

# CITY OF PAHOKEE



## AGENDA

**City Commission Regular Meeting**  
Tuesday, May 12, 2026, at 6:00 PM

Pahokee Commission Chambers  
360 East Main Street  
Pahokee, Florida 33476

### **CITY COMMISSION:**

Mayor Keith W. Babb, Jr.  
Vice Mayor Isabelle J. McDonald  
Commissioner Sanquetta Cowan-Williams  
Commissioner Everett D. McPherson, Sr.  
Commissioner James H. Scott

### **CHARTER OFFICERS:**

Brenda L. Bryant, City Manager  
Nylene Clarke, City Clerk  
Burnadette Norris-Weeks, P.A., 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)*

- F. CONSENT AGENDA**

- 1. April 28, 2026 City Commission Meeting Minutes

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

- 1. Discussion and Direction: City Clerk Evaluation

- H. PUBLIC HEARINGS AND/OR ORDINANCES**

- I. RESOLUTION(S)**

- 1. RESOLUTION 2026-18 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, REAPPOINTING ELEANOR J. BABB TO THE ZONING/ADJUSTMENT/PLANNING BOARD FOR A TERM OF THREE (3) YEARS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.
  - 2. RESOLUTION 2026-19 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE THE POLLING LOCATION AGREEMENT BETWEEN PALM BEACH COUNTY SUPERVISOR OF ELECTIONS OFFICE AND THE CITY OF PAHOKEE, ATTACHED HERETO AS EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.
  - 3. RESOLUTION 2026-20 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AND AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT WITH THE SOLID WASTE AUTHORITY OF PALM BEACH COUNTY FOR DISASTER DEBRIS MANAGEMENT SITE ACCESS AND OPERATIONAL COORDINATION CONSISTENT WITH FLORIDA SENATE BILL 180 (2025), AS SET FORTH HERETO IN EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.
  - 4. RESOLUTION 2026-21 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, PROVIDING SUPPORT FOR THE RE-DESIGNATION OF THE SOUTH-CENTRAL RURAL AREA OF OPPORTUNITY (RAO), AS SET FORTH HERETO IN EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

- 
- J. NEW BUSINESS** (*presentation by city manager of activity or upcoming event, if any*)
    - 1. Palm Beach County Sheriff's Office (PBSO) Report
  - 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**

---

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)

# CITY OF PAHOKEE



## MINUTES

**City Commission Regular Meeting**  
Tuesday, April 28, 2026, at 6:00 PM

Pahokee Commission Chambers  
360 East Main Street  
Pahokee, Florida 33476

### **CITY COMMISSION:**

Mayor Keith W. Babb, Jr.  
Vice Mayor Isabelle J. McDonald  
Commissioner Sanquetta Cowan-Williams  
Commissioner Everett D. McPherson, Sr.  
Commissioner James H. Scott

### **CHARTER OFFICERS:**

Brenda L. Bryant, City Manager  
Nylene Clarke, City Clerk  
Burnadette Norris-Weeks, P.A., City Attorney

## AGENDA

### A. CALL TO ORDER

Mayor Babb called the meeting to order at 6:00 PM.

### B. INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner McPherson led the Invocation, followed by the Pledge of Allegiance.

### C. ROLL CALL

PRESENT

Mayor Keith W. Babb, Jr.  
Vice Mayor Isabelle J. McDonald  
Commissioner Sanquetta Cowan-Williams  
Commissioner Everett D. McPherson, Sr.  
Commissioner James H. Scott  
Brenda L. Bryant, City Manager  
Burnadette Norris-Week, City Attorney  
Nylene Clarke, City Clerk

### D. ADDITIONS OF EMERGENCY BASIS FROM CITY MANAGER, DELETIONS AND APPROVAL OF AGENDA ITEMS

Motion made by Commissioner Cowan-Williams to accept the agenda as printed. Duly seconded by Commissioner McPherson and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

### E. PRESENTATIONS / PROCLAMATIONS / PUBLIC SERVICE ANNOUNCEMENTS / PUBLIC COMMENTS *(agenda items only)*

1. Proclamation - April 2026 as Second Chance Month
2. Proclamation - May 2026 as Mental Health Awareness & Trauma-Informed Care Month
3. Proclamation - Honoring and Recognizing District 6 School Board Member, Mrs. Marcia Andrews

### F. CONSENT AGENDA

1. March 24, 2026 City Commission Meeting Minutes
2. April 6, 2026 City Commission Special Meeting Minutes
3. April 14, 2026 City Commission Meeting Minutes

Motion made by Commissioner Cowan-Williams to accept the Consent Agenda. Duly seconded by Commissioner McPherson and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

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

### H. PUBLIC HEARINGS AND/OR ORDINANCES

### I. RESOLUTION(S)

1. RESOLUTION 2026-14 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, UPDATING THE DESIGNATION OF THE CITY OF PAHOKEE'S VOTING DELEGATE AND ALTERNATE(S) TO THE PALM BEACH COUNTY LEAGUE OF CITIES, INC., AS SET FORTH HERETO IN EXHIBIT "A";

PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

The title of the resolution was read into the record by the City Attorney and was explained by the City Clerk.

Motion made by Commissioner McPherson to accept Resolution 2026-14. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

2. RESOLUTION 2026-15 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING THE SIGNATORIES FOR VARIOUS BANK ACCOUNTS OF THE CITY OF PAHOKEE AT PNC BANK, N.A; RECOGNIZING, BRENDA BRYANT, CITY MANAGER, AS AN ADDITIONAL SIGNATORY; REMOVING TAMMY BUSSEY AS A SIGNATORY; AUTHORIZING CITY OFFICIALS TO EXECUTE ALL NECESSARY DOCUMENTS TO COMPORT WITH THIS RESOLUTION AND WITH PNC BANKING REQUIREMENTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

The title of the resolution was read into the record by the City Attorney and was explained by the City Manager.

Motion made by Commissioner McPherson to accept Resolution 2026-15. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

3. RESOLUTION 2026-16 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING THE CITY'S PERSONNEL MANUAL TO UPDATE THE ETHICS TRAINING POLICY; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

The title of the resolution was read into the record by the City Attorney and was explained by the City Clerk.

Motion made by Commissioner Cowan-Williams to accept Resolution 2026-16. Duly seconded by Commissioner McPherson and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

4. RESOLUTION 2026-17 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING A CONTRACT WITH BRENDA L. BRYANT PERTAINING TO THE POSITION OF CITY MANAGER FOR THE CITY OF PAHOKEE; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The title of the resolution was read into the record and explained by the City Attorney

Motion made by Commissioner McPherson to accept Resolution 2026-17 with a salary of \$120,000. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

**J. NEW BUSINESS** (*presentation by city manager of activity or upcoming event, if any*)

1. Discussion and Direction: Town Hall Meeting Regarding Displaced Residents

**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**

Motion made by Vice Mayor McDonald to add to a future agenda, consideration to take on and reopen our Chamber of Commerce. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

Motion made by Mayor Babb to add to a future agenda, having staff bring back a proposal regarding the possibility of working with Palm Beach County to develop a swimming complex in the City of Pahokee, potentially at Duncan Padgett Park, which is owned by the County. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

Motion made by Commissioner McPherson to add to a future agenda, the City Clerk evaluation. Duly seconded by Mayor Babb and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

**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**

Motion made by Commissioner McPherson to adjourn the meeting. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

There being no further business to discuss, Mayor Babb adjourned the meeting at 8:06 PM.

---

Mayor Keith W. Babb, Jr.

---

ATTEST: Nylene Clarke, CMC, City Clerk



# AGENDA

## MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Brenda L. Bryant, City Manager

FROM: Office of the City Clerk

SUBJECT: Appointment to the Zoning/Adjustment/Planning Board

DATE: May 7, 2026

---

**GENERAL SUMMARY/BACKGROUND:**

The term of Eleanor J. Babb has expired, and she has expressed her interest in being reappointment. Mrs. Babb’s initial appointment was for a term of one (1) year; however, pursuant to Article II, Section 19-26 of the City of Pahokee’s Code of Ordinances, after the initial appointments, successive appoints shall be for a period of three (3) years. Therefore, the item reflects reappointment for a term of three (3) years.

There are currently two (2) vacancies on the ZAP Board. As of the date of this report, the City has received one (1) application of interest for this board; therefore, this item is being presented to fill one (1) vacancy.

**BUDGET IMPACT:**

There is no fiscal impact associated with this appointment.

**LEGAL NOTE:**

This item has been reviewed for legal sufficiency. Any additional legal guidance will be deferred to the City Attorney as necessary.

**STAFF RECOMMENDATION:**

Staff recommends approval of the item.

**ATTACHMENTS:**

Resolution 2026-18

**RESOLUTION 2026-18**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, REAPPOINTING ELEANOR J. BABB TO THE ZONING/ADJUSTMENT/PLANNING BOARD FOR A TERM OF THREE (3) YEARS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Article II, Section 19-26 of the City of Pahokee’s Code of Ordinances, requires that the terms of the Zoning/ Adjustment/Planning Board be “staggered” as follows: One (1) member shall be appointed for a term of one (1) year; two (2) members shall be appointed for a term of two (2) years; and two (2) members shall be appointed for a term of three (3) years”; and

**WHEREAS**, also pursuant to Section 19-26, an additional two (2) alternates shall be appointed for a period of three (3) years each and after the initial appointments, successive appoints shall be for a period of three (3) years, except where an appointment is made to fill a vacancy, in which case such appointment shall be for the balance of the term of the member in which the vacancy occurred; and

**WHEREAS**, the main duties of the board is to address zoning issues, site plans, and variances with a detailed outline of duties to be found in the land development regulations; and

**WHEREAS**, the current members of the Zoning/ Adjustment/Planning Board are: Francisco Alcala, Andrew Joyce, Jr., Patricia S. Wallace, with Octavio Muniz and Clara Murvin currently serving as alternate members; and

**WHEREAS**, the term of Eleanor J. Babb on the Zoning/ Adjustment/Planning Board has expired and she has expressed her interest in continuing to serve; and

**WHEREAS**, the City Commission of the City of Pahokee desires to reappoint Eleanor J. Babb to the Zoning/ Adjustment/Planning Board for a new term of three (3) years.

**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.** Reappointment of Member. The City Commission hereby reappoints Eleanor J. Babb to the Zoning/ Adjustment/Planning Board for a term of three (3) years, commencing immediately.

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

**PASSED** and **ADOPTED** this 12<sup>th</sup> day May 2026.

\_\_\_\_\_  
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:**

Mayor Babb	_____ (Yes)	_____ (No)
Vice Mayor McDonald	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)



# AGENDA

## MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Brenda L. Bryant, City Manager

FROM: Office of the City Clerk

SUBJECT: SOE Polling Location Agreement (Countywide 2026 Election Cycle)

DATE: May 12, 2026

---

**GENERAL SUMMARY/BACKGROUND:**

The permit for election day authorizes the Palm Beach County Supervisor of Elections to utilize the gymnasium at the City’s Parks and Recreation Complex during the Countywide 2026 Election Cycle for the following scheduled Election Days:

- Primary Election Day – Tuesday, August 18, 2026
- General Election Day – Tuesday, November 3, 2026

The City of Pahokee (“City”) does not administer the respective Countywide elections. The City only provides access to the facility and necessary accommodation, as set forth in the terms of the agreement.

**BUDGET IMPACT:**

There are no foreseeable fiscal impacts associated with approval of this item.

**LEGAL NOTE:**

This item has been reviewed for legal sufficiency. Any additional legal guidance will be deferred to the City Attorney as necessary.

**STAFF RECOMMENDATION:**

Staff recommends approval of the item.

**ATTACHMENTS:**

Resolution 2026-19

**RESOLUTION 2026-19**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE THE POLLING LOCATION AGREEMENT BETWEEN PALM BEACH COUNTY SUPERVISOR OF ELECTIONS OFFICE AND THE CITY OF PAHOKEE, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, The City Commission of the City of Pahokee ("City") desires to enter into an Agreement between Palm Beach County Supervisor of Elections Office and the City; and

**WHEREAS**, the purpose of the Agreement is to provide Election Day polling location services for the Primary and General Election Days scheduled for the Countywide 2026 Election Cycle; and

**WHEREAS**, City agrees to provide a Polling Location for the Primary and General Election scheduled to be held on August 17, 2026 and November 2, 2026, respectively; and

**WHEREAS**, the City will provide access to the Polling Location no later than 5:30a.m. on Election Day.

**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. Authorization. The City Commission of the City of Pahokee, Florida hereby authorizes the Mayor to enter into an Agreement for Election Day Polling Location between the City of Pahokee and Palm Beach County Supervisor of Elections Office, attached hereto as Exhibit "A." The City Clerk is further authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

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

**PASSED AND ADOPTED** this 12<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
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:**

Mayor Babb	_____ (Yes)	_____ (No)
Vice Mayor McDonald	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)

**EXHIBIT "A"**

**PERMIT FOR ELECTION DAY**

(ATTACHED)



# Wendy Sartory Link

Palm Beach County Supervisor of Elections

@VotePalmBeach [VotePalmBeach.gov](http://VotePalmBeach.gov)

4301 Cherry Road, West Palm Beach, FL 33409 561.656.6200

### PERMIT FOR ELECTION DAY

This Permit is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the Palm Beach County Supervisor of Elections, a Political Subdivision of the State of Florida, by and through the Palm Beach County Board of County Commissioners, hereinafter referred to as **SUPERVISOR**, for the use of **PAHOKEE RECREATION CENTER, 360 E MAIN ST, PAHOKEE, FL 33476** ("FACILITY/COUNTY") authorized to do business in the State of Florida.

**Precinct(s): 5501, 8503**

**\*Precinct number (s) subject to change**

In consideration of the mutual promises contained herein, SUPERVISOR and FACILITY/COUNTY agree as follows:

#### ARTICLE 1 - SERVICES

FACILITY/COUNTY'S responsibility under this PERMIT is to provide Election Day polling location services for the Countywide 2026 Election Cycle.

- A. Primary Election Day (PRI) - Tuesday, August 18<sup>th</sup>, 2026, from 7:00 A.M. TO 7:00 P.M.**
- B. General Election Day (GEN) - Tuesday, November 3<sup>rd</sup>, 2026, from 7:00 A.M. TO 7:00 P.M.**

SUPERVISOR'S representatives/liaisons during the performance of this permit shall be:

**Rachel West**, (561)656-6237/(772)631-6309 or [rachel@votepalmbeach.gov](mailto:rachel@votepalmbeach.gov) or

**Francisco Padilla**, (561)656-6211 or [francisco@votepalmbeach.gov](mailto:francisco@votepalmbeach.gov).

FACILITY/COUNTY'S representative/liaison during the performance of this shall be:

Name/Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_



# Wendy Sartory Link

Palm Beach County Supervisor of Elections

 @VotePalmBeach [VotePalmBeach.gov](http://VotePalmBeach.gov)

 4301 Cherry Road, West Palm Beach, FL 33409  561.656.6200

**Contact person at Polling Place on Election Day:**

Name/Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_

Cell Phone Number (for emergency purposes): \_\_\_\_\_

**Alternate contact:**

Name/Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_

Cell Phone Number (for emergency purposes): \_\_\_\_\_

**Emergency contact:**

Name/ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_

Work Phone Number: \_\_\_\_\_

Home Phone Number (for emergency purposes): \_\_\_\_\_



# Wendy Sartory Link

Palm Beach County Supervisor of Elections

     @VotePalmBeach

VotePalmBeach.gov

 4301 Cherry Road, West Palm Beach, FL 33409  561.656.6200

## ARTICLE 2 – SCHEDULE

FACILITY/COUNTY shall agree to allow voters, poll workers, poll watchers, other designated campaign representatives, and representatives of the SUPERVISOR to enter and exit premises **without delay or screening of any kind** during Election Day, until completion of voting. This shall include but is not limited to:

- A. None of the above shall be required to present identification upon entry, including at any gate.
- B. None of the above shall be required to undergo health screening upon entry.

FACILITY/COUNTY shall agree to accept delivery of equipment and supplies at a time and date to be determined by FACILITY/COUNTY and SUPERVISOR prior to Election Day. FACILITY/COUNTY and SUPERVISOR will also determine a date and time for SUPERVISOR to remove equipment and supplies.

Please provide the days and hours of operation at the location when access to the premises will be available for delivery and pickup of voting equipment. An election official will contact you to make arrangements:

Location hours of operation in August : \_\_\_\_\_

Location hours of operation in November : \_\_\_\_\_

FACILITY/COUNTY shall agree to provide a secure location to store Elections Equipment upon delivery to Polling Location and until removal.

Please indicate where election equipment will be stored and how it will be secured:

\_\_\_\_\_

**Current assessed polling room: Gym**

FACILITY/COUNTY shall agree to use the currently assessed polling room for all scheduled elections. If the polling room will **NOT** be available for an election, notice must be given to the SUPERVISOR for approval. Any new polling rooms not currently assessed will require an in-person site visit to confirm ADA accessibility.

FACILITY/COUNTY shall agree to allow SUPERVISOR or SUPERVISOR’s designee(s) to inspect and set up the designated Polling Room on the Monday prior to Election Day (**Monday, August 17th, 2026, for the Primary Election, and Monday, November 2nd, 2026, for the General Election**).



# Wendy Sartory Link

Palm Beach County Supervisor of Elections

@VotePalmBeach

VotePalmBeach.gov

4301 Cherry Road, West Palm Beach, FL 33409 561.656.6200

FACILITY/COUNTY shall agree (initial one):

\_\_\_\_\_ To open the Polling Location and Polling Room/bathrooms no later than **5:30 A.M** on Election Day.

\_\_\_\_\_ To provide SUPERVISOR or its assignee (Clerk) with a key to the Polling Room.

Please indicate contact information and instructions for delivery of key:

---

---

FACILITY/COUNTY shall agree to provide:

- Chairs for election workers (number of chairs provided \_\_\_\_\_).
- Tables for election workers (number of tables provided \_\_\_\_\_).
- Use of restroom facilities.
- Air conditioning.

### **ARTICLE 3 – REMEDIES**

This permit shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the permit will be held in a court of competent jurisdiction located in Palm Beach County, Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

### **ARTICLE 4 - EXCUSABLE DELAYS**

FACILITY/COUNTY shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of FACILITY/COUNTY or its subcontractors and without their fault or negligence. Such causes include, but are not limited to, acts of God, force majeure, natural or public health emergencies which have been classified by Emergency Order by the Governor of Florida or the President of the United States as a State of Emergency, allowing for the specific breach of this permit (i.e. an order specifically disallowing use of this or this kind of facility by the public), and abnormally severe and unusual weather conditions which render the Early Voting/Election Day site unusable.

Upon FACILITY/COUNTY'S request, SUPERVISOR shall consider the facts and extent of any failure to perform the work and, if FACILITY/COUNTY'S failure to perform was without its fault or



# Wendy Sartory Link

Palm Beach County Supervisor of Elections

     @VotePalmBeach

VotePalmBeach.gov

 4301 Cherry Road, West Palm Beach, FL 33409  561.656.6200

negligence, the permit Schedule or any other affected provision of this permit shall be revised accordingly, subject to SUPERVISOR'S rights to change or terminate this permit at any time.

### **ARTICLE 5 - ENTIRETY OF CONTRACTUAL AGREEMENT**

SUPERVISOR and FACILITY/COUNTY agree that this permit sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this permit may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties.

### **ARTICLE 6 - PUBLIC RECORDS**

Notwithstanding anything contained herein, as provided under Section 119.0701, F.S., if the FACILITY: (i) provides a service; and (ii) acts on behalf of the SUPERVISOR as provided under Section 119.011(2) F.S., the FACILITY shall comply with the requirements of Section 119.0701, Florida Statutes, as it may be amended from time to time. All agreements between FACILITY/COUNTY and SUPERVISOR are subject to the requirements provided under Section 119.0701, F.S.

### **ARTICLE 7 - STATEMENT OF INDEMNITY**

SUPERVISOR shall be responsible for damages, as found legally liable for and to the extent permitted by law, arising out of injury or damage to persons or property caused by or resulting from the negligence of the SUPERVISOR or any of its officers or employees. Nothing in this provision shall constitute as a waiver of sovereign immunity.

IN WITNESS WHEREOF, we, the undersigned, do hereby state that we have the authority to bind and obligate as promised herein, SUPERVISOR and FACILITY/COUNTY for purposes of executing this permit on the dates set forth below.

---

**Wendy Sartory Link, Palm Beach County Supervisor of Elections (Signature)** **Date**

---

**FACILITY Representative (Signature)** **Date**



# AGENDA

## MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Brenda L. Bryant, City Manager

FROM: Office of the City Manager

SUBJECT: Interlocal Agreement with the Solid Waste Authority of Palm Beach County for Disaster Debris Management Site Access and SB 180 Compliance

DATE: May 12<sup>th</sup>, 2026

### **GENERAL SUMMARY/BACKGROUND:**

1. Florida Senate Bill 180 (2025) requires municipalities to ensure authorization of at least one Disaster Debris Management Site (DDMS) for use following declared emergencies. This requirement is intended to improve post-disaster recovery coordination, ensure proper staging and disposal of debris, and support eligibility for federal reimbursement programs.
2. The City of Pahokee currently maintains contractual arrangements for debris removal services; however, SB 180 also requires formal access to an approved debris management site or coordination with an entity that operates such sites.
3. The Solid Waste Authority of Palm Beach County (SWA) operates permitted regional facilities that serve as Disaster Debris Management Sites for municipalities throughout Palm Beach County.

### **BUDGET IMPACT:**

There is no direct fiscal impact associated with approval of this Interlocal Agreement.

### **LEGAL NOTE:**

This item has been reviewed for legal sufficiency. Any additional legal guidance will be deferred to the City Attorney as necessary.

### **STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve Resolution 2026-20 authorizing execution of the Interlocal Agreement with the Solid Waste Authority of Palm Beach County and authorize the City Manager to execute the agreement and any non-substantive amendments necessary to implement its intent.

### **ATTACHMENTS:**

Resolution 2026-20

**RESOLUTION NO. 2026-20**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AND AUTHORIZING EXECUTION OF AN INTERLOCAL AGREEMENT WITH THE SOLID WASTE AUTHORITY OF PALM BEACH COUNTY FOR DISASTER DEBRIS MANAGEMENT SITE ACCESS AND OPERATIONAL COORDINATION CONSISTENT WITH FLORIDA SENATE BILL 180 (2025), AS SET FORTH HERETO IN EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Pahokee ("City") is responsible for planning and executing post-disaster debris removal operations following declared emergencies; and; and

**WHEREAS**, Florida Senate Bill 180 (2025) requires municipalities to ensure authorization of at least one Disaster Debris Management Site (DDMS) for emergency debris staging, processing, and disposal; and

**WHEREAS**, the Solid Waste Authority of Palm Beach County ("SWA") operates permitted and pre-authorized facilities suitable for use as Disaster Debris Management Sites; and

**WHEREAS**, execution of an Interlocal Agreement with SWA ensures compliance with applicable state law and provides the City with access to designated debris management facilities during emergency events; and

**WHEREAS**, the City Commission of the City of Pahokee ("City Commission") deems it to be in the best interests of the City.

**NOW THEREFORE, BE 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 and Authorization. The City Commission of the City of Pahokee hereby approves the Interlocal Agreement between the City of Pahokee and the Solid Waste Authority of Palm Beach County for Disaster Debris Management Site access and

coordination, attached hereto as Exhibit "A." The City Manager is further authorized to take all necessary and expedient actions to effectuate the intent of this Resolution.

**Section 3.** Conflict. All resolutions in conflict herewith are hereby and expressly repealed.

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

**PASSED and ADOPTED** this 12th day of May, 2026.

\_\_\_\_\_  
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:**

Mayor Babb	_____ (Yes)	_____ (No)
Vice Mayor McDonald	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)

**EXHIBIT "A"**

**Memorandum of Understanding (MOU) between the City of Pahokee and Palm  
Beach County Solid Waste Authority**

(ATTACHED)

**MEMORANDUM OF UNDERSTANDING**

This **Memorandum of Understanding (MOU)** is entered into on the \_\_\_\_\_ day of \_\_\_\_\_ in 2026 ( herein referred to as the “Effective Date” ) by and between:

The Solid Waste Authority of Palm Beach County (Authority)  
City of Pahokee (City)

Parties may be referenced individually as “Party” and collectively as “Parties.”

**PURPOSE AND INTENT**

The purpose of this MOU is to establish a path for municipalities who wish to partner with the Authority to satisfy the requirement created by the passage of SB 180 Emergencies effective July 1, 2026. Specifically, by entering into this MOU it is the intent of the Parties to apply jointly for the authorization and use of a debris management site.

**ROLES AND RESPONSIBILITIES**

In the event of a storm or similar natural disaster the Parties agree to work cooperatively for the purpose of debris management and for the use of debris management sites operated by the Authority. These sites are specifically identified and shown on Exhibit 1, which is attached hereto and incorporated herein. The terms and conditions of the use of such sites, upon authorization, are outlined in the Interlocal Agreement previously executed by the Parties for this purpose and dated ( \_\_\_\_\_ , 2026).

**TERM AND TERMINATION**

This MOU becomes effective on the date it is signed by all Parties. It remains in force unless explicitly terminated, in writing , by either Party or mutually by the Parties upon 30 calendar days’ notice.

The undersigned Parties acknowledge and agree to this MOU for the purposes set forth herein.

**SIGNATURES**

**WITNESSES:**

**SOLID WASTE AUTHORITY OF  
PALM BEACH COUNTY**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Ramana Kari, Executive Director

**APPROVAL AS TO LEGAL SUFFICIENCY**

By: \_\_\_\_\_  
Michael W. Jones Esq.  
General Counsel

**APPROVE TO TERMS AND CONDITIONS**

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**MUNICIPALITY:**

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**CITY ATTORNEY'S OFFICE**  
**Approved as to form and legality**

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



# AGENDA

## MEMORANDUM

TO: Honorable Mayor & City Commissioners

VIA: Brenda L. Bryant, City Manager

FROM: Office of the City Manager

SUBJECT: Letter Supporting the Re-Designation of the South-Central Rural Area of Opportunity (RAO)

DATE: May 12<sup>th</sup>, 2026

---

### **GENERAL SUMMARY/BACKGROUND:**

The City of Pahokee is currently included in the South-Central Rural Area of Opportunity (RAO), a regional designation that includes Desoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties, as well as the municipalities of Pahokee, Belle Glade, and South Bay in Palm Beach County, and the Immokalee area in Collier County.

In June 2021, the RAO designation was renewed for a five-year term through Executive Order 21-149. This designation is set to expire in June 2026. The State of Florida, through Section 288.0656, Florida Statutes, recognizes that rural communities face unique economic challenges and provides support through the Rural Economic Development Initiative (REDI), administered by the Florida Department of Commerce.

As part of the re-designation process, each participating county and municipality is required to submit a formal letter of support indicating its desire to remain part of the RAO. Following submission of the letter of support, a Memorandum of Understanding (MOU) will be presented for consideration to formalize continued participation and cooperation within the RAO framework.

### **BUDGET IMPACT:**

There is no direct fiscal impact associated with the approval of this item.

### **LEGAL NOTE:**

This item has been reviewed for legal sufficiency. Any additional legal guidance will be deferred to the City Attorney as necessary.

### **STAFF RECOMMENDATION:**

Staff recommends that the City Commission approve Resolution No. 2026-21 supporting the re-designation of the South-Central Rural Area of Opportunity and authorizing submission of the letter of support.

### **ATTACHMENTS:**

Resolution No. 2026-21

**RESOLUTION NO. 2026-21**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, PROVIDING SUPPORT FOR THE RE-DESIGNATION OF THE SOUTH-CENTRAL RURAL AREA OF OPPORTUNITY (RAO), AS SET FORTH HERETO IN EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City of Pahokee ("City") is currently designated as part of the South-Central Rural Area of Opportunity, which includes Desoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties, as well as the municipalities of Pahokee, Belle Glade, and South Bay in Palm Beach County, and the Immokalee area in Collier County; and

**WHEREAS**, Governor Ron DeSantis, through Executive Order 21-149, re-designated the South-Central Rural Area of Opportunity for a five-year term beginning in June 2021, which is set to expire in June 2026; and

**WHEREAS**, continued participation in the Rural Area of Opportunity program requires timely submission of a letter of support affirming the City's intent to remain within the designation and to continue participating in regional economic development efforts; and

**WHEREAS**, following submission of the letter of support, the participating entities will consider and execute a Memorandum of Understanding (MOU) to further formalize regional cooperation, responsibilities, and continued participation within the South-Central Rural Area of Opportunity; and

**WHEREAS**, the Florida Department of Commerce has established a deadline of May 15, 2026, for submission of such letters of support in order to maintain uninterrupted membership in the South-Central Rural Area of Opportunity; and

**WHEREAS**, failure to submit the required letter of support by the established deadline may result in the City's removal from the designation, thereby limiting access to associated funding opportunities, technical assistance, and economic development resources; and

**WHEREAS**, the City Commission of the City of Pahokee ("City Commission") finds that it is in the best interests of the City to authorize and submit a letter of support in a timely manner to ensure continued participation in the South-Central Rural Area of Opportunity.

**NOW THEREFORE, BE 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 and Authorization. The City Commission of the City of Pahokee hereby approves the submission of a letter of support for the re-designation of the South-Central Rural Area of Opportunity, attached hereto as Exhibit “A.” The City Manager is further authorized to take all necessary and expedient actions to effectuate the intent of this Resolution.

**Section 3.** Conflict. All resolutions in conflict herewith are hereby and expressly repealed.

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

**PASSED and ADOPTED** this 12th day of May, 2026.

\_\_\_\_\_  
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:**

Mayor Babb	_____ (Yes)	_____ (No)
Vice Mayor McDonald	_____ (Yes)	_____ (No)
Commissioner Cowan-Williams	_____ (Yes)	_____ (No)
Commissioner McPherson	_____ (Yes)	_____ (No)
Commissioner Scott	_____ (Yes)	_____ (No)

**EXHIBIT "A"**  
**LETTER OF SUPPORT**  
**(ATTACHED)**

May 12<sup>th</sup>,2026

Commissioner Terry Burroughs, Chairman  
Florida’s Heartland Economic Region of Opportunity, Inc.  
304 NW 2nd Street, Room 123  
Okeechobee, Florida

Dear Commissioner Burroughs:

As the Mayor for City Commission of the City of Pahokee, I am submitting this letter of support for the Florida Heartland Economic Region of Opportunity, Inc. (FHERO) re-designation of the South Central region composed of Desoto, Glades, Hardee, Hendry, Highlands, and Okeechobee Counties, the cities of Pahokee, Belle Glade and South Bay in Palm Beach County and the area around Immokalee included within the Round II Federal Rural Enterprise Community located in northeast Collier County as a rural area of Opportunity (RAO).

Governor DeSantis signed Executive Order 21-149 which re-designated the area for a five-year term in June of 2021. The term expires in June 2026. Florida’s legislature recognizes rural communities to face extraordinary challenges in their efforts to significantly improve their economies, and as such, Section 288.0656, Florida Statutes (F.S.) established the Rural Economic Development Initiative (REDI) with DEO and authorizes the participation of State and regional organizations in this initiative.

Section 288.0656 (7)(a), F.S. provides for the designation of up to three RAOs. RAOs are comprised of rural communities that have been adversely affected by extraordinary economic events, severe or chronic distress, a natural disaster, or an event that presents a unique economic development opportunity of regional impact.

FHERO provides economic development support and collaboration throughout the south-central region through marketing, facilitation, and advocacy in rural South-Central Florida. The regional collaboration builds capacity by linking and uniting leadership networks. Over the last few years, the Counties in the FHERO region have seen the benefit of collaboration and leveraging each other’s resources to gain strength individually, as well as regionally.

The Counties, as well as other regional partners, value the ability to have discussions and resolve issues with partners that not only understand, but share the same challenges, goals, and aspirations.

We appreciate the FHERO Board of Directors’ and staff’s proactive approach to regional collaboration.

Sincerely,  
Keith W. Babb, Jr.  
Mayor  
City Commission of the City of Pahokee