

# CITY OF PAHOKEE



## MINUTES

**City Commission Regular Meeting**  
Tuesday, September 23, 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 Isabelle J. McDonald  
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 6:02 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 Isabelle J. McDonald  
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

Addition: Presentation by Michael Snodgrass

Motion made by Vice Mayor Cowan-Williams to accept the agenda with the add-on. Duly seconded by Commissioner McPherson and passed unanimously.

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

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

1. Proclamation - Proclaiming September 2025 as Hunger Action Month

### F. CONSENT AGENDA

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

### H. PUBLIC HEARINGS AND/OR ORDINANCES

1. RESOLUTION 2025-54 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ADOPTING A FINAL MILLAGE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2025, THROUGH SEPTEMBER 30, 2026, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; COMPUTING THE ROLLED-BACK RATE; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING FORWARDING INSTRUCTIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

The public hearing opened at 6:30 PM. Hearing no comment, it closed at 6:30 PM.

Motion made by Commissioner McPherson to accept Resolution 2025-54. Duly seconded by Vice Mayor Cowan-Williams and passed unanimously.

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

2. RESOLUTION 2025-55 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA RELATING TO FINANCES, PROVIDING FOR THE ADOPTION AND FUNDING OF THE FINAL MUNICIPAL BUDGET OF THE CITY OF PAHOKEE, FLORIDA IN THE AMOUNT OF \$7,627,990.00, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

The public hearing opened at 6:32 PM. Hearing no comment, it closed at 6:32 PM.

Motion made by Vice Mayor Cowan-Williams to accept Resolution 2025-55. Duly seconded by Commissioner McPherson and passed unanimously.

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

3. ORDINANCE 2025-01 (SECOND READING) AN ORDINANCE OF THE CITY OF PAHOKEE, FLORIDA; PROVIDING FOR THE CITY'S CONSENT TO THE INCLUSION OF THE ENTIRE TERRITORY WITHIN THE CITY OF PAHOKEE'S MUNICIPAL BOUNDARIES INTO PALM BEACH COUNTY'S FIRE/RESCUE MUNICIPAL SERVICE TAXING UNIT FOR FIRE-RESCUE, FIRE PROTECTION, ADVANCED LIFE SUPPORT (OR SIMILAR EMERGENCY SERVICES), FIRE CODE ENFORCEMENT AND OTHER NECESSARY AND INCIDENTAL SERVICES; PROVIDING FOR INCORPORATION; PROVIDING FOR INTENT, PURPOSE AND CONSENT; PROVIDING FOR EFFECTIVENESS AND DURATION OF CONSENT; PROVIDING FOR EFFECTIVENESS OF REPEAL; ACKNOWLEDGING AD VALOREM MILLAGE RATE LIMITATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CAPTIONS; AND PROVIDING FOR EFFECTIVE DATE.

The ordinance title was read into the record by the City Attorney and explained by the City Manager.

The public hearing opened at 6:38 PM. Hearing no comment, it closed at 6:39 PM.

Motion made by Vice Mayor Cowan-Williams to accept Ordinance 2025-01 (Second Reading). Duly seconded by Commissioner McDonald and passed unanimously.

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

#### **I. RESOLUTION(S)**

1. RESOLUTION 2025-56 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA APPROVING THE OBSERVED HOLIDAYS FOR FISCAL YEAR 2025/2026, AS SET FORTH ON EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

The City Commission reached a consensus to remove Columbus Day and Presidents' Day and to approve holidays as follows:

Veterans Day (November 11, 2025), Thanksgiving (November 27-28, 2025), Christmas (December 24-25, 2025), New Year (December 31, 2025 and January 1, 2026), Martin Luther King, Jr. Day (January 19, 2026), Memorial Day (May 25,

2026), Juneteenth (June 19, 2026), Independence Day (July 3, 2026), and Labor Day (September 7, 2025).

Motion made by Vice Mayor Cowan-Williams to accept Resolution 2025-56 with the dates the Commission has approved. Duly seconded by Commissioner McPherson and passed unanimously.

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

2. RESOLUTION 2025-57 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE THE TWENTIETH ADDENDUM TO THE LAW ENFORCEMENT SERVICE AGREEMENT BETWEEN THE CITY OF PAHOKEE AND RICK L. BRADSHAW, SHERIFF OF PALM BEACH COUNTY, FLORIDA, ATTACHED HERETO AS EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

Motion made by Commissioner McPherson to accept Resolution 2025-57. Duly seconded by Commissioner Scott and passed unanimously.

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

3. RESOLUTION 2025-58 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE ACCEPTANCE OF THE GENERAL LIABILITY, PROPERTY & CASUALTY COVERAGES, AUTO LIABILITY AND WORKERS COMPENSATION PACKAGE SET FORTH IN EXHIBIT “A” HERETO; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

Motion made by Vice Mayor Cowan-Williams to accept Resolution 2025-58. Duly seconded by Commissioner McPherson and passed unanimously.

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

4. RESOLUTION 2025-59 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE ACCEPTANCE OF THE EMPLOYEE BENEFITS PACKAGE WITH A 9.1% INCREASE IN MEDICAL COVERAGE AND A 11.6% INCREASE IN DENTAL INSURANCE COVERAGE, AS SET FORTH IN EXHIBIT “A” HERETO; AUTHORIZING THE CITY MANAGER TO TAKE NECESSARY ACTION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

Motion made by Commissioner McPherson to accept Resolution 2025-59. Duly seconded by Commissioner McDonald and passed unanimously.

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

5. RESOLUTION 2025-60 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE PAHOKEE

MIDDLE/SENIOR HIGH SCHOOL 2025 HOMECOMING PARADE AND AUTHORIZING AN APPLICATION FOR A PARADE PERMIT FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

Motion made by Commissioner McPherson to accept Resolution 2025-60. Duly seconded by Vice Mayor Cowan-Williams and passed unanimously.

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

6. RESOLUTION 2025-61 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, CONFIRMING THE CITY OF PAHOKEE'S HOSTING OF THE INAUGURAL PAHOKEE HIGH SCHOOL ALUMNI PICNIC; RATIFYING PARTICIPATION WITH THE PLANNING OF THE EVENT; APPROVING FEES FOR THE EVENT; AUTHORIZING USE OF COLLECTED FUNDS TO OFF-SET EXPENSES; AUTHORIZING AN EXPENDITURE OF UP TO \$1,500.00 FOR INCIDENTALS; AUTHORIZING THE CITY MANAGER TO TAKE ALL NECESSARY STEP TO CARRY OUT THE EVENT INTENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The resolution title was read into the record by the City Attorney and explained by the City Manager.

Motion made by Commissioner McDonald and seconded by Commissioner McPherson to accept Resolution 2025-61.

Vice Mayor Cowan-Williams moved to amend the resolution to include that all funds not spent from the Pahokee High School Alumni Picnic be allocated for future use for this annual event. Duly seconded by Commissioner McPherson and passed.

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

The motion to accept Resolution 2025-61 with amendments passed unanimously.

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

**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**

1. Update - City Projects

**M. REPORT OF THE CITY ATTORNEY**

**N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY**

**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*)

Motion made by Commissioner Scott to not livestream the city manager interviews. The City Attorney clarified that no vote can be taken and suggested seeking consensus. Ultimately, there was no consensus reached on this issue, and the default position of livestreaming the interviews remained.

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**Q. ADJOURN**

Motion made by Vice Mayor Cowan-Williams to adjourn the meeting. Duly seconded by Commissioner McDonald and passed unanimously.

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

There being no further business to discuss, Mayor Babb adjourned the meeting at 7:55 PM.

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Mayor Keith W. Babb, Jr.

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ATTEST: Nylene Clarke, CMC, City Clerk