



**CITY OF OKEECHOBEE  
CITIZENS CHARTER REVIEW ADVISORY COMMITTEE  
SPECIAL MEETING AND JOINT WORKSHOP WITH THE CITY COUNCIL  
NOVEMBER 4, 2021  
MINUTES**

**I. CALL TO ORDER**

In the absence of Citizen Charter Review Advisory Committee (CCRAC) Chairperson Whirls, Mayor Watford called the meeting to order on Thursday, November 4, 2021, at 6:04 P.M. in the City Council Chambers, located at 55 Southeast 3<sup>rd</sup> Avenue, Room 200, Okeechobee, Florida.

**II. ATTENDANCE**

Roll was taken by CCRAC Secretary Patty Burnette to establish a quorum. Members present: Mayor Dowling R. Watford Jr., Council Members Noel Chandler, Monica Clark, Bob Jarriel, and Bobby Keefe; CCRAC Members Wes Abney, Suzanne Bowen, Sandy Perry, Cary Pigman, Hoot Worley, and Jeremy LaRue (entered the chambers at 6:33 P.M.). Absent with consent were CCRAC Chair Myranda Whirls and Member James Gamiotea.

**III. AGENDA AND PUBLIC COMMENTS**

A. Motion by Member Jarriel, seconded by Member Clark 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.

Mayor Watford opened the floor for nominations for a CCRAC Temporary Chairperson. By majority consensus of the CCRAC Members present, Member Worley was appointed. Mayor Watford yielded the floor the CCRAC Chair Pro-Tempore Worley to oversee the remainder of the meeting.

**IV. NEW BUSINESS**

A. Motion by Member Perry, seconded by Member Pigman to dispense with the reading and approve the July 8, 2021, Regular Meeting minutes. **Motion Carried Unanimously.**

**V. CHAIR PRO-TEM WORLEY RECESSED THE MEETING AND OPENED THE JOINT WORKSHOP AT 6:08 P.M.**

A. The purpose of the workshop was for the two boards to review the proposed City Charter which reflects all the recommendations to date by the CCRAC. The following areas were specifically noted for amendments, corrections, or as a topic of discussion:

C-1.3 Corporate Boundary. The last annexation legal description is not included, Attorney Fumero will add this information into the final document.

C-2.1 City Council, third paragraph under Meetings, amend the paragraph to reflect or such shorter time as three Council Members shall deem necessary in case of an emergency affecting the public health, safety, welfare, or the public peace. And reword portion of the sentence using "no less than" to "less than" for easier understanding.

## V. WORKSHOP CONTINUED

- A. Continued. C-2.2 Mayor and Vice Mayor, (d) amend to reflect the same language as provided in C-5.2(i), first Council meeting in the month of January of such year instead of November.

C-2.5 Vacancies; Forfeiture of Office; Filing of Vacancies. Paragraph (b) Forfeiture of Office, paragraph ii), change six regular meetings to five. Paragraph (c) Filling of vacancies. By majority consensus of the Council, Attorney Fumero to reword this section to implement the current process provided in Code Section 2-39.

C-3.1 City Administrator, (a) strike the last sentence, the Administrator need not be a resident of the City. This will be a contract negotiation item on a case-by-case basis.

C-3.3 Acting City Administrator. No changes, only noted that this process could create an awkward situation.

C-4.2 Prohibitions, (c) Holding Other Office. Add language to exclude City Administrator from this paragraph.

C-4.4 Emergency Ordinance, (b) Procedure. Amend to reflect when adopting an emergency ordinance, must be by a majority vote instead of by three members.

C-6.1 Procedure to Amend, (b) Initiative by Petition and (c) Submission to Electors. Notation that when initiated by petition, could cause a special election.

C-7.2 Conflicts of Interest; Ethical Standards. Attorney Fumero will rewrite the second paragraph to make it correspond to Chapter 112 of the State Ethics Code so it would not eliminate local businesses.

C-7.3 City Personnel System. City Clerk Gamiotea provided to Attorney Fumero to amend to read "All employment, appointments and promotions of City officers and employees shall be made pursuant to personnel policies and procedures to be established by the Administrator or City Clerk from time to time and approved by City Council. The City Council officially adopts the Employee policies and procedures, but they are presented for adoption by the Personnel Administrator.

Items of discussions throughout workshop included term limits for Council Members, numbering City Council seats, and the form of government in C-1.2 which is "Mayor - City Council - Administrator." The proposed recommended organizational structure is that the Mayor and City Council will hire/fire the City Attorney, City Administrator, the Chief of Police, and leave the Office of the City Clerk elected. All of the above noted items will be discussed further by the City Council. [For clarification the City Administrator is currently the Head of the Departments of Administration, Finance, and General Services. The proposed Charter would move the Public Works Department to also be under their direct management. The Fire Department is not addressed due to the City now contracting that service to the Board of County Commissioners through an interlocal agreement].

**CHAIR PRO-TEM WORLEY ADJOURNED THE WORKSHOP AND RECONVENED THE SPECIAL MEETING AT 8:04 P.M.**



**VI. ADJOURN MEETING**

There being no further items on the agenda, Chair Pro-Tem Worley adjourned the meeting at 8:04 P.M.

Submitted by:

Paty M. Burnette

Patty M. Burnette

Approved on: 12-21-2021 City Council Meeting

Please take notice and be advised that when a person decides to appeal any decision made by the CCRAC/Council 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. Secretary/City Clerk media are for the sole purpose of backup for official records of the Clerk.