

## RESOLUTION NO. 2025-35

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, ESTABLISHING PERFORMANCE GOALS FOR THE CITY CLERK; AS SET FORTH IN EXHIBIT "A"; PROVIDING FOR ADOPTION OF REPRESENTATIONS; PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission of the City of Pahokee recognizes the importance of establishing clear, measurable, and functionally aligned performance goals for the City Clerk; and

**WHEREAS**, the City Commission held public workshops on February 18, 2025, and June 3, 2025, to review and develop an evaluation tool for the City Manager and the City Clerk; and

**WHEREAS**, on June 10, 2025, the City Commission convened in a regular meeting to establish performance goals for the City Clerk in alignment with the duties and responsibilities of the office held; and

**WHEREAS**, the City Commission desires to formally adopt certain performance goals for the City Clerk in an effort to serve as guidance during the evaluation process, and further provide for accountability and achievement in the administration of City functions.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, 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.**    Establishment of Goals. The City Commission of the City of Pahokee hereby establishes and adopts performance goals for the City Clerk, to be aligned with the functions of the office held, and attached hereto as Exhibit "A."

**Section 3.**    Conflict. All resolutions or parts of resolutions in conflict herewith are hereby and expressly repealed.

**Section 4.**    Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED** and **ADOPTED** this 10th day of June 2025.

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Keith W. Babb, Jr., Mayor

ATTESTED:

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Nylene Clarke, CMC, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY:

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Burnadette Norris-Weeks, P. A.  
City Attorney

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

**VOTE:**

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

**EXHIBIT "A"**

**CITY CLERK PERFORMANCE GOALS**

(ATTACHED)

This Performance Goals for the City Clerk shall be those set forth below:

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