



MINUTES EMERGENCY COMMISSION MEETING

1:00 PM - Monday, March 31, 2026
Commission Chambers

The EMERGENCY COMMISSION MEETING of the Town of Pembroke Park was called to order on Tuesday, March 31, 2026, at 1:00 PM, in the Commission Chambers, with the following members present:

PRESENT: Mayor Geoffrey Jacobs; Commissioner Ashira Mohammed; Acting Clerk Commissioner Erik Morrissette; Clerk Commissioner William Hodgkins;

EXCUSED: Vice Mayor Musfika Kashem

1 CALL TO ORDER

Mayor Jacobs called the meeting to order at 1:06pm.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 1:06 pm by Mayor Jacobs. Present at the meeting were Ashira Mohammed, Commissioner; Erik Morrissette, Acting Clerk Commissioner; William Hodgkins, Clerk Commissioner; and Geoffrey Jacobs, Mayor.

Additional staff in attendance were Jacob Horowitz, Town Attorney; Cynthia Garcia-Lima, Town Clerk; and David Lynch, Town Manager

4 DELETIONS OR WITHDRAWALS TO THE AGENDA

No deletions or withdrawals were made to the agenda.

5. PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE

Cheryl Robinson addressed the Commission, thanking Mayor Jacobs for keeping residents informed about meetings. She expressed concerns about financial mismanagement in the town, stating she sees "a lot of money being embezzled" and questioned loans being given without proper oversight. Robinson criticized the lack of affordable housing and economic opportunities for residents, calling for less selfishness among commissioners. She emphasized the need for commissioners to take responsibility and work together for the community's benefit, concluding with a prayer for the Commission's leadership.

Starr Ward yielded her speaking time to Cheryl Robinson, who used the additional time to reinforce her message about accountability and responsible leadership. Robinson stressed that commissioners hold critical positions affecting the entire city and urged them to stop what she characterized as "bickering" and focus on serving the people who voted them into office.

6 PRESENTATION

- 6.1 Procurement Month Proclamation
- 6.2 Colorectal Cancer Awareness Proclamation
- 6.3 National Athletic Training Proclamation

7 ORDINANCE – FIRST READING

- 7.1 Consideration and Approval of Ordinance to Amend Sec. 2-45, Supplemental Commission Procedures (Agenda Preparation) - Sponsored by Commissioner Mohammed

ORDINANCE NO: 2026-009

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" AMENDING ARTICLE II, ENTITLED "TOWN COMMISSION" BY AMENDING DIVISION 3, ENTITLED "MEETINGS;" AMENDING SECTION 2-45, ENTITLED, "SUPPLEMENTAL COMMISSION PROCEDURES;" AMENDING THE

PROCEDURES RELATED TO THE PREPARATION OF THE COMMISSION AGENDA; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney presented Ordinance 2026-009, explaining that this followed direction from the Commission's previous special meeting to amend procedures for placing items on the commission agenda. The ordinance establishes that any commission member may submit agenda items to the town clerk, and such items may only be removed by the sponsoring commissioner or by majority vote at a publicly noticed meeting. Neither the town manager nor administrative employees would have authority to remove commissioner-submitted items.

The Town Attorney noted that Commissioner Mohammed had submitted additional revisions that reaffirm the commission's role in government, establishing the commission as the governing and legislative body with authority to determine meeting matters. The revisions would delegate agenda preparation responsibilities to the town clerk rather than the manager, emphasizing that the commission's role as policymakers should drive the agenda process.

The ordinance maintains the existing 6-day rule for agenda submission, with provisions that failure to meet deadlines would not permanently deny items but may result in placement on the next available agenda.

Commissioner Mohammed inquired about the timeline, and the attorney confirmed the current 6-day rule, noting this would be the first substantive amendment to procedures adopted about three years ago.

Mayor Jacobs indicated he wanted more time to review the document, but the Town Attorney explained that first reading approval would move the process forward, allowing Commissioner Mohammed's amendments for second reading, with opportunity for additional changes at that time.

ACTION: Commissioner Mohammed made a motion to approve Ordinance 2026-009 with all amendments. Acting Clerk Commissioner Morrissette seconded the motion, and it passed on a unanimous vote.

7.2 Consideration of Alcohol License Ordinance Amendment — Sponsored by Town Planner Von der Meulen

ORDINANCE NO: 2026-008

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 3, ENTITLED “ALCOHOLIC BEVERAGES;” AMENDING ARTICLE I ENTITLED “IN GENERAL;” AMENDING SECTION 3-1 DEFINITIONS; AMENDING SECTION 3-2.5 EXTENDED HOURS LICENSE; AMENDING SECTION 3-4 PROXIMITY TO LICENSED BUSINESS; REPEALING AND REPLACING SECTION 3-5 PROXIMITY TO LICENSED BUSINESSES TO CHURCHES, SCHOOLS; AMENDING SECTION 3-6 NOISE RESTRICTION IN ESTABLISHMENTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney presented Ordinance 2026-008, prepared by town planner Von Der Meulen. The ordinance updates definitions for convenience stores, hotel bars, and liquor, and addresses extended hours licenses for sales between midnight and 6 AM. Key provisions include 500-foot separation requirements for extended hour licenses and 300-foot separation from places of worship, schools, and childcare facilities. The ordinance includes grandfathering provisions for existing licenses and exempts vendors in the MXE district from certain noise restrictions.

Mayor Jacobs explained this was an update to modernize outdated town ordinances and policies.

Clerk Commissioner Hodgkins asked the police chief about potential impacts, noting concerns about late-night establishments. The attorney confirmed this was first reading and that the chief could review the ordinance before second reading.

Acting Clerk Commissioner Morrissette expressed support for personal responsibility regarding alcohol consumption while acknowledging real-world challenges.

ACTION: Commissioner Mohammed made a motion to approve Ordinance 2026-008. Acting Clerk Commissioner Morrissette seconded the motion, and it passed 3-1, with Clerk Commissioner Hodgkins voting no.

8 DISCUSSION

8.1 Discussion regarding the Bamboo Social Club - Sponsored by Mayor Jacobs

Mayor Jacobs explained that the town manager had created a harmless agreement allowing use of the Bamboo Social Club building in the mobile home park. The building was closed four years ago by the building official as an unsafe structure due to multiple code violations including ADA non-compliance, questionable ownership, and unsafe conditions. The building sits on a property line between Pembroke Park and private property, creating ownership complications.

Acting Commissioner Morrissette questioned who requested the building's condemnation, and Mayor Jacobs explained it occurred when the building official inspected for cable TV installation and discovered unsafe propane installations and other violations.

Acting Clerk Commissioner Morrissette argued the building was structurally sound despite minor electrical issues and had withstood multiple hurricanes. He suggested political motivation for the closure and advocated for repairs rather than continued closure.

Clerk Commissioner Hodgkins noted that residents had made some improvements like installing a proper door but acknowledged the building's problematic location between two ponds and lack of proper permits. He stated the building "actually shouldn't be there" due to permit issues.

Town Attorney clarified that based on 2023 research, the town owns a portion of the property through a dedicated right-of-way, while having a 99-year lease on the remainder from the mobile home park owner.

Acting Clerk Commissioner Morrissette recommended having the building official assess what repairs were needed, emphasizing the building's importance to the Canadian community and potential educational use by locals.

Town Attorney advised caution about knowingly allowing use of a building deemed unsafe under Florida law, noting that buildings constructed without permits are considered unsafe as a matter of law. He recommended professional staff assessment and liability protection measures.

The Commission provided directions for the building official and building department to investigate and develop a resolution.

8.2 Discussion and possible action concerning the position of the Town Manager, including, but not limited to termination — Sponsored by Mayor Jacobs (UPDATED ATTACHMENTS)

Mayor Jacobs outlined a pattern of concerning behavior beginning in May when he resumed the mayor position. He cited questionable purchases including an unnecessary boat for public works, creation of an unneeded town weatherman position, and various financial irregularities. He referenced his December 26th email about accountability that was systematically avoided through commissioners not attending meetings.

Mayor Jacobs expressed particular concern about unauthorized loan transactions totaling approximately \$86,000 that came to light through Channel 10 reporting. He detailed his extensive efforts over three years to seek forensic audits and investigations through various state agencies including JLAC, the Office of Inspector General, ethics commission, and state attorney offices.

Commissioner Mohammed provided detailed analysis of the internal review, emphasizing that advance payroll had never been standard practice in Pembroke Park during her 18+ years with the town. She distinguished between earned income (hours already worked) and unearned income advances extending years into the future, calling the latter unprecedented and improper.

Commissioner Mohammed highlighted multiple concerning issues: blanket email approvals for finances violating proper oversight, forms using logos that didn't exist in 2016 despite claims of long-standing practice, failure to bring matters before the Commission for approval, retaliation against whistleblowing employees, misrepresentation to media about the town's audit history, and violation of proper sexual harassment investigation procedures.

She stressed that the town's audit history actually shows consistent on-time submissions with awards for timeliness, contrary to misrepresentations made to the Sun Sentinel. Commissioner Mohammed emphasized that audits should be presented to the Commission for review and policy development, but last year's audit was sent to Tallahassee without Commission review or signature.

Mayor Jacobs noted emails suggesting the town manager attempted to "wine and dine" media representatives and position himself favorably while portraying the Commission negatively. He referenced the town manager's history of similar issues at previous employment locations, discoverable through online searches.

Clerk Commissioner Hodgkins expressed reluctance to terminate, noting the town had four managers in four years and questioning the pursuit of perfection. He advocated for allowing corrections and overlooking errors in judgment.

Commissioner Mohammed rejected the "perfection" characterization, stating she sought responsible employees who understand their roles, don't misrepresent the town, and don't create fraudulent documentation. She emphasized the need for accountability to residents and taxpayers.

Acting Clerk Commissioner Morrissette stated that based on information presented, he felt compelled to support termination despite personal regard for the individual.

Town Attorney explained the contractual process for termination with cause, requiring written notice of particulars and a public hearing within 60 days where the manager can present evidence and argument. The attorney outlined the cause criteria including misfeasance, malfeasance, nonfeasance, neglect of duty, policy violations, fraudulent acts, and ethics violations.

ACTION: Acting Clerk Commissioner Morrissette made a motion to terminate with cause. Mayor Jacobs seconded the motion, and passed 3-1, with Clerk Commissioner Hodgkins voting no.

The Town Attorney clarified that this begins a two-step process requiring written notice and subsequent public hearing and recommended immediate paid suspension during the 60-day period.

Mayor Jacobs initially moved for suspension without pay, citing the manager's precedent of suspending employees without pay, but ultimately agreed to paid suspension.

ACTION: Commissioner Mohammed moved to suspend immediately with pay. Acting Clerk Commissioner Morrissette seconded the motion and passed in a unanimous vote.

The Commission then addressed the need for an interim manager. Mayor Jacobs recommended David Sigerson, citing his 30 years of town involvement, legal background, and comprehensive knowledge of ongoing projects.

Town Attorney noted that Mr. Sigerson would need to suspend his lobbying contract and enter into an independent contractor agreement, working full-time as required by town code.

ACTION: Commissioner Mohammed made a motion to engage David Sigerson as interim town manager while HR advertises and locates a potential candidate for the permanent position, subject to contract drafting and approval. Acting Clerk Commissioner Morrissette seconded the motion and it passed with a unanimous vote.

8.3 Feasibility Study – Bringing Grant Writing In-House - Sponsored by Acting Clerk Commissioner Morrissette

Acting Clerk Commissioner Morrissette requested a feasibility study comparing costs of in-house grant writing versus current external contract services, noting staff with appropriate education and talent. Mayor Jacobs noted a previous study found external services more cost-effective, but Acting Clerk Commissioner Morrissette wanted updated analysis with current staff.

Commissioner Mohammed requested clarification on scope, noting the town currently has external grant writers and departments that handle their own grants.

The Commission provided directions to HR and finance to conduct a comparative study of all 32 Broward County municipalities' grant writing approaches.

8.4 Discussion and possible action on donating funds to Lake Forest and Watkins Elementary for Teacher Appreciation Week - Sponsored by Commissioner Mohammed (ADDED)

Commissioner Mohammed proposed sponsoring teacher lunches at both elementary schools for Teacher Appreciation Week, similar to previous year's program. She noted the town already provides student lunches, making teacher appreciation a logical extension.

ACTION: Commissioner Mohammed moved to provide lunch at Lake Forest Elementary and Watkins Elementary for teachers on separate days during Teacher Appreciation Week. Mayor Jacobs seconded the motion and it passed by a unanimous vote.

9 RESOLUTION

- 9.1 Consideration and Approval to Award RFQ 25-02 for Drainage and Stormwater — Sponsored by Procurement Administrator Woodbury
RESOLUTION NO: 2026-031

A RESOLUTION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE RANKING AND AUTHORIZING THE NEGOTIATION AND EXECUTION OF CONTINUING SERVICES CONTRACTS FOR RFQ 25-02 FOR DRAINAGE AND STORMWATER ENGINEERING SERVICES ATTACHED HERETO AS EXHIBIT A THROUGH E; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: Mayor Jacobs moved to approve Resolution 2026-031. Acting Clerk Commissioner Morrissette seconded the motion and it passed on a unanimous vote.

- 9.2 Consideration and Approval to Award RFQ 25-02 for Environmental Engineering Services — Sponsored by Procurement Administrator Woodbury

RESOLUTION NO: 2026-032

A RESOLUTION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE RANKING AND AUTHORIZING THE NEGOTIATION AND EXECUTION OF CONTINUING SERVICES CONTRACTS FOR RFQ 25-02 ENVIRONMENTAL ENGINEERING SERVICES ATTACHED HERETO AS EXHIBIT A THROUGH E; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: Commissioner Mohammed made a motion to approve Resolution 2026-032. Acting Clerk Commissioner Morrissette seconded the motion and it passed by a unanimous vote.

- 9.3 Consideration and Approval to Award RFQ 25-02 for Surveying and Mapping — Sponsored by Procurement Administrator Woodbury
RESOLUTION NO: 2026-033

A RESOLUTION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE RANKING AND AUTHORIZING THE NEGOTIATION AND EXECUTION OF CONTINUING SERVICES CONTRACTS FOR RFQ 25-02 FOR SURVEYING AND MAPPING ENGINEERING SERVICES ATTACHED HERETO AS EXHIBIT A THROUGH E; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: Commissioner Mohammed made a motion to approve Resolution 2026-033. Acting Clerk Commissioner Morrissette seconded the motion and it passed by a unanimous vote.

- 9.4** Consideration and Approval to Award RFQ 25-02 for Transportation, Traffic and Roadway Engineering — Sponsored by Procurement Administrator Woodbury

RESOLUTION NO: 2026-034

A RESOLUTION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE RANKING AND AUTHORIZING THE NEGOTIATION AND EXECUTION OF CONTINUING SERVICES CONTRACTS FOR RFQ 25-02 FOR TRANSPORTATION, TRAFFIC AND ROADWAY ENGINEERING SERVICES ATTACHED HERETO AS EXHIBIT A THROUGH E; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: Commissioner Mohammed made a motion to approve Resolution 2026-034. Acting Clerk Commissioner Morrissette seconded the motion and it passed by a unanimous vote.

10 COMMISSIONER COMMENTS

Commissioner Mohammed noted she could provide lengthy comments but was limited by time constraints.

Acting Clerk Commissioner Morrissette expressed regret about the town manager termination but emphasized the importance of staff trustworthiness and truthful information for proper decision-making. He stated it would be "catastrophic" to make decisions based on lack of truth.

Clerk Commissioner Hodgkins had no comment.

Mayor Jacobs stated his only comment was "integrity is what you do when people aren't looking," referencing the serious financial issues that prompted action.

11 ATTORNEY COMMENTS

Town Attorney had no comment.

12 TOWN MANAGER COMMENTS

There were no Town Manager comments.

13 ANNOUNCEMENTS

- 13.1 Special Commission Meeting, Wednesday, April 1, 2026, at 1:00 pm
Regular Commission meeting, Wednesday, April 8, 2026, at 7:00 pm
Special Magistrate Hearing, Wednesday, April 15, 2026, at 9:00 am
Workshop Commission Meeting, Wednesday, April 29, 2026, at 6:00 pm
(TENTATIVE)

SPECIAL EVENTS

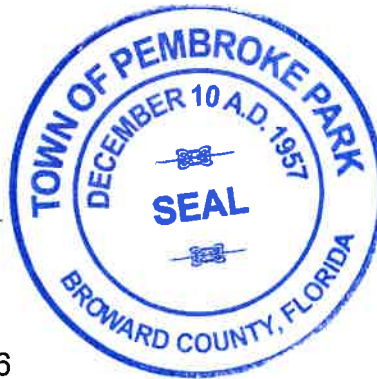
Food Giveaway, Saturday, April 25, 2026, at 9:00 am

14 ADJOURNMENT

With no further business the meeting was adjourned at 3:26pm.

ATTEST


Cynthia Garcia-Lima, Town Clerk



Commission approved on: May 13, 2026

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will 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.

Any person requiring auxiliary aids and services at this meeting may call the Town Clerks Office at 954-966-4600 at least two calendar days prior to the meeting. If you are hearing or speech impaired please contact the Florida Relay Services by using the following numbers: 1-800-955-8770 (voice) or 1-800-955-8771 (tdd).

DECORUM - All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless

permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.