



Minutes of the Board of County Commissioners Okeechobee County, Florida

Thursday, April 26, 2018

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. Rev. Cary McKee offered the invocation, after which Commissioner Bryant Culpepper led the Pledge of Allegiance.

Employee Recognition

1. PROCLAMATION - RECOGNITION OF RETIREMENT FOR DEBBIE CLEMENTS

Chairman Terry Burroughs read and presented Debbie Clements, 4-H Extension Agent for Okeechobee County, a Proclamation in Recognition of her retirement. Ms. Tycee Prevatt, Glades County 4-H Extension Agent, presented Ms. Clements with an award for her 23+ years of service. Ms. Clements discussed all the good people she worked with. The Board thanked Ms. Clements for her service.

Requested Action: Present a Proclamation in Recognition of Retirement for Debbie Clements as the 4-H Extension Agent for Okeechobee County.

RESULT:	PRESENTED
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Motion: Motion to issue the Proclamation.

Sharon Robertson Clerk to the Board of County Commissioners Okeechobee County, Florida	1 of 12 April 26, 2018	Terry Burroughs, Chairman Board of County Commissioners Okeechobee County, Florida
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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bradley G. Goodbread, Commissioner
SECONDER:	Bryant Culpepper, Commissioner
AYES:	Burroughs, Culpepper, Owens, Hazellief, Goodbread

II. Public Comments

Jennifer Tewksbury with the Economic Council, asked the County Administrator to give the public an update on the initiative with Code Enforcement. Ms. Chartier stated two (2) Code Enforcement Officers have been selected and should start Monday. The Code Enforcement Bank Owned Foreclosed Property Ordinance is being drafted by the County Attorney.

Rev. Cary McKee, on behalf of the Okeechobee Ministry Association, addressed the Board and asked permission to use the lawn next Thursday at 12 noon for the National Day of Prayer. It was the Consensus of the Board to grant permission.

Mr. Ben Butler, representing the Okeechobee Livestock Shop, addressed the Board to recognize Ms. Debbie Clements.

Several 4H Members addressed the Board and thanked them for the use of the Agri-Civic Center for the Okeechobee Livestock Shows.

Mr. Pat Miller former 4H Extension Agent, addressed the Board and thanked Ms. Debbie Clements for her years of service as a 4H Extension Agent.

Motion: Motion to close Public Comments.

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

III. Revisions

County Administrator stated Consent Agenda item 1e should read \$1,000,000 not \$950,000.

IV. Agenda

1. Consent Agenda

Items 1a through 1g were approved by the Board to include the amended warrants and to change item 1e to read \$1,000,000 not \$950,000.

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

- a. MINUTES: APRIL 11, 2018 JOINT WORKSHOP**
Requested Action: Approve Minutes from the April 11, 2018 Joint Workshop.
- b. MINUTES: APRIL 12, 2018 REGULAR SESSION**
Requested Action: Approve Minutes from the April 12, 2018 Regular Session.
- c. WARRANTS 2018-8**
Requested Action: Approve Warrants List 2018-8.
- d. REQUEST BY LETICIA GOMEZ (CURRENT PROPERTY OWNER) FOR A REDUCTION OF CODE ENFORCEMENT LIEN ON PROPERTY PREVIOUSLY OWNED BY DAVID AND JUDY MELEAR, RESPONDENTS**
Requested Action: Approve adoption of the Code Enforcement Special Magistrate's Report and Recommendation as to Reduction Request filed by Current Property Owner, Leticia Gomez; direct the Chairman to execute the Final Administrative Order which reduces the lien from \$203,550.00 to \$1,000.00 provided it is timely paid; and direct the Chairman to execute a Release of Lien upon the timely payment of the reduced amount.
- e. LYNCH PAVING CONTRACT RENEWAL [2 of 2]**
Requested Action: Approve the renewal of the agreement with Lynch Paving Construction Co., Inc., for asphalt resurfacing and new road construction for the Road and Bridge Department for a term beginning March 17, 2018 and ending March 16, 2019; and authorize spending in the amount of \$1,000,000 subject to contract prepared by the County Attorney.
- f. CONTECH ENGINEERED SOLUTIONS, LLC CONTRACT RENEWAL 1 OF 2**
Requested Action: Approve the renewal of the agreement with Contech Engineered Solutions, LLC for the purchase of corrugated aluminum pipe for the Road and Bridge Department for a term beginning October 22, 2017 and ending October 21, 2018 and authorize spending in the amount of \$12,000.00 subject to contract prepared by the County Attorney.
- g. ACCURATE CONTRACTING INC. CONTRACT RENEWAL [1 OF 2]**

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Requested Action: Approve the renewal of the agreement with Accurate Contracting Inc. for performing concrete driveway apron and collar restoration for the Road and Bridge Department for a term beginning January 31, 2018 and ending January 31, 2019 and authorize spending in the amount of \$65,000.00 subject to contract prepared by the County Attorney.

2. Proclamations/Public Hearings/Presentations

a. PROCLAMATION - FLORIDA WATER REUSE WEEK MAY 13 - 19, 2018

County Commissioner Bryant Culpepper read while Chairman Terry Burroughs presented Mrs. Elizabeth Pigman, Lead Agriculture Liaison and Regional Representative of South Florida Water Management District, a Proclamation designating May 13-19, 2018 as Florida Water Reuse week in Okeechobee County. Mrs. Pigman addressed the Board and thanked them for the Proclamation.

Requested Action: Present a Proclamation designating May 13-19, 2018 as Florida Water Reuse week in Okeechobee County.

RESULT:	PRESENTED
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Motion: Motion to issue the Proclamation.

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

3. General Business

a. SELECTION OF GEOTECHNICAL ENGINEERING FIRM FOR CONSULTING SERVICES FOR CONTINUING CONTRACT RFQ NO: 2018-01

County Engineer John Howle addressed the Board and stated the contract for continuing Geotechnical and Materials Testing Engineering Services with Andersen Andre Consulting Engineers expired on March 13, 2018. This was the forth and final renewal of this contract. On February 6, 2018 the County received Qualifications from five (5) Firms for RFQ #2018-01 for Geotechnical and Materials Testing Engineering Services.

The County Administrator assigned three County Employees to the Selection Committee. The Committee reviewed the submittals and ranked them. The top three (3) firms were interviewed by the Selection Committee on April 17, 2018 and ranked as follows:

Andersen Andre Consulting Engineers	1
Ardaman & Associates	2
GFA International	3

Requested Action: Approve the rankings submitted by the Selection Committee for a Master Contract for Geotechnical Engineering Services; and authorize the Administrator to begin negotiations with the top two ranked firms, Andersen Andre

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Consulting Engineers and Ardaman and Associates and execute a Contract between these two firms and Okeechobee County.

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

b. TRANSFER OF FUNDS FOR TWO PROPOSALS FOR GEOTECHNICAL ENGINEERING TESTING SERVICES FROM ANDERSEN ANDRE CONSULTING ENGINEERS, INC. FOR SOUTH BERMAN ROAD, FOUR STREETS IN DOUGLAS PARK, AND SE 27TH STREET NEAR SE 43RD AVENUE

County Engineer John Howle addressed the Board and stated Berman Road South from SR 710 to SR 70 has experienced areas of asphalt slippage in multiple areas. Public Works has obtained a proposal from Andersen Andre Consulting Engineering for performing coring of some of the areas of slippage to determine the cause of the slippage. The contract amount is \$7,975.00 which can be approved by the County Administrator. This coring will also help in determining the ultimate paving improvements to go along with needed shoulder and safety improvements for the road.

On NE 2nd Street, NE 17th Avenue, NE 18th Terrace, and NE 19th Terrace in Douglas Park, there are areas of unexplained settlement occurring within the pavement of these roads. Another proposal for Andersen Andre Consulting Engineers has been obtained for corings on these roads and another area of settlement on SE 27th Street near the intersection of SE 43rd Avenue. These corings are required to determine corrective action for the settlement. The contract amount is \$6,425.00 which can also be approved by the County Administrator.

Requested Action: Approve the transfer of \$14,400.00 from the Transportation Trust Fund Reserves to a new line item Engineering Road Coring established by the Budget and Finance Department; and approve Budget Transfer BT18-52 from the Road Improvement Trust Fund Reserves in the amount of \$14,400.00.

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

c. CONTRACT AWARD FOR BID NO: 2017-26 INTEGRATED MOSQUITO CONTROL SERVICES

Emergency Operations Management Director Mitch Smeykal addressed the Board and gave a presentation on a proposed Mosquito Control Program. Mr. Smeykal stated in 2014 the Department of Agriculture and Consumer Services (DACS) entered into a partnership with Okeechobee County to perform mosquito surveillance. This partnership was created to provide surveillance data prior to a tropical cyclone event per FEMA requirements for reimbursement for mosquito spraying.

Through 2015 and 2016 surveillance of mosquito species continued within Okeechobee County. Later in 2016 the Zika crisis began worldwide and a greater emphasis was placed on mosquito borne disease.

In the 2016/2017 Okeechobee County budget, funding was dedicated to mosquito control within Okeechobee County.

In 2017 the Department of Agriculture and Consumer Services recognized the Okeechobee County Mosquito Control Program as a state approved program and provided financial support to the program.

Clarke Environmental is a national full-service integrated mosquito management firm with over sixty-five (65) years of experience in helping manage mosquito's in 1,200 municipalities, townships, counties and mosquito control districts including several in Florida.

The Board asked questions of Mr. Smeykal.

Requested Action: Approve and award Bid No: 2017-26 Integrated Mosquito Control Services to Clarke Environmental, in the amount of \$73,826., and authorize the Chairman to execute a Contract pending final contract preparation and review by the County Attorney.

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

- d. ACCEPT A CONSTRUCTION GRANT FROM THE STATE OF FLORIDA DIVISION OF STATE FIRE MARSHAL'S OFFICE IN THE AMOUNT OF \$500,000 FOR THE FIRE RESCUE DIVISION.

Deputy Public Safety Director/Fire Chief Earl Wooten addressed the Board and stated during the 2018 Florida Legislative session, Okeechobee County through the legislative representatives requested an appropriation of 2.5 million dollars for the construction of a new fire station. Through the state budget allocation process, Okeechobee County has been awarded \$500,000 in the form of a reimbursable grant.

Since the awarded amount is not enough funding to construct a new station as requested, the county has requested clarification from the State if these funds can be allocated towards the renovation and expansion of Fire Station 2; as the award amount is less than the request.

The Board discussed the cost of renovations and asked staff to get an estimate.

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Requested Action: Approve and accept a reimbursable construction grant from the State of Florida Division of State Fire Marshall's Office in the amount of \$500,000 for the Fire Rescue Division; and authorize the Chairman to execute the Grant Award Letter.

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

e. CROWDER GULF INVOICE APPROVAL (HURRICANE IRMA 2017)

Assistant to County Administrator/Special Projects Russell Rowland addressed the Board and stated on September 9 & 10, 2017, Okeechobee County and the City of Okeechobee was impacted by Hurricane Irma, which caused extensive damage to residential property and county owned roadways, property and facilities. Crowder Gulf is the County approved contractor to provide hurricane debris collection and processing services for Okeechobee County, which meets all FEMA approved reimbursement requirements. From September 22, 2017 to December 8, 2017 a total of 137,921 cubic yards of hurricane debris was collected from county/city roadways or right-of-ways (ROW).

Total Cost by Crowder Gulf: \$1,350,950.44

Total estimated FEMA reimbursement: \$1,155,440.88

Cost to County: \$195,509.56

The Board asked Mr. Rowland to start looking into a local landfill to use for future hurricane debris removal which will be a definite cost savings for the County.

Requested Action: Approve the five (5) Invoices from Crowder Gulf for Hurricane Irma Debris Collection in the amount totaling \$1,350,950.44; and approve Budget Transfer BT 2018-72 in the amount of \$1,350,951 from Landfill Trust Fund Reserves to Hurricane Irma expense line item.

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

f. DISCUSSION OF REQUEST TO PLACE A CELL PHONE TOWER AT THE BASSINGER CIVIC CENTER

County Administrator Robbie Chartier addressed the Board and stated in February 2018 the County was approached by the Mastec Company who expressed their interest in leasing a small area of property (approximately 40'x40') at the Bassinger Civic Center to construct a communication facility (cell phone tower) that would stand approximately 350' - 360' high.

The Mastec Company represents AT&T and there would be no cost to the County for the construction, maintenance or upkeep of the tower and the rent or lease of the land would be negotiated between the parties, determined by the Fair Market Value

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of the space or price per square foot that the County would like to receive as compensation.

The direct benefit to the County for a portion of the land to be leased would be a long term revenue source. The indirect benefit to the County is improved cellular service. The Board discussed the pros and cons of the request and decided there was no interest in moving forward.

Requested Action: Conduct discussion on whether or not to consider leasing county land for the construction of a Cellular Communication Facility (Cell Phone Tower) and decided there was no interest in moving forward.

RESULT:	CONDUCTED
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g. EMPLOYEE HEALTH CENTER PHARMACEUTICAL INVOICING

Human Resources Director Mariah Anuez addressed the Board and stated in the Employee Health Center (EHC) agreement it states, "The only start up cost required is that which will fund the purchase of the initial pharmaceutical supply. The estimate of this is \$7,500. This amount shall be drawn down as the meds are dispensed and the labs ordered each month." As of April 2018 the County has exhausted the \$7,500 start up cost.

The average cost of pharmaceutical supplies for the past six months (October through March) is \$1,341.18; \$8,047.08 total. To carry the County through the end of the Fiscal year, approximately \$9,000 would need to be allocated. Utilization of the EHC is on the rise, mainly due to the extended flu season. In-turn this is driving the distribution of pharmaceuticals up.

The average Admin Fee for the past seven months (October through April) is \$21,624; \$151,368 total. \$274,758, was allocated in the budget for the Fiscal year. The projected cost to carry the County through the end of the Fiscal year is \$127,030. This amount includes the five additional Law Enforcement Officers for the Sheriff, six additional Firefighters for Fire Rescue and two additional Code Enforcement Officers. The total projected cost for the Fiscal year is \$278,398 which would leave a balance owed of \$3,640.

Human Resources Director Mariah Anuez along with Ms. Kelly Adelberg from Urgent Care, answered questions from the Board.

Requested Action: Approve increasing the funds for the Employee Health Center pharmaceutical and admin fees for the current Fiscal year by a total of \$12,640; \$9,000 for pharmaceutical and \$3,640 for the admin fee; and approve Budget Transfer BT18-73 in the amount of \$12,640 from General Fund Reserves.

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

h. STAFF REPORT: TRAVEL AND ADVENTURE SHOW REVIEW

Tourism Coordinator Sharie Turgeon addressed the Board and gave a presentation on the Travel and Adventure Shows she attended this year.

The Washington, DC Travel & Adventure Show was January 20 - January 21, 2018.

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The Chicago Travel & Adventure show was February 10-11, 2018.
 The Philadelphia Travel & Adventure show was March 10-11, 2018.
 These shows typically have an attendance of 13,000 to 24,000 paid attendees whose sole purpose is to plan their next trip.
 Face to face conversations included press and travel professionals as well as leisure travelers.
 Next year Ms. Turgeon suggested she go to shows in Washington DC, Chicago and Boston.

Requested Action: Receive a report from the Tourism Coordinator regarding the Travel and Adventure Shows.

RESULT:	RECEIVED
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i. ADMINISTRATIVE REGULATION 4.03 UNDESIGNATED/UNRESTRICTED RESERVE POLICY AMENDMENT

County Administrator Robbie Chartier addressed the Board and stated the Board during April 10, 2018 regular session indicated a desire to amend the reserve policy with regard to specifying the use of these funds specifically in Landfill Trust Fund for Economic Development Reserves to allow for the use to include salary, benefits and operating expenses for an Economic Development Manager. This amendment provides an additional policy for that purpose.
 The Board reviewed the 4.03 Undesignated/Unrestricted Reserve Policy Amendment, and discussed uses for the funds under Economic Development.

Requested Action: Approve amending Administrative Regulation 4.03 Undesignated/Unrestricted Reserve Policy to change item 3 to add; Use of funds for Economic Development as the Board deems appropriate.

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

j. FY 17/18 FINANCIAL UPDATE - YTD MARCH 2018

Budget Director Kelley Conrad addressed the Board and presented an overview of current combined Financial Update for fiscal year 2017/18 through March, 2018.

Requested Action: Receive an overview of current combined Financial Update for fiscal year 2017/18 through March, 2018.

RESULT:	RECEIVED
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4. Administration Report

- a. County Administrator Robbie Chartier discussed the following:
 - 1. FDEM School Board sheltering dollars and grant writing for federal grants, will discuss later.

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2. Current builder who built the affordable housing units behind the Post Office, is requesting a RFP for the two (2) remaining lots in order to build two (2) duplex homes on that property.
3. Code Enforcement, third vacancy opened up as Rollo is moving on to SFWMD.
4. Working on mid-year budget adjustments.
5. Audit date has to be extended again, still don't have our OPEB Report.
6. Bass Pro scheduled May 31 with the agencies that will be part of the permitting process.
7. Clerk, Finance Manager and Ms. Chartier met to review investment options. Conclusion was to have \$20 million in SBA (interest at 1.8%), \$1 million in Frigate Investment Business Service, balance of about \$15 million with Seacoast Investments (interest at 2.5% to just under 3.0%).
8. FEMA distribution of funds; FEMA has distributed \$39 million to the State of Florida, the State has only distributed \$600,000 and only to one County (Monroe). FDEM changed the rules on the School Board, stating the Counties have to request the funds not the School Board, and the Counties have to pay the School Board first then wait to get paid. Chairman Terry Burroughs stated FDEM sent out a State Mutual Aid Agreement for review and all small counties are recommended not to sign it.

5. Commissioner Reports

- a. County Commissioner Kelly Owens discussed the following:
 1. Bass Pro Employee Tournament yesterday at Scott Driver. Bass Pro concerned on spraying killing vegetation on the Lake.
 2. Thanked Code Enforcement for working on rectifying parking issues in Pioneer Estates with Semi -Trucks parking in areas where they should not.
 3. Wednesday May 9th North Elementary School fourth grade classes, about 90 students, will be touring historical sights in the County and the Historic Courthouse is on their agenda. Commissioners are welcome to talk and meet with the students, around 9:15 am.
 4. HRTPO Meeting, projects we have in Okeechobee are moving forward. SR 710 extension phase 2 piece is on the project list.
 5. Career Source Heartland Meeting, success story.
- b. County Commissioner Bradley G. Goodbread discussed the following:
 1. "Welcome to Okeechobee" two (2) Bill Boards put up by Carter Pritchett Advertising out of their own pocket.
- c. County Commissioner Bryant Culpepper discussed the following:
 1. About two (2) years ago made a request to the Board for lights to be put up on the one mile bus stop pickup on Peavine out in the Prairie, making it safer for school children. Consensus of Board to put on agenda.
 2. Repainting, new kitchen and installation of new fans at the Scott Driver facility.
 3. Commended wife for putting up with him for 49 years.
- d. County Commissioner David Hazellief discussed the following:
 1. Economic Development Workshop schedule afternoon after a Board Meeting on May 24th 2018.
 2. TDC staff should send a letter to Carter Pritchett Advertising for the Bill

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Boards.

- e. County Attorney John Cassels discussed the following:
1. Completed an Ordinance dealing with trespassing and giving the Sheriff more latitude. Consensus of Board to bring back in a Public Hearing.
 2. Information on Okeechobee Livestock Markets litigation. Status has two (2) tracks, one is a Appellate track that has been briefed by the parties and is before the Appellate Division of the Circuit Court for consideration and determination. The second track is a Declaratory Judgment Action which enables you to ask for a total new trial, currently scheduled for a trial in July 2018. The County responded to the initial complaint with a motion to dismiss for lack of standing. The court agreed with the County and was joined in with the Cattlemen's Attorneys. The court agreed with us, dismissed the complaint and gave them time to re-file which they did. The County reviewed the amended complaint and still believes there are some issues withstanding, so has re-filed/re-alleged Lack of Standing in that case. That hearing has not been scheduled yet, but should be shortly. Most likely it will be dismissed again.
- f. Chairman Terry Burroughs discussed the following:
1. May 16 at 9 am is a Law Enforcement Memorial that the Sheriff is holding at the Sheriff's Department.
 2. Thoughts should be given to what we want to place in the 2018/2019 budget appropriations. Need to be put on the next agenda, Consensus of the Board.
 3. Attended FEMA Guidelines Meeting in Washington DC last week. Focus was Infrastructure and Emergency Management. Not getting funding support from FEMA.
 4. FDEM, Mutual Aid Agreement, we will not sign agreement to force FDEM to come up with something that is more amenable to all the Counties.
 5. Department of Transportation allocation of grants to rural communities called Tiger Grants/Build Transportation Program. There was \$1.5 billion allocated on April 23rd. The President has focused on making sure 30% of the grants is focused on rural communities. It is for revitalizing surface transportation systems which include roads, rail, bridges etc. Is there an interest of the Board to move forward and apply for grants, should we hire someone to write grant proposals that have success. County Administrator Chartier discussed the cost of \$7,500 per month, \$90,000 per year, as a retainer, and they apply for grants as they become available. Possibility of getting millions of dollars back. The Board discussed the issues with Berman Road. Consensus of the Board to put on an agenda item to discuss.
 6. Are we going to review Special Exceptions that are lounging out there. County Administrator Chartier stated they are going through the Special Exception and will give an update.

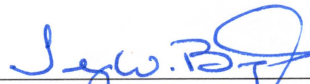
6. Additional Documents, If Any, Presented At Meeting

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 12:30 p.m.

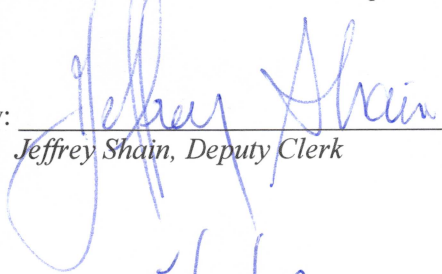
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BOARD OF COUNTY COMMISSIONERS
OKEECHOBEE COUNTY, FLORIDA

By: 
Terry W. Burroughs - Chairman

ATTEST:

Sharon Robertson
Clerk of the Circuit Court & Comptroller

By: 
Jeffrey Shain, Deputy Clerk

(SEAL)

Approved: 5/10/2013

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