

# CITY OF PAHOKEE



## AGENDA

**City Commission Regular Meeting**  
Tuesday, October 22, 2024, at 6:00 PM

Pahokee Commission Chambers  
360 East Main Street  
Pahokee, Florida 33476

### **CITY COMMISSION:**

Keith W. Babb, Jr., Mayor  
Clara Murvin, Vice Mayor  
Derrick Boldin, Commissioner  
Sanquetta Cowan-Williams, Commissioner  
Everett D. McPherson, Sr., Commissioner

### **CHARTER OFFICERS:**

Michael E. Jackson, Interim City Manager  
Nylene Clarke, City Clerk  
Burnadette Norris-Weeks, Esq., City Attorney

[TENTATIVE: SUBJECT TO REVISION]

## AGENDA

- A. CALL TO ORDER**
- B. INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. ADDITIONS OF EMERGENCY BASIS FROM CITY MANAGER, DELETIONS AND APPROVAL OF AGENDA ITEMS**
- E. PRESENTATIONS / PROCLAMATIONS / PUBLIC SERVICE ANNOUNCEMENTS / PUBLIC COMMENTS** (*agenda items only*)

*(This section of the agenda allows for comments from the public to speak. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk. When you are called to speak, please go to the podium or unmute your device, and prior to addressing the Commission, state your name and address for the record)*

- 1. Lutheran Services Program - Ayesha S. Pugh, Family and Community Engagement Manager
- 2. R. Dot Arts & Creative Agency - Jose R. Mendez, Creative Director
- 3. Proclamation - October 2024 as Breast Cancer Awareness Month

- F. CONSENT AGENDA**

- 1. RESOLUTION 2024-45 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE CANCELLATION OF THE NOVEMBER 12, 2024 AND DECEMBER 24, 2024 CITY COMMISSION MEETINGS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

- G. OLD BUSINESS** (*discussion of existing activities or previously held events, if any*)

- H. PUBLIC HEARINGS AND/OR ORDINANCES**

- 1. ORDINANCE 2024-08 ((SECOND READING) AN ORDINANCE BY THE CITY OF PAHOKEE CITY COMMISSION AMENDING THE CITY OF PAHOKEE CODE OF ORDINANCES TO UPDATE THE DATE OF THE FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS; TO REFORMAT LOCAL AMENDMENTS TO THE FLORIDA BUILDING CODE; PROVIDING FOR APPLICABILITY; REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE.

- I. RESOLUTION(S)**

- 1. RESOLUTION 2024-46 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE PAHOKEE MIDDLE/SENIOR HIGH SCHOOL 2024 HOMECOMING PARADE AND AUTHORIZING AN APPLICATION FOR A PARADE PERMIT FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
- 2. RESOLUTION 2024-47 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING CHANGE ORDER NO. 31 TO THE CONTRACT BETWEEN ROSSO SITE DEVELOPMENT INC. RELATING TO THE BARFIELD HIGHWAY RECONSTRUCTION PROJECT; PROVIDING FOR REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

3. RESOLUTION 2024-48 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING CHANGE ORDER NO. 32 TO THE CONTRACT BETWEEN THE CITY OF PAHOKEE AND ROSSO SITE DEVELOPMENT, INC. AND PERTAINING TO THE “RECONSTRUCTION OF THE CITY OF PAHOKEE BARFIELD HIGHWAY” SIDEWALK, AS SET FORTH IN EXHIBIT “A” HERETO, PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
4. RESOLUTION 2024-49 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING CHANGE ORDER NO. 33 TO THE CONTRACT BETWEEN THE CITY OF PAHOKEE AND ROSSO SITE DEVELOPMENT, INC. AND PERTAINING TO THE “RECONSTRUCTION OF THE CITY OF PAHOKEE BARFIELD HIGHWAY” AND A DRIVEWAY APRON, AS SET FORTH IN EXHIBIT “A” HERETO, PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
5. RESOLUTION 2024-50 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING A CONTRACT WITH MICHAEL E. JACKSON TO BECOME THE CITY MANAGER OF THE CITY OF PAHOKEE, FLORIDA, ATTACHED AS EXHIBIT “A”.

- J. NEW BUSINESS** (*presentation by city manager of activity or upcoming event, if any*)
- K. REPORT OF THE MAYOR**
- L. REPORT OF THE CITY MANAGER**
- M. REPORT OF THE CITY ATTORNEY**
- N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY**
- O. GENERAL PUBLIC COMMENTS** (*items not on the agenda*)
- P. COMMISSIONER COMMENTS AND FOR THE GOOD OF THE ORDER** (*community events, feel good announcements, if any*)
- Q. ADJOURN**

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Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda or non-agenda item must complete the “Request for Appearance and Comment” form and present completed form to the City Clerk prior to commencement of the meeting.

Should any person seek to appeal any decision made by the City Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (Reference: Florida Statutes 286.0105)

In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting the Office of the City Clerk at 561-924-5534. If hearing impaired, contact Florida Relay at 800-955-8771 (TDD) or 800-955-8770 (Voice), for assistance. (Reference: Florida Statutes 286.26)

# Proclamation



*WHEREAS, breast cancer is the second most commonly diagnosed form of cancer for women in the United States and remains the second leading cause of cancer death among American women; and*

*WHEREAS, the significance of mammography, an "x-ray of the breast", cannot be overstated. It is recognized as the single most effective method of detecting breast changes long before physical symptoms can be seen or felt. This early detection, coupled with improved treatment, is believed to have significantly reduced the number of deaths caused by breast cancer; and*

*WHEREAS, researchers, scientists, and numerous nonprofit organizations, through their unwavering dedication, are at the forefront of the battle against breast cancer. During the month of October, we acknowledge and appreciate the extraordinary commitment and effort invested in this cause; and*

*WHEREAS, we recognize that over two and a half million Americans are breast cancer survivors, a testament to the progress that has been made and a beacon of hope for a better future.*

*NOW, THEREFORE, with unwavering support for those who continue to cope with breast cancer, I, Keith W. Babb, Jr., Mayor of the City of Pahokee, Florida, on behalf of the City Commission, extend our deepest respect for survivors and those advocating for prevention and a cure. In so doing, we call upon our community to stand together, as your support is crucial, and hereby proclaim October 2024 as:*

*"Breast Cancer Awareness Month"*

*In official recognition whereof, I hereunto set my hand and caused the seal of Pahokee to be affixed this 8<sup>th</sup> day of October, 2024.*

*Keith W. Babb, Jr.*  
\_\_\_\_\_  
Mayor Keith W. Babb, Jr.

*Clara Murrin*  
\_\_\_\_\_  
Vice Mayor Clara Murvin

*Derrick Boldin*  
\_\_\_\_\_  
Commissioner Derrick Boldin

*Sanquetta Cowan-Williams*  
\_\_\_\_\_  
Commissioner Sanquetta Cowan-Williams

*Everett D. McPherson, Sr.*  
\_\_\_\_\_  
Commissioner Everett D. McPherson, Sr.



# AGENDA

## MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Michael E. Jackson, Interim City Manager

FROM: Office of the City Clerk

SUBJECT: Approving the cancellation of the November 12, 2024 and December 24, 2024 City Commission Meetings

DATE: September 27, 2024

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**GENERAL SUMMARY/BACKGROUND:**

The City Commission is required to meet at least once a month, pursuant to section 2.08(a) of the City of Pahokee’s Charter. Due to the scheduling conflict of the NLC 2024 City Summit and the observation of Christmas, it is necessary to cancel the November 12, 2024 and December 24, 2024 City Commission Meetings, respectively.

**BUDGET IMPACT:**

N/A

**LEGAL NOTE:**

Defer to the City Attorney.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 2024-45

**ATTACHMENTS:**

Resolution 2024-45

**RESOLUTION 2024 - 45**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE CANCELLATION OF THE NOVEMBER 12, 2024 AND DECEMBER 24, 2024 CITY COMMISSION MEETINGS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Section 2.08(a) of the City of Pahokee’s Charter, “the City Commission shall meet regularly at least once a month at such time and places as the commission may prescribe by rule”; and

**WHEREAS**, there are scheduling conflicts with upcoming meetings; and

**WHEREAS**, the City Commission of the City of Pahokee (“City Commission”) desires to cancel the November 12, 2024 and the December 24, 2024 City Commission meetings; and

**WHEREAS**, the City Commission finds that cancelling November 12, 2024 and December 24, 2024 City Commission meetings would be in the best interests of the City of Pahokee.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA:**

**Section 1.** Adoption of Representations. The foregoing “Whereas” clauses are hereby true and correct and incorporated by reference.

**Section 2.** Approval. The City Commission hereby cancels of the November 12, 2024 and December 24, 2024 City Commission meetings.

**Section 3.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED and ADOPTED** this 22<sup>nd</sup> day October, 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**VOTE:**

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)



**Keith W. Babb, Jr.**  
**MAYOR**

**Clara "Tasha" Murvin**  
**VICE-MAYOR**

**Michael E. Jackson**  
**INTERIM CITY MANAGER**

**Nylene Clarke**  
**CITY CLERK**

***"Building a City and Community of Choice"***

207 Begonia Dr.  
Pahokee, FL 33476  
Phone: (561) 924-5534  
Fax: (561) 924-8140

[www.cityofpahokee.com](http://www.cityofpahokee.com)

**COMMISSIONERS:**

**Derrick Boldin**

**Sanquetta Cowan-Williams**

**Everett D. McPherson, Sr.**

**Burnadette Norris-Weeks**  
**CITY ATTORNEY**

**To:** City Commission  
**From:** Michael E. Jackson, Interim City Manager  
**CC:** Nylene Clarke, City Clerk  
**Date:** 9/24/2024  
**Re:** Pahokee Ordinance Amendment – Building Regulations Ch 6 Floodplain Ch 10

**REQUEST:**

Staff requests the City of Pahokee City Commission to approve the proposed amendments to City of Pahokee Buildings and Building Regulations Ch 6 & Flood Damage Prevention Ch 10.

**ANALYSIS:**

The proposed amendments update the date of the flood insurance study and flood insurance rate maps and reformat local amendments to the Florida Building Code into plain language format.

**STAFF RECOMMENDATION:**

Staff recommends the City of Pahokee City Commission approve the proposed Ordinance to amend its adopted floodplain ordinance & building regulations.



**ORDINANCE NO. 2024-08**

**AN ORDINANCE BY THE CITY OF PAHOKEE CITY COMMISSION AMENDING THE CITY OF PAHOKEE CODE OF ORDINANCES TO UPDATE THE DATE OF THE FLOOD INSURANCE STUDY AND FLOOD INSURANCE RATE MAPS; TO REFORMAT LOCAL AMENDMENTS TO THE FLORIDA BUILDING CODE; PROVIDING FOR APPLICABILITY; REPEALER; SEVERABILITY; AND AN EFFECTIVE DATE.**

**WHEREAS**, the Legislature of the State of Florida has, in Chapter 166 – Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the City of Pahokee participates in the National Flood Insurance Program and the City Commission desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

**WHEREAS**, the Federal Emergency Management Agency has revised and reissued the Flood Insurance Study for Palm Beach County, Florida and Incorporated Areas, with an effective date of December 20, 2024; and

**WHEREAS**, the City of Pahokee has determined that it is in the public interest to amend Chapter 6 – Article 1 Section 6-1, Section 6-2, Section 6-3 and Section 6-4 Buildings, and Building Regulations and Chapter 10 – Section 10 Flood Damage Prevention to identify the effective date of the revised Flood Insurance Study and Flood Insurance Rate Maps; and

**WHEREAS**, Chapter 553, Florida Statutes, allows for local administrative and technical amendments to the *Florida Building Code* that provide for more stringent requirements than those specified in the Code and allows adoption of local administrative and local technical amendments to the Florida Building Code to implement the National Flood Insurance Program and incentives; and

**WHEREAS**, the City Commission of the City of Pahokee previously adopted local amendments to the Florida Building Code and is reformatting those amendments as part of Chapter 10 – Section 10 Flood Damage Prevention.

**NOW, THEREFORE, BE IT ORDAINED** by the City Commission of the City of Pahokee that the following amendment is hereby is amended as set forth in the following amendments, as shown in ~~strikethrough~~ and underline format in Section 1 and Section 2.

**SECTION 1. Amend Chapter 6 – Article 1, Section 6-1, Section 6-2, Section 6-3 and Section 6-4 Buildings and Building Regulations as follows.**

**Chapter 6 BUILDINGS AND BUILDING REGULATIONS**

**ARTICLE I. IN GENERAL**

**Sec. 6-1. Codes adopted.**

The City hereby adopts the following codes. These codes supersede all previously adopted codes.

- (1) Florida Building Code, 2010 edition as amended and adopted by the State;
- (2) 2008 National Election Code/NFPA 70;
- (3) Palm Beach County local amendments to the Florida Fire Prevention Code Chapter 69A-70. Florida Administrative Code, including N.F.P.A.1, Florida Edition. N.F.P.A.101, Florida Edition, as adopted by Palm Beach County in 2011-038, and as hereafter amended by Palm Beach County.

**Sec. 6-2. Technical amendments to the Florida Building Code, Building.**

Modify the definition as follows:

~~**SUBSTANTIAL IMPROVEMENT.** Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a three-year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. For each building or structure, the three-year period begins on the date of the first permit issued for improvement or repair of that building or structure subsequent to April 26, 2016. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:~~

- ~~1.— Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.~~
- ~~2.— Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.~~

Modify section 1612.4.1 as follows:

~~**1612.4.1 Additional requirements for enclosed areas.** In addition to the requirements of ASCE 24, enclosed areas below the design flood elevation shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators.~~

**Sec. 6-3. Technical amendments to the Florida Building Code, Existing Building.**

~~**SUBSTANTIAL IMPROVEMENT.** Any combination of repair, reconstruction, rehabilitation, addition or improvement of a building or structure taking place during a three-year period, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. For each building or structure, the three-year period begins on the date of the first permit issued for improvement or repair of that building or structure subsequent to April 26, 2016. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:~~

1. ~~Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.~~
2. ~~Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.~~

**~~Sec. 6-4. Technical amendments to the Florida Building Code, Residential.~~**

**~~R322.2.2 Enclosed areas below design flood elevation.~~** Enclosed areas, including crawl spaces, that are below the design flood elevation shall:

1. ~~Be used solely for parking of vehicles, building access or storage. The interior portion of such enclosed areas shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code. The limitation on partitions does not apply to load bearing walls interior to perimeter wall (crawl space) foundations. Access to enclosed areas shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).~~

*Remainder of R322.2.2 unchanged.*

**~~R322.3.4 Walls below design flood elevation.~~** Walls and partitions are not permitted below the elevated floor.

**~~R322.3.5 Enclosed areas below design flood elevation.~~** Enclosed areas below the design flood elevation are not permitted.

**~~Exception:~~** Areas enclosed by insect screening or open lattice.

**SECTION 2. Amend Chapter 10 - Sec.10 Flood Damage Prevention as follows.**

**Chapter 10 FLOOD DAMAGE PREVENTION**

**ARTICLE I. ADMINISTRATION**

*DIVISION 1. GENERAL*

**Sec. 10-1. Title.**

These regulations shall be known as the "Floodplain Management Ordinance" of the City of Pahokee, hereinafter referred to as "this chapter."

**Sec. 10-2. Scope.**

The provisions of this chapter shall apply to all development that is wholly within or partially within any flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement, repair, relocation or demolition of buildings, structures, and facilities that are exempt from the *Florida Building Code*; placement, installation, or replacement of manufactured homes and manufactured buildings; installation or replacement of

tanks; placement of recreational vehicles; installation of swimming pools; and any other development.

**Sec. 10-3. Intent.**

The purposes of this chapter and the flood load and flood resistant construction requirements of the *Florida Building Code* are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:

- (1) Minimize unnecessary disruption of commerce, access and public service during times of flooding;
- (2) Require the use of appropriate construction practices in order to prevent or minimize future flood damage;
- (3) Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;
- (4) Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;
- (5) Minimize damage to public and private facilities and utilities;
- (6) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;
- (7) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events; and
- (8) Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22.

**Sec. 10-4. Coordination with the *Florida Building Code*.**

This chapter is intended to be administered and enforced in conjunction with the *Florida Building Code*. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the *Florida Building Code*.

**Sec. 10-5. Warning.**

The degree of flood protection required by this chapter and the *Florida Building Code*, as amended by this community, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This chapter does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 may be revised by the Federal Emergency Management Agency, requiring this community to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guaranty of vested use, existing use, or future use is implied or expressed by compliance with this chapter.

**Sec. 10-6. Disclaimer of liability.**

This chapter shall not create liability on the part of the City of Pahokee or by any officer or employee thereof for any flood damage that results from reliance on this chapter or any administrative decision lawfully made thereunder.

*DIVISION 2. APPLICABILITY***Sec. 10-7. General.**

Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

**Sec. 10-8. Areas to which this chapter applies.**

This chapter shall apply to all flood hazard areas within the City of Pahokee, as established in section 10-9 of this chapter.

**Sec. 10-9. Basis for establishing flood hazard areas.**

The Flood Insurance Study for Palm Beach County, Florida, and Incorporated Areas dated ~~October 5, 2017~~ December 20, 2024, and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM) and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this chapter and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at the city hall.

**Sec. 10-10. Submission of additional data to establish flood hazard areas.**

To establish flood hazard areas and base flood elevations, pursuant to article I, division 5 of this chapter the floodplain administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed professional surveyor or digital topography accepted by the community indicates that ground elevations:

- (1) Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as flood hazard area and subject to the requirements of this chapter and, as applicable, the requirements of the *Florida Building Code*.
- (2) Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area unless the applicant obtains a Letter of Map Change that removes the area from the special flood hazard area.

**Sec. 10-11. Other laws.**

The provisions of this chapter shall not be deemed to nullify any provisions of local, state or federal law.

**Sec. 10-12. Abrogation and greater restrictions.**

This chapter supersedes any chapter in effect for management of development in flood hazard areas. However, it is not intended to repeal or abrogate any existing chapters including but not limited to land development regulations, zoning chapters, stormwater management regulations, or the *Florida Building Code*. In the event of a conflict between this chapter and any other chapter, the more restrictive shall govern. This chapter shall not impair any deed

restriction, covenant or easement, but any land that is subject to such interests shall also be governed by this chapter.

**Sec. 10-13. Interpretation.**

In the interpretation and application of this chapter, all provisions shall be:

- (1) Considered as minimum requirements;
- (2) Liberally construed in favor of the governing body; and
- (3) Deemed neither to limit nor repeal any other powers granted under state statutes.

*DIVISION 3. DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR*

**Sec. 10-14. Designation.**

The zoning officer is designated as the floodplain administrator. The floodplain administrator may delegate performance of certain duties to other employees.

**Sec. 10-15. General.**

The floodplain administrator is authorized and directed to administer and enforce the provisions of this chapter. The floodplain administrator shall have the authority to render interpretations of this chapter consistent with the intent and purpose of this chapter and may establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall not have the effect of waiving requirements specifically provided in this chapter without the granting of a variance pursuant to article I, division 7 of this chapter.

**Sec. 10-16. Applications and permits.**

The floodplain administrator, in coordination with other pertinent offices of the community, shall:

- (1) Review applications and plans to determine whether proposed new development will be located in flood hazard areas;
- (2) Review applications for modification of any existing development in flood hazard areas for compliance with the requirements of this chapter;
- (3) Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;
- (4) Provide available flood elevation and flood hazard information;
- (5) Determine whether additional flood hazard data shall be obtained from other sources or shall be developed by an applicant;
- (6) Review applications to determine whether proposed development will be reasonably safe from flooding;
- (7) Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the *Florida Building Code*, including buildings, structures and facilities exempt from the *Florida Building Code*, when compliance with this chapter is demonstrated, or disapprove the same in the event of noncompliance; and

- (8) Coordinate with and provide comments to the building official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of this chapter.

**Sec. 10-17. Substantial improvement and substantial damage determinations.**

For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the floodplain administrator, in coordination with the building official, shall:

- (1) Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
- (2) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
- (3) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; the determination requires evaluation of previous permits issued for improvements and repairs as specified in the definition of "substantial improvement"; and
- (4) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the *Florida Building Code* and this chapter is required.

**Sec. 10-18. Modifications of the strict application of the requirements of the *Florida Building Code*.**

The floodplain administrator shall review requests submitted to the building official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the *Florida Building Code* to determine whether such requests require the granting of a variance pursuant to article I, division 7 of this chapter.

**Sec. 10-19. Notices and orders.**

The floodplain administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this chapter.

**Sec. 10-20. Inspections.**

The floodplain administrator shall make the required inspections as specified in article I, division 6 of this chapter for development that is not subject to the *Florida Building Code*, including buildings, structures and facilities exempt from the *Florida Building Code*. The floodplain administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.

**Sec. 10-21. Other duties of the floodplain administrator.**

The floodplain administrator shall have other duties, including but not limited to:

- (1) Establish, in coordination with the building official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to section 10-17 of this chapter;
- ~~(2) Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to the Federal Emergency Management Agency (FEMA);~~
- ~~(2)~~ (3) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood hazard area boundaries, ~~or floodway designations~~; such submissions shall be made within six (6) months of such data becoming available;
- ~~(3)~~ (4) Review required design certifications and documentation of elevations specified by this chapter and the *Florida Building Code* to determine that such certifications and documentations are complete;
- ~~(4)~~ (5) Notify the Federal Emergency Management Agency when the corporate boundaries of City of Pahokee are modified; and
- ~~(5)~~ (6) Advise applicants for new buildings and structures, including substantial improvements, that are located in any unit of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act (Pub. L. 97-348) and the Coastal Barrier Improvement Act of 1990 (Pub. L. 101-591) that federal flood insurance is not available on such construction; areas subject to this limitation are identified on Flood Insurance Rate Maps as "Coastal Barrier Resource System Areas" and "Otherwise Protected Areas."

#### **Sec. 10-22. Floodplain management records.**

Regardless of any limitation on the period required for retention of public records, the floodplain administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this chapter and the flood resistant construction requirements of the *Florida Building Code*, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits and denial of permits; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the *Florida Building Code* and this chapter; ~~notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained~~; documentation related to appeals and variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to this chapter and the flood resistant construction requirements of the *Florida Building Code*. These records shall be available for public inspection at city hall.

#### *DIVISION 4. PERMITS*

#### **Sec. 10-23. Permits required.**

Any owner or owner's authorized agent (hereinafter "applicant") who intends to undertake any development activity within the scope of this chapter, including buildings, structures and facilities exempt from the *Florida Building Code*, which is wholly within or partially within any flood hazard area shall first make application to the floodplain administrator, and the building official if applicable, and shall obtain the required permit(s) and approval(s). No such permit or



approval shall be issued until compliance with the requirements of this chapter and all other applicable codes and regulations has been satisfied.

**Sec. 10-24. Floodplain development permits or approvals.**

Floodplain development permits or approvals shall be issued pursuant to this chapter for any development activities not subject to the requirements of the *Florida Building Code*, including buildings, structures and facilities exempt from the *Florida Building Code*. Depending on the nature and extent of proposed development that includes a building or structure, the floodplain administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

**Sec. 10-25. Buildings, structures and facilities exempt from the *Florida Building Code*.**

Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Sections 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the *Florida Building Code* and any further exemptions provided by law, which are subject to the requirements of this chapter:

- (1) Railroads and ancillary facilities associated with the railroad.
- (2) Nonresidential farm buildings on farms, as provided in section 604.50, F.S.
- (3) Temporary buildings or sheds used exclusively for construction purposes.
- (4) Mobile or modular structures used as temporary offices.
- (5) Those structures or facilities of electric utilities, as defined in section 366.02, F.S., which are directly involved in the generation, transmission, or distribution of electricity.
- (6) Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term "chickee" means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features.
- (7) Family mausoleums not exceeding two hundred fifty (250) square feet in area which are prefabricated and assembled on site or preassembled and delivered on site and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete.
- (8) Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system.
- (9) Structures identified in F.S. § 553.73(10)(k), are not exempt from the *Florida Building Code* if such structures are located in flood hazard areas established on Flood Insurance Rate Maps

**Sec. 10-26. Application for a permit or approval.**

To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the community. The information provided shall:

- (1) Identify and describe the development to be covered by the permit or approval.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.

- (4) Be accompanied by a site plan or construction documents as specified in article I, division 5 of this chapter.
- (5) State the valuation of the proposed work.
- (6) Be signed by the applicant or the applicant's authorized agent.
- (7) Give such other data and information as required by the floodplain administrator.

**Sec. 10-27. Validity of permit or approval.**

The issuance of a floodplain development permit or approval pursuant to this chapter shall not be construed to be a permit for, or approval of, any violation of this chapter, the *Florida Building Codes*, or any other chapter of this community. The issuance of permits based on submitted applications, construction documents, and information shall not prevent the floodplain administrator from requiring the correction of errors and omissions.

**Sec. 10-28. Expiration.**

A floodplain development permit or approval shall become invalid unless the work authorized by such permit is commenced within one hundred eighty (180) days after its issuance, or if the work authorized is suspended or abandoned for a period of one hundred eighty (180) days after the work commences. Extensions for periods of not more than one hundred eighty (180) days each shall be requested in writing and justifiable cause shall be demonstrated.

**Sec. 10-29. Suspension or revocation.**

The floodplain administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of this chapter or any other chapter, regulation or requirement of this community.

**Sec. 10-30. Other permits required.**

Floodplain development permits and building permits shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following:

- (1) The South Florida Water Management District; F.S. § 373.036.
- (2) Florida Department of Health for onsite sewage treatment and disposal systems; F.S. § 381.0065 and Chapter 64E-6, F.A.C.
- (3) Florida Department of Environmental Protection for construction, reconstruction, changes, or physical activities for shore protection or other activities seaward of the coastal construction control line; F.S. § 161.141.
- (4) Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; F.S. § 161.055.
- (5) Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.
- (6) Federal permits and approvals.

*DIVISION 5. SITE PLANS AND CONSTRUCTION DOCUMENTS*

**Sec. 10-31. Information for development in flood hazard areas.**

The site plan or construction documents for any development subject to the requirements of this chapter shall be drawn to scale and shall include, as applicable to the proposed development:

- (1) Delineation of flood hazard areas, ~~floodway boundaries~~ and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
- (2) Where base flood elevations or ~~floodway data~~ are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with section 10-32(2) or (3) of this chapter.
- (3) Where the parcel on which the proposed development will take place will have more than fifty (50) lots or is larger than five (5) acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with section 10-32(1) of this chapter.
- (4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas, new buildings shall be located landward of the reach of mean high tide.
- (5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.
- (7) Delineation of the Coastal Construction Control Line or notation that the site is seaward of the coastal construction control line, if applicable.
- (8) Extent of any proposed alteration of sand dunes or mangrove stands, provided such alteration is approved by the Florida Department of Environmental Protection.
- ~~(9) Existing and proposed alignment of any proposed alteration of a watercourse.~~

The floodplain administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by this chapter but that are not required to be prepared by a registered design professional if it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance with this chapter.

**Sec. 10-32. Information in flood hazard areas without base flood elevations (approximate Zone A).**

Where flood hazard areas are delineated on the FIRM and base flood elevation data have not been provided, the floodplain administrator shall:

- (1) Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.
- (2) Obtain, review, and provide to applicant's base flood elevation and ~~floodway~~ data available from a federal or state agency or other source or require the applicant to

- obtain and use base flood elevation and floodway data available from a federal or state agency or other source.
- (3) Where base flood elevation and floodway data are not available from another source, where the available data are deemed by the floodplain administrator to not reasonably reflect flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:
    - a. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or
    - b. Specify that the base flood elevation is two (2) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.
  - (4) Where the base flood elevation data are to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.

**Sec. 10-33. Additional analyses and certifications.**

For activities that propose to alter sand dunes or mangrove stands in coastal high hazard areas (Zone V), the applicant shall have an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage signed and sealed by a Florida-licensed engineer for submission with the site plan and construction documents. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a Florida-licensed engineer for submission with the site plan and construction documents:

- ~~(1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in section 10-34 of this chapter and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.~~
- ~~(2) For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study or on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation more than one (1) foot at any point within the community. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.~~
- ~~(3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel's flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in section 10-34 of this chapter.~~

- ~~(4) For activities that propose to alter sand dunes or mangrove stands in coastal high hazard areas (Zone V), an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage.~~

**Sec. 10-34. Submission of additional data.**

When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change from FEMA to change the base flood elevations, ~~change floodway boundaries,~~ or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

*DIVISION 6. INSPECTIONS*

**Sec. 10-35. General.**

Development for which a floodplain development permit or approval is required shall be subject to inspection.

**Sec. 10-36. Development other than buildings and structures.**

The floodplain administrator shall inspect all development to determine compliance with the requirements of this chapter and the conditions of issued floodplain development permits or approvals.

**Sec. 10-37. Buildings, structures and facilities exempt from the *Florida Building Code*.**

The floodplain administrator shall inspect buildings, structures and facilities exempt from the *Florida Building Code* to determine compliance with the requirements of this chapter and the conditions of issued floodplain development permits or approvals.

**Sec. 10-38. Buildings, structures and facilities exempt from the *Florida Building Code*, lowest floor inspection.**

Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the *Florida Building Code*, or the owner's authorized agent, shall submit to the floodplain administrator:

- (1) If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or
- (2) If the elevation used to determine the required elevation of the lowest floor was determined in accordance with section 10-32(3)(b) of this chapter, the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner's authorized agent.

**Sec. 10-39. Buildings, structures and facilities exempt from the *Florida Building Code*, final inspection.**

As part of the final inspection, the owner or owner's authorized agent shall submit to the floodplain administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in section 10-38 of this chapter.

**Sec. 10-40. Manufactured homes.**

The floodplain administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of this chapter and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the floodplain administrator.

*DIVISION 7. VARIANCES AND APPEALS***Sec. 10-41. General.**

The board of adjustments shall hear and decide on requests for appeals and requests for variances from the strict application of this chapter. Pursuant to section 553.73(5), F.S., the board of adjustments shall hear and decide on requests for appeals and requests for variances from the strict application of the flood resistant construction requirements of the *Florida Building Code*. This section does not apply to Section 3109 of the *Florida Building Code, Building*.

**Sec. 10-42. Appeals.**

The board of adjustments shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the floodplain administrator in the administration and enforcement of this chapter. Any person aggrieved by the decision may appeal such decision to the circuit court, as provided by Florida Statutes.

**Sec. 10-43. Limitations on authority to grant variances.**

The board of adjustments shall base its decisions on variances on technical justifications submitted by applicants, the considerations for issuance in section 10-47 of this chapter, the conditions of issuance set forth in section 10-48 of this chapter, and the comments and recommendations of the floodplain administrator and the building official. The board of adjustments has the right to attach such conditions as it deems necessary to further the purposes and objectives of this chapter.

**Sec. 10-44. Reserved. Restrictions in floodways.**

~~A variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in section 10-33 of this chapter.~~

**Sec. 10-45. Historic buildings.**

A variance is authorized to be issued for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building's continued designation as a historic building and the variance is the minimum necessary to preserve the historic character and design of the building. If the proposed work precludes the building's continued designation as a historic building, a variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the *Florida Building Code*.

**Sec. 10-46. Functionally dependent uses.**

A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use, as defined in this chapter, ~~provided~~

~~the variance meets the requirements of section 10-44,~~ is the minimum necessary considering the flood hazard, and all due consideration has been given to use of methods and materials that minimize flood damage during occurrence of the base flood.

**Sec. 10-47. Considerations for issuance of variances.**

In reviewing requests for variances, the board of adjustments shall consider all technical evaluations, all relevant factors, all other applicable provisions of the *Florida Building Code*, this chapter, and the following:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage;
- (2) The danger to life and property due to flooding or erosion damage;
- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;
- (4) The importance of the services provided by the proposed development to the community;
- (5) The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;
- (6) The compatibility of the proposed development with existing and anticipated development;
- (7) The relationship of the proposed development to the Comprehensive Plan and floodplain management program for the area;
- (8) The safety of access to the property in times of flooding for ordinary and emergency vehicles;
- (9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
- (10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.

**Sec. 10-48. Conditions for issuance of variances.**

Variances shall be issued only upon:

- (1) Submission by the applicant, of a showing of good and sufficient cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of this chapter or the required elevation standards;
- (2) Determination by the board of adjustments that:
  - a. Failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;
  - b. The granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and chapters; and

- c. The variance is the minimum necessary, considering the flood hazard, to afford relief;
- (3) Receipt of a signed statement by the applicant that the variance, if granted, shall be recorded in the office of the clerk of the court in such a manner that it appears in the chain of title of the affected parcel of land; and
- (4) If the request is for a variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the floodplain administrator to the applicant for the variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as twenty-five dollars (\$25.00) for one hundred dollars (\$100.00) of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.

*DIVISION 8. VIOLATIONS*

**Sec. 10-49. Violations.**

Any development that is not within the scope of the *Florida Building Code* but that is regulated by this chapter that is performed without an issued permit, that is in conflict with an issued permit, or that does not fully comply with this chapter, shall be deemed a violation of this chapter. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by this chapter or the *Florida Building Code* is presumed to be a violation until such time as that documentation is provided.

**Sec. 10-50. Authority.**

For development that is not within the scope of the *Florida Building Code* but that is regulated by this chapter and that is determined to be a violation, the floodplain administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner's agent, or to the person or persons performing the work.

**Sec. 10-51. Unlawful continuance.**

Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.

**ARTICLE II. DEFINITIONS**

*DIVISION 1. GENERAL*

**Sec. 10-52. Scope.**

Unless otherwise expressly stated, the following words and terms shall, for the purposes of this chapter, have the meanings shown in this section.

**Sec. 10-53. Terms defined in the *Florida Building Code*.**

Where terms are not defined in this chapter and are defined in the *Florida Building Code*, such terms shall have the meanings ascribed to them in that code.



**Sec. 10-54. Terms not defined.**

Where terms are not defined in this chapter or the *Florida Building Code*, such terms shall have ordinarily accepted meanings such as the context implies.

*DIVISION 2. DEFINITIONS*

~~*Alteration of a watercourse* means a dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.~~

*Appeal* means a request for a review of the floodplain administrator's interpretation of any provision of this chapter.

*ASCE 24* means a standard titled *Flood Resistant Design and Construction* that is referenced by the *Florida Building Code*. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

*Base flood* means a flood having a 1-percent chance of being equaled or exceeded in any given year. [Also defined in FBC, B, Section 202.] The base flood is commonly referred to as the "100-year flood" or the "1-percent-annual chance flood."

*Base flood elevation* means the elevation of the base flood, including wave height, relative to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) or other datum specified on the Flood Insurance Rate Map (FIRM). [Also defined in FBC, B, Section 202.]

*Basement* means the portion of a building having its floor subgrade (below ground level) on all sides. [Also defined in FBC, B, Section 202; see "Basement (for flood loads)".]

*Coastal construction control line* means the line established by the State of Florida pursuant to F.S. § 161.053, and recorded in the official records of the community, which defines that portion of the beach-dune system subject to severe fluctuations based on a 100-year storm surge, storm waves or other predictable weather conditions.

*Coastal high hazard area* means a special flood hazard area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. Coastal high hazard areas are also referred to as "high hazard areas subject to high velocity wave action" or "V Zones" and are designated on Flood Insurance Rate Maps (FIRM) as Zone V1-V30, VE, or V.

*Design flood* means the flood associated with the greater of the following two (2) areas: [Also defined in FBC, B, Section 202.]

- (1) Area with a floodplain subject to a 1-percent or greater chance of flooding in any year; or
- (2) Area designated as a flood hazard area on the community's flood hazard map, or otherwise legally designated.

*Design flood elevation* means the elevation of the "design flood," including wave height, relative to the datum specified on the community's legally designated flood hazard map. In areas designated as Zone AO, the design flood elevation shall be the elevation of the highest existing grade of the building's perimeter plus the depth number (in feet) specified on the flood hazard map. In areas designated as Zone AO where the depth number is not specified on the

map, the depth number shall be taken as being equal to 2 feet. [Also defined in FBC, B, Section 202.]

*Development* means any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of equipment or materials, mining, dredging, filling, grading, paving, excavations, drilling operations or any other land disturbing activities.

*Encroachment* means the placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

*Existing building and existing structure* mean any buildings and structures for which the "start of construction" commenced before May 15, 1978. [Also defined in FBC, B, Section 202.]

*Existing manufactured home park or subdivision* means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before May 15, 1978.

*Expansion to an existing manufactured home park or subdivision* means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

*Federal Emergency Management Agency (FEMA)* means the federal agency that, in addition to carrying out other functions, administers the National Flood Insurance Program.

*Flood or flooding* means a general and temporary condition of partial or complete inundation of normally dry land from: [Also defined in FBC, B, Section 202.]

- (1) The overflow of inland or tidal waters.
- (2) The unusual and rapid accumulation or runoff of surface waters from any source.

*Flood damage-resistant materials* means any construction material capable of withstanding direct and prolonged contact with floodwaters without sustaining any damage that requires more than cosmetic repair. [Also defined in FBC, B, Section 202.]

*Flood hazard area* means the greater of the following two (2) areas: [Also defined in FBC, B, Section 202.]

- (1) The area within a floodplain subject to a 1-percent or greater chance of flooding in any year.
- (2) The area designated as a flood hazard area on the community's flood hazard map, or otherwise legally designated.

*Flood Insurance Rate Map (FIRM)* means the official map of the community on which the Federal Emergency Management Agency has delineated both special flood hazard areas and the risk premium zones applicable to the community. [Also defined in FBC, B, Section 202.]

*Flood Insurance Study (FIS)* means the official report provided by the Federal Emergency Management Agency that contains the Flood Insurance Rate Map, the Flood Boundary and Floodway Map (if applicable), the water surface elevations of the base flood, and supporting technical data. [Also defined in FBC, B, Section 202.]

*Floodplain administrator* means the office or position designated and charged with the administration and enforcement of this chapter (may be referred to as the floodplain manager).

*Floodplain development permit or approval* means an official document or certificate issued by the community, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with this chapter.

~~*Floodway* means the channel of a river or other riverine watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot. [Also defined in FBC, B, Section 202.]~~

~~*Floodway encroachment analysis* means an engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.~~

*Florida Building Code* means the family of codes adopted by the Florida Building Commission, including: *Florida Building Code, Building*; *Florida Building Code, Residential*; *Florida Building Code, Existing Building*; *Florida Building Code, Mechanical*; *Florida Building Code, Plumbing*; *Florida Building Code, Fuel Gas*.

*Functionally dependent use* means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities.

*Highest adjacent grade* means the highest natural elevation of the ground surface prior to construction next to the proposed walls or foundation of a structure.

*Historic structure* means any structure that is determined eligible for the exception to the flood hazard area requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings.

*Letter of Map Change (LOMC)* means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

(1) *Letter of Map Amendment (LOMA)* means an amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.

(2) *Letter of Map Revision (LOMR)* means a revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.

(3) *Letter of Map Revision Based on Fill (LOMR-F)* means a determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community's floodplain management regulations.

(4) *Conditional Letter of Map Revision (CLOMR)* means a formal review and comment as to whether a proposed flood protection project or other project complies with the

minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

*Light-duty truck* as defined in 40 C.F.R. 86.082-2, any motor vehicle rated at eight thousand five hundred (8,500) pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of six thousand (6,000) pounds or less and which has a basic vehicle frontal area of forty-five (45) square feet or less, which is:

- (1) Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
- (2) Designed primarily for transportation of persons and has a capacity of more than twelve (12) persons; or
- (3) Available with special features enabling off-street or off-highway operation and use.

*Lowest floor* means the lowest floor of the lowest enclosed area of a building or structure, including basement, but excluding any unfinished or flood-resistant enclosure, other than a basement, usable solely for vehicle parking, building access or limited storage provided that such enclosure is not built so as to render the structure in violation of the non-elevation requirements of the *Florida Building Code* or ASCE 24. [Also defined in FBC, B, Section 202.]

*Manufactured home* means a structure, transportable in one (1) or more sections, which is eight (8) feet or more in width and greater than four hundred (400) square feet, and which is built on a permanent, integral chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle" or "park trailer." [Also defined in 15C-1.0101, F.A.C.]

*Manufactured home park or subdivision* means a parcel (or contiguous parcels) of land divided into two (2) or more manufactured home lots for rent or sale.

~~Market value means the price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in this chapter, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, is the actual cash value (in-kind replacement cost depreciated for age, wear and tear, neglect, and quality of construction) determined by a qualified independent appraiser, or tax assessment value adjusted to approximate market value by a factor provided by the county property appraiser.~~

*New construction* means for the purposes of administration of this chapter and the flood resistant construction requirements of the *Florida Building Code*, structures for which the "start of construction" commenced on or after May 15, 1978 and includes any subsequent improvements to such structures.

*New manufactured home park or subdivision* means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after May 15, 1978.

*Park trailer* means a transportable unit which has a body width not exceeding fourteen (14) feet and which is built on a single chassis and is designed to provide seasonal or temporary living quarters when connected to utilities necessary for operation of installed fixtures and appliances. [Defined in F.S. § 320.01]

*Recreational vehicle* means a vehicle, including a park trailer, which is: [See F.S. § 320.01]

- (1) Built on a single chassis;
- (2) Four hundred (400) square feet or less when measured at the largest horizontal projection;
- (3) Designed to be self-propelled or permanently towable by a light-duty truck; and
- (4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

*Sand dunes* means naturally occurring accumulations of sand in ridges or mounds landward of the beach.

*Special flood hazard area* means an area in the floodplain subject to a 1 percent or greater chance of flooding in any given year. Special flood hazard areas are shown on FIRMs as Zone A, AO, A1-A30, AE, A99, AH, V1-V30, VE or V. [Also defined in FBC, B Section 202.]

*Start of construction* means the date of issuance of permits for new construction and substantial improvements, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement is within one hundred eighty (180) days of the date of the issuance. The actual start of construction means either the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns. ~~Permanent construction~~ ~~Permanent construction~~ does not include land preparation (such as clearing, grading, or filling), the installation of streets or walkways, excavation for a basement, footings, piers, or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main buildings. For a substantial improvement, the actual "start of construction" means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Also defined in FBC, B Section 202.]

*Substantial damage* means damage of any origin sustained by a building or structure whereby the cost of restoring the building or structure to its before-damaged condition would equal or exceed fifty (50) percent of the market value of the building or structure before the damage occurred. [Also defined in FBC, B Section 202.]

*Substantial improvement* means any combination of repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure taking place during a three-year period, the cumulative cost of which equals or exceeds fifty (50) percent of the market value of the building or structure before the improvement or repair is started. For each building or structure, the three-year period begins on the date of the first permit issued for improvement or repair of that building or structure subsequent to April 26, 2016. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either: [Also defined in FBC, B, Section 202.]

- (1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.
- (2) Any alteration of a historic structure provided the alteration will not preclude the structure's continued designation as a historic structure.

*Variance* means a grant of relief from the requirements of this chapter, or the flood resistant construction requirements of the *Florida Building Code*, which permits construction in a manner that would not otherwise be permitted by this chapter or the *Florida Building Code*.

~~*Watercourse* means a river, creek, stream, channel or other topographic feature in, on, through, or over which water flows at least periodically.~~

### **ARTICLE III. FLOOD RESISTANT DEVELOPMENT**

#### **DIVISION 1. BUILDINGS AND STRUCTURES**

##### **Sec. 10-55. Design and construction of buildings, structures and facilities exempt from the *Florida Building Code*.**

Pursuant to section 10-25 of this chapter, buildings, structures, and facilities that are exempt from the *Florida Building Code*, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the *Florida Building Code* that are not walled and roofed buildings shall comply with the requirements of article III, division 7 of this chapter.

##### **Sec. 10-56. Buildings and structures seaward of the coastal construction control line.**

If extending, in whole or in part, seaward of the coastal construction control line and also located, in whole or in part, in a flood hazard area:

- (1) Buildings and structures shall be designed and constructed to comply with the more restrictive applicable requirements of the *Florida Building Code*, *Building* Section 3109 and Section 1612 or *Florida Building Code*, *Residential* Section R322.
- (2) Minor structures and non-habitable major structures as defined in section 161.54, F.S., shall be designed and constructed to comply with the intent and applicable provisions of this chapter and ASCE 24.

##### **Sec. 10-56.5. Florida Building Code, technical amendments.**

(1) Cumulative substantial improvement. In the Florida Building Code, Building, and Florida Building Code, Existing Building, definitions for the term "Substantial Improvement" shall be as defined in Article II, Division 2 of this chapter.

(2) Limit enclosures below elevated dwellings in flood hazard areas other than Coastal High Hazard Areas and Coastal A Zones. Enclosed areas below the required elevation for dwellings in flood hazard areas other than Coastal High Hazard Areas and Coastal A Zones shall be limited as follows:

a. The interior portion of enclosed areas shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code.

b. Where perimeter wall (crawlspace) foundations are permitted for dwellings, the limitation on partitions does not apply to interior load bearing walls.

c. Access to enclosed areas below dwellings shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).

(3) Limit enclosures below elevated buildings other than dwellings in flood hazard areas. Enclosed areas below the required elevation for buildings other than dwellings shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code.

(4) Enclosures below elevated dwellings in Coastal High Hazard Areas and Coastal A Zones. Enclosed areas below the required elevation for dwellings in Coastal High Hazard Areas and Coastal A Zones are not permitted, unless enclosed by open lattice or insect screening.

## *DIVISION 2. SUBDIVISIONS*

### **Sec. 10-57. Minimum requirements.**

Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that:

- (1) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
- (2) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

### **Sec. 10-58. Subdivision plats.**

Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) Delineation of flood hazard areas, ~~floodway boundaries~~ and flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats;
- (2) Where the subdivision has more than fifty (50) lots or is larger than five (5) acres and base flood elevations are not included on the FIRM, the base flood elevations determined in accordance with section 10-32(1) of this chapter; and
- (3) Compliance with the site improvement and utilities requirements of article III, division 3 of this chapter.

## *DIVISION 3. SITE IMPROVEMENTS, UTILITIES AND LIMITATIONS*

### **Sec. 10-59. Minimum requirements.**

All proposed new development shall be reviewed to determine that:

- (1) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
- (2) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and

- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

**Sec. 10-60. Sanitary sewage facilities.**

All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards for onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24Chapter 7 to minimize or eliminate infiltration of floodwaters into the facilities and discharge from the facilities into flood waters, and impairment of the facilities and systems.

**Sec. 10-61. Water supply facilities.**

All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.

**Sec. 10-62. Reserved. Limitations on sites in regulatory floodways.**

~~No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway unless the floodway encroachment analysis required in section 10-33(1) of this chapter demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.~~

**Sec. 10-63. Limitations on placement of fill.**

Subject to the limitations of this chapter, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the *Florida Building Code*.

**Sec. 10-64. Limitations on sites in coastal high hazard areas (Zone V).**

In coastal high hazard areas, alteration of shoreline or native vegetation shall be permitted only if such alteration is approved by the Florida Department of Environmental Protection and only if the engineering analysis required by section 10-33(4) of this chapter demonstrates that the proposed alteration will not increase the potential for flood damage. Construction or restoration under or around elevated buildings and structures shall comply with section 10-84(3) ~~10-87(3)~~ of this chapter.

*DIVISION 4. MANUFACTURED HOMES*

**Sec. 10-65. General.**

All manufactured homes installed in flood hazard areas shall be installed by an installer that is licensed pursuant to section 320.8249, F.S., and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of this chapter. If located seaward of the coastal construction control line, all manufactured homes shall comply with the more restrictive of the applicable requirements.



**Sec. 10-66 Limitations on installation in  ~~floodways and~~ coastal high hazard areas (Zone V).**

New installations of manufactured homes shall not be permitted in  ~~floodways and~~ coastal high hazard areas (Zone V).

**Sec. 10-67. Foundations.**

All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that:

- (1) In flood hazard areas (Zone A) other than coastal high hazard areas, are designed in accordance with the foundation requirements of the *Florida Building Code, Residential* Section R322.2 and this chapter. Foundations for manufactured homes subject to section 10-71 of this chapter are permitted to be reinforced piers or other foundation elements of at least equivalent strength.
- (2) In coastal high hazard areas (Zone V), are designed in accordance with the foundation requirements of the *Florida Building Code, Residential* Section R322.3 and this chapter.

**Sec. 10-68. Anchoring.**

All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

**Sec. 10-69. Elevation.**

Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 10-70 or 10-71 of this chapter, as applicable.

**Sec. 10-70. General elevation requirement.**

Unless subject to the requirements of section 10-71 of this chapter, all manufactured homes that are placed, replaced, or substantially improved on sites located: (a) outside of a manufactured home park or subdivision; (b) in a new manufactured home park or subdivision; (c) in an expansion to an existing manufactured home park or subdivision; or (d) in an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the *Florida Building Code, Residential* Section R322.2 (Zone A) or Section R322.3 (Zone V).

**Sec. 10-71. Elevation requirement for certain existing manufactured home parks and subdivisions.**

Manufactured homes that are not subject to section 10-70 of this chapter, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:

- (1) Bottom of the frame of the manufactured home is at or above the elevation required, as applicable to the flood hazard area, in the *Florida Building Code, Residential* Section R322.2 (Zone A) or Section R322.3 (Zone V); or
- (2) Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than thirty-six (36) inches in height above grade.

**Sec. 10-72. Enclosures.**

Enclosed areas below elevated manufactured homes shall comply with the requirements of the *Florida Building Code, Residential* Section R322.2 or R322.3 for such enclosed areas, as applicable to the flood hazard area.

**Sec. 10-73. Utility equipment.**

Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the *Florida Building Code, Residential* Section R322, as applicable to the flood hazard area.

*DIVISION 5. RECREATIONAL VEHICLES AND PARK TRAILERS*

**Sec. 10-74. Temporary placement.**

Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:

- (1) Be on the site for fewer than one hundred eighty (180) consecutive days; or
- (2) Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.

**Sec. 10-75. Permanent placement.**

Recreational vehicles and park trailers that do not meet the limitations in section 10-74 of this chapter for temporary placement shall meet the requirements of article III, division 4 of this chapter for manufactured homes.

*DIVISION 6. Tanks*

**Sec. 10-76. Underground tanks.**

Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

**Sec. 10-77. Above-ground tanks, not elevated.**

Above-ground tanks that do not meet the elevation requirements of section 10-78 of this chapter shall:

- (1) Be permitted in flood hazard areas (Zone A) other than coastal high hazard areas, provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic

loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty and the effects of flood-borne debris.

- (2) Not be permitted in coastal high hazard areas (Zone V).

**Sec. 10-78. Above-ground tanks, elevated.**

Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

**Sec. 10-79. Tank inlets and vents.**

Tank inlets, fill openings, outlets and vents shall be:

- (1) At or above the design flood elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
- (2) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

*DIVISION 7. OTHER DEVELOPMENT*

**Sec. 10-80. General requirements for other development.**

All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in this chapter or the *Florida Building Code*, shall:

- (1) Be located and constructed to minimize flood damage;
- ~~(2) Meet the limitations of section 10-62 of this chapter if located in a regulated floodway;~~
- ~~(2)~~ (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;
- ~~(3)~~ (4) Be constructed of flood damage-resistant materials; and
- ~~(4)~~ (5) Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood elevation provided it conforms to the provisions of the electrical part of building code for wet locations.

**~~Sec. 10-81. Fences in regulated floodways.~~**

~~Fences in regulated floodways that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of section 10-62 of this chapter.~~

**~~Sec. 10-82. Retaining walls, sidewalks and driveways in regulated floodways.~~**

~~Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of section 10-62 of this chapter.~~

**Sec. ~~10-83~~. Roads and watercourse crossings in regulated floodways.**

~~Roads and watercourse crossings, including roads, bridges, culverts, low water crossings and similar means for vehicles or pedestrians to travel from one (1) side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of section 10-62 of this chapter. Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of section 10-33(3) of this chapter.~~

**Sec. ~~10-81~~ ~~10-84~~. Concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses in coastal high hazard areas (Zone V).**

In coastal high hazard areas, concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses are permitted beneath or adjacent to buildings and structures provided the concrete slabs are designed and constructed to be:

- (1) Structurally independent of the foundation system of the building or structure;
- (2) Frangible and not reinforced, so as to minimize debris during flooding that is capable of causing significant damage to any structure; and
- (3) Have a maximum slab thickness of not more than four (4) inches.

**Sec. ~~10-82~~ ~~10-85~~. Decks and patios in coastal high hazard areas (Zone V).**

In addition to the requirements of the *Florida Building Code*, in coastal high hazard areas decks and patios shall be located, designed, and constructed in compliance with the following:

- (1) A deck that is structurally attached to a building or structure shall have the bottom of the lowest horizontal structural member at or above the design flood elevation and any supporting members that extend below the design flood elevation shall comply with the foundation requirements that apply to the building or structure, which shall be designed to accommodate any increased loads resulting from the attached deck.
- (2) A deck or patio that is located below the design flood elevation shall be structurally independent from buildings or structures and their foundation systems, and shall be designed and constructed either to remain intact and in place during design flood conditions or to break apart into small pieces to minimize debris during flooding that is capable of causing structural damage to the building or structure or to adjacent buildings and structures.
- (3) A deck or patio that has a vertical thickness of more than twelve (12) inches or that is constructed with more than the minimum amount of fill necessary for site drainage shall not be approved unless an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runoff and wave reflection that would increase damage to the building or structure or to adjacent buildings and structures.
- (4) A deck or patio that has a vertical thickness of twelve (12) inches or less and that is at natural grade or on nonstructural fill material that is similar to and compatible with local soils and is the minimum amount necessary for site drainage may be approved without requiring analysis of the impact on diversion of floodwaters or wave runoff and wave reflection.

**Sec. ~~10-83~~ ~~10-86~~. Other development in coastal high hazard areas (Zone V).**

In coastal high hazard areas, development activities other than buildings and structures shall be permitted only if also authorized by the appropriate federal, state or local authority; if located outside the footprint of, and not structurally attached to, buildings and structures; and if analyses prepared by qualified registered design professionals demonstrate no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures. Such other development activities include but are not limited to:

- (1) Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;
- (2) Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the design flood or otherwise function to avoid obstruction of floodwaters; and
- (3) On-site sewage treatment and disposal systems defined in 64E-6.002, F.A.C., as filled systems or mound systems.

**Sec. ~~10-84~~ ~~10-87~~. Nonstructural fill in coastal high hazard areas (Zone V).**

In coastal high hazard areas:

- (1) Minor grading and the placement of minor quantities of nonstructural fill shall be permitted for landscaping and for drainage purposes under and around buildings.
- (2) Nonstructural fill with finished slopes that are steeper than one (1) unit vertical to five (5) units horizontal shall be permitted only if an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures.
- (3) Where authorized by the Florida Department of Environmental Protection or applicable local approval, sand dune construction and restoration of sand dunes under or around elevated buildings are permitted without additional engineering analysis or certification of the diversion of floodwater or wave runup and wave reflection if the scale and location of the dune work is consistent with local beach-dune morphology and the vertical clearance is maintained between the top of the sand dune and the lowest horizontal structural member of the building.

**SECTION 3. APPLICABILITY.**

For the purposes of jurisdictional applicability, this ordinance shall apply in City of Pahokee. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance.

**SECTION 4. INCLUSION INTO THE CODE OF ORDINANCES.**

It is the intent of the City Commission of the City of Pahokee that the provisions of this ordinance shall become and be made a part of the City of Pahokee Code of Ordinances, and that the sections of this ordinance may be renumbered or re-lettered and the word “ordinance” may be changed to “section,” “article,” “regulation,” or such other appropriate word or phrase in order to accomplish such intentions.

**SECTION 5. SEVERABILITY.**

If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any part thereof, other than the part so declared.

**SECTION 6. EFFECTIVE DATE.**

This ordinance shall take effect immediately upon adoption.

**PASSED** on first reading on September 24, 2024.

**PASSED and ADOPTED** in regular session, with a quorum present and voting, by the City Commission of the City of Pahokee, upon second and final reading this 22<sup>nd</sup> day of October 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

**ATTEST:**

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

**Moved by:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_

VOTE:

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)



## AGENDA

### MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Michael E. Jackson, Interim City Manager

FROM: Office of the City Clerk

SUBJECT: Pahokee Middle/Senior High 2024 Homecoming Parade

DATE: September 27, 2024 - Revised October 17, 2024

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**GENERAL SUMMARY/BACKGROUND:**

Pahokee Middle/Senior High School will hold its Annual Homecoming Parade on November 7, 2024. In order to do so, the City Commission must formally approve the parade and authorize an application to be completed with the Florida Department of Transportation.

**BUDGET IMPACT:**

The City will not incur any cost for approving the parade. All costs associated with the permit, will be incurred by Pahokee Middle/Senior High School.

**LEGAL NOTE:**

Defer to the City Attorney.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 2024-46

**ATTACHMENTS:**

Resolution 2024-46

RESOLUTION 2024 - 46

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE PAHOKEE MIDDLE/SENIOR HIGH SCHOOL 2024 HOMECOMING PARADE AND AUTHORIZING AN APPLICATION FOR A PARADE PERMIT FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Pahokee Middle/Senior High School desires to hold a 2024 Homecoming Parade on November 7, 2024 at 2:00 PM; and

**WHEREAS**, in order for the Homecoming Parade to be held, a permit from the Florida Department of Transportation (“FDOT”) is required to close the roads along the route set forth on attached Exhibit “A;” and

**WHEREAS**, the City Commission of the City of Pahokee (“City Commission”) desires to approve a homecoming parade and further desires to authorize an application to be completed with the Florida Department of Transportation; and

**WHEREAS**, in order to secure a permit, the Florida Department of Transportation requires a formal Resolution from the City Commission showing approval of the Homecoming Parade.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA AS FOLLOWS:**

**Section 1.** Adoption of Representations. The foregoing “Whereas” clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

**Section 2.** Approval of Parade. The City Commission hereby approves the Homecoming Parade to be held by Pahokee Middle/Senior High School on November 7, 2024 at 2:00 PM.

**Section 3.** Authorization of Permit Application. The City Commission hereby authorizes the application of a permit to be applied for from the Florida Department of Transportation for the Pahokee Middle/Senior High School Homecoming Parade.

**Section 4.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.



**PASSED** and **ADOPTED** this 22<sup>nd</sup> day of October, 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

**ATTEST:**

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Burnadette Norris-Weeks, Esq.  
City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

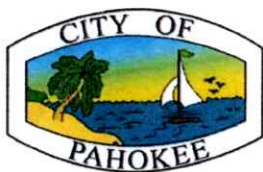
**VOTE:**

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)

EXHIBIT "A"

**HOMECOMING PARADE APPLICATION**

**(ATTACHED)**



## City of Pahokee

207 Begonia Drive  
 Pahokee, Florida 33476  
 Phone: (561) 924-5534  
 Fax: (561) 924-8140

### Request for Temporary Road Closing / Special Use Permit (Parade Permit Application checklist)

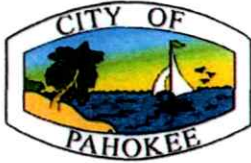
The following are items required by you, the permittee/applicant, for the temporary closing and special use of State Roads, and must be submitted with the application. Incomplete applications will not be reviewed and will be returned to the applicant for completion.

- City of Pahokee's Parade Permit Application with all required **original signatures**.
- Florida Department of Transportation (FDOT) Application/form(s) with all required **original signatures**.
  - Signatures include: Applicant, Authorized Agent from Palm Beach County Sheriff's Office (PBSO), and Authorized City Official (Mayor).
  - **Event Permit Application Checklist and District 4 Road Closure Event Notice** must be included in packet.
- Map of the route the parade will be traveling (**map must be legible**)
  - Indicate starting point, ending location, and detour route.
  - Please use blue or red ink to indicate the respective routes on the map.
  - **Map must meet FDOT's standards (reference Event Permit Application Checklist).**
- Letter from PBSO, stating they will provide traffic control (include in application packet).
  - An application for hiring off duty officers is included in this packet. You must complete and submit it to PBSO (required, prior to receiving the letter from PBSO).
- Executed and certified copy of a resolution from the City Commission, authorizing the respective parade date and parade route.
- Certificate of Insurance (COI) listing **Florida Department of Transportation** as the certificate holder. **COI must include the respective FDOT permit number.**
  - FDOT's Address: 7900 Forest Hill Boulevard, West Palm Beach, Florida 33413.

It is your responsibility as the permittee/applicant to ensure all requirements of the application are satisfied. Once the application has been reviewed by City Administration, and if the application is found to be complete, the application will be submitted to DBI Services Corp/FDOT for review and authorization.

Should there be any questions or concerns regarding road closure, please contact the following agency:

DBI Services Corp.  
 (561) 992-1318  
 Fax: (561) 993-9000  
 2728 State Road 15  
 Belle Glade, FL 33430



# City of Pahokee

207 Begonia Drive  
Pahokee, Florida 33476  
Phone: (561) 924-5534  
Fax: (561) 924-8140

## Parade Permit Application

A thirty (30) day advance notice is requested, in order to effectively monitor and control the flow of traffic, and the safety of the citizens, in the areas of the parade. Off duty police officers with cars are required. You must apply for a permit for the off duty officers (see attached application). **Application and payment must be submitted to Palm Beach County Sheriff's Office (PBSO) prior to an authorization signature on this page.**

Date of Application: 10/16/2024

Location of Proposed Use:

Larrimore Road, East Main Street,  
South Lake Ave, Barack Obama  
Blvd

Name of Group/Organization:	<u>Pahokee High School</u>
Contact Phone Number:	<u>561-902-4050</u>
Date of Parade:	<u>November 7, 2024</u>
Type of Parade:	<u>Homecoming</u>
Start Time and End Time of Parade:	<u>2:00 PM - 5:00 PM</u>
Approximate Number of Participants:	<u>200</u>
Number of Vehicles Participating:	<u>30</u>

  
Applicant's Signature

10/17/24  
Date

Bryan Crawford  
Applicant's name (print)

  
~~Lt. Daniel DiNardo, PBSO~~  
Lt. Joshua Kushel, PBSO

10/17/24  
Date

Approved X Denied \_\_\_\_\_

**Note: A photocopy of this application will serve as the permit card**



APPLICATION FOR OFF-DUTY PERMIT

All services provided by PBSO deputies within the scope of off-duty permits are regulated by applicable Florida Statutes, PBC Ordinances, PBSO General Orders/Directives, and training. It is understood that this is a non-binding agreement on PBSO as there is no guarantee that the requested off-duty permit will be staffed. Every effort will be made to provide staffing for your event. If your off-duty permit is not staffed, we will reimburse the payment or credit the account. You may contact the Off-Duty Permits Office during regular business hours to confirm your event has been staffed. Regular business hours are Monday - Friday, 8:30 a.m. to 5:00 p.m. Off-duty permit requests must be received a minimum of ten (10) business days prior to the event, unless exigent circumstances apply as determined by the Off-Duty Permits Office. Requests for service with less than 10 business days prior to the event may require the premium rate, as determined by the Off-duty Permits Office supervision. Return the application via email to PermitsDL@pbsso.org.

To cancel an off-duty permit during regular business hours, you must send an email to PermitsDL@pbsso.org. A refund/credit will be issued. For cancellations after business hours or weekends, call (561) 688-3400 and ask to speak to the Off-Duty Permits Supervisor.

Cancellations received within 24 hours of the event will be subject to the 4 hour minimum charge per deputy.

Note: Checks with a P.O. Box are not accepted. Florida Statutes 30.2905 & 30.51 require payment be received prior to the performance of off-duty law enforcement services.

Table with 2 columns: Hourly Rates (4 Hour Minimum per Deputy) Eff. 1/1/2022 and Payment Methods Upon Receipt of Invoice. Includes rates for Regular, Premium, Deputy Sheriff, Sergeant, and Lieutenant/Captain, and payment options like Check or Money Order and Credit Card.

Premium Rates apply on: New Year's Eve and Day, Super Bowl Sunday, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving Day, and Christmas Eve & Day

Applicant Information

Business Name: Pahokee High School
Applicant Name: Bryan Crawford
Email: brian.crawford@palmbeachschools.org Phone No: 561-902-4050
Mailing Address: 900 Larrimore Road
Contact Person at Event: Bryan Crawford Phone No: 561-902-4050
Address of Event: Begin at 900 Larrimore Road. Event Map is attached.
Type of Event: Homecoming Parade No. Attending: 200 Will Alcohol be Served? No
Detail Date From: 11/7/2024 To: 11/7/2024 Start Time: 1:00 PM End Time (4 Hour Min.): 5:00 PM
No. of Deputies: 20 Specific Instructions For Deputies: Public works ALSO PLACING BARRICADES OUT. LT. KUSHEL
Applicant Signature: [Signature]

Law Enforcement Review and Approval

Approved by: LT. JOSH KUSHEL
Date Approved: OCT 17, 2024
This particular parade only, no fees from off duty permit! wanted for parade

### TEMPORARY CLOSING OF STATE ROAD PERMIT

Date: \_\_\_\_\_

Permit No. \_\_\_\_\_

#### Governmental Entity

Approving Local Government	<u>City of Pahokee</u>	Contact Person	<u>Nylene Clarke</u>
Address	<u>207 Begonia Drive, Pahokee, FL 33476</u>		
Telephone	<u>561-924-5534 ext. 2006</u>	Email	<u>cityclerk@cityofpahokee.com</u>

#### Organization Requesting Special Event

Name of Organization	<u>Pahokee High School</u>	Contact Person	<u>Bryan Crawford</u>
Address	<u>900 Larrimore Road, Pahokee, FL 33476</u>		
Telephone	<u>561-902-4052</u>	Email	<u>brian.crawford@palmbeachschools.org</u>

#### Description of Special Event

Event Title	<u>Homecoming Parade</u>	Date of Event	<u>November 7, 2024</u>
Start Time	<u>2:00 PM</u>	End Time	<u>5:00 PM</u>
Event Route (attach map)	<u>See Map</u>		
Detour Route (attach map)	<u>See Map</u>		

#### Law Enforcement Agency Responsible for Traffic Control

Name of Agency	<u>Palm Beach County Sheriff's Office (PBSO)</u>
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#### US Coast Guard Approval for Controlling Movable Bridge

Not Applicable	<input checked="" type="checkbox"/>
Copy of USCG Approval Letter Attached	<input type="checkbox"/>
Bridge Location	_____

The Permittee will assume all risk of and indemnify, defend and save harmless the State of Florida and the FDOT from and against any and all loss, damage, cost or expense arising in any manner on account of the exercise of this event.

The Permittee shall be responsible to maintain the portion of the state road it occupies for the duration of this event, free of litter and providing a safe environment to the public.

#### Signatures of Authorization

Event Coordinator	<u>Bryan Crawford</u>	Signature	<u>[Signature]</u>	Date	<u>10/17/24</u>
Law Enforcement Name/Title	<u>LT JOSH KASHEL</u>	Signature	<u>[Signature]</u>	Date	<u>10/17/24</u>
Government Official Name/Title	_____	Signature	_____	Date	_____

#### FDOT Special Conditions


#### FDOT Authorization

Name/Title	_____	Signature	_____	Date	_____
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*Florida Department of Transportation*

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

RON DESANTIS  
GOVERNOR

KEVIN J. THIBAUT  
SECRETARY

**EVENT PERMIT APPLICATION CHECKLIST**

EVENT NAME: Pahokee High Homecoming

REQUESTED BY: Bryan Crawford

AGENCY: Pahokee High School

DATE OF EVENT: November 7, 2024

TIME OF EVENT: 2:00 PM - 5:00 PM

- Please ensure FDOT (Florida Department of Transportation) receives the event permit request at least four (4) weeks prior to the event. Last minute requests might not be granted.

- Map of event is legible
- North Arrow shows on map
- All consecutive plan sheets are provided, numbered, and have matchlines<sup>1</sup>
- Road names are clearly shown on map
- Variable Message Signs will be used
- Variable Message Signs displays correct and current information
- Channelizing devices will be used and are clearly shown on map
- Map includes the location of the event (for fairs, art festivals, etc.)
- Map Includes a legend
- All signs and VMS boards have a reference location of the installation<sup>2</sup>
- The beginning and end of the route/event/race are clearly shown on the map
- Originally Signed Copy of Permit Application (online now with OSP)
- MOT Plan that conforms to the latest FDOT Standard Plans (old Design Standards)
- Detour route and complete signing of the detour route (if applicable)

- Location Photos / Location Map
- District 4 Road Closure Event Notice
- Provide FDOT Temporary Traffic Control Certificate number of person preparing the MOT plans
- Show the posted or temporary speed limit signs
- Show the number and location of LEO's (law enforcement officers)

<sup>1</sup> Example – If a plan sheet has matchline 'X', then the consecutive sheet should have the same matchline 'X'. Note: 'X' can be any number/letter/symbol as long as it is the same for two matchlines that match two consecutive sheets.

<sup>2</sup> The reference location for the installation of the VMS should be done either by pointing the arrow to the installation location or by referencing the distance from some reference point. Also, denote the orientation of the panel with the symbol. Show the details/message of the VMS boards. At the time of the event and prior to the event (if needed). For example – 3 days prior message will be different compared to the day of actual event

**State of Florida – Temporary Closing of State Roadway for Filming**

- For ALL Filming – Certificate of Liability Insurance
  - \$1,000,000 coverage
  - FDOT Listed as additional insured
- For Filming on Structures– Certificate of Liability Insurance
  - \$5,000,000 coverage
  - FDOT Listed as additional insured

**\*\*\*Please ensure information is complete, legible, and included with the application – Missing, illegible, and/or incorrect information might not get a permit warranted\*\*\***





## District 4 Road Closure Event Notice

Event Title: Pahokee High Homecoming Parade

Recurring (Y/N): No

Date of Event: November 7, 2024

Start Time: 2:00 PM

End Time: 5:00 PM

City: Pahokee, FL

County: Palm Beach County

Event Route: See Map

Detour Route: See Map

Proposed Road Closures

November 7, 2024

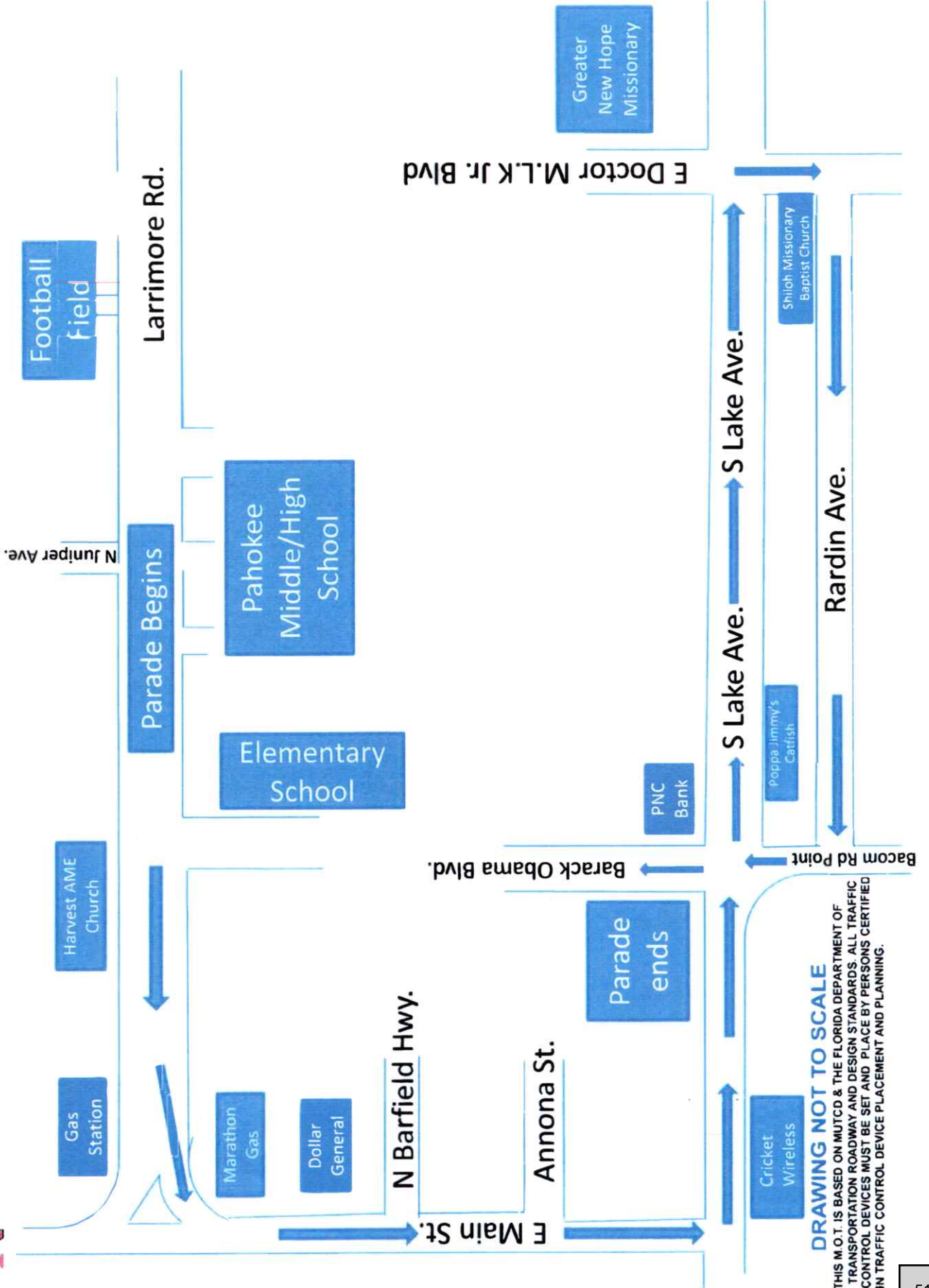
1:00 PM UNTIL 5:00 PM

1. 1:00PM
  - A. Block Hwy 441 and Hwy 98 at Larrimore Road
  - B. Block traffic at Larrimore Road and East Main Street. This should reopen when parade clears Larrimore Road onto East Main Street.
  - C. E. Main Place should be blocked at Larrimore Road until parade clears Larrimore Road onto East Main Street.

NOTE: DEPUTY FOLLOWING PARADE WOULD CONTROL FLOW OF TRAFFIC AS PARADE MOVES THROUGH TOWN.

2. 1:45+ or –
  - a. Block traffic at N. Barfield Hwy. This Hwy could be reopened for right turns only when parade clears.
  - b. N. Barfield could reopen for left turns after parade clears.
3. 2:00 PM + or –
  - a. Close Intersection if South Lake and Bacom Point Road
  - b. Once parade clears intersection Bacom Point Road., East 1<sup>st</sup> Street and East Main Street. could be reopened while parade is on South Lake and returning on Rardin Ave.
4. 2:45 PM + or –
  - a. Close South Lake at W 5<sup>TH</sup> Street until parade clears.
  - b. Close Rardin Ave. and W 5<sup>th</sup> Street at Rardin at Rardin Ave.
  - c. Reopen W 5<sup>th</sup> Street when parade clears W 5<sup>TH</sup> Street at Rardin at Rardin Ave.
5. 3:00 PM + or –
  - a. Close Bacom Point Road at Rardin Ave. and Bacom Point Road/ South Lake intersection until parade clears intersection and proceeds down East 1<sup>st</sup> Street.
  - b. Parade will end at the PNC BANK.

# Homecoming Parade 2024

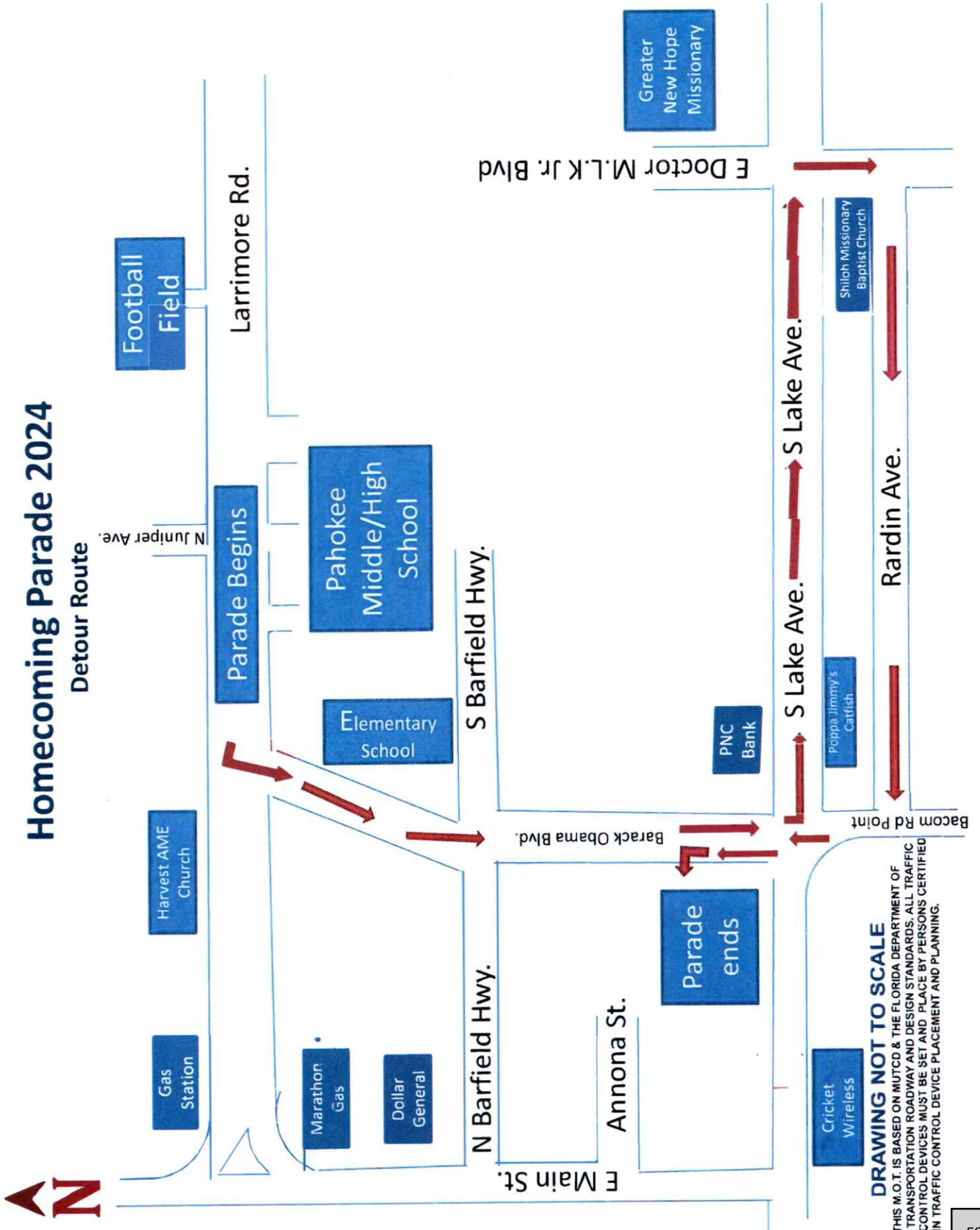


**DRAWING NOT TO SCALE**

THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.

# Homecoming Parade 2024

Detour Route



**DRAWING NOT TO SCALE**

THIS M.O.T. IS BASED ON MUTCD & THE FLORIDA DEPARTMENT OF TRANSPORTATION ROADWAY AND DESIGN STANDARDS. ALL TRAFFIC CONTROL DEVICES MUST BE SET AND PLACED BY PERSONS CERTIFIED IN TRAFFIC CONTROL DEVICE PLACEMENT AND PLANNING.



# CERTIFICATE OF LIABILITY INSURANCE

Section I, Item 1.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Beacon Group, Inc. 6001 Broken Sound Pkwy., N.W. Suite 500 Boca Raton FL 33487-2730	<b>CONTACT NAME:</b> PHONE (A/C, No. Ext): (561) 994-9994		FAX (A/C, No): (561) 997-7087
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b> School Board of Palm Beach County 3370 Forest Hill Blvd. Suite A-103 West Palm Beach FL 33406	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: School Board of Palm Beach County		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		


**COVERAGES**                      **CERTIFICATE NUMBER: CL2451712956**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Also applies to Child Abuse and Molestation GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			SUBJECT TO INSURER A: FLA STATUTE 768.28 *200,000 PER PERSON *300,000 PER OCCURRENCE	07/01/2024	07/01/2025	EACH OCCURRENCE \$ 200,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 300,000 PRODUCTS - COMP/OP AGG \$ Included \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			SUBJECT TO INSURER A: FLA STATUTE 768.28 *200,000 PER PERSON *300,000 PER OCCURRENCE	07/01/2024	07/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 200,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ Included \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SUBJECT TO INSURER A: FLA STATUTE 440	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
This certificate supercedes and voids all previous certificates. The School Board of Palm Beach County is self insured under the laws of the State of Florida for the above limits for tort liability and workers compensation coverage.

If you no longer wish to receive future School District certificates of self -insurance please email frontdesk@beacongroupinc.com and ask to be deleted from our certificate holder list.

<b>CERTIFICATE HOLDER</b> Florida Department of Transportation 7900 Forest Hill Blvd West Palm Beach, FL 33413	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE D Dresback, CPCU, ARM  A072032
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AGENDA  
MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS  
VIA: MICHAEL JACKSON, INTERIM CITY MANAGER  
FROM: Jongelene Adams  
SUBJECT: Community & Economic Development Department  
DATE: 2 October 2024

**GENERAL SUMMARY/BACKGROUND:**

Barfield Highway Change Order #31 – This change order is for Barfield Highway Reconstruction. The change order is for compensation to Rosso Site Development (contractor) for plan revision #7. Plan Revision #7 addressed the design drainage line that was in conflict with the existing sewer line at Barfield Highway. The change order referenced Rosso’s RFI #43, which involved plugging the existing drainage boxes at S148 and S150 and coring the new inverts S147 and S149.

Rosso is entitled to 100% of the \$3,262.81 to perform and complete the work.

No additional days were granted.

**BUDGET IMPACT:** \$39,204.04 concurrency is granted by PBCWUD for this additional cost and days.

**LEGAL NOTE:** N/A

**STAFF RECOMMENDATION:**

The Department of Community & Economic Development recommends approval of this change order #31.

**ATTACHMENTS:**

Change Order #31  
Resolution 2024-47

**RESOLUTION 2024 - 47**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING CHANGE ORDER NO. 31 TO THE CONTRACT BETWEEN ROSSO SITE DEVELOPMENT INC. RELATING TO THE BARFIELD HIGHWAY RECONSTRUCTION PROJECT; PROVIDING FOR REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, through passage of Resolution 2016-20, the City Commission of the City of Pahokee, Florida (“City Commission”) authorized the execution of the Interlocal Agreement between the City of Pahokee “City” and Palm Beach County for the coordination of road and utility construction; and

**WHEREAS**, the County owns and operates the public water and wastewater system located within the City pursuant to the First Amendment to the Interlocal Agreement Establishing the Glades Utility Authority dated 1/15/2013 (County Resolution No. 2013-0094) and:

**WHEREAS**, to support the work necessary for coordination of Barfield Highway road and utility construction, the City entered into an agreement with Rosso Site Development Inc. pursuant to Resolution 2021-02, passed on February 3, 2021, whereby the City approved the grant award funding for the reconstruction of Barfield Highway in the amount of \$3,891,096.63 to Rosso Site Development, Inc. (“Rosso”) and authorized the Mayor to execute the necessary agreement; and

**WHEREAS**, a change order is necessary to address plan revision #7 for the design of a drainage line in conflict with an existing sewer line at Barfield Highway. Specifically, the Change Order references RFI #43, which involves plugging the existing drainage boxes at S148 and S150 and coring the new inverts S147 and S149 as described in Exhibit “A” hereto; and

**WHEREAS**, the City Commission of the City of Pahokee finds that Change Order #31 is necessary to compensate the contractor in the amount of \$3,262.81 for the work to be performed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AS IT FOLLOWS:**

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirm as being true, and the same are hereby made a specific part of this resolution.

Section 2. Authorizing Change Order #31. The City Commission of the City of Pahokee hereby authorizes and approves Change Order #31 to the agreement with Rosso Site Development Inc. for plan revision #7 to address the design drainage line in conflict with an existing sewer line at Barfield Highway in the amount of \$3,262.81. Change Order #31 is hereby approved in the form attached hereto as Exhibit "A."

Section 3. Authorizing City Manager. The City Manager is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED and ADOPTED** this 22<sup>nd</sup> day of October 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

ATTEST

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Vote:

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Vice Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)



**EXHIBIT “A”  
CHANGE ORDER #31**



CHANGE ORDER #~~32~~<sup>31</sup>

Project: Barfield Highway Reconstruction  
Date of Issuance: 11/27/2023  
Owner: City of Pahokee  
Project Engineer: Momentum CEI  
Consultant/Contractor: Rosso Site Development

Project No: FM# 442030-1-31-01  
Effective Date: 10/9/2024

Purpose of Change Order:

Barfield Highway Change Order #~~31~~<sup>31</sup> - This change order is for Barfield Highway Reconstruction. The change order is to compensate Rosso Site Development (contractor) for plan revision #7.

This plan revision addresses the design drainage line in conflict with the existing sewer line at Barfield Highway. The change order references RFI #43, which involves plugging the existing drainage boxes at S148 and S150 and coring the new inverts S147 and S149.

Rosso Site Development is entitled to 100% of the \$3,262.81 for plan revision #7. There is no additional time granted for this Change Order.

Attachment:

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining the change is:  
Change Price:

- Unit Price
- Lump Sum
- Other \_\_\_\_\_

Increase/Decrease) in Contract Price:  
\$3,262.81 - cost covered by PBCWUD

If the change involves an increase, the amount is not to be executed without further authorization

RECOMMENDED:

Patrick Montgomery  
ENGINEER

BY: [Signature]  
(Authorized Signature)

Method of determining the change is:  
Change Times:

- Contractor's records
- Engineer's records
- Other \_\_\_\_\_

Increase/Decrease in Contract Times:  
Substantial Completion: \_\_\_\_\_ day(s)  
Ready for final payment: \_\_\_\_\_ day(s)

If the change involves an increase, the times are not to be exceeded without further authorization.

AUTHORIZED:

City of Pahokee  
OWNER

BY: \_\_\_\_\_  
(Authorized Signature)

**Entitlement Analysis**

Financial Project ID: 442030-1-54-01  
Contract No.: G-1753  
County: Palm Beach  
Description: Pahokee, Barfield Highway Reconstruction  
Re: Plan Revision 7, Change Order 39

**Description & Analysis:**

This Change Order is written to compensate the contractor for plan revision 7, which addressed the designed drainage line in conflict with the existing sewer line at Barfield Highway. The change order references RFI #43. This involves plugging the existing drainage boxes, S-148 and S-150 and coring the new inverts S-147 and S-149.

The contractor issued CO-39 on 11/27/2023 for plan revision 7.

The contractor is 100% entitled to \$3,262.81 (the cost for plan revision 7).



Patrick Montgomery, P.E.



1302 South J Street  
 Lake Worth, FL 33460



Ph: 561-689-0889  
 Fax: 561-689-2851

CHANGE ORDER BREAKDOWN

Description of work: Changes based on plan revision 7 which addressed the designed drainage line being in conflict with the existing sewer line. Reference RFI #43.

CO #: 39

EQUIPMENT					
#	Description	Qty	Unit	Unit Cost	Total Cost
1	Loader		HR	\$62.50	\$0.00
2	Tractor		HR	\$40.38	\$0.00
3	Roller		HR	\$56.12	\$0.00
4	Mixer		HR	\$202.61	\$0.00
5	Grader		HR	\$79.95	\$0.00
6	Backhoe		HR	\$93.41	\$0.00
7	Water Truck		HR	\$37.98	\$0.00
8	Dozer		HR	\$73.93	\$0.00
9	Paver		HR	\$61.50	\$0.00
10	Paving Roller		HR	\$40.38	\$0.00
11	Broom		HR	\$49.97	\$0.00
12	Excavator (30,000 lb)		HR	\$109.04	\$0.00
13	Excavator (70,000 lb)		HR	\$169.32	\$0.00
14	Tamp		HR	\$19.50	\$0.00
15	Saw		HR	\$19.50	\$0.00
16	Pick-Up Truck		HR	\$32.46	\$0.00
17	Dump Truck		HR	\$65.00	\$0.00
18	Curb Machine		HR	\$58.75	\$0.00

Equipment Subtotal \$0.00  
 Markup 0.150 \$0.00  
**EQUIPMENT TOTAL: \$0.00**

LABOR					
#	Description	Qty	Unit	Unit Cost	Total Cost
1	Superintendent (w/ Pick-Up)	2	HR	\$108.75	\$217.50
2	Foreman (w/ Pick-Up)		HR	\$84.20	\$0.00
3	Operator-Road Crew		HR	\$38.06	\$0.00
4	Laborer-Road Crew		HR	\$20.79	\$0.00
5	Operator-Underground Crew		HR	\$36.24	\$0.00
6	Pipe Layer, Tailman, Laborer-Underground Crew		HR	\$26.32	\$0.00
7	Curb Machine Operator-Concrete Crew		HR	\$43.50	\$0.00
8	Finisher-Concrete Crew		HR	\$32.61	\$0.00
9	Former/Laborer-Concrete Crew		HR	\$23.65	\$0.00
10			HR		\$0.00
11			HR		\$0.00

Labor Subtotal \$217.50  
 Burden 0.5156 \$112.14  
 Markup 0.150 \$32.63  
**LABOR TOTAL: \$362.27**

MATERIAL					
#	Description	Qty	Unit	Unit Cost	Total Cost
1			LS		\$0.00
2			LS		\$0.00
3					\$0.00
4					\$0.00
5					\$0.00
6					\$0.00
7					\$0.00
				Material Subtotal	\$0.00
				Markup 0.150	\$0.00
				<b>MATERIAL TOTAL:</b>	<b>\$0.00</b>

SUBCONTRACTORS					
#	Description	Qty	Unit	Unit Cost	Total Cost
1	Johnson Davis	1	LS	\$2,576.31	\$2,576.31
2		1	LS		\$0.00
3		1	LS		\$0.00
4		1	LS		\$0.00
5		1	LS		\$0.00
6		1	LS		\$0.00
7		1	LS		\$0.00
				Subcontractor Subtotal	\$2,576.31
				Markup 0.10	\$257.63
				<b>SUBCONTRACTOR TOTAL:</b>	<b>\$2,833.94</b>

Equipment Total: \$0.00  
 Labor Total: \$362.27  
 Material Total: \$0.00  
 Subcontractors Total: \$2,833.94

Bond & General Liability Insurance: \$66.61  
 MOT: \$0.00  
 Total: \$3,262.81



# CHANGE ORDER REQUEST

December 8, 2022  
Rosso Site Development  
1302 South J Street  
Lake Worth, FL 33460

Attn: Blair Simpson

Project: Barfield Hwy  
Re: 41792

J-D COR #: 32

**Blair,**

Changes Based on Barfield Hwy Roadway Plans REV 7. Plug existing drainage boxes S-148, S-150. Core Existing for new inverts S-147 and S-149.

DATE: TBD  
TASK: Plug and Core Existing Structures to accomidate swaping drainage mainline from East to West

1	Labor	1	LS	\$860.57	\$860.57
2	Equipment	1	LS	\$211.49	\$211.49
3	Material	1	LS	\$294.25	\$294.25
4	Subcontractors	1	LS	\$1,210.00	\$1,210.00

**Total Amount of Change Order: \$2,576.31**

**Total Amount of Days Added to The Contract:**

Please review and forward to the responsible parties for authorization. As always, should there be any questions or if you require any additional information please do not hesitate to contact our office.

Sincerely,

Chad Rawlinson  
Project Manager



Johnson-Davis Inc.

Job Name: Barfield Hwy

Date: 12/8/2022

JD Job #: 41792

Description of Work: Plug and Core Existing Structures to accomidate swaping drainage mainline from East to West

Labor

Name	Position	Standard Hours	Overtime Hours	Standard Rate	Overtime Rate	Total
Superintendent		2		\$ 69.26	\$ 103.89	\$ 138.52
Foreman	Foreman	2		\$ 48.19	\$ 72.29	\$ 96.39
Operator - Excavator	Oper-Exc	2		\$ 27.64	\$ 41.46	\$ 55.27
Operator - Loader	Oper-Ldr	2		\$ 23.98	\$ 35.98	\$ 47.97
Pipe Layer	PL	2		\$ 26.03	\$ 39.05	\$ 52.07
Skilled Laborer	SL	2		\$ 21.46	\$ 32.18	\$ 42.91
Skilled Laborer	SL	2		\$ 21.46	\$ 32.18	\$ 42.91
Skilled Laborer	SL	2		\$ 21.46	\$ 32.18	\$ 42.91
				\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -
<b>Labor Subtotal</b>						\$ 518.95
Burden 0.442						\$ 229.38
Markup on Labor 15.0%						\$ 112.25
<b>Labor Total</b>						\$ 860.57

Equipment

Description	Qty	Hours	Rate	Total
Superintendent Vehicle	1	2	\$ 45.86	\$ 91.72
Foreman Truck with Hand Tools	1	2	\$ 46.09	\$ 92.18
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
0			\$ -	\$ -
<b>Equipment Subtotal:</b>				\$ 183.90
Markup on Equipment 15.0%				\$ 27.59
<b>Equipment Total</b>				\$ 211.49

Material

Description	Qty	Unit	Rate	Total
Misc - Bricks & Morter	1	LSU	\$ 250.00	\$ 250.00
0		0	\$ -	\$ -
0		0	\$ -	\$ -
0		0	\$ -	\$ -
0		0	\$ -	\$ -
0		0	\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
<b>Material Subtotal:</b>				\$ 250.00
Tax 7%				\$ 17.50
Markup on Material 10.0%				\$ 26.75
<b>Material Total</b>				\$ 294.25

Subcontractor

Description	Qty	Unit	Rate	Total
Coring Sub	2	EA	\$ 550.00	\$ 1,100.00
			\$ -	\$ -
<b>Subcontractor Subtotal:</b>				\$ 1,100.00
Markup on Subcontractors (up to \$50,000.00) 10.0%				\$ 110.00
Markup on Subcontractors (after \$50,000.00) 5.0%				\$ -
<b>Subcontractor Total</b>				\$ 1,210.00
<b>Total:</b>				\$ 2,576.31

Comments:





**CONSTRUCTION REQUEST FOR INFORMATION**

<b>RFI #:</b> 43	<b>CONTRACTOR COMPANY:</b> Rosso Site Development	<b>RFI REQUESTER:</b>	<b>RFI DATE:</b> 11/18/22
<b>PROJECT NAME:</b> Barfield Hwy	<b>OWNER:</b> City of Pahokee	<b>PROJ #:</b> City: 2020-07 RSD: 01-20037	

**REQUESTED INFORMATION/CLARIFICATION:**

The existing sewer will be in conflict with Drainage S-50 at STA 75+60. Please inform contractor on how to proceed.

**RESPONSE:**

There is no conflict with S-150 per plan sheet 22 elevation. There is a conflict with an existing sanitary sewer manhole at station 75+80 Rt. Use Attached revision #7 to go around the conflict.

Robert Audette, PE



# REQUEST FOR INFORMATION

11/17/2022

Rosso Site Development  
1302 South J Street  
Lake Worth, FL 33460  
Attn: James Washington

**JOB NAME:** Barfield Hwy  
**RE:** Sta. 75+60 S-150 Sewer Conflict

**J-D RFI #:** 19  
**J-D JOB #:** 41792

Question:

The existing sewer will be in conflict with Drainage Str. 50. how does Johnson Davis need to proceed.

Answer:

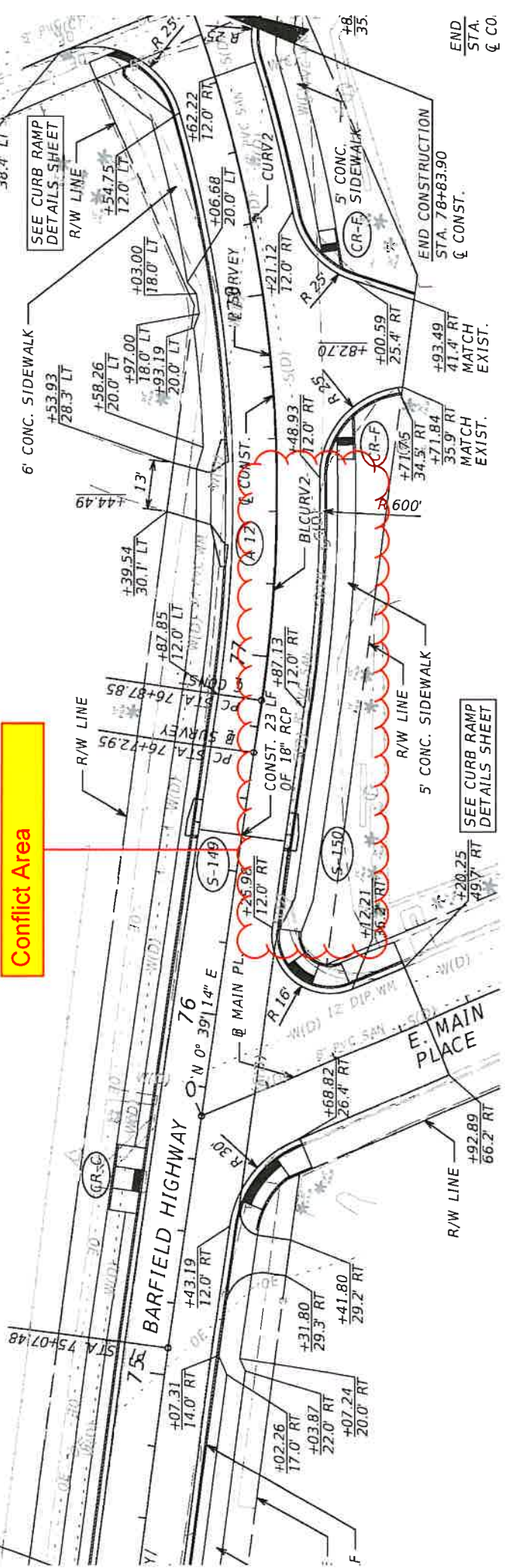
Submitted by:  
*Chad Rawlinson*  
Chad Rawlinson  
Project Manager

PI STA. = 79+04.01  
e = N.C.

PT STA. = 79+03.88  
e = N.C.

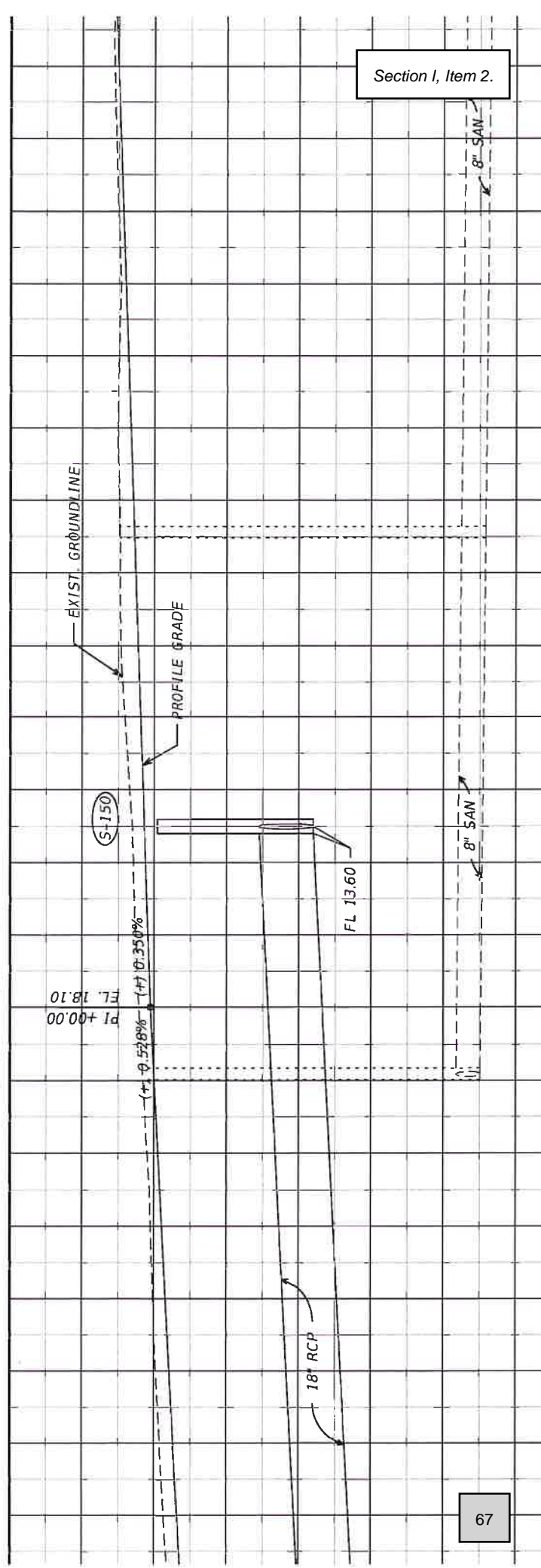
**Conflict Area**

CURB & GUTTER  
5' CONC. SIDEWALK



END  
STA. 78+83.90  
C.C.

Section 1, Item 2.







**CONSTRUCTION REQUEST FOR INFORMATION**

<b>RFI #:</b> 43	<b>CONTRACTOR COMPANY:</b> Rosso Site Development	<b>RFI REQUESTER:</b>	<b>RFI DATE:</b> 11/18/22
<b>PROJECT NAME:</b> Barfield Hwy	<b>OWNER:</b> City of Pahokee	<b>PROJ #:</b> City: 2020-07 RSD: 01-20037	

**REQUESTED INFORMATION/CLARIFICATION:**

The existing sewer will be in conflict with Drainage S-50 at STA 75+60. Please inform contractor on how to proceed.

**RESPONSE:**

There is no conflict with S-150 per plan sheet 22 elevation. There is a conflict with an existing sanitary sewer manhole at station 75+80 Rt. Use Attached revision #7 to go around the conflict.

Robert Audette, PE



# REQUEST FOR INFORMATION

11/17/2022

Rosso Site Development  
1302 South J Street  
Lake Worth, FL 33460  
Attn: James Washington

**JOB NAME:** Barfield Hwy  
**RE:** Sta. 75+60 S-150 Sewer Conflict

**J-D RFI #:** 19  
**J-D JOB #:** 41792

**Question:**

The existing sewer will be in conflict with Drainage Str. 50. how does Johnson Davis need to proceed.

**Answer:**

Submitted by:

*Chad Rawlinson*

Chad Rawlinson  
Project Manager









AGENDA  
MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS  
VIA: MICHAEL JACKSON, INTERIM CITY MANAGER  
FROM: Jongelene Adams  
SUBJECT: Community & Economic Development Department  
DATE: 2 October 2024

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**GENERAL SUMMARY/BACKGROUND:**

Barfield Highway Change Order #32 – This change order is for Barfield Highway Reconstruction. The change order is for compensation to Rosso Site Development (contractor) for 255 Barfield Highway Sidewalk (approx. STA 59+75). This change order ties in from 255 at +/-3 ft below the sidewalk in the right of way. Per the response of Rosso Site Development RFI #53, the contractor will tie into the owner’s driveway with a 4ft sidewalk pending the City obtaining the ROW permit agreement from the property owner.

Rosso is entitled to 100% of the \$6,722.79 to perform and complete the work. There are 10 additional days to be granted for this change order.

**BUDGET IMPACT:** \$6,722.79 concurrency is granted by FDOT for this additional cost and days.

**LEGAL NOTE:** N/A

**STAFF RECOMMENDATION:**

The Department of Community & Economic Development recommends approval of this change order #32.

**ATTACHMENTS:**

Change Order #32  
Resolution 2024-48

**RESOLUTION 2024-48**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APROVING CHANGE ORDER NO. 32 TO THE CONTRACT BETWEEN THE CITY OF PAHOKEE AND ROSSO SITE DEVELOPMENT, INC. AND PERTAINING TO THE "RECONSTRUCTION OF THE CITY OF PAHOKEE BARFIELD HIGHWAY" SIDEWALK, AS SET FORTH IN EXHIBIT "A" HERETO, PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Resolution 2019-14 adopted by the City Commission of the City of Pahokee, Florida ("CITY") on March 26, 2019, the City and the Florida Department of Transportation (FDOT) entered into a grant funding Agreement to provide financial assistance to the City pertaining to S. Barfield Road from East Main Street to East 7th Street; and

**WHEREAS**, pursuant to Resolution 2021-02, the City approved the grant award funding for the reconstruction of Barfield Highway in the amount of \$3,891,096.63 to Rosso Site Development, Inc. ("Rosso") and authorized the Mayor to execute the necessary agreement; and

**WHEREAS**, a change order is necessary in order to compensate Rosso Site Development, Inc. for sidewalk improvement at 255 Barfield Highway at +/- 3 ft below the sidewalk in the right of way (approx. STA 59+75); and

**WHEREAS**, Specifically, Rosso will tie into the owner's driveway with a 4ft sidewalk pending the City obtaining a right of way permit agreement from the property owner; and

**WHEREAS**, the City Commission of the City of Pahokee finds that approving Change Order No. 32 is necessary to compensate the contractor in the amount of \$6,722.79; and

**WHEREAS**, Rosso Site Development will be granted the additional 10 days for the completion of Change Order No. 32.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AS IT FOLLOWS:**

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby confirmed as being true, and the same are hereby made a specific part of this resolution.

Section 2. Authorization and Approval. The City Commission of the City of Pahokee hereby authorizes and approves Change Order No. 32 for the sidewalk tie and improvements at 255 Barfield Highway located at approx. 59+75.

Section 3. Authorizing City Manager. The City Manager is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 22<sup>nd</sup> day of October 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

ATTEST

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Vote:

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commission McPherson	_____ (Yes)	_____ (No)
Vice Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)

**EXHIBIT “A”**  
**CHANGE ORDER #32**



CHANGE ORDER # 32

Project: Barfield Highway Reconstruction
Date of Issuance: 2/20/2024
Owner: City of Pahokee
Project Engineer: Momentum CEI
Consultant/Contractor: Rosso Site Development

Project No: FM# 442030-1-31-01
Effective Date: 10/9/2024

Purpose of Change Order:

Barfield Highway Change Order #32 - This change order is for Barfield Highway Reconstruction. The change order is to compensate Rosso Site Development (contractor) for 255 Barfield Highway Sidewalk. Rosso Site Development issued RCO #40 on 2/20/24.

This change order is for (approx. STA 59+75) at Barfield Highway. The sidewalk ties in from 255 Barfield at +/-3 ft below the sidewalk in the ROW. Per the response of RFI #53, the contractor will tie into the owner's driveway with a 4ft sidewalk pending the City obtaining the ROW permit agreement from the property owner.

Rosso Site Development is entitled to 100% of the \$6,722.79. There are 10 additional days to be granted for this Change Order.

Attachment:

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining the change is:

Change Price:

- Unit Price
Lump Sum
Other

Increase/Decrease in Contract Price:
\$6,722.79- cost covered by FDOT

If the change involves an increase, the amount is not to be executed without further authorization

RECOMMENDED:

Signature of Patrick Montgomery, ENGINEER

BY: (Authorized Signature)

Method of determining the change is:

Change Times:

- Contractor's records
Engineer's records
Other

Increase/Decrease in Contract Times:
Substantial Completion: 10 day(s)
Ready for final payment: day(s)

If the change involves an increase, the times are not to be exceeded without further authorization.

AUTHORIZED:

Signature of City of Pahokee, OWNER

BY: (Authorized Signature)

**Entitlement Analysis**

Financial Project ID: 442030-1-54-01  
Contract No.: G-1753  
County: Palm Beach  
Description: Pahokee, Barfield Highway Reconstruction  
Re: 255 Barfield Sidewalk, Change Order 40

**Description & Analysis:**

This Change Order is written to compensate the contractor for a sidewalk at 255 Barfield (approx. STA 59+75) at Barfield Highway. This sidewalk ties in from 255 Barfield +/- 3 ft below the sidewalk in the right of way. Per RFI #53 response, the contractor will tie in to the owner's driveway with a 4 ft sidewalk pending the City obtaining a right of way agreement from the owner.

The contractor issued CO-40 on 2/20/2024 for 255 Barfield sidewalk.

The contractor is 100% entitled to \$6,722.79 (the cost for 255 Barfield sidewalk).



Patrick Montgomery, P.E.





AGENDA  
MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS  
VIA: MICHAEL JACKSON, INTERIM CITY MANAGER  
FROM: Jongelene Adams  
SUBJECT: Community & Economic Development Department  
DATE: 2 October 2024

**GENERAL SUMMARY/BACKGROUND:**

Barfield Highway Change Order #33 – This change order is for Barfield Highway Reconstruction. This change order is for compensation to Rosso Site Development (contractor) for 349 Barfield Highway for the driveway apron was installed per the design plan. The apron is smaller than the driveway which ties into the apron. Change Order #33 expands the apron to the existing driveway width. The work includes removing the curb, apron flair, and 4” sidewalk in front of the driveway. Rosso will repour the apron and curb and install 6” concrete to tie into the driveway as per the request of the City of Pahokee.

Rosso is entitled to 100% of the \$12,544.45 to perform and complete the work. There are 10 additional days to be granted for this change order.

**BUDGET IMPACT:** \$12,544.45 will be funded by the City of Pahokee for this additional cost and days.

**LEGAL NOTE:** N/A

**STAFF RECOMMENDATION:**

The Department of Community & Economic Development recommends approval of this change order #33.

**ATTACHMENTS:**

Change Order #33  
Resolution 2024-49



**RESOLUTION 2024 - 49**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APROVING CHANGE ORDER NO. 33 TO THE CONTRACT BETWEEN THE CITY OF PAHOKEE AND ROSSO SITE DEVELOPMENT, INC. AND PERTAINING TO THE "RECONSTRUCTION OF THE CITY OF PAHOKEE BARFIELD HIGHWAY" AND A DRIVEWAY APRON, AS SET FORTH IN EXHIBIT "A" HERETO, PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Resolution 2019-14 adopted by the City Commission of the City of Pahokee, Florida ("CITY") on March 26, 2019, the City and the Florida Department of Transportation (FDOT) entered into a grant funding Agreement to provide financial assistance to the City pertaining to S. Barfield Road from East Main Street to East 7th Street; and

**WHEREAS**, pursuant to Resolution 2021-02, the City approved the grant award funding for the reconstruction of Barfield Highway in the amount of \$3,891,096.63 to Rosso Site Development, Inc. ("Rosso") and authorized the Mayor to execute the necessary agreement; and

**WHEREAS**, a change order is necessary in order to compensate Rosso Site Development, Inc. for driveway apron improvements at 349 Barfield Highway at approximately STA 53+75; and

**WHEREAS**, specifically, Change Order #33 is necessary because the apron is smaller than the driveway which ties into the apron. The needed work will expand the apron to the existing driveway width. The work will further include removing the curb, apron flair, and 4" sidewalk in front of the driveway to repair the apron and curb and then install 6" concrete to tie into the driveway at the request of the City of Pahokee; and

**WHEREAS**, the City Commission of the City of Pahokee finds that approving Change Order No. 33 is necessary to compensate the contractor in the amount of \$12,544.45; and

**WHEREAS**, Rosso Site Development, Inc will be granted an additional 10 days for the completion of Change Order No. 33.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AS IT FOLLOWS:**

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby confirmed as being true, and the same are hereby made a specific part of this resolution.

Section 2. Authorization and Approval. The City Commission of the City of Pahokee hereby authorizes and approves Change Order No. 33 for the driveway apron improvements at 349 Barfield Highway at approximately STA 53+75 as set forth in Exhibit "A" hereto.

Section 3. Authorizing City Manager. The City Manager is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

Section 4. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED and ADOPTED** this 22<sup>nd</sup> day of October 2024.

\_\_\_\_\_  
Keith W. Babb, Jr., Mayor

ATTEST

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved By: \_\_\_\_\_

Seconded By: \_\_\_\_\_

Vote:		
Commissioner Boldin	____(Yes)	____(No)
Commissioner Cowan-Williams	____(Yes)	____(No)
Commission McPherson	____(Yes)	____(No)
Vice Mayor Murvin	____(Yes)	____(No)
Mayor Babb	____(Yes)	____(No)

**EXHIBIT “A”**  
**CHANGE ORDER #33**



CHANGE ORDER #33

Project: Barfield Highway Reconstruction  
Date of Issuance: 2/13/2024  
Owner: City of Pahokee  
Project Engineer: Momentum CEI  
Consultant/Contractor: Rosso Site Development

Project No: FM# 442030-1-31-01  
Effective Date: 10/9/2024

Purpose of Change Order:

Barfield Highway Change Order #33- This change order is for Barfield Highway Reconstruction. The change order is to compensate Rosso Site Development (contractor) for 349 Barfield Highway Sidewalk. Rosso Site Development issued RCO #41 on 2/13/24.

This change order is for the driveway apron at 349 S. Barfield Highway (approx. STA 53+75) at Barfield Highway. The driveway apron at 349 S. Barfield Highway was installed per the plan. The apron is smaller than the driveway which ties into apron. This Change Order #33 is to expand the apron to match the existing driveway width. The work includes removing the curb, apron flair, and 4" sidewalk in front of the driveway. Rosso will repour the apron and curb and install 6" concrete to tie into the driveway.

Rosso Site Development is entitled to 100% of the \$12,544.45. There day are 10 additional days to be granted for this Change Order.

Attachment:

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining the change is:  
Change Price:

- Unit Price
- Lump Sum
- Other \_\_\_\_\_

Increase/Decrease) in Contract Price:  
\$12,544.45- cost covered by City of Pahokee

If the change involves an increase, the amount is not to be executed without further authorization

RECOMMENDED:

Patrick Montgomery  
ENGINEER

BY: [Signature]  
(Authorized Signature)

Method of determining the change is:  
Change Times:

- Contractor's records
- Engineer's records
- Other \_\_\_\_\_

Increase/Decrease in Contract Times:  
Substantial Completion: 10 day(s)  
Ready for final payment: \_\_\_\_\_ day(s)

If the change involves an increase, the times are not to be exceeded without further authorization.

AUTHORIZED:

City of Pahokee  
OWNER

BY: \_\_\_\_\_  
(Authorized Signature)

**Entitlement Analysis**

Financial Project ID: 442030-1-54-01  
Contract No.: G-1753  
County: Palm Beach  
Description: Pahokee, Barfield Highway Reconstruction  
Re: 349 Barfield Driveway Apron Reconstruction, Change Order 41

**Description & Analysis:**

This Change Order is written to compensate the contractor for a driveway apron at 349 Barfield (approx. STA 53+75) at Barfield Highway. This driveway apron at 349 S. Barfield was installed per plan. The apron is smaller than the driveway that ties into it. This change order is to expand the apron to match the existing driveway width. This work includes removing the curb, apron flair, and 4-inch sidewalk in front of the driveway. The contractor will repour the apron and curb and install 6-inch concrete to tie into the driveway.

The contractor issued CO-41 on 2/13/2024 for 349 Barfield Driveway Apron Reconstruction.

The contractor is 100% entitled to \$12,544.45 (the cost for 349 Barfield Driveway Apron Reconstruction).



Patrick Montgomery, P.E.



**RESOLUTION 2024 - 50****A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING A CONTRACT WITH MICHAEL E. JACKSON TO BECOME THE CITY MANAGER OF THE CITY OF PAHOKEE, FLORIDA, ATTACHED AS EXHIBIT "A".**

**WHEREAS**, the City Commission of the City of Pahokee desires to employ the services of a City Manager pursuant to the terms of the City of Pahokee's City Charter; City of Pahokee's Code of Ordinances, applicable County Code provisions and Florida law; and

**WHEREAS**, it is the desire of the City Commission to provide certain benefits and establish certain conditions of employment for a City Manager in accordance with the attached Agreement; and

**WHEREAS**, it is further the desire of the City Commission to secure and retain the services of Michael E. Jackson as City Manager; and

**WHEREAS**, City Manager desires to accept employment as the City Manager in accordance with the terms and conditions of the Agreement attached hereto as Exhibit "A".

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE AS FOLLOWS:**

Section 1. Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and the same are hereby made a specific part of this Resolution.

Section 2. Appointment as City Manager. The City Commission of the City of Pahokee, Florida hereby appoints Michael E. Jackson as the City Manager pursuant to the terms and conditions set forth in the Agreement attached hereto as Exhibit "A".

Section 3. Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of October, 2024.

---

Keith W. Babb, Jr., Mayor

ATTESTED:

\_\_\_\_\_  
Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Weeks, P.A.  
City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**VOTE:**

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)



EXHIBIT "A"  
CONTRACT OF CITY MANAGER  
(ATTACHED)

**CITY MANAGER  
EMPLOYMENT AGREEMENT  
BETWEEN**

**MICHAEL E. JACKSON**

**AND**

**THE CITY OF PAHOKEE, FL**

**THIS EMPLOYMENT AGREEMENT** hereinafter called “Agreement”, is made and entered into as of the 22 day of October, 2024, by and between the City of Pahokee (hereinafter “City” or “Employer”), a political subdivision of the State of Florida, 207 Begonia Drive Pahokee, FL 33476 and Michael E. Jackson (hereinafter “Manager”) [REDACTED].

**WHEREAS**, the Commission desires to employ the services of City Manager pursuant to the terms of the City of Pahokee’s City Charter; City of Pahokee’s Code of Ordinances, applicable County Code provisions and Florida law; and

**WHEREAS**, it is the desire of the Commission to provide certain benefits and establish certain conditions of employment for City Manager in accordance with this Agreement; and

**WHEREAS**, it is the desire of the Commission to secure and retain the services of City Manager to provide inducement to remain in such employment; and

**WHEREAS**, City Manager desires to accept employment as the City Manager in accordance with the terms and conditions of this Agreement.

**NOW, THEREFORE**, in consideration of the covenants and mutual promises set forth herein, the parties agree as follows:

**Section 1. Employment Agreement.**

- A. The Commission hereby hires and appoints City Manager, under the terms established herein, to perform the duties and functions specified in the Charter, the City Code, County Code, if applicable, and state law pertaining to the position of City Manager, and to perform such other legally permissible and proper duties and functions as the Commission shall assign from time to time.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Manager to resign at any time from his position as the City Manager, subject only to the provisions set forth in this Agreement and the City of Pahokee Code of Ordinances.
- C. It shall be the duty of the City Manager to employ, direct, assign, reassign, evaluate, and accept the resignations of City Staff under his supervision consistent with the City rules,

policies, ordinances, charter, county, state and federal law. The Manager will serve as the chief executive officer of the City.

- D. It shall be the duty of the City Manager to organize, reorganize and arrange the City Staff of the City and to develop and establish internal regulations, rules, and procedures which the City Manager deems necessary for the efficient and effective operation of the City consistent with the lawful City directives, policies, ordinances, city charter, county, state and federal law.
- E. The City Manager shall perform the duties of City Manager of the City with reasonable care, diligence, skill and experience.

### **Section 2. Term.**

- A. This contract shall commence on August 27, 2024, subject to the provisions of the Agreement and the City Charter.
- B. This Agreement shall not prevent, limit or otherwise interfere with the right of City Manager to resign at any time from his position with the City, provided he provides the City thirty (30) days' notice in advance. If City Manager resigns, the lump sum for all sick time and vacation time remaining shall be due to the City Manager within thirty (30) days. City may set an earlier departure date at City's option upon receipt of a resignation letter from the City Manager.

### **Section 3. Duties and Obligations.**

- A. The City Manager shall have the duties, responsibilities and powers of said office under the City of Pahokee Charter, applicable City and County Code of Ordinances, statutes, laws, constitutional provisions and policies applicable to the position of City Manager. The Interim City Manager shall carry these out in a professional and competent manner.
- B. The City Manager shall remain in the exclusive employ of the City and shall devote all such time, attention, knowledge and skills necessary to faithfully perform his duties and responsibilities, and to exercise his powers under this Agreement. The City Manager may elect to accept limited teaching and consulting opportunities with the understanding that such arrangements neither constitute interference with nor conflict of interest with any responsibilities under this Agreement.
- C. In the event the Manager shall serve on any appointed or elected board of any professional organization or serve on any committees related to his professional activities, in the event any monies are paid, or gifts received, by him related to such service, such money or property shall be paid over to or delivered to the City, unless otherwise approved by the City Commission.
- D. Professional Obligations. During the period of this Agreement, the City Manager shall adhere to the ICMA Code of Ethics, the Code of Ethics of the State of Florida, and the

Code of Ethics of the Palm Beach County, Florida and the City of Pahokee. The City Manager shall not seek or accept any personal enrichments or benefits derived from confidential information or misuse of public office.

- E. Hours of Work. It is recognized that the Manager must devote a great deal of time outside the normal office hours on business for the City, and to that end the Manager shall be allowed to establish an appropriate work schedule. The schedule shall be appropriate to the needs of the City and shall allow the Manager to faithfully perform his assigned duties and responsibilities.

**Section 4. Termination of this Contract.**

The City may terminate this contract as set forth below and in accordance with the procedures set forth in 3.03 of the City of Pahokee’s City Charter and this section:

A. Without Cause

The City, upon a majority vote of its commission members, may terminate this contract without cause subject to the City’s Charter and Code of Ordinances.

B. With Cause

In the event the City decides to terminate this contract for cause, the City shall not owe City Manager any compensation other than the Regular Compensation due him for all time worked through and including the date of termination and 100% of unused sick time and vacation time if not already used for the year of termination. The City Commission’s determination of cause shall be final and conclusive. “Cause” is defined as:

- (1) Misfeasance and/or nonfeasance in the performance of his City Manager duties and responsibilities
- (2) A plea agreement, a plea or nolo contendere, or a conviction of a felony or misdemeanor, whether or not adjudication is withheld, involving conduct contrary to contrary to the community’s standards of justice.
- (3) Unsatisfactory performance based on Annual Evaluation criteria where City Manager failed to meet reasonable written performance goals and objectives agreed to by the City Commission in a duly called meeting. City Manager shall be reviewed and evaluated on written performance goals and objective criteria established by the City Commission.

**Section 5. Compensation and Manager Benefits**

- A. Base Salary. Employer shall pay to the Manager a Base Salary of One Hundred Forty Thousand (\$140,000.00) Dollars for the first 12 months, plus other benefits enumerated herein, payable on the regular pay periods of the City. This

Agreement may be amended at any time and shall be reduced to writing following City Commission approval. In addition, consideration shall be given on an annual basis to an increase in compensation.

- B. Performance Review Period. Annually, beginning May 1 subject to a process, form, criteria, and format for the evaluation, which shall be mutually agreed upon by the City Commission and the Manager at a meeting of the City Commission, and every year thereafter, the Commission shall conduct a review of Manager's performance ("Performance Review") and may evaluate his salary and benefits as may be appropriate.
- C. Benefits. City shall provide for Manager's health care, dental and eye benefit deductions as provided to other full-time employees of the City. City agrees to pay the 4% contribution of the Manager's gross base salary as retirement contribution in his retirement fund under the Florida Retirement System (FRS) towards the Manager's retirement.
- D. Vacation/Sick Leave. Upon commencing employment, the Manager shall be credited with (thirty) 30 hours of sick leave and forty (40) hours of vacation leave. In addition, beginning the first day of employment, the Manager shall accrue sick leave and vacation time on an annual basis, at a minimum, at the highest rate provided or available to any other department head employee, under the same rules and provisions applicable to other department head employees. Manager shall qualify for all other categories of leave afforded to all other employees of the City to include Bereavement, Holiday, Jury Duty and Court Appearances.
- E. Memberships. Employer shall pay all professional association membership dues, and expenses relating to Manager's professional programs, not to exceed Three Thousand Dollars (\$3,000.00) per year.
- F. Bonding. The City shall bear the full cost of any fidelity or other bonds that may be required of the City Manager under any city, state and/or federal law.

### **Section 7. Other Benefits.**

The City Manager shall be entitled to the following:

- A. Technology Allowance. The City shall provide the City Manager with a mobile telephone allowance of Two Hundred Dollars (\$200.00) per month to be used for City purposes only. In the alternative, the City Manager may also elect to be a part of the City's mobile use plan for monthly cellular service.
- B. The Manager's duties require exclusive and unrestricted use of a vehicle to be mutually agreed upon and provided to the Manager at the Employer's cost. It shall be agreed upon whether the vehicle is purchased, leased or provided by a monthly allowance to the Manager by the Employer. Manager shall be reimbursed for

reasonable, documented, travel and lodging expenses, incurred while conducting business on behalf of the City outside of Palm Beach County, Miami-Dade and Broward Counties and after approval by the City Commission.

**Section 8. Terms and Conditions of Employment**

The City Manager shall be required to perform the terms of this Agreement and all requirements as specified in Section 3.04 of the City of Pahokee’s Charter. Other terms and conditions of employment may be required so long as not inconsistent or in conflict with the provisions of State law, County Ordinance, City Charter, City Ordinance, County ethics Ordinances or other applicable law.

**Section 9. Notices**

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service by certified mail return receipt, or any other certified delivery service showing confirmation of process delivery and directed to the City Mayor and City Attorney at its main law office addresses. As to the City Manager, notice may be made by hand-delivery at the Officers of the City Hall (if City Manager is working for City) or by certified delivery service showing confirmation of process at the last known address City Manager as maintained within the City Manager’s employment file or other reliable source.

**Section 10. Entire Agreement**

The text of this document shall constitute the entire Agreement between the parties, except as may be amended in writing by the parties hereto. All provisions contained in this Agreement are subject to and conditioned upon compliance with the City Charter, City Code of Ordinances, applicable County laws to include Ethics Ordinances and other applicable requirements, state statutes, state constitutional provisions, regulations, resolutions, and policies. The Charter, the County Codes, state statutes and constitutional provisions shall take precedence over any part or portion of this Agreement and any other provisions of this Agreement to the contrary notwithstanding.

Any terms, conditions and benefits not specifically addressed in this Agreement shall not apply to this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to have been executed on behalf of each as of the date and year first above written.

**CITY MANAGER:**

\_\_\_\_\_  
Michael E. Jackson, City Manager

**THE City:**

City Commission of Pahokee, a political  
subdivision of the State of Florida:

By: \_\_\_\_\_  
Keith Babb, City Mayor

Attest:

\_\_\_\_\_  
City Clerk