



**PARKS & RECREATION ADVISORY BOARD
MEETING
LIMITED CAPACITY**

AGENDA

TUESDAY, MARCH 03, 2026

4:00 PM

360 E. MAIN STREET, PAHOKEE, FLORIDA 33476

COMMISSION CHAMBERS

Members: Jacob "Jack" Finkel | Artiona Hickman | La'Ciera Reddick | Andrea Scott | Alphonso Smith, Jr.

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES:

- [1.](#) September 25, 2025 Parks and Recreation Advisory Board Meeting Minutes

E. NEW BUSINESS:

1. Discussion of Next Meeting Date

F. OLD BUSINESS:

- [1.](#) Discussion for developing a plan for MLK Park and Citizens Villas Park improvement and repairs

Background:

Pursuant to Section 2-162(d) of the City of Pahokee Code of Ordinances, the City Commission has requested the Parks and Recreation Advisory Board to develop a plan for the improvement and repair of MLK Park and Citizens Villas Park.

G. PUBLIC COMMENTS

H. ADJOURN (BY MOTION AND APPROVAL OF MAJORITY PRESENT)

Any member of the audience wishing to appear before the Board to speak with reference to any agenda or non-agenda item must complete and submit the "Request for Appearance and Comment" form, prior to commencement of the meeting.

Should any person seek to appeal any decision made by the Board 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). Anyone desiring a verbatim transcript shall have the responsibility, at one's own cost, to arrange for the transcript.

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 advance notice of any meeting, by contacting the Office of the City Clerk at 561-924-5534. If hearing impaired, contact the Florida Relay at 800- 955-8771 (TDD) or 800-955-8770 (Voice), for assistance. (Reference: Florida Statutes 286.26)

SUBJECT TO CHANGE



**PARKS & RECREATION ADVISORY BOARD
MEETING
LIMITED CAPACITY**

MINUTES

THURSDAY, SEPTEMBER 25, 2025

2:00 PM

360 E. MAIN STREET, PAHOKEE, FLORIDA 33476

COMMISSION CHAMBERS

Members: Jacob "Jack" Finkel | Artiona Hickman | La'Ciera Reddick | Andrea Scott | Alphonso Smith, Jr.

A. CALL TO ORDER

Chair Smith called the meeting to order at 2:05 PM.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. ROLL CALL

PRESENT

- Chair Alphonso Smith
- Vice Chair Jacob Finkel
- Board Member La'Ciera Reddick
- Board Member Andrea Scott

ABSENT

- Board Member Artiona Hickman

D. APPROVAL OF MINUTES:

- 1. June 17, 2025 Parks and Recreation Advisory Board Meeting Minutes

Motion made by Chair Smith to accept the June 17, 2025 Parks and Recreation Advisory Board Meeting Minutes. Duly seconded by Board Member Reddick and passed unanimously.

Voting Yea: Chair Smith, Vice Chair Finkel, Board Member Reddick, Board Member Scott

E. NEW BUSINESS:

- 1. Discussion for developing a plan for MLK Park and Citizens Villas Park improvement and repairs

Background:

Pursuant to Section 2-162(d) of the City of Pahokee Code of Ordinances, the City Commission has requested the Parks and Recreation Advisory Board to develop a plan for the improvement and repair of MLK Park and Citizens Villas Park.

Chair Smith introduced the topic, and discussion ensued.

Clerk's Note: Grant information relevant to MLK Park will be provided to the board. Board members are expected to conduct individual walk-throughs of the parks and perform their respective research in preparation for the next meeting.

F. OLD BUSINESS:

G. PUBLIC COMMENTS

H. ADJOURN (BY MOTION AND APPROVAL OF MAJORITY PRESENT)

Motion made by Vice Chair Finkel to adjourn the Meeting. Duly seconded by Board Member Scott and passed unanimously.

Voting Yea: Chair Smith, Vice Chair Finkel, Board Member Reddick, Board Member Scott

There being no further business to discuss, Chair Smith adjourned the meeting at 2:53 PM.

Chair Alphonso Smith, Jr.

ATTEST: Nylene Clarke, CMC, City Clerk

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PAHOKEE CITY OF

PROPERTY DETAIL

LOCATION

BOONE AVE

MUNICIPALITY

PAHOKEE

PARCEL NO.

48-37-42-09-02-000-1390

SUBDIVISION

GLADES CITIZENS VILLAS SUB

BOOK/PAGE

07655/1041

SALE DATE

03/01/1993

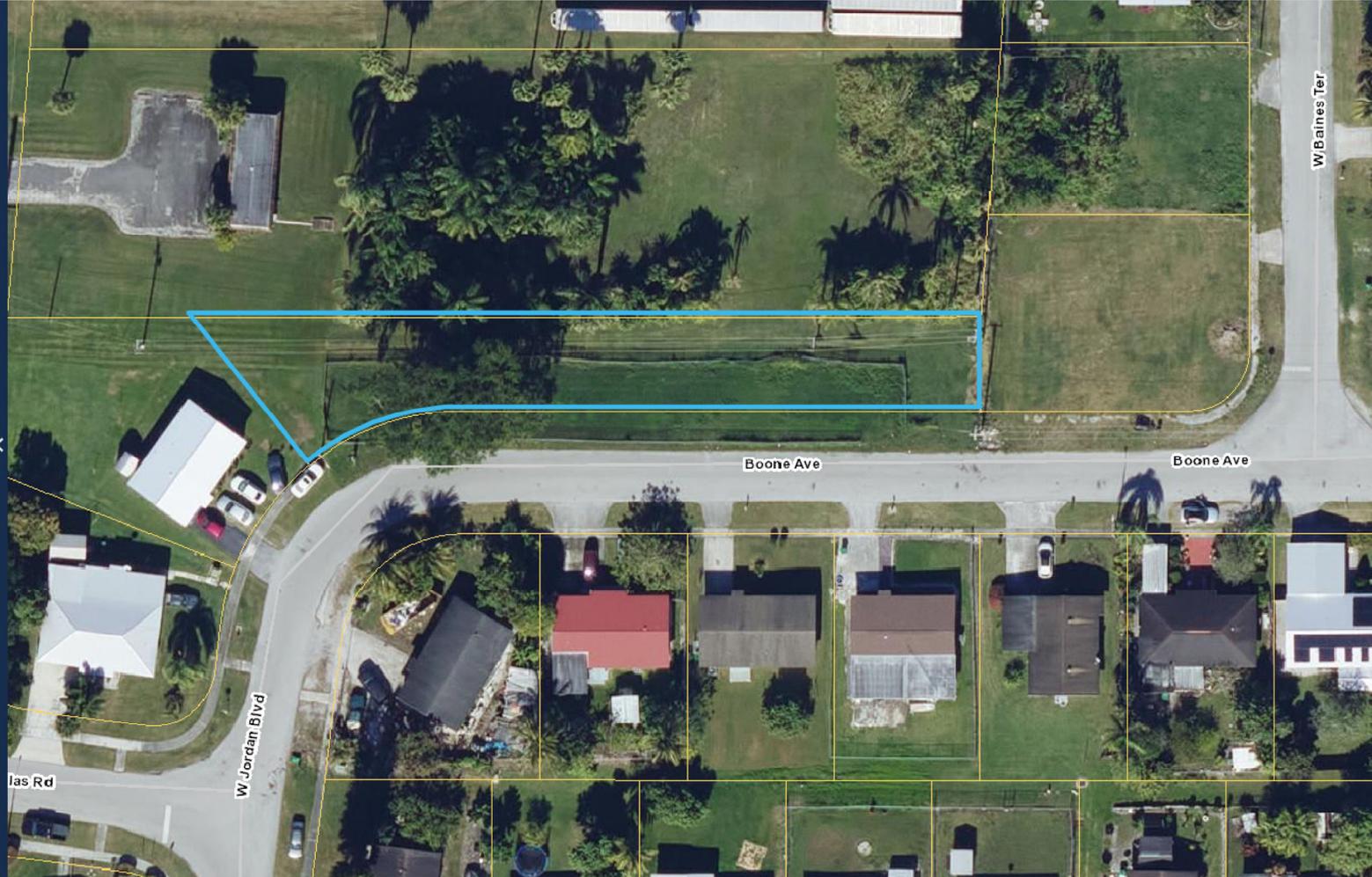
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USE TYPE

8900 - MUNICIPAL

TOTAL SQUARE FEET





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OWNERS

PAHOKEE CITY OF

PROPERTY DETAIL

LOCATION

380 DR MARTIN LUTHER KING JR BLVD E

MUNICIPALITY

PAHOKEE

PARCEL NO.

48-37-42-18-18-062-0010

SUBDIVISION

RIDGEWAY BEACH IN

BOOK/PAGE

02724/0287

SALE DATE

01/01/1977

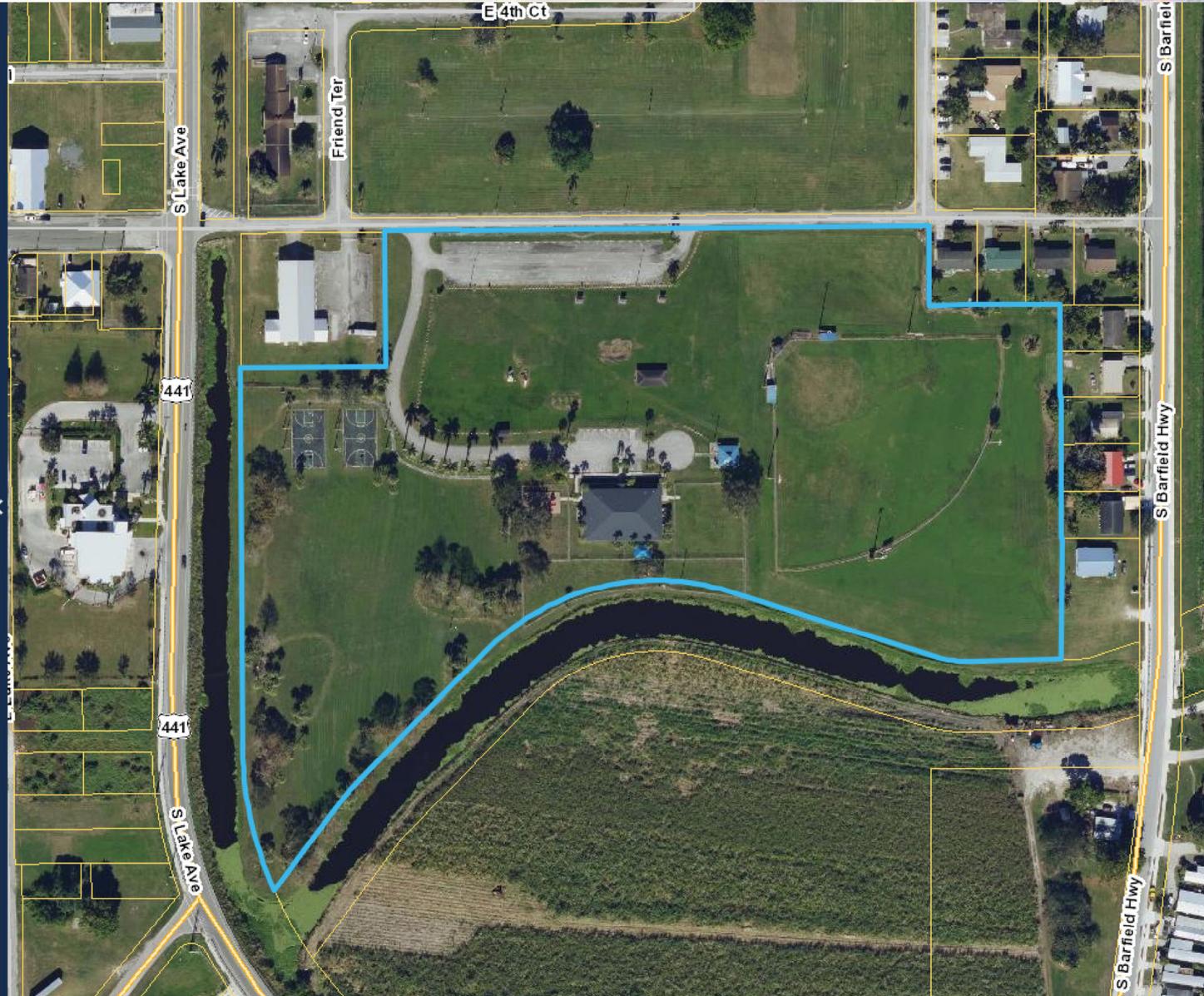
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ATTACHMENT 3
PROJECT WORK PLAN
LEGISLATIVE LINE ITEM PROJECT

Section F, Item 1.

Project Name: MLK Memorial Park Improvement Project
 Grantee Name: City of Pahokee
 Project # L2104

SUMMARY: The City of Pahokee (Grantee) received funding in the amount of \$250,000.00 from the Florida Legislature through Specific Appropriation Line Item 1693A, General Revenue Fund, Fiscal Year (FY) 2021-2022, General Appropriations Act, for the purpose of **new construction development, renovations and repairs of recreational facilities at MLK Memorial Park**. Authority for this Project is specified in Section 216.011, Florida Statutes (F.S.). Monitoring and auditing guidelines, as related Single Audit Act are specified in the Florida Catalog of State Financial Assistance (CSFA). The specific CSFA number for this Project is 37.085.

The Project is located at **100 E. 5th, Pahokee, Florida 33476 (Palm Beach County)**.

All work must be completed in accordance with, and including but not limited to: the Agreement, local, state and federal laws, the approved Project plans, all required permits, and the Florida Building Code. Prior to the Department issuing a “Notice to Commence” to the Grantee, as specified in Attachment 6 of the Agreement, Program Specific Requirements, the Department must receive evidence of and have approved all Deliverables in Task 1. The Department shall designate the Project complete upon receipt and approval of all Deliverables and when Project site is open and available for use by the public for outdoor recreation purposes.

For the purpose of this Agreement, the terms “Project Element” and “Project Task” are used interchangeably to mean an identified facility within the Project.

Budget: Reimbursement for allowable costs for the Project shall not exceed the maximum Grant Award amount outlined below. Grantee shall maintain an accounting system which meets generally accepted accounting principles and shall maintain financial records to properly account for funds. All final Project Costs shall be submitted to the Department with the payment request.

Maximum Grant Award Amount:	\$ 250,000.00
Required Grantee Match Amount:	\$ 20,000.00
Total Estimated Project Cost:	\$ 270,000.00
Match Ratio:	7%

Scope of Work/Project Tasks	Budget	Deliverables	Due Date	Financial Consequences
PROJECT TASK 1 1.A. Development of Commencement Documentation Checklist (FRDAP Form DRP-107) ¹ . 1.B. A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable) (DEP 55-229).	No Cost Deliverable	PROJECT DELIVERABLE 1 The Department will issue “Notice to Commence” upon receipt and approval of: 1.A. All applicable Project specific Commencement documentation listed on Commencement Documentation Checklist (FRDAP FORM DRP-107)	180 calendar days after Execution of Agreement ²	The Department shall terminate the Project Agreement if the required Deliverables are not submitted and approved by the Department.

		<p>1.B. A Cost Analysis Form, with detailed budget (and In-House Cost Schedule(s), if applicable).</p> <p>Project planning expenses, such as application preparation, architectural and engineering fees, permitting fees, Project inspection, and other similar fees are eligible for reimbursement. However, reimbursement, if requested, shall not exceed fifteen (15%) of total Project cost, and shall be invoiced upon Project completion, in accordance with the Payment Request Schedule.</p> <p>The Grantee may not proceed with development of the Project until Notice to Commence has been issued.</p>		
<p>Project Task 2 Task 2.A. Development of Project Elements, which include: construct new additional parking; fix decaying paving; install new age appropriate playground and outdoor fitness equipment; restore and replace recreational shelter; install new LED security lighting; install a new walking path; remodel the baseball and soccer fields; and install new seats/bleachers at the fields. 2.B. Completion Documentation Checklist (DRP-111). 2.C. Completion of Final Legislative Line Item Status Report.</p>	<p>Task 2 \$ 250,000.00</p>	<p>PROJECT DELIVERABLE 2</p> <p>The Grantee may request reimbursement upon Department receipt and approval of:</p> <p>2.A. Development of required Project Elements.</p> <p>2.B. All applicable Project specific Completion documentation listed on Completion Documentation Checklist (FRDAP Form DRP-111)¹.</p> <p>2.C. Final Legislative Line Item Status Report.</p> <p>The Grantee may request reimbursement for allowable budgeted expenses and costs pursuant to the Agreement that are directly related to the successful development of the Project site. Reimbursement shall not exceed the Grant</p>	<p>Due October 31, 2023 which shall also be the Project Completion Date.</p>	<p>No reimbursement will be made for Deliverable(s) deemed unsatisfactory by the Department. Payment(s) will not be made for unsatisfactory or incomplete work. In addition, a Task may be terminated for Grantee’s failure to perform.</p>

Project Task Performance Standard: The Department’s Grant Manager will review the Deliverables to verify compliance with the requirements for funding under the Agreement and approved plans. Upon review and written acceptance by the Department’s Grant Manager of all Deliverables under each Project Task, the Grantee may proceed with the payment request submittal.

Payment Request Schedule: Following Department approval of all Deliverables, the Grantee may submit a **single payment request** on Payment Request Summary Form (FRDAP Form DRP-115)¹, along with all required documentation as outlined in the Financial Reporting Procedures (FRDAP Form DRP-110)¹, as applicable, to support payment. A payment request submitted as part of the reimbursement process must correspond with the Cost Analysis and supporting documents provided under Project Tasks.

Endnotes:

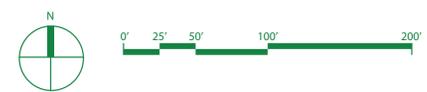
1. Documentation is available at <https://floridadep.gov/lands/land-and-recreation-grants/content/frdap-assistance> and/or from the Land and Recreational Grants Section, State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard, MS# 585, Tallahassee, Florida, 32399-3000.
2. Project Agreement is subject to termination if Commencement documentations under Task 1 are not received and approved by the Department within 180 days of the Project Agreement execution.

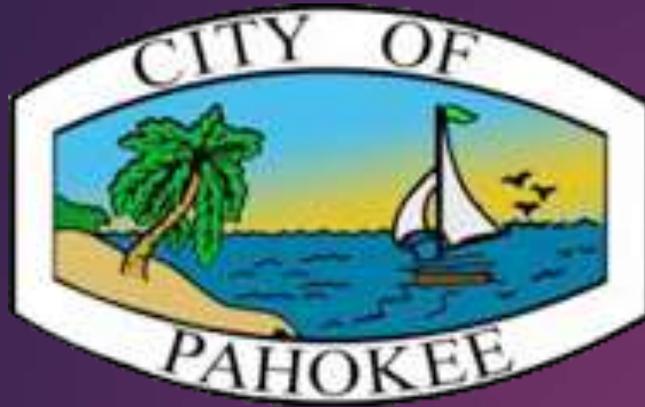
Section F, Item 1.



MARTIN LUTHER KING PARK - CONCEPTUAL SITE PLAN
 CITY OF PAHOKEE - PALM BEACH COUNTY - PARCEL# 48-37-42-18-18-062-0010 - 15.6225 Acres

11-19-2021





City of
PAHOKEE
FLORIDA

**DISCUSSION: CONVERSION OF MLK
PARK TO SOCCER/LACROSSE
MULTI-PURPOSE FIELDS**

Meeting Request on MLK Park Use

- ▶ City staff met with Concern Citizens Tuesday, June 21, 2022 Regarding Park Use

CURRENT MLK PARK USE

- ▶ Phase 1: City of Pahokee received a \$250,000.00 dollar legislative allocation to upgrade playground equipment and the walking path.
- ▶ Lobbyist are seeking potential MLK Park Phase 2 funds in the amount of \$300,000.00 dollars for improvements to the park.

Proposed MLK Park Use

- ▶ Citizens would like to see the park converted into 3 multi-purpose fields:
 - ▶ 2 – Regulation size soccer fields
 - ▶ 1- Multi-purpose practice field
 - ▶ Upgrade concession stand and restrooms with picnic pavilion area
 - ▶ De-muck fields and eliminate flooding issues adding necessary drainage and retention facilities
 - ▶ New turf for all fields
 - ▶ Increase paved parking facilities with ample accessible parking spaces

Next Steps

- ▶ Develop Site Plans
- ▶ Determine cost for improvements
- ▶ Identify and obtain necessary funding
- ▶ Create bid package
- ▶ Complete bidding process
- ▶ Present to commission

How would the community like to
proceed

