

# CITY OF PAHOKEE



## MINUTES

### **City Commission Regular Meeting**

Tuesday, May 13, 2025, at 6:00 PM

Pahokee Commission Chambers  
360 East Main Street  
Pahokee, Florida 33476

#### **CITY COMMISSION:**

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

#### **CHARTER OFFICERS:**

Michael E. Jackson, City Manager  
Nylene Clarke, City Clerk  
Burnadette Norris-Weeks, P.A., City Attorney

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## AGENDA

### A. CALL TO ORDER

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

### B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

### C. ROLL CALL

PRESENT

Mayor Keith W. Babb, Jr.

Vice Mayor Sanquetta Cowan-Williams

Commissioner Derrick Boldin

Commissioner Everett D. McPherson, Sr.

Commissioner James H. Scott

Michael E. Jackson, 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 Cowan-Williams to accept the agenda. Duly seconded by Commissioner Boldin and passed unanimously.

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

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

1. Proclamation - May 18-24, 2025 as National Public Works Week
2. Lutheran Services Florida Inc. - Laura Conway, Director - Procurement and Contracts
3. 2nd Quarter FY 2024-2025 Financial Report - Joseph R. Martin, Interim Director of Finance

Commissioner Scott moved to hold a workshop, which was duly seconded by Vice Mayor Cowan-Williams. Discussion ensued, and Commissioner Scott withdrew his motion.

### F. CONSENT AGENDA

1. April 22, 2025 City Commission Meeting Minutes

Motion made by Commissioner McPherson to adopt the Consent Agenda. Duly seconded by Commissioner Boldin and passed unanimously.

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

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

1. Update - City Projects

### H. PUBLIC HEARINGS AND/OR ORDINANCES

### I. RESOLUTION(S)

1. RESOLUTION 2025-02 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING AND DIRECTING THE EXECUTION OF THE LEASE AGREEMENT ATTACHED HERETO AS

EXHIBIT “A”, BETWEEN THE CITY OF PAHOKEE AND LUTHERAN SERVICES FLORIDA, INC. TO PROVIDE HEAD START SERVICES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Commissioner McPherson to accept Resolution 2025-02 with an amount of \$2,500. Duly seconded by Commissioner Boldin and passed unanimously.

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

2. RESOLUTION 2025-26 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN CAREERSOURCE PALM BEACH COUNTY, INC. AND THE CITY OF PAHOKEE, AS SET FORTH HERETO IN EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Commissioner Boldin to accept Resolution 2025-26. Duly seconded by Vice Mayor Cowan-Williams and passed unanimously.

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

3. RESOLUTION 2025-27 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING AND DIRECTING THE CITY MANAGER TO EXECUTE A STATE HIGHWAY LIGHTING, MAINTENANCE, AND COMPENSATION AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Commissioner McPherson to accept Res 2025-27. Duly seconded by Commissioner Boldin and passed unanimously.

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

4. RESOLUTION 2025-28 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, PIGGYBACKING THE CITY OF PALATKA, LOBBYING SERVICES REQUEST FOR QUALIFICATIONS NO. 2021-18; AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED PIGGYBACK AGREEMENT; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Commissioner Boldin to accept Resolution 2025-28. Duly seconded by Vice Mayor Cowan-Williams and passed unanimously.

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

5. RESOLUTION 2025-29 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE CITY MANAGER TO SECURE A FIREWORKS VENDOR FOR THE CITY OF PAHOKEE’S JULY 4TH INDEPENDENCE DAY CELEBRATION FOR AN AMOUNT NOT TO EXCEED \$37,500.00; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Vice Mayor Cowan-Williams "that the City Manager provide the Commission with three (3) quotes in writing to determine whether we are going to have the fireworks or not. It comes back at the next meeting for approval based on

the three (3) quotes that we get". Duly seconded by Commissioner McPherson and passed 4-1.

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

Voting Nay: Commissioner Boldin

**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**

Motion made by Vice Mayor Cowan-Williams that the evaluation tool for the City Manager and City Clerk be on the June 10, 2025 agenda. Duly seconded by Commissioner McPherson and passed unanimously.

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

Motion made by Commissioner McPherson to discuss the audit findings and the corrective action plans at a workshop on June 10, 2025 at 5:00 PM. Duly seconded by Vice Mayor Cowan-Williams and passed unanimously.

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

Motion made by Commissioner McPherson to request that the auditor be present at the May 27th Meeting to give an update on the previous audit and the current audit. Duly seconded by Commissioner Scott and passed unanimously.

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

Motion made by Commissioner McPherson to direct the Parks and Recreation Advisory Board to have a meeting by June 24th, and it will be placed on the May 27th agenda. Duly seconded by Commissioner Boldin and passed unanimously.

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

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

There being no further business to discuss, Mayor Babb adjourned the meeting at 8:51 PM.

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Mayor Keith W. Babb, Jr.

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ATTEST: Nylene Clarke, CMC, City Clerk