



Minutes of the Board of County Commissioners Okeechobee County, Florida

Thursday, June 8, 2017

Regular Session

The Board met this date in a Regular Session in the Okeechobee County Historic Courthouse in the "Judge William L. Hendry Courtroom", Room 270, at 304 NW 2nd Street in Okeechobee, Florida at 9:00 AM.

Roll Call

Attendee Name	Title	Status	Arrived
Terry Burroughs	Chairman	Present	
Bryant Culpepper	Commissioner	Present	
Kelly Owens	Commissioner	Present	
David Hazellief	Commissioner	Present	
Bradley G. Goodbread	Commissioner	Present	
Robbie Chartier	County Administrator	Present	
John Cassels	County Attorney	Present	
Jeff Shain	Deputy Clerk	Present	

I. Commencement

Chairman Terry Burroughs called the meeting to Order. Commissioner Bryant Culpepper offered the invocation, after which Commissioner Bradley G. Goodbread led the Pledge of Allegiance.

II. Public Comments

Mr. Ron Smith addressed the Board and discussed boating traffic on the Rim Canal in regards to danger to wildlife.

Public Safety Director/Fire Chief Ralph Franklin addressed the Board and stated that he is lifting the County Burn Ban.

Motion: Motion to Close Public Comments.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

III. Revisions

There were no revisions to the Agenda.

IV. Agenda

Sharon Robertson Clerk to the Board of County Commissioners Okeechobee County, Florida	1 of 12 June 8, 2017	Terry Burroughs, Chairman Board of County Commissioners Okeechobee County, Florida
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1. Consent Agenda

Commissioner David Hazellief asked to discuss the LifeScan payment in the Warrants List, added Item 3o in General Business.

Items 1a through 1b were approved by the Board to include the amended warrants.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bradley G. Goodbread, Commissioner
SECONDER:	Kelly Owens, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

a. MINUTES: May 25, 2017 REGULAR SESSION

Requested Action: Approve Minutes from May 25, 2017 Regular Session.

b. WARRANTS 2017-11

Requested Action: Approve Warrants List 2017-11.

2. Proclamations/Public Hearings

a. 9:00 AM PUBLIC HEARING: FY 2016-2017 BUDGET AMENDMENT & RESOLUTION

Budget Director Kelley Conrad addressed the Board and stated the "Mid-Year Budget Process" is a comprehensive review of the County's budget. Amending the Fiscal Year 2016/2017 budget to reflect changes in balances brought forward and changes in revenue estimates; Budget Amendment (BA) 17-11, in the amount of \$3,491,811.

Chairman Terry Burroughs opened the Public Hearing.

Requested Action: Conduct a Public Hearing on Budget Amendment for adjustments in fund balances and revenue estimates.

RESULT:	CONDUCTED
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Motion: Motion to close the Public Hearing.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

Motion: Motion to adopt Resolution 2017-25 , amending the Fiscal Year 2016-2017 budget to reflect changes in balances brought forward and changes in revenue estimates; Budget Amendment (BA) 17-11, in the amount of \$3,491,811.

Commissioner Kelly Owens discussed the reason for the amendment, for the public's knowledge.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

3. General Business

a. OKEECHOBEE MUSIC AND ARTS FESTIVAL UPDATE

Community Development Director Bill Royce addressed the Board and stated the Sound Monitoring Measurement Results Report, a report prepared by the County's sound consultant regarding off-site sound measurements taken during the festival, was not available as a resource at the May 25, 2017 meeting. The Board had requested that the music festival update be continued to today's meeting to provide sufficient time to review that report.

The Sound Monitoring Measurement Results Report and the Economic Impact Analysis Report and its Executive Summary are attached for review. The documents are submitted by Soundslinger, the entity that owns and organizes the music festival.

Mr. Rob Lilkendey with RML Acoustics, LLC, addressed the Board and presented the results of the Okeechobee Music Festival (OMF) 17 Sound Monitoring Results.

The Board asked questions of Mr. Lilkendey.

Requested Action: Receive update and offer guidance to county staff in the preparations for the 2018 Okeechobee Music and Arts Festival following the receipt of the Sound Monitoring Measurement Results Report.

RESULT:	RECEIVED
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b. PROPOSED RESOLUTION CONCERNING MAJOR FESTIVAL PERMITTING

County Attorney John Cassels addressed the Board and stated based on discussions, the Board of County Commissioners ("BOCC") has considered having a Commissioner appointed by the Board to attend staff meetings concerning the major festivals (over 4,000 paid attendance) in order to be aware of issues of countywide import and likewise keep the remaining members of the BOCC informed with periodic briefings.

The proposed Resolution is intended to provide this enhanced interface between the administrative process and the BOCC while mindful of the constraints imposed by County Ordinance 92-17, the administrative form of government, and the role of the administrator.

Commissioners discussed potential issues with the Sunshine Law.

Requested Action: Conduct review of the proposed Resolution concerning major Festival permitting and determine whether it wishes to make changes to the Resolution or adopt as presented.

RESULT:	CONDUCTED
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Motion: Motion to adopt a Resolution Concerning Major Festival Permitting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	David Hazellief, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

Motion: Motion to approve Chairman Terry Burroughs as the Commissioner to sit on the Music Festival Committee.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	David Hazellief, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

Motion: Motion to adopt Resolution # 2017-26 as the Resolution being addressed.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	David Hazellief, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

c. REVIEW PROPOSED INTERLOCAL AGREEMENT TO EXTEND TRAFFIC CONTROL JURISDICTION TO THE ROADS AND EASEMENTS UNDER THE CONTROL OF THE COQUINA WATER CONTROL DISTRICT

County Attorney John Cassels addressed the Board and stated for years, the Sheriff’s office has provided patrols within the Viking area and when necessary, issued citations for violation of the State Uniform Traffic Control Law (chapter 316, Florida Statutes). In part, this was based upon written request by the Coquina Water Control District (“Coquina”). Florida law also provides that counties have original jurisdiction over streets and highways outside of a municipality and not under the ownership or control of the state. A Street is defined as “The entire width between the boundary lines of every way or place of whatever nature when any part thereof is open to the use of the public for purposes of vehicular traffic”.

As apparent in the definition above, this jurisdiction can extend to private streets provided they are “open to the public”. However, whether a particular street, road or road network is open to the public is a mixed question of law and fact that would have to be ultimately decided by a court if there was no other guidance or statute on

the issue.

Fortunately, to try to address some of these issues while at the same time not lessening or qualifying the jurisdiction already vested in counties over streets and highways, Section 316.006(3) was enacted which explicitly grants counties authority to enter into agreements with the parties owning or controlling private roads to extend traffic control jurisdiction to such roads. This section specifically references and approves agreements with "districts" such as Coquina.

At a recent meeting of the of the Board of Directors of Coquina, a majority approved negotiating and entering into an Interlocal Agreement to extend traffic control jurisdiction to the easements, streets and roads owned or controlled by Coquina.

Coquina Water Control District Board will bring this Interlocal Agreement "ILA" up in their meeting tomorrow.

Requested Action: Approve the proposed Interlocal Agreement to extend traffic control jurisdiction to the streets, roads and easements under the control of the Coquina Water Control District as described in the Interlocal Agreement

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

d. ADVANCED DATA SOLUTIONS INC., - CONTRACT AWARD FOR ARCHIVING RECORDS TO DIGITAL FORMATTING

County Administrator Robbie Chartier addressed the Board and stated past discussions have been conducted regarding storage of county records and moving forward with digital formatting and scanning of both old and new records.

Staff took on the task of researching different scanning and archiving companies. Some of the key components Staff was looking for was: a) company with an initial focus on serving government agencies; b) archiving experience in such departments as engineering, planning and development and capital projects; and c) someone that did not outsource or subcontract the work to other vendors.

As Advanced Data Solutions has been in business since 1999 and have over 200 governmental agencies as customers, Staff feels their experience and knowledge of record retention would be beneficial in helping guide Okeechobee County into digital formatting of records for searchable online documents.

Ms. Tracy Rowland addressed the Board and described the process of gathering the information on what files need to be scanned.

Ms. Melody Engle, President of Advanced Data Solutions, addressed the Board and described each step of the scanning process.

Requested Action: Approve and authorize the chairman to sign a contract with Advanced Data Solutions Inc., to provide professional services in archiving records for all county departments into digital formatting in an amount not to exceed \$200,000 under the same unit prices, terms and conditions set forth and entered into by Orange County, Florida, based on a competitively sealed bid received by Orange County, Florida designating the County Administrator or her "designee" as the project manager; subject to contract preparation by the County Attorney; and

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approve BT17-132 in the amount of \$200,000 from Capital Improvement Fund Reserves for same.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bradley G. Goodbread, Commissioner
SECONDER:	Bryant Culpepper, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

e. LOBBYIST SERVICES QUARTERLY REPORT ON 2017 LEGISLATIVE SESSION - CAS GOVERNMENTAL SERVICES

Mr. Jim Spratt of CAS Governmental Services addressed the Board and gave a quarterly report regarding the 2017 Legislative Session. Chairman Terry Burroughs asked questions of Mr. Spratt.

Requested Action: Receive a quarterly report regarding the 2017 Legislative Session.

RESULT:	RECEIVED
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f. OKEECHOBEE COUNTY TRANSPORTATION PLAN FOR MENTAL HEALTH SERVICES

Ms. Becky Walker, Director of the Southeast Florida Behavioral Health Network, addressed the Board and stated in accordance with Florida Statutes Chapter 394, Part 1, Florida Mental Health Act or the “Baker Act”, Florida Statutes Chapter 397, Hal S. Marchman Alcohol and Other Drug Services Act, and Senate Bill 12, a plan has been developed to organize a centralized system for acute care services. This plan has been developed by the managing entity and reviewed by the Okeechobee County Public Safety Coordinating Council. This document will serve as the transportation plan for Okeechobee County.

The Plan calls for all law enforcement agencies in Okeechobee County to transport adults and children under age 18 to New Horizons of the Treasure and Okeechobee for involuntary Baker Act/Marchman Act, unless the adult is a Veteran, then they will be transported to the Veteran's Administration Facility in Palm Beach County.

Requested Action: Approve a Transportation Plan to insure individuals on an involuntary Baker Act/Marchman Act obtain immediate access to acute care services and reduce the need for inter-hospital transfers for psychiatric and addiction services.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bryant Culpepper, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

g. FLORIDA DEPARTMENT OF HEALTH 4TH QUARTER BUDGET ALLOTMENT

Ms. Tiffany Collins, Administrator for the Okeechobee Department of Health,

addressed the Board and stated the Okeechobee County Health Department Building is currently used as the Special Needs Shelter, in the event of a hurricane. The building is in need of upgrades, to be in compliance with the American Red Cross standards, FEMA and other guidelines set forth by Okeechobee County Emergency Management. The Florida Department of Health would like to utilize their 4th quarter budget allotment towards the completion of these upgrades.

Ms. Collins asked for the funds be used to update the Health Department building and harden it for a better Special Needs Shelter Hurricane rating. Also use the funds to update the doors to impact resistant for Hurricanes, and use the funds to obtain a storage facility.

Ms. Collins and Mr. Brian Sell answered questions from the Board.

Requested Action: Approve to hold back the 4th Quarter budget allotment of \$50,000 to the Florida Department of Health for expenses to be incurred by the County for Special Needs Shelter and Preparedness purposes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bryant Culpepper, Commissioner
SECONDER:	Kelly Owens, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

h. QUARTERLY STATUS REPORT OF 2016-17 FY CAPITAL PROJECTS

Facilities Maintenance & Development Services Director Donnie Oden addressed the Board and gave a presentation on the 2016-17 FY Capital Projects managed by the Capital Improvement Projects Department.

The Board asked questions of Mr. Oden.

Chairman Terry Burroughs discussed having film put on the windows in the Atrium of the Judicial Center to block the sun, sooner than next fiscal year, if the cost is around \$15,000.

Requested Action: Receive a presentation by Facilities Maintenance & Development Services Director, Donnie Oden on a Quarterly Status Report of the 2016-17 FY Capital Projects.

RESULT:	RECEIVED
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Motion: to move forward with building new construction for the PATCDL Building.

RESULT:	CONSENSUS OF THE BOARD
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i. LEASE OF THE SPORTS COMPLEX TRAILER TO OCRA

Community Development Director Albie Scoggins addressed the Board and stated on February 26, 2015 the board reviewed and approved a request from the Okeechobee County Recreational Association (OCRA) to lease the Sports Complex Trailer located at 640 NW 27th Lane, Okeechobee, FL 34972. Resolution 2015-12 was adopted outlining the terms and conditions of the lease.

OCRA will lease the trailer for \$1,000.00 per year plus they will pay \$1,500 per year for the utilities. They will provide insurance on the trailer as well as pay for

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any maintenance and repairs to the trailer during their lease.

The term of the lease agreement is for one (1) year beginning May 1, 2015 and terminating April 30, 2016 and may automatically renewable for one (1) additional one (1) year term expiring April 30, 2017.

OCRA had indicated that they would like to enter a new Lease Agreement with the County for one (1) year beginning May 1, 2017 and terminating April 30, 2018. They would also like to have the option of an automatic one (1) year renewal that will expire on April 30, 2019.

Requested Action: Approve a Personal Property Lease Agreement and Facility Use License Agreement between the County and Okeechobee County Recreational Association (OCRA) for the lease of the Sports Complex Trailer located at 640 NW 27th Lane, Okeechobee, FL 34972 for the term May 1, 2017 through April 30, 2018 with one (1) additional one (1) year Term for \$1,000 per year plus \$1,500 per year for utilities.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bradley G. Goodbread, Commissioner
SECONDER:	Kelly Owens, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

j. RESCHEDULE JULY 2017 MEETING DATES

County Administrator Robbie Chartier addressed the Board and stated in order to allow the Board sufficient time to review and understand the budget process and establish a tentative millage rate, Staff recommends rescheduling the July 2017 meetings to Thursday, July 6, 2017 and Thursday, July 20, 2017. Budget workshop dates and this agenda item will correlate together.

Requested Action: Consensus of the Board to reschedule the July 13, 2017 and July 27, 2017 meeting dates to Thursday, July 6, 2017 and Thursday, July 20, 2017.

RESULT:	CONSENSUS OF THE BOARD
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k. STAFF REPORT - BUDGET PROCESS AND SCHEDULING BUDGET WORKSHOPS

County Administrator Robbie Chartier addressed the Board and stated the budget process will begin with budget workshops from the departments. Available dates for workshops include July 10,12,13,17,18.

The property valuation will be provided by the Property Appraiser on or about July 1 depending on the day of week July 1 falls. Constitutional budgets (excluding the tax collector) are due by July 1 as well. The Tax Collector budget is due to the Board August 1. Decisions made during the budget workshops will be incorporated into the Tentative FY17/18 Budget which will be presented for review on or around July 20 for the Board to establish the General Fund millage rate and the Law Enforcement MSTU rate.

Board decided to schedule the Budget Workshops on July 12, 13, 14 starting at 9:00 am.

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Millage determined on the July 20th BOCC Meeting.

Requested Action: Receive staff report on budget process and schedule budget workshops for July 12, 13 and 14 beginning at 9:00 am.

RESULT:	RECEIVED
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Motion: Motion to reschedule the September 28th Board Meeting to September 26th 2017 at 9:00 am.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bryant Culpepper, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

Motion: Motion to set September Budget Hearings on the 14th and the 26th 2017 at 5:01 pm.

RESULT:	CONSENSUS OF THE BOARD
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I. SCHEDULE AN EXECUTIVE SESSION: REGARDING IAFF COLLECTIVE BARGAINING

County Administrator Robbie Chartier addressed the Board and stated as the Board is aware, there is on-going collective bargaining with the Local IAFF (Fire Rescue) Union. The County Administrator's office requests an Executive Session pursuant to Section 447.605(1), Florida Statutes. The session is closed to the public and exempt from the provisions of F.S.286.011. The proposed discussion must be confined to collective bargaining.

Requested Action: Approve scheduling an Executive Session pursuant to Section 447.605(1), Florida Statutes, regarding collective bargaining with the Local International Association of Fire Fighters (IAFF) Union, to be held on June 22, 2017 beginning at 1:30 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

m. PROCUREMENT POLICY AMENDMENT

County Administrator Robbie Chartier addressed the Board and stated attached to this agenda item is the recommended revised Procurement Policy for Okeechobee County, for consideration by the Board.

After staff review of the current policy, there are some areas that need revising for further clarification in addition to the change to local vendor preference

Most of the changes are to provide a clearer policy for procurements and have been

recommended due to various situations that have arisen over the years, using the current policy by staff and Finance. This amendment to the Procurement Policy is the most comprehensive change since 2012 due to changing conditions from questions that have arisen over time which the current policy does not address. There have been periodic changes in the past few years, for local vendor preference, and the ability to "piggyback" off of other governmental agencies competitively bid procurements.

The Local Vendor Preference is the major change from the adopted policy and is presented as a suggestion from Staff and warrants Board input.

Change Local Vender Preference percentages up to \$100,000 to 2% and from \$100,000 to \$1,000,000 to 2%.

Requested Action: Approve the proposed changes to the Procurement Policy with additional changes to Local Vender Preference percentages up to \$100,000 to 2% and from \$100,000 to \$1,000,000 to 2%.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bradley G. Goodbread, Commissioner
SECONDER:	Kelly Owens, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

n. 2017-2020 STRATEGIC PLAN

County Administrator Robbie Chartier addressed the Board and stated through a two day process the on January 26 & 27, 2017 at the Williamson Conference Center, the Board listen to key stakeholders of the community regarding the needs of the community and of the organizations they represented. The Board collaborated on the thoughts and ideas heard and developed and narrowed those down into three categories, provided a definition of those ideas, who is responsible to begin implementing and a time frame.

The Board discussed the plan and made some small changes.

Requested Action: Approve the finalized Strategic Plan for 2017-2020 with some changes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kelly Owens, Commissioner
SECONDER:	Bradley G. Goodbread, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

o. Discuss LifeScan payment in the Warrants List.

Commissioner David Hazellief discussed if LifeScan performed per their contract, before we pay the invoice. The Board agreed the company performed per their contract and to pay the invoice.

Consensus of Board to pay the LifeScan Invoice and to go out for bid next time.

Motion: to pay the LifeScan Invoice and to go out to bid next time.

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RESULT: CONSENSUS OF THE BOARD

4. Administration Report

There were no Administrative Reports.

5. Commissioner Reports

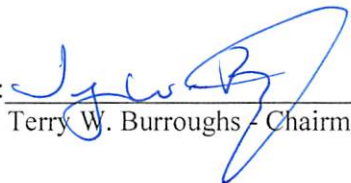
- a. Commissioner Kelly Owens discussed the following:
 - 1. 441 in Fort Drum area, issue with election signs, maybe re-look at Ordinance.
- b. Commissioner Bradley G. Goodbread discussed the following:
 - 1. Drug Court Graduation.
 - 2. Rainy season is here, can't loose focus on getting top priority drainage issues resolved.
 - 3. Thanked Commissioner Culpepper for bring him to the car show.
- c. Commissioner Bryant Culpepper discussed the following:
 - 1. Another Car Show planned for Labor Day.
 - 2. Daryl Enfinger presented with plaque at sports center.
- d. Commissioner David Hazellief discussed the following:
 - 1. Fort Drum cleanup from tornado is going on.
 - 2. Thanked Fire Chief and Sheriff for the cleanup in Fort Drum.
- e. Chairman Terry Burroughs discussed the following:
 - 1. OUA Interlocal Agreement, met with attorney and making some changes to bring back to Committee.
 - 2. Infrastructure Bill in State Legislature.
 - 3. Concern from a vendor why his Bid Bond was not returned.

6. Additional Documents, If Any, Presented At Meeting

V. Adjournment

There being no further business to come before the Board, Chairman Terry Burroughs declared the Regular Session of the Board of County Commissioners adjourned at 3:40 p.m.

BOARD OF COUNTY COMMISSIONERS
OKEECHOBEE COUNTY, FLORIDA

By: 
Terry W. Burroughs - Chairman

Sharon Robertson Clerk to the Board of County Commissioners Okeechobee County, Florida	11 of 12 June 8, 2017	Terry Burroughs, Chairman Board of County Commissioners Okeechobee County, Florida
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ATTEST:

Sharon Robertson
Clerk of the Circuit Court & Comptroller

By: *[Signature]*
Deputy Clerk



Approved: 06/22/2017

Sharon Robertson Clerk to the Board of County Commissioners Okeechobee County, Florida	12 of 12 June 8, 2017	Terry Burroughs, Chairman Board of County Commissioners Okeechobee County, Florida
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