

**CITY COMMISSION OF THE CITY OF PAHOKEE
REGULAR COMMISSION MEETING MINUTES
Tuesday, April 22, 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, April 22nd, 2014.

The meeting was called to order by Mayor Walkes at 7:12 p.m.

Official attendance was recorded as follows:

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

Additions, Deletions, and Approval of Agenda Items:

Add:

Old Business

4. Employee Satisfaction Survey
5. City Manager's Performance Goal
6. Donation for Muck Smoking Barbecue Festival
7. Half Cents Sales Tax

Approval of Additions and Agenda

Motion by Vice Mayor Walker. Second by Commissioner Hill.

Motion carried unanimously.

Citizen Comments:

Sam McKinstry inquired about the Pahokee Campground and Marina, and the Campground Request for Proposal (RFP). He also inquired about the increase in the electric fees.

City Manager Moore replied the plan is to complete the agreement for the Tiki Bar and Restaurant; afterwards, the RFP for the entire Campground and Marina will be released. City Manager Moore advised there was not an increase in the charge per kilowatt for electric, but he will follow up on the matter.

Crystal Bruce inquired if there were \$634,000 available for infrastructure of the roads in Pahokee.

City Manager Moore stated each year, the City of Pahokee receives a certain amount in Gas Tax Dollars and additionally, the Citizens are charged a dollar per month, on their water bill, for infrastructure. The Gas Tax funds were utilized in the Public Services Department's daily operations. City Manager Moore advised the City of Pahokee has been pursuing funds to assist with additional road repairs. There is also an initiative for the Half Cents Sales Tax, in effort to raise funds for the roads and streets. City Manager Moore stated the City does not have equipment to fix the roads and there is not eligible staff to operate the equipment.

Commissioner Babb suggested that the City of Pahokee invests in a machine to repair the roads. Training may be inclusive with the purchase of the machine.

Lisa Adams stated there is an issue with Semi trucks parking along East Main Street.

The Commission agreed to add State Road (SR) 15 to Resolution 2014 – 08.

Annie Coore inquired about the finance position that was open at the City of Pahokee. Ms. Coore stated her brother has a home office on Carissa Drive and they have a transfer truck that travels on Bacom Point Road.

Mayor Walkes advised a Finance Director has been hired.

Pastor White advised City Attorney Brandenburg's email refers to new construction or a new building, in regards to the Permit Fees Waiver. He advised the facility is a preexisting building.

City Attorney Brandenburg stated the fees cannot be waived unless there is a benefit to the City. Buildings that are deemed as an eyesore are not subject to, nor justification for, waived fees. City Attorney Brandenburg advised the facility will have to be open for City events and not solely for church events.

Pastor White advised the facility will be community based.

Commissioner Babb mentioned that the facility's parking may be beneficial to the City.

City Attorney Brandenburg replied if the church was to enter into an agreement with the City of Pahokee, to allow their church parking to be used as overflow parking and/or to allow their Worship Hall to be available for City Public Meetings, then the requirements will be met and the fees could be waived, if the City of Pahokee deems the agreement as sufficient public benefit.

Mayor Walkes suggested for Pastor White to follow up with City Attorney Brandenburg and City Manager Moore, to establish an agreement, which will be presented to the Commission for consideration to waive the fees.

Approval of Minutes:

1. Commission Workshop – March 11, 2014

Approval of Minutes

Motion by Commissioner Biggs. Second by Vice Mayor Walker.

Motion carried unanimously.

Consent Agent:

1. **RESOLUTION 2014 -08 – A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PAHOKEE, FLORIDA, AUTHORIZING THE ADMINISTRATIVE STAFF TO REQUEST FLORIDA DEPARTMENT OF TRANSPORTATION TO ALLOW THE INSTALLATION OF "NO OVERNIGHT PARKING" AND TWO HOUR PARKING SIGNS ON STATE ROAD 715.**

Approval of Resolution 2014-08 and Resolution 2014-09 for State Road 15

Motion by Vice Mayor Walker. Second by Commissioner Hill.

Motion carried unanimously.

Presentations:

Sugar Cane Villas – Mr. Michael Botelho, U.S. Department of Agriculture (USDA) Area Director, presented an update on Sugar Cane Villas. Unfortunately, the Sugar Cane Villas' account had to be accelerated, due to General Partner inactivity and the property is not being maintained in accordance with their regulation. There will be a hearing next month to obtain a foreclosure judgment. Once the property is sold, it will not be a part of Rural Development's program. Mr. Botelho stated a list of options were presented to the tenants as follows: the rental assistance may be transferred to another Rural Development Property or a voucher could be requested, similar to the Section 8 voucher, which will allow the tenant(s) to move to any area of their choice. The expected sale date will be in either July 2014 or August 2014.

Commissioner Biggs inquired if there are any Rural Development Properties in the vicinity.

Mr. Botelho replied there are two (2) Rural Development properties in Pahokee.

Citizens on Patrol and PBSO Explorers – Lieutenant Poston introduced **Deputy Lee Sutterfield, with Palm Beach Sheriff's Office (PBSO)**, to discuss Citizens on Patrol (C.O.P.), the Explorer Program, and the Junior Explorer Program.

Deputy Lee Sutterfield advised the Sheriff's C.O.P. Program is a volunteer group sponsored by the Sheriff's Office, which uses a simple approach to safeguard neighborhoods through resident involvement. The C.O.P. Program is comprised of trained local residents, who volunteer and donate their time to work together within the C.O.P. organization, within the community. The C.O.P. Volunteer Assistance supports Law enforcement, the reduction of crime, and improves overall quality of life; thus, increasing the effectiveness of the Sheriff's Office. Deputy Sutterfield stated the C.O.P. Volunteers serve as additional sets of eyes and ears, while on patrol, but they take no Law Enforcement actions and they are unarmed. Requirements are as follows: applicants must be at least 18 years old, citizens of the United States, and residents of Palm Beach County. There is a monthly meeting, on the first Thursday of the month, at 6:30 p.m., which is held at the Sheriff's office in Belle Glade. Deputy Sutterfield introduced Explorer Captain Deion Smith, with PBSO, to elaborate on the Explorer Program.

Explorer Captain Dione Smith advised being an explorer has provided the necessary life skills, in order for him to become successful. Explorers are granted the opportunity to learn about every aspect of the Law Enforcement career and they participate in numerous events in the community, some of which are as follows: traffic control, crime prevention, bicycle rodeos, fingerprinting small children at the South Florida Fair, and fundraisers. There is a weekly meeting for the Explorers on Mondays and the Explorers attend the Florida Sheriff's Explorer Association every three (3) months, in March, June, September, and December. The meetings and competitions entail training for some of the following: accident preventions, crime arrest techniques, firearm safety, first aid, traffic stops, fingerprinting, physical training, patrol procedures, crime scene investigation, crime prevention, and body guarding. Explorer Captain Smith stated the requirements for the Explorer program and thanked the Commission for allowing him the opportunity to speak before them.

Elaina Vasquez advised the Junior Explorers Program is for children that are ten years old to thirteen years old and she listed the requirements of the program. The Junior Explorers Program teaches safety at school and home, first aid, and other vital skills. There are weekly meetings on Tuesdays at the Sheriff's Office in Belle Glade, at 5:30 p.m.

City Manager Moore announced he has been working with Lieutenant Poston regarding the C.O.P. Program; thus far, there is one (1) volunteer.

Mayor Walkes requested for the C.O.P. Program information to be advertised on the City of Pahokee's website.

Finance Report - Ebony Bruton, Finance Director, presented the midyear budget to actual.

<http://www.cityofpahokee.com/PDFs/Six%20Months%20Budget%20and%20Actual.pdf>

City Manager Moore announced an additional \$150,000.00 will be added to the Gymnasium Project and budget amendments will be necessary for certain items. The financial information will be provided to the Department Heads every month.

Commissioner Babb suggested that the Commission receive monthly Financial Reports and that the Financial Reports be formally presented on a quarterly basis.

Report of the Mayor:

Mayor Walkes announced that he will be attending the Florida Association of Minority Business Enterprise Officials (FAMBEO) training on Thursday, April 24th, 2014. He advised the FAMBEO training will enable him to obtain information on how to effectively help the minority businesses, as well as acquire training on professional events. Registration fee is \$200.

Approval to allow Mayor Walkes to attend FAMBEO Training on 4/24/14 and 4/25/14

Motion by Commissioner Biggs. Second by Vice Mayor Walker.

Motion carried unanimously.

Mayor Walkes announced he had a meeting with PBSO and City Manager Moore, in regards to the concerns with the "Turn-up Sunday" events and possible safety enhancements.

Lieutenant Poston reiterated that the "Turn-up Sunday" events may become a burdensome cost on PBSO, due to the mass crowd of participants and the extra officers that will be accruing overtime, as a result of the events. He asked the Commission to consider the cost associated with the "Turn-up Sunday" events, if the events are allowed to continue. Lieutenant Poston advised the vast majority of participants are not residents of Pahokee and PBSO has safety concerns regarding the events.

Vice Mayor Walker stated she has a few names to submit, in reference to organizing a Committee for the events.

Mayor Walkes requested that the various Boards of the City of Pahokee present updates to the Commission, regarding current matters.

Report of the City Manager:

City Manager Moore reminded everyone that US Congressman Alcee Hastings will be hosting a Community Meeting at Pahokee High School's Auditorium on Thursday, April 24th, 2014 at 4:00 p.m. There is a Palm Beach County League of Cities meeting on April 23rd, 2014 and the Ethics Commission will be visiting on Monday, April 28th, 2014. City Manager Moore announced he has a board meeting with Public Risk Management on April 23rd, 2014 in Lakeland.

Old Business:

City Hall Referendum – City Manager Moore stated he and City Attorney Brandenburg are working on the City Hall Referendum.

Gymnasium Renovation Project – City Manager Moore advised he will be forwarding the email update of the Gymnasium Renovation Project to the Commission, which will be inclusive of the additional \$150,000 that was approved by Palm Beach County.

Economic Development Initiative – City Manager Moore advised the City of Pahokee has been reaching out to Hibbett Sports. The lease with Lutheran Services, the Marina lease, and the facility on Sate Market Road are in progress. City Manager Moore stated he has spoken to the District Manager of Dollar General in reference to hiring and in regards to the progress of the edifice. The anticipated opening of Dollar General is in mid to late June of 2014 and the Commissioners have been requested to partake in the Ribbon Cutting. City Manager Moore advised he and the District Manager of Dollar General will meet in early June 2014, in regards to acquiring employees via

CareerSource. The Old Hospital has been condemned and a representative has been contacted in reference to the building being utilized or demolished. City Manager Moore advised the Old Hospital is not subject to the foreclosure process.

City Attorney Brandenburg stated the foreclosure process will not work for the Old Hospital; therefore, the City of Pahokee will have to file an action for nuisance abatement in the Circuit Court.

Commissioner Biggs inquired who will pay for the demolition of the Old Hospital, if and when necessary.

City Manager Moore replied the City of Pahokee has contacted Palm Beach County in regards to the demolition and Palm Beach County has indicated that they would support the asbestos abatement, as well as the demolition of the building. City Manager Moore announced there is progress on the Medical Records Company's trailer near the City Hall.

Employee Satisfaction Survey – Commissioner Babb provided a copy of the Employee Satisfaction Survey to the Commissioners and advised although the survey appears to be lengthy, it should take no more than 15 minutes for the City of Pahokee Staff to complete the survey. Commissioner Babb requested that each City of Pahokee employee complete and submit a survey. The employees' answers will be held in strict confidence and a summary of the information will be provided.

Vice Mayor Walker inquired about the measures that will be taken in regards to the confidentiality of the Employee Satisfaction Survey.

Commissioner Babb replied the surveys will be distributed to the employees and the employees will place the surveys in a secured box, once completed.

City Manager Moore advised the drop box will be in the Human Resources Department or in the Lobby at the City Hall.

City Manager's Performance Goal – Commissioner Babb provided a copy of the City Manager's Performance Goal to the Commission and advised he derived part of the documents via public feedback and by converting the Performance Goal into a questionnaire. In addition to the City Manager's Performance Goal and Evaluation, there will also be an annual evaluation.

Donation of \$100 for Muck Smoking Barbecue Festival

Approval of Donation of \$100

Motion by Vice Mayor Walker. Second by Commissioner Biggs.

Motion carried unanimously.

Half Cents Sales Tax – City Manager Moore stated the Tri Cities, along with other Cities in Palm Beach County, have been communicating about the Half Cents Sales Tax, in order to accomplish obtaining funds for road repairs. City Manager Moore asked Vice Mayor Walker to elaborate on the meeting she attending on last week.

Vice Mayor Walker advised the meeting consisted of 38 Cities and the discussion was to organize an Oversight Committee, which will assess the roads and the cost of repairs. The Half Cents Sales Tax will not be on the ballot for November 2014, but there will be a Campaign Drive, to encourage and motivate the community to support the Half Cents Sales Tax. Vice Mayor Walker advised additional information will be forthcoming regarding the support of the Half Cents Sales Tax.

Commissioner Babb and Vice Mayor Walker suggested that the City of Pahokee follow up with Mayor Wilson, of the City of Belle Glade, regarding the mutually consented method of accomplishing the Half Cents Sales Tax.

New Business:

SR 715 and SR 15 Landscape Beautification Project – City Manager Moore advised only one bid was received for the SR 715 and SR 15 Landscape Project, which was from George Boyer Enterprise. The beautification will consist of trees being planted along East Main Street (State Road 15) and at the entryway of Bacom Point Road (State Road 715).

Approval to award Landscape Beautification Project to George Boyer Enterprise

Motion by Vice Mayor Walker. Second by Commissioner Babb.

Motion carried unanimously.

Commissioners Comments:

Commissioner Biggs thanked everyone for their attendance and bid all good night.

Commissioner Babb expressed his concern in regards to the use of licensed contractors and inquired if the fee may be waived for the home owners that cannot afford to hire licensed contractors.

City Manager Moore advised the Building Official will not consent permits for work pertaining to roofing, electrical, or gas, if the individual is not licensed. A penalty is normally assessed due to an individual working without a permit. City Manager Moore will follow up with City Attorney Brandenburg regarding the Commission's authority to waive penalties.


Vice Mayor Walker thanked all for their presence and congratulated the Pahokee Honorees. Vice Mayor Walker also thanked the Staff and citizens on a job well done and bid all good night.

Commissioner Hill bid all good night.

There being no further business to discuss, Mayor Walkes adjourns the meeting at 9:35 p.m.



Colin O. Walkes, Mayor



ATTEST: Anika Sinclair, City Clerk