

CITY OF PAHOKEE



MINUTES

City Commission Regular Meeting

Tuesday, September 08, 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

Vice Mayor McDonald called the meeting to order at 6:15 PM.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. ROLL CALL

PRESENT

Vice Mayor Isabelle J. McDonald

Commissioner Sanquetta Cowan-Williams (via phone; later, arrived in person at 7:07 PM)

Commissioner Everett D. McPherson, Sr.

Commissioner James H. Scott

Brenda L. Bryant, City Manager

Burnadette Norris-Weeks, City Attorney

Nylene Clarke, City Clerk

ABSENT

Mayor Keith W. Babb, Jr.

Motion made by Commissioner McPherson to accept Commissioner Cowan-Williams' attendance via phone. Duly seconded by Commissioner Scott and passed unanimously.

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

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

Clerk's Note: Addition of Resolution 2026-57 to H1 and Resolution 2026-58 to I4.

Motion made by Commissioner McPherson to accept the additions. Duly seconded by Commissioner Scott and passed unanimously.

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

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

1. Presentation - Pathways to Prosperity: Financial Literacy Program - Gerard McKently, Outreach Coordinator, and Natacha Jules-Beaubrun, Circles Recruitment and Data Specialist
2. Presentation - HCT Certified Public Accountants & Consultants, LLC - Roderick Harvey, CPA, CVA

F. CONSENT AGENDA

1. August 25, 2026 City Commission Meeting Minutes
2. September 2, 2026 City Commission Budget Workshop Minutes

Motion made by Commissioner Scott to accept the Consent Agenda. Duly seconded by Commissioner McPherson and passed unanimously.

Voting Yea: 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

1. RESOLUTION 2026-57 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE FOR FISCAL YEAR COMMENCING OCTOBER 1, 2026, THROUGH SEPTEMBER 30, 2027, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

The title of the resolution was read into the record by the City Attorney. The City Manager provided an explanation and read the tentative millage and rolled back rate into the record.

Public hearing opened at 6:49 PM. Hearing no comment, the public hearing closed at 6:49 PM.

Motion made by Commissioner Scott to accept Resolution 2026-57. Duly seconded by Commissioner McPherson and passed unanimously.

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

2. RESOLUTION 2026-53 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA PROVIDING FOR THE ADOPTION AND FUNDING OF THE TENTATIVE MUNICIPAL BUDGET IN THE AMOUNT OF \$7,075,039.00 FOR THE CITY OF PAHOKEE, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, AND ENDING SEPTEMBER 30, 2027; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.

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

Public hearing opened at 6:52 PM. Hearing no comment, the public hearing closed at 6:52 PM.

Motion made by Commissioner McPherson to accept Resolution 2026-53. Duly seconded by Commissioner Scott and passed unanimously.

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

3. ORDINANCE 2026-03 (SECOND READING) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AMENDING ARTICLE II, SECTION 2-29 ENTITLED "ORDER OF BUSINESS"; ADDING A REPORT OF THE CITY CLERK TO THE ORDER OF BUSINESS; RENUMBERING AND REORDERING AS NECESSARY; PROVIDING FOR CONFLICT AND REPEALER; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN CODE; PROVIDING FOR AN EFFECTIVE DATE.

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

Public hearing opened at 6:54 PM. Hearing no comment, the public hearing closed at 6:54 PM.

Motion made by Commissioner McPherson to accept Ordinance 2026-03 (Second Reading). Duly seconded by Commissioner Scott and passed unanimously.

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

I. RESOLUTION(S)

1. RESOLUTION 2026-54 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ACCEPTING THE PROPOSAL FROM BROWN & BROWN FOR GENERAL LIABILITY, PROPERTY & CASUALTY COVERAGES, AUTO LIABILITY AND WORKERS COMPENSATION, AS SET FORTH HERETO IN EXHIBIT “A”; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Motion made by Commissioner McPherson to accept Resolution 2026-54. Duly seconded by Commissioner Scott and passed unanimously.

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

2. RESOLUTION 2026-55 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, APPROVING THE ACCEPTANCE OF THE EMPLOYEE BENEFITS PACKAGE WITH AN OVERALL 14.7% INCREASE IN MEDICAL COVERAGE AND 1.3% INCREASE IN DENTAL INSURANCE COVERAGE AND AN 8.8% INCREASE IN LIFE INSURANCE 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 title of the resolution was read into the record by the City Attorney and explained by the City Manager.

Motion made by Commissioner Scott to accept Resolution 2026-55. Duly seconded by Commissioner McPherson and passed unanimously.

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

3. RESOLUTION 2026-56 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ESTABLISHING, APPROVING, AND ADOPTING A NEW ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL CONSISTING OF NEW AND UPDATED ADMINISTRATIVE POLICIES; PROVIDING FOR SEPARATE ADMINISTRATIVE AND PERSONNEL POLICIES; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

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

Motion made by Commissioner McPherson to accept Resolution 2026-56. Duly seconded by Commissioner Scott and passed unanimously.

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

Motion made by Commissioner McPherson to reopen Resolution 2026-56 to address the issue of corrections of any highlighted items or specific items in the draft that need to be corrected. Duly seconded by Commissioner Scott. The City Attorney clarified that she understands that the City Commission will allow the necessary changes to be made and that any scrivener’s errors may also be corrected. Upon confirmation, the item passed unanimously.

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

4. RESOLUTION 2026-58 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ACCEPTING THE NEIGHBORHOOD ENGAGEMENT AND TRANSFORMATION (NEAT) GRANT AGREEMENT WITH PALM BEACH COUNTY FOR FISCAL YEAR 2027 IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND FOUR HUNDRED NINETY-FIVE DOLLARS (\$15,495) FOR THE PLAYGROUND SHADE STRUCTURE AND PLAYGROUND EQUIPMENT PROJECT; AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND RELATED DOCUMENTS; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

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

Motion made by Commissioner McPherson to accept Resolution 2026-58. Duly seconded by Commissioner Scott and passed unanimously.

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

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

M. REPORT OF THE CITY ATTORNEY

N. FUTURE AGENDA ITEMS OF COMMISSIONERS, IF ANY

Motion made by Commissioner McPherson that the follow-up event for the Martin Luther King Park cleanup, as proposed by the Parks and Recreation Advisory Board, be placed on the next agenda for scheduling. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

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

Motion made by Commissioner Cowan-Williams to recognize students who scored a five (5) in all areas, on October 27, 2026. Duly seconded by Commissioner McPherson and passed unanimously.

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

Motion made by Commissioner Scott to receive a list of the permits for the cell towers, at the next meeting. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

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

Motion made by Commissioner Scott to receive a copy of the contract for the tree farm at the Cemetery, at the next meeting. Duly seconded by Commissioner Cowan-Williams and passed unanimously.

Voting Yea: 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 Commissioner Cowan-Williams to adjourn the meeting. Duly seconded by Commissioner Scott and passed unanimously.

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

There being no further business to discuss, Vice Mayor McDonald adjourned the meeting at 7:45 PM.

Mayor Keith W. Babb, Jr.

ATTEST: Nylene Clarke, CMC, City Clerk