



CITY OF OKEECHOBEE, FLORIDA
AUGUST 1, 2023, REGULAR CITY COUNCIL MEETING
FIRST BUDGET WORKSHOP
MEETING MINUTES

I. CALL TO ORDER

Mayor Watford called the regular meeting of the City Council for the City of Okeechobee to order on August 1, 2023, at 5:00 P.M. in the City Council Chambers, located at 55 Southeast (SE) 3rd Avenue, Room 200, Okeechobee, Florida. The invocation was offered by Pastor Chad Keathley, Okeechobee Church of God; followed by the Pledge of Allegiance led by Council Member McAuley.

II. ATTENDANCE

Roll was taken by City Clerk Lane Gamiotea to establish a quorum. Members present: Mayor Dowling R. Watford, Jr., Vice Mayor Monica M. Clark, Council Members Noel A. Chandler, Robert "Bob" J. Jarriel, and David R. McAuley.

III. AGENDA AND PUBLIC COMMENTS

A. There were no requests for items to be added, deferred, or withdrawn from the agenda.

B. Motion and second by Council Members Jarriel and McAuley to approve the agenda as published.
Motion Carried Unanimously.

C. There were no comment cards submitted for public participation for issues not on the agenda.

IV. CONSENT AGENDA

Motion by Vice Mayor Clark, second by Council Member Jarriel to:

A. Dispense with reading and approve the Minutes from July 18, 2023 [as presented]; and

B. Temporarily close a portion of Southwest (SW) 3rd and 4th Avenues between North and South Park Streets from 5:00 P.M. on September 3, 2023, through 5:00 P.M. on September 4, 2023, for the Labor Day Festival as submitted by Okeechobee Main Street [as presented in **Exhibit 1**].

Motion Carried Unanimously.

V. MAYOR WATFORD OPENED THE PUBLIC HEARING AT 5:04 P.M.

A. Motion and second by Council Members Jarriel and McAuley to adopt proposed Resolution No. 2023-04 which provides the residential solid waste collection and disposal services preliminary rates, the assessed cost for services, and the estimated assessment rate for Fiscal Year (FY) 2023-24 [as presented in **Exhibit 2**].

City Attorney John Fumero read the title of proposed Resolution No. 2023-04 into the record as follows: **"A PRELIMINARY RATE RESOLUTION OF THE CITY OF OKEECHOBEE, FLORIDA; PURSUANT TO THE SECTION 2.08, ORDINANCE NO. 784 RELATING TO THE PROVISION OF SOLID WASTE COLLECTION AND DISPOSAL SERVICES; SETTING FORTH A BRIEF DESCRIPTION OF SOLID WASTE SERVICES PROVIDED; DETERMINING THE SOLID WASTE ASSESSED COST FOR THE UPCOMING FISCAL YEAR; ESTABLISHING THE ESTIMATED ASSESSMENT RATE FOR THE UPCOMING FISCAL YEAR; AUTHORIZING AND SETTING A PUBLIC HEARING TO CONSIDER COMMENTS FROM THE PUBLIC CONCERNING ADOPTION OF AN ANNUAL RATE RESOLUTION; DIRECTING THE CITY ADMINISTRATOR TO UPDATE THE ASSESSMENT ROLL, AND TO PROVIDE NECESSARY NOTICE THEREOF TO AFFECTED LANDOWNERS IN THE CITY OF OKEECHOBEE; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE."**

Ms. Deborah Perez, Government Affairs Manager for WM, addressed questions from the Council. There were no comments from the public. **Motion Carried Unanimously.**

B. Motion by Vice Mayor Clark, second by Council Member Jarriel to adopt proposed Resolution No. 2023-05, which provides the residential solid waste collection and disposal services rates, continuing imposition of the assessment and certifying the Solid Waste Assessment Roll for FY 2023-24 [as presented in **Exhibit 3**].

Attorney Fumero read the title of proposed Resolution No. 2023-05 into the record as follows: **"A RESOLUTION OF THE CITY OF OKEECHOBEE, FLORIDA; RELATING TO THE PROVISION OF SOLID WASTE COLLECTION AND DISPOSAL SERVICES; CONTINUING IMPOSITION OF THE SOLID WASTE COLLECTION ASSESSMENT PREVIOUSLY ESTABLISHED BY RESOLUTION NO. 01-08; ADOPTING THE ANNUAL RATE RESOLUTION AS PERMITTED BY ORDINANCE NO. 784 FOR FISCAL YEAR 2023-24; APPROVING THE PRELIMINARY RATE RESOLUTION; (continued)**

V. **PUBLIC HEARING CONTINUED**

- B. Continued. **AND CERTIFYING THE SOLID WASTE ASSESSMENT ROLL AS AUTHORIZED BY FLORIDA STATUTES 197.3632(4)(5) AS NECESSARY UNDER FLORIDA STATUTES 197.3632; PROVIDING FOR PUBLIC HEARING AND COMMENT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE."** There were no public comments. **Motion Carried Unanimously.**

MAYOR WATFORD CLOSED THE PUBLIC HEARING AT 5:15 P.M

VI. **NEW BUSINESS**

- A. County Fire Chief Earl Wooten distributed a two-page report of the Fire Services, Emergency Medical Services (EMS), and Fire Prevention Activities provided by Okeechobee County Fire Rescue within the City during the third quarter, April 1 through June 30, 2023, and the previous reporting quarter. They responded to 488 calls, of which four were for fire services, 431 were for EMS, four were for hazardous conditions without fire, 18 were service calls, 22 were canceled good intent calls, and nine were false alarms, with an average response time of 4-minutes, 44-seconds. There were 20 annual/periodic inspections, three re-inspections, 39 inspections for Business Tax Receipt requests, three Technical Review Committee items, one underground fire line flush test, and one underground fire line hydrostatic test conducted. No citizen complaints reported. This item was for informational purposes only as required by the Fire Services Contract.

Additionally, a seven-page document distributed provided information on the Fire and EMS Assessment Update Study from FY 2016-17 to FY 2027-28 to provide the 2023-24 Allocations. The content provided the explanation for the estimated \$289,161.00 increase, bringing the revised amount to \$897,161.00 for FY 2023-24. The Council noted their surprise in the amount of the increase the City will be required to pay for fire services. [This subject was discussed again during the Budget Workshop].

EMS is paid by City property owners via an EMS assessment on the tax roll. Residential property owners' rate will increase by \$48.05, total to be \$154.69. Rates will also be increased for Commercial and Industrial property owners. The information provided a list of the Capital Plan for FY 2023-24 through 2027-28 by personnel, apparatus, equipment, and buildings. Chief Wooten announced the ladder engine, received from the City in the August 2021 contract for services, is no longer in operation and will be surplus. Based on the information presented, it is projected to be replaced in FY 2026-27. The last page provided anticipated revenue in future years based on two proposed developments outside the City's jurisdiction. [Materials distributed at the meeting have been incorporated into the official minute file, labeled as **Exhibit 8**].

- B. Motion and second by Council Members Chandler and McAuley to approve a Piggyback Agreement from the Okeechobee Utility Authority, with Evergreen Solutions, LLC, not to exceed \$18,500.00 for an employee classification and compensation survey and study [as presented in **Exhibit 4**]. **Motion Carried Four to One, Jarriel voted No.**
- C. Motion by Council Member Jarriel, second by Vice Mayor Clark to approve an Agreement with Kimley-Horn and Associates, Inc., for professional [civil engineering] services [as provided in RFQ No. ADM-01-32-07-21] in the amount of \$56,040.00 for the SE 8th Avenue Stormwater Improvement Project, Florida Department of Environmental Protection (FDEP) Agreement LPA0350 [as presented in **Exhibit 5**]. **Motion Carried Unanimously.**
- D. Motion and second by Council Members McAuley and Jarriel to adopt proposed Resolution No. 2023-06 adopting the [FY 2023-24] commercial rates for solid waste collection and disposal services [as presented in **Exhibit 6**].

Attorney Fumero read the title of proposed Resolution No. 2023-06 into the record as follows: **"A RESOLUTION OF THE CITY OF OKEECHOBEE, FLORIDA; REVISING THE COMMERCIAL RATE SCHEDULE FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES WITHIN THE CITY OF OKEECHOBEE FOR FISCAL YEAR 2023-2024; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE."** **Motion Carried Unanimously.**

VII. **CITY ATTORNEY UPDATE**

- Work is progressing on a medical marijuana dispensary ban ordinance;
- Adoption pending of storm shutter and required connection to water/wastewater services ordinances;
- Title to Cattlemen's Square, of FLAGLER PARK, is an on-going issue, exploring options with FDEP;
- Continuing to work with Clerk's Office to identify ordinances that require modification due to the new Charter.

VIII. CITY ADMINISTRATOR UPDATE

- Met with representatives of Westlake Roofing, considering expansion and want to purchase two more lots in the City Commerce Center;
- Family-owned prefabrication company from Miami expressed an interest in purchasing three lots in the City Commerce Center to relocate their business operations;
- The City's vendor, CW Roberts, is to begin three asphalt projects.

IX. COUNCIL COMMENTS

There were no Council comments.

X. MAYOR WATFORD RECESSED THE REGULAR MEETING AT 5:47 P.M. AND RECONVENED BY OPENING THE FIRST BUDGET WORKSHOP AT 5:54 P.M.

- A. The purpose of the Workshop was to review and discuss the proposed Budget for FY 2023-24 [as presented in **Revised Exhibit 7**].

Finance Director India Riedel presented a 22-slide Power Point, providing an overview of revenue trends over the years. Graphs of the proposed operating expenses in the General Fund and with all expenses excluding Grant Funds. A list of proposed expenses in the Capital Improvement Projects Fund, and then a chart displaying trends in expenses from FY 2016-17 to 2022-23. The materials have been incorporated into the official minute file, labeled as Exhibit 7-Power Point (22-pages), and Exhibit 7-Additional Materials (one page).

Pages 1 through 4 provided a Recapitulation of projected Revenues and Expenses for the General Fund with each page having a different Millage Rate option for consideration. Page 1 used the option of the current Millage Rate, 6.8987. Page 2 used a Millage Rate of 6.6487 (current Millage reduced by 25 percent). Page 3 used a Millage Rate of 6.3556 (the Rollback Rate with the Consumer Price Index applied). Page 4 used the Millage Rate of 6.1801 (Rollback Rate). **There was not a consensus from the Council on which Millage Rate to use to present the proposed figures at the Second Budget Workshop on August 15, 2023.**

The General Fund figures were presented utilizing the current Millage Rate of 6.8987. Beginning Fund Balance, \$4,342,501.00. Projected Revenues to date, \$8,337,573.00 (Ad Valorem \$2,980,721.00; Other Fees \$851,000.00; Intergovernmental \$2,181,952.00; Charges for Services \$1,531,700.00; Fines, Forfeitures, Penalties \$26,400.00; Uses of Money and Property \$365,000.00; Other Revenues \$50,800.00; and Transferred-In from Public Facilities Improvement Fund \$350,000.00). Projected Expenditures to date, \$8,254,378.00. Pages 5 and 6 provided a detailed Line-Item breakdown (or source) of the revenues including the transfers-in and from other funds.

Director Riedel explained the personnel costs for each Department included a \$3.00/hour salary increase to be effective October 1, 2023, and a Merit Increase of up to 2 percent to be effective June 1, 2024, with annual evaluation. Projected expenditures for each Department and discussion are as follows:

511-Legislative/City Council (pages 7 and 8)

Total Personnel Costs:	\$	81,555.00
Total Supplies and Other Services:	\$	90,100.00
FY 2023-24 Proposed Total:	\$	171,655.00

Corrections will be made to increase the salaries for the Mayor and Council as stipulated in the new Charter.

512-Executive/Administration (pages 9 and 10)

Total Personnel Costs:	\$	206,820.00
Total Supplies and Other Services:	\$	51,550.00
FY 2023-24 Proposed Total:	\$	258,370.00

The consensus of the Council was to include any salary adjustments adopted for all employees be included for the Administrator.

1512-Executive/Human Resources (HR) (pages 11 and 12)

Total Personnel Costs:	\$	76,315.00
Total Supplies and Other Services:	\$	10,200.00
FY 2023-24 Proposed Total:	\$	86,515.00

Newly added position, currently the Finance Department and City Clerk split these duties. **The consensus was to keep as proposed.** City Clerk Gamiotea offered to identify any specific expenditures within the Supplies and Other Services portion of her budget that are marked for HR be reduced to assist funding this new budget.

X. FIRST BUDGET WORKSHOP FOR FY 2023-24 CONTINUED

A. Continued. General Fund projected expenditures by Department:

2512-Executive/City Clerk (pages 13 and 14)	
Total Personnel Costs:	\$ 223,470.00
Total Supplies and Other Services:	\$ 78,595.00
FY 2023-24 Proposed Total:	\$ 302,065.00

Any identified amount in the Supply and Other Services expenses will be reduced in this Department to offset the 1512-Executive/HR Department budget.

514-Legal Services (page 15)	
FY 2023-24 Proposed Total:	\$ 196,400.00
A \$500.00/month increase is reflected as requested.	

513-Finance (pages 16 and 17)	
Total Personnel Costs:	\$ 231,575.00
Total Supplies and Other Services:	\$ 137,500.00
FY 2023-24 Proposed Total:	\$ 369,075.00

519-General Services (pages 18 and 19)	
Total Personnel Costs:	\$ 201,320.00
Total Supplies and Other Services:	\$ 437,095.00
FY 2023-24 Proposed Total:	\$ 638,415.00

521-Police Department (pages 20 and 21)	
Total Personnel Costs:	\$ 2,907,420.00
Total Supplies and Other Services:	\$ 538,170.00
FY 2023-24 Proposed Total:	\$ 3,445,590.00

522-Fire Department (pages 22 and 23)	
Total Personnel Costs:	\$ 54,900.00
Total Supplies and Other Services:	\$ 953,600.00
FY 2023-24 Proposed Total:	\$ 1,008,500.00

Based on the Fire and EMS Assessment Update Study from the County, Line Item 001-522-3400 increased to \$898,000.00. The figure is still preliminary and is expected to increase.

541-Public Works (pages 24 and 25)	
Total Personnel Costs:	\$ 806,220.00
Total Supplies and Other Services:	\$ 971,573.00
FY 2023-24 Proposed Total:	\$ 1,777,793.00

The **Public Facilities Improvement (Transportation) Fund** (pages 26 and 27) figures were presented as follows: Beginning Fund Balance of \$1,070,838.00; Projected Revenues to date, \$1,150,151.00; Projected Expenditures to date, \$1,268,551.00; plus \$350,000.00 to be transferred-out to the General Fund. **Line Item 301-549-6300 will increase by \$400,000.00, see next paragraph for more details.**

The **Capital Improvement Projects Fund** (pages 28 and 29) figures were presented as follows: Beginning Fund Balance of \$3,827,861.00; Projected Revenues to date, \$50,000.00; Projected Expenditures to date, \$609,360.00. **Per Council consensus, \$400,000.00 will be transferred-out to the Public Facilities Improvement Fund to Line Item 301-549-6300 to increase the asphalt and roadway reconstruction from \$100,000.00 to \$500,000.00. The expenditure of \$9,360.00 from Line Item 304-521-6400 Law Enforcement Capital for body cameras will be moved to and expended from the Law Enforcement Special Fund.**

The **Other Grants (302-Taylor Creek, SE 4th Street) Fund** (page 30) figures were presented with no Projected Revenues or Expenditures.

The **Industrial Development (America Rescue Plan Act Funds) Grant Fund** (page 31) figures presented as follows: Projected Revenues to date, \$1,409,246.00; Projected Expenditures to date, \$1,409,246.00 for stormwater infrastructure.

The **Appropriations Grant (307-SE 8th Avenue) Fund** (page 32) Projected Revenues to date, \$243,400.00, which includes \$3,400.00 transferred-in from Capital Improvement Projects Fund; Projected Expenditures to date, \$243,400.00.

X. FIRST BUDGET WORKSHOP FOR FY 2023-24 CONTINUED

- A.** Continued. The **Other Grant (309-City Hall Renovations) Capital Fund** (page 33) figures were presented as follows: Projected Revenues to date, \$1,860,000.00; Projected Expenditures to date, \$1,739,750.00; leaving a Fund Balance of \$120,250.00. This grant is for renovations to City Hall.

The final proposed budget was the **Law Enforcement Special Fund** (page 34): Beginning Fund Balance of \$16,890.00; Projected Revenues to date, \$1,000.00; Projected Expenditures to date, \$11,500.00; leaving a Fund Ending Balance of \$6,390.00, **which will be revised to include the body camera purchases.**

There was not a clear consensus regarding salaries. **The Council requested figures on the difference in total amounts to provide a \$3.00/hour increase to a three percent increase, and for up to a five percent Cost-of-Living Adjustment.** The information and corrections will be presented at the Second Budget Workshop on August 15, 2023, at 5:00 P.M.

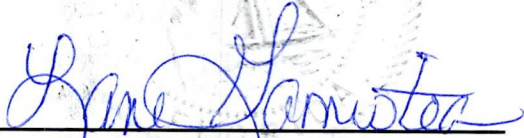
XI. MAYOR WATFORD CLOSED THE FIRST BUDGET WORKSHOP AND RECONVENED IN REGULAR SESSION AT 8:39 P.M.

- A.** There were no unfinished items or issues from the Budget Workshop to be discussed.

XII. ADJOURNMENT

Mayor Watford adjourned the meeting at 8:39 P.M.

Submitted By:



Lane Gamiotea, CMC, City Clerk

Please take notice and be advised that when a person decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, s/he may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. City Clerk media are for the sole purpose of backup for official records of the Clerk.