

**CITY COMMISSION OF THE CITY OF PAHOKEE
REGULAR COMMISSION MEETING MINUTES
Tuesday, March 11, 2014**

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, March 11th, 2014.

The meeting was called to order by Mayor Walkes at 7:19 p.m.

Official attendance was recorded as follows:

<u>Roll Call:</u>	Mayor Colin Walkes	Present
	City Commissioner Keith Babb	Present
	Commissioner Allie Biggs	Present
	Vice Mayor Felisia Hill	Absent
	Commissioner Diane Walker	Present
	City Manager Derrek Moore	Present
	City Attorney Gary Brandenburg	Present
	Sergeant At Arms Lt. Poston	Present
	City Clerk Anika Sinclair	Present

Mayor Walkes acknowledged Mayor Steve Wilson, Reverend Rease, Barbara Davis, and Chief Cooper.

Approval of Appointment of Vice Mayor: Diane Walker
Motion by Commissioner Babb. Second by Commissioner Biggs.
Motion carried (4) Aye and (1) absent.

Mayor Walkes congratulated Vice Mayor Walker on her new position and announced that Mayor John Wilson of City of Belle Glade and Reverend Robert Rease of Saint John's First Baptist Missionary Church of Belle Glade have a presentation.

Mayor Wilson greeted the Commission and advised he would like for the Citizens of Pahokee to be aware that last few weeks was the first time there have been as many discussion pertaining to the Glades, not just Pahokee, Belle Glade, or South Bay individually. He advised Mayor Walkes and the Commissioners did an excellent job representing Pahokee and trying to acquire resources for the Glades Community. Mayor Wilson advised over two hundred citizens from the Glades, were taken to the PEACE Rally Assembly on March 10, 2014. He advised he appreciates the City of Pahokee's help in providing the transportation, and stated he hopes to continue the relationship.

Reverend Rease congratulated Vice Mayor Walker and announced he came on behalf of the Justice Ministry of the Saint John Missionary Baptist Church. He advised the Justice Ministries united to address the issues of the community and they were able to get a Representative from the Business Development Board (BDB). As collaboration between BDB and LORE, which has been very beneficial in aiding in creating more jobs for the Glades area. The County Commissioners have been contacted in regards to their support in helping to reduce the unemployment rate of this area. Reverend Rease announced on March 31st, 2014 at 7:00 p.m., they are preparing to go to the Palm Beach County Convention Center to address the unemployment issue in the Glades. He invited the Citizens of Pahokee to attend the event and advised he is looking forward to bringing about positive changes in the Glades Community.

Mayor Wilson requested for the Commission to consider sharing the cost associated with the trip for the Tri Cities.

Mayor Walkes thanked Mayor Wilson and Reverend Rease for the leadership that they are showing, as it pertains to the initiatives they are trying to establish with the community. Mayor Walkes advised the Commission will discuss sharing the cost, and City Manager Moore will receive positive direction in moving forward from previous occurrences.

Citizen Comments

Thelma Waters stated she paid for a headstone on January 8th, 2014 and was advised the headstone would be available within 12 weeks. Mrs. Waters visited the site on last week and was advised the headstone was recently ordered; therefore, it will not be available until June 2014. She advised the process shouldn't have taken long.

City Manager Moore stated he will take Mrs. Waters contact information and he will meet with Mr. Ivester to find out what happened. City Manager Moore apologized to Mrs. Waters for the delay.

Commissioner Biggs apologized to Mrs. Waters for the delay and assured her that City Manager Moore will do all that he can to handle the situation.

Mayor Walkes apologized to Mrs. Waters for the inconvenience.

Additions, Deletions, and Approval of Agenda Items:

Delete:

REPORT OF THE CITY ATTORNEY:
Marina Boat Slip Lease
Campground Rental Agreement

Approval of Deletions and Approval of Agenda

Motion by Commissioner Biggs. Second by Vice Mayor Walker.

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

Citizen Comments:

Regina Bohlen of Pahokee Chamber of Commerce announced the Annual Chamber Awards Dinner is on March 22nd, 2014. She advised the tickets are \$30.00 and the theme is Mardi Gras.

Juanita Maybin of Buddy White Avenue mentioned the Million Dollar Funding from the Neighborhood Sustainability Project (NSP) in the Sun Newspaper.

City Manager Moore advised the City used NSP3 money for the City's demolition and rehabilitation program.

Public Service Announcement:

Vice Mayor Walker announced the following: West Tech's open house is on April 3rd, 2014, the AIDS Banquet is on April 26th, 2014 at Mt. Zion, and the job fair will be at Tanner Park, in South Bay, on March 13th, 2014 for the Rosenwald Elementary Project.

Commissioner Biggs announced that Palm Beach County School District Central Transportation is seeking bus drivers. They are located at 3376 Summit Blvd, West Palm Beach, FL 33406.

Approval of Minutes:

1. Commission Workshop – January 28, 2014
2. Commission Workshop – February 11, 2014
3. Regular Commission Meeting – February 11, 2014
4. Commission Workshop – February 25, 2014

Approval of Minutes

Motion by Commissioner Biggs. Second by Vice Mayor Walker.

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

Presentations:

Jose Zaragoza, Publisher of the Sun Newspaper, advised he will be preparing a publication for the Glades to advertise Pahokee, Belle Glade, and South Bay. The book will be placed in the Chamber of Commerce and throughout the State of Florida.

Report of the Mayor

Mayor Walkes advised the Commission and City Manager attended Palm Beach County Day and he is looking forward to working with the County in establishing Hope Projects, which will consist of the creation of jobs in a relatively easy manner. Mayor Walkes requested a financial update of the City.

City Manager Moore advised a financial update will be available by the end of March and will be presented at the first Commission meeting in April to provide a six (6) month financial update.

Mayor Walkes discussed the allocation of funds and requested for the Commission to aid in helping the City Manager, as well as the Finance Department, to improve the management of funds, via motion. Mayor Walkes requested that the Commission allocate funds into an identified, or a specific, item. He asked the Commission for their thoughts in regards to allocating the Code Enforcement revenue toward Pahokee's street projects.

Commissioner Babb advised the Commission discussed receiving the financial update on a quarterly basis and has no problem with setting funds aside for different projects.

City Manager Moore advised he is not sure of the amount of money budgeted for revenues expected from Code Enforcement. The City incurred additional expense for the Pahokee Campground and Marina that needs to be considered prior to the allocation of funds. He advised he is not certain of the amount that the City of Pahokee is losing and/or will lose, in attempt to manage the Marina on a daily basis.

Mayor Walkes insisted that the City of Pahokee needs to operate from actuals. He stated revenue raised by a specific department, has to be placed back into that department, in order for growth to occur. Mayor Walkes advised it is not good practice for revenue dollars obtained by a certain department to be used toward a different department. Mayor Walkes advised funds should be allocated towards specific projects, and the City has to find ways to generate revenue within the various departments.

City Manager Moore advised he will presents budget amendments to the Commission, in the event of excess revenue being raised, so that the additional revenue may be allocated accordingly. City Manager Moore mentioned the budget amendment process and advised under normal circumstances, once a budget amendment has occurred, no more funds are transferred. City Manager Moore stated no funds were budgeted for managing the Pahokee Campground and Marina.

Commissioner Babb stated he does not have a problem with the utilization of revenue from one department, for another department. Certain departments may be unable to generate sustainable funds. Commissioner Babb suggested that funds be allocated based on priority.

Vice Mayor Walker suggested that the Commission review the financial update before considering allocating funds.

Commissioner Biggs agreed with Vice Mayor Walker and advised she would not feel justified to make a motion to allocate funds prior to receiving the financial update.

Mayor Walkes mentioned the need for an initiative in reference to the gymnasium project and advised as a Commission, there should be unity in creating ways of approaching many principles that will assist with the gymnasium project. Mayor Walkes inquired if any other entities have been approached, other than the County, for the Gymnasium Project.

City Manager Moore advised other entities have been approached in regards to the gymnasium project and some of the entities are the following: Florida Recreational Development Assistance Program (FRDAP) and the United States Department of Agriculture (USDA).

Commissioner Babb asked for the status of the Gymnasium Project.

City Manager Moore stated the City of Pahokee submitted the agreement to the County and was advised that the agreement would be approved. The Gymnasium renovation would begin as soon as the agreement is approved by the County Commissioners.

Attorney Brandenburg announced the agreement was approved earlier that day.

Mayor Walkes advised he believes the City is still falling short with the Gymnasium Project.

City Manager Moore advised there is approximately \$650,000 for the project. He stated he has spoken to Commissioner Santamaria, and some of the other Commissioners, in regards to additional funds for the project. There has been discussion about increasing the funds to \$1,000,000, but no commitment has been made.

Mayor Walkes thanked City Manager Moore and the Commissioners for all they do.

Report of the City Manager

City Manager Moore stated Palm Beach County Day has been discussed and he provided a memo to synapse for the FAM Tour.

Mayor Walkes requested that City Manager Moore reach out to the five (5) Site Selectors, on behalf of the City of Pahokee, and thank them for their participation in the FAM Tour.

Vice Mayor Walker requested for all of the Commissioners' signatures to be on the letter to the five (5) Site Selectors.

Mayor Walkes requested for City Manager Moore to reach out to Mr. Carson, in reference to an update on the BDB and LORE.

City Manager advised he has spoken with Mr. Carson. Mr. Carson was initially supposed to come before the Commission on March 25th, 2014, but is unable to make the date. City Manager Moore stated he will follow up with Mr. Carson to schedule another date. The Treasure Coast Regional Planning representatives will provide an update on the Master Plan on March 25th, 2014. City Manager Moore advised he attended the LORE Meeting on March 10th, 2014 and they provided a general update for the FAM Tour. He advised there will be a Health Fair during the Q-Fest, on April 12th, 2014. The Great American Cleanup will be held on April 5th, 2014. City Manager Moore announced a RFP was received for the property located on State Road 715. He requested the Commission's permission to rebid the surplus properties.

Approval to Rebid Surplus Properties

Motion by Commissioner Biggs. Second by Commissioner Babb.

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

City Manager Moore requested the Commission grants City Attorney Brandenburg and himself, an opportunity to meet with the organization and to establish an agreement. He advised the bidder is requesting a waiver of the permit. City Manager Moore is uncertain of the total amount of the permit fee and of the details of what the bidder is planning to do. City Manager Moore advised he will follow-up and provide the details.

Approval for City Manager Moore and City Attorney Brandenburg to negotiate the proposal

Motion by Vice Mayor Walker. Second by Vice Mayor Biggs.

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

City Manager Moore announced he will be meeting with the Legislative Delegation of Palm Beach County, to discuss the City of Pahokee possibly receiving \$1,000,000 for its roads and streets. He advised he has been requested to post some of the taped meetings and stated some of the meetings will be uploaded by the end of the week. City Manager Moore announced the bus that was donated by Palm Tran has not been utilized because the tires have to be

replaced. He advised he has reached out to Florida Department of Transportation (FDOT) in reference to the patches on the asphalt roads, on the Herbert Hoover Dike, at the Pahokee Campground and Marina.

Commissioner Babb advised FDOT should repair the roads because there were no asphalt cutouts on the roads prior to them doing work at the Pahokee Campground and Marina.

City Manager Moore stated FDOT advised they are not permitted to utilize CORP funds for roads.

Commissioner Babb requested for City Manager Moore to copy the Commissioners on the letters sent to FDOT and on the responses from FDOT. He advised the Commission and the City Attorney may be able to assist in the situation.

City Attorney Brandenburg agreed that any party responsible for damaging a road should be held liable for repairing that road.

Approval for City Attorney Brandenburg to send a Letter to the Army Corp of Engineers in reference to repair of the road on the Herbert Hoover Dike

Motion by Vice Mayor Walker. Second by Commissioner Biggs.

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

Old Business

Lutheran Services Florida Lease Agreement – City Attorney Brandenburg advised he sent a letter to terminate the lease with the Lord’s Place. He advised Lutheran Services has been contacted and provided with a first draft of a Lease Agreement; therefore, we are waiting on their feedback.

City Hall Referendum – Commissioner Babb requested for a timeline to be presented, to meet the timeline for the November 2014 Ballot.

Approval of Timeline for City Hall Referendum at the Next Meeting

Motion by Vice Mayor Walker. Second by Commissioner Babb.

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

Cafeteria Rental Agreement – City Manager Moore reviewed the recommended changes of the Cafeteria Rental Agreement with the Commission.

- Recommended changes for the City’s Cafeteria rental are the following:
- Rental fees increase by \$50.
- The base rental fees cover the first four (4) hours of rental time. There will be an additional charge of \$75 per hour for every hour beyond the initial four (4) hours of rental.
- City employees get a 50% discount on the rental fee only. They are responsible for all other fees associated with the rental of the cafeteria (for example: special events insurance, clean-up, security and security deposits).
- Renters are not allowed to receive cafeteria keys. Staff will be on call to open and close the facility.
- Applications must be fully completed, submitted and paid in full within 10 working days of the scheduled day of the event. A completed application includes: rental fee, security deposit and event security, special events insurance, and fully executed/signed application.
- Security is required for all events.
- All teen events will end at 10 p.m. and all adult events will end at 12 a.m. This includes clean-up time.
- No loitering.
- No smoking, drugs, alcohol, or firearms are allowed on the premises.

Commission agreed to changing the rental hours from four (4) hours to six (6) hours, extend the hours for teens to 12 p.m. and for adults to 2 a.m.

Approval of Cafeteria Rental

Motion by Vice Mayor Walker. Second by Commissioner Biggs.

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

The Commission agreed that the new policy for the Cafeteria Rental will go into effect immediately.

Approval to Table Old Business 5-7

Economic Development Initiative
City Manager's Performance Plan
Five Year Economic Development Plan

Motion by Vice Mayor Walker. Second by Commissioner Babb.

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

City Manager Moore announced he received a letter from Palm Beach State College in reference to a Brainstorming Session on March 25th, 2014, at 4:00 p.m. to 5:30 p.m. The event will be held at Dolly Hand Cultural Arts Center and its purpose is for the Community to increase literacy and technical skills.

Commissioners Comments:

Vice Mayor Walker inquired about the Cheerleader Coaches that requested to receive a stipend.

City Manager Moore advised due to the Football Coaches receiving a stipend, the Cheerleader Coaches requested that they receive a stipend as well. He advised the other coaches may also request a stipend. City Manager Moore stated the football team generates revenue from the football games, but no stipend is paid to the cheerleader coaches.

Mayor Walkes stated the football coaches' stipend comes from the revenue generated from the football and the other entities requesting stipends will have to be informed accordingly. Mayor Walkes asked how the City of Pahokee will help the other sports to generate revenue so that they may receive stipends as well. He also inquired if there was discussion on the Cheerleader Coaches receiving a stipend.

City Manager Moore replied there was discussion on the matter, but a decision was not made to pay the coaches for the Cheerleaders; instead, a decision was made to pay the coaches for the football.

Vice Mayor Walker advised there should have been a discussion to make them inclusive.

City Manager Moore stated the Commission should contemplate whether a stipend should be paid at all, to any of the coaches. He advised these leagues are generally volunteer leagues and they have always been on a volunteer basis.

Commissioner Babb agreed that the leagues should be on a volunteer basis. He stated previously, paid staff coached the leagues; therefore the leagues were not completely on a volunteer basis.

Vice Mayor Walker recommended that the three (3) cheerleader coaches receive payment.

The Commission agreed to pay the cheerleader coaches \$200.

Approval of \$200 stipend to cheerleader coach

Motion by Vice Mayor Walker. Second by Commissioner Biggs.

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

Vice Mayor Walker announced Jason Crawford has set the date for the Youth Summit, May 17th, 2014 and he requested to use the cafeteria and gymnasium, if they are available.

Mrs. Paschal, Parks & Recreation Director, advised the cafeteria has a reservation for that date.

Mayor Walkes encouraged that Jason Crawford speaks with City Manager Moore in reference to the facility he will pursue for the event.

Vice Mayor Walker announced she attended the PEACE Rally meeting and it is recommended that each person brings three (3) additional people.

Mayor Walkes advised the PEACE Rally supports the entire Glades Community; therefore, the bill should be divided and the City of Pahokee should pay its portion. Mayor Walkes requested the dollar amount owed for the City of Pahokee.

Vice Mayor Walker announced there is a company that has committed to sponsoring tuition for area residents, for the Police Academy. She thanked everyone for their concern for her mother and reported that her mother is doing better. Vice Mayor Walker thanked her fellow Commissioners for appointing her as the new Vice Mayor and expressed her appreciation.

Mayor Walkes welcomed Commissioner Babb back and advised Commissioner Babb's presence was missed.

Commissioner Babb congratulated Vice Mayor Walker on her new appointment as the Vice Mayor. He thanked all for their concern for him when he was ill and encouraged everyone to monitor their health. Commissioner Babb suggested that a date be set for the State of the City Address. Commissioner Babb encouraged that the agenda be time conscious.

City Manager Moore recommended that the State of the City Address be held in April 2014 or in May 2014.

Commissioner Biggs encouraged the Commission to refrain from utilization of cellphones on the dais. She commented in reference to the PEACE Rally and advised the City of Pahokee has been disrespected by the other two (2) Cities. If the Tri Cities are to unite, then the City of Pahokee will have to be treated fairly.

Commissioner Babb requested advance notice of what the estimated bill will be for the City of Pahokee's portion for the PEACE Rally.

Commissioner Biggs announced Pahokee Elementary needs \$100 in support of their Parent & Children Literacy Program.

Approval of \$100 to Pahokee Elementary Parent & Children
Motion by Vice Mayor Walker. Second by Commissioner Biggs.
Motion carried (4) Aye and (1) absent.

Commissioner Biggs advised in reference to the Workshop regarding the Pahokee Campground and Marina, the Commission should consider allowing the campers to partake in the Workshop. She inquired if the deeds for Shiloh Missionary Baptist Church have been received. Commissioner Biggs bided all a goodnight.

City Manager Moore advised the signing of the deeds have been completed, but City Attorney Brandenburg is currently processing the deeds.

Vice Mayor Walker suggested that the contest for a new city slogan be initiated.

Commissioner Biggs expressed that she is not pleased with the current slogan and would like a slogan that relates more to the City of Pahokee.


Richard Brown inquired as to why a new Vice Mayor was appointed.

Commissioner Biggs replied it is noted in the Charter that a Vice Mayor is to be selected on an annual basis.

There being no further business to discuss, Mayor Walkes adjourns the meeting at 9:27 p.m.



ATTEST: Anika Sinclair, City Clerk



Colin O. Walkes, Mayor