



**CITY OF OKEECHOBEE**  
**CITIZENS CHARTER REVIEW ADVISORY COMMITTEE**  
**APRIL 8, 2021**  
**OFFICIAL MINUTES**

**I. CALL TO ORDER**

Chairperson Ritter called the regular meeting of the Citizens Charter Review Advisory Committee (CCRAC) for the City of Okeechobee to order on Thursday, April 8, 2021, at 6:01 P.M. in the City Council Chambers, located at 55 Southeast 3<sup>rd</sup> Avenue, Room 200, Okeechobee, Florida. The invocation was given by Member Worley, followed by the Pledge of Allegiance.

**II. ATTENDANCE**

The following CCRAC Members were present: Jamie Gamiotea, Jeremy LaRue (entered Chambers at 6:31 P.M.), Cary Pigman, Gary Ritter, Myranda Whirls and Hoot Worley. Ex officio Members Marcos Montes De Oca and Wes Abney were present as well as City Attorney John Fumero, and General Services Coordinator Patty Burnette. Members Noel Chandler and Sandy Perry as well as Executive Assistant Robin Brock were absent and Member Suzanne Bowen was present via phone.

**III. AGENDA AND PUBLIC COMMENTS**

**A.** Motion by Member Worley, seconded by Member Pigman to adopt the agenda as presented. **Motion Carried Unanimously.**

**B.** There were no comment cards submitted for public participation for any issues not on the agenda.

**IV. MINUTES**

**A.** Motion by Member Gamiotea, seconded by Member Worley to defer the approval of the March 25, 2021, Regular Meeting minutes until the next meeting. **Motion Carried Unanimously.**

**V. NEW BUSINESS**

**A.** Members continued their discussion on Article 3 of the Model City Charter prepared by Attorney Fumero by revisiting C-3.2 (1) which was discussed in detail at the previous meeting. Consensus at the last meeting was the Administrator would be responsible for all City employees except for the police department, the Chief of Police, and the City Attorney. In addition, have the position of City Clerk be an elected position. A lengthy discussion ensued around whether the City Administrator should be responsible for the appointment, supervision and removal of all city employees including the Clerk's Department. A motion was made by Member Pigman, seconded by Member Whirl to have C-3.2 (1) amended to the Administrator shall be responsible for the management and oversight of all departments as specified by ordinance except for police department employees, the Chief of Police, and the City Attorney. **Motion was 5 to 2 with Members Gamiotea and Worley voting against as the position of City Attorney was being included.** Chairperson Ritter commented the Committee would discuss who would be responsible for the management and oversight of the City Clerk's Department employees when they reached C-3.5. The Committee agreed with the remaining portion of C-3.2, (2) through (9) and wished to strike (10).

**V. NEW BUSINESS**

ITEM A CONTINUED: C-3.3; amend the first sentence to read, to perform his/her duties during his/her temporary absence, disability, or termination of employment, the Administrator may designate by letter filed with the City Council, a qualified City officer to exercise the powers and duties of Administrator during his/her absence or disability. C-3.4 was fine as presented. In C-3.5 strike the first and last sentences and amend the position of the City Clerk to be an elected position. In addition, add the City Clerk shall serve as the City's Supervisor of Elections as determined by the City Council. C-3.6, Administrator Montes De Oca suggested adding something that addresses other attorneys that may attend in his/her absence and something specifying attendance at City functions and other meetings of Boards/Committees. The Committee agreed with C-3.7, 3.8 and 3.10. For C-3.9, amend the last sentence to state the advisory committees, boards and agencies shall report directly to the City Council, however, the City Administrator or the City Clerk as appropriate, shall provide the administrative support to such committees, boards, and agencies.

- B. Due to the lateness of the hour, Article 4 of the Model City Charter will be discussed at the next meeting scheduled for April 22, 2021.
- C. Next agenda items will be to discuss Article 4 of the Model City Charter and consider items for the next meeting. City Clerk Gamiotea asked to continue discussion regarding whether the employees of the City Clerk's Office would fall under the City Clerk or the City Administrator at the meeting scheduled for May 13, 2021.

**VI. ADJOURN MEETING**

Chairperson Ritter adjourned the meeting at 8:06 P.M.

Submitted by:

Patty M. Burnette

Patty M. Burnette

Approved on: 4-22-2021

Please take notice and be advised that when a person decides to appeal any decision made by the Citizens Charter Review Advisory Committee with respect to any matter considered at this meeting, he/she 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.