CITY OF PAHOKEE

MINUTES

City Commission Regular Meeting
Tuesday, August 25, 2026, at 6:00 PM

Pahokee Commission Chambers
360 East Main Street
Pahokee, Florida 33476

CITY COMMISSION:

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

CHARTER OFFICERS:

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

AGENDA

A. CALL TO ORDER

Mayor Babb called the meeting to order at 6:01 PM.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Mayor McDonald led the Invocation, followed by the Pledge of Allegiance.

C. ROLL CALL

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

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

Motion made by Vice Mayor McDonald to accept the agenda as printed with the necessary corrections. Duly seconded by Commissioner Cowan-Williams and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

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

1. Proclamation - Honoring and Recognizing Mrs. Bertha Lee Hunter on the occasion of her 100th Birthday
2. Proclamation - Honoring and Recognizing Mrs. Mattie Butler on the occasion of her 101st Birthday

F. CONSENT AGENDA

1. August 11, 2026 City Commission Meeting Minutes

   Motion made by Commissioner Cowan-Williams to accept the Consent Agenda. Duly seconded by Vice Mayor McDonald and passed unanimously.
   Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

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

H. PUBLIC HEARINGS AND/OR ORDINANCES

I. RESOLUTION(S)

1. RESOLUTION 2026-47 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AN AGREEMENT WITH CIVICPLUS FOR THE MIGRATION OF THE CITY'S WEBSITE TO THE MUNICIPAL WEBSITES CENTRAL PLATFORM; 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.

Motion made by Commissioner McPherson to accept Resolution 2026-47. Duly seconded by Commissioner Cowan-Williams and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

2. RESOLUTION 2026-48 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.

   Motion made by Commissioner McPherson to accept Resolution 2026-48. Duly seconded by Commissioner Cowan-Williams and passed unanimously.
   Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

3. RESOLUTION 2026-49 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AN AGREEMENT WITH CIVICPLUS FOR THE IMPLEMENTATION OF THE NEXTREQUEST PUBLIC RECORDS REQUEST MANAGEMENT SOFTWARE; AUTHORIZING A SOLE SOURCE PROCUREMENT DETERMINATION; AUTHORIZING EXECUTION OF ALL RELATED DOCUMENTS; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT; DETERMINING CIVICPLUS TO BE A SOLE SOURCE VENDOR FOR PROPRIETARY SERVICES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

   Motion made by Commissioner McPherson to accept Resolution 2026-49. Duly seconded by Commissioner Scott and passed unanimously.
   Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

4. RESOLUTION 2026-50 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING AND ACCEPTING AN AMENDMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT FOR FISCAL YEAR 2026/2027 PREVIOUSLY APPROVED BY RESOLUTION NO. 2026-38 BETWEEN THE CITY OF PAHOKEE AND PALM BEACH COUNTY FOR FUNDING OF CODE ENFORCEMENT SERVICES, AS SET FORTH HEREIN AND ATTACHED HERETO AS EXHIBIT “A”; AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE THE AMENDMENT TO INCORPORATE AVAILABILITY OF FUNDS LANGUAGE; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

   Motion made by Commissioner McPherson to accept Resolution 2026-50. Duly seconded by Commissioner Scott and passed unanimously.
   Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

5. RESOLUTION 2026-51 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PAHOKEE AND THE UNITED NEGRO COLLEGE FUND (UNCF), AS SET FORTH HERETO IN EXHIBIT "A";

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

Motion made by Vice Mayor McDonald to accept Resolution 2026-51. Duly seconded by Commissioner McPherson and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

6. RESOLUTION 2026-52 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SOLICIT THROUGH A REQUEST FOR QUALIFICATIONS (RFQ) CONSULTANTS' COMPETITIVE NEGOTIATIONS ACT (CCNA) SERVICES; TO ESTABLISH A RENEWED LIBRARY OF QUALIFIED CONSULTANTS FOR FUTURE PROJECTS ON AN AS NEEDED BASIS FOR AN INITIAL TERM OF THREE (3) YEARS, WITH A ONE-YEAR RENEWAL OPTION; PROVIDING FOR INCORPORATION OF RECITALS; PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Commissioner Scott to accept Resolution 2026-52. Duly seconded by Commissioner McPherson and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

Clerk's Note: The City Manager advised the issuance date will be changed from August 28, 2026, to September 4, 2026.

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

1. Palm Beach County Sheriff's Office (PBSO) Report
2. Palm Beach County Fire Rescue (PBCFR) Report

K. REPORT OF THE MAYOR

L. REPORT OF THE CITY MANAGER

By consensus of the City Commission, a Budget Workshop was scheduled September 2, 2026, at 5:00 PM.

M. REPORT OF THE CITY ATTORNEY

N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY

Motion made by Commissioner McPherson, as a future agenda item, to discuss the legislative priorities for the upcoming session. Duly seconded by Commissioner Cowan-Williams and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

Motion made by Mayor Babb, as a future agenda item, to discuss a swimming pool complex and possibly having the County take the lead. Duly seconded by Commissioner McPherson and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

Motion made by Vice Mayor McDonald, as a future agenda item, to receive an overview of recreation program collections since implementation of the cashless system, compared to collections prior to its implementation. Duly seconded by Commissioner McPherson and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

O. GENERAL PUBLIC COMMENTS *(items not on the agenda)*

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

Q. ADJOURN

Motion made by Vice Mayor McDonald to adjourn the meeting. Duly seconded by Commissioner McPherson and passed unanimously.
Voting Yea: Mayor Babb, Vice Mayor McDonald, Commissioner Cowan-Williams, Commissioner McPherson, Commissioner Scott

There being no further business to discuss, Mayor Babb adjourned the meeting at 7:59 PM.

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Mayor Keith W. Babb, Jr.

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ATTEST: Nylene Clarke, CMC, City Clerk