 34957

Office: (772) 444-1013 | Cell: (904) 303-4340

Email: kstroud@suncommunities.com

We over Me

From: Town Clerk <townclerk@townofocceanbreeze.org>
Sent: Monday, January 5, 2026 2:40 PM
To: Kevin Stroud <kstroud@suncommunities.com>
Cc: Dan Hudson <dHUDSON@Townofocceanbreeze.org>; Bookkeeper <bookkeeper@Townofocceanbreeze.org>
Subject: Internet at meetings for live streaming

EXTERNAL EMAIL - Verify sender before opening links or attachments!

Hi Kevin:

Happy New Year!

A Council Member has requested that we investigate having the Town meetings live-streamed. Please let us know if it is possible to access the internet for during the meetings.

Thank you!

Pam Orr

Town Clerk

Permit Processor

E

Town Clerk

From: Kevin Stroud <kstroud@suncommunities.com>
Sent: Monday, December 22, 2025 4:14 PM
To: Town Clerk; Permits; Dan Hudson; George Ciaschi; Kevin Docherty
Cc: Dawn Roller; Kevin Teller
Subject: Confirmation of RV Removals in the Infill Area

Town of Ocean Breeze,

I am writing to provide an update regarding compliance with the Stipulation Agreement between the Town of Ocean Breeze and Sun Communities. As outlined in Section 17 of the agreement, all RVs located within the Infill Area are required to be removed no later than December 31, 2025.

Please be advised that, as of Sunday, December 21, 2025, there are no RVs remaining within the Infill Area of the property.

Should you require any additional information or documentation, please feel free to let me know.

Thank you,

Kevin Stroud

District Resort Manager

OCEAN BREEZE RESORT | OCEAN VIEW, A Sun Community

3000 NE Indian River Dr. Ocean Breeze, FL 34957

Office: (772) 444-1013 | Cell: (904) 303-4340

Email: kstroud@suncommunities.com

We over Me