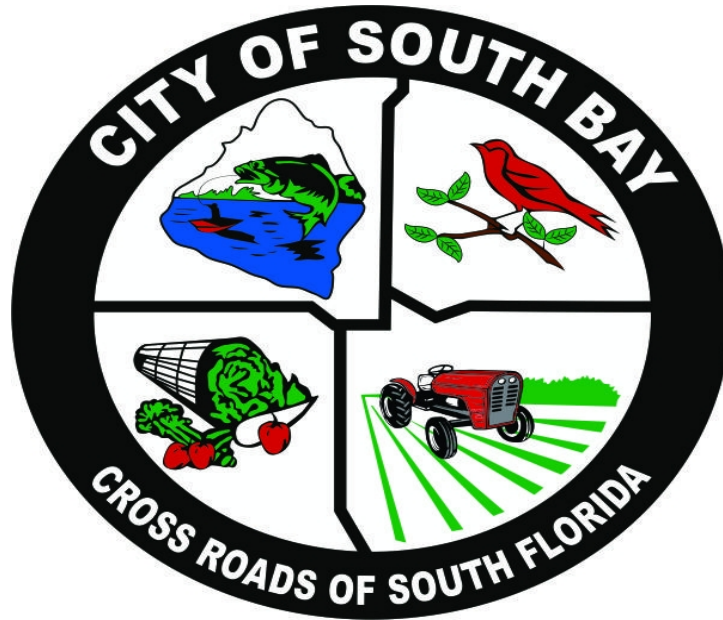




The Crossroads of South Florida,  
We envision a sustainable economy, Let Us Grow Together

# **CITY OF SOUTH BAY**

## **CITY COMMISSION AGENDA**

### **CITY HALL CHAMBER**

### **TUESDAY, OCTOBER 5, 2021**

335 SW 2<sup>ND</sup> Avenue  
South Bay, FL 33493  
[www.southbaycity.com](http://www.southbaycity.com)  
Phone: 561-996-6751 Fax: 561-996-7950

Mayor:  
Vice Mayor:  
Commissioner:  
Commissioner:  
Commissioner:

Joe Kyles Sr.  
Betty Barnard  
Esther Berry  
Taranza McKelvin  
John Wilson

City Manager:  
City Attorney:  
City Clerk:

Leondrae D. Camel  
Burnadette Norris-Weeks  
Natalie Malone

# **RULES OF PROCEDURE**

## **WHO MAY SPEAK**

Meetings of the City Commission are open to the public. They are not; however, public forums. Any resident who wishes to address the commission on any subject within the scope of the Commission's authority may do so, providing it is accomplished in an orderly manner and in accordance with the procedures outlined below.

## **SPEAKING ON AGENDA ITEM**

- I. Consent Agenda Item** – These are items, which the Commission does not need to discuss individually, and which are voted on as a group. Any Commissioner who wishes to discuss any individual item on the consent agenda may request the Mayor to pull such item from the consent agenda. Those items pulled will be discussed and voted upon individually.
- II. Regular Agenda Items** – These are items, which the Commission will discuss individually in the order listed on the agenda. By majority vote, the City Commission may permit any person to be heard on an item at a non-public hearing.
- III. Public Hearing Items** – This portion of the agenda is to obtain input from the public on some ordinances, resolutions and zoning applications. The chair will permit any person to be heard on the item during formal public hearings.

## **SPEAKING ON SUBJECTS NOT ON THE AGENDA**

Any resident may address the Commission on any items pertaining to City business during the Opportunity for the Public to Address the Commission portion of the agenda. Persons wishing to speak must sign in with the City Clerk before the start of the meeting.

## **ADDRESSING THE COMMISSION: MANNER AND TIME**

By majority vote the City Commission may invite citizen discussion on any agenda item. In every case where a citizen is recognized by the Mayor to discuss an agenda item, the citizen shall step to the podium/microphone, state his or her name and address for the benefit of the city clerk, identify any group or organization he or she represents and shall then succinctly state his or her position regarding the item before the city commission. Any question, shall be related to the business of the City and deemed appropriate by the Mayor, shall be directed to the Mayor and the Mayor shall then re-direct the question to the appropriate Commissioner or City Staff to answer the citizen question which shall be related to the business of the City.

All comments or questions of the public are to be directed to the Mayor as presiding officer only. There shall be no cross conversations or questions of any other persons. The length of time each individual may speak should be limited in the interest or order and conduct of the business at hand. Comments to the Commission by individual citizens shall be limited to three (3) minutes during the citizens request period. The City clerk shall be charged with the responsibility of notifying each citizen thirty (30) seconds before said time shall elapse and when said time limit has expired.

## **APPEALS**

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## **DECORUM**

If a member of the audience becomes unruly, the Mayor has the right to require the person to leave the room. If a crowd becomes unruly, the Mayor may recess or adjourn the meeting.

## **PLEASE SILENCE ALL CELL PHONES AND PAGERS**

## **CONTACT INFORMATION**

If anyone has questions or comments about anything on the meeting agenda, please contact the City Manager at 561-996-6751.

## **AMERICANS WITH DISABILITY ACT**

In accordance with the Americans with Disability Act and Florida Statute 286.26, persons with disabilities needing special accommodations to participate in this proceeding should contact the city clerk no later than three (3) days prior to the meeting at 561-996-6751 for assistance.

CITY OF SOUTH BAY  
**CITY WORKSHOP AGENDA**

CITY HALL CHAMBER  
TUESDAY, OCTOBER 5, 2021  
6:30 PM

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NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. DISCUSSION**
  - 3.a.** Railroad Depot Cottage
  - 3.b.** City Commission Compensation
  - 3.c.** Agenda Items
- 4. ADJOURNMENT**

**CITY OF SOUTH BAY**  
**REGULAR CITY MEETING**  
**AGENDA**

**CITY HALL CHAMBER**  
**TUESDAY, OCTOBER 5, 2021**  
**7:00 PM**

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NOTICE: If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.01055. The City of South Bay does not prepare or provide such records.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations in order to participate in this proceeding are entitled to the provision of certain assistance at no cost. Please call the City Clerk's Office at 561-996-6751 no later than 2 days prior to the hearing if this assistance is required. For hearing impaired assistance, please call the Florida Relay Service Numbers: 800-955-8771 (TDD) or 800-955-8770 (VOICE).

Any citizen of the audience wishing to appear before the City Commission to speak with reference to any agenda item must complete their "Request for Appearance and Comment" card and present completed form to the City Clerk.

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- 1. CALL TO ORDER, ROLL CALL; PRAYER, PLEDGE OF ALLEGIANCE**
- 2. DISCLOSURE OF VOTING CONFLICTS**
- 3. PRESENTATIONS AND PROCLAMATIONS (*Up to 5 minutes*)**
  - 3.a. Affinity Care Presentation -Christina Milan, *Professional Hospice Consultant***
- 4. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION**
- 5. CONSENT AGENDA**

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the Agenda.

  - 5.a. Regular City Workshop and City Meeting**  
**Approval of City Minutes –September 21, 2021**
  - 5.b. Regular City Workshop and City Meeting**  
**Approval of Meeting Agenda-October 05, 2021**
- 6. RESOLUTIONS – (Non- Consent) and Quasi-Judicial Hearing, if applicable)**
  - 6.a. RESOLUTION 51-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF  
SOUTH BAY, FLORIDA APPROVING A SALARY INCREASE BY  
\_\_\_\_\_ HUNDRED DOLLARS PER MONTH FOR CITY  
COMMISSION MEMBERS; RATIFYING BUDGET  
ADJUSTMENTS; PROVIDING FOR AN EFFECTIVE DATE**

**6.b. RESOLUTION NO. 52-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED CONTRACT FOR ELECTION DAY POLLING LOCATION BETWEEN THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS OFFICE AND THE CITY OF SOUTH BAY; PROVIDING FOR AN EFFECTIVE DATE**

- 7. ORDINANCE**
- 8. ROSENWALD ELEMENTARY SCHOOL**
- 9. FINANCE REPORT**
  - 9.a. Finance Report**
- 10. CITY CLERK REPORT**
- 11. CITY MANAGER REPORT**
- 12. CITY ATTORNEY REPORT**
- 13. FUTURE AGENDA ITEMS**
- 14. COMMISSIONER COMMENTS: FOR THE GOOD OF THE ORDER**
- 15. ADJOURNMENT**

CITY OF SOUTH BAY, FL  
**CITY BUDGET WORKSHOP**

CITY HALL CHAMBER  
TUESDAY, SEPTEMBER 21, 2021  
6:30PM

**Present:**

Mayor Joe Kyles  
Vice-Mayor Betty Barnard  
Commissioner Esther Berry  
Commissioner Taranza McKelvin

**Staff:**

Natalie Malone, City Clerk  
Leondrae Camel, City Manager  
Vicky DelBosquez, Human Resources  
Massih Saadatmand, Finance Director  
Caroline Larris, Code Enforcement Department  
Burnadette Norris-Weeks, Esq., City Attorney

*(Full recording/discussion available through the City Clerk/City website)*

- 1. CALL TO ORDER at 6:30pm**
- 2. ROLL CALL**
- 3. DISCUSSION**
  - 3a. Budget FY 2021-2022**
  - 3.b Agenda Items**
- 4. ADJOURNMENT at 6:59pm**

CITY OF SOUTH BAY, FL  
**REGULAR CITY MEETING**

CITY HALL CHAMBER  
**TUESDAY, SEPTEMBER 21, 2021**  
**7:00PM**

A Regular City Meeting of the City Commission of the City of South Bay, Florida was called to order by Mayor Joe Kyles in the Commission Chambers at 335 S.W. 2<sup>nd</sup> Avenue, South Bay, Florida on September 21, 2021 at 7:02 p.m.  
*(Full recording/discussion available through the City Clerk/City website)*

**Present:**

Mayor Joe Kyles  
Vice-Mayor Betty Barnard  
Commissioner Esther Berry  
Commissioner John Wilson at 7:07pm  
Commissioner Taranza McKelvin

**Staff:**

Natalie Malone, City Clerk  
Leondrae Camel, City Manager  
Vicky DelBosquez, Human Resources  
Massih Saadatmand, Finance Director  
Caroline Larris, Code Enforcement Department  
Burnadette Norris-Weeks, Esq., City Attorney

1. **CALL TO ORDER, ROLL CALL; PRAYER, PLEDGE OF ALLEGIANCE**
2. **DISCLOSURE OF VOTING CONFLICTS:**
  - 2b. Mayor Kyles- Resolution 48-2021 *(Form 8b completed)*
3. **PRESENTATIONS AND PROCLAMATIONS** *(Up to 5 minutes)*
  - 3a. Lakeside Medical Center's Birthing Center "delivers"-*Proclamation*
4. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION**

## 5. CONSENT AGENDA

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commission, or person so requests, in which the item will be removed from the general order of business and considered in its normal sequence on the Agenda.

### 5a. Regular City Workshop and City Meeting Approval of City Minutes – September 07, 2021

### 5b. Regular City Workshop and City Meeting Approval of Meeting Agenda- September 21, 2021

Moved By: Commissioner McKelvin  
Second By: Vice-Mayor Barnard

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

## 6. RESOLUTIONS- (Non- Consent) and Quasi-Judicial Hearing, if applicable)

### 6.a. RESOLUTION 39-2021

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, ADOPTING A FINAL MILLAGE RATE FOR THE FISCAL YEAR COMMENCING OCTOBER 1, 2021, THROUGH SEPTEMBER 30, 2022, PURSUANT TO SECTION 200.065, FLORIDA STATUTES; COMPUTING THE ROLLED BACK RATE; PROVIDING INSTRUCTIONS TO THE CITY MANAGER; PROVIDING FOR AN EFFECTIVE DATE

Moved By: Commissioner McKelvin  
Second By: Commissioner Berry

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6b. RESOLUTION NO. 40-2021**

**A RESOLUTION OF THE CITY OF SOUTH BAY, FLORIDA,  
ADOPTING THE FINAL BUDGET FOR THE FISCAL YEAR  
COMMENCING OCTOBER 1, 2021, THROUGH SEPTEMBER  
30, 2022, PURSUANT TO SECTION 200.065, FLORIDA  
STATUTES; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner McKelvin  
Second By: Commissioner Berry**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6c. RESOLUTION NO. 41-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY  
OF SOUTH BAY, FLORIDA, AUTHORIZING A PLAN FOR  
THE USE OF AMERICAN RESCUE PLAN ACT FUNDS OF  
2021 AND TO AUTHORIZE BUDGET ALLOCATIONS IN  
THE FISCAL YEAR 2021/2022 ADOPTED BUDGET;  
PROVIDING AN EFFECTIVE DATE**

**Moved By: Vice-Mayor Barnard  
Second By: Commissioner McKelvin**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6d. RESOLUTION NO. 42-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR AND FINANCE DIRECTOR TO OPEN BANK ACCOUNT(S) FOR PUBLIC DEPOSITS AT BANK OF BELLE GLADE; AUTHORIZING SPECIFIC PERSONS TO BE SIGNATORIES ON THE ACCOUNT; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner Wilson**

**Second By: Commissioner Berry**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6e. RESOLUTION NO. 43-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED WORK ORDER PROPOSAL FROM C.A.P. ENGINEERING, INC. D/B/A CAP ENGINEERING, PERTAINING TO NW 10th AVENUE REHABILITATION PROJECT AS A CONTINUING AGREEMENT; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner McKelvin**

**Second By: Commissioner Berry**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6f. RESOLUTION NO. 44-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED WORK ORDER PROPOSAL FROM CARDNO, INC., PERTAINING TO TANNER PARK SHELTER/COMMUNITY CENTER PROJECT AS A CONTINUING AGREEMENT AND IN AN AMOUNT NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000.00); PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner Wilson**

**Second By: Commissioner McKelvin**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6g. RESOLUTION NO. 45-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE A DRAINAGE EASEMENT AGREEMENT BETWEEN GERALDINE SMITH RUSSELL AND THE CITY OF SOUTH BAY FOR PARCEL 801, A PORTION OF LOTS 36, 37, AND 44, THE FISHER ADDITION TO SOUTH BAY FLORIDA, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 20 AT PAGE 93, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, LYING IN SECTION 14, TOWNSHIP 44 SOUTH, RANGE 36 EAST, AS FULLY DESCRIBED IN COMPOSITE EXHIBIT "A", ATTACHED HERETO; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Vice-Mayor Barnard**

**Second By: Commissioner Wilson**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6h. RESOLUTION NO. 46-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR TO EXECUTE A DRAINAGE EASEMENT AGREEMENT BETWEEN WILBERT SIME AND ROSE SIME AND THE CITY OF SOUTH BAY FOR PARCEL 802, A PORTION OF TRACT 16, AMENDED PLAT AND RE-SUBDIVISION OF SECTION 14 T.44 S, R.36 E AND PLAT OF THE TOWN OF SOUTH BAY, AS FULLY DESCRIBED IN COMPOSITE EXHIBIT "A", ATTACHED HERETO; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Vice-Mayor Barnard  
Second By: Commissioner Wilson**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6i. RESOLUTION NO. 47-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE AN EMERGENCY PURCHASE AGREEMENT BETWEEN S&S ASPHALT LLC AND THE CITY OF SOUTH BAY FOR ROADWAY REPAIR IN THE CITY OF SOUTH BAY; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner McKelvin  
Second By: Commissioner Wilson**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6j. RESOLUTION NO. 48-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE MAYOR AND THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE INTERNATIONAL ASSOCIATION OF MACHINISTS AND AEROSPACE WORKERS; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner McKelvin  
Second By: Commissioner Wilson**

| COMMISSION            | VOTE      |
|-----------------------|-----------|
| Mayor Kyles           | ABSTAINED |
| Vice Mayor Barnard    | YES       |
| Commissioner Berry    | YES       |
| Commissioner McKelvin | YES       |
| Commissioner Wilson   | YES       |

**6k. RESOLUTION NO. 49-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, APPROVING LEGISLATIVE PRIORITIES FOR THE 2022 LEGISLATIVE SESSION; PROVIDING FOR AN EFFECTIVE DATE**

**Moved By: Commissioner McKelvin  
Second By: Commissioner Berry**

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

**6l. RESOLUTION NO. 50-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, APPOINTING ISRAEL BAEZ TO THE CAREERSOURCE PALM BEACH COUNTY, INC. BOARD OF DIRECTORS; PROVIDING FOR AN EFFECTIVE DATE**

***RESOLUTION DELETED FROM AGENDA***

## 7. ORDINANCE

## 8. ROSENWALD ELEMENTARY SCHOOL

*Commissioner McKelvin:*

8a. *Drum Line Uniforms-*

Thanks to Donors (Sgt. Ortiz/PBSO and Brandon Thomas/US Sugar)

## 9. FINANCE REPORT

## 9a. Accounts Payable Report

## 10. CITY CLERK REPORT

## 11. CITY MANAGER REPORT

## 12. CITY ATTORNEY REPORT

## 13. FUTURE AGENDA ITEMS

13a. Pay increase for the Commissioners of South Bay-*motion made*

Moved By: Commissioner Wilson

Second By: Commissioner McKelvin

| COMMISSION            | VOTE |
|-----------------------|------|
| Mayor Kyles           | YES  |
| Vice Mayor Barnard    | YES  |
| Commissioner Berry    | YES  |
| Commissioner McKelvin | YES  |
| Commissioner Wilson   | YES  |

## 14. COMMISSIONER COMMENTS FOR THE GOOD OF THE ORDER

## 14a. Commissioner Taranza McKelvin

- Thank you for coming out
- Be safe

## 14b. Commissioner John Wilson

- Thank you to everyone
- Railroad Cottage
- May God Bless, love you much

**14c. Commissioner Esther Berry**

- Be safe
- Thank you for coming

**14d. Vice Mayor Betty Barnard:**

- Thanks to each and every one for your role
- Personal Acknowledgements
- Have a good night

**14e. Mayor Joe Kyles**

- Ditto
- Thank you

**15. ADJOURNMENT**

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Joe Kyles, Mayor

**ATTESTED BY:**

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Natalie Malone, City Clerk

**RESOLUTION 51-2021**

**A RESOLUTION OF THE CITY COMMISSION OF THE  
CITY OF SOUTH BAY, FLORIDA APPROVING A  
SALARY INCREASE BY \_\_\_\_\_ HUNDRED DOLLARS  
PER MONTH FOR CITY COMMISSION MEMBERS;  
RATIFYING BUDGET ADJUSTMENTS; PROVIDING  
FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Commission of the City of South Bay, Florida ("City Commission") desires to increase City Commission salaries by an additional \_\_\_\_\_ Hundred Dollars (\$\_\_\_\_\_) per month; and

**WHEREAS**, from the passage of this resolution and to the end of fiscal year September 30, 2022, a \$\_\_\_\_\_ Hundred Dollar increase for the Mayor and each City Commissioner will increase the City's budget by an additional \_\_\_\_\_ Thousand \_\_\_\_\_ Dollars (\$\_\_\_\_\_), in addition to payroll taxes in the amount of \$\_\_\_\_\_; and

**WHEREAS**, the additional amount will also be factored into the City's obligations pursuant to the Florida Retirement System Pension Plan for the Mayor and each City Commissioner; and

**WHEREAS**, the Commission authorizes that fund earmarked for the City Commission members' salary increase for the 2022 fiscal year be transferred from Account #\_\_\_\_\_ to the Legislative Department Account #\_\_\_\_\_; and

**WHEREAS**, the City Commission finds that providing an increase in compensation for City Commission members is in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, 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.** Approval of Compensation Increase for Mayor and City Commission Members. The City Commission of the City of South Bay hereby approves of a \_\_\_\_\_ Hundred Dollar monthly increase in compensation for the Mayor and each City Commission member. The City Commission also approves the budget adjustment, attached hereto as Exhibit "A", transferring funds from Account #\_\_\_\_\_ to the Legislative Department Account #\_\_\_\_\_.

**Section 3.** Authorization of City Manager. The City Manager is authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

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

**PASSED and ADOPTED** this 5th day of October 2021.

\_\_\_\_\_  
Joe Kyles, Mayor

Attested

By: \_\_\_\_\_  
Natalie Malone, City Clerk

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Burnadette Norris-Week, P.A.  
City Attorney

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

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

**VOTE:**

|                       |             |            |
|-----------------------|-------------|------------|
| Commissioner Berry    | _____ (Yes) | _____ (No) |
| Commissioner Wilson   | _____ (Yes) | _____ (No) |
| Commissioner McKelvin | _____ (Yes) | _____ (No) |
| Vice-Mayor Barnard    | _____ (Yes) | _____ (No) |
| Mayor Kyles           | _____ (Yes) | _____ (No) |

## RESOLUTION NO. 52-2021

### A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SOUTH BAY, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE ATTACHED CONTRACT FOR ELECTION DAY POLLING LOCATION BETWEEN THE PALM BEACH COUNTY SUPERVISOR OF ELECTIONS OFFICE AND THE CITY OF SOUTH BAY; PROVIDING FOR AN EFFECTIVE DATE

**WHEREAS**, a polling location is needed in the City of South Bay ("City") for the Special Primary and Special General Election scheduled to fill the vacancy for United States Representative, Florida Congressional District 20 to be held November 2, 2021 and January 11, 2022, respectively; and

**WHEREAS**, the City desires to offer the South Bay City Hall Commission Chambers located at 335 SW 2<sup>nd</sup> Avenue, South Bay, FL 33493 as the polling location; and

**WHEREAS**, the Palm Beach County Supervisor of Elections Office has formulated a Contract for Election Day Polling Location outlining the terms and conditions for a polling location within the city limits; and

**WHEREAS**, the City Commission for the City of South Bay finds that authorizing the City Manager to enter into the Contract for Election Day Polling Location with the Palm Beach County Supervisor of Elections Office is in the best interest of the residents of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SOUTH BAY, 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.** Authorization of City Manager. The City Commission of the City of South Bay hereby authorizes the City Manager to execute the Contract for the Election Day Polling Location between the City of South Bay and the Palm Beach County Supervisor of Elections Office, attached hereto as Exhibit "A", for usage of the City's Commission Chambers located at 335 SW 2<sup>nd</sup> Avenue, South Bay, FL 33493. The City Manager is further authorized to take all necessary and expedient action to effectuate the intent of this Resolution.

**Section 3.** Effective Date. This Resolution shall be effective immediately upon its passage and adoption.

**PASSED** and **ADOPTED** this 5th day of October 2021.

\_\_\_\_\_  
Joe Kyles, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Natalie Malone, City Clerk

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
Burnadette Norris-Week, P.A.  
City Attorney

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

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

VOTE:

|                       |             |            |
|-----------------------|-------------|------------|
| Commissioner Berry    | _____ (Yes) | _____ (No) |
| Commissioner McKelvin | _____ (Yes) | _____ (No) |
| Commissioner Wilson   | _____ (Yes) | _____ (No) |
| Vice-Mayor Barnard    | _____ (Yes) | _____ (No) |
| Mayor Kyles           | _____ (Yes) | _____ (No) |



**Wendy Sartory Link**  
**Palm Beach County Supervisor of Elections**

240 South Military Trail, West Palm Beach, FL 33415  
 Telephone: 561.656.6200 | Fax Number: 561.656.6287



**WWW.VOTEPALMBEACH.GOV**

## CONTRACT FOR ELECTION DAY POLLING LOCATION

This Contract is made as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Palm Beach County Supervisor of Elections, a Political Subdivision of the State of Florida, by and through the Palm Beach County Board of Commissioners, hereinafter referred to as SUPERVISOR, and **(NAME) South Bay Commission Chambers** **(ADDRESS) 335 SW 2Nd Ave, South Bay FL 33493** authorized to do business in the State of Florida, hereinafter referred to as FACILITY.

**PRECINCT NUMBER(S): 6016 (6018, 6038)**

In consideration of the mutual promises contained herein, SUPERVISOR and FACILITY agree as follows:

### **ARTICLE 1 - SERVICES**

FACILITY'S responsibility under this Contract is to provide Election Day polling location services for the following Special Primary and Special General Election Days scheduled to fill the vacancy for United States Representative, Florida Congressional District 20, as well as make a good faith effort to accommodate any additional Special Election Days that may be required due to unforeseen circumstances.

#### **A. Special Primary Election Day ... Tuesday, November 2, 2021**

#### **B. Special General Election Day ... Tuesday, January 11, 2022**

SUPERVISOR'S representative/liaison during the performance of this Contract shall be Rachel West, (telephone no.) (561) 656-6237, (email) rachel@votepalmbeach.gov.

FACILITY'S representative/liaison during the performance of this Contract shall be (Name, Title)

\_\_\_\_\_, telephone no. \_\_\_\_\_,

mailing address (if different) \_\_\_\_\_.

Name and telephone number of emergency contact person before and after regular business hours:

Name

Telephone

Alt. Telephone

Email



**Wendy Sartory Link**  
**Palm Beach County Supervisor of Elections**

240 South Military Trail, West Palm Beach, FL 33415  
Telephone: 561.656.6200 | Fax Number: 561.656.6287



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Name and telephone number of contact person at Polling Place on Election Day:

| Name | Telephone | Alt. Telephone | Email |
|------|-----------|----------------|-------|
|------|-----------|----------------|-------|

Two alternate contacts:

| Name | Telephone | Alt. Telephone | Email |
|------|-----------|----------------|-------|
|------|-----------|----------------|-------|

| Name | Telephone | Alt. Telephone | Email |
|------|-----------|----------------|-------|
|------|-----------|----------------|-------|

**ARTICLE 2 - SCHEDULE**

FACILITY shall agree to allow voters, poll workers, poll watchers, other designated campaign representatives, and representatives of the SUPERVISOR to enter and exit premises **without delay or screening of any kind** on Election Day, until completion of voting. This shall include but is not limited to:

- A. None of the above shall be required to present identification upon entry, including at any gate.
- B. None of the above shall be required to undergo health screening upon entry.

FACILITY shall agree to accept delivery of equipment and supplies at a time and date to be determined by FACILITY and SUPERVISOR prior to Election Day. FACILITY and SUPERVISOR will also determine a date and time for SUPERVISOR to remove equipment and supplies.

**Please provide the days and hours of operation at the location when access to the premises will be available for delivery and pickup of voting equipment. An election official will contact you to make arrangements:**

FACILITY shall agree to provide a secure location to store Elections Equipment upon delivery to Polling Location and until removal.

**Please indicate where election equipment will be stored and how it will be secured:**



**Wendy Sartory Link**  
**Palm Beach County Supervisor of Elections**

240 South Military Trail, West Palm Beach, FL 33415  
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FACILITY shall agree to allow SUPERVISOR or SUPERVISOR's designee(s) to inspect and set up the designated Polling Room **on the Monday prior to Election Day** (Monday, November 1, 2021 for the Special Primary Election and Monday, January 10, 2022 for the Special General Election).

FACILITY shall agree (initial one):

- To open the Polling Location and Polling Room no later than **5:30 A.M.** on Election Day, OR;
- To provide SUPERVISOR or its assignee (Clerk) with a key to the Polling Place.

Please indicate contact information and instructions for delivery of key, if applicable:

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FACILITY shall agree to provide from **5:30 A.M.** until completion of voting and clean-up on Election Day (initial all applicable):

- Chairs for election workers (number of chairs provided \_\_\_\_\_).
- Tables for election workers (number of tables provided \_\_\_\_\_).
- Access to power outlets (number of power outlets available \_\_\_\_\_).
- Use of restroom facilities.
- Air conditioning.

### **ARTICLE 3 - REMEDIES**

This Contract shall be governed by the laws of the State of Florida. Any legal action necessary to enforce the Contract will be held in a court of competent jurisdiction located in Palm Beach County, Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity, by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.



**Wendy Sartory Link**  
**Palm Beach County Supervisor of Elections**

240 South Military Trail, West Palm Beach, FL 33415  
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**ARTICLE 4 - EXCUSABLE DELAYS**

FACILITY shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of FACILITY or its subcontractors and without their fault or negligence. Such causes include, but are not limited to, acts of God, force majeure, natural or public health emergencies which have been classified by the Governor of Florida or the President of the United States as a State of Emergency and subsequently issue in an Emergency Order allowing for the specific breach of this contract (i.e. an order specifically disallowing use of this or this kind of facility by the public), and abnormally severe and unusual weather conditions which render the polling location unusable.

Upon FACILITY'S request, SUPERVISOR shall consider the facts and extent of any failure to perform the work and, if FACILITY'S failure to perform was without its fault or negligence, the Contract Schedule or any other affected provision of this Contract shall be revised accordingly, subject to SUPERVISOR'S rights to change or terminate this Contract at any time.

**ARTICLE 5 - ENTIRETY OF CONTRACTUAL AGREEMENT**

SUPERVISOR and FACILITY agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties.

**ARTICLE 6 - PUBLIC RECORDS**

Notwithstanding anything contained herein, as provided under Section 119.0701, F.S., if the FACILITY: (i) provides a service; and (ii) acts on behalf of the SUPERVISOR as provided under Section 119.011(2) F.S., the FACILITY shall comply with the requirements of Section 119.0701, Florida Statutes, as it may be amended from time to time. All agreements between FACILITY and SUPERVISOR are subject to the requirements provided under Section 119.0701, F.S.

**IN WITNESS WHEREOF**, we, the undersigned, do hereby state that we have the authority to bind and obligate as promised herein, SUPERVISOR and FACILITY for purposes of executing this agreement on the dates set forth below.

---

Wendy Sartory Link, Palm Beach County Supervisor of Elections (Signature)

Date

---

FACILITY Representative (Signature)

Date



## City of South Bay

South Bay City Hall  
335 SW 2<sup>nd</sup> Avenue  
South Bay, FL 33493  
Telephone: 561-996-6751  
Facsimile: 561-996-7950

[www.southbaycity.com](http://www.southbaycity.com)

### Commission

Joe Kyles Sr.  
Mayor

Betty Barnard  
Vice Mayor

Esther E. Berry

John Wilson

Taranza McKelvin

Leondrae Camel  
City Manager

City Clerk  
Natalie Malone

Bernadette Norris-Weeks  
City Attorney

"An equal Opportunity  
Affirmative Action Employer"

To: Honorable Mayor and Commissioners  
From: Massih Saadatmand, Finance Director  
Thru: Mr. Leondrae Camel, City Manager  
Date: September 30, 2021  
Ref: Weekly check register

Enclosed, please find the summary of check register as of September 30, 2021:

### General Fund

|                                              |    |            |
|----------------------------------------------|----|------------|
| • Utility:                                   |    |            |
| Comcast                                      | \$ | 660.38     |
| • United Health Care                         |    | 10,954.34  |
| • FL Municipal Ins.                          |    | 24,498.25  |
| • Norris-Weeks, PA                           |    | 7,019.42   |
| • CAP Government                             |    | 2,372.50   |
| • Bank of America                            |    | 1,585.82   |
| • Civic Plus                                 |    | 1,653.75   |
| • Cougar Mountain                            |    | 1,871.00   |
| • Coastal Network                            |    | 1,500.00   |
| • Rosenwald School                           |    | 2,450.00   |
| • Purchased of supplies, materials and parts |    | 1,140.27 A |
| • Payment for various services               |    | 2,356.30 B |
| • Payroll deductions                         |    | 2,597.04 C |
| • Other                                      |    | 150.00     |
| Total                                        | \$ | 60,809.07  |

### Sanitation Fund

Waste Management \$ 1,874.30

### Capital Project

CAP Government \$ 11,337.50

**AP Check Register Report**  
City Of South Bay (CSBFND)

9/24/2021 10:52:26 AM

Page 1

| Check Number                 | Vendor Number        | Vendor Name                  | Check Date | Check Amount |   |
|------------------------------|----------------------|------------------------------|------------|--------------|---|
| 13710                        | AFLAC                | AFLAC                        | 9/23/2021  | 1,301.66     | C |
| 13711                        | BURNADETTE NORRIS-W  | BURNADETTE NORRIS-WEEKS, PA  | 9/23/2021  | 7,019.42     |   |
| 13712                        | IAMAW                | IAMAW                        | 9/23/2021  | 239.68       | C |
| 13713                        | LIBERTY NATIONAL     | LIBERTY NATIONAL             | 9/23/2021  | 325.96       | J |
| 13714                        | ROSENWALD ELEMENTAI  | ROSENWALD ELEMENTARY         | 9/23/2021  | 450.00       |   |
| 13715                        | SOLSTICE BENEFITS IN | SOLSTICE MARKETPLACE         | 9/23/2021  | 592.74       | C |
| 13716                        | ST. JUDE PLACE       | ST. JUDE PLACE               | 9/23/2021  | 40.00        | J |
| 13717                        | UNITED HEALTH CARE   | UHS PREMIUM BILLING          | 9/23/2021  | 10,954.34    |   |
| 13718                        | WASHINGTON NATIONAL  | WASHINGTON NATIONAL INS. CO. | 9/23/2021  | 97.00        | C |
| Non-Electronic Transactions: |                      |                              |            | 21,020.80    |   |
| Total Transactions:          |                      |                              |            | 21,020.80    |   |

# AP Check Register Report

City Of South Bay (CSBFND)

9/23/2021 2:09:30 PM

Page 1

| Check Number                 | Vendor Number        | Vendor Name                       | Check Date | Check Amount |   |
|------------------------------|----------------------|-----------------------------------|------------|--------------|---|
| 13699                        | BANK OF AMERICA, NA  | BANK OF AMERICA                   | 9/23/2021  | 1,585.82     |   |
| 13700                        | CIVICPLUS INC        | CIVICPLUS LLC                     | 9/23/2021  | 1,653.75     |   |
| 13701                        | COUGAR MOUNTAIN SOF  | COUGAR MOUNTAIN SOFTWARE          | 9/23/2021  | 1,871.00     |   |
| 13702                        | ECONOMY TRANSMISSIO  | ECONOMY TRANSMISSION SERVICE      | 9/23/2021  | 45.00        | B |
| 13703                        | EVERGLADES FARM EQU  | EVERGLADES EQUIPMENT GROUP        | 9/23/2021  | 296.16       | A |
| 13704                        | FLORIDA MUNICIPAL IN | FLORIDA MUNICIPAL INSURANCE TRUST | 9/23/2021  | 22,759.25    |   |
| 13705                        | ORIGINAL EQUIPMENT   | ORIGINAL EQUIPMENT                | 9/23/2021  | 139.48       | A |
| 13706                        | ROSENWALD ELEMENTAI  | ROSENWALD ELEMENTARY              | 9/23/2021  | 2,000.00     |   |
| 13707                        | SIGN A RAMA          | SIGN A RAMA                       | 9/23/2021  | 85.70        | B |
| 13708                        | TIRE SERVICE PLUS CO | TIRE SERVICE PLUS CO              | 9/23/2021  | 201.80       | A |
| 13709                        | TRC FARM INDUSTRIAL  | TRC FARM & INDUSTRIAL SUPPLY INC  | 9/23/2021  | 264.06       | J |
| Non-Electronic Transactions: |                      |                                   |            | 30,902.02    |   |
| Total Transactions :         |                      |                                   |            | 30,902.02    |   |

# AP Check Register Report

City Of South Bay (CSBFND)

9/17/2021 11:11:32 AM

Page 1

| Check Number                 | Vendor Number        | Vendor Name                       | Check Date | Check Amount |   |
|------------------------------|----------------------|-----------------------------------|------------|--------------|---|
| 13687                        | CAP GOVERNMENT       | CAP GOVERNMENT                    | 9/17/2021  | 2,372.50     |   |
| 13688                        | COASTAL NETWORK SOL  | COASTAL NETWORK SOLUTIONS, LLC    | 9/17/2021  | 1,500.00     |   |
| 13689                        | COMCAST BUSINESS     | COMCAST                           | 9/17/2021  | 660.38       |   |
| 13690                        | EVERGLADES FARM EQU  | EVERGLADES EQUIPMENT GROUP        | 9/17/2021  | 171.05       | A |
| 13691                        | FLORIDA MUNICIPAL IN | FLORIDA MUNICIPAL INSURANCE TRUST | 9/17/2021  | 1,739.00     |   |
| 13692                        | PALM BEACH POST      | CMG-PB REITTANCE ADDRESS          | 9/17/2021  | 1,059.52     | B |
| 13693                        | PERFORMANCE NAPA     | PERFORMANCE NAPA                  | 9/17/2021  | 35.80        | A |
| 13694                        | SHARON BROWN         | SHARON BROWN                      | 9/17/2021  | 150.00       | D |
| 13695                        | THEODORE GREEN       | THEODORE GREEN                    | 9/17/2021  | 250.00       | B |
| 13696                        | WHITE ELECTRICAL CON | WHITE ELECTRICAL CONTRACTORS INC  | 9/17/2021  | 625.00       | J |
| 13697                        | WOLFF'S LAWN         | WOLFF LAWN MACHINE INC            | 9/17/2021  | 31.92        | A |
| 13698                        | XEROX CORP           | XEROX CORPORATION                 | 9/17/2021  | 291.08       | B |
| Non-Electronic Transactions: |                      |                                   |            | 8,886.25     |   |
| Total Transactions :         |                      |                                   |            | 8,886.25     |   |

# AP Check Register Report

City Of South Bay (CSBFND)

9/23/2021 9:20:54 AM

Page 1

| Check Number                 | Vendor Number  | Vendor Name    | Check Date | Check Amount |
|------------------------------|----------------|----------------|------------|--------------|
| 213                          | CAP GOVERNMENT | CAP GOVERNMENT | 9/23/2021  | 11,337.50    |
| Non-Electronic Transactions: |                |                |            | 11,337.50    |
| Total Transactions:          |                |                |            | 11,337.50    |

**AP Check Register Report**  
City Of South Bay (CSBFND)

9/24/2021 12:01:01 PM

Page 1

| Check Number                 | Vendor Number    | Vendor Name                      | Check Date | Check Amount |
|------------------------------|------------------|----------------------------------|------------|--------------|
| 260                          | WASTE MANAGEMENT | WASTE MANAGEMENT INC. OF FLORIDA | 9/24/2021  | 1,874.30     |
| Non-Electronic Transactions: |                  |                                  |            | 1,874.30     |
| Total Transactions:          |                  |                                  |            | 1,874.30     |