

RESOLUTION 2026-48

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AN AGREEMENT WITH CIVICPLUS FOR MIGRATION AND UPGRADE FROM AGENDA AND MEETING MANAGEMENT ESSENTIALS TO AGENDA AND MEETING MANAGEMENT SELECT; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; DETERMINING CIVICPLUS TO BE A SOLE SOURCE VENDOR FOR PROPRIETARY SERVICES PROVIDED; PROVIDING FOR ADOPTION OF REPRESENTATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Pahokee ("City") currently utilizes CivicPlus Agenda and Meeting Management Essentials for agenda preparation, meeting management, and related public meeting functions; and

WHEREAS, CivicPlus has announced that the Essentials platform will become obsolete effective June 30, 2027, requiring migration to the Select platform to maintain continuity of operations; and

WHEREAS, the City desires to migrate and upgrade from Agenda and Meeting Management Essentials to Agenda and Meeting Management Select in order to improve operational efficiency, accessibility, security, public transparency, and integration of municipal records; and

WHEREAS, the proposed services include implementation, historical records migration, hosting, support, training, and related services necessary to transition the City's agenda and meeting management operations into the Select platform; and

WHEREAS, the services would allow for configuration of up to 6 existing meeting types, up to 6 existing boards, 1 approval workflow per existing meeting type, 1 existing staff report, access to 4h of group training, 1h of consulting and recorded training resources; and

WHEREAS, CivicPlus also owns and operates the Municode municipal code platform, allowing integration between the City's agenda and meeting management services, website services, and codified municipal records within a unified proprietary ecosystem; and

WHEREAS, the City Commission finds that CivicPlus and its Agenda and Meeting Management Essentials and Select platforms are sufficiently unique and proprietary in nature to constitute a sole source vendor exempt from competitive

bidding pursuant to Article VII, Section 2-272(4)(c) of the City of Pahokee Code of Ordinances; and

WHEREAS, continuity of services and compatibility with the City's existing infrastructure make it in the best interest of the City to continue utilizing CivicPlus for these services; and

WHEREAS, the Statement of Work attached hereto as Exhibit "A" outlines the scope of services and recurring costs associated with the migration and hosting services, including an annual recurring cost of \$5,300.00 beginning March 1, 2027, with a 5% annual increase thereafter; and

WHEREAS, the City Commission finds it to be in the best interest of the City to approve the Statement of Work with CivicPlus.

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

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

Section 2. Approval and Authorization. The City Commission of the City of Pahokee, Florida hereby approves the Agreement with CivicPlus, attached hereto as Exhibit "A", for migration and upgrade from Agenda and Meeting Management Essentials to Agenda and Meeting Management Select, including implementation, hosting, support, training, and related services. The Mayor is hereby authorized to execute the Statement of Work.

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

PASSED AND ADOPTED this 25th day of August, 2026.

Keith W. Babb, Jr., Mayor

ATTESTED:

Nylene Clarke, CMC, City Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Burnadette Norris-Weeks, P.A.
City Attorney

Moved by: _____

Seconded by: _____

VOTE:

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

EXHIBIT "A"

**AGREEMENT FOR AGENDA AND MEETING MANAGEMENT
MIGRATION**

(ATTACHED)