



CITY COMMISSION OF THE CITY OF PAHOKEE

WORKSHOP

Tuesday, December 13, 2016 6:00 p.m.

360 E. Main Street, Pahokee, Florida

This Workshop of the City Commission of the City of Pahokee is being held to discuss the December 13, 2016 Agenda.

A. INVOCATION & PLEDGE OF ALLEGIANCE

B. ROLL CALL

C. TOPIC

D. DISCUSSION, COMMENTS, CONCERNS

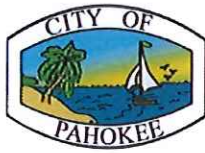
E. ADJOURN



AGENDA

CITY COMMISSION OF THE CITY OF PAHOKEE
REGULAR COMMISSION MEETING
TUESDAY, December 13, 2016 6:30 P.M.

- A. INVOCATION & PLEDGE OF ALLEGIANCE
- B. ROLL CALL:
- C. ADDITIONS, DELETIONS, AND APPROVAL OF AGENDA ITEMS:
- D. CITIZEN COMMENTS (AGENDA ITEMS ONLY):
- E. PUBLIC SERVICE ANNOUNCEMENTS (FILL OUT PUBLIC COMMENT CARD):
- F. APPROVAL OF MINUTES:
 - 1. **November 22, 2016 Regular Scheduled Commission Meeting**
- G. CONSENT AGENDA:
- H. ORDINANCE:
 - 1. **ORDINANCE 2016 - 16 (first reading) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, PROVIDING FOR A TIME LIMIT FOR THE USE OF SHUTTERS AND OTHER TYPES OF HURRICANE DAMAGE PREVENTION DEVICES AND INSTALLATIONS; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**
- I. RESOLUTIONS:
 - 1. **RESOLUTION 2016 - 47 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR'S EXECUTION OF AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR A PERMIT FOR THE STATE CHAMPIONS CELEBRATION PARADE.**
- J. PUBLIC HEARINGS:
 - 1. **ORDINANCE 2016 - 15 (second reading) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, MODIFYING SEC. 25-3.5. OF THE CODE OF ORDINANCES OF THE CITY OF PAHOKEE, PERTAINING TO ALL TERRAIN VEHICLES; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**
- K. PROCLAMATIONS (approval):
- L. PRESENTATIONS:
 - 1. **2016 State Champions**
 - 2. **PNC Bank**
 - 3. **Glades Drugs**
- M. REPORT OF THE MAYOR:
- N. REPORT OF THE CITY MANAGER:
- O. REPORT OF THE CITY ATTORNEY:
- P. OLD BUSINESS:
- Q. NEW BUSINESS:
 - 1. **Lieutenant Picciolo (PBSO Report)**
 - 2. **Appoint Board Members (Pahokee Community Revitalization Corp.)**
 - 3. **December 27, 2016 Commission Meeting (Cancellation)**
- R. CITIZEN COMMENTS / GENERAL CONCERNS:
- S. CORRESPONDENCE /COMMENTS AND CONCERNS OF THE CITY COMMISSIONERS:
- T. ADJOURN:



**CITY COMMISSION OF THE CITY OF PAHOKEE
REGULAR COMMISSION MEETING MINUTES
Tuesday, November 22, 2016**

Pursuant to due notice the regularly scheduled Commission meeting was held in the Commission Chambers at 360 E. Main St., Pahokee, Palm Beach County, Florida on Tuesday, November 22, 2016.

The meeting was called to order by Mayor Babb at 6:09p.m.

Official attendance was recorded as follows:

Roll Call:	Mayor Keith W. Babb, Jr.	Present
	Vice Mayor Felisia Hill	Present
	Commissioner Nathaniel Holmes	Present
	Commissioner Clara Murvin	Present
	Commissioner Diane Walker	Present (via phone)
	City Manager Chandler Williamson	Present
	City Attorney Gary Brandenburg	Present
	Sergeant At Arms Sgt. Whelan	Present
	City Clerk Tijauna Warner	Present
	Deputy City Manager Tammy Jackson-Moore	Present

Additions, Deletions, and Approval of Agenda Items:

Ms. Tijauna Warner (City Clerk) requested the deletion of October 11, 2016 Meeting Minutes, October 25, 2016 Meeting Minutes, and an addition of Ordinance 2016 – 15 to H1 (first reading). Mr. Brandenburg requested the deletion of Ordinance 2016 – 13.

Approval of Amendments to the Agenda.

Motion by Commissioner Murvin. Seconded Vice Mayor Hill.

Motion carried unanimously.

Citizen Comments (Agenda Items Only): None

Public Service Announcements: None

Approval of Minutes:

1. November 22, 2016 Regular Scheduled Commission Meeting

Approval of November 22, 2016 Regular Scheduled Commission Meeting Minutes.

Motion by Commissioner Murvin. Seconded by Vice Mayor Hill.

Motion carried unanimously.

Ordinances:

1. **ORDINANCE 2016-15 (first reading) AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, MODIFYING SEC. 25-3.5. OF THE CODE OF ORDINANCES OF THE CITY OF PAHOKEE, PERTAINING TO ALL TERRAIN VEHICLES; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

Mr. Brandenburg advised the PBSO asked to add/create this ordinance.

Vice Mayor Hill advised that the approval of this ordinance will cause confusion especially at Christmas time.

Commissioner Holmes advised I have to vote no because they are going to start ticketing instead of giving our citizens time adjust. We already don't have any activities in Pahokee for the youth.

Mr. Williamson replied for the past few months PBSO have been giving warning and it has become a safety issue. I agree with Commissioner Holmes that we need to educate the residents about this particular ordinance and come up with some ideas that applicable. We can maybe work with some of ours farmers to find locations for them to ride their ATV's.

Mayor Babb replied if we did come up with a location for them to ride, we have to be mindful of the liability.

Commissioner Murvin advised that you have to be careful with some of these guys riding these ATV's and I think they should have an ATV park or something. These ATV's are very dangerous.

Approval of Ordinance 2016 – 15.

Motion by Commissioner Murvin. Seconded by Vice Mayor Hill.

Motion carried (3) Aye and (2) Nay.

Resolutions:

1. **RESOLUTION 2016–43 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE CONTRACT AGREEMENT BY AND BETWEEN THE CITY OF PAHOKEE AND KEITH DAVIS, ESQ.**

Mr. Brandenburg advised that Mr. Bares practice will no longer allow him to participate.

Approval of Resolution 2016 - 43.

Motion by Commissioner Murvin. Seconded by Vice Mayor Hill.

Motion carried unanimously.

2. **RESOLUTION 2016 – 44 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR'S EXECUTION OF AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR A PERMIT FOR THE ANNUAL PAHOKEE CHRISTMAS PARADE.**

Approval of Resolution 2016 - 44.

Motion by Vice Mayor Hill. Seconded by Commissioner Murvin.

Motion carried unanimously.

3. **RESOLUTION 2016 – 45 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE CONTRACT AGREEMENT BY AND BETWEEN THE CITY OF PAHOKEE AND HOLMES JANITORIAL CLEANING SERVICES.**

Approval of Resolution 2016 - 45.

Motion by Vice Mayor Hill. Seconded by Commissioner Murvin.

Motion carried (4) Aye and (1) Abstain.

- 4. RESOLUTION 2016 – 46 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE THE AGREEMENT FOR SERVICES BY THE SUPERVISOR OF ELECTIONS FOR MUNICIPAL ELECTIONS.**

Approval of Resolution 2016 - 46.

Motion by Vice Mayor Hill. Seconded by Commissioner Murvin.

Motion carried unanimously.

Public Hearings:

- 1. ORDINANCE 2016 – 14 (second reading) AN ORDINANCE OF THE CITY OF PAHOKEE, FLORIDA, ESTABLISHING SAFEGUARDS FOR THE OPERATION OF RECYCLING FACILITIES, PROVIDING FOR INCLUSION IN CODE, SEVERABILITY, AND EFFECTIVE DATE.**

Mr. Brandenburg advised this ordinance makes sure all recycling facilities have to have a surety bonds.

Mr. Carl Morrison (resident) inquired what would be the amount of the surety bond.

Mr. Brandenburg advised it depends on the size of the property and will have to be determined in a case by case base.

Commissioner Holmes advised the dais should determine the amount of surety bond and the attorney should be involved with that.

Mr. Williamson replied I agree with Commissioner Holmes.

Approval of Ordinance 2016 - 14.

Motion by Vice Mayor Hill. Seconded by Commissioner Murvin.

Motion carried unanimously.

Proclamations: None

Presentations:

- 1. Robert Williams – Employee of the Quarter**

Vice Mayor Hill present a certificate and funds to Mr. Robert Williams for Employee of the Quarter.

- 2. 2016 Muck Bowl Champions**

Commissioner Holmes presented a plaque to the 2016 Muck Bowl Champions.

Report of the Mayor:

Mayor Babb advised we attended the City Summit and was very impressed. One City Commissioner that represents the District of Pittsburgh has agreed to come to the City of Pahokee to assist with some information he used to move his City forward. Thanks to the Palm Beach County Fire Department for assisting with the Turkey Giveaway and

advised the Veteran's Day Program was very successful (thanks to Alvin Johnson for the great wall and thanks the City staff).

Report of the City Manager:

Mr. Williamson advised we are looking at extending the RFP deadline until March with the BDB assistance in advertising. There was some interest in re-opening for the season. We want to do an addendum to the current deadline.

Approval of Extending the Current RFP 2016 – 01 Deadline to March 30, 2017.

Motion by Vice Mayor Hill. Seconded by Commissioner Murvin.

Motion carried unanimously.

Thanks the staff for the great work they did here in the City of Pahokee and with the hard work they put into the Veteran's Day Program.

Mayor Babb inquired about the status of security on the Marina.

Report of the City Attorney: *(no report)*

New Business:

1. **Lieutenant Piccolo (PBSO Report)** *(no report)*

Sgt. Whelan congratulates the City on the 2016 Muck Bowl. On Saturday they collected 250 turkeys which they distributed here in the City of Pahokee. The next couple of weeks we have Shop with a Cop. I was very impressed with the patriot here in the City of Pahokee.

Citizens Comments: *All public comment cards were announced.*

Mr. Carl Morrison Sr. (resident) extends an invitation to his churches Thanksgiving Dinner at 502 Boones Avenue from 11:30am until 2:00pm.

City Commission Comments:

Commissioner Walker thanks the community for their support with my time out from meetings and personally congratulates Pahokee High School on their wins. Secondly, I have a concern about the status on the credit card report.

Mr. Williamson advised he will have one delivered to her and the other Commissioners.

Commissioner Walker inquired about addressing the credit card report at the commission meeting.

Mayor Babb replied if you can prior to the commission meeting, get with the City Manager to discuss the credit card report.

Mr. Williamson replied I can get with her or meet with her and discuss the credit card report.

Commissioner Walker requested the credit card statements for the last six (6) months.

Commissioner Murvin advised we need to engage in our community to work together and it's not about getting the credit, the citizens should get the credit (inspired by two guest speakers at the City Summit). Good night to everyone and have a Happy Thanksgiving.

Commissioner Holmes advised I appreciate the City Manager acknowledging his musicians and wishes everybody a Happy Thanksgiving.

Vice Mayor Hill congratulates our football team and wishes everyone a Happy Thanksgiving.

Mayor Babb announced City Hall will be closed Wednesday, Thursday, & Friday of this week and wishes everyone a Happy Thanksgiving.

There being no further business to discuss, Mayor Babb adjourns the meeting at 7:30 p.m.

Keith W. Babb, Jr., Mayor

ATTEST: Tijauna Warner, City Clerk

ORDINANCE NO. 2016-__

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, PROVIDING FOR A TIME LIMIT FOR THE USE OF SHUTTERS AND OTHER TYPES OF HURRICANE DAMAGE PREVENTION DEVICES AND INSTALLATIONS; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City Commission of Pahokee finds that revisions to the Code of Ordinances of the City of Pahokee are necessary.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AS FOLLOWS:

Section 1. Sec. 6-73 of the Code of Ordinances, City of Pahokee, Florida, is hereby created to read as follows:

Sec. 6-73 Hurricane shutters, other forms of hurricane damage prevention devices and installations.

All shutter and other types of hurricane damage prevention devices and installations shall be removed within fourteen (14) days after the cancellation of a hurricane warning or watch declared by the National Oceanic and Atmospheric Administration (NOAA) for Palm Beach County, Florida.

Section 2. **Severability.** If any section, subsection, clause or provision of this Ordinance is declared unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

Section 3. **Conflict.** All sections or parts of sections of the revised Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

Section 4. **Inclusion in the Code of Ordinances.** It is the intention of the City Commission, and it is hereby ordained that the provisions of

this Ordinance shall become and are made a part of the Code of Ordinances of the City of Pahokee, that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and the word "ordinance" may be changed to "Section" or other appropriate word.

Section 5. Effective Date. This Ordinance shall be effective immediately upon passage by the City Commission in second reading.

PASSED on first reading this ____ day of _____, 2016

PASSED AND ADOPTED on second reading this ____ day of _____, 2016.

Keith W. Babb, Jr., MAYOR

Attest: _____
Tijauna Warner, CITY CLERK

	First Reading	Second and Final Reading
MAYOR BABB	_____	_____
VICE MAYOR HILL	_____	_____
COMMISSIONER HOLMES	_____	_____
COMMISSIONER MURVIN	_____	_____
COMMISSIONER WALKER	_____	_____

APPROVED AS TO LEGAL SUFFICIENCY

Gary M. Brandenburg, CITY ATTORNEY

RESOLUTION 2016 – 47

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE MAYOR'S EXECUTION OF AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR A PERMIT FOR THE STATE CHAMPIONS CELEBRATION PARADE.

WHEREAS, the City of Pahokee desires to hold a State Champions Celebration Parade from 11:00 a.m. through 1:00 p.m. on Saturday, December 17, 2016, and

WHEREAS, an application is required by the Florida Department of Transportation for the closure of roads along the route set forth on the attached exhibit.

WHEREAS, the Florida Department of Transportation requires a resolution indicating the approval of the City Commission affirming permission for the parade to take place.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, THAT:

- Section 1.** The City Commission approved the State Champions Celebration Parade on December 17, 2016, starting at 11:00 a.m. and ending approximately 1:00 p.m.
- Section 2.** The parade is hereby authorized and the Mayor is directed to execute the application to FDOT for a permit for the State Champions Celebration Parade.

PASSED AND ADOPTED this 13th day of DECEMBER, 2016.

ATTESTED:

Keith W. Babb, Jr., Mayor

Tijauna Warner, City Clerk

APPROVED AS TO LEGAL
SUFFICIENCY:

Gary M. Brandenburg, City Attorney

Mayor Babb

Vice Mayor Hill

Commissioner Holmes

Commissioner Murvin

Commissioner Walker

ORDINANCE NO. 2016-__

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, MODIFYING SEC. 25-3.5. OF THE CODE OF ORDINANCES OF THE CITY OF PAHOKEE, PERTAINING TO ALL TERRAIN VEHICLES; PROVIDING A CONFLICTS CLAUSE, A SEVERABILITY CLAUSE, AND AUTHORITY TO CODIFY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City Commission of Pahokee finds that modification to the Code of Ordinances of the City of Pahokee are necessary.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AS FOLLOWS:

Section 1. Recitals. The foregoing “WHEREAS” clause is ratified and confirmed as being true and correct as is made a specific part of this Ordinance.

Section 2. Sec. 25-3.5. is hereby amended as follows:

Sec. 25-3.5. All-terrain vehicles on city property.

A. The City Commission of Pahokee, Florida, does hereby ordain that all-terrain vehicles are banned from city parks and other city property except where needed by city employees in the performance of their duties and for agricultural uses. Any individual whose vehicle is confiscated for violating this section will be charged an administrative fee of five hundred dollars (\$500.00) for return of the vehicle which will be collected by the police investigative fund. (Ord. No. 2001-8, 9-25-2001)

B. ATV operation prohibited on city roads and streets. F.S. § 316.2123 prohibits the operation of ATV upon public roads of the State of Florida, excepting ATV that operate during the daytime on unpaved roadways provided the county may exempt itself by majority vote from the exception that allows daytime use of unpaved roads by ATVs.

C. Palm Beach County has exempted itself from the provision that allows ATVs to be used on unpaved roads during the daytime.

D. The City of Pahokee hereby adopts and approves Palm Beach County All-terrain vehicle (ATV) Operation Ordinance on Unpaved Roadways Ordinance as follows:

(i) *ATV operation; prohibition.* Palm Beach County is exempt from the provisions of F.S. § 316.2123, which allows all-terrain vehicles (ATVs) to be operated during the daytime on unpaved roadways where the posted speed limit is less than 35 miles per hour by a licensed driver or by a minor under the supervision of a licensed driver. ATVs are defined in accordance with F.S. § 317.0003. ATVs may not be operated during any time of day or night on an unpaved roadway within the city of Pahokee.

(ii) *Applicability.* This section shall apply in the city of Pahokee.

(iii) *Enforcement.* This section is enforceable by all means provided by law. The provisions of this section shall be enforced by the county sheriff's office.

(1) Any violation of this section is a ~~criminal infraction~~ **criminal violation**.

(2) Any person who has committed an act in violation of this section shall receive a citation from the sheriff or any law enforcement officer who has probable cause to believe that the person has committed a violation of this section.

(3) The county court shall have jurisdiction over all violations of this section.

(4) The county clerk shall:

a. Accept designated fines and issue receipts therefore;

b. Provide a uniform citation form serially numbered for notifying alleged violators to appear and answer to charges of violation of this section.

(5) Violation of any provision of this section shall be punishable by a fine of five hundred dollars (\$500.00), or imprisonment of up to 60 days.

(6) Any person issued a citation shall be deemed to be charged with a ~~criminal violation~~ **criminal violation** and shall comply with the directives on the citation.

(7) Payment shall be made, either by mail or in person, to the violations bureau within the time specified on the citation. If a person follows this procedure, s/he shall be deemed to have admitted the ~~violation~~ **violation** and to have waived his/her right to a hearing on the issue of commission of the infraction.

- (8) All fines collected as a result of said citations shall be remitted by the clerk of the court directly to the city of Pahokee.
- (9) Any person who fails to make payment within the specified period shall be deemed to have waived his/her right to pay the civil penalty as set forth in the citation.
- (10) Any person who elects to appear before the court to contest the citation shall be deemed to have waived his/her right to pay the civil penalty. The court, after a hearing, shall make a determination as to whether a violation has occurred and may impose a civil penalty of five hundred dollars (\$500.00) plus court costs, or up to 60 days in jail.
- (11) If a person fails to pay the civil penalty, or fails to appear in court to contest the citation, s/he shall be deemed to have waived his/her right to contest the citation; and in such case, a default judgment may be entered and the judge shall impose a fine or imprisonment up to 60 days. An order to show cause may be issued. If the fine is not paid, judgment may be entered up to the maximum civil penalty ~~and a bench warrant may be issued.~~
- (12) Any person cited for an infraction under this section shall sign and accept the citation indicating a promise to pay the fine or appear in court. Any person who willfully refuses to sign and accept a citation issued by an officer shall be guilty of a misdemeanor of the second degree, punishable as provided by F.S. § 775.082 or 775.083.
- (13) Failure to comply with the requirements of this section shall constitute a violation of a city ordinance, and shall be punishable, upon conviction, pursuant to F.S. § 162.22, by a fine of five hundred dollars (\$500.00) per violation or imprisonment ~~not exceeding sixty (60) days or both such fine and imprisonment.~~ In addition to the sanctions contained herein, the ~~county~~ city shall take any other appropriate legal action, including, but not limited to, administrative action and requests for temporary and permanent injunctions to enforce the provisions of this section. It is the

purpose of this section to provide additional
cumulative remedies.

(iv) Penalty. Any violation of any portion of this section shall be punishable as provided by law. A person who violates this section shall be punished by a fine of five hundred dollars (\$500.00) or by imprisonment for a term not exceeding sixty (60) days, or by both such fine and imprisonment. Any person violating any of the provisions of this section shall be prosecuted in the same manner as misdemeanors are prosecuted.

Section 3. Severability. If any section, subsection, clause or provision of this Ordinance is declared unconstitutional by a court of competent jurisdiction, the remainder shall not be affected by such invalidity.

Section 4. Conflict. All sections or parts of sections of the revised Code of Ordinances in conflict herewith are intended to be repealed to the extent of such conflict.

Section 5. Inclusion in the Code of Ordinances. It is the intention of the City Commission, and it is hereby ordained that the provisions of this Ordinance shall become and are made a part of the Code of Ordinances of the City of Pahokee, that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intentions; and the word "ordinance" may be changed to "Section" or other appropriate word.

Section 6. Effective Date. This Ordinance shall be effective immediately upon passage by the City Commission in second reading.

PASSED AND ADOPTED on first reading this ____ day of _____, 2016

PASSED AND ADOPTED on second reading this ____ day of _____, 2016.

Keith W. Babb, Jr., MAYOR

Attest: _____
Tijauna Warner, CITY CLERK

First Reading

Second and Final Reading

MAYOR BABB

VICE MAYOR HILL

COMMISSIONER HOLMES

COMMISSIONER MURVIN

COMMISSIONER WALKER

APPROVED AS TO LEGAL SUFFICIENCY

Gary M. Brandenburg, CITY ATTORNEY

Business of the Mayor

PRESENTED TO:

PNC BANK

104 S. LAKE AVENUE PAHOKEE, FL. 33476

In recognition of Outstanding Service to the Community

on

Presented this 13th day of December 2016

Mayor Keith W. Babb, Jr.
Mayor Keith W. Babb, Jr.

Commissioner Clara Murvin
Commissioner Clara Murvin

Commissioner Diane L. Walker
Commissioner Diane L. Walker

Vice Mayor Felisia C. Hill
Vice Mayor Felisia C. Hill

Commissioner Nathaniel Holmes
Commissioner Nathaniel Holmes

Chandler F. Williamson, City Manager
Chandler F. Williamson, City Manager

Business of the Mayor

PRESENTED TO:

GLADES DRUGS

109 S. LAKE AVENUE PAHOKEE, FL. 33476

In recognition of Outstanding Service to the Community

on

Presented this 13th day of December 2016

Mayor Keith W. Babb, Jr.

Mayor Keith W. Babb, Jr.

Commissioner Clara Murvin

Commissioner Clara Murvin

Commissioner Diane L. Walker

Commissioner Diane L. Walker

Vice Mayor Felisia C. Hill

Vice Mayor Felisia C. Hill

Commissioner Nathaniel Holmes

Commissioner Nathaniel Holmes

Chandler F. Williamson, City Manager

Chandler F. Williamson, City Manager



CITY OF PAHOKEE
BOARDS & COMMITTEES APPLICATION

NAME: Colin Walkes
ADDRESS: 2220 E. Main St.
Home Phone # _____ Work# _____
Cell Phone # (407) 755-2633 Other: _____
EMAIL: colkijo@yahoo.com

Email is the most important method by which we communicate. Please provide a current e-address.

Please check the Board or Committee on which you are interested in serving:

- | | |
|--|--|
| <input type="checkbox"/> Code Enforcement Advisory Board | <input checked="" type="checkbox"/> Community Relations Board |
| <input checked="" type="checkbox"/> Economic Development Board | <input type="checkbox"/> Nuisance Abatement Board |
| <input type="checkbox"/> Pahokee Housing Authority | <input type="checkbox"/> Zoning/Adjustment/Planning Board |
| <input type="checkbox"/> Beautification Advisory Board | <input type="checkbox"/> Education Advisory Board |
| <input type="checkbox"/> Parks & Recreation Advisory Board | <input checked="" type="checkbox"/> Pahokee Community Revitalization Corp. |
| <input type="checkbox"/> Employee Appeal Board | <input type="checkbox"/> OTHER _____ |

Are you a Resident of Pahokee? (residency is not required on ALL Boards) YES

Do you own property within the City? YES

Are you a registered voter? YES

Are you employed by the City? NO

Do you currently serve on any Board or Committee of the City of Pahokee? NO

Are you willing to submit to an attendance policy? YES

Are you familiar with the Florida Sunshine Law? (orientation is provided) YES

Will you become acquainted with and abide by all rules and regulations pertaining to the Sunshine and Ethics Laws of Florida? YES

Brief Resume of your Education and Experience:

former Mayor City of Pahokee
Coalition Coordinator, Healthy STAK Coalition of the Glades
Healthy

I HEREBY CONFIRM THAT ALL THE INFORMATION FURNISHED BY ME IS TRUE AND ACCURATE AND THAT, TO THE BEST OF MY KNOWLEDGE, I MEET THE CRITERIA FOR SERVING ON THE BOARD/COMMITTEE FOR WHICH I AM APPLYING.

Colin Walkes
SIGNATURE

7/6/16
DATE



CITY OF PAHOKEE
BOARDS & COMMITTEES APPLICATION

NAME: Herbert Crawford
ADDRESS: 8833 Eldorado Drive
Home Phone # 561-924-9969 Work# 561-924-9857
Cell Phone # 561-261-6571 Other: _____
EMAIL: herbert.crawford@yahoo.com

Email is the most important method by which we communicate. Please provide a current e-address.

Please check the Board or Committee on which you are interested in serving:

- | | |
|--|--|
| <input type="checkbox"/> Code Enforcement Advisory Board | <input type="checkbox"/> Community Relations Board |
| <input type="checkbox"/> Economic Development Board | <input type="checkbox"/> Nuisance Abatement Board |
| <input type="checkbox"/> Pahokee Housing Authority | <input type="checkbox"/> Zoning/Adjustment/Planning Board |
| <input type="checkbox"/> Beautification Advisory Board | <input checked="" type="checkbox"/> Education Advisory Board |
| <input type="checkbox"/> Parks & Recreation Advisory Board | <input checked="" type="checkbox"/> Pahokee Community Revitalization Corp. |
| <input type="checkbox"/> Employee Appeal Board | <input type="checkbox"/> OTHER _____ |

Are you a Resident of Pahokee? (residency is not required on ALL Boards) Yes

Do you own property within the City? Yes

Are you a registered voter? Yes

Are you employed by the City? NO

Do you currently serve on any Board or Committee of the City of Pahokee? NO

Are you willing to submit to an attendance policy? Yes

Are you familiar with the Florida Sunshine Law? (orientation is provided) Yes

Will you become acquainted with and abide by all rules and regulations pertaining to the Sunshine and Ethics Laws of Florida? Yes

Brief Resume of your Education and Experience: See Attachment.

I HEREBY CONFIRM THAT ALL THE INFORMATION FURNISHED BY ME IS TRUE AND ACCURATE AND THAT, TO THE BEST OF MY KNOWLEDGE, I MEET THE CRITERIA FOR SERVING ON THE BOARD/COMMITTEE FOR WHICH I AM APPLYING.

[Signature]
SIGNATURE

9/12/16
DATE

HERBERT J. CRAWFORD

8833 Eldorado Drive, Pahokee, FL 33476 | H: 561-924-9989 | C: 561-261-8571 herbertcrawford@yahoo.com

Professional Profile

A proven manager with over twenty years of leadership experience and exceptional people/project organizational skills in developing, budgeting, programming, and implementation of policies/procedures. Action oriented with a strong ability of establishing effective partnerships between community, private, and business stake holders.

Qualifications

Directors Credentials	Budgeting
Staff Credentials	Results-oriented
Florida Child Care Professional Credentials	Client-focused
Child Care Facility	Computer Proficient
Operations Management	Dependable
CDL Class B	Quick Learner
	CPR/First Aid Certified

Relevant Experience

Managing and Supervising Staff
Plan and Organize workloads and staff assignments
Coordinate Department Activities
Financial Management of Program
Prepare and administers budgets
City of Pahokee EOC Manager
Red Cross Shelter Operator
Wrote requests for grants to secure funds for the program operations and activities
Implemented a Senior Citizen and Middle School Program
Train, Motivate and Evaluate Staff.
Created new departmental procedures manual

Experience

Parks and Recreation Director City of Pahokee	02/1999 to 01/2013 Pahokee, Florida
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Prepares annual budget and securing funds to support approved program budget; assures effective use of budgeted funds, personnel, materials, facilities, and time; monitors revenues and expenditures in assigned area to ensure sound fiscal control. Develops and implements policies, procedures and standards for efficient and effective operation and maintenance of department operation; assures compliance with established policies and procedures. Manages and supervises assigned operation to achieve goals within available resources; plans and organizes workloads and staff assignments; hires, trains, motivates and evaluates assign staff, reviews progress and directs changes as needed. Plans, coordinates and directs a diversified year round afterschool, recreational, and adult programs including management of the community center, ball parks, splash pad, and various fields, parks and open spaces. Prepare cost estimates to plan and provide for improvement of existing or new programs and facilities. Promotes interest in parks and recreation programs through publicity, joint program brochures with various community groups, and public contacts; speak before citizens group, students and other organizations. Assures that all reports or supporting data is provide to all stake holders on a timely and consistent manner. In addition to the responsibilities listed herein, but not necessarily limited to, the following areas: 1) Student Performance, 2) Customer Services, 3) Fiscal Accountability and Responsibility, 4) Process Efficiencies and improvements, and 5) Employee Learning and Develop Growth.

Parks and Recreation Assistant Director

06/1994 to 02/1999

City of Pahokee

Pahokee, FL

Responsible for determining work procedures, prepares work schedule, and expedites work flow; to maintain or improve efficiency and effectiveness of overall day to day program operation. Issues written and oral instructions; and examines work for exactness, neatness, and conformance to policies and procedures; prepares reports and maintains necessary operating records as assigned by the director. Responsible for training, supervising, and evaluating all program staff. Oversees the application of all programs disciplines codes and maintains all discipline policy pursuant to program operation guidelines. Records behavioral difficulties and prepares incidents, accidents reports, maintain accurate attendance record, and respective up dated files on all staff and program participants for director review and approval if needed. Served as a liaison between parents and students.

Parks and Recreation Supervisor

06/1991 to 06/1994

City of Pahokee

Pahokee, FL

Provide direct supervision to staff and program participants. Plan, organize and conduct a variety of program and activities. Oversee various groups, modeling good practices for staff and program participants. Enforce all programs rules, discipline, and policies/procedures. Ensures the safety and security of all program participants (to include, but not limited to, unauthorized visitation, authorized release of students, and assure all incident, accident and attendance reports are completed within a timely manner. Maintain all facilities, transportation, supplies, equipment, and materials. Supervise recreational leaders to assure compliance with job responsibilities and duties. Communicate daily with the assistant director. Assure that staff and participants are respectful of facilities.

Education

Bachelor of Art Degree

2015

Bethune-Cookman University

Daytona Beach, FL

Enrolled: Supervision and Management

2013

Palm Beach State College

Lake Worth, FL, USA

Child Care Certifications and Credentials: Child Care

1992-2012

Palm Beach State College

Lake Worth, FL

108 Semester Hours: Political Science

1988-1991

Bethune - Cookman University

Daytona Beach, FL

10 Semester Hours: Political Science

1987-1988

Southwestern College

Winfield, KS

High School Diploma

1987

Pahokee High School

Pahokee, FL, USA

Affiliations

National After School Association (NAA)

Florida Recreation Park Association (FRPA)

Department of Juvenile Justice Advisory Board

Pahokee Middle/Sr. High School SAC Vice President

Glades Tri City School Advisory Boards

Concerned Youth for Community Improvement Board Member

Harvest AME Church Sons of Allen Board

Pahokee Pride Athletic League Board Member

Reforonces

Available Upon Request