



**CITY OF OKEECHOBEE
CITY COUNCIL
REGULAR MEETING
OCTOBER 20, 2020
LIST OF EXHIBITS**

Warrant Register September 2020

Exhibit 1 Annual Crime Lab Fees
Exhibit 2 Rejection of Bids for PW 04-00-09-20, City Hall, Fire Department
 Records Retention Building Painting Project
Exhibit 3 Ordinance No. 1218, LDR Text Amendment
Exhibit 4 Ordinance No. 1219, LDR Text Amendment
Exhibit 5 Resolution No. 2020-18, Flagler Park Improvements Citizen Board
Exhibit 6 Fire Services

**City of Okeechobee
Check Register**

Check Dates 9/01/20 thru 9/30/20, Cash Account 001-101.2100 only, Including Reconciled Checks

Number	Date	Amount	Vendor	Payee	Voiced
42021	9/04/20	585.08	APEXOPI	Apex Office Products, Inc	
42022	9/04/20	335.29	BOA4	Bank of America - 0752 fka 9846 FD	
42023	9/04/20	765.49	BOADMIN	Bank of America - 2709 fka 0257 Admin	
42024	9/04/20	172.13	CITTECH	CIT Technology Finance Service, Inc.	
42025	9/04/20	228.00	CMCHECKS	CMC	
42026	9/04/20	16.54	CL - LD	CenturyLink	
42027	9/04/20	48.93	COMCAST	Comcast	
42028	9/04/20	341.80	CII	Communications International, Inc.	
42029	9/04/20	380.00	FITN	Fitness Factory	
42030	9/04/20	2,080.00	ICS	ICS Computers Inc.	
42031	9/04/20	602.28	KYOCERA	KYOCERA Document Solutions Southeast	
42032	9/04/20	2,132.51	LAWM	Lawmen's & Shooters' Supply, Inc.	
42033	9/04/20	600.00	MAPA	Michael Adelberg, PA	
42034	9/04/20	65,223.01	PRMG1	PRM - Health Insurance	
42035	9/04/20	2,690.97	PRMG3	PRM - Life, LTD & STD	
42036	9/04/20	1,787.04	PRMG3	PRM - Life, LTD & STD	
42037	9/04/20	2,573.95	PRMG2	PRM - Vision & Dental	
42038	9/04/20	80.30	RABON	Rabon's Country Feed	
42039	9/04/20	109.95	TESO	Tech Source	
42040	9/04/20	218.75	THE FIRE	The Firefly Group	
42041	9/04/20	582.44	TIZO	Tire Zone of Okeechobee, Inc.	
42042	9/04/20	2,673.00	TCMA	Treasure Coast Medical Associates	
42043	9/04/20	375.60	VERI	Verizon Wireless	
42044	9/04/20	4,206.27	WEXB	WEX Bank	
42045	9/10/20	127,099.51	PAYR	City Of Okeechobee Payroll Account	
42046	9/11/20	90.00	ACEP	ACE Pest Control, Inc.	
42047	9/11/20	29.99	ADVANCE	Advance Auto Parts	
42048	9/11/20	105.01	AUTO SUP	Auto Supply of Okeechobee, Inc.	
42049	9/11/20	1,869.48	BOAPW	Bank of America - 2303 fka 9233 PW	
42050	9/11/20	165.55	BOA2	Bank of America - 9852 fka 8540	
42051	9/11/20	242.00	BTM	Bound Tree Medical, LLC	
42052	9/11/20	2,303.86	CASGSLLC	CAS Governmental Services, LLC	
42053	9/11/20	227.58	CITTECH	CIT Technology Finance Service, Inc.	
42054	9/11/20	39.25	CITTECH	CIT Technology Finance Service, Inc.	
42055	9/11/20	113.28	COMCAST	Comcast	
42056	9/11/20	139.64	COMCAST	Comcast	
42057	9/11/20	300.00	CLINC	Custom Lifts Inc.	
42058	9/11/20	260.00	DONI	Double Nickel Speedometer Testing	
42059	9/11/20	14.95	ERICKASM	Ericka Smith	
42060	9/11/20	110.00	ESI	Esquire Reporting, Inc.	
42061	9/11/20	41.11	EFEC	Everglades Farm Equip. Co., Inc.	
42062	9/11/20	111.11	FPU	Florida Public Utilities	
42063	9/11/20	2,200.00	GMI	Global Mapping, Inc.	
42064	9/11/20	55.00	HPC	Highland Pest Control	
42065	9/11/20	478.77	IMS	IMS	
42066	9/11/20	14.67	IMSALLI	IMS Alliance	
42067	9/11/20	317.70	IABC	Interstate All Battery Center	
42068	9/11/20	200.00	JONA	Jonatan Morraz	
42069	9/11/20	551.98	KYOCERA	KYOCERA Document Solutions Southeast	

**City of Okeechobee
Check Register**

Check Dates 9/01/20 thru 9/30/20, Cash Account 001-101.2100 only, Including Reconciled Checks

Number	Date	Amount	Vendor	Payee	Voided
42070	9/11/20	3,972.50	LARU	LaRue Planning & Mngmnt Services, Inc.	
42071	9/11/20	4,488.45	LEHM	Lehman Auto Body, Inc.	
42072	9/11/20	257.22	MCKESSON	McKesson Medical-Surgical Government	
42073	9/11/20	260.00	MSFE	Mid State Fire Equipment, Inc.	
42074	9/11/20	522.59	NOVET	Northlake Veterinary Hospital	
42075	9/11/20	2,374.40	OKCO	Okeechobee County - BOCC	
42076	9/11/20	293.95	ODCJ	Okeechobee Dodge Chrysler Jeep	
42077	9/11/20	240.00	OKFI	Okeechobee Fitness Center	
42078	9/11/20	648.72	OKEENEWS	Okeechobee News c/o Independent Newspaper	
42079	9/11/20	875.00	PORTER	Porter Lee Corporation	
42080	9/11/20	420.38	STATE FL	State of Florida Disbursement Unit	
42081	9/11/20	56.00	SUNM	Suncoast Medical Equipment	
42082	9/11/20	30.00	SUP	Superior Water Works, Inc.	
42083	9/11/20	169.35	SUPP	Supplyline	
42084	9/11/20	607.48	TAYR	Taylor Rental - Okeechobee	
42085	9/11/20	1,351.40	THEFETTE	The Fetterman Firm	
42086	9/11/20	231.25	THE FIRE	The Firefly Group	
42087	9/11/20	12.79	TUPS	The UPS Store #5684	
42088	9/11/20	400.00	THOMAS	Thomas Ardito	
42089	9/11/20	142.00	THRE	Thread Works Embroidery, LLC	
42090	9/11/20	56.56	TIZO	Tire Zone of Okeechobee, Inc.	
42091	9/11/20	279.00	TCMA	Treasure Coast Medical Associates	
42092	9/11/20	78.59	W&WL	W & W Lumber Company of Okeechobee	
42093	9/11/20	31,678.71	WAST	Waste Management Inc. of Florida	
42094	9/11/20	1,536.00	WITM	Witmer Public Safety Group, Inc.	
42095	9/18/20	39.15	ADVANCE	Advance Auto Parts	
42096	9/18/20	508.65	APEXOPI	Apex Office Products, Inc	
42097	9/18/20	656.29	AVENU	Avenu	
42098	9/18/20	11.79	CITY	City Electric Supply Co.	
42099	9/18/20	92.50	PETT	City Of Okeechobee - Petty Cash	
42100	9/18/20	92.50	CLER	Clerk of the Court	
42101	9/18/20	97.47	ELIS	Eli's Western Wear Inc.	
42102	9/18/20	50.00	FACE	Florida Association of Code Enforcement	
42103	9/18/20	452.50	GLAD	Glades Air Conditioning	
42104	9/18/20	437.78	HOME	Home Depot Credit Services	
42105	9/18/20	559.95	ICS	ICS Computers Inc.	
42106	9/18/20	42.61	KYOCERA	KYOCERA Document Solutions Southeast	
42107	9/18/20	754.44	LAWM	Lawmen's & Shooters' Supply, Inc.	
42108	9/18/20	9.76	OREI	O'Reilly Auto Parts	
42109	9/18/20	300.00	OAPI	Okeechobee Auxiliary Police, Inc.	
42110	9/18/20	6,129.52	OKCO	Okeechobee County - BOCC	
42111	9/18/20	675.00	ROGERAZC	Roger Azcona, Esq.	
42112	9/18/20	170.00	STLC	St. Lucie Battery & Tire	
42113	9/18/20	171.70	SUPP	Supplyline	
42114	9/18/20	633.42	TYLAN	Tylander's Office Solutions	
42115	9/18/20	100.00	TYLERST	Tyler Stahl	
42116	9/18/20	80.14	VERI	Verizon Wireless	
42117	9/23/20	500.00	POST	US Postal SVC/Neopost Postage On Call	
42118	9/23/20	127,836.31	PAYR	City Of Okeechobee Payroll Account	

**City of Okeechobee
Check Register**

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Number	Date	Amount	Vendor	Payee	Voided
42119	9/25/20	95.29	ADVANCE	Advance Auto Parts	
42120	9/25/20	7,630.00	AMERD	American Drilling Services, Inc.	
42121	9/25/20	172.13	CITTECH	CIT Technology Finance Service, Inc.	
42122	9/25/20	134.64	COMCAST	Comcast	
42123	9/25/20	83.02	CII	Communications International, Inc.	
42124	9/25/20	50.00	DAWN	Dawn Hoover	
42125	9/25/20	35.00	DOUG	Douglas McCoy	
42126	9/25/20	360.00	GRASS	Grass Gorilla	
42127	9/25/20	559.95	ICS	ICS Computers Inc.	
42128	9/25/20	35.00	JAMESHA	James Shaw	
42129	9/25/20	35.00	JOEPAP	Joseph Papasso	
42130	9/25/20	35.00	KARB	Karyne Brass	
42131	9/25/20	35.00	MLJ	Mac L Jonassaint	
42132	9/25/20	186.00	MILLER	Miller's Central Air, Inc.	
42133	9/25/20	1,037.45	OUA	Okeechobee Utility Authority	
42134	9/25/20	35.00	PHBA	Philip Baughman	
42135	9/25/20	295.00	SOCU	Southern Custom Creations	
42136	9/25/20	200.46	SPRINT	Sprint	
42137	9/25/20	305.60	STLC	St. Lucie Battery & Tire	
42138	9/25/20	420.38	STATE FL	State of Florida Disbursement Unit	
42139	9/25/20	142.90	SUPP	Supplyline	
42140	9/25/20	93.13	TAYR	Taylor Rental - Okeechobee	
42141	9/25/20	16.44	TIZO	Tire Zone of Okeechobee, Inc.	
42142	9/25/20	2,013.93	TRS	Total Roadside Services, Inc.	
42143	9/25/20	22.50	TCMA	Treasure Coast Medical Associates	
42144	9/25/20	200.00	TRNE	Trevor Nelson	
42145	9/25/20	400.00	TYLERST	Tyler Stahl	
42146	9/25/20	234.79	USB	US Bank Equipment Finance	
42147	9/25/20	816.17	WALMART	Walmart Community/SYNCB	
42148	9/30/20	168.90	ADVANCE	Advance Auto Parts	
42149	9/30/20	563.96	AFLAC	American Family Life Assurance Co.	
42150	9/30/20	120.00	APEXPCI	Apex Pest Control, Inc.	
42151	9/30/20	49.99	AUTO SUP	Auto Supply of Okeechobee, Inc.	
42152	9/30/20	694.10	BOA4	Bank of America - 0752 fka 9846 FD	
42153	9/30/20	677.69	BOAPW	Bank of America - 2303 fka 9233 PW	
42154	9/30/20	2,133.59	BOADMIN	Bank of America - 2709 fka 0257 Admin	
42155	9/30/20	534.62	BOA12	Bank of America - 7178 fka 6737 PD#2	
42156	9/30/20	275.90	BOA2	Bank of America - 9852 fka 8540	
42157	9/30/20	926.64	BOA-BERN	Bank of America-3135 Bernst	
42158	9/30/20	449.20	C&C	C&C Industrial Enterprise, LLC	
42159	9/30/20	55.97	CITTECH	CIT Technology Finance Service, Inc.	
42160	9/30/20	2,202.16	CL LOCAL	CenturyLink	
42161	9/30/20	16.89	CL - LD	CenturyLink	
42162	9/30/20	70.00	CF CH	City of Okeechobee - CH Coffee Fund - Ca	
42163	9/30/20	712.00	CF PD	City of Okeechobee - PD Coffee Fund - Ca	
42164	9/30/20	129.50	CLER	Clerk of the Court	
42165	9/30/20	86.40	CII	Communications International, Inc.	
42166	9/30/20	171.41	EMCN	EMC National Life Company	
42167	9/30/20	50.00	FACE	Florida Association of Code Enforcement	

City of Okeechobee
Check Register

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Number	Date	Amount	Vendor	Payee	Voided
42168	9/30/20	2,841.42	FPL	Florida Power & Light Company	
42169	9/30/20	45.21	GILOUT	Gilbert Outdoors	
42170	9/30/20	3,300.00	HCI	HCI College	
42171	9/30/20	792.00	HARRIS	Harris Corporation	
42172	9/30/20	5,200.00	JCNEW	JC Newell Const. Inspect. Services, Inc.	
42173	9/30/20	312.28	LAWM	Lawmen's & Shooters' Supply, Inc.	
42174	9/30/20	30.90	LEGAL SH	LegalShield	
42175	9/30/20	238.41	LIBERTY	Liberty National Life Ins. Co.	
42176	9/30/20	7,783.89	MTSSOFTW	MTS Software Solutions	
42177	9/30/20	25,143.76	NASON	Nason Yeager Gerson Harris & Fumero P.A.	
42178	9/30/20	36.47	OREI	O'Reilly Auto Parts	
42179	9/30/20	233.34	PF&PO	Prof. Firefighters & Paramedics of Okee	
42180	9/30/20	74.80	RABON	Rabon's Country Feed	
42181	9/30/20	11,834.59	SATC	Salem Trust Company	
42182	9/30/20	89,825.44	SATC	Salem Trust Company	
42183	9/30/20	1,811.28	SQC	Scott's Quality Cleaning	
42184	9/30/20	30.00	SELECTSH	Select Shred	
42185	9/30/20	724.00	SOCU	Southern Custom Creations	
42186	9/30/20	39.87	STLC	St. Lucie Battery & Tire	
42187	9/30/20	50.00	SUP	Superior Water Works, Inc.	
42188	9/30/20	442.97	UNFC	UniFirst Corp	
42189	9/30/20	30.00	UNWA	United Way	
42190	9/30/20	2,030.00	VANT ICM	Vantage Transfer Agents - 457	
42191	9/30/20	105.00	CII	Communications International, Inc.	
42192	9/30/20	25.00	SUP	Superior Water Works, Inc.	
Total Printed			172	Checks	596,022.92

City of Okeechobee
Check Register

Check Dates 9/01/20 thru 9/30/20, Cash Account 301-101.2100 only, Including Reconciled Checks

Number	Date	Amount	Vendor	Payee	Voided
3249	9/11/20	13.20	BOAPW	Bank of America - 2303 fka 9233 PW	
3250	9/11/20	5,318.00	CITY	City Electric Supply Co.	
3251	9/11/20	763.31	DIAMONDR	Diamond R Fertilizer Co., Inc.	
3252	9/11/20	1,350.00	KWTR	KW Tree Service	
3253	9/18/20	953.75	CWROBERT	DW Roberts Contracting, Inc.	
3254	9/18/20	1,944.32	ES&B	Econo Signs, LLC	
3255	9/18/20	358.40	GLOBALPU	Global Public Safety	
3256	9/18/20	519.00	SPI	Safety Products Inc.	
3257	9/18/20	119.78	W&WL	W & W Lumber Company of Okeechobee	
3258	9/25/20	411.25	CWROBERT	DW Roberts Contracting, Inc.	
3259	9/25/20	4,870.98	FPL	Florida Power & Light Company	
3260	9/30/20	1,035.14	CWROBERT	DW Roberts Contracting, Inc.	
3261	9/30/20	961.80	ENFL	Ennis Flint	
3262	9/30/20	4,532.00	USA	USA Services of Florida, Inc.	
3263	9/30/20	50.71	W&WL	W & W Lumber Company of Okeechobee	
Total Printed			15	Checks	23,201.64

City of Okeechobee
Check Register

Check Dates 9/01/20 thru 9/30/20, Cash Account 304-101.2100 only, Including Reconciled Checks

Number	Date	Amount	Vendor	Payee	Voided
1799	9/04/20	2,957.70	GLOBALPU	Global Public Safety	
1800	9/04/20	3,467.27	SHI	SHI International	
1801	9/04/20	3,051.64	TYLAN	Tylander's Office Solutions	
1802	9/04/20	67,886.64	SDB	Seminole Design Build	
1803	9/11/20	24,002.80	ALANJAY	Alan Jay Fleet Sales	
1804	9/11/20	84.85	CSTC	Celeste Watford Tax Collector	
1805	9/18/20	3,945.80	ICS	ICS Computers Inc.	
1806	9/18/20	5,452.98	PAWA	Park Warehouse LLC	
1807	9/25/20	84.85	CSTC	Celeste Watford Tax Collector	
1808	9/25/20	119.55	CSTC	Celeste Watford Tax Collector	
1809	9/25/20	8,267.00	ICS	ICS Computers Inc.	
1810	9/25/20	1,500.00	MORG	Morgan Furniture Corporation	
1811	9/25/20	736.97	NI	NAFECO INC.	
1812	9/30/20	48,005.60	ALANJAY	Alan Jay Fleet Sales	
1813	9/30/20	679.00	BOA12	Bank of America - 7178 fka 6737 PD#2	
1814	9/30/20	84.85	CSTC	Celeste Watford Tax Collector	
1815	9/30/20	9,040.00	JMCL	JMC Landscaping Services, Inc.	
1816	9/30/20	46,047.11	SDB	Seminole Design Build	
Total Printed			18	Checks	225,414.61

Run: 10/09/20
10:15AM

City of Okeechobee
Check Register

Page: 1

Check Dates 9/01/20 thru 9/30/20, Cash Account 601-101.2100 only, Including Reconciled Checks

Number	Date	Amount	Vendor	Payee	Voided
261	9/11/20	150.00	TRS	Total Roadside Services, Inc.	
262	9/30/20	75.00	TRS	Total Roadside Services, Inc.	
Total Printed			2	Checks	225.00



PURCHASE REQUISITION
 CITY OF OKEECHOBEE
 55 S.E. Third Avenue
 Okeechobee, FL 34974-2903
 Tel: 863-763-3372
 Fax: 863-763-1686

Req. No. 16821

Important: This number must be shown on all invoices, packages, cases, tickets and correspondence.

TO:

INDIAN RIVER CRIME LABORATORY
 4700 W. MIDWAY ROAD
 FT. PIERCE, FLORIDA 34981-4825

SHIP TO:

City of Okeechobee - Police Dept.
 50 SE 2nd Avenue
 Okeechobee, FL 34974

INVOICE IN DUPLICATE:

THIS ORDER SUBJECT TO CONDITIONS ON FACE.
 NO CHANGES MAY BE MADE WITHOUT WRITTEN
 PERMISSION OF PROCUREMENT MANAGEMENT.

DATE	VENDOR NO.	DELIVERY DATE	SHIP VIA BEST WAY	F.O.B. DEST.	TERMS	
10/1/2020						
ITEM NO	ACCT. NUMBER	QUANTITY	UNIT	DESCRIPTION	UNIT	AMOUNT
1	001-521-3100	4		CRIME LAB FEES QUARTLEY 2019-2020	8905	\$35,620.00
TOTAL						\$35,620.00

CITY OF OKEECHOBEE IS EXEMPT FROM FEDERAL EXCISE AND TRANSPORTATION
 TAXES AND STATE SALES TAX. DO NOT INCLUDE THESE TAXES IN YOUR INVOICE.
 EXEMPTION CERTIFICATE WILL BE SIGNED UPON REQUEST.
 STATE SALES TAX EXEMPTION NO. 85-8012621656C-6
 FEDERAL I.D. NO 59-60000-393



AUTHORIZED SIGNATURE

PARTIAL

FINAL



City of Okeechobee

Checklist for Purchase Requisitions/Purchase Orders

Today's Date:

10-1-20

Vendor

Indians River Crm/ab
4900 Midway Road
H. Ponce, FL 34981-4825

Originating Department

Administration
Finance
Clerk
General Services
<input checked="" type="checkbox"/> Police
Fire
Public Works

Section I.

Please mark each item YES or NO to determine if the checklist of minimum requirements for an item and/or service is needed for your department prior to ordering/purchasing the item/service. If the answer is YES to any of the below, please include the items listed in Section II.

YES	NO	
<input checked="" type="checkbox"/>		A. Is it a professional service?
	<input checked="" type="checkbox"/>	B. Is the vendor coming on city property other than delivering an item(s)?
<input checked="" type="checkbox"/>		C. Is it a contract for services?
		D. Is the product or service more than City Administrator's approval limits (\$14,999)?

Section II.

Please mark all items included:

YES	NO													
<input checked="" type="checkbox"/>		A. Approved signed contract by all parties												
<u>N/A</u>		B. Provide all quotes for item/service												
<u>N/A</u>		C. Current BTR with the City of Okeechobee if for services												
<u>N/A</u>		D. Certificate of Insurance with requirements as previously indicated in the contract for services												
<u>N/A</u>		E. W-9 if new Vendor												
<u>N/A</u>		F. Provide Bond if required												
<u>N/A</u>		G. If Council approval is required, minutes must be provided. If minutes are not available at time of submittal, the Department Head and City Administrator will certify Council approval. (Minutes to be provided when available)												
		Minutes provided												
		Required Certification												
		<table border="1"> <tr> <td>Council Approval Date</td> <td>Department Signature</td> <td>City Administrator Signature</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Date signed</td> <td>Date signed</td> </tr> <tr> <td></td> <td><u>10/1/20</u></td> <td></td> </tr> </table>	Council Approval Date	Department Signature	City Administrator Signature					Date signed	Date signed		<u>10/1/20</u>	
Council Approval Date	Department Signature	City Administrator Signature												
	Date signed	Date signed												
	<u>10/1/20</u>													

Approved Breakdown for FY 2019-2020

Approved Crime
Laboratory Budget
(2020-2021)
Agency Contributions

Agency	Approved 19-20 Budget Share	Approved 20-21 Budget Share
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Indian River County Sheriff's Office	\$400,199.00	\$428,067.00
Vero Beach Police Department	93,450.00	79,411.00
Sebastian Police Department	80,668.00	84,649.00
Indian River Shores Police Department	11,734.00	10,895.00
Fellsmere	16,553.00	13,410.00
Martin County Sheriff's Office	337,969.00	366,884.00
Stuart Police Department	50,496.00	53,220.00
Sewell's Point Police Department	4,400.00	4,191.00
Okeechobee County Sheriff's Office	179,147.00	132,631.00
Okeechobee Police Department	37,925.00	35,620.00
St. Lucie County Sheriff's Office	325,607.00	331,475.00
Ft. Pierce Police Department	169,718.00	165,737.00
Port St. Lucie Police Department	387,418.00	389,094.00

Totals: \$2,095,284.00 \$2,095,284.00

**The Indian River Crime Laboratory
2020-2021 Approved Budget**

	<i>Approved 3.27.2019</i>	<i>Approved 4.13.2020</i>	
	2019-2020	2020-2021	
	Approved Budget	APPROVED Budget	
Personnel Costs			
Salaries	1,094,102.32	1,192,426	
Payroll Taxes	84,533.18	91,932	
Benefits			
<i>Retirement</i>	257,026.51	267,260	
<i>Health Insurance</i>	262,690.48	271,180	
<i>Dental Insurance</i>	9,813.22	9,943	
<i>Workman's Compensation</i>	11,050.43	2,743	
<i>Life Insurance</i>	7,218.87	7,807	
<i>Sick Leave Incentive/Longevity</i>	10,906.59	9,303	
<i>Disability</i>	7,902.48	8,158	
TOTAL PERSONNEL	1,745,244.09	1,860,751	6.62%
Operating Costs			
CAPITAL OUTLAY	26,000.00	46,000.00	
OPERATING SUPPLIES	158,000.00	158,000.00	
AUTO REPAIR & MAINTENANCE	2,500.00	2,500.00	
PRIVATE VEHICLE ALLOWANCE	3,500.00	3,500.00	
TELEPHONE	6,000.00	6,000.00	
UTILITIES	55,000.00	55,000.00	
PRINTING & BINDING	2,000.00	2,000.00	
EDUCATIONAL/SEMINARS	30,000.00	30,000.00	
CONTRACTUAL SERVICES	160,000.00	148,000.00	
OFFICE SUPPLIES	15,000.00	15,000.00	
PROFESSIONAL SERVICES			
<i>Audit Cost</i>	6,000.00	6,000.00	
<i>Fiduciary Management Cost</i>	10,000.00	10,000.00	
<i>Subtotal Professional</i>	16,000.00	16,000.00	
BOOKS & PUBLICATIONS	2,500.00	2,500.00	
REPAIR & MAINTENANCE	10,000.00	20,000.00	
INSURANCE	12,500.00	12,500.00	
CONTINGENCY	5,000.00	5,000.00	
TOTAL OPERATING	504,000.00	522,000.00	3.57%
GRAND TOTAL PERSONNEL & OPERATING BUDGET	2,249,244.09	2,382,750.74	
TOTAL REVENUE NEEDED TO MEET BUDGET REQUIREMENTS	2,249,244.09	2,382,750.74	5.94%
<i>Minus Estimated State Funding</i>	(170,000.00)	(170,000.00)	
NEEDED FROM AGENCIES	2,079,244.09	2,212,750.74	6.42%
NET REVENUE NEEDED FROM AGENCIES	2,079,244.09	2,212,750.74	
<i>(Reduction) from/ Replenishment of reserves</i>	16,040.00	(117,467.00)	
FINAL NET REVENUE needed from agencies	2,095,284.09	2,095,283.74	
PERCENT INCREASE		0.00%	-0.34



Indian River Crime Laboratory

NOTICE TO STAKEHOLDERS

The Indian River Crime Laboratory's (IRCL) accrediting body, ANAB requires that we notify stakeholders of our technical procedures for certain conditions. IRCL may make notifications through a case-by-case basis or through a general notification to all stakeholders. IRCL stakeholders include state, county, federal, and municipal law enforcement agencies or persons within the 19th Judicial Circuit of Florida that utilize Laboratory services for the purpose of examining evidentiary materials to aid in the investigation and/or prosecution of criminal offenses.

This notification serves as awareness to IRCL stakeholders of the following elements when evidentiary items are submitted for services:

- **Each request for analysis is reviewed at submission.** The review ensures an understanding of the stakeholder's request and that IRCL is capable of meeting the request.
- **IRCL will determine the most appropriate method or methods of analysis based on the request and the information provided by the stakeholder.** Acceptance of the signed submission form and examination request by IRCL constitutes an agreement to conduct services.
- **IRCL will select the item(s) most appropriate for analysis and may elect not analyze all items based on the ability to scientifically answer the investigative question or when statute thresholds have been met.** Both evidentiary items tested and not tested, will be addressed in the Laboratory Report provided to the stakeholder.
- **IRCL may, on occasion, outsource evidentiary items when the need arises to support lab operations.** The IRCL will only utilize external providers that meet the laboratory's established requirements. It is the stakeholder's responsibility to notify IRCL if outsourcing is not an acceptable alternative.
- **Samples eligible for database searches (CODIS & NIBIN) will be performed at the highest level allowable in accordance with our state and federal partnerships.** Unless there is a special request, subsequent/continual searches are performed periodically according to state and federal schedules until a sample is removed by IRCL. The agency will be contacted of any investigative leads resulting from a database search.
 - Sample removal is performed if subsequent information changes sample eligibility or IRCL receives a valid court order for removal.
 - The submitting agency will be notified when a previously eligible sample is removed from database searches.
- **IRCL will make every effort to retain a portion of the original evidence sample.** Testing will be conducted to provide maximum information with minimum consumption of the original sample. Consumption of a sample may be necessary to achieve probative results. Analyst's notes will reflect when an entire evidence sample is consumed due to testing. It is the stakeholder's responsibility to notify IRCL if consumption of an item is not acceptable.
- **IRCL will use scientifically accepted and validated methods.** However, policy does allow for approved deviations from validated methods when necessary. Prior to deviating from a validated method, approval is required by the Laboratory Director with documentation retained as part of the case record.



Indian River Crime Laboratory

- **IRCL will return the evidence to the submitting entity upon completion of analysis or when cases no longer require examinations.** IRCL may retain a small portion of the evidence item, (e.g. cutting, test fire) for future analysis. Returned evidence that is unworked will be identified but in no way infers consent for destruction.
- IRCL keeps all case related information confidential. Information will only be shared or discussed with the submitting agency unless required by law or applicable legal action (e.g. court order, subpoena, public record) or other agencies involved in the investigative process with permission from the original submitting agency.

**The Indian River Crime Laboratory
2020-2021 Approved Budget**

	<i>Approved 3.27.2019</i>	<i>Approved 4.13.2020</i>	
	2019-2020	2020-2021	
	<u>Approved Budget</u>	<u>APPROVED Budget</u>	
Personnel Costs			
Salaries	1,094,102.32	1,192,426	
Payroll Taxes	84,533.18	91,932	
Benefits			
<i>Retirement</i>	257,026.51	267,260	
<i>Health Insurance</i>	262,690.48	271,180	
<i>Dental Insurance</i>	9,813.22	9,943	
<i>Workman's Compensation</i>	11,050.43	2,743	
<i>Life Insurance</i>	7,218.87	7,807	
<i>Sick Leave Incentive/Longevity</i>	10,906.59	9,303	
<i>Disability</i>	7,902.48	8,158	
TOTAL PERSONNEL	1,745,244.09	1,860,751	6.62%
Operating Costs			
CAPITAL OUTLAY	26,000.00	46,000.00	
OPERATING SUPPLIES	158,000.00	158,000.00	
AUTO REPAIR & MAINTENANCE	2,500.00	2,500.00	
PRIVATE VEHICLE ALLOWANCE	3,500.00	3,500.00	
TELEPHONE	6,000.00	6,000.00	
UTILITIES	55,000.00	55,000.00	
PRINTING & BINDING	2,000.00	2,000.00	
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PERCENT INCREASE		0.00%	-0.34

CITY OF OKEECHOBEE

PW 04-00-09-20 September 28, 2020 3:00 PM Bid Opening

Okeechobee City Hall, Fire Department Records Retention Building Painting

CONTRACTOR:

		Vic's Painting & Reconstruction				Overland Construction Co. Inc				Mario's Painting and Services, Inc * Did not use Addendum for Bid Unit Price Schedule therefore Bid was rejected.			
ITEM NO.		UNIT MEASURE	EST. QTY.	UNIT PRICE	AMOUNT	UNIT MEASURE	EST. QTY.	UNIT PRICE	AMOUNT	UNIT MEASURE	EST. QTY.	UNIT PRICE	AMOUNT
1	REPAIR STUCCO AND SEAL ALL WALL CRACKS AND MAKE ALL NECESSARY PAINTING PREPARATIONS FOR THE CITY OF OKEECHOBEE CITY HALL, FIRE DEPARTMENT, AND RECORDS RETENTION BUILDING LOCATED AT 55 SE 3RD AVENUE, OKEECHOBEE, FL 34974.	LUMP SUM	1		\$ 10,024.00	LUMP SUM	1	\$ 7,996.00	\$ 7,996.00	LUMP SUM	1		\$ 1,500.00
2	SEAL COAT AND MASK CITY OF OKEECHOBEE CITY SEAL ON THE NORTH WALL OF CITY HALL AND TAKE ALL NECESSARY MEASURES NEEDED TO PROTECT THE SEAL FROM DAMAGE DURING PAINTING.	LUMP SUM	1		\$ 350.00	LUMP SUM	1	\$ 300.00	\$ 300.00	LUMP SUM	1		\$ 500.00
3	PAINT THE CITY OF OKEECHOBEE CITY HALL, FIRE DEPARTMENT, AND RECORDS RETENTION BUILDING LOCATED AT 55 SE 3 RD AVENUE, OKEECHOBEE FL 34974. PAINTING SHALL CONSIST OF PRIM COAT, ELASTOMERIC COAT, AND TOPCOAT PER THE GOVERNING SPECIFICATION, EXHIBIT A ITEM 11.	LUMP SUM	1		\$ 26,963.00	LUMP SUM	1	\$ 31,978.00	\$ 31,978.00	LUMP SUM	1		\$ 14,000.00
4	PAINT THE CITY OF OKEECHOBEE SEAL MONUMENT BASE AND MARQUEE COLUMNS. PAINTING SHALL CONSIST OF PRIM COAT, ELASTOMERIC COAT, AND TOPCOAT PER THE GOVERNING SPECIFICATION, EXHIBIT A ITEM 11. TRIM AND COLUMN COLORS (2 COLOR) TO MATCH COLORS SELECTED ITEM 3	LUMP SUM	1		\$ 225.00	LUMP SUM	1	\$ 500.00	\$ 500.00	LUMP SUM	1		\$ 1,520.00
TOTAL BID AMOUNT					\$ 37,562.00				\$ 40,774.00				\$ 17,520.00

Posted on September 28, 2020 at 4:00 p.m.
To be removed on October 7, 2020 at 4:00 p.m.

ORDINANCE NO. 1218

AN ORDINANCE OF THE CITY OF OKEECHOBEE, FLORIDA; AMENDING CHAPTER 90 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF OKEECHOBEE; AMENDING SECTION 90-162, REVISING PERMITTED USES IN THE RESIDENTIAL MOBILE HOME ZONING DISTRICT; AMENDING SECTION 90-165, REVISING MINIMUM LOT AND STRUCTURE REQUIREMENTS; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Okeechobee, Florida, has adopted Ordinance Number 716, as amended, known as the Land Development Regulations; and

WHEREAS, the City of Okeechobee, Florida, has a legitimate interest in periodic review of its Ordinances and Land Development Regulations in order to address certain inconsistencies or outdated regulations contained in the Codes; to make amendments to meet changing community standards, or to accommodate new development; and to create new ordinance or regulation to better serve the public and to make the Code a more consistent and easier to understand document; and

WHEREAS, the Planning Board for the City of Okeechobee, Florida, acting as the Local Planning Agency, reviewed and discussed the proposed amendments, also known as Land Development Regulation Text Amendment Application No. 20-001-TA, at a duly advertised Public Hearing held on September 17, 2020, and based on findings of fact by the Planning Staff, hereby recommends certain changes, amendments or modifications to the Code of Ordinances, to present to the City Council for ordinance adoption and codification; and

WHEREAS, the City Council for the City of Okeechobee, Florida, considered the recommendations by the Planning Board and concludes that enacting such amendments to be in the best interest of its citizens of said City, that said amendments are necessary and appropriate to make the Land Development Regulations more consistent and responsive to the needs of the City and its citizens.

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

SECTION 1: Recitals Adopted. Each of the above stated recitals is true and correct and incorporated herein by this reference:

SECTION 2: Amendment and Adoption to Section 90-162.

That the City Council for the City of Okeechobee, Florida, amends herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Chapter 90-Zoning, Article III-Districts and District Regulations, Division 4-Residential Mobile Home (RMH) District, Section 90-162 Permitted Uses as follows:

The following principal uses and structures in the RMH district are permitted:

- (1) Mobile home subdivision, with one mobile home per lot.
- (2) Mobile home park, with one mobile home per ~~lot~~ site (each site meeting the lot and site area requirements of Section 90-165(2)(a)).
- (3) Hurricane shelter.
- (4) Public and private schools.
- (5) House of worship, on a lot of at least five acres.
- (6) Open space.
- (7) Public facility or use.
- (8) ~~Site-built or modular single-family homes on lots in mobile home parks existing as of August 1, 2007.~~
- (9) Mobile homes and single-family homes on undersized lots that have existed since August 1, 2007.

SECTION 3: Amendment and Adoption to Section 90-165.

That the City Council for the City of Okeechobee, Florida, amends herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Chapter 90-Zoning, Article III-Districts and District Regulations, Division 4-Residential Mobile Home (RMH) District, Section 90-165 Lot and structure requirements as follows:

Except where further restricted by these regulations for a particular use, the minimum lot and structure requirements in the RMH district shall be as follows:

(1)	<i>Minimum area.</i>		
	a.	Mobile home park:	Area 10 acres
	b.	Mobile home subdivision:	Area 10 acres
	c.	Recreation vehicle park:	Area 10 acres
(2)	<i>Minimum lot <u>and site</u> area.</i>		
	a.	Mobile home and single-family home:	Area 5,000 <u>7,620</u> square feet
			Width 50 feet
	b.	<u>Single Family Home:</u>	<u>Area</u> 10,000 square feet
			<u>Width</u> 50 feet
	c.	Other permitted principal uses:	Area 10,000 square feet
			Width 100 feet
(3)	<i>Minimum yard requirements.</i> Except where a greater distance is required by these regulations for a particular use, the minimum yard setbacks in the RMH district shall be as follows:		
	a.	District yard minimum:	20 feet on all property boundaries
	ba.	Mobile home and single-family home:	Front 20 feet
			Side 10 feet
			Rear 10 feet
	eb.	Other permitted principal uses:	Front 25 feet
			Side 20 feet
			Rear 20 feet
(4)	<i>Maximum lot coverage by all buildings.</i>		
			<i>Maximum Coverage</i>
			<i>Maximum Impervious Surface</i>
	a.	Mobile home, recreation vehicle and single-family home:	50 percent
	b.	Other permitted principal uses:	30 percent
(5)	<i>Maximum height of structures.</i>		
	Except where further restricted by these regulations for a particular use, the maximum height shall be as follows: All uses shall be 30 feet.		

SECTION 4: Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5: Severability. If any provision or portion of this Ordinance is declared by any 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 6: Inclusion in the Code. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of the City of Okeechobee.

SECTION 7: Effective Date. This Ordinance shall take effect immediately upon its passage.

INTRODUCED for First Reading and set for Final Public Hearing on this 20th day of October, 2020.

Dowling R. Watford, Jr., Mayor

ATTEST:

Lane Gamiotea, CMC, City Clerk

PASSED AND ADOPTED after Second and Final Public Hearing this 17th day of November, 2020.

Dowling R. Watford, Jr., Mayor

ATTEST:

Lane Gamiotea, CMC, City Clerk

REVIEWED FOR LEGAL SUFFICIENCY:

John Fumero, City Attorney

City of Okeechobee
General Services Department
55 S.E. 3rd Avenue, Room 101
Okeechobee, Florida 39974-2903
Phone: (863) 763-3372, ext. 218
Fax: (863) 763-1686

Date: 8-24-20

Petition No. 20-001-TA

Fee Paid: N/A

Jurisdiction: PB/CC

1st Hearing: 9-17-20

2nd Hearing: 10-20-20 / 11-17-20

Publication Dates:

Notices Mailed: N/A

APPLICATION FOR TEXT AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS

APPLICANT INFORMATION

- 1 Name of Applicant: City of Okeechobee
2 Mailing address: 55 SE 3rd Avenue Okeechobee Florida
3 E-mail address: pburnette@cityofokeechobee.com
4 Daytime phone(s): 863-763-9820

5 Do you own residential property within the City? Yes No
If yes, provide address(es)

6 Do you own nonresidential property within the City? Yes No
If yes, provide address(es)

REQUEST INFORMATION

- 7 Request is for: Text change to an existing section of the LDRs
 Addition of a permitted use Deletion of a permitted use
 Addition of a special exception use Deletion of a special exception use
 Addition of an accessory use Deletion of an accessory use

8 Provide a detailed description of text changes to existing section(s) showing deletions in ~~strikeout~~ and additions in underline format. (This description may be provided on separate sheets if necessary.)

See draft Ordinance



Staff Report

Land Development Code Text Amendment

Applicant: *The City of Okeechobee*

Petition No.: *20-001-TA*



1375 Jackson Street # 206 Fort Myers, FL 33901

Reason for Amendment

The RMH district standards are provided in Division 4 of Article III of Chapter 90 of the City’s land development code. Staff became aware of several issues regarding the current Residential Mobile Home (RMH) district standards and the maximum density allowed in the Single Family Residential future land use category:

1. **Permitted Uses:** The list of permitted uses includes types of development that do not seem correct in the context of the definitions provided for those uses.
2. **Required Setbacks:** One of the required setbacks seems contrary to the other required setbacks.
3. **Density:** The minimum allowed lot size could create a density that would exceed the maximum allowed density of the single family residential future land use category.

Land Development Code Sections Involved

Section 90-162 provides the list of permitted uses in the RMH district as follows:

- (1) Mobile home subdivision, with one mobile home per lot.
- (2) Mobile home park, with one mobile home per lot.
- (3) Hurricane shelter.
- (4) Public and private schools.
- (5) House of worship, on a lot of at least five acres.
- (6) Open space.
- (7) Public facility or use.
- (8) Site-built or modular single-family homes on lots in mobile home parks existing as of August 1, 2007.

Section 90-165 provides lot and structure requirements as follows:

Except where further restricted by these regulations for a particular use, the minimum lot and structure requirements in the RMH district shall be as follows:

(1)		Minimum area.		
	a.	Mobile home park:	Area	10 acres
	b.	Mobile home subdivision:	Area	10 acres
	c.	Recreation vehicle park:	Area	10 acres
(2)		Minimum lot area.		
	a.	Mobile home and single-family home:	Area	5,000 square feet
			Width	50 feet
	b.	Other permitted principal uses:	Area	10,000 square feet
			Width	100 feet

(3)	Minimum yard requirements. Except where a greater distance is required by these regulations for a particular use, the minimum yard setbacks in the RMH district shall be as follows:		
a.	District yard minimum:	20 feet on all property boundaries	
b.	Mobile home and single-family home:	Front Side Rear	20 feet 10 feet 10 feet
c.	Other permitted principal uses:	Front Side Rear	25 feet 20 feet 20 feet
(4)	Maximum lot coverage by all buildings.		
		Maximum Coverage	Maximum Impervious Surface
a.	Mobile home, recreation vehicle and single-family home:	50 percent	50 percent
b.	Other permitted principal uses:	30 percent	50 percent
(5)	Maximum height of structures.		
	Except where further restricted by these regulations for a particular use, the maximum height shall be as follows: All uses shall be 30 feet.		

Section 66-1 provides the definition of *mobile home park* and the definition of *mobile home subdivision* as follows:

Mobile home park means **land under single ownership** which is used to supply to the public spaces for the placement and occupancy of two or more mobile homes as dwelling units.

Mobile home subdivision means a **subdivision of land** for the sale of lots for the placement and occupancy of mobile homes as dwelling units.

Permitted Uses

Based on the definitions of mobile home park and mobile home subdivision, there are a few issues with the list of permitted uses in the RMH district. Subsection 90-162(2) lists “mobile home park, with one mobile home per lot” as a permitted use. However, the definition of mobile home park requires that the park must be under single ownership. While this could mean an area with separate lots all owned by the same entity, it is more typically one parcel of land owned by one entity, with multiple mobile home sites for rent/lease by that entity. This use, as listed in section 90-162(2) should be revised to be consistent with the definition of a mobile home park.

According to staff reports and meeting minutes from the adoption of Ordinance 997, subsection 90-162(8) was added in August 2007 with the intent of allowing redevelopment of lots in the RMH district with single family homes in place of mobile homes. Previously, single

family homes were not a permitted use in the RMH district. However, the wording of this section is problematic as it specifies mobile home parks, leaving out mobile home subdivisions, and could have several interpretations.

Based on the definitions of mobile home park and mobile home subdivision, as well as the City's desire to allow redevelopment of RMH lots with single family homes, this subsection should be revised to allow site built of modular single family homes on any lot. A new subsection (9) should also be added to clarify that mobile homes and single family homes should be permitted on existing undersized lots. Except for the permitting of the mobile homes, this is consistent with section 90-32(a) which provides for development of nonconforming residential lots as follows:

A lot in a residential zoning district which is nonconforming because of insufficient area, which has at least 4,000 square feet and 40 feet frontage, and was in separate ownership on the date of enactment of these regulations, may be used to build a single-family dwelling

Required Setbacks

Section 90-165(3)(a) seems to contradict the setbacks allowed in subsection (b) and (c). Subsections (b) and (c) seem to cover all potential structures and subsection (a) requires greater setbacks than the minimum allowed under subsection (b). Since the 10 foot rear and side setbacks allowed under section (b) do seem appropriate, we recommend that subsection (a) be stricken from the code.

Density

The RMH zoning district is only permitted within the single family residential future land use category, the standards for which are provided in Future Land Use Policy 2.1(a) of the City's Comprehensive Plan as follows:

Single-Family Residential. Permitted uses include single-family dwellings, mobile home parks, houses of worship, public and private schools, public facilities, limited agriculture and accessory uses customary to permissible uses. Other uses related to and consistent with low density residential development such as boarding houses, bed and breakfasts, adult family care homes, assisted living facilities, community centers, indoor and outdoor recreation and public utilities may be permissible under certain circumstances.

- (1) Maximum density is four units per acre for residential units on individual lots, and six units per acre for mobile home parks. Where affordable housing is provided in accordance with Housing Policy 1.6, the maximum density for single family development shall be five units per acre.
- (2) Zoning districts considered appropriate within this future land use category include Rural Heritage (RH), Residential Single-Family One (RSF 1), Residential Mobile Home (RMH), and Residential Planned Unit Development (PUD-R).

Section 90-165(2)(a) allows for minimum lot sizes of 5,000 square feet for mobile homes and single family homes. If a mobile home subdivision were to be created with 5,000 square foot lots, the density would be 8.7 dwelling units per acre. This is inconsistent with the City's comprehensive plan, as this density is greater than the maximum density of 6 units per acre that is permitted by future land use policy 2.1(a). If the City would like to ensure compliance with policy 2.1(a), then the minimum area required for each mobile home in the RMH district should be 7,260 square feet.

Proposed Amendment

The above issues were discussed with the Planning Board at a workshop on August 20, 2020. It was generally agreed upon that:

- The 20 foot minimum yard setback required in Section 90-165(3)(a) should be removed.
- Redevelopment of lots in the RMH district with single family dwellings to replace mobile homes should be permitted and encouraged.
- The maximum densities allowed by the Single Family Residential Future Land Use Category should remain unchanged.
- No new subdivisions or lot splitting should be permitted which is inconsistent with the maximum densities allowed by the comprehensive plan; and that the permitted uses and lot area requirements of the RMH district should be amended to achieve this

Please see the attached proposed ordinance which, if approved, will amend the RMH district standards.

Submitted by:



Benjamin L. Smith, AICP
Sr. Planner

LaRue Planning
September 8, 2020

Planning Board Meeting: September 17, 2020
City Council 1st Reading: (tentative) October 20, 2020
City Council 2nd Reading and Public Hearing: (tentative) November 17, 2020



CITY OF OKEECHOBEE, FLORIDA
PLANNING BOARD & WORKSHOP MEETING
SEPTEMBER 17, 2020
DRAFT SUMMARY OF BOARD ACTION

I. CALL TO ORDER

Chairperson Hoover called the regular Planning Board and Workshop meeting for the City of Okeechobee to order on Thursday, September 17, 2020, at 6:03 P.M. in the City Council Chambers, located at 55 Southeast Third Avenue, Room 200, Okeechobee, Florida. Pursuant to Executive Order No. 20-69 issued by Governor DeSantis on March 20, 2020, and extended by Executive Order No. 20-193 effective August 7, 2020, the meeting was conducted utilizing communications media technology as provided by Florida Statutes 120.54(5)(b)2, by means of Zoom.com Meeting ID 2459713294. The Host computer was operated by Executive Assistant Brock. The video, audio, and other digital comments are recorded and retained as a permanent record.

A. The Pledge of Allegiance was led by Chairperson Hoover.

II. ATTENDANCE

Planning Board Secretary Patty Burnette called the roll. Chairperson Dawn Hoover, Vice Chairperson Doug McCoy, Board Members Phil Baughman, Karyne Brass and Mac Jonassaint were present. Alternate Board Members Joe Papasso and Jim Shaw were present. Board Members Rick Chartier and Felix Granados were absent with consent.

CITY STAFF: City Planning Consultant Ben Smith, General Services Secretary Yesica Montoya, and Executive Assistant Robin Brock were present. City Attorney John Fumero was absent with consent.

Chairperson Hoover moved Alternate Board Members Papasso and Shaw to voting position.

III. AGENDA

A. Chairperson Hoover asked whether there were any agenda items to be added, deferred, or withdrawn. To dispense with the reading and approve the August 20, 2020 Workshop Minutes was added as Item IV.B.

B. A motion was made by Vice Chairperson McCoy to adopt the agenda as presented and amended; seconded by Board Member Jonassaint.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

IV. MINUTES

A. A motion was made by Board Member Brass to dispense with the reading and approve the July 16, 2020 Regular Meeting minutes; seconded by Vice Chairperson McCoy.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

B. A motion was made by Vice Chairperson McCoy to dispense with the reading and approve the August 20, 2020 Workshop Meeting minutes; seconded by Board Member Jonassaint.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

V. CHAIRPERSON HOOVER OPENED THE PUBLIC HEARING AT 6:06 P.M.

A. City Planning Consultant Ben Smith of LaRue Planning and Management Services who briefly reviewed the Planning Staff Report for Land Development Regulations (LDR) Text Amendment Application No. 20-001-TA, which proposes to amend Section 90-162 revising permitted uses, and Section 90-165 revising the minimum lot and structure requirements within the Residential Mobile Home (RMH) Zoning District.

A previous workshop meeting was held on August 20, 2020, with the final consensus of the Planning Board being to revise the current code as follows: the 20 foot minimum yard setback required in Section 90-165(3)(a) should be removed; redevelopment of lots in the RMH district with single family dwellings to replace mobile homes should be permitted and encouraged; the maximum densities allowed by the Single Family (SF) Residential FLU Category should remain unchanged; and no new subdivisions or lot splitting should be permitted which is inconsistent with the maximum densities allowed by the comprehensive plan; and that the permitted uses and lot area requirements of the RMH district should be amended to achieve this.

1. Chairperson Hoover opened the floor for public comment. Mr. Steven Dobbs commented he currently is working with a client on a possible new mobile home subdivision and wanted to confirm should this ordinance be adopted it would now be required to have 10,000 square feet for a single-family home instead of the current 5,000 square feet. Planner Smith replied yes as this will then bring the zoning district's minimum lot size into consistency with the density listed in the Comprehensive Plan. Board Member Baughman voiced concerns feeling this change would be penalizing someone wishing to build a good structure-built home as they would be held to more area than what would be required for a mobile home. If one had a lot and placed a mobile home on it and then wanted to change it to a single-family home later in the future, they would not be able to. He further inquired about an existing mobile home subdivision, River Run Mobile Home Park and if the property owners with lots there would be able to change out their mobile homes to single family homes in the future. Planner Smith replied yes as the mobile homes were in existence on those undersized lots since 2007. Vice Chairperson McCoy offered information regarding policies the State has in regard to protecting mobile homes in parks. Should one not wish to upgrade to a single-family home and wish to keep their mobile home they are protected, and one cannot force them to make the change.
2. No disclosures of Ex-Parte were offered from Board Members.
3. A motion was offered by Board Member Jonassaint to recommend approval to the City Council for LDR Text Amendment Application No. 20-001-TA, which proposes to amend Section 90-162 revising permitted uses, and Section 90-165 revising the minimum lot and structure requirements within the Residential Mobile Home (RMH) Zoning District as follows:
 - Amend Section 90-162(2) to read mobile home park, with one mobile home per site (each site meeting the lot structure requirements of Section 90-165(2)(a).
 - Amend Section 90-162(8) to read site-built or modular single-family homes and add (9) to read Mobile homes and single-family homes on undersized lots that have existed since August 1, 2007.
 - Amend Section 90-165(2) to read minimum lot/site area.
 - Amend Section 90-165 (2) (a) to read Mobile home with an area of 7,620 square feet.
 - Add Section 90-165 (2) (b) to read Single Family Home with an area of 10,000 square feet and a width of 50 feet.
 - Delete Section 90-165 (3)(a); second by Board Member Brass.
 - a) The Board offered no further discussion.
 - b) **Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.** The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for October 20, 2020 and November 17, 2020, 6:00 P.M.

B. City Planning Consultant Smith briefly reviewed the Planning Staff Report for LDR Text Amendment Application No. 20-002-TA, which proposes to amend Section 70-340 broadening the applicability of the findings required for granting petitions; Appendix A; Form 1 to clarify the procedures for Comprehensive Plan Amendment Applications; Form 3 to clarify the procedures for Zoning District Boundary Change Petitions; creating Form 19 to provide standards and procedures for administratively initiated Comprehensive Plan Future Land Use Map (FLUM) Amendments; and creating Form 20 to provide standards and procedures for administratively initiated Zoning District Boundary Change Petitions. Previous workshop meetings were held on July 16, 2020 and August 20, 2020, with the final consensus of the Planning Board being to propose land development code amendments that will allow the City of Okeechobee to initiate zoning map changes and (FLUM) changes with less requirements than are currently required for map changes requested by property owners. As staff confirmed with other local governments, no survey is required for a city initiated rezoning or a city initiated FLUM Amendment. Identifying the subject property on maps and providing a legal description is sufficient. Minor changes to the processing procedures of applicant-initiated map changes are also proposed in order to more closely align with the manner in which requests are actually processed.

1. Chairperson Hoover opened the floor for public comment. There was none.
2. No disclosures of Ex-Parte were offered from Board Members.
3. A motion was offered by Board Member Brass to recommend approval to the City Council for LDR Text Amendment Application No. 20-002-TA, which proposes to amend Section 70-340 broadening the applicability of the findings required for granting petitions; Appendix A; Form 1 to clarify the procedures for Comprehensive Plan Amendment Applications; Form 3 to clarify the procedures for Zoning District Boundary Change Petitions; creating Form 19 to provide standards and procedures for administratively initiated Comprehensive Plan FLUM Amendments; and creating Form 20 to provide standards and procedures for administratively initiated Zoning District Boundary Change Petitions as follows:
 - Appendix A, Form 1 Comprehensive Plan Amendment Petition number 2.b., to read Administrator reviews petition, initiates processing, issues notice of Planning Board public hearing.
 - Amend Appendix A, Form 1 Comprehensive Plan Amendment Petition number 2.d., to read Administrator issues notice of City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition number 2.b., to read Administrator reviews petition, initiates processing, issues notice of Planning Board public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition number 2.d., to read Administrator issues notice of City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition by adding number 2.e., to read City Council holds first public hearing, renders decision.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition by adding number 2.f., to read if approved, Administrator issues notice of second City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petitions number 2.g., to read City Council holds second public hearing, renders final decision on petition.
 - Amend Appendix A by adding Form 19, Administratively Initiated Comprehensive Plan FLUM Amendment and Form 20, Administratively Initiated Zoning District Boundary Change petition that list petition contents and processing information. In addition to new application requirements proposed in Appendix A, some minor revisions are also proposed to Section 70-340 in order to broaden the applicability of the required findings for zoning map changes and land development code changes.

Amend the first paragraph to read, All petitions for change of land development regulations and change of zoning district boundary shall be considered in relation to the following criteria, where applicable.

In acting upon a petition, the City Council, Planning Board, or Board of Adjustment, as appropriate, shall find that: (1) amend the word use to request and in (3), (5), (7), and (8) amend the wording at the beginning of each sentence from The use to Approval of the request; seconded by Board Member Jonassaint.

- a) The Board offered no discussion.
- b) **Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.** The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for October 20, 2020 and November 17, 2020, 6:00 P.M.

CHAIRPERSON HOOVER CLOSED THE PUBLIC HEARING AT 6:40 P. M.

VI. CHAIRPERSON HOOVER RECESSED THE REGULAR MEETING AND CONVENED THE WORKSHOP AT 6:40 P.M.

- A. City Planning Consultant Smith briefly reviewed the Staff Report for the Workshop regarding discussion points for the formulation of a program to incentivize owners of properties zoned Holding to request rezoning to another zoning district. At one time, the City's LDR's contained regulations for the development of properties zoned Holding. However, several years ago, the Holding district regulations were removed from the LDR's. Currently, if any property owner of land zoned Holding is seeking to develop that property, a rezoning must be performed first.

As members of the City Council and Planning Board have pointed out, the rezoning process can be an uncertain and cost prohibitive process for some property owners and prospective property buyers. If the goal of the City is to encourage properties owners of Holding properties to rezone, then the City may need to consider instituting a temporary program that provides some incentivization to rezone by reducing the requirements, lowering the application fee, and providing more certainty to the outcome of the rezoning process.

At the November 21, 2019 Workshop Meeting, staff received directions to proceed with a plan for City initiated rezonings of the Holding properties. Planner Smith explained several tasks would need to be considered.

First, application requirements, including application fees. Currently, Appendix A of the City's LDR's requires the following: petitioner's name, address, phone number; proof of interest in property; property survey and location map; property owner's list; site development plan; statement of use; supplementary supporting information; impact analysis and application fee. As part of the incentivization program, the City could reduce these rezoning application requirements in a few ways. The City could allow Holding property owners to submit their application without a survey and location map, instead requiring only a legal description and parcel number. Additionally, a site development plan and impact analysis are also not completely necessary. Appendix C of the City's LDR's requires a rezoning application fee of \$850 plus \$30 per acre.

In addition to the direct costs of advertising and postage, there are other costs the City has assumed including planning consultant time, administrative staff time, and in some rezoning situations, attorney time. At this time, these costs are not billed directly back to the applicant. Ultimately, it must be a City policy and budgeting decision whether to reduce the fees or set fees differently for any application. Considering the advertising costs, mailing costs, consultant time and administrative staff time spent on each rezoning request, reducing the rezoning application fees would likely be a subsidization. However, reducing fees, even if only moderately, would provide some incentivization for Holding property owners or prospective buyers to initiate a rezoning.

Secondly, identifying the map changes the City will support. Currently, 55 parcels of land within the City are zoned Holding. A few are developed, though most are undeveloped or used for agricultural purposes. Most of the Holding properties are designated as Single Family Residential (SF) on the FLUM, though there are two with Commercial designations and one with Mixed Use Residential. Staff has already prepared a report outlining the existing land use, surrounding land uses, FLUM designation and recommendations for map changes for nearly every Holding parcel. These recommendations should be discussed, revised as necessary and formalized by the Planning Board. Then, should Holding property owners request a rezoning according to the City's formally supported map changes, they can have confidence that the request will be approved.

Thirdly, deciding how the Holding property owners should be notified of the program. Ideally, a notice would be mailed to each property owner, with the notice being somewhat specific for each property to describe the map change that is supported by the City for their property. If phone and/or email contacts are known, staff could also reach out to property owners through those methods.

Lastly, adopting an ordinance to implement the program. Once the specifics of the program have been determined, an ordinance can be prepared.

After discussion, the consensus of the Board was to have the City Planner do some further research on the following items: draft a copy of what the notification letter to property owners would contain; how advertising costs could be minimalized; and draft an application with a proposed fee.

CHAIRPERSON HOOVER ADJOURNED THE WORKSHOP AND RECONVENED THE REGULAR MEETING AT 7:17 P.M.

- VII. There be no further items on the agenda, Chairperson Hoover adjourned the meeting at 7:17 P.M.

Dawn T. Hoover, Chairperson

ATTEST:

Patty M. Burnette, Secretary

Please take notice and be advised that when a person decides to appeal any decision made by the Planning Board/Board of Adjustment and Appeals with respect to any matter considered at this proceeding, 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. General Services' media are for the sole purpose of backup for official records.

ORDINANCE NO. 1219

AN ORDINANCE OF THE CITY OF OKEECHOBEE, FLORIDA; AMENDING CHAPTER 70 OF THE LAND DEVELOPMENT REGULATIONS OF THE CITY OF OKEECHOBEE; AMENDING SECTION 70-340, BROADENING THE APPLICABILITY OF THE FINDINGS REQUIRED FOR GRANTING PETITIONS; AMENDING FORM 1 OF APPENDIX A TO CLARIFY THE PROCEDURES FOR COMPREHENSIVE PLAN AMENDMENT PETITIONS; AMENDING FORM 3 OF APPENDIX A TO CLARIFY THE PROCEDURES FOR ZONING DISTRICT BOUNDARY CHANGE PETITIONS; CREATING FORM 19 IN APPENDIX A TO PROVIDE STANDARDS AND PROCEDURES FOR ADMINISTRATIVELY INITIATED COMPREHENSIVE PLAN FUTURE LAND USE MAP AMENDMENTS; CREATING FORM 20 IN APPENDIX A TO PROVIDE STANDARDS AND PROCEDURES FOR ADMINISTRATIVELY INITIATED ZONING DISTRICT BOUNDARY CHANGE PETITIONS; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Okeechobee, Florida, has adopted Ordinance Number 716, as amended, known as the Land Development Regulations; and

WHEREAS, the City of Okeechobee, Florida, has a legitimate interest in periodic review of its Ordinances and Land Development Regulations in order to address certain inconsistencies or outdated regulations contained in the Codes; to make amendments to meet changing community standards, or to accommodate new development; and to create new ordinance or regulation to better serve the public and to make the Code a more consistent and easier to understand document; and

WHEREAS, the Planning Board for the City of Okeechobee, Florida, acting as the Local Planning Agency, reviewed and discussed the proposed amendments, also known as Land Development Regulation Text Amendment Application No. 20-002-TA, at a duly advertised Public Hearing held on September 17, 2020, and based on findings of fact by the Planning Staff, hereby recommends certain changes, amendments or modifications to the Code of Ordinances, to present to the City Council for ordinance adoption and codification; and

WHEREAS, the City Council for the City of Okeechobee, Florida, considered the recommendations by the Planning Board and concludes that enacting such amendments to be in the best interest of its citizens of said City, that said amendments are necessary and appropriate to make the Land Development Regulations more consistent and responsive to the needs of the City and its citizens.

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

SECTION 1: Recitals Adopted. Each of the above stated recitals is true and correct and incorporated herein by this reference:

SECTION 2: Amendment and Adoption to Section 70-340.

That the City Council for the City of Okeechobee, Florida, amends herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Chapter 70-Administration, Article III-Administrative Procedures and Requirements, Division 4-Application Requirements, Section 70-340 Findings Required for Granting Petitions as follows:

All petitions for change of land development regulations and change of zoning district boundary shall be considered in relation to the following criteria, where applicable. In acting upon a petition ~~for a proposed use~~, the city council, planning board, or board of adjustment, as appropriate, shall find that:

- (1) The ~~use~~request is not contrary to comprehensive plan requirements.
- (2) The use is specifically authorized under the zoning district regulations applied for.

- (3) ~~The use~~Approval of the request will not have an adverse effect on the public interest.
- (4) The use is appropriate for the location proposed, is reasonably compatible with adjacent uses, and is not contrary or detrimental to urbanizing land use patterns.
- (5) ~~The use~~Approval of the request will not adversely affect property values or living conditions, nor be a deterrent to the improvement or development of adjacent property.
- (6) The use can be suitably buffered from surrounding uses, so as to reduce the impact of any nuisance or hazard to the neighborhood.
- (7) ~~The use~~Approval of the request will not create a density pattern that would overburden public facilities such as schools, streets, and utility services.
- (8) ~~The use~~Approval of the request will not create traffic congestion, flooding or drainage problems, or otherwise affect public safety.
- (9) The use has not been inordinately burdened by unnecessary restrictions.

SECTION 3: Amendment and Adoption to Appendix A-Applications, Forms, and Content Requirements, Form 1-Comprehensive Plan Amendment Petition.

That the City Council for the City of Okeechobee, Florida, amends herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Appendix A-Applications Forms and Content Requirements, Form 1-Comprehensive Plan Amendment Petition as follows:

Appendix A-Application Forms and Content Requirements, Form 1-Comprehensive Plan Amendment Petition.

1. *Petition contents.* Comprehensive plan amendment petition shall be submitted on the appropriate application form and comprises the following:
 - a. Petitioner's name, address, phone number.
 - b. Reason for requesting the amendment.
 - c. Details of the requested amendment.
 - d. Supplementary supporting information.
 - e. Information and documents requested by city administrator prior to public hearing.
 - f. Application fee.
2. *Processing.* Comprehensive plan amendment petitions are processed as follows:
 - a. Applicant submits petition to general services department.
 - b. Administrator reviews petition, initiates processing, issues notice of first planning board public hearing.
 - c. Planning board holds public hearing, forwards advisory recommendation to city council.
 - d. Administrator issues notice of ~~second~~city council public hearing.
 - e. City council holds public hearing, renders final decision on petition.

SECTION 4: Amendment and Adoption to Appendix A-Applications, Forms, and Content Requirements, Form 3-Zoning District Boundary Change Petition.

That the City Council for the City of Okeechobee, Florida, amends herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Appendix A-Applications Forms and Content Requirements, Form 3-Zoning District Boundary Change Petition as follows:

Appendix A-Applications Forms and Content Requirements, Form 3-Zoning District Boundary Change Petition

1. *Petition contents.* Zoning district boundary change petition shall be submitted on the appropriate application form and comprises the following:
 - a. Petitioner's name, address, phone number.
 - b. Proof of interest in property.
 - c. Property survey and location map.
 - d. Property owner's list.
 - e. Site development plan.
 - f. Statement of use.
 - g. Supplementary supporting information.
 - h. Impact analysis.
 - i. Application fee.

2. *Processing.* Zoning district boundary change petitions are processed as follows:
 - a. Applicant submits petition to general services department.
 - b. Administrator reviews petition, initiates processing, issues notice of ~~first~~planning board public hearing.
 - c. Planning board holds public hearing, forwards advisory recommendation to city council.
 - d. Administrator issues notice of ~~second-city council~~ public hearing.
 - e. City council holds first public hearing, renders decision.
 - f. If approved, Administrator issues notice of second city council public hearing.
 - eg. City council holds second public hearing, renders final decision on petition.

SECTION 5: Addition and Adoption of Appendix A-Applications, Forms, and Content Requirements, Form 19-Administratively Initiated Comprehensive Plan Future Land Use Map Amendment.

That the City Council for the City of Okeechobee, Florida, adds herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Appendix A-Applications Forms and Content Requirements, Form 19-Administratively Initiated Comprehensive Plan Future Land Use Map Amendment as follows:

Appendix A-Applications, Forms, and Content Requirements, Form 19-Administratively Initiated comprehensive plan future land use map amendment.

1. Application contents. Comprehensive plan future land use map amendments initiated by the City of Okeechobee shall be presented by city staff in a report which includes the following:
 - a. List of property owners.
 - b. Location map identifying subject property.
 - c. Future Land Use Map identifying subject property.
 - d. Zoning Map identifying subject property.
 - e. Legal description of subject property.
 - f. Reason for amendment.
 - d. Supplementary supporting information.
 - e. Information and documents requested by city administrator prior to public hearing.
2. Processing. Administratively initiated comprehensive plan amendment applications are processed as follows:
 - a. Staff prepares a report on the proposed map change.
 - b. Administrator reviews application, initiates processing, issues notice of public hearing.
 - c. Planning board holds public hearing, forwards advisory recommendation to city council.
 - d. Administrator issues notice of city council public hearing.
 - e. City council holds public hearing, renders final decision on application.

SECTION 6: Addition and Adoption of Appendix A-Applications, Forms, and Content Requirements, Form 20-Administratively Initiated Zoning District Boundary Change Petition.

That the City Council for the City of Okeechobee, Florida, adds herein Part II of the Code of Ordinances, Subpart B-Land Development Regulations, providing for amendments to Appendix A-Applications Forms and Content Requirements, Form 20-Administratively Initiated Zoning District Boundary Change Petition as follows:

Appendix A-Applications, Forms, and Content Requirements, Form 20-Administratively Initiated zoning district boundary change petition.

1. Petition contents. Zoning district boundary changes initiated by the City of Okeechobee shall be presented by city staff in a report which includes the following:
 - a. List of property owners.
 - b. Location map identifying subject property.
 - c. Future land use map identifying subject property.
 - d. Zoning map identifying subject property.
 - e. Legal description of subject property
 - f. Reason for rezoning

- g. Supplementary supporting information.
- h. Information and documents requested by city administrator prior to public hearing.
- 2. Processing. Administratively initiated zoning district boundary change petitions are processed as follows:
 - a. Staff prepares a report on the proposed map change.
 - b. Administrator reviews staff report, initiates processing, issues notice of planning board hearing.
 - c. Planning board holds public hearing, forwards advisory recommendation to city council.
 - d. Administrator issues notice of first city council public hearing.
 - e. City council holds first public hearing, renders decision.
 - f. If approved, Administrator issues notice of second city council public hearing.
 - g. City council holds second public hearing, renders final decision.

SECTION 7: Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 8: Severability. If any provision or portion of this Ordinance is declared by any 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 9: Inclusion in the Code. It is the intention of the City Council, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of the City of Okeechobee.

SECTION 10: Effective Date. This Ordinance shall take effect immediately upon its passage.

INTRODUCED for First Reading and set for Final Public Hearing on this 20th day of October, 2020.

Dowling R. Watford, Jr., Mayor

ATTEST:

Lane Gamiotea, CMC, City Clerk

PASSED AND ADOPTED after Second and Final Public Hearing this 17th day of November, 2020.

Dowling R. Watford, Jr., Mayor

ATTEST:

Lane Gamiotea, CMC, City Clerk

REVIEWED FOR LEGAL SUFFICIENCY:

John Fumero, City Attorney

City of Okeechobee
General Services Department
55 S.E. 3rd Avenue, Room 101
Okeechobee, Florida 39974-2903
Phone: (863) 763-3372, ext. 218
Fax: (863) 763-1686

Date: 8-24-20

Petition No. 20-002-TA

Fee Paid: N/A

Jurisdiction: PB/CC

1st Hearing: 9-17-20

2nd Hearing: 10-20-20 / 11-17-20

Publication Dates:

Notices Mailed: N/A

APPLICATION FOR TEXT AMENDMENT TO THE LAND DEVELOPMENT REGULATIONS

APPLICANT INFORMATION

- 1 Name of Applicant: City of Okeechobee
2 Mailing address: 55 SE 3rd Avenue Okeechobee Florida
3 E-mail address: phumette@cityofokeechobee.com
4 Daytime phone(s): 863-763-9820

5 Do you own residential property within the City? Yes No
If yes, provide address(es)

6 Do you own nonresidential property within the City? Yes No
If yes, provide address(es)

REQUEST INFORMATION

- 7 Request is for: Text change to an existing section of the LDRs
 Addition of a permitted use Deletion of a permitted use
 Addition of a special exception use Deletion of a special exception use
 Addition of an accessory use Deletion of an accessory use

8 Provide a detailed description of text changes to existing section(s) showing deletions in ~~strikeout~~ and additions in underline format. (This description may be provided on separate sheets if necessary.)

See draft Ordinance



Staff Report

Land Development Code Text Amendment

Applicant: *The City of Okeechobee*

Petition No.: *20-002-TA*



1375 Jackson Street # 206 Fort Myers, FL 33901

Based on direction from the Board at the July workshop and discussion of this issue at the August Workshop, the attached proposed Ordinance presents land development code amendments that will allow the City of Okeechobee to initiate zoning map changes and future land use map changes with less requirements than are currently required for map changes requested by property owners. As staff confirmed with other local governments, no survey is required for a city initiated rezoning or a city initiated future land use map amendment. Identifying the subject property on maps and providing a legal description is sufficient. Minor changes to the processing procedures of applicant-initiated map changes are also proposed in order to more clearly align with the manner in which requests are actually processed.

In addition to new application requirements proposed in Appendix A, some minor revisions are also proposed to Section 70-340 in order to broaden the applicability of the required findings for zoning map changes and land development code changes.

Submitted by:



Benjamin L. Smith, AICP
Sr. Planner

LaRue Planning
September 8, 2020

Planning Board Meeting: September 17, 2020
City Council 1st Reading: (tentative) October 20, 2020
City Council 2nd Reading and Public Hearing: (tentative) November 17, 2020



CITY OF OKEECHOBEE, FLORIDA
PLANNING BOARD & WORKSHOP MEETING
SEPTEMBER 17, 2020
DRAFT SUMMARY OF BOARD ACTION

I. CALL TO ORDER

Chairperson Hoover called the regular Planning Board and Workshop meeting for the City of Okeechobee to order on Thursday, September 17, 2020, at 6:03 P.M. in the City Council Chambers, located at 55 Southeast Third Avenue, Room 200, Okeechobee, Florida. Pursuant to Executive Order No. 20-69 issued by Governor DeSantis on March 20, 2020, and extended by Executive Order No. 20-193 effective August 7, 2020, the meeting was conducted utilizing communications media technology as provided by Florida Statutes 120.54(5)(b)2, by means of Zoom.com Meeting ID 2459713294. The Host computer was operated by Executive Assistant Brock. The video, audio, and other digital comments are recorded and retained as a permanent record.

A. The Pledge of Allegiance was led by Chairperson Hoover.

II. ATTENDANCE

Planning Board Secretary Patty Burnette called the roll. Chairperson Dawn Hoover, Vice Chairperson Doug McCoy, Board Members Phil Baughman, Karyne Brass and Mac Jonassaint were present. Alternate Board Members Joe Papasso and Jim Shaw were present. Board Members Rick Chartier and Felix Granados were absent with consent.

CITY STAFF: City Planning Consultant Ben Smith, General Services Secretary Yesica Montoya, and Executive Assistant Robin Brock were present. City Attorney John Fumero was absent with consent.

Chairperson Hoover moved Alternate Board Members Papasso and Shaw to voting position.

III. AGENDA

A. Chairperson Hoover asked whether there were any agenda items to be added, deferred, or withdrawn. To dispense with the reading and approve the August 20, 2020 Workshop Minutes was added as Item IV.B.

B. A motion was made by Vice Chairperson McCoy to adopt the agenda as presented and amended; seconded by Board Member Jonassaint.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

IV. MINUTES

A. A motion was made by Board Member Brass to dispense with the reading and approve the July 16, 2020 Regular Meeting minutes; seconded by Vice Chairperson McCoy.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

B. A motion was made by Vice Chairperson McCoy to dispense with the reading and approve the August 20, 2020 Workshop Meeting minutes; seconded by Board Member Jonassaint.

Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.

V. CHAIRPERSON HOOVER OPENED THE PUBLIC HEARING AT 6:06 P.M.

A. City Planning Consultant Ben Smith of LaRue Planning and Management Services who briefly reviewed the Planning Staff Report for Land Development Regulations (LDR) Text Amendment Application No. 20-001-TA, which proposes to amend Section 90-162 revising permitted uses, and Section 90-165 revising the minimum lot and structure requirements within the Residential Mobile Home (RMH) Zoning District.

A previous workshop meeting was held on August 20, 2020, with the final consensus of the Planning Board being to revise the current code as follows: the 20 foot minimum yard setback required in Section 90-165(3)(a) should be removed; redevelopment of lots in the RMH district with single family dwellings to replace mobile homes should be permitted and encouraged; the maximum densities allowed by the Single Family (SF) Residential FLU Category should remain unchanged; and no new subdivisions or lot splitting should be permitted which is inconsistent with the maximum densities allowed by the comprehensive plan; and that the permitted uses and lot area requirements of the RMH district should be amended to achieve this.

1. Chairperson Hoover opened the floor for public comment. Mr. Steven Dobbs commented he currently is working with a client on a possible new mobile home subdivision and wanted to confirm should this ordinance be adopted it would now be required to have 10,000 square feet for a single-family home instead of the current 5,000 square feet. Planner Smith replied yes as this will then bring the zoning district's minimum lot size into consistency with the density listed in the Comprehensive Plan. Board Member Baughman voiced concerns feeling this change would be penalizing someone wishing to build a good structure-built home as they would be held to more area than what would be required for a mobile home. If one had a lot and placed a mobile home on it and then wanted to change it to a single-family home later in the future, they would not be able to. He further inquired about an existing mobile home subdivision, River Run Mobile Home Park and if the property owners with lots there would be able to change out their mobile homes to single family homes in the future. Planner Smith replied yes as the mobile homes were in existence on those undersized lots since 2007. Vice Chairperson McCoy offered information regarding policies the State has in regard to protecting mobile homes in parks. Should one not wish to upgrade to a single-family home and wish to keep their mobile home they are protected, and one cannot force them to make the change.
2. No disclosures of Ex-Parte were offered from Board Members.
3. A motion was offered by Board Member Jonassaint to recommend approval to the City Council for LDR Text Amendment Application No. 20-001-TA, which proposes to amend Section 90-162 revising permitted uses, and Section 90-165 revising the minimum lot and structure requirements within the Residential Mobile Home (RMH) Zoning District as follows:
 - Amend Section 90-162(2) to read mobile home park, with one mobile home per site (each site meeting the lot structure requirements of Section 90-165(2)(a).
 - Amend Section 90-162(8) to read site-built or modular single-family homes and add (9) to read Mobile homes and single-family homes on undersized lots that have existed since August 1, 2007.
 - Amend Section 90-165(2) to read minimum lot/site area.
 - Amend Section 90-165 (2) (a) to read Mobile home with an area of 7,620 square feet.
 - Add Section 90-165 (2) (b) to read Single Family Home with an area of 10,000 square feet and a width of 50 feet.
 - Delete Section 90-165 (3)(a); second by Board Member Brass.
 - a) The Board offered no further discussion.
 - b) **Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.** The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for October 20, 2020 and November 17, 2020, 6:00 P.M.

B. City Planning Consultant Smith briefly reviewed the Planning Staff Report for LDR Text Amendment Application No. 20-002-TA, which proposes to amend Section 70-340 broadening the applicability of the findings required for granting petitions; Appendix A; Form 1 to clarify the procedures for Comprehensive Plan Amendment Applications; Form 3 to clarify the procedures for Zoning District Boundary Change Petitions; creating Form 19 to provide standards and procedures for administratively initiated Comprehensive Plan Future Land Use Map (FLUM) Amendments; and creating Form 20 to provide standards and procedures for administratively initiated Zoning District Boundary Change Petitions. Previous workshop meetings were held on July 16, 2020 and August 20, 2020, with the final consensus of the Planning Board being to propose land development code amendments that will allow the City of Okeechobee to initiate zoning map changes and (FLUM) changes with less requirements than are currently required for map changes requested by property owners. As staff confirmed with other local governments, no survey is required for a city initiated rezoning or a city initiated FLUM Amendment. Identifying the subject property on maps and providing a legal description is sufficient. Minor changes to the processing procedures of applicant-initiated map changes are also proposed in order to more closely align with the manner in which requests are actually processed.

1. Chairperson Hoover opened the floor for public comment. There was none.
2. No disclosures of Ex-Parte were offered from Board Members.
3. A motion was offered by Board Member Brass to recommend approval to the City Council for LDR Text Amendment Application No. 20-002-TA, which proposes to amend Section 70-340 broadening the applicability of the findings required for granting petitions; Appendix A; Form 1 to clarify the procedures for Comprehensive Plan Amendment Applications; Form 3 to clarify the procedures for Zoning District Boundary Change Petitions; creating Form 19 to provide standards and procedures for administratively initiated Comprehensive Plan FLUM Amendments; and creating Form 20 to provide standards and procedures for administratively initiated Zoning District Boundary Change Petitions as follows:
 - Appendix A, Form 1 Comprehensive Plan Amendment Petition number 2.b., to read Administrator reviews petition, initiates processing, issues notice of Planning Board public hearing.
 - Amend Appendix A, Form 1 Comprehensive Plan Amendment Petition number 2.d., to read Administrator issues notice of City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition number 2.b., to read Administrator reviews petition, initiates processing, issues notice of Planning Board public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition number 2.d., to read Administrator issues notice of City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition by adding number 2.e., to read City Council holds first public hearing, renders decision.
 - Amend Appendix A, Form 3, Zoning district boundary change Petition by adding number 2.f., to read if approved, Administrator issues notice of second City Council public hearing.
 - Amend Appendix A, Form 3, Zoning district boundary change Petitions number 2.g., to read City Council holds second public hearing, renders final decision on petition.
 - Amend Appendix A by adding Form 19, Administratively Initiated Comprehensive Plan FLUM Amendment and Form 20, Administratively Initiated Zoning District Boundary Change petition that list petition contents and processing information. In addition to new application requirements proposed in Appendix A, some minor revisions are also proposed to Section 70-340 in order to broaden the applicability of the required findings for zoning map changes and land development code changes.

Amend the first paragraph to read, All petitions for change of land development regulations and change of zoning district boundary shall be considered in relation to the following criteria, where applicable.

In acting upon a petition, the City Council, Planning Board, or Board of Adjustment, as appropriate, shall find that: (1) amend the word use to request and in (3), (5), (7), and (8) amend the wording at the beginning of each sentence from The use to Approval of the request; seconded by Board Member Jonassaint.

- a) The Board offered no discussion.
- b) **Chairperson Hoover, Vice Chairperson McCoy, Board Members Baughman, Brass, Jonassaint, Papasso and Shaw voted: Aye. Nays: None. Absent: Board Members Chartier and Granados. Motion Carried.** The recommendation will be forwarded to the City Council for consideration at Public Hearings, tentatively scheduled for October 20, 2020 and November 17, 2020, 6:00 P.M.

CHAIRPERSON HOOVER CLOSED THE PUBLIC HEARING AT 6:40 P. M.

VI. CHAIRPERSON HOOVER RECESSED THE REGULAR MEETING AND CONVENED THE WORKSHOP AT 6:40 P.M.

- A. City Planning Consultant Smith briefly reviewed the Staff Report for the Workshop regarding discussion points for the formulation of a program to incentivize owners of properties zoned Holding to request rezoning to another zoning district. At one time, the City's LDR's contained regulations for the development of properties zoned Holding. However, several years ago, the Holding district regulations were removed from the LDR's. Currently, if any property owner of land zoned Holding is seeking to develop that property, a rezoning must be performed first.

As members of the City Council and Planning Board have pointed out, the rezoning process can be an uncertain and cost prohibitive process for some property owners and prospective property buyers. If the goal of the City is to encourage properties owners of Holding properties to rezone, then the City may need to consider instituting a temporary program that provides some incentivization to rezone by reducing the requirements, lowering the application fee, and providing more certainty to the outcome of the rezoning process.

At the November 21, 2019 Workshop Meeting, staff received directions to proceed with a plan for City initiated rezonings of the Holding properties. Planner Smith explained several tasks would need to be considered.

First, application requirements, including application fees. Currently, Appendix A of the City's LDR's requires the following: petitioner's name, address, phone number; proof of interest in property; property survey and location map; property owner's list; site development plan; statement of use; supplementary supporting information; impact analysis and application fee. As part of the incentivization program, the City could reduce these rezoning application requirements in a few ways. The City could allow Holding property owners to submit their application without a survey and location map, instead requiring only a legal description and parcel number. Additionally, a site development plan and impact analysis are also not completely necessary. Appendix C of the City's LDR's requires a rezoning application fee of \$850 plus \$30 per acre.

In addition to the direct costs of advertising and postage, there are other costs the City has assumed including planning consultant time, administrative staff time, and in some rezoning situations, attorney time. At this time, these costs are not billed directly back to the applicant. Ultimately, it must be a City policy and budgeting decision whether to reduce the fees or set fees differently for any application. Considering the advertising costs, mailing costs, consultant time and administrative staff time spent on each rezoning request, reducing the rezoning application fees would likely be a subsidization. However, reducing fees, even if only moderately, would provide some incentivization for Holding property owners or prospective buyers to initiate a rezoning.

Secondly, identifying the map changes the City will support. Currently, 55 parcels of land within the City are zoned Holding. A few are developed, though most are undeveloped or used for agricultural purposes. Most of the Holding properties are designated as Single Family Residential (SF) on the FLUM, though there are two with Commercial designations and one with Mixed Use Residential. Staff has already prepared a report outlining the existing land use, surrounding land uses, FLUM designation and recommendations for map changes for nearly every Holding parcel. These recommendations should be discussed, revised as necessary and formalized by the Planning Board. Then, should Holding property owners request a rezoning according to the City's formally supported map changes, they can have confidence that the request will be approved.

Thirdly, deciding how the Holding property owners should be notified of the program. Ideally, a notice would be mailed to each property owner, with the notice being somewhat specific for each property to describe the map change that is supported by the City for their property. If phone and/or email contacts are known, staff could also reach out to property owners through those methods.

Lastly, adopting an ordinance to implement the program. Once the specifics of the program have been determined, an ordinance can be prepared.

After discussion, the consensus of the Board was to have the City Planner do some further research on the following items: draft a copy of what the notification letter to property owners would contain; how advertising costs could be minimalized; and draft an application with a proposed fee.

CHAIRPERSON HOOVER ADJOURNED THE WORKSHOP AND RECONVENED THE REGULAR MEETING AT 7:17 P.M.

- VII. There be no further items on the agenda, Chairperson Hoover adjourned the meeting at 7:17 P.M.

Dawn T. Hoover, Chairperson

ATTEST:

Patty M. Burnette, Secretary

Please take notice and be advised that when a person decides to appeal any decision made by the Planning Board/Board of Adjustment and Appeals with respect to any matter considered at this proceeding, 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. General Services' media are for the sole purpose of backup for official records.



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.
Wes Abney
Monica Clark
Bob Jarriel
Bobby Keefe

MEMORANDUM

TO: Mayor Watford and City Council

FROM: John J. Fumero, City Attorney

Re: **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OKEECHOBEE, FLORIDA, ESTABLISHING THE FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE**

DATE: October 13, 2020

At the October 6, 2020, City Council meeting, there occurred a discussion about the proposed Flagler Park improvements. After some discussion, the City Council decided to create an advisory committee to participate in, and make recommendations on, specified aspects of the Flagler Park design and improvements and to solicit citizen input regarding proposed and potential improvements and enhancements to the Park. As such, please find attached for your consideration of proposed resolution creating the **FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE** (FPDRAC).

As proposed, the FPDRAC would be comprised of seven members appointed by city Council along with two alternate members. The terms of the FPDRAC would be for a one-year term. As an advisory body, FPDRAC members are subject to state of Florida sunshine ethics and public records laws. Among other things, the resolution outlines the FPDRAC charge as well as the rules of conduct and authority of the chair. The City Administrator, or his designee, would serve as a nonvoting ex officio member and support staff for the FPDRAC would be provided by his office.

RESOLUTION NO. 2020-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OKEECHOBEE, FLORIDA, ESTABLISHING THE FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE.

WHEREAS, the City of Okeechobee City Council seeks to improve and beautify its parks and Flagler Park in particular; and

WHEREAS, the City Council may, from time to time, establish a design review board for the purposes and tasks it deems appropriate in accordance with Chapter 70, Code of Ordinances; and

WHEREAS, the City Council seeks to appoint a group of interested citizens to serve on the Flagler Park Design Review Advisory Committee; and

WHEREAS, the City Council desires to create a forum for citizens to participate in all aspects of the Flagler Park design and improvements and to solicit citizen input regarding proposed and potential improvements and enhancements to Flagler Park.

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

SECTION 1: The above recitals are true and correct and incorporated in this Resolution.

SECTION 2: The City Council hereby creates and establishes the City of Okeechobee FLAGLER PARK DESIGN REVIEW ADVISORY COMMITTEE (FPDRAC) which will act in accordance with, and subject to, the provisions, duties, and limitations of this Resolution.

SECTION 3: Purpose. The FPDRAC's purpose is to gather analysis and information, and make recommendations to the City Council concerning improvements to Flagler Park. FPDRAC shall advise and recommend to City Council proposed Flagler Park improvements, landscape plans, structures, signs, design guidelines and other relevant considerations based upon their deliberations and public input.

SECTION 4: The FPDRAC shall be constituted and function as follows:

- a. FPDRAC shall be comprised of seven (7) members who serve at the pleasure of the City Council in an advisory capacity. Up to Two alternate members may be appointed to FPDRAC. Such alternate shall attend all meetings and fully participate in FPDRAC discussions and deliberations to the point of voting. Should any permanent member be absent, the chairperson shall declare the alternate to be a voting member for the duration of the meeting. Vacancies on the FPDRAC shall be filled by appointment of the City Council for the unexpired term of the member affected. It shall be the duty of the FPDRAC Chairperson to notify the Mayor within ten days after a vacancy shall occur among the members or alternate member.
- b. The City Council makes the final determination in which persons sit on the FPDRAC. FPDRAC at no time shall have the power to appoint, to fill a vacancy, or replace a member without the written consent of the City Council. The City Council shall have authority to create, direct, or dissolve the FPDRAC.
- c. Terms. The terms of the FPDRAC shall begin immediately upon appointment of all members, and sunset one year from the date of the first meeting, or as City Council may otherwise determine.
- d. Compensation. All members of the FPDRAC shall serve without pay.
- e. Attendance. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three consecutive meetings or failure to attend more than one half of the meetings scheduled during the calendar year.

- f. Members will be required to file a State of Florida, Financial Disclosure Form 1 upon being appointment, and Form 1-Final upon resignation, or sunset of term.
- g. As an advisory board, the FPDRAC is subject to the sunshine/open meetings public records and ethics laws of the State of Florida.
- h. To the extent not inconsistent with this Resolution, Section 70-121, et seq., Code of Ordinances, shall apply.

SECTION 5: Qualifications of Members. No FPDRAC member or alternate member shall be an employee of, or hold any elective position or office in, the government of the city. The City Council may appoint any or all of the members to serve jointly on the FPDRAC.

SECTION 6: FPDRAC Meetings, Officers, and Conduct.

- a. FPDRAC shall meets on a regular basis. Quorum shall be present for the conduct of regular meetings. A majority of the members appointed shall constitute a quorum. The Chair may call a FPDRAC meeting.
- b. Meetings will be advertised by the Office of the City Clerk, as required by Florida Statute, so the public may attend and contribute. Reasonable public notice of all meetings shall be provided.
- c. All meetings shall be governed by Roberts Rules of Order. All meetings shall be open to the public at all times and minutes shall be taken at each and every meeting.
- d. Upon the initial meeting of the Committee, a Chairperson and Vice-Chairperson will be elected among the members for a one-year term. The responsibilities of the Chair shall be to conduct the meetings in an efficient manner, regulate and facilitate discussions, present recommendations and/or reports to the City Council on behalf of the FPDRAC.
- e. FPDRAC Chair Duties. The duties of the Chair shall be to:
 - (i) Call meetings to order;
 - (ii) Establish and schedule meetings as necessary;
 - (iii) Develop and provide an Agenda for each meeting;
 - (iv) Preside at the meeting(s);
 - (v) Service as the primary liaison to staff and City Attorney; and
 - (vi) Perform such other functions as may be necessary or directed by City Council.
- f. Meetings shall be held on a regular schedule, to be determined by the Chair. Meetings that are not regularly scheduled shall not be held without at least three business days prior notice to each member.
- g. Vice-Chair Duties. The Vice-Chair shall perform the duties of the Chair in the Chair's absence and such other duties as the chair may assign.
- h. Vacancy. If a vacancy occurs in the office of the Chair, then the position shall be assumed by the Vice-Chair for the remainder of the term. Any FPDRAC vacancy shall be filled through appointment by City Council.

SECTION 7: Ex-Officio Member and Support Staff. The City Administrator, or designee, shall serve as non-voting ex-officio member of the FPDRAC. Administration and Support Staff for the FPDRAC shall be provided by the City Administrator's office.

SECTION 8: Sunset. The FPDRAC shall sunset and shall not carry out any further duties or responsibilities upon the expiration of one year from the date of the first FPDRAC meeting, or as may otherwise be determined by City Council.

SECTION 9: This Resolution shall become effective immediately upon adoption.

APPROVED and ADOPTED by the City Council of the City of Okeechobee, Florida, on this 20th day of October, 2020.

Dowling R. Watford, Jr., Mayor

ATTEST:

Lane Gamiotea, CMC, City Clerk

REVIEWED FOR LEGAL SUFFICIENCY:

John J. Fumero, City Attorney



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Okeechobee City Council
Mayor Dowling R. Watford, Jr.
Wes Abney
Monica Clark
Bob Jarriel
Bobby Keefe

MEMORANDUM

TO: Mayor Watford and City Council

FROM: John J. Fumero, City Attorney

Re: **Proposed Interlocal Agreement between Okeechobee County and the City of Okeechobee for Fire Services**

DATE: October 13, 2020

Attached for your review and consideration is the **proposed Interlocal Agreement for Fire Services (FSIA)**. The collective City/County goal is to have a finalized FSIA, with exhibits, for City Council consideration at the October 20 meeting. City fire personnel were informed that they must submit completed County employment applications on or before October 16, 2020, if they wish to be considered for County employment.

Background

At its meeting on July 21, 2020, the City Council directed the City Attorney to directly negotiate with Okeechobee County to develop a proposed FSIA. Since that time, we have conducted numerous conference calls with the Okeechobee County Administrator and County Attorney to discuss specific FSIA terms and conditions. To maintain open and up-to-date communications, I provided updates on negotiations and outstanding issues concerning the FSIA at the August 28, 2020, September 3, 2020, September 21, 2020, and October 6, 2020 City Council meetings. On September 18, 2020, the City Administrator and I conducted one-on-one briefings with each City Council member.

City Council Direction

At the October 6 meeting I reported to City Council on the outstanding FSIA items as set forth in my October 2, 2020 memorandum. Final City Council direction and subsequent negotiations with the County encompassed the following:

1. City shall fund a maximum of up to three temporary positions at the County for a period of no longer than two years. There are 3 City employees who are not currently in paramedic training but who may enroll in the future. The County will consider these individuals for employment as temporary employees. In this

regard, we developed additional FSIA language to set forth the conditions for up to three temporary positions at the County. These temporary positions are intended to allow additional time for City fire personnel to successfully obtain paramedic certification.

2. City Council directed that, in the event that any one of those 7 City fire personnel currently in the paramedic program are unsuccessful in obtaining paramedic certification, such individuals shall have priority preference (based upon its seniority at the City) in taking one or more of the 3 temporary City funded positions at the County.
3. Regarding the FSIA commencement date, to allow ample time for City fire personnel to complete paramedic training and become certified, the City Council signed off on a FSIA commencement date of June 1, 2021.
4. While outside the scope of the FSIA, City Council agreed on the separation packages for each of the affected fire personnel. Each affected City fire personnel will be provided with a separation agreement specifying payment terms and related issues.

Pension and Union issues

Please note that certain aspects of the FSIA are subject to review and approval by pension and union consultants retained by the City. Two subject matter experts were retained for the limited purpose of reviewing the pension, labor and union issues raised by the FSIA. With regard to pension issues, we retained an attorney who is a specialist in pension law to review the City's obligations and options regarding City fire personnel pension obligations. We retained an attorney who is a specialist in labor and employment issues for the limited purpose of reviewing union and separation agreement terms.

While the body of the FSIA is generally complete, at the time this memorandum was prepared, the exhibits are in a process of being finalized. The FSIA included four substantive exhibits that are incorporated by reference.

Exhibit A - Listed employees to be hired by County

Exhibit B – Temporary positions

Exhibit C - Pension election form

Exhibit D - City's inventory fire vehicles and equipment to be transferred to County

This process is nearing completion. I appreciate your patience and support throughout the negotiations. Should you have any questions or comments, please do not hesitate to contact me or the City Administrator.

Thank you.