

CITY OF PAHOKEE



AGENDA

City Commission Special Meeting

Monday, November 13, 2023, 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

[TENTATIVE: SUBJECT TO REVISION]

AGENDA

A. INVOCATION AND PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. TOPIC

- 1. RESOLUTION 2023 - 69 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CITY OF PAHOKEE'S ANNUAL CHRISTMAS PARADE.**
- 2. RESOLUTION 2023 - 70 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CITY OF PAHOKEE'S ANNUAL MARTIN LUTHER KING, JR. PARADE.**
- 3. RESOLUTION 2023 - 71 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA APPROVING BUDGET AMENDMENT NO. 1 IN THE AMOUNT OF \$104,833.00 FOR FISCAL YEAR 2022–2023, SET FORTH IN COMPOSITE EXHIBIT “A” ATTACHED HERETO; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**
- 4. RESOLUTION 2023 – 72 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE FLORIDA, APPROVING CHANGE ORDER NO. 24, AS SET FORTH IN EXHIBIT “A”, PERTAINING TO RESOLUTION #2021-02 AND THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) GRANT FUNDING AWARD, CONTRACT G-1753, FM# 442030-01-54-1 IN CONNECTION WITH THE BARFIELD HIGHWAY RECONSTRUCTION PROJECT; PROVIDING FOR AN EFFECTIVE DATE.**
- 5. ORDINANCE 2023 - 08 (*first reading*) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ESTABLISHING A POLICY FOR THE DISPOSAL OF CITY-OWNED SURPLUS PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.**

D. 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 City Clerk Tijauna Warner at Pahokee City Hall, 207 Begonia Dr. Pahokee, FL 33476 Phone: (561) 924-5534. If hearing impaired, telephone the Florida Relay

Service Number, 800-955-8771 (TDD) or 800-955-8770 (Voice), for assistance. (Reference: Florida Statutes 286.26).



AGENDA

MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS

VIA: RODNEY LUCAS, CITY MANAGER

FROM: Tijauna Warner, CMC, City Clerk

SUBJECT: Christmas Parade

DATE: November 1, 2023

GENERAL SUMMARY/BACKGROUND:

The City of Pahokee host the Christmas Parade in the City of Pahokee, it's a time for the city to holiday celebrate.

BUDGET IMPACT: N/A

LEGAL NOTE: N/A

STAFF RECOMMENDATION:

The City Clerk Department recommends approving Resolution 2023 - 69.

ATTACHMENTS:

Resolution 2023 – 69

RESOLUTION 2023 - 69

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CITY OF PAHOKEE'S ANNUAL CHRISTMAS PARADE.

WHEREAS, the City of Pahokee ("City") desires to hold a Christmas Parade on Monday, December 4, 2023, from 6:00 p.m. to 9:00 p.m.; and

WHEREAS, an application for a permit is required by the Florida Department of Transportation for closure of roads along the route set forth in Exhibit "A" attached hereto; and

WHEREAS, the City Commission finds that authorizing the submittal of an application for a parade permit with the Florida Department of Transportation is in the best interest of the City and its residents.

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

- Section 1.** Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.
- Section 2.** Approval of Permit Application. The City Commission of the City of Pahokee hereby authorizes the City Manager to submit an application to the Florida Department of Transportation for a Christmas Parade permit.
- Section 3.** Necessary Action. The City Manager is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.
- Section 4.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 13th day of November 2023.

Keith W. Babb, Jr., Mayor

ATTEST:

Tijauna Warner, CMC, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

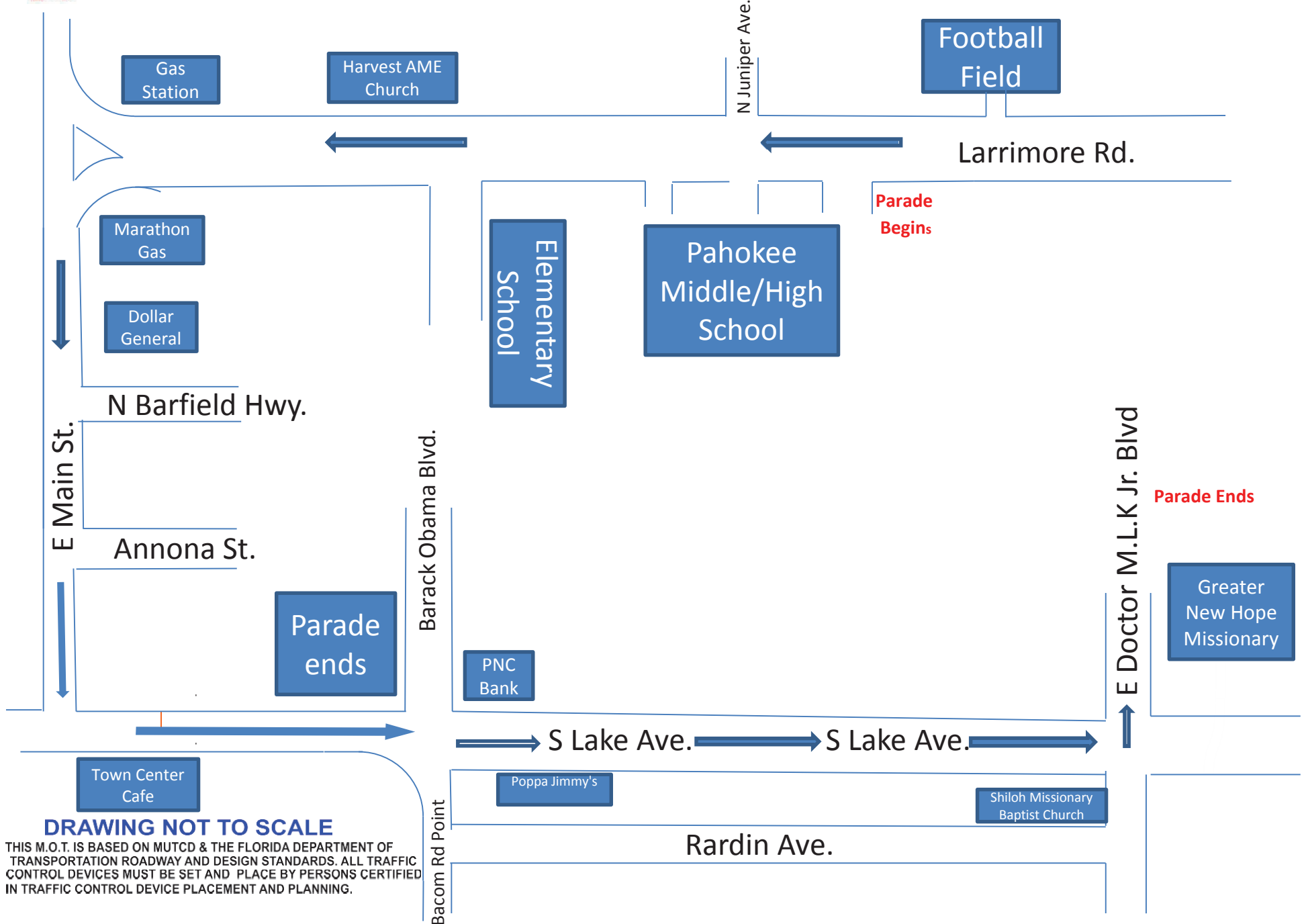
Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Gonzalez	_____ (Yes)	_____ (No)
Commissioner Perez	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)

“Exhibit A”
Road Closure Route



Parade Route Map

Section C, Item 1.





AGENDA

MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS

VIA: RODNEY LUCAS, CITY MANAGER

FROM: Tijauna Warner, CMC, City Clerk

SUBJECT: MLK Parade

DATE: November 1, 2023

GENERAL SUMMARY/BACKGROUND:

The City of Pahokee host the MLK Parade in the City of Pahokee, it's a time for the city to holiday celebrate.

BUDGET IMPACT: N/A

LEGAL NOTE: N/A

STAFF RECOMMENDATION:

The City Clerk Department recommends approving Resolution 2023 - 70.

ATTACHMENTS:

Resolution 2023 – 70

RESOLUTION 2023 - 70

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE CITY OF PAHOKEE'S ANNUAL MARTIN LUTHER KING, JR. PARADE.

WHEREAS, the City of Pahokee ("City") desires to hold its annual Martin Luther King, Jr. Parade on January 13, 2024 from 9:00 AM to 12:00 PM within the City; and

WHEREAS, an application for a permit is required by the Florida Department of Transportation for closure of roads along the route set forth in Exhibit "A" attached hereto; and

WHEREAS, the City Commission finds that authorizing the submittal of an application for a parade permit with the Florida Department of Transportation is in the best interest of the City and its residents.

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

- Section 1.** Adoption of Representations. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.
- Section 2.** Approval of Permit Application. The City Commission of the City of Pahokee hereby authorizes the City Manager to submit an application to the Florida Department of Transportation for a permit to hold the annual Martin Luther King, Jr. Parade.
- Section 3.** Necessary Action. The City Manager is hereby authorized to take all necessary and expedient action to effectuate the intent of this Resolution.
- Section 4.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

PASSED and ADOPTED this 13th day of November 2023.

Keith W. Babb, Jr., Mayor

ATTEST:

Tijauna Warner, CMC, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

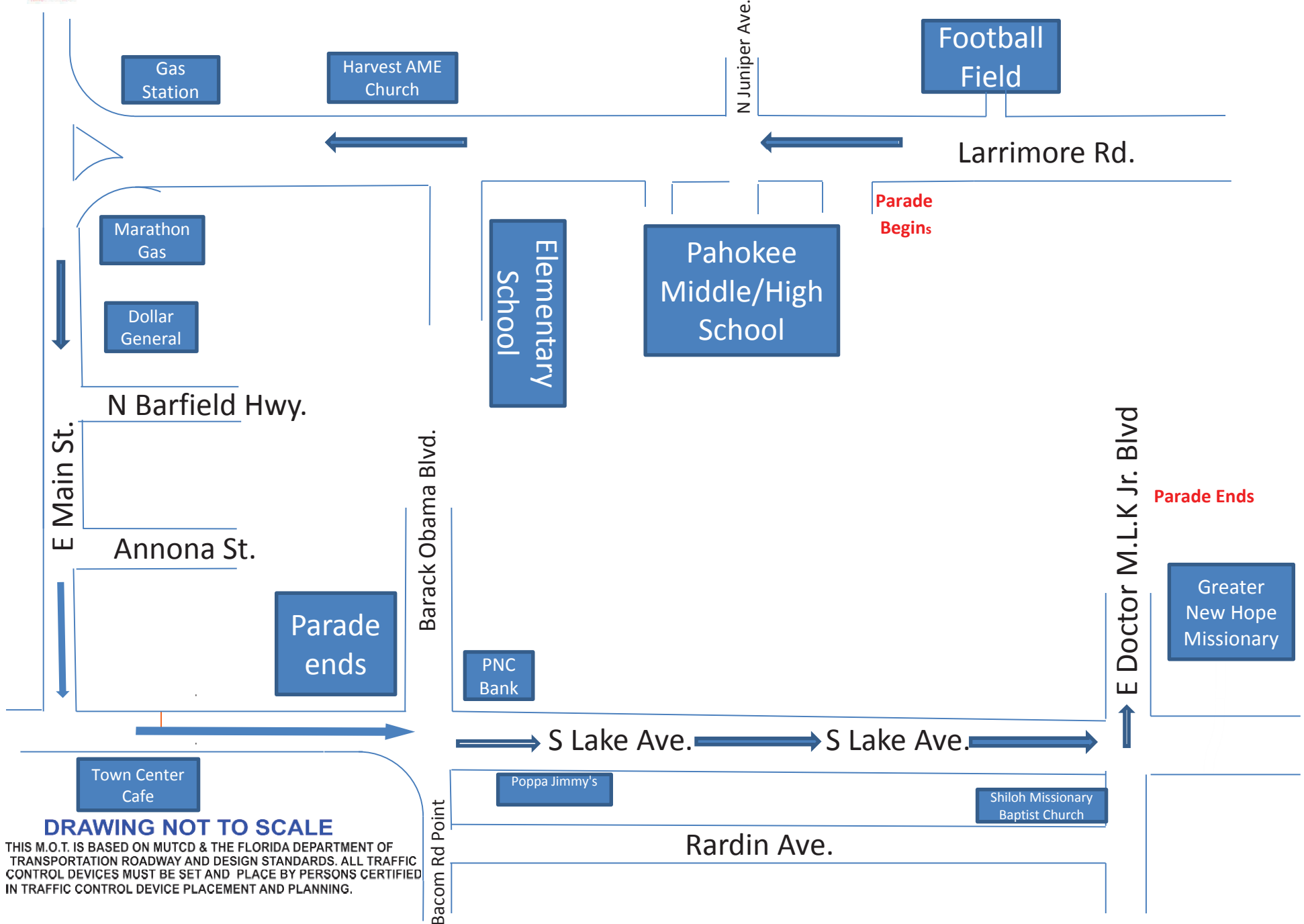
Commissioner Boldin	_____ (Yes)	_____ (No)
Commissioner Gonzalez	_____ (Yes)	_____ (No)
Commissioner Perez	_____ (Yes)	_____ (No)
Vice-Mayor Murvin	_____ (Yes)	_____ (No)
Mayor Babb	_____ (Yes)	_____ (No)

**“Exhibit A”
Road Closure Route**



Parade Route Map

Section C, Item 2.





AGENDA

MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS

VIA: RODNEY LUCAS, INTERIM CITY MANAGER

FROM: Joseph R Martin

SUBJECT: Budget Amendment #1 FY 2022- 2023

DATE: November 13, 2023

Summary:

Review of the Adopted budget with amendment-1 for Fiscal Year 2022 2023.

GENERAL SUMMARY/BACKGROUND:

It is common practice to routinely review actual and anticipated expenditures associated with an adopted budget and make periodic adjustments, including a more significant Year End adjustment. Based on anticipated costs/savings associated with current budget commitments, staff is proposing a series of budget changes.

Context & Staff Analysis:

A budget amendment to the General Fund (1), Henderson Fund (51), Special Revenue Fund (100), Debt Service Fund (220) =, Cemetery Fund (450) and ARPA Fund (110) fiscal year 2023 budget is requested to appropriate additional revenue estimated from Ad Valorem tax, Building Permits, Site Plan review and others see attached exhibit A.

It is now necessary to amend the Fiscal Year 2022-2023 Budget to reflect the total budget increase of \$104,833.00. Staff Recommendation: Staff recommends approval of the budget amendment for Fiscal Year 2023, as proposed.

BUDGET IMPACT:

Positive revenue from donations, but budget-neutral otherwise as it is a reallocation of funds within the General Fund

LEGAL NOTE:

STAFF RECOMMENDATION:

Approve Resolution 2023-71

ATTACHMENTS:

Resolution 2023 – 71
Budget Amendment #1 Exhibit A

RESOLUTION 2023-71

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA APPROVING BUDGET AMENDMENT NO. 1 IN THE AMOUNT OF \$104,833.00 FOR FISCAL YEAR 2022-2023, SET FORTH IN COMPOSITE EXHIBIT "A" ATTACHED HERETO; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Fiscal Year 2022-2023 budget was adopted by the City Commission of the City of Pahokee, Florida (the "City") on November 13, 2023; and

WHEREAS, Budget Amendment No. 1 set forth in Exhibit "A", will increase the current budget for Fiscal Year 2022-2023 from \$9,638,585.00 to \$9,743,418.00 a difference of \$104,833.00: and

WHEREAS, the General Fund will increase both revenues and expenditures by \$687,610.00 to account for unexpected revenues and expenditures for day-to-day operations; and

WHEREAS, the Henderson Fund will increase both revenues and expenditures by \$15,594.00 to account for unexpected revenues due to increase in interest rate to cover expenses Cemetery Fund; and

WHEREAS, the Special Revenue Fund will increase both revenues and expenditures by \$22,268.00 to account for unexpected revenues and expenditures for Early pay-off of Note Payable; and

WHEREAS, the Debt Service Fund will increase both revenues and expenditures by \$22,801.00 to account for unexpected revenues and expenditures for Early pay-off of Note Payable; and

WHEREAS, the Cemetery Fund will increase both revenues and expenditures by \$37,000.00 to account for unexpected revenues and expenditures for day-to-day operations; and

WHEREAS, the ARPA Fund will decrease both revenues and expenditures by \$680,440.00 to account for unexpected deferral of both revenues and expenditures; and

WHEREAS, it is now necessary to amend the Fiscal Year 2022-2023 Budget to reflect the total budget increase of \$104,833.00.

WHEREAS, the City Commission of the City of Pahokee, Florida, finds that approving Budget Amendment No. 1, attached hereto as Exhibit "A", is in the best interest of the City and its residents.

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

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

Section 2. Budget Amendment No. 1. The City Commission of the City of Pahokee, Florida hereby approves Budget Amendment No. 1 for the Fiscal Year 2022-2023, attached hereto as Exhibit "A", providing for a total budget increase of \$ 104,833.00.

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

PASSED and ADOPTED this 13th day of November, 2023.

Keith W. Babb, Jr., Mayor

ATTEST:

Tijauna Warner, CMC, City Clerk

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

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

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

Composite Exhibit "A"

Budget Amendments Summary FY2021-2022

Budget Summary Fiscal Year Ending September 30, 2022

CITY OF PAHOKEE
Budget Amendment 1 Summary FY 2022-2023

Section C, Item 3.

FUND	Comm.MGT. Date	Budget Amendment No	Description	Approved	Total Net Increase(Decrease) Amount
<u>General Fund</u>					
	11/13/2023	2023-001	Increase on unexpected Revenues /Expenditure	687,610	
			NET Increase General Fund	687,610	687,610
<u>Henderson fund</u>					
	11/13/2023	2023-001	Increase on unexpected Revenues /Expenditure	15,594	
			NET Increase HendersonFund	15,594	15,594
<u>Special Revenue Fund</u>					
	11/13/2023	2023-001	Increase on unexpected Revenues /Expenditure	22,268	
			NET Increase Special Revenue Fund	22,268	22,268
<u>Debt Service Fund</u>					
	11/13/2023	2023-001	Increase on unexpected Revenues /Expenditure	22,801	
			NET Increase Debt Service Fund	22,801	22,801
<u>Cemetery Fund</u>					
	11/13/2023	2023-001	Increase on unexpected Revenues /Expenditure	37,000	
			NET Increase Cemetery Fund	37,000	37,000
<u>ARPA FUND</u>					
	11/13/2023	2023-001	Decrease on unexpected Revenues /Expenditure	(680,440)	
			NET Decrease ARPA Fund	(680,440)	(680,440)
			Total	104,833	104,833

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Section C, Item 3.

Use this form for items not anticipated in the budget

Line Item		Original	Current	Adjusted		Remaining
Number	Description	Budget	Budget	Increase	Decrease	Balance
Revenues						
General Fund						
1-311000	Current Year Ad Valorem Tax	656,529	656,529	23,600		680,129
1-322000	Building Permits	65,000	65,000	116,800		181,800
1-324000	Site Plan Review	32,000	32,000	46,150		78,150
1-337875	Early Learning Coalition	75,000	75,000	36,500		111,500
1-381000	Intergovernmental Transfer	-	-	464,560		464,560
Total Revenue				687,610		1,516,139
Expenses						
General Fund						
1-511000-230	Life and Health Insurance	10,000	10,000	15,000		25,000
1-511000-310	Professional Services	8,500	8,500	25,000		33,500
1-511000-482	Tri-Cities Barbecue	5,000	5,000	14,000		19,000
1-512010-211	FRS Retirement Contributions	-	-	20,000		20,000
1-512010-230	Life and Health Insurance	12,500	12,500	6,000		18,500
1-512010-367	Other Charges	4,000	4,000	5,000		9,000
1-512010-461	Repair/Maintenance	3,500	3,500	9,000		12,500
1-512010-524	Fuel	7,500	7,500	3,310		10,810
1-513020-576	Main- Payroll Program	8,000	8,000	10,000		18,000
1-541000-340	Contractual Services	510,000	510,000	112,000		622,000
1-555000-310	Professional Services	-	-	12,000		12,000
1-555000-480	Promotional Activities	15,000	15,000	24,200		39,200
1-572000-130	COLA & Performance Increase - Wages Part	8,120	8,120	44,000		52,120
1-572000-150	Special Pay	-	-	14,000		14,000
1-572000-240	Worker's Compensation	2,500	2,500	6,000		8,500
1-572000-431	Electric Service	55,000	55,000	9,000		64,000
1-572000-452	Property Insurance	24,322	24,322	23,000		47,322
1-572000-461	Repair/Maintenance	30,000	30,000	18,000		48,000
1-572000-537	Program Supplies	15,000	15,000	36,000		51,000
1-572000-544	Back-To-School BASH	9,500	9,500	6,000		15,500
1-572020-120	Regular Salaries & Wage	87,410	87,410	20,000		107,410
1-572020-150	Special Pay	-	-	7,600		7,600
1-572020-240	Worker's Compensation	2,588	2,588	6,000		8,588
1-572150-432	Water, Sewer & Solid Waste	11,000	11,000	6,000		17,000
1-590000-367	Other Charges	15,500	15,500	130,000		145,500
1-590000-452	Property Insurance	28,141	28,141	27,000		55,141
1-590000-461	Repair/Maintenance	10,192	10,192	14,000		24,192
1-590000-548	Christmas Celebration	-	-	28,500		28,500
1-590000-920	Interfund transfer to Cemetery	-	-	37,000		37,000
Total				687,610	-	1,570,883
Total Expenses						

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Use this form for items not anticipated in the budget

Line Item		Original Budget	Current Budget	Adjusted		Remaining Balance
Number	Description			Increase	Decrease	
<u>Revenues</u>						
<u>Henderson Fund</u>						
51-361050	Interest Income	250	250	15,594	15,844	15,844
	Total			15,594	15,844	15,844
<u>Expenses</u>						
<u>Henderson Fund</u>						
<u>51-539100-910</u>	Operating Transfer - Cemetery	250	250	15,594	15,844	15,844
	Total Expenses			15,594	-	15,844

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Use this form for items not anticipated in the budget

Line Item		Original Budget	Current Budget	Adjusted		Remaining Balance
Number	Description			Increase	Decrease	
<u>Revenues</u>						
<u>Special Revenue Fund</u>						
100-335800	Disc 1% Sur Tax	135,234	135,234	22,268	-	157,502
	Total			22,268		157,502
					-	
<u>Expenses</u>						
<u>Special Revenue Fund</u>						
<u>100-572000-911</u>	Interfund Transfer Debt Fund	135,234	135,234	22,268		157,502
	Total Expenses			22,268	-	157,502

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Use this form for items not anticipated in the budget

Line Item		Original Budget	Current Budget	Adjusted		Remaining Balance
Number	Description			Increase	Decrease	
<u>Revenues</u>						
<u>Debt Service Fund</u>						
220-381220	Interfund transfer from Special Revenue Fund	135,234	135,234	22,801	-	158,035
	Total			22,801		158,035
					-	
<u>Expenses</u>						
<u>Debt Service Fund</u>						
220-572000-711	Principal on Loan - Bank of Bell Glade	130,630	130,630	22,801	-	153,431
	Total Expenses			22,801	-	153,431

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Use this form for items not anticipated in the budget

Line Item		Original Budget	Current Budget	Adjusted		Remaining Balance
Number	Description			Increase	Decrease	
<u>Revenues</u>						
<u>Cemetery Fund</u>						
450-381001	Interfund Trns General Fund	34,205	34,205	37,000		71,205
	Total			37,000		71,205
<u>Expenses</u>						
<u>Cemetery Fund</u>						
450-539000-120	Regular Salaries & Wage	86,420	86,420	11,500		97,920
450-539000-240	Worker's Compensation	4,485	4,485	10,000		14,485
450-539000-461	Repair/Maintenance	11,000	11,000	15,500		26,500
	Total Expenses			37,000	-	138,905

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023

CITY OF PAHOKEE

Budget Amendment

2023-001 by Fund

Section C, Item 3.

Use this form for items not anticipated in the budget

Line Item		Original Budget	Current Budget	Adjusted		Remaining Balance	
Number	Description			Increase	Decrease		Budget
<u>Revenues</u>							
<u>ARPA Fund</u>							
110-335850	ARPA Intergovernmental	1,574,000	1,574,000	-	680,440	893,560	893,560
Total				-			
Total Revenue				680,440		893,560	893,560
<u>Expenses</u>							
<u>ARPA Fund</u>							
110-590000-600	Capital Outlay'	1,574,000	1,574,000		1,574,000	-	-
110-590000-915	Interfund Transfer	-	-	464,560		464,560	464,560
110-555000-811	Minor Home Repairs	-	-	300,000		300,000	300,000
110-555000-310	Professional Fees	-		5,000		5,000	5,000
110-555000-813	Residential Utilities and Rental Assistance	-		15,000		15,000	15,000
110-555000-815	Small Business Development			20,000		20,000	20,000
110-572000-816	Recreational Activities & Development			40,000		40,000	40,000
110-575000-600	Marina & Campground :YR Docks: DEF			49,000		49,000	49,000
Total Expenses				893,560	1,574,000	893,560	893,560

City of Pahokee

Budget Amendment - CITY OF PAHOKEE

At Commission Meeting of : November 13, 2023



AGENDA

MEMORANDUM

TO: HONORABLE MAYOR & CITY COMMISSIONERS

VIA: RODNEY LUCAS, CITY MANAGER

FROM: Jongelene Adams

SUBJECT: Community & Economic Development Department

DATE: 6th November 2023

GENERAL SUMMARY/BACKGROUND:

Barfield Highway Change Order #24— This change order is for Barfield Highway Reconstruction. The change order is for compensation to Rosso Site Development (contractor) for additional exploratory work due to an unforeseen AT&T manhole drainage structure.

Rosso will perform the exploratory excavation work at S-143 & S-144, at Barack Obama/ 1st Street and Barfield Highway. Based on AT&T not being able to promptly relocate the manhole. Once this exploratory work is completed the design EOR will make the appropriate adjustments for the design.

The contractor, Rosso Site Development is entitled to compensation for the exploratory excavation for the AT&T manhole structure S-143 & S-144.

BUDGET IMPACT:

\$5,644.63 will be granted for this change order. FDOT will be covering the cost for this item.

LEGAL NOTE: N/A

STAFF RECOMMENDATION:

The Department of Community & Economic Development recommends approval of this change order #24.

ATTACHMENTS:

Change Order #24
Resolution 2023-72

RESOLUTION 2023 - 72

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE FLORIDA, APPROVING CHANGE ORDER NO. 24, AS SET FORTH IN EXHIBIT "A", PERTAINING TO RESOLUTION #2021-02 AND THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) GRANT FUNDING AWARD, CONTRACT G-1753, FM# 442030-01-54-1 IN CONNECTION WITH THE BARFIELD HIGHWAY RECONSTRUCTION PROJECT; PROVIDING FOR AN EFFECTIVE DATE.

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

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

WHEREAS, the contractor has encountered an existing AT&T manhole drainage structure at Barack Obama/1st Street and Barfield Highway that was not shown on the original plans; and

WHEREAS, a change order is necessary to compensate Rosso Site Development, Inc. for the exploratory excavation work at the AT&T manhole drainage structure S-143 and S-144; and

WHEREAS, the City Commission of the City of Pahokee finds that a Change Order #24 is necessary to compensate the contractor in the amount of \$5,644.63 for the exploratory excavation work located at S-143 and S-144 of the AT&T manhole drainage structure for the Barfield Highway Reconstruction Project; and

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

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

Section 2. Authorization and Approval. The City Commission of the City of Pahokee hereby authorizes and approves Change Order #24 for exploratory excavation work located at S-143 and S-144 AT&T manhole drainage structure at Barack Obama/1st Street and Barfield Highway for the Barfield Highway Reconstruction Project.

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

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

PASSED and ADOPTED this 13th day of November 2023.

Keith W. Babb, Jr., Mayor

ATTEST

Tijauna Warner, CMC, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved By: _____

Seconded By: _____

Vote:

Commissioner Boldin _____(Yes) _____(No)

Commissioner Gonzalez _____(Yes) _____(No)

Commission Perez _____(Yes) _____(No)

Vice Mayor Murvin _____(Yes) _____(No)

Mayor Babb _____(Yes) _____(No)

EXHIBIT “A”
CHANGE ORDER #24



CHANGE ORDER #24

Project: Barfield Highway Reconstruction
Date of Issuance: 9/20/2023
Owner: City of Pahokee
Project Engineer: Momentum CEI
Consultant/Contractor: Rosso Site Development

Project No: FM# 442030-1-31-01
Effective Date: 11/13/2023

Purpose of Change Order:

Barfield Highway Change Order 24– This change order is for Barfield Highway Reconstruction. The change order is for compensation to Rosso Site Development (contractor) for additional exploratory work to resolve utility conflicts at Barack Obama /1st Street and Barfield Highway.

The exploratory excavation for AT&T manhole drainage structure conflict. This includes gathering information for the drainage revision for S-143 & S-144.

FDOT has given concurrence for the work to be completed.

Attachment:

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

Method of determining the change is:
Change Price:

- ☐ Unit Price
☒ Lump Sum
☐ Other _____

Increase/Decrease) in Contract Price:
\$5,644.63- cost covered by FDOT

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

RECOMMENDED:

ENGINEER

BY: _____
(Authorized Signature)

Method of determining the change is:
Change Times:

- ☒ Contractor's records
☒ Engineer's records
☒ Other _____

Increase/Decrease in Contract Times:
Substantial Completion: _____ days
Ready for final payment: _____ days

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

AUTHORIZED:

City of Pahokee
OWNER

BY: _____
(Authorized Signature)

1302 South J Street
Lake Worth, FL 33460



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

Change Order Request

Change Order No.: 38

Owner Proj. No.: 2020-007

Owner: City of Pahokee

RSD Proj. No.: 01-20037

Project: Barfield Highway

Date: 9/20/2023

Description: Exploratory work per RFI #51. Conflict between S143-S144

#	Description	Qty	Unit	Unit Price	Total Price
	Exploratory work per RFI #51. Conflict between S143-	1	LS	\$ 5,644.63	\$ 5,644.63
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

Total: \$ 5,644.63

Original Contract Amt	\$	-
Amount of this Change Order	\$	5,644.63
Amount of Previous Change Order (s)	\$	-
New Total Contract Amount	\$	5,644.63

Completion time extended 1 days

If yes, new completion date? _____

When executed by all parties, this document will become part of the above reference construction contract.

Client Signature _____


Blair Simpson

Client Printed _____

Revisions

#	Date	By	Description

ORDINANCE NO. 2023 - 08**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ESTABLISHING A POLICY FOR THE DISPOSAL OF CITY-OWNED SURPLUS PROPERTY; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, pursuant to Section 166.021(1), Florida Statutes, municipalities have the power and authority to acquire and dispose of real property and other property declared surplus for a valid municipal purpose; and

WHEREAS, the City Commission of the Pahokee ("City Commission") desires to establish a policy for the disposal of city-owned surplus property determined obsolete or for which the continued use is uneconomical or inefficient, or which serves no useful function; and

WHEREAS, the City Commission further desires to establish a policy wherein the City of Pahokee can account for the sale, trade, donation and/or conveyance of real property and other property declared surplus; and

WHEREAS, any property owned by the City which has become obsolete, or which has outlived its usefulness, or which has become inadequate for the public purposes for which it was intended, or which is no longer needed for public purposes, may be declared surplus property.

NOW, THEREFORE, BE IT ORDAINED 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 Ordinance.

Section 2.

The City Commission of the City of Pahokee hereby declares that any property owned by the City which has become obsolete, or which has outlived its usefulness, or

which has become inadequate for the public purposes for which it was intended, or which is no longer needed for public purposes, may be disposed of in accordance with the procedures set forth herein.

Section 3.

The City Commission desires to dispose of property in accordance with the following procedures:

1. The City Manager, after evaluation and good faith analysis, shall advise the City Commission in a written memorandum reasons why certain property should be declared surplus property.
2. Once the City Manager prepares a written Memorandum addressed to the Commission, a surplus Resolution shall be prepared by the City Attorney and shall be placed on the next available City Commission Meeting Agenda.
3. Under no circumstances may the City Manager dispose of City-owned property in the absence of a Resolution of the City Commission deeming the subject property as surplus property.
4. The City Manager shall then determine the most appropriate method to dispose of surplus items and report the decision at the next regular City Commission meeting. Such methods may include, but shall not be limited to, the following:
(a) Annual surplus equipment sale; (b) Sale; (c) Trade; (d) Donation.
5. The City Manager may require a surety bond for certain property, as the City Manager may deem appropriate.
6. The City Manager shall then advertise in a newspaper of general circulation that the disposal the surplus will be awarded by sealed bid or auction and awarded to the highest bidder. The City Manager may reject any and all bids as he/she deems appropriate.
7. Proceeds from the sale of the property shall go into the general fund of the City, unless the equipment was acquired by utilizing police forfeiture funds.

Section 4. 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 5. Inclusion in Code.

It is hereby the intention of the Commission of the City of Pahokee and it is hereby provided that the provisions of this Ordinance may become and be made a part of the Code of Pahokee, Florida.

Section 6. Conflict and Repealer.

All ordinances, parts of ordinances or code provisions in conflict herewith are hereby repealed.

Section 7. Effective Date.

This Ordinance shall take effect immediately upon final passage.

PASSED FIRST READING this 13th day of November 2023.

PASSED SECOND READING this 12th day of December 2023.

ATTEST:

Keith W. Babb, Jr., Mayor

By: _____
Tijauna Warner, CMC, City Clerk

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

Burnadette Norris-Week, P.A.
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)