

# CITY OF PAHOKEE



## AGENDA

**City Commission Regular Meeting**  
Tuesday, April 23, 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

### **CITY STAFF:**

Rodney D. Lucas, City Manager  
Tijauna Warner, City Clerk  
Burnadette Norris-Weeks, Esq., City Attorney  
Joseph R. Martin, Interim Director of Finance

[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. PUBLIC COMMENTS / PUBLIC SERVICE ANNOUNCEMENTS / PRESENTATIONS / PROCLAMATIONS**

*(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. Proclamation - May 2024 as Mental Health Awareness and Trauma-Informed Care Month

- F. CONSENT AGENDA**

- 1. March 26, 2024 City Commission Meeting Minutes
- 2. April 9, 2024 City Commission Meeting Minutes

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

- H. PUBLIC HEARINGS AND/OR ORDINANCES**

- A. ORDINANCE 2024 - 01 *(second reading)* AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING ARTICLE II, SECTION 2-29 ENTITLED "ORDER OF BUSINESS"; RENUMBERING AND REORDERING AS NECESSARY; PROVIDING FOR AN EFFECTIVE DATE.

- I. RESOLUTION(S)**

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

- 1. Discussion and directions on no-answering questions policy
- 2. Discussion and directions on re-establishing the community boards
- 3. Direction and directions on the Monthly Prayer Walk
- 4. Discussion and directions on the MOU - Oikos Development Head Start
- 5. Discussion and directions on Old High School site for City expansion and museum tourist site
- 6. Discussion and directions on Oikos Ordinance or Resolution to support SB102 Live Local Incentives
- 7. Discussion and directions on Legislative Priorities
- 8. Discussion and directions on the State of the City Address

- K. REPORT OF THE MAYOR**

- L. REPORT OF THE CITY MANAGER**

- M. REPORT OF THE CITY ATTORNEY**

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**N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY**

**O. COMMISSIONER COMMENTS AND FOR THE GOOD OF THE ORDER** (*community events, feel good announcements, if any*)

**P. 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)

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# Proclamation

## Declaring May 2024, Mental Health Awareness and Trauma-Informed Care Month in Pahokee, Florida

*WHEREAS, mental health is essential to everyone's overall health and well-being, and;*

*WHEREAS, everyone experiences times of stress and struggles in their lives, especially in the last year due to the pandemic, social and racial injustice and;*

*WHEREAS, one in four adults and one in five youth ages 13-18 experience serious mental illness, and;*

*WHEREAS, 60 percent of adults and 50 percent of youth do not receive the treatment necessary for their mental health needs due to limited or no knowledge of the need, barriers to care, or fear and shame, and;*

*WHEREAS, research recognizes that adverse childhood experiences (ACEs), which include, but are not limited to physical, emotional and sexual abuse, physical and emotional neglect, household dysfunction, untreated mental illness, or incarceration of a household member, domestic violence, and separation or divorce involving household members, are traumatic experiences that can have a profound effect on a child's developing brain and body and can result in poor physical and mental health during childhood and adulthood, and;*

*WHEREAS, community understanding and available supports and services can greatly impact a person's ability to handle their stress and struggle and move forward, and;*

*WHEREAS, promoting mental health and wellness leads to higher overall productivity, better educational outcomes, lower crime rates, stronger economies, lower health care costs, improved family life, improved quality of life and increased lifespan, and;*

*WHEREAS, studies show that the effects of ACEs are felt by people regardless of race, ethnicity, religion, gender, sexual orientation, or socio-economic status, and;*

*WHEREAS, each business, school, government agency, healthcare provider, faith-based organization, non-profit agency and citizen shares accountability for the community's mental health needs and has a responsibility to promote mental wellness and support prevention efforts, and;*

*WHEREAS, the importance of attending to mental health has become even more pronounced in the last few years due to COVID-19, political and social unrest, and the resulting economic crisis. Isolation, sickness, grief and loss, home instability, change of routines, and community trauma have increased the need for mental health services, and;*

*WHEREAS, the City of Pahokee recognizes the impact of awareness and education, access to services and acceptance of the importance of mental health and well-being to a person's overall success and supports the implementation of trauma informed approaches throughout the systems of care.*

*NOW, THEREFORE, I, Keith W. Babb, Jr., Mayor of the City of Pahokee, and on behalf of the City Commission do hereby proclaim May 2024 as Mental Health Awareness and Trauma Informed Care Month.*

**Done this 23rd day of April, 2024**

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

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

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

*Sanquetta Conan-Williams*  
\_\_\_\_\_  
Commissioner Sanquetta Conan-Williams

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



# CITY OF PAHOKEE



## MINUTES

**City Commission Regular Meeting**  
Tuesday, March 26, 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  
Juan Gonzalez, Commissioner  
Sara Perez, Commissioner

### **CITY STAFF:**

Rodney D. Lucas, City Manager  
Tijauna Warner, City Clerk  
Burnadette Norris-Weeks, Esq., City Attorney  
Joseph R. Martin, Interim Director of Finance

## MINUTES

### A. CALL TO ORDER

The meeting was called to order by Mayor Babb at 6:02 PM.

### B. INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Mayor Murvin led the invocation, which was followed by the recitation of the Pledge of Allegiance.

### C. ROLL CALL

PRESENT

Mayor Keith W. Babb, Jr.  
Vice Mayor Clara Murvin  
Commissioner Derrick Boldin  
Commissioner Juan Gonzalez  
Commissioner Sara Perez  
City Manager Rodney D. Lucas  
Acting City Attorney Chan Bryant Abney  
City Clerk Tijauna Warner

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

Commissioner Gonzalez requested moving the commissioners comments to the beginning of the meeting.

Motion made by Commissioner Gonzalez to approve moving commissioners comments up to the beginning of the meeting, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez, Commissioner Perez

Mr. Lucas requested adding Resolution 2024 - 08 to the agenda and having presentations & proclamations move up before public comments.

Motion made by Vice Mayor Murvin approve adding Resolution 2024 - 08 to the agenda and rearrange the agenda to reflect commissioners comments, presentations, proclamations, then public comments, Seconded by Commissioner Boldin. Mayor Babb called for questions. Commissioner Perez inquired why was she receiving these documents at the last minute. Motion passed 4-1.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez

Voting Nay: Commissioner Perez

### E. PUBLIC COMMENTS / PUBLIC SERVICE ANNOUNCEMENTS / PRESENTATIONS / PROCLAMATIONS

*(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. Glades Lives Matter - Lavita Holmes, Executive Director

*Mrs. Holmes gave an overview of Glades Lives Matter and their events this year. Ms. Lashay Scott gave her experience as a member of Glades Lives Matter and thanked Mrs. Holmes for the opportunity.*

2. Business of the Month (February 2024) - Cricket Wireless  
*Mayor Babb and the City Commission presented Cricket Wireless with a certificate for Business of the Month.*
3. Lawn of the Month (February 2024) - Irene Noel Est, Darren Coney, & Shirley R Coney  
*Vice Mayor Murvin and the City Commission presented Mrs. Coney with a certificate for Lawn of Month.*
4. Proclamation - March 2024 as Florida Bicycle Month
5. Proclamation - April as Water Conservation Month

Annie Coore expressed concerns with Commissioner Perez's language and friendship.

Loletha Kimes inquired about the status of residents' work beginning completed on their homes and Commissioner Gonzalez.

Robert Love expressed concerns with Mr. Lucas and the City Commission.

Commissioner Gonzalez expressed concerns with Robert Love's comments and with Commissioner Perez violating the Sunshine Law.

Commissioner Boldin had no comment.

Commissioner Perez had no comment.

Vice Mayor Murvin advised she has never taken a bribe.

#### **F. CONSENT AGENDA**

1. February 13, 2024 City Commission Meeting Minutes
2. February 27, 2024 City Commission Meeting Minutes

Motion made by Vice Mayor Murvin to approve Consent Agenda Items, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed 4-1.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez

Voting Nay: Commissioner Perez

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

None.

#### **H. PUBLIC HEARINGS AND/OR ORDINANCES**

None.

#### **I. RESOLUTION(S)**

- A. RESOLUTION 2024 - 07 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE FLORIDA APPROVING CHANGE ORDER NO. 25, ATTACHED HERETO AS EXHIBIT "A", RELATING TO CITY OF PAHOKEE RESOLUTION #2016-20 FOR COORDINATION OF ROAD AND UTILITY

CONSTRUCTION FOR THE BARFIELD HIGHWAY RECONSTRUCTION  
PROJECT; PROVIDING FOR AN EFFECTIVE DATE.

Ms. Abney read Resolution 2024 - 07 into the record.

Mr. Lucas gave a brief explanation of Resolution 2024 - 07.

Motion made by Commissioner Boldin to approve Resolution 2024 - 07, Seconded by Vice Mayor Murvin. Mayor Babb called for questions. Motion passed 4-1.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez

Voting Nay: Commissioner Perez

Ms. Abney read Resolution 2024 - 08 into the record.

Mr. Lucas gave a brief explanation of Resolution 2024 - 08.

Motion made by Commissioner Boldin to approve Resolution 2024 - 08, Seconded by Vice Mayor Murvin. Mayor Babb called for questions. A discussion ensued. Motion passed 4-1.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez

Voting Nay: Commissioner Perez

Commissioner Gonzalez requested to resend his vote on Resolution 2024 - 07.

Motion made by Commissioner Gonzalez to rescind his vote on Resolution 2024 - 07.

Motion failed due to lack of a second.

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

1. Discussion of creating an ordinance for residential, commercial, and blight buildings - Commissioner Boldin

Mr. Lucas gave staff recommendations for creating an ordinance for residential, commercial, and blighted buildings. A discussion ensued.

2. Discussion to rearrange the agenda - Mayor Babb

Mayor Babb requested changing public comments to agenda items only and adding general comments to the end of the commission meeting. A discussion ensued.

Motion made by Mayor Babb to approve bringing an ordinance back to the next city commission meeting to rearrange the agenda layout, Seconded by Commissioner Boldin.

Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez, Commissioner Perez

**K. REPORT OF THE MAYOR**

Mayor Babb gave a brief presentation on the positive aspects of the City of Pahokee and asked everyone to work with the City to change the narrative of our community.

**L. REPORT OF THE CITY MANAGER**

Mr. Lucas gave a brief update on current projects, outstanding items in progress, and upcoming meetings.

**M. REPORT OF THE CITY ATTORNEY**

None.



**N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY**

Commissioner Boldin suggested discussing transitional housing and services for the homeless people in the city.

Mayor Babb requested developing a no-comment policy. A discussion ensued.

**O. COMMISSIONER COMMENTS AND FOR THE GOOD OF THE ORDER** (*community events, feel good announcements, if any*)

Mayor Babb wished all the candidates running for office good luck and thanked them for wanting to represent their city.

Vice Mayor Murvin advised everyone to keep Ms. Ethel Williams' Family (Survivor of the Storm of 1928) in their prayers as she passed away this week.

Commissioner Perez advised the people who are having issues with the contractors to call her and encouraged everyone to please come out and vote.

**P. ADJOURN**

Motion made by Vice Mayor Murvin to adjourn the commission meeting, Seconded by Commissioner Perez. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Gonzalez, Commissioner Perez

There being no further business to discuss, Mayor Babb adjourned the meeting at 8:19 PM.

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Keith W. Babb, Jr., Mayor

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ATTEST: Tijauna Warner, CMC, City Clerk

# CITY OF PAHOKEE



## MINUTES

**City Commission Regular Meeting**  
Tuesday, April 09, 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

### **CITY STAFF:**

Rodney D. Lucas, City Manager  
Tijauna Warner, City Clerk  
Burnadette Norris-Weeks, Esq., City Attorney  
Joseph R. Martin, Interim Director of Finance

## MINUTES

### A. CALL TO ORDER

The meeting was called to order by Mayor Babb at 6:00 PM.

### B. INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Mayor Murvin led the invocation, followed by the Pledge of Allegiance.

### C. ROLL CALL

#### PRESENT

Mayor Keith Babb  
Vice Mayor Clara Murvin  
Commissioner Derrick Boldin  
Commissioner Juan Gonzalez  
City Manager Rodney D. Lucas  
City Attorney Burnadette Norris-Weeks  
City Clerk Tijauna Warner

#### ABSENT

Commissioner Sara Perez

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

#### 1. Swearing-In of Newly Elected City Commissioners:

Sanquetta Cowan-Williams

Everett D. McPherson, Sr.

*Commissioner Sanquetta Cowan-Williams was sworn in by Ms. Warner(City Clerk).*

*Commissioner Everett D. McPherson, Sr. was sworn in by Ms. Warner(City Clerk).*

#### 2. Ethics Training - Rhonda Giger (General Counsel) Palm Beach County Commission on Ethics

*Ms. Rhonda Giger (General Counsel) conducted the Ethics Training.*

### E. PUBLIC COMMENTS / PUBLIC SERVICE ANNOUNCEMENTS / PRESENTATIONS / PROCLAMATIONS

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Public comments were provided by Mr. Joshua Brown (*resident*), Ms. Annie Coore (*non-resident*), and Carl Morrison (*resident*).

### F. CONSENT AGENDA

None.

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

None.

### H. PUBLIC HEARINGS AND/OR ORDINANCES

1. ORDINANCE 2024 - 01 (*first reading*) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING ARTICLE II, SECTION 2-29 ENTITLED “ORDER OF BUSINESS”; RENUMBERING AND REORDERING AS NECESSARY; PROVIDING FOR AN EFFECTIVE DATE.

Ms. Norris-Week read Ordinance 2024-01 into the record.

Mr. Lucas gave a brief explanation of Ordinance 2024-01.

Motion made by Vice Mayor Murvin to approve Ordinance 2024 - 01, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

## I. RESOLUTION(S)

- A. RESOLUTION 2024 - 09 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE GRANT AGREEMENTS BETWEEN QUALIFIED APPLICANTS AND THE CITY OF PAHOKEE FOR THE CITY’S MINOR HOME REPAIR PROGRAM, AS SET FORTH IN EXHIBIT “A” ATTACHED HERETO; PROVIDING FOR AN EFFECTIVE DATE.

Ms. Norris-Week read Resolution 2024 - 09 into the record.

Mr. Lucas gave a brief explanation of Resolution 2024 - 09.

Motion made by Vice Mayor Murvin to approve Resolution 2024 - 09, Seconded by Commissioner McPherson. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

- B. RESOLUTION 2024 - 10 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE GRANT AGREEMENTS BETWEEN QUALIFIED APPLICANTS AND THE CITY OF PAHOKEE FOR THE COVID-19 RESIDENTIAL UTILITIES AND RENTAL ASSISTANCE PROGRAM; PROVIDING FOR AN EFFECTIVE DATE.

Ms. Norris-Week read Resolution 2024 - 10 into the record.

Mr. Lucas gave a brief explanation of Resolution 2024 - 10.

Motion made by Commissioner McPherson to approve Resolution 2024 - 10, Seconded by Vice Mayor Murvin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

- C. RESOLUTION 2024 - 11 RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING CHANGE ORDER NO. 26 TO RESOLUTION #2021-02 PERTAINING TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), CONTRACT G-1753, FM# 442030-01-54-1, BARFIELD HIGHWAY RECONSTRUCTION PROJECT AS SET FORTH IN EXHIBIT “A”; PROVIDING FOR AN EFFECTIVE DATE.



Ms. Norris-Week read Resolution 2024 - 11 into the record.

Mr. Lucas gave a brief explanation of Resolution 2024 - 11.

Motion made by Vice Mayor Murvin to approve Resolution 2024 - 11, Seconded by Commissioner Cowan-Williams. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

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

1. Selection of Vice Mayor

Motion made by Commissioner Cowan-Williams to Select Vice Mayor Murvin as Vice Mayor, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

2. Palm Beach County League of Cities Voting Delegate Form

Motion made by Commissioner Cowan-Williams to Select Mayor Babb as the Voting Delegate as on the form, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

**K. REPORT OF THE MAYOR**

Mayor Babb announced the city installed a fishing cleaning station and requested the city add signage with at least two (2) more stations. He gave a brief list of upcoming events in the City of Pahokee and thanked everyone who came to the Prayer Walk.

**L. REPORT OF THE CITY MANAGER**

Mr. Lucas welcomed the newly elected officials and advised he had no report for tonight.

**M. REPORT OF THE CITY ATTORNEY**

Mrs. Norris-Weeks congratulated the newly elected commissioners.

**N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY**

Vice Mayor Murvin requested a workshop on project updates, addressing trucks within the city limits, selections of ZAP Board members, and having a Prayer Walk monthly.

Commissioner Boldin inquired if the city has signage addressing the trucks within city limits.

Mayor Babb requested a no-answering questions policy and to activate city boards

Commissioner McPherson thanked everyone who came out to vote and attended the meeting.

Motion made by Commissioner Cowan-Williams to add no-answering questions policy as a future agenda item, Seconded by Commissioner Boldin. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

Motion made by Vice Mayor Murvin to add re-establishing community boards as a future agenda item, Seconded by Commissioner Cowan-Williams. Mayor Babb called for questions.

Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

Motion made by Vice Mayor Murvin to have a workshop addressing updates on projects, Seconded by Commissioner Cowan-Williams. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

Motion made by Vice Mayor Murvin to have a Monthly Prayer Walk, Seconded by Commissioner Cowan-Williams. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

**O. COMMISSIONER COMMENTS AND FOR THE GOOD OF THE ORDER** (*community events, feel good announcements, if any*)

Commissioner McPherson thanked everyone who voted and came to the commission meeting.

Commissioner Boldin advised this feels good.

Commissioner Cowan-Williams thanked everyone for their support, advised she was there for everyone, and she supporting any initiative to move the city forward.

Vice Mayor Murvin welcomed the newly elected commissioners and gave a brief explanation for requesting the Monthly Prayer Walk.

Mayor Babb thanked everyone who came to the commission meeting and advised the meeting was professional and productive.

**P. ADJOURN**

Motion made by Vice Mayor Murvin to adjourn the meeting, Seconded by Commissioner McPherson. Mayor Babb called for questions. Motion passed unanimously.

Voting Yea: Mayor Babb, Vice Mayor Murvin, Commissioner Boldin, Commissioner Cowan-Williams, Commissioner McPherson

There being no further business to discuss, Mayor Babb adjourned the meeting at 8:10 PM.

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Keith W. Babb, Jr., Mayor

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ATTEST: Tijauna Warner, CMC, City Clerk



AGENDA  
MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS  
VIA: RODNEY LUCAS, CITY MANAGER  
FROM: Tijauna Warner, City Clerk  
SUBJECT: Ordinance 2024 - 01  
DATE: 4 April 2024

**GENERAL SUMMARY/BACKGROUND:**

During the March 26, 2024 City Commission Meeting, Mayor Babb requested amending the City Commission Agenda Layout to reflect Public Comment (agenda items only) at the beginning of the meeting and General Public Comments at the end.

**BUDGET IMPACT:** N/A

**LEGAL NOTE:** Recommends reviewing Ordinance 2024 – 01 for any amendments.

**STAFF RECOMMENDATION:**

The City Clerk Department recommends reviewing the attached Ordinance 2024 – 01 for any amendments.

**ATTACHMENTS:**

Ordinance 2024 - 01

**ORDINANCE NO. 2024 - 01**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING ARTICLE II, SECTION 2-29 ENTITLED "ORDER OF BUSINESS"; RENUMBERING AND REORDERING AS NECESSARY; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Pahokee ("City Commission") desires to revise its Rules of Procedure by revising Article II, Section 2-29, of the City of Pahokee's Code of Ordinances entitled "Order of Business"; and

**WHEREAS**, the City Commission finds that it would operate more efficiently if the Rules of Procedure were amended.

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

**Section 1.** Amending Section 2-29 of the City of Pahokee's Code of Ordinances entitled "Order of Business", shall be replaced and shall read as follows:

Order of Business.

The following order of business shall be observed:

- 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. ~~Public Comments/Public Service Announcements~~/Presentations/Proclamations/Public Service Announcements/Public Comments (agenda items only)
- f. Consent agenda;
- g. Old Business (discussion of existing activities or previously held events, if any)
- h. Public Hearings and/or Ordinances
- i. Resolution (s)
- 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.

**Section 2.**    Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

**Section 3.**    Effective Date.

This Ordinance shall take effect immediately upon final passage.

**PASSED FIRST READING** this 9<sup>th</sup> day of April 2024.

**PASSED SECOND READING** this 23<sup>rd</sup> day of April 2024.

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

ATTEST:

\_\_\_\_\_  
Tijauna Warner, CMC, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

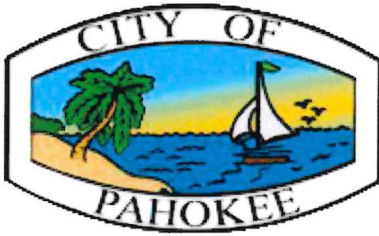
\_\_\_\_\_  
Burnadette Norris-Weeks, Esq.  
City Attorney

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

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

**VOTE:**

Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Gonzalez	_____ (Yes)	_____ (No)
Commissioner Perez	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)



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## Boards & Committees Meetings

### Meeting Information

Board / Committee	Meeting Date / Time
Code Enforcement Advisory Board (inactive)	
Community Relations Board (inactive)	
Economic Development Board (inactive)	
Cemetery Advisory Board (inactive)	
Pahokee Housing Authority	3rd Thursday of Every Month @ 5:00pm
Zoning/Adjustment/Planning Board	As Needed @ 6:00pm
Beautification Advisory Board (inactive)	
Education Advisory Board (inactive)	
Parks & Recreation Advisory Board (inactive)	
Pahokee Community Revitalization Corporation (inactive)	
Youth Council Board (inactive)	
Special Events Advisory Board	

### Applications

The City of Pahokee is currently accepting Board and Committee applications. Interested individuals may fill out the Board and Committee application and submit it to the City Clerks office. Thank you.

- [Click here for Boards & Committees Application](#)

Source URL: <https://www.cityofpahokee.com/city-clerk/pages/boards-committees-meetings>

*Footnotes:*

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**Editor's note**— Ordinance No. 2009-02, adopted April 4, 2009, created division 5, Code Advisory Board. The ordinance specified the sections of the new division be numbered as 2-162 through 2-164. In order to retain reserved sections between divisions and articles, the sections were renumbered as 2-170 through 2-172 at the discretion of the editor.

## Sec. 2-170. - Creation.

There is hereby created and established a seven (7) member committee entitled "Code Enforcement Advisory Board." The purpose of the code enforcement advisory board is to advise and to assist the city commission, the city manager, city code enforcement officer, law enforcement, the fire department, and the city manager in finding ways to improve the appearance and safety of the city, and to educate and encourage all residents to participate in the beautification of the city.

(Ord. No. 2009-02, § 1(2-162), 4-4-2009)

## Sec. 2-171. - Membership.

One member of the code enforcement advisory board shall be appointed by each commissioner. Two members shall be appointed by the mayor and two members shall be appointed by the vice mayor. There shall be at least one (1) member with a substantial business background; one (1) member from the Chamber of Commerce; one (1) member representing a recognized religious organization; one (1) member from law enforcement or the fire department; and the remaining members from the community at large. With the exception of representatives from law enforcement and the fire department, all members shall reside within the city. Members shall serve for two terms of two (2) years. The city commission shall make appointments to fill vacancies for unexpired terms. In order to encourage as much community involvement as possible, a member may only serve four continuous years.

(Ord. No. 2009-02, § 1(2-163), 4-4-2009)

## Sec. 2-172. - Powers and duties.

- (a) Conduct a review of those municipal ordinances as deemed necessary by the CEAB, related to the appearance, health and/or safety of the community, or as recommended by the city commission. The board shall make recommendations to the city commission for the addition, deletion and revision of ordinances.
- (b) Make recommendations for educating citizens in code compliance, and encouraging each resident to take pride in keeping their property safe and clean.



- (c) Recommend enforcement priorities for city staff. Make recommendations to the city his/her designee based on the needs of the community.
- (d) Act as a conduit of communication between the city and the community, and gather and assess the information necessary to make sound recommendations to the city for service delivery.

(Ord. No. 2009-02, § 1(2-164), 4-4-2009)

Secs. 2-173—2-176. - Reserved.

Sec. 2-156. - Creation.

The City Commission of the City of Pahokee, Florida hereby creates and establishes a board to be known as the community relations board.

(Ord. No. 2003-9, § 2, 9-9-2003)

Sec. 2-157. - Duties and function.

The board shall review and make recommendations to the city commission with respect to:

- (1) Issues which potentially may have an important impact on the relationship and ability of the local community to work together on projects which are beneficial to the residents of the City of Pahokee;
- (2) Methods for the community to live, work and play together in harmony in the City of Pahokee;
- (3) Methods of promoting the diversity of the residents of the City of Pahokee;
- (4) Host an annual cultural festival which will highlight the diversity of the population of the City of Pahokee;
- (5) Matters which the city commission may periodically direct that the board review, and subsequently present the board's findings and recommendations for city commission consideration and action.

(Ord. No. 2003-9, § 3, 9-9-2003)

Sec. 2-158. - Authority.

The board shall not have the authority to bind the city commission or the City of Pahokee without prior consent of the city commission. The board may request information, advice or assistance from any department of the City of Pahokee in furtherance of its duties and functions.

(Ord. No. 2003-9, § 4, 9-9-2003)

Sec. 2-159. - Membership.

- (a) The board shall be comprised of seven (7) members who shall be appointed by the city commission. Each commissioner shall have the right to appoint one (1) member to the board with the mayor and vice mayor appointing two (2) members each. Six (6) members shall be residents of the City of Pahokee. One member may be a non-resident. The membership of this board shall reflect the diversity of the community in the City of Pahokee. The term of office shall be two (2) years with the option to reappoint for an additional two-year term.

(b)

Each member shall be allowed two (2) unexcused absences per calendar year. After the second absence, the member shall be notified that one more unexcused absence shall result in automatic termination of their term on the board. In the event that a member is terminated for nonattendance. The chairperson of the board shall submit a request for a replacement be placed on the next available city commission agenda.

- (c) A member is responsible for notifying the chairperson of the board prior to the time of the meeting of an anticipated absence and request that it be considered an excused absence. The board may determine which absences will be considered excused absences and which are unexcused.
- (d) Any member removed from the board for nonattendance shall not be considered for committee or board appointment for a period of one year after the removal.
- (e) An alternate may sit in on discussions of each and every meeting, however shall not have voting powers unless at least one regular member is absent from the meeting. Both alternates may vote if two (2) or more regular members are absent.
- (f) Alternates present at the meeting may be considered in determining whether or not a quorum is present.

(Ord. No. 2003-9, § 5, 9-9-2003; Ord. No. 2005-03, § 1, 8-23-2005; Ord. No. 2010-08, § 2, 8-10-2010)

#### Sec. 2-160. - Annual report.

The board shall submit an annual report to the City Commission of the City of Pahokee, by February of each year for the previous calendar year.

(Ord. No. 2003-9, § 6, 9-9-2003)

#### Sec. 2-161. - Sunshine Law.

The board shall comply with Sunshine Law. Reasonable public notice of all board meetings shall be provided. All meetings of the board, and any of its subcommittees, shall be open to the public at all times, duly advertised and otherwise comply with all applicable requirements of the government-in-the-sunshine and public records laws of the State of Florida. Minutes shall be taken at each meeting.

(Ord. No. 2003-9, § 7, 9-9-2003)

Sec. 2-150. - Creation.

The City Commission of the City of Pahokee, Florida, hereby creates and establishes a board to be known as the Economic Development Board.

(Ord. No. 2003-8, § 2, 9-9-2003; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-151. - Duties and function.

The board shall review and make recommendations to the city commission with respect to:

- (1) Existing and proposed economic development programs, projects and issues which potentially may have an important impact on the local economy, business community and the residents of the City of Pahokee;
- (2) Methods of attracting and maintaining businesses in the City of Pahokee which will impact on the economic development of the community;
- (3) Methods of soliciting businesses to locate and/or relocate into the City of Pahokee;
- (4) Applications for state, federal and foundation grant funding that may assist with economic development and redevelopment of City of Pahokee;
- (5) Potential changes to the City of Pahokee Comprehensive Plan which pertain to economic development;
- (6) Matters which the city commission may periodically direct that the board review, and subsequently present the board's findings and recommendations for city commission consideration and action.

(Ord. No. 2003-8, § 3, 9-9-2003; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-152. - Authority.

The board shall not have the authority to bind the City Commission or the City of Pahokee without prior consent of the city commission. The board may request information, advice or assistance from any department of the City of Pahokee in furtherance of its duties and functions.

(Ord. No. 2003-8, § 4, 9-9-2003; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-153. - Membership.



- (a) The board shall be comprised of seven (7) members. The mayor shall appoint two alternates who shall be approved by the city commission. Two of the seven members shall be professionals with expertise in either academia and/or economics. Each commissioner, including the mayor, shall have the right to appoint one member to the board. The mayor shall also appoint two professional members with ratification by the commission. The term of office shall be two (2) years with the option to be re-appointed for an additional two year term. There is no limit on the number of times that a member may be reappointed.
- (b) Each member shall be allowed two unexcused absences per calendar year. After the second unexcused absence the member shall be notified that one more unexcused absence shall result in automatic termination of their term on the board. In the event that a member is terminated for nonattendance, the chairman of the board shall submit a request for a replacement be placed on the next available city commission agenda.
- (c) A member is responsible for notifying the chairperson of the board prior to the time of the meeting of an anticipated absence and request that it be considered an excused absence. The board may determine which absences will be considered excused absences and which are unexcused.
- (d) Any member removed from the board of nonattendance shall not be considered for committee or board appointment for a period of one year after the removal.
- (e) An alternate may sit in on discussions of each and every meeting, however, shall not have voting powers unless at least one regular member is absent from the meeting. Both alternates may vote if two or more regular members are absent.
- (f) Alternates present at the meeting may be considered in determining whether or not a quorum is present.

(Ord. No. 2003-8, § 5, 9-9-2003; Ord. No. 2005-02, § 1, 8-23-2005; Ord. No. 2006-03, § 1, 7-11-2006; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-154. - Annual report.

The board shall submit an annual report to the City Commission of the City of Pahokee, by February of each year for the previous calendar year.

(Ord. No. 2003-8, § 6, 9-9-2003; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-155. - Sunshine Law.

The board shall comply with Sunshine Law. Reasonable public notice of all board meetings shall be provided. All meetings of the board, and any of its subcommittees, shall be open to the public at all times, duly advertised and otherwise comply with all applicable requirements of the government-in-the-sunshine

and public records laws of the State of Florida. Minutes shall be taken at each meeting.

(Ord. No. 2003-8, § 7, 9-9-2003; Ord. No. 2009-10, § 2, 10-27-2009)

Sec. 2-165. - Cemetery advisory board.

- (a) *Creation of board.* The City of Pahokee hereby creates the City of Pahokee Cemetery advisory board.
- (b) *Membership.* The board shall consist of five (5) members who are residents of the city and who are appointed for two-year terms by the city commission.
- (c) *Advisory board liaison.* One (1) member of the city commission, appointed by the commission, shall serve as city commission liaison. This liaison shall report to the city commission any recommendations of the advisory board. The commission liaison shall not be a voting member of the advisory board. All input from the advisory board shall be reported by the liaison to the city commission.
- (d) *Duties of advisory board.* The cemetery advisory board shall advise the city on all matters, projects, and plans that will enhance the cemetery of the City of Pahokee.

(Ord. No. 2016-10, § 2, 10-11-2016)

*Footnotes:**--- (2) ---*

**Editor's note**— *Ord. No. 98-7, adopted August 25, 1998, has been treated by the editor as amending the Code by repealing former Art. II, §§ 19-26—19-32, and adding a new Art. II, § 19-26. Former Art. II pertained to the city planning board, and derived from the Code of 1984, §§ 17-16—17-22.*

**Cross reference**— *Boards and commissions generally, § 2-126 et seq.; review of preliminary plan of subdivision by planning board, § 23-6.*

Sec. 19-26. - Created; composition.

The board of adjustment and the planning and zoning board are combined to form the zoning/adjustment/planning board. The zoning/adjustment/planning board will assume the functions of both boards as previously set forth.

The terms of the board members shall be staggered and set forth in the following manner: One (1) member shall be appointed for a term of (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. In addition two (2) alternates shall be appointed for a period of three (3) years each. 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.

The main duties of the board will be to address zoning issues, site plans, and variances. The detailed outline of duties is found in the land development regulations and includes the duties designated for both boards.

(Ord. No. 98-7, 8-25-1998)

- (a) *Creation of board.* The City of Pahokee hereby creates the city beautification advisory board.
- (b) *Membership.* The board shall consist of five members who are citizens of the city and who are appointed for two-year terms by the city commission.
- (c) *Advisory board liaison.* One member of the city commission, appointed by the commission, shall serve as city beautification commission liaison. This liaison shall report to the city commission any recommendations of the advisory board. The commission liaison shall not be a voting member of the advisory board. All input from the advisory board shall be reported by the liaison to the city commission. If the city commission determines to act on any advisory board recommendation, it shall discuss the recommendation at a public meeting and, based on the decision, direct the city manager on the commission's discussion with respect to the recommendation.
- (d) *Duties of advisory board.* The city beautification advisory board shall advise the city on all matters, projects, and plans that will enhance the aesthetics of the city and make it a more attractive place to live and work.

(Ord. No. 2012-06, § 2, 5-8-2012)

- (a) *Creation of board.* The City of Pahokee hereby creates the education advisory board.
- (b) *Membership.* The board shall consist of five members who are citizens of the city and who are appointed for two-year terms by the city commission.
- (c) *Advisory board liaison.* One member of the city commission, appointed by the commission, shall serve as education commission liaison. This liaison shall report to the city commission any recommendations of the advisory board. The commission liaison shall not be a voting member of the advisory board. All input from the advisory board shall be reported by the liaison to the city commission. If the city commission determines to act on any advisory board recommendation, it shall discuss the recommendation at a public meeting and, based on the decision, direct the city manager on the commission's discussion with respect to the recommendation.
- (d) *Duties of advisory board.* The advisory board shall make recommendations to the city commission on all matters related to improving the educational opportunities of the residents of the city.

(Ord. No. 2012-05, § 2, 5-8-2012)



- (a) *Creation of board.* The City of Pahokee hereby creates the parks and recreation advisory board.
- (b) *Membership.* The board shall consist of five members who are citizens of the city and who are appointed for two-year terms by the city commission.
- (c) *Advisory board liaison.* One member of the city commission, appointed by the commission, shall serve as parks and recreation commission liaison. This liaison shall report to the city commission any recommendations of the advisory board. The commission liaison shall not be a voting member of the advisory board and shall not have any authority to direct the parks and recreation department. All input from the advisory board shall be reported by the liaison to the city commission. If the city commission determines to act on any advisory board recommendation, it shall discuss the recommendation at a public meeting and, based on the decision, direct the city manager on the commission's discussion with respect to the recommendation.
- (d) *Duties of advisory board.* The advisory board shall assist in the planning for city recreational and playground sites, activities, plans, capital improvements, guidelines, programs, and any other matters at the request of the city commission or city manager.

(Ord. No. 2012-04, § 2, 5-8-2012)

- (a) *Creation of council.* The City of Pahokee hereby creates the City of Pahokee youth council.
- (b) *Membership.* The youth council shall consist of five (5) members who are residents of the city and who are appointed for two-year terms by the city commission.
- (c) *Advisory board liaison.* One (1) member of the city commission, appointed by the commission, shall serve as city commission liaison. This liaison shall report to the city commission any recommendations of the advisory board. The commission liaison shall not be a voting member of the advisory board. All input from the advisory board shall be reported by the liaison to the city commission.
- (d) *Duties of advisory board.* The city youth council shall advise the city on all matters, projects, and plans relating to youth participation in city government and civic activities in the city.

(Ord. No. 2016-11, § 2, 10-25-2016)

(a) *Created; membership; terms; officers; procedures.* There is hereby created and established a special events advisory board for participation by residents of the City of Pahokee. The advisory board shall consist of five (5) members who shall each serve a two (2) year term with each city commissioner selecting one (1) member to be considered and approved by a majority of the city commission, except for the initial two (2) year term whereby the advisory board shall consist of all members who served on the city's centennial committee.

The chairperson for the advisory board shall be selected by the members of the advisory board.

- (b) *Meetings; clerical help.* The special events advisory board shall meet once each month at a time to be selected by a majority of its membership. The city manager shall supply necessary clerical help in order to provide for the taking of minutes and reporting conclusions and recommendations to the city commission on a monthly basis.
- (c) *Duties.* The special events advisory board shall advise the city commission in all matters involving events to be held within the city. In addition, the advisory board shall make recommendations on increasing city participation of all residents at city planned special events.
- (d) *Filling vacancies.* Unexpired terms created by resignation, death or removal, shall be filled by the city commission. Any member who fails to attend three (3) consecutive meetings or four (4) total meetings within a calendar year shall automatically forfeit membership but may be reappointed upon good cause as determined by the city commission.

( Ord. No. 2023-05, § 2, 5-9-2023)