



CITY OF OKEECHOBEE

55 SE THIRD AVENUE
OKEECHOBEE, FL 34974

APRIL 4, 2023

6:00 PM

LIST OF EXHIBITS

Mayor

Dowling R. Watford, Jr.

Vice Mayor

Monica Clark

Council Members

Noel Chandler

Bob Jarriel

David McAuley

Draft Minutes

March 7, 2023

Exhibit 1	Ordinance 1271
Exhibit 2	Flagler Park Presentation
Exhibit 3	Historical Marker approval letter
Exhibit 4	Historical Marker grant application approval letter
Exhibit 5	Amendments to Personnel Policies and Procedures
Exhibit 6	Comcast grant application approval letter



CITY OF OKEECHOBEE, FLORIDA
MARCH 7, 2023, REGULAR CITY COUNCIL MEETING
DRAFT MEETING MINUTES

I. CALL TO ORDER

Mayor Watford called the regular meeting of the City Council for the City of Okeechobee to order on March 7, 2023, at 6:00 P.M. in the City Council Chambers, located at 55 Southeast (SE) 3rd Avenue, Room 200, Okeechobee, Florida. The invocation was offered by Pastor Warren Kelly of Okeechobee Praise and Worship Center; followed by the Pledge of Allegiance led by Vice Mayor Clark.

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, and David R. McAuley. Council Member Robert "Bob" J. Jarriel entered the Chambers at 6:04 P.M.

III. AGENDA AND PUBLIC COMMENTS

- A. Under VI. New Business, two items were added. Item D., Exhibit 4, a letter of support to the Okeechobee County Economic Development Corporation, and Item E., Exhibit 5, a letter to Florida Legislature opposing House Bill (HB) 410 and Senate Bill (SB) 604.
- B. Motion and second by Council Member Chandler and Vice Mayor Clark to approve the agenda as amended. **Motion Carried Unanimously.**
- C. One comment card was submitted by Mr. Steve Dobbs, of New Lines/Steve Dobbs Engineering, introducing their new employee, Ms. Jennifer Busbin, who is retiring from the County Community Development office next week.

IV. CONSENT AGENDA

- A. Motion and second by Council Members Chandler and Jarriel to dispense with the reading and approve the January 26, 2023, February 7, 2023, and February 21, 2023, Minutes [as presented]. **Motion Carried Unanimously.**

V. MAYOR WATFORD OPENED THE PUBLIC HEARING AT 6:06 P.M.

- A. Motion and second by Council Members McAuley and Jarriel to read by title only, proposed Ordinance No. 1270, regulating the use of fireworks and expanding enforcement of illegal use [as presented in Exhibit 1]. **Motion Carried Unanimously.**

City Attorney Greg Hyden read into the record the title of proposed Ordinance No. 1270 as follows: **"AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF OKEECHOBEE, FLORIDA RELATING TO THE REGULATION OF FIREWORKS, AMENDING PART II THE CODE OF ORDINANCES OF THE CITY OF OKEECHOBEE AT CHAPTER 14 BUSINESSES BY SPECIFICALLY AMENDING SECTION 14-173 FIREWORKS; AMENDING AT CHAPTER 30, ENVIRONMENT, SPECIFICALLY AMENDING SECTION 30-43 PUBLIC NUISANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE."**

Motion and second by Vice Mayor Clark and Council Member Jarriel to adopt proposed Ordinance No. 1270. There were no comments from the public. **Motion Carried Unanimously.**

MAYOR WATFORD CLOSED THE PUBLIC HEARING AT 6:09 P.M.

VI. NEW BUSINESS

- A. Motion and second by Council Members Jarriel and Chandler to approve a transfer of land [to the City] for a [portion of a] sidewalk from the Brahman Car Wash [by the property owner, Williamson Cattle Company, Inc., by Quit Claim Deed, located at 1612 South (S) Parrott Avenue. Legal Description: a parcel of land lying in a portion of Lot 6, Block 29, FIRST ADDITION TO SOUTH OKEECHOBEE, according to the plat thereof recorded in Plat Book 1, Page 17, Public Records of Okeechobee County, Florida, described as follows: Beginning at the SE Corner of Lot 6; thence N89°56'07"W, along the North (N) right-of-way (ROW) line of Southwest 17th Street, a distance of 31.00-feet (FT); thence N80°53'51"E, a distance of 31.38-FT to the West (W) ROW line of U.S. Highway 441 (a/k/a Parrott Avenue); thence S00°07'24"E, along said W ROW line, a distance of 5.00-FT to the Point of Beginning, as presented in Exhibit 2]. It was noted for the record that Exhibit A, Sheet 1 of 2 attached to the Quit Claim Deed, is labeled incorrectly as Sketch of Description Okeechobee Agri-Civic Center, will be corrected to read Sketch of Description Williamson Cattle Company. **Motion Carried Unanimously.**

VI. NEW BUSINESS CONTINUED

- B. Motion and second by Council Members Chandler and McAuley to read by title only, proposed Ordinance No. 1271, updating the Five-Year Schedule of Capital Improvements to the Comprehensive Plan [as presented in **Exhibit 3**]. **Motion Carried Unanimously.**

City Attorney Hyden read into the record the title of proposed Ordinance No. 1271, as follows: **“AN ORDINANCE OF THE CITY OF OKEECHOBEE, FLORIDA, UPDATING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS OF THE CITY’S COMPREHENSIVE PLAN AS MANDATED BY FLORIDA STATUTES SECTION 163.3177(3)(b); PROVIDING FOR CONFLICT, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”**

Motion and second by Vice Mayor Clark and Council Member Jarriel to approve the first reading and set April 4, 2023, as the final public hearing date for proposed Ordinance No. 1271.

Planner Ben Smith, attending electronically via Zoom, presented the Planning Staff findings. There were no public comments. **Motion Carried Unanimously.**

- C. Ms. Sharie Turgeon, Executive Director of Okeechobee Main Street (OKMS), and Ms. Magi Cable, President of Okeechobee Historical Society (OHS), made a presentation regarding their interest in placing historic signs along S Park Street. The intent is to identify buildings with historical significance by adding informational signs to the existing lampposts. Ms. Cable clarified this was not intended to be a large-scale project or to place the buildings on any historical registries. A drawing of the buildings with historical significance was displayed, along with an example of the signage. A copy of these items has been incorporated into the official minute file. Administrator Ritter and Attorney Hyden advised to allow such signs would require amendments to the existing sign regulations within the Code of Ordinances. Following a discussion, motion and second made by Council Members Jarriel and McAuley to allow OKMS and OHS to place historic signage in the area designated in the 1999 Proposed Historical District Study. It was clarified, the motion was to allow the concept so it could be developed further, while revisions to the sign regulations could be adopted. **Motion Carried Unanimously.**
- D. Item Added. Motion and second by Vice Mayor Clark and Council Member Chandler to approve [and authorize Mayor Watford to execute a] letter of support to Okeechobee County Economic Development Corporation to partner with Enterprise Florida’s Retail Recruitment program [as presented in **Exhibit 4**]. **Motion Carried Unanimously.**
- E. Item Added. Motion and second by Council Members McAuley and Jarriel to approve [and authorize Mayor Watford to execute] letters to Senator Erin Grall and Representative Kaylee Tuck, not supporting the passage of HB401 and SB604 which would essentially increase municipalities’ sovereign immunity liability [as presented in **Exhibit 5**]. **Motion Carried Unanimously.**

VII. CITY ATTORNEY UPDATE

- Work on lease agreement for Cattlemen’s Square, FLAGLER PARK, is progressing;
- Opinion issued on documentation needed for piggyback agreements;
- Working on a new plat for the Katie Edwards site;
- Reviewing the Community Development Block Grant-Housing Program liens;
- Continuing to review amendments needed to the Code of Ordinances related to the new Charter;
- Planning Board Workshop scheduled for March 16, 2023, to discuss proposed changes in the Code regarding food trucks;
- Work is progressing on other proposed ordinances, including hurricane shutters, stormwater, mandatory sewer hook-up, matrix for lien reductions, and environmental matters regarding the Commerce Center.

VIII. CITY ADMINISTRATOR UPDATE

- Shared an update from Mr. Russ Brown, of Indian River State College, regarding their request to lease a portion of the property at the former boys’ school [located at 7200 N Parrott Avenue], HB1603 is in progress addressing the request;
- Has received multiple phone calls and emails from property owners and developers expressing interest in how the potential tax abatement program could apply to future developments;
- Reminded all to attend the Ribbon Cutting Ceremony, celebrating the completion of the S Park Street landscaping project, on March 15, 2023, at Noon;
- Reminded all about the Town Hall Meeting scheduled for March 21, 2023, at 6:00 P.M. that will include a pinning ceremony for sworn Police employees.

IX. COUNCIL COMMENTS

Council Member Chandler confirmed he needed to arrive at the rodeo grounds by 2:00 P.M. for the Grand Entry at the Okeechobee Cattlemen’s Rodeo on March 11 and 12, 2023.

Council Member Jarriel

- Complimented the landscaping at the new Brahman Car Wash; and
- Encouraged others to promote the Town Hall Meeting.

Council Member McAuley suggested each Council Member send their own letter to the Florida Legislature opposing HB401/SB604.

X. ADJOURNMENT

There being no further items of discussion, Mayor Watford adjourned the meeting at 6:42 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.

DRAFT

ORDINANCE NO. 1271

AN ORDINANCE OF THE CITY OF OKEECHOBEE, FLORIDA, UPDATING THE FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS OF THE CITY'S COMPREHENSIVE PLAN AS MANDATED BY FLORIDA STATUTES SECTION 163.3177(3)(b); PROVIDING FOR CONFLICT, PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida Statutes Section, 163.3177(3)(b) requires local governments to annually update a Five-Year Schedule of Capital Improvements which is consistent with the Plan and may be accomplished by ordinance rather than as an amendment to the Local Comprehensive Plan; and

WHEREAS, the City's Planning Board, acting as the Local Planning Agency, has reviewed the proposed Five-Year Schedule of Capital Improvements No. 23-001-CPA, at a duly advertised meeting held on February 16, 2023, and hereby forwards its recommendation to the City Council (Council); and

WHEREAS, the Council has agreed with the recommendations of the Planning Board that the proposed Five-Year Schedule of Capital Improvements complies with the requirements of Florida Statutes, Section 163.3177(3)(b), that the proposed improvements are consistent with the Comprehensive Plan; and

WHEREAS, the Council desires to adopt this Schedule to guide future development of the City and protect the public's health, safety, and welfare.

NOW, THEREFORE, be it ordained before the Council for the City of Okeechobee, Florida; presented at a duly advertised public meeting; and passed by majority vote of the Council; and properly executed by the Mayor or designee, as Chief Presiding Officer for the City:

SECTION 1: Revision.

The City Council hereby revises the Capital Improvements Element of its Comprehensive Plan by updating the Five-Year Schedule of Capital Improvements (Five-Year Capital Improvement Plan) attached as **Exhibit "A"**:

SECTION 2: Conflict.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3: Severability.

If any provision or portion of this ordinance is declared by a court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

SECTION 4: Effective Date.

This Ordinance shall be effective immediately upon its adoption.

INTRODUCED for First Reading and set for Final Public hearing on this 7th day of **March** **2023**.

ATTEST:

Dowling Watford, Mayor

Lane Gamiotea, CMC, City Clerk

PASSED and **ADOPTED** after Second Reading and Final Public Hearing this **4th** day of **April 2023**.

As required by City Charter Section C-4.1.C, ordinances shall be adopted by roll call on final reading and recorded, the vote was as follows:

	Yes	No	Abstained	Absent
Council Member Chandler:				
Council Member/Vice Mayor Clark:				
Council Member Jarriel:				
Council Member McAuley:				
Mayor Watford:				

ATTEST:

Dowling Watford, Mayor

Lane Gamiotea, CMC City Clerk

REVIEWED FOR LEGAL SUFFICIENCY:

John J. Fumero, City Attorney

ORDINANCE NO. 1271
EXHIBIT A

FIVE-YEAR SCHEDULE OF CAPITAL IMPROVMENTS

Projected Revenues	Funding Source	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	5-Year Total
Median Replacement & Right-of-Way	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
SCOP SE 5th Avenue	SCOP	\$ 334,951					\$ 334,951
SCOP NE 9th Street	SCOP (being applied for)		\$ 250,000				\$ 250,000
Asphalt Program	Gas Tax	\$ 100,000	\$ 200,000		\$ 200,000		\$ 500,000
Sidewalk Program	Gas Tax						
Sign Repair/Replacement	Gas Tax	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 140,000
Traffic Signal Upgrades	Gas Tax	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 90,000
Sub-Total		\$ 474,951	\$ 510,000	\$ 60,000	\$ 260,000	\$ 60,000	\$ 1,364,951
Right-of-Way Drainage	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Repair & Maintenance Roads & Culverts	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Storm Water Infiltration Repair	Gas Tax	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 80,000
Storm Water Ditch Adjustments	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Stormwater Taylor Creek SE 4th Street	DEP Appropriations & GF	\$ 430,000					\$ 430,000
SE 8th Stormwater Infrastrure	State Appropriations and GF	\$ 250,800					\$ 250,800
Stomwater Infrastrure	ARPA Funds	\$ 120,558	\$ 1,456,483	\$ 1,335,924			\$ 2,912,965
Sub-Total		\$ 851,358	\$ 1,516,483	\$ 1,395,924	\$ 60,000	\$ 60,000	\$ 3,883,765
Tree Program	General Fund	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
Flagler Park/End Caps	General Fund	\$ 100,000					\$ 100,000
Flagler park Improvements	General Fund		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Centennial park - Kayak Ramp	General Fund	\$ 50,000					\$ 50,000
Sub-Total		\$ 165,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 625,000
Total Expenses		\$ 1,491,309	\$ 2,141,483	\$ 1,570,924	\$ 435,000	\$ 235,000	\$ 5,873,716

ORDINANCE NO. 1271
EXHIBIT A

Summary of revenue/expenditures available for new construction and remodeling projects only.						
	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Five Year Total
Total Revenues	\$71,398,960	\$5,553,028	\$5,711,718	\$5,875,168	\$6,078,522	\$94,617,396
Total Project Costs	\$2,813,000	\$3,152,220	\$431,531	\$0	\$0	\$6,396,751
Difference (Remaining Funds)	\$68,585,960	\$2,400,808	\$5,280,187	\$5,875,168	\$6,078,522	\$88,220,645
District	OKEECHOBEE COUNTY SCHOOL DISTRICT					

Capacity Project Schedules

A schedule of capital outlay projects necessary to ensure the availability of satisfactory classrooms for the projected student enrollment in K-12 programs.

Project Description	Location		2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Total	Funded
Project description not specified	Location not specified	Planned Cost:	\$0	\$0	\$0	\$0	\$0	\$0	No
	Student Stations:		0	0	0	0	0	0	
	Total Classrooms:		0	0	0	0	0	0	
	Gross Sq Ft:		0	0	0	0	0	0	
Planned Cost:			\$0	\$0	\$0	\$0	\$0	\$0	
Student Stations:			0	0	0	0	0	0	
Total Classrooms:			0	0	0	0	0	0	
Gross Sq Ft:			0	0	0	0	0	0	

VI. NEW BUSINESS CONTINUED

- B. Motion and second by Council Members Chandler and McAuley to read by title only, proposed Ordinance No. 1271, updating the Five-Year Schedule of Capital Improvements to the Comprehensive Plan [as presented in **Exhibit 3**]. **Motion Carried Unanimously.**

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- C. Ms. Sharie Turgeon, Executive Director of Okeechobee Main Street (OKMS), and Ms. Magi Cable, President of Okeechobee Historical Society (OHS), made a presentation regarding their interest in placing historic signs along S Park Street. The intent is to identify buildings with historical significance by adding informational signs to the existing lampposts. Ms. Cable clarified this was not intended to be a large-scale project or to place the buildings on any historical registries. A drawing of the buildings with historical significance was displayed, along with an example of the signage. A copy of these items has been incorporated into the official minute file. Administrator Ritter and Attorney Hyden advised to allow such signs would require amendments to the existing sign regulations within the Code of Ordinances. Following a discussion, motion and second made by Council Members Jarriel and McAuley to allow OKMS and OHS to place historic signage in the area designated in the 1999 Proposed Historical District Study. It was clarified, the motion was to allow the concept so it could be developed further, while revisions to the sign regulations could be adopted. **Motion Carried Unanimously.**
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- Has received multiple phone calls and emails from property owners and developers expressing interest in how the potential tax abatement program could apply to future developments;
- Reminded all to attend the Ribbon Cutting Ceremony, celebrating the completion of the S Park Street landscaping project, on March 15, 2023, at Noon;
- Reminded all about the Town Hall Meeting scheduled for March 21, 2023, at 6:00 P.M. that will include a pinning ceremony for sworn Police employees.



**CITY OF OKEECHOBEE, FLORIDA
PLANNING BOARD
FEBRUARY 16, 2023
SUMMARY OF BOARD ACTION**

I. CALL TO ORDER

Chairperson Hoover called the regular meeting of the Planning Board for the City of Okeechobee to order on Thursday, February 16, 2023, at 6:00 P.M. in the City Council Chambers, located at 55 Southeast Third Avenue, Room 200, Okeechobee, Florida, followed by the Pledge of Allegiance.

II. ATTENDANCE

Roll was taken by Board Secretary Patty Burnette. Chairperson Dawn Hoover, Vice Chairperson Doug McCoy, Board Members Phil Baughman, Carl Berlin, Jr., Rick Chartier, Mac Jonassaint and Alternate Board Members Jon Folbrecht and Jim Shaw. were present. Board Member Karyne Brass entered the Chambers at 6:03 P.M., after Chairperson Hoover moved Alternate Board Member Shaw to voting position.

III. AGENDA

- A. There were no items added, deferred, or withdrawn from the agenda.
- B. Motion by Vice Chairperson McCoy, seconded by Member Jonassaint to approve the agenda as presented. **Motion Carried Unanimously.**
- C. There were no comment cards submitted for public participation for issues not on the agenda.

IV. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

- A. Motion by Member Chartier, seconded by Vice Chairperson McCoy to re-appoint Dawn Hoover to serve a two-year term as Chairperson for the Planning Board, the Board of Adjustment and the Design Review Board beginning February 16, 2023. **Motion Carried Unanimously.**
- B. Motion by Member Jonassaint, seconded by Member Chartier to re-appoint Doug McCoy to serve a two-year term as Vice Chairperson for the Planning Board, the Board of Adjustment and the Design Review Board beginning February 16, 2023. **Motion Carried Unanimously.**

V. MINUTES

- A. Motion by Vice Chairperson McCoy, seconded by Member Jonassaint to dispense with the reading and approve the September 15, 2022, Regular Meeting minutes. **Motion Carried Unanimously.**

VI. CHAIRPERSON HOOVER OPENED THE PUBLIC HEARING AT 6:05 P.M.

- A. Consider and receive input on the proposed update to the Five-Year Schedule of Capital Improvements within the Comprehensive Plan, No. 23-001-CPA.
 - 1. City Planning Consultant Ben Smith with Morris-Depew Associates, Inc. (via Zoom), reminded the board why this update was done every year and briefly explained the information contained within the proposed Schedule.
 - 2. No public comments were offered.
 - 3. No Ex-Parte disclosures were offered.
 - 4. Motion by Member Chartier, seconded by Member Jonassaint to recommend approval to the City Council for the proposed update to the Five-Year Schedule of Capital Improvements within the Comprehensive Plan, No. 23-001-CPA, as presented in [Exhibit 1, which includes the Planning Consultant's analysis and recommendation for approval.] The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for [revised dates] March 7, 2023, and April 4, 2023. **Motion Carried Unanimously.**

CHAIRPERSON HOOVER CLOSED THE PUBLIC HEARING AT 6:09 P.M.

Capital Improvements Element

Goals, Objectives and Policies

- Goal:** The City of Okeechobee shall continue to ensure that public facilities and services are provided, on a fair-share costs basis, in a manner which maximizes the use of existing facilities and promotes orderly growth.
- Objective 1:** The City of Okeechobee shall continue to use the Capital Improvements Element to schedule construction and identify funding sources for the City's capital facility needs in order to accommodate existing and future development, and to replace obsolete or worn-out facilities.
- Policy 1.1:** Proposed capital improvements projects shall continue to be ranked and evaluated according to appropriate policies adopted in other elements of the Comprehensive Plan. The following criteria will also be considered:
- (1) whether the proposed project will eliminate a public hazard;
 - (2) whether the proposed project will eliminate capacity deficits;
 - (3) local budget impacts;
 - (4) locational needs based on projected growth patterns;
 - (5) accommodation of new development or redevelopment;
 - (6) financial feasibility; and
 - (7) plans of state agencies or water management districts that provide facilities in Okeechobee.
- Policy 1.2:** The City of Okeechobee shall continue to integrate its planning and budgeting processes such that expenditures which are budgeted for capital improvements recognize policies related to public facilities and services set forth in the Comprehensive Plan.
- Policy 1.3:** In accordance with Policy 7.1 of the Sanitary Sewer... Element, the City shall complete a stormwater management study to identify drainage deficiencies, and allocate any available funds for that purpose in its Administrative Operating Budget for fiscal year 2013. The 5-Year Schedule of Capital Improvements will be amended as soon as possible to include the study, its projected cost, and the identified revenue source(s).
- Policy 1.4:** The City of Okeechobee shall identify its needs for public facility improvements, the revenues required for project funding, and shall itemize the costs for such projects in its 5-Year Schedule of Capital Improvements.
- Objective 2:** The City of Okeechobee shall continue to coordinate land use decisions with the schedule of capital improvements in a manner that maintains the adopted level of service standards and meets existing and future needs.

Policy 2.1:

The City of Okeechobee shall continue to use the following level of service standards in reviewing the impacts of new development and redevelopment:

Facility	Level of Service
Sanitary Sewer	130 gallons/capita/day (see Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge Element)
Potable Water	114 gallons/capita/day (see Sanitary Sewer, Solid Waste, Drainage, Potable Water, and Natural Groundwater Aquifer Recharge Element)
Solid Waste	Average Solid Waste Generation X 13 lbs./person/day X at least 13 years available capacity in Okeechobee County landfill (see Policy 1.4 of Sanitary Sewer...Element)
Principal Arterials	C
Minor Arterials & All Others	D
Recreation and Open Space	3 acres/1,000 persons
Drainage	<i>Interim Standard (see Policy 1.5 of Sanitary Sewer... Element)</i> Design Storm X 25-year storm X 24-hour duration Facility Design Standards X as required by Florida Administrative Code (see Policy 1.5 of Sanitary Sewer... Element)
Public Schools	
Existing School	Permanent FISH Capacity Considering Utilization Rate
New Elementary	750
New Middle	1000
New K-8	1200
New High School	1500

- Policy 2.2: Development orders and permits shall be granted only when required public facilities and services are operating at the established levels of service, or shall be available concurrent with the impacts of the development. Such facilities and services may be provided in phases if development correspondingly occurs in phases; however, required service levels must be maintained at all times during the development process.
- Policy 2.3: The City of Okeechobee will maintain a water supply facilities work plan that is coordinated with SFWMD's District Water Supply Plan and the Okeechobee Utility Authority (OUA) by updating its own work plan within 18 months of an update to SFWMD's District Water Supply Plan that affects the City.
- Policy 2.4: The City of Okeechobee recognizes that it relies upon the Okeechobee Utility Authority (OUA) facilities for the provision of potable water for its residents, businesses and visitors, and as such the City is part of the greater SFWMD, and that the continued supply of potable water will be dependent upon all local governments striving to maintain demand for potable water at sustainable levels. As such, the City will:
- (1) Continue to maintain relationships with the SFWMD and the Okeechobee Utility Authority (OUA) to maintain or reduce potable water consumption through education, conservation, and participation in ongoing programs of the region, county and city including coordinating local conservation education efforts with the SFWMD and the Okeechobee Utility Authority (OUA) programs.
 - (2) Require landscaping in all new development or redevelopment on public water systems to use water-efficient landscaping and require functioning rain-sensor devices on all new automatic irrigation systems.
 - (3) The City of Okeechobee shall inform residents and businesses of, and shall encourage their participation in, the Okeechobee Utility Authority (OUA) water conservation programs if they become available.
- Policy 2.5: The City of Okeechobee recognizes that the Okeechobee Utility Authority (OUA) provides potable water to the City, its businesses and residents. Although no capital improvement projects are necessary within the City for which the City of Okeechobee has financial responsibility in connection with supply of potable water to the City, its businesses and residents, the City of Okeechobee will support and coordinate with the Okeechobee Utility Authority (OUA), as necessary, to assist in the implementation of Okeechobee Utility Authority (OUA) Capital Improvements projects for the years 2011-2021.

- Objective 3:** In order to maintain adopted level of service standards, future development shall bear a proportionate cost of necessary public facility improvements equivalent to the benefits it receives from the improvements.
- Policy 3.1: The City of Okeechobee shall continue to evaluate potential revenue available for public facility expenditures through alternative sources such as user fees, special benefit units, or special assessments.
- Policy 3.2: The City of Okeechobee shall continue to maintain adopted levels of service by using revenue sources considered under Policy 3.1 to ensure that new development pays a pro rata share of the costs of public facility needs which it generates.
- Policy 3.3: The City of Okeechobee shall continue to continue to apply for and secure grants or private funds when available to finance the provision of capital improvements.
- Objective 4:** The City of Okeechobee shall continue to ensure the provision of needed public facilities within the City limits, based on adopted levels of service as set forth in the Comprehensive Plan. Public facilities needs shall be determined on the basis of previously issued development orders as well as the City's budgeting process and its joint activities with Okeechobee County and the Okeechobee County School District for planning, zoning, and concurrency management.
- Policy 4.1: Existing and future public facilities shall operate at the levels of service established in this plan.
- Policy 4.2: Debt service shall not exceed 20% of annually budgeted revenues.
- Policy 4.3: A five-year capital improvements program and annual capital budget shall be adopted as part of the City of Okeechobee's annual budgeting process. This program shall include the annual review, and revision as needed, of the Five-Year Schedule of Capital Improvements.
- Policy 4.4: The financially feasible School District Five-Year Capital Improvement Plan (Tentative Facilities Work Program) which achieves and maintains the adopted level of service standards for public schools, as approved by the Okeechobee County School Board shall be included and adopted each year as part of the City of Okeechobee's annual budgeting process.
- Objective 5:** The City of Okeechobee shall furnish meaningful opportunities for the School Board to have input and coordination in the City's development review process in order to assist the School Board in their provision of adequate and efficient schools.

Policy 5.1: The City of Okeechobee and the School Board shall coordinate to ensure that schools are adequately and efficiently provided commensurate with growth. Key coordinating mechanisms shall include:

- (a) promotion of joint infrastructure park/school facilities when feasible;
- (b) consideration of the adequacy and availability of educational infrastructure during appropriate review of development order applications;
- (c) ensuring the provision of adequate infrastructure, on and off site, normally associated with new or expanded schools where consistent with state law restrictions on expenditures by the School Board;
- (d) evaluation of the School District's annually updated Capital Improvement Plan to ensure that it is financially feasible and that the adopted level-of-service standard for public schools is achieved and maintained;
- (e) seeking that any new major residential development or redevelopment applicant submit information regarding projected school enrollments from the project; and
- (f) request that the School Board submit site plan information for all timely new schools.

Capital Improvements Implementation

City of Okeechobee Comprehensive Plan

Capital improvement needs identified in the Comprehensive Plan will be met through implementation of a 5-Year Schedule of Capital Improvements. This schedule is adopted by the City Council along with Goals, Objectives and Policies, and must be consistent with the Capital Improvements Element. The purpose of the Schedule is to ensure that the City has adequate revenues to implement the Comprehensive Plan.

The 5-Year Schedule of Capital Improvements focuses on the capital outlay required to meet existing deficiencies and to maintain adopted level of service standards planned for public facilities in the Plan. The City shall advise the OUA on these standards.

FIVE YEAR SHEDULE OF CAPITAL IMPROVEMENTS							
Capital Projects	Funding Source	2021-2022	2022-2023	2023-2024	2024-2025	2025-2029	Five Year Total
Transportation Projects							
Median Replacement & Right of Way	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
SCOP SE 5th Avenue	SCOP	\$ 334,951	\$ -	\$ -			\$ 334,951
Asphalt Program	Gas Tax	\$ 120,000	\$ 55,000	\$ 200,000		\$ 300,000	\$ 675,000
Sidewalk Program	Gas Tax	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
Sign Repair/replacement	Gas Tax	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 100,000
Traffic Signal Upgrades	Gas Tax	\$ 10,000	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 60,000
Sub Total		\$ 509,951	\$ 112,500	\$ 257,500	\$ 57,500	\$ 357,500	\$ 1,294,951
Stormwater Projects							
ROW Drainage	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
R&M Roads and Culverts	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
Storm Water Infiltration Repair	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
Storm Water Ditch Adjustments	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
Stormwater Taylor Creek SE 4th Street	DEP Appropriations	\$ 430,000	\$ -	\$ -			\$ 430,000
Stormwater Infrastrure	ARPA Funds	\$ 1,200,000	\$ 1,200,000	\$ -	\$ -	\$ -	\$ 2,400,000
Sub Total		\$ 1,670,000	\$ 1,240,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 3,030,000
Parks and Recreation Projects							
Tree Program	General	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
Centennial Park- Solar Area Lights	General	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Centennial Park- Chickees	General	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Centennial Park - Picnic Tables	General	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Centennial Park - Playground Equipment	General	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Centennial Park - Landscaping	General	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Centennial park- Concrete for pads	General	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Sub Total		\$ 68,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 118,000
Total		\$ 2,247,951	\$ 1,367,500	\$ 312,500	\$ 112,500	\$ 412,500	\$ 4,452,951

FIVE-YEAR SCHEDULE OF CAPITAL IMPROVEMENTS

Projected Revenues	Funding Source	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	5-Year Total
Median Replacement & Right-of-Way	Gas Tax	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000
SCOP SE 5th Avenue	SCOP	\$ 334,951					\$ 334,951
SCOP NE 9th Street	SCOP (being applied for)		\$ 250,000				\$ 250,000
Asphalt Program	Gas Tax	\$ 100,000	\$ 200,000		\$ 200,000		\$ 500,000
Sidewalk Program	Gas Tax						
Sign Repair/Replacement	Gas Tax	\$ 20,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 140,000
Traffic Signal Upgrades	Gas Tax	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 90,000
Sub-Total		\$ 474,951	\$ 510,000	\$ 60,000	\$ 260,000	\$ 60,000	\$ 1,364,951
Right-of-Way Drainage	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Repair & Maintenance Roads & Culverts	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Storm Water Infiltration Repair	Gas Tax	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 80,000
Storm Water Ditch Adjustments	Gas Tax	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 70,000
Stormwater Taylor Creek SE 4th Street	DEP Appropriations & GF	\$ 430,000					\$ 430,000
SE 8th Stormwater Infrastructure	State Appropriations and GF	\$ 250,800					\$ 250,800
Stormwater Infrastructure	ARPA Funds	\$ 120,558	\$ 1,456,483	\$ 1,335,924			\$ 2,912,965
Sub-Total		\$ 851,358	\$ 1,516,483	\$ 1,395,924	\$ 60,000	\$ 60,000	\$ 3,883,765
Tree Program	General Fund	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 75,000
Flagler Park/End Caps	General Fund	\$ 100,000					\$ 100,000
Flagler park Improvements	General Fund		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Centennial park - Kayak Ramp	General Fund	\$ 50,000					\$ 50,000
Sub-Total		\$ 165,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 115,000	\$ 625,000
Total Expenses		\$ 1,491,309	\$ 2,141,483	\$ 1,570,924	\$ 435,000	\$ 235,000	\$ 5,873,716

Summary of revenue/expenditures available for new construction and remodeling projects only.

	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Five Year Total
Total Revenues	\$2,545,623	\$1,331,404	\$1,530,007	\$1,693,544	\$4,668,522	\$11,769,187
Total Project Costs	\$2,813,000	\$3,152,220	\$431,531	\$0	\$0	\$6,396,751
Difference (Remaining Funds)	(\$267,377)	(\$1,820,816)	\$1,098,563	\$1,693,544	\$4,668,522	\$5,372,436

District

OKEECHOBEE COUNTY SCHOOL DISTRICT

Fiscal Year Range

Summary of revenue/expenditures available for new construction and remodeling projects only.

	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Five Year Total
Total Revenues	\$71,398,960	\$5,553,028	\$5,711,718	\$5,875,168	\$6,078,522	\$94,617,396
Total Project Costs	\$2,813,000	\$3,152,220	\$431,531	\$0	\$0	\$6,396,751
Difference (Remaining Funds)	\$68,585,960	\$2,400,808	\$5,280,187	\$5,875,168	\$6,078,522	\$88,220,645

District

OKEECHOBEE COUNTY SCHOOL DISTRICT

Capacity Project Schedules

A schedule of capital outlay projects necessary to ensure the availability of satisfactory classrooms for the projected student enrollment in K-12 programs.

Project Description	Location		2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Total	Funded
Project description not specified	Location not specified	Planned Cost:	\$0	\$0	\$0	\$0	\$0	\$0	No
	Student Stations:		0	0	0	0	0	0	
	Total Classrooms:		0	0	0	0	0	0	
	Gross Sq Ft:		0	0	0	0	0	0	
	Planned Cost:		\$0	\$0	\$0	\$0	\$0	\$0	
	Student Stations:		0	0	0	0	0	0	
	Total Classrooms:		0	0	0	0	0	0	
	Gross Sq Ft:		0	0	0	0	0	0	

FLAGLER PARKS MASTER PLAN

CITY OF OKEECHOBEE PRESENTATION

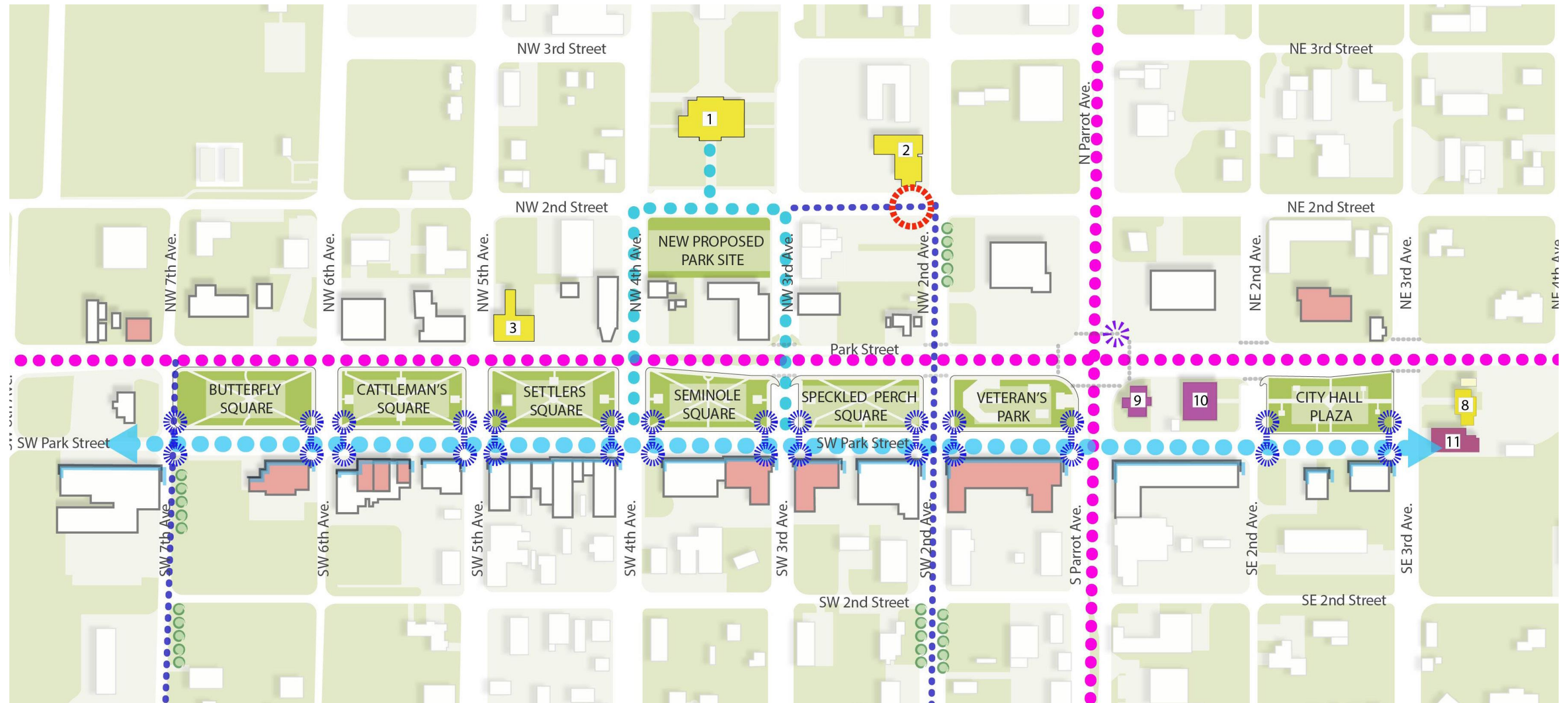
Presenter

Tammy Cook-Weedon

Calvin, Giordano &
Associates, Inc.



Calvin, Giordano & Associates, Inc.
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Flagler Park Master Plan

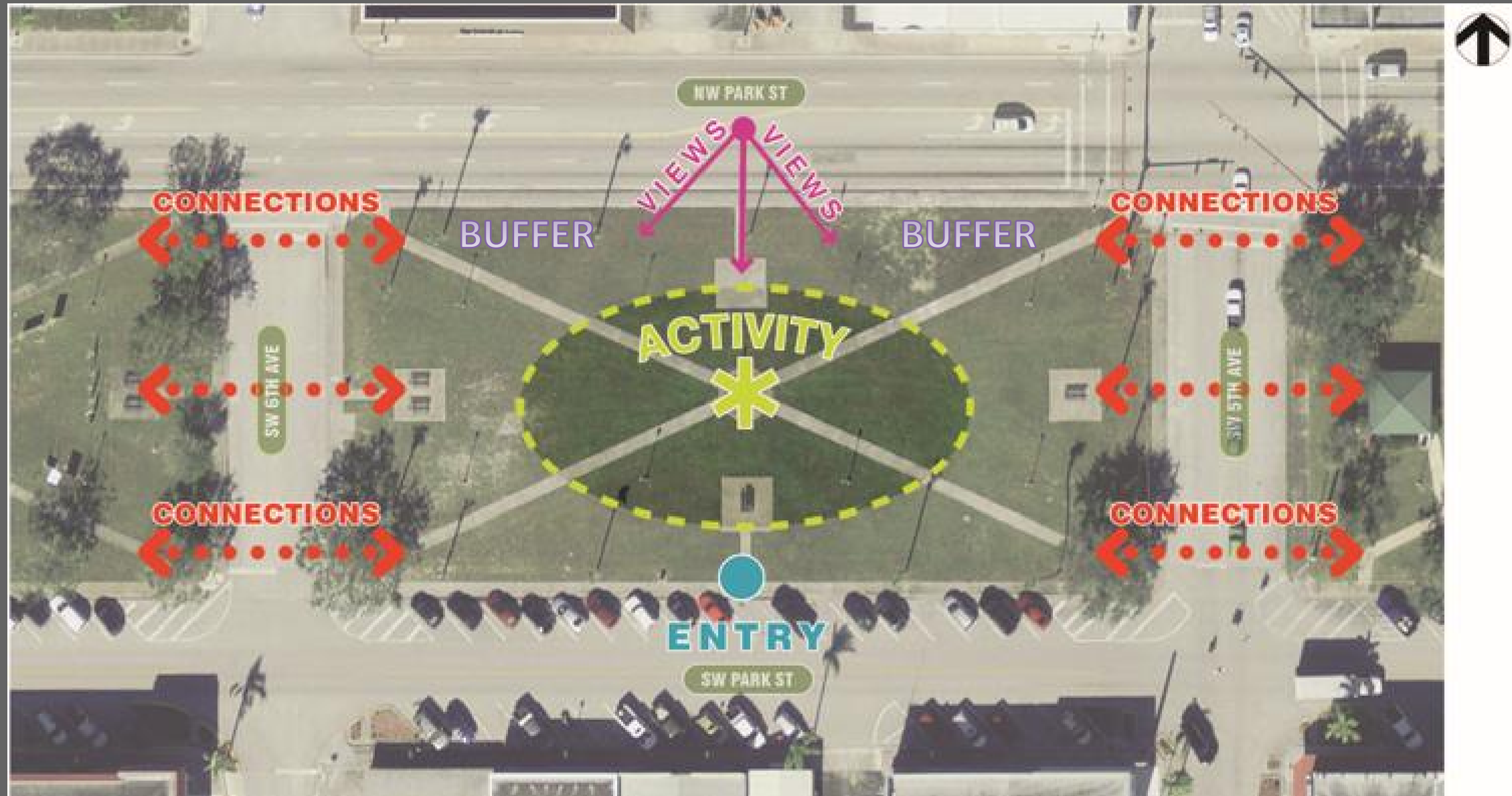
Budgetary Concerns:

Identify design
improvements within a
\$300,000.00 budget for each
park



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Over-all Park System Goal



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CITY OF OKEECHOBEE

CITY COMMISSION PRESENTATION |

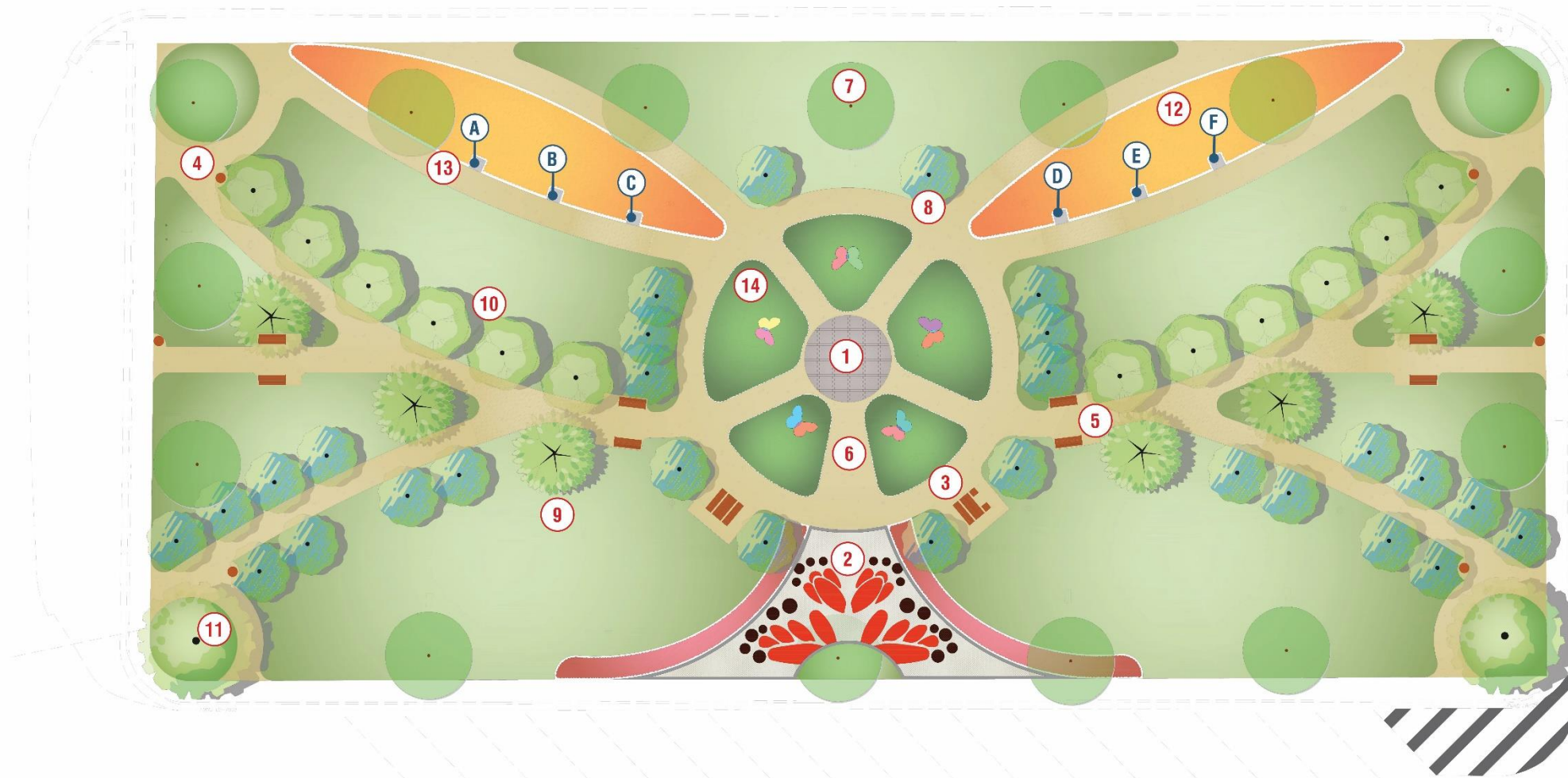
SCHEMATIC DESIGN

FLAGLER PARK DESIGN

February, 2023

KEY:

- 1 DONOR BRICK SPECIALTY PAVING
- 2 ENTRY FEATURE
- 3 PICNIC TABLE (TYP.)
- 4 NEW RECEPTACLE (TYP.)
- 5 BENCH (TYP.)
- 6 NEW CONCRETE WALKWAY
- 7 EXISTING TREES
- 8 NEW GRAPE MYRTLE TREES (TYP.)
- 9 NEW GOLDEN RAIN TREES (TYP.)
- 10 NEW YELLOW POINCIANA (TYP.)
- 11 NEW OAK TREES (TYP.)
- 12 BUTTERFLY PLANTING
- 13 PROPOSED BUTTERFLY SCULPTURES
- A BUTTERFLY SCULPTURE 1
- B BUTTERFLY SCULPTURE 2
- C BUTTERFLY SCULPTURE 3
- D BUTTERFLY SCULPTURE 4
- E BUTTERFLY SCULPTURE 5
- F BUTTERFLY SCULPTURE 6
- 14 EXISTING BUTTERFLY SCULPTURES TO REMAIN

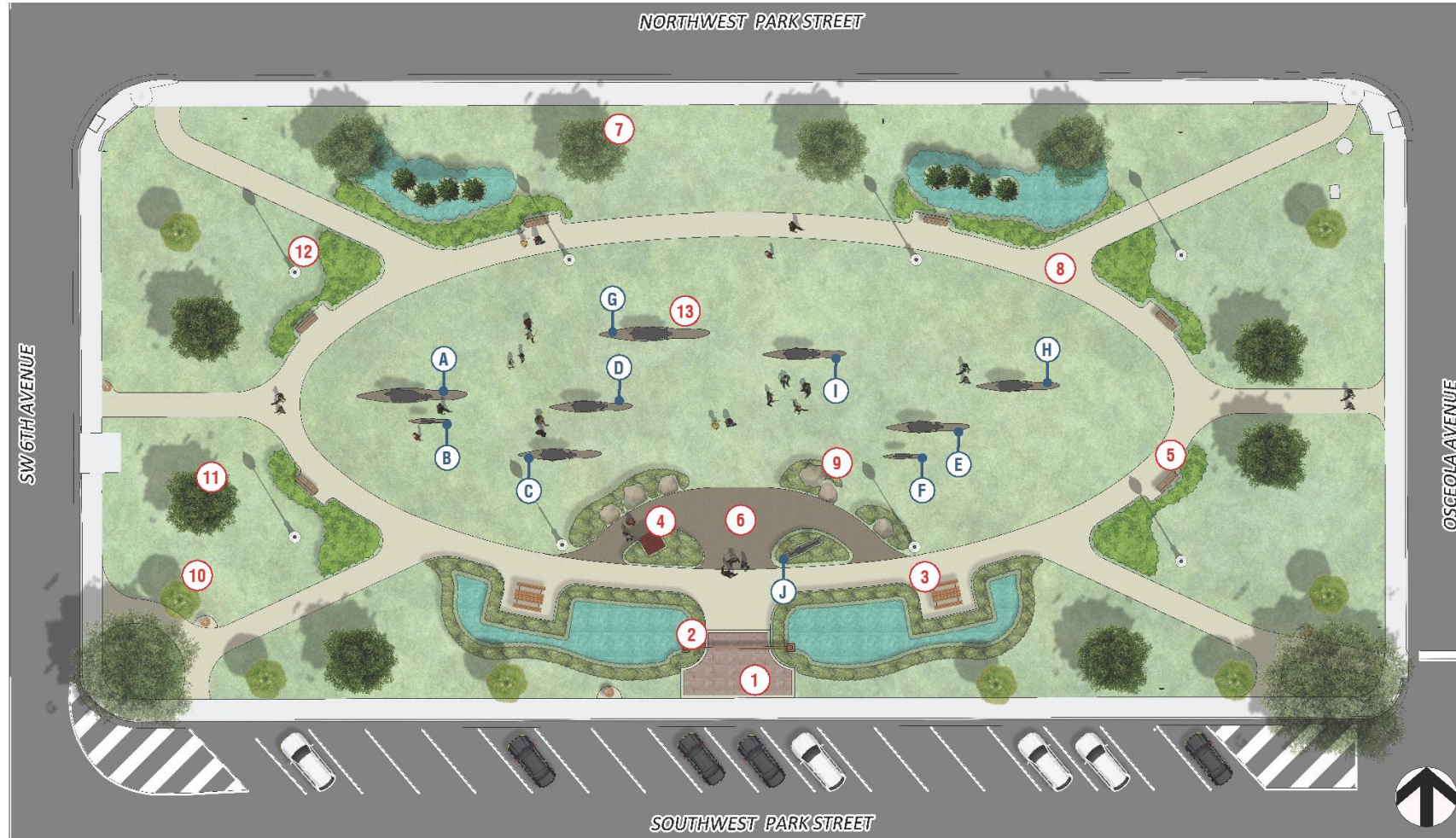


Park 7- Butterfly Square

Butterfly Square Concept Plan

KEY:

- 1 DONOR BRICK SPECIALTY PAVING
- 2 RANCH ENTRY FEATURE & SIGN
- 3 PICNIC TABLE (TYP.)
- 4 KIOSK STRUCT. W/ ELECTRONIC KIOSK
- 5 BENCH (TYP.)
- 6 SPECIALTY PAVING
- 7 EXISTING OAK TREES
- 8 NEW CONCRETE WALKWAY
- 9 BOULDERS (TYP.)
- 10 EXISTING SABAL PALMS (TYP.)
- 11 NEW OAK TREES (TYP.)
- 12 EXISTING LIGHT POLES (TYP.)
- 13 CATTLEDRIEVE SCULPTURES
- A COWBOY ON HORSE
- B DOG
- C COW 01
- D COW 02
- E COW 03
- F CALF
- G COW 04
- H COW 05
- I BULL
- J COWBOY AT FENCE



CATTLEMEN'S SQUARE

Park 6- Cattlemen's Square

Cattlemen's Square Park Concept | Plan View

OKEECHOBEE BOARD OF COUNTY COMMISSIONERS

OCTOBER 28, 2021

Cattlemen's Square Design Plan

CITY COMMISSION PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN February, 2023



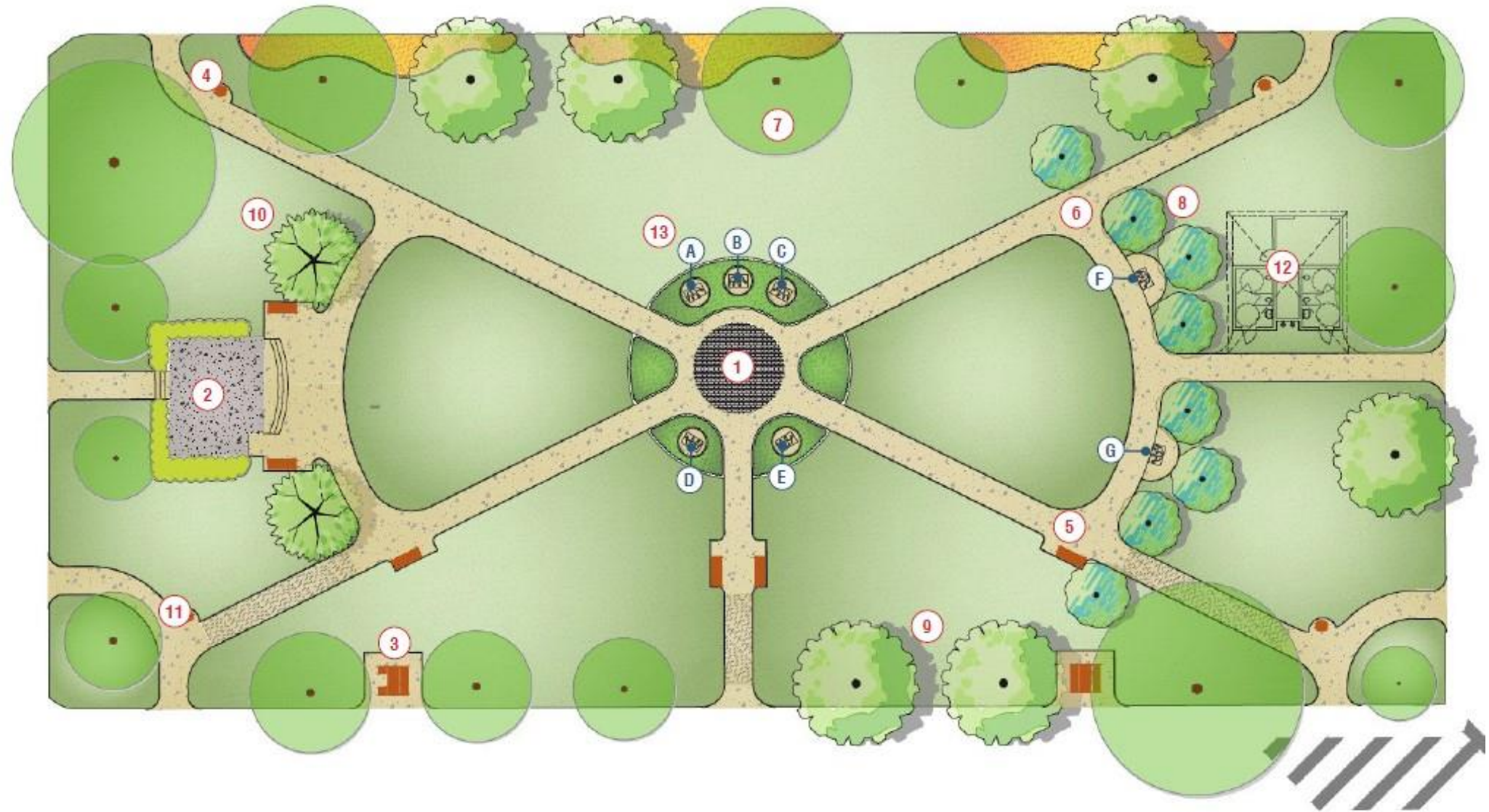
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CITY OF OKEECHOBEE



KEY:

- 1 EXIST. MONUMENT AND FLAG POLE
 - 2 EXIST. GAZEBO
 - 3 PICNIC TABLE (TYP.)
 - 4 NEW RECEPTACLE (TYP.)
 - 5 BENCH (TYP.)
 - 6 NEW CONCRETE WALKWAY
 - 7 EXISTING TREES
 - 8 NEW CRAPE MYRTLE TREES (TYP.)
 - 9 NEW OAK TREES (TYP.)
 - 10 NEW FLORIDA ELM (TYP.)
 - 11 NEW OAK TREES (TYP.)
 - 12 FUTURE RESTROOM /STORAGE
 - 13 SETTLER'S SCULPTURES
- A SETTLER'S SCULPTURE 1
 - B SETTLER'S SCULPTURE 2
 - C SETTLER'S SCULPTURE 3
 - D SETTLER'S SCULPTURE 4
 - E SETTLER'S SCULPTURE 5
 - F SETTLER'S SCULPTURE 6
 - G SETTLER'S SCULPTURE 7



Park 5- Settler's Square

Settler's Square Concept Plan



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CITY OF OKEECHOBEE

CITY COMMISSION PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN February, 2023

Sculptures at Base of Flags



Two Shade Coverings



Central Plaza Area

Seating Area Around Tree



FLAGLER PARKS

Flagler Park Signage at NE Corner



Barriers Around Elements

New Elements

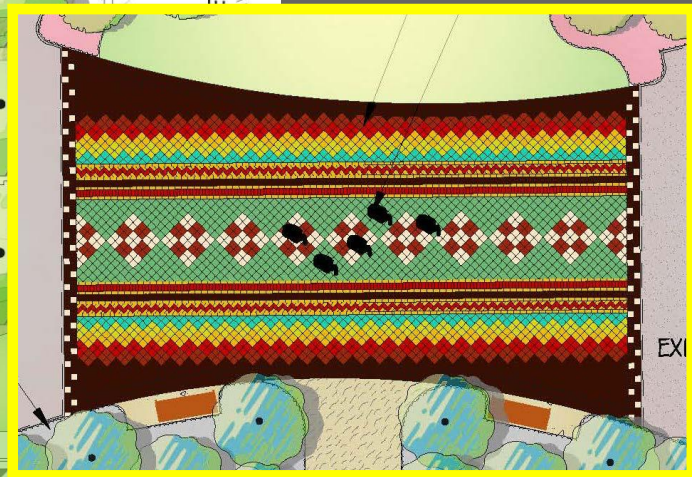
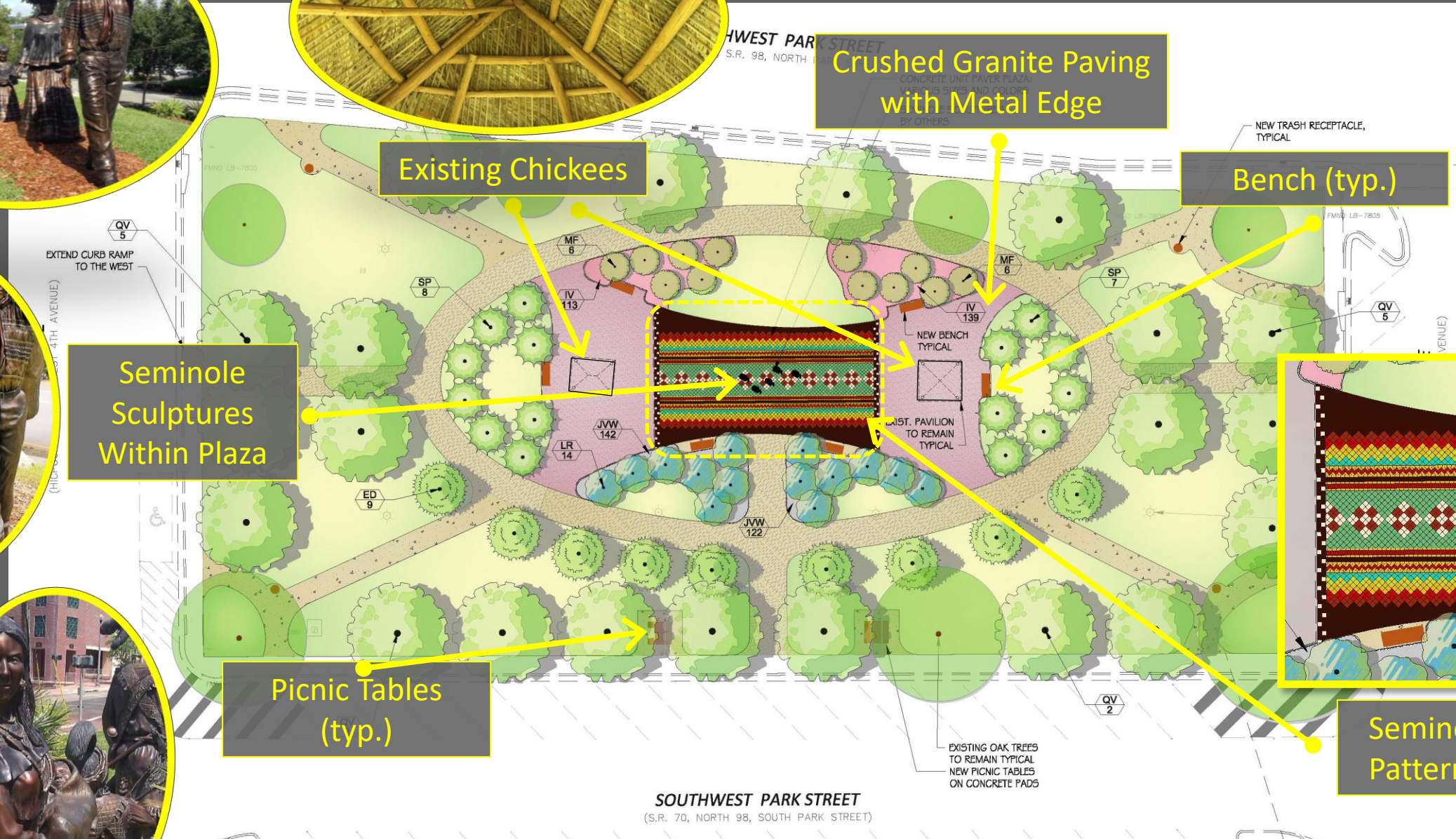


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CITY OF OKEECHOBEE

CITY AND VETERAN'S PRESENTATION |
FLAGLER PARK DESIGN

SCHEMATIC DESIGN
January 17TH, 2023



New Elements





Park 3- Speckled Perch Square



Existing Site



Park 3- Speckled Perch Square



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CITY OF OKEECHOBEE

Existing Images

CITY STAFF & MAINSTREET PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN FEBRUARY 28, 2023



Park III

SPECKLED PERCH SQUARE

Located between Southwest 2nd Avenue and Southwest 3rd Avenue

Okeechobee is renowned for our world-class bass fishing and has even been recognized as the "Speckled Perch Capital of the World." This park is intended to celebrate our outdoor lifestyle and the unique wildlife native to Okeechobee County

A traditional fountain or an interactive water feature for children located at the center of the park is recommended to serve as the main focal point.

Life-size bronze art depicting native Florida wildlife is recommended to be placed at the central water feature and other prominent locations throughout the square.

Restroom facilities are recommended at the east end of the square with easy access from the adjacent *Veterans Memorial Square*. The majority of the park is designed to remain open for festivals and events.



ADDITIONAL RECOMMENDATIONS

- Create memorable park entrances at each corner of *Speckled Perch Square*
- Complete live oak tree border along the perimeter of the square
- Replace outdated and inconsistent site furniture with one cohesive style throughout all parks. Select furniture to reflect the style of the newly designed parks and to serve the different functions of each park square
- Create a larger, more usable central plaza
- Create stronger hardscape connectors



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CITY OF OKEECHOBEE

Concept Theme

CITY STAFF & MAINSTREET PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN

FEBRUARY 28, 2023

Goals for Lake Okeechobee Square

1. Create memorable park entrances on the corners.
2. Create Live Oak border along perimeter of square.
3. The center of the park to be left open to accommodate events.
4. Incorporate Bronze monuments focusing on the greatest aspects of Lake Okeechobee – Fishing. Highlight the wildlife of Lake Okeechobee Wildlife.
5. Screen unsightly views & enhance spaces w/strategic planting.
6. Replace outdated and inconsistent site furniture and cohesive branding. Create stronger hardscape connectors.



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Sandhill Crane



Jumping Bass Sculpture



Osprey



Bobcat



Blue Gill



Crested Cara Cara



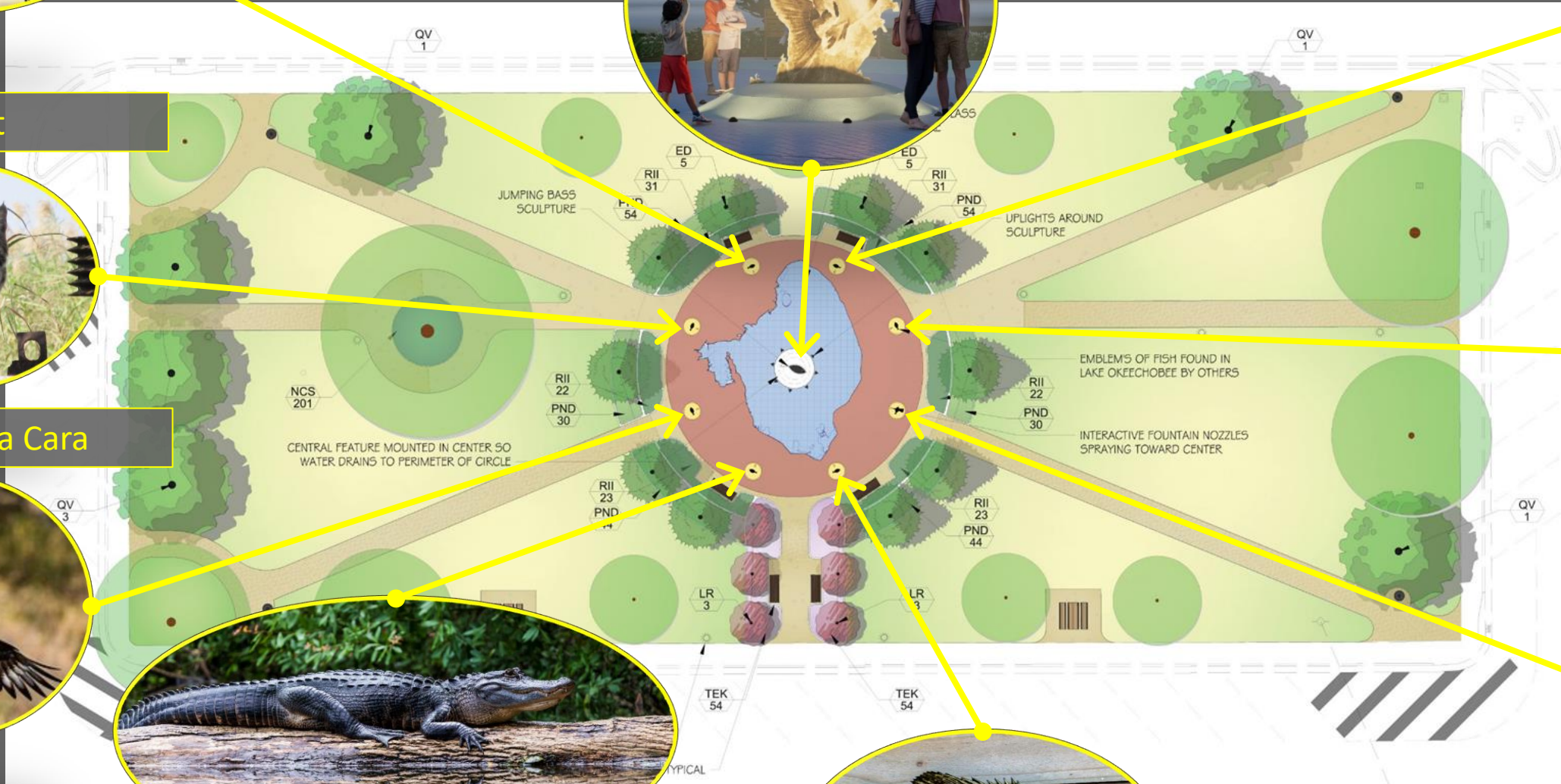
Great Blue Heron



Alligator



Speckled Perch



New Elements



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CITY OF OKEECHOBEE

CITY PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN

January 17th, 2023

Renderings - Lake Okeechobee Square



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CITY OF OKEECHOBEE

LAKE OKEECHOBEE SQUARE PRESENTATION | SCHEMATIC DESIGN

FLAGLER PARK DESIGN

February, 2023

Schedule:

March 31st – Planting Plans for the bulb-outs along Southwest Park Street on the south side of the roadway. Provided Pro-bono

August 6th Cattlemen's Square Park Opening

August 19th Butterfly Square

August 19th – Park 5 – Settlers Square

September 23rd –October 16th Park 2 – Veteran's Memorial Square

January 17th– Park 4 – Seminole Square

February 14th– Park 3 – Speckled Perch Square

March 14th– Park 1 – City Hall Plaza



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CITY OF OKEECHOBEE

CITY PRESENTATION |
FLAGLER PARK DESIGN

SCHEMATIC DESIGN
January 17th, 2023

Questions

?

TAMMY COOK-WEEDON

Calvin, Giordano & Associates,
Inc.



Calvin, Giordano & Associates, Inc.
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CITY OF OKEECHOBEE
55 SE THIRD AVENUE
OKEECHOBEE, FL 34974

Phone: (863)763-3372
www.cityofokeechobee.com

Exhibit 3
04/04/2023

Okeechobee City Council
Mayor Dowling R. Watford, Jr.
Vice Mayor Monica Clark
Noel Chandler
Bob Jarriel
David McAuley

April 4, 2023

State of Florida
Division of Historical Resources
Historical Marker and Small Matching Grants

To whom it may concern,

The City of Okeechobee has invested around \$100,000 in the purchase and subsequent restoration of the Primitive Baptist Church located at located at 1003 SW Avenue, Okeechobee, Florida. The Church has been part of the City's heritage since the early 1900's and it's been the mission of the Okeechobee City Council to preserve as much of the heritage of the community whenever possible.

The Council has recently entered into a partnership with the Okeechobee Historical Society in an effort to restore the Church and create a historical museum in the Church. In support of this partnership the Council has encouraged the Historical Society to apply for various grants to aid in the restoration and development of a museum.

The City Council of the City of Okeechobee welcomes and approves of Okeechobee Historical Society's request to apply for a Historic Marker to be placed at the Primitive Baptist Church.

Sincerely,

Mayor Dowling Watford Jr.



CITY OF OKEECHOBEE
55 SE THIRD AVENUE
OKEECHOBEE, FL 34974
Phone: (863)763-3372
www.cityofokeechobee.com

Exhibit 4
04/04/2023

Okeechobee City Council
Mayor Dowling R. Watford, Jr.
Vice Mayor Monica Clark
Noel Chandler
Bob Jarriel
David McAuley

April 4, 2023

State of Florida
Division of Historical Resources
Historical Marker and Small Matching Grants

To whom it may concern,

The City Council of the City of Okeechobee hereby grants permission to the Okeechobee Historical Society to install a Historic Marker at the Primitive Baptist Church, located at 1003 SW Avenue, Okeechobee, Florida. This is done in concurrence with the application for grant funding which is being submitted by the Historical Society.

The City of Okeechobee has invested around \$100,000 in the purchase and subsequent restoration of the Primitive Baptist Church. The Church has been part of the City's heritage since the early 1900's and it's been the mission of the Okeechobee City Council to preserve as much of the heritage of the community whenever possible.

The Council has recently entered into a partnership with the Okeechobee Historical Society in an effort to restore the Church and create a historical museum in the Church. In support of this partnership the Council has encouraged the Historical Society to apply for various grants to aid in the restoration and development of historical locations.

Sincerely,

Mayor Dowling Watford Jr.



MEMORANDUM

TO: Mayor Watford & City Council **DATE:** March 27, 2023

FROM: City Clerk/Personnel
Administrator Gamiotea &
Administrator Ritter **SUBJECT:** Personnel Changes &
Personnel Policies & Procedures
Handbook Amendments

You are all aware, the Handbook needs a complete overhaul, and that is being worked on. However, there are a several items that need immediate consideration for the Council to amend, as well as two items that effect personnel but are addressed in another document. The issues are separated out so that you can consider action on all of them in one motion, in groups, or individually.

1. Change the job title only for General Services Coordinator to be General Services Director. No salary changes are being requested, this would amend the salary/job titles page within the Fiscal Year 2022-2023 Budget document, **see Attachment A.**
2. Last two lines on the same salary/job titles page. Remove "Probationary Pay is \$1,000 less than the annual salary except Department Heads" and amend the last line to read "Police Not Certified, beginning Salary is \$1000.00 less than the Certified Minimum Salary." **See Attachment A.**

Policy: since at least 1988, the policy for new hires and promotions, excluding Department Heads and part-time employees, has been that while the employee is on their minimum six-month probationary period, their annual salary is \$1,000.00 less than Step 1/base salary/minimum salary. When the evaluation is completed satisfactorily at the end of the six-months (or longer), the annual salary increases by the \$1,000.00 effective the date that the probationary period ends. This same process is done when an employee is promoted.

Since we must compete with surrounding governmental agencies who offer higher wages, and private enterprise, for good, qualified applicants. **We request that we discontinue this policy for new hires and promotions, effective April 7, 2023.**

The remainder of the items are amendments to the Handbook.

3. Remove all references to the Fire Department and/or staff throughout the Handbook.
4. Chapter 1-General Information, City Departments, **see Attachment B.** Remove Fire Department, add Administration Department with summary of duties, amend language in paragraphs for the Police, Public Works, Finance, and General Services to be consistent with the new charter language, Code Book Chapter 2 Article III amendments, and Code Section Reference numbers. Clarify that the City Administrator is the Department Head for the Administration, Finance, General Services, and Public Works Departments, with supervision by the Finance Director, General Services Director, and Public Works Director respectively.
5. Chapter 2-Employment, Application Policy.
 1. When there is a job vacancy, an employment opportunity will be noticed as provided in the Hiring Process section and an application packet created, excluding positions appointed by the

City Council (City Administrator, City Clerk, and Chief of Police). The City Council will determine the application packet, search and selection process on a case by case basis for those positions. Applications are accepted only when there is an open and listed job vacancy and may be obtained from the City Clerk's Office.

- a) ~~Exceptions – In case of highly skilled jobs, the City may look at the qualifications of any potential candidate who sends in a resume. These jobs may be specifically designated as eligible for unsolicited resumes.~~
2. To be considered an applicant, individuals must complete and submit the application packet and any additional required materials on the instruction page, to the Office of the City Clerk. Every person must fill out an application form to be considered an applicant (even for inter-City job transfers).
3. The application packet consists of City forms that include but are not limited to: Application with the specific job title being applied for, Job Description, Personal Inquiry Waiver, Veterans Preference Eligibility, and Past Employment Verification. The Applicants must specify the job applied for. Applications will be accepted in person by the respective Department Head or other City designated officer.
4. A submittal cut-off time and date will be set for all employment opportunities. positions where many resumes are submitted. NO APPLICATIONS WILL BE CONSIDERED AFTER THE CUT OFF TIME AND DATE. In situations where qualified applications have not been received or there are multiple employment opportunities for the same job title, the Personnel Administrator may notice the position is open until filled, but should be done only when absolutely necessary.
6. Chapter 2-Employment, Types of Appointments, Excluded Positions, fourth paragraph. Each Department Head is charged with the responsibility for the efficient, courteous operation of the Department's duties, the performance and behavior of the employees and for the manner in which the public's business with the City is conducted. The City Administrator, Chief of Police, ~~Fire Chief, Finance Director, and~~ Personnel Administrator ~~General Services Director and Public Works Director~~ are by Charter or ordinance appointed by the City Council and serve at the pleasure of the City Council. Effective January 3, 2027, the City Clerk position will no longer be an elected position, and will be appointed by and serve at the pleasure of the City Council.
7. Chapter 2-Employment, **see Attachment C**. Remove the Step Pay Plan section, per City Council action on August 2, 2022, to discontinue effective October 1, 2022.
8. Chapter 3-Employee Benefits, Paid Holidays, Alternatives, **see Attachment D**. Correct to reflect the designated workweek is Friday through Thursday, and in paragraph 1, replace pay period with work week.
9. Chapter 5-Hours, Pay, and Safety, Workweek and Attendance. Correct the Police Department work week is Sunday ~~Saturday~~ 0001 a.m. through Saturday ~~Friday~~ 1200 p.m.
10. Chapter 7-Employee Relations, Grievance Procedures, Grievance Committee, **see Attachment E**. Under Composition, ~~There will be one active member from each Department and one alternate for each Department.~~ There shall be three ~~five~~ members of the Committee. One regular and one alternate member each from the Police Department; Fire Department, one regular and one alternate member from the Departments of Finance, Administration, General Services, and Public Works; and one regular and one alternate member from the City Clerk's Office. They shall be appointed by the City Council.
Under Quorum, a quorum shall consist of two ~~three~~ members present and voting. No meeting shall be held unless a quorum is present.



Attachment A

Implementation of MinMedMax for full and Parttime positions

Position	Minimum	Medium	Maximum
Executive Assistant (1)	\$ 37,818.51	\$ 45,216.50	\$ 54,872.60
Finance Director (1)	\$ 53,874.24	\$ 64,413.02	\$ 78,168.58
Account Supervisor (1)	\$ 39,077.50	\$ 46,721.77	\$ 56,699.32
Admin Sect/BTR Spec (1)	\$ 34,457.59	\$ 41,198.12	\$ 49,996.08
Account Clerk (0)	\$ 34,457.59	\$ 41,198.12	\$ 49,996.08
Administrative Secretary (5)	\$ 33,721.94	\$ 40,318.57	\$ 48,928.70
General Svcs Coordinator (1) <i>Director</i>	\$ 38,896.79	\$ 46,505.71	\$ 56,437.12
City Clerk / Personnel (1)	\$ 52,128.47	\$ 62,325.75	\$ 75,635.56
Deputy City Clerk (1)	\$ 34,457.60	\$ 41,198.13	\$ 49,996.09
Chief of Police (1)	\$ 67,808.00	\$ 81,073.00	\$ 98,386.00
Police Major (0)	\$ 59,864.00	\$ 71,574.49	\$ 86,859.39
Police Lieutenant(2)	\$ 52,913.00	\$ 63,263.00	\$ 76,746.00
Police Sergeant (5)	\$ 50,137.00	\$ 59,944.00	\$ 72,746.00
Police Officer Certified/Detective (13)	\$ 45,000.00	\$ 56,260.00	\$ 65,292.00
Crossing Guard (1 PT)	\$ 34,457.59	\$ 41,198.12	\$ 49,996.08
Certified Code Enforcement Officer (2)	\$ 38,001.60	\$ 45,435.40	\$ 55,138.24
Asst Cert Code Enforcement Officer (0)	\$ 33,724.99	\$ 40,322.21	\$ 48,933.12
Police Svcs Coordinator (1)	\$ 39,077.50	\$ 46,721.77	\$ 56,699.32
Police Records Clerk (1)	\$ 35,085.78	\$ 41,949.19	\$ 50,907.55
Police Dispatcher (5)	\$ 32,249.26	\$ 38,557.80	\$ 46,791.91
Public Works Director (1)	\$ 73,020.58	\$ 87,304.73	\$ 105,948.87
Operations Supervisor (0)	\$ 59,973.55	\$ 71,705.47	\$ 87,018.34
Maintenance Foreman (1)	\$ 43,292.35	\$ 51,761.12	\$ 62,814.84
Lead Operator (2)	\$ 38,507.14	\$ 46,039.84	\$ 55,871.76
Equipment Mechanic I (1)	\$ 35,647.84	\$ 42,621.21	\$ 51,723.07
Equipment Mechanic II (0)	\$ 42,556.68	\$ 50,881.54	\$ 61,747.42
Maintenance Operator (6)	\$ 33,721.94	\$ 40,318.57	\$ 48,928.70
	\$ -		

EMPLOYEES NOT INCLUDED IN STEP PAY PLAN:

MAYOR (1)	\$ 11,390.50
Council Members (4)	\$ 9,196.00

Parttime positions will be based on hourly wage

Detective Duty for all personnel appointed, FY 2013 and forward until amended will receive up to \$1000 for the year for on call duty pay.

PD Supplements 2 - \$600 Field Training Officers; 1- \$600 Intoxilizer Admin

~~*PROBATIONARY PAY IS \$1,000 LESS THAN THE ANNUAL SALARY EXCEPT DEPARTMENT HEADS-~~ *Remove*

~~*POLICE NOT CERTIFIED, BEGINNING SALARY IS AN ADDITIONAL \$1,000 LESS THAN THE PROBATIONARY PAY~~ *Certified minimum.*

CITY DEPARTMENTS

For purposes of efficiency the various functions of the City are separated into operational Departments. A brief description of each follows:

CITY CLERK

The elected City Clerk performs the legal functions of that office; keeps and maintains the City Seal; serves as Personnel Administrator; performs those duties as prescribed by the City Charter, General Law, and such additional duties as directed by the City Council, in the manner prescribed by the City Council by ordinance or resolution, however, such additional duties or directives shall not affect the duties of the City Clerk or distribution of powers among elected officers as set forth in the Charter and General Law. (Ref. Code Book Sec. 2-1 and Sec. 6). 131

Remove

~~FIRE DEPARTMENT~~

~~The public safety is maintained by a program of fire prevention and fire control under the direction of the Fire Chief. Florida Statutes require established training and certification of Firefighters. (Ref. Code Book Sec. 2-45)~~

POLICE DEPARTMENT

The security of the City's residents and property is the responsibility of the Police Department under the direction of the Police Chief. Florida requires certification of Police Officers and prescribes career training courses. (Ref. Code Book Sec. 2-46) 173

Amend
Add Code
Enforcement

PUBLIC WORKS DEPARTMENT

This is the City's Street Department which maintains the streets, right of ways, parks and drainage. This Department is under the direction of the ~~Public Works Director~~. (Ref. Code Book Sec. 2-47) 174

FINANCE DEPARTMENT

The Finance Director is responsible for the collection of all fees, licenses and monies due the City and is responsible for the general accounting system set up in accordance with the requirements of the Office of the Comptroller, Department of Banking and Finance, State of Florida. The Director of the Department performs such other duties as prescribed by the City Council, including the City's payroll functions. (Ref. Code Book Sec. 2-48) 175

Amend

GENERAL SERVICES DEPARTMENT

The General Services Director is responsible for the administration and enforcement of the building codes, land use regulations, permit regulations and other ordinances or regulations of the City which are under the jurisdiction of the Code Enforcement Board and which are not specifically delegated to any other Department or officer of the City. The Director supervises the employees assigned to this Department and is responsible for the proper maintenance of the buildings and equipment used in the operation of the Department. This Department is responsible for the proper issuance of permits as provided by the Code of Ordinances, and for the proper functioning of the Code Enforcement Board. (Ref. Code Book Sec. 2-49) 176

move to
Police
Dept

Add Administration Department

manner in which the public's business with the City is conducted. The City Administrator, Chief of Police, ~~Fire Chief, Finance Director, and~~ ^{and} Personnel Administrator, General Services Director and Public Works Director are by Charter or ordinance appointed by the City Council and serve at the pleasure of the City Council. *1/3/2027 City Clerk no longer elected, appointed by City Council.*

~~STEP-PAY PLAN⁵~~

8/2/2022 Consensus of Council to discontinue as

* ~~The City Council adopted a Salary Step Pay Plan for employees. The Plan is considered annually for adoption in coordination with the Fiscal Year Budget process. Employees are required to obtain a minimum satisfactory score on their annual evaluation to earn an increase on the Step Plan, effective their date of hire anniversary date.~~ *10/1/2022*

SMOKE-FREE POLICY¹²

A tobacco-free environment helps create a safe and healthy workplace and environment. Smoking and secondhand smoke are known to cause serious lung diseases, heart disease, and cancer. The City supports the health of its citizens, and reinforces our commitment to preserving and improving the health and comfort of our employees and visitors. Effective November 1, 2017, the City will be a smoke-free environment except in approved designated areas. For these purposes, smoking products are defined as cigarettes, pipes, hookahs, cigarillos, cigars, clove cigarettes and other electronic nicotine delivery systems (ENDS) such as vapor and electronic cigarettes.

The use of the products as listed above are prohibited in any building or on the grounds except in designated areas. This includes all indoors and outdoors areas that are City owned or leased facilities, including but not limited to, all buildings and facilities, outdoor areas, porches, covered walkways, common areas, parking lots, and City owned or leased vehicles. Respectively, there is a 50-foot distance from entrance/exit of City buildings or facilities where smoking products are limited from use. This Smoke-Free initiative applies to all persons present in the areas described above including but not limited to City elected officials, employees (whether full-time, part-time, temporary and/or volunteer), contractors, and visitors.

Smoking use shall be permitted only in exterior designated smoking areas. All materials used for smoking in designated smoking areas, including cigarette butts and matches, will be extinguished and disposed of in appropriate containers.

Employees are only allowed to smoke on their rest and meal breaks. Employees may not take or be allowed any additional breaks to use any tobacco product.

Direct any question, complaint, or dispute about tobacco use in the workplace to the Personnel Administrator. Employees who want to quit tobacco are encouraged to use Tobacco Free Florida's Quit Your Way, a set of free services to help tobacco users quit, is provided on the employee bulletin boards.

CHAPTER THREE

EMPLOYEE BENEFITS

PAID HOLIDAYS^{4,9}

The City Council each year designates the holidays which are observed. At present there are twelve (12) days off with pay. If a holiday falls on a Saturday, it will be observed on the preceding Friday. If a holiday falls on a Sunday, it will be observed on the following Monday. An employee on paid annual or sick leave when the holiday is observed will not have that day charged to their accrued leave account.

1. The following days will be observed as paid holidays:

New Year's Day	Martin Luther King, Jr. Day	Good Friday
National Memorial Day	Independence Day	Labor Day
Veterans Day	Thanksgiving Day and	Christmas Eve
Employee's Birthday	the Friday after	Christmas Day
2. If you are required to work a holiday you will receive an additional day's pay or a day off at a designated time.

ELIGIBILITY

Full-time probationary or regular employees (who have that date as a regularly scheduled work day) are eligible for paid holidays. Also an employee must not have been absent without leave on the work day before or after the holiday, unless there is a medical emergency and a doctor's excuse is provided to the Department Head upon the employees' return the next working day, or unless the employee is on leave of absence without pay. Those not eligible for paid holidays are temporary, emergency employees or school crossing guards, either full-time or part-time and employees on leave without pay or employees on Worker's Compensation.

ALTERNATIVES

Employees who are eligible for paid holidays and are either required to work due to the essential nature of their positions or who have the designated holiday as a normal day off in the ~~Monday~~ ^{Friday} through ~~Friday~~ ^{Thursday} work week, shall:

1. Receive an alternate day off with pay within the same ^{workweek} ~~pay period~~ for non-shift employees.
2. Be paid the normal day's pay for that holiday in addition to the pay received for the hours worked.

The Department Head will make this determination.

SHIFT EMPLOYEES

An employee who is required to work on a holiday in addition to the regular schedule will be granted the alternatives above and will not be paid the time and a half (1½) overtime rate for the hours worked. ~~Fire Department employees will be paid one-eight (8) hour days pay at straight time.~~

FD
reference

CHAPTER SEVEN

EMPLOYEE RELATIONS

ADVANCEMENT AND TRANSFER

The City benefits by encouraging employees to train and qualify for better positions in the service. Efforts will be made to work with those individuals who express an interest and desire to improve work related job skills. Whenever possible a present employee will be promoted rather than hire a new person.

SEPARATION PROCEDURE

Upon separation of an employee and before the final pay check is released by the Finance Director, the Department Head shall reclaim and account for all City property, of any nature, in the care, custody or possession of the employee. Any amounts owed the City by the employee shall be deducted from the final compensation or other appropriate action taken. An exit interview may be performed by the Personnel Administrator.

GRIEVANCE PROCEDURES

POLICY

It is the intent and policy of the City to provide individual employees a means of assuring fair and equitable treatment in all matters related to their employment with the City. For this purpose an independent, impartial review process is established to investigate and resolve complaints, grievances, discrimination claims or other matters related to personnel practices. The Personnel Administrator will be the coordinator of the Grievance Committee.

GRIEVANCE COMMITTEE

Intent - The Committee is established to provide a means for the City employees to be heard by an impartial, independent group which will serve as a mediator in the interpretation and enforcement of City personnel policies and practices.

Composition - ~~There will be one active member from each Department and one alternate for each Department. There shall be five members of the Committee, one each from the Police Department, Fire Department, Finance, Administration, and Public Works Departments. They shall be appointed by the City Council.~~ ³ *General Services, and City Clerk's Office*

Term - Members serve for a term of two years and may be reappointed by the City Council without time limit.

Add
City Clerk &
General Services
Remove Fire

Police = 1 regular, 1 alternate

City Clerk = 1 regular, 1 alternate

Admin, Fin, GS, PW = 1 regular, 1 alternate

Replacement - Should any Committee member be absent from two or more meetings in one year without good cause the Chairperson has the authority to request the appointing City Council to name a replacement for the remainder of the term.

Organization - The Committee members shall elect a Chairperson and Secretary from its members by a majority vote.

Chairperson - The Chairperson shall have authority as follows:

- a) If Chairperson is from the same Department as the aggrieved employee, the Chairperson is to step down and the Committee will elect a Chairperson by majority vote of the Committee
- b) Establish the time and place of meetings
- c) Preside at the meetings, decide procedural questions and maintain orderly conduct of hearings
- d) Approve and sign meeting minutes, hearing recommendations and reports
- e) Act to assure the integrity and impartial nature of the Committee
- f) Exercise voting rights in all matters
- g) Disqualify Committee members for cause from hearing a specific employee appeal

Secretary - The secretary shall keep minutes and records of the Committee, record votes, dissenting opinions (when so requested) and prepare the written recommendations of the Committee.

Publication - The names of Committee members shall be distributed to the City work force and posted on the employee bulletin board.

Compensation - All Committee members shall serve without compensation. City employees shall receive normal pay and not be penalized due to Committee activities or meetings during their regularly scheduled work hours.

Meetings - Shall be held when required and reasonable notice shall be given to the members and participants. A called meeting shall be held at the request of three Committee members with reasonable notice to be given to all City employees and the other members of the Committee.

Rules of Order - Roberts Rules of Order shall be used as the procedural guide in Committee meetings and hearings.

* **Quorum** - A quorum shall consist of ^{two} ~~three~~ members present and voting. No meeting shall be held unless a quorum is present. *

Decisions - All Committee recommendations or decisions shall require a majority of the members present and voting.

Voting - All voting shall be by roll call and rotating alphabetical order among the Committee members.

Committee Expenses - The Committee, by majority vote, may request the services of the City Attorney or recommend expenditures. Expenditures require the written approval of the City Administrator.



CITY OF OKEECHOBEE
55 SE THIRD AVENUE
OKEECHOBEE, FL 34974
Phone: (863)763-3372
www.cityofokeechobee.com

Okeechobee City Council
Mayor Dowling R. Watford, Jr.
Vice Mayor Monica Clark
Noel Chandler
Bob Jarriel
David McAuley

April 4, 2023

via email transmission only to: Comcast at rachael_bonlarron@comcast.com

To Whom it May Concern:

RE: Letter of Support for Comcast for Broadband Grant Application

On behalf of the City of Okeechobee City Council, we would like to provide you with this Letter of Support approved at our meeting on April 4, 2023. The Council unanimously approved its support for infrastructure projects in Okeechobee County in connection with Comcast grant application submissions.

Comcast's proposals will allow for our local rural communities in Okeechobee County to have access to high-speed broadband connectivity, which it currently lacks. The past two years have exemplified the fact that access to broadband is not a luxury, but a necessary utility, much like water and electricity. Whether it is a child trying to complete homework, a patient trying to access telehealth resources or an employee working remotely from home, this deficiency of critical infrastructure results in a continued hardship for our citizens.

Comcast has a history of meeting the needs of the unserved throughout South Central Florida, as they provide cable and internet services to those left behind in the broadband sector of Florida's Heartland. Today, they are taking a risk to meet the needs of those left behind in the deployment of high-speed internet service. This proposed project presents an opportunity for the citizens of our communities and the City to be able to fully participate in a vital aspect of everyday life.

The City of Okeechobee fully supports Comcast's grant applications, and we hope the state will support them, by providing financial assistance for this much needed service. This is an organization that has the experience, track record, and resolve to see this project to the end.

If our City can be of any further assistance, please do not hesitate to contact our office.

Sincerely,

Mayor Dowling Watford Jr.