



MINUTES ROUNDTABLE COMMISSION MEETING

9:30 AM - Monday, April 20, 2026
Commission Chambers

The ROUNDTABLE COMMISSION MEETING of the Town of Pembroke Park was called to order on Monday, April 20, 2026, at 9:30 AM, in the Commission Chambers, with the following members present:

PRESENT: Mayor Geoffrey Jacobs; Acting Clerk Commissioner Erik Morrissette; Clerk Commissioner Bill Hodgkins, Commissioner Ashira Mohammed and Vice Mayor Musfika Kashem

EXCUSED:

1 CALL TO ORDER

Mayor Jacobs called the meeting to order at 9:30a.m.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 9:30 am by Mayor Jacobs. Present at the meeting were Geoffrey Jacobs, Mayor, William Hodgkins, Clerk Commissioner; Erik Morrissette, Acting Clerk Commissioner; Musfika Kashem, Vice Mayor and Ashira Mohammed, Commissioner.

Additional staff in attendance were Jacob Horowitz, Town Attorney; Cynthia Garcia-Lima, Town Clerk; David Segerson, Interim Town Manager, and Dee Harper.

4 STATE & REGULATORY REQUIREMENTS

4.1 ADA/Americans with Disabilities Act Compliance Requirements

Public Services Director Odoms opened the regulatory discussion by emphasizing that all actions and activities related to the park project would be compliant with federal regulations. He explained this was crucial for both funding eligibility and public safety, ensuring residents could utilize the park without risk issues.

The Town Attorney added that specific contract language would need to be included in federal contracts, referencing 200 CFR provisions regarding Davis Bacon Act and anti-Kickback Act requirements to ensure proper reimbursement and acceptance of federal funds.

4.2 Florida Department of Environmental Protection (FDEP) Requirements

Acting Clerk Commissioner Morrissette clarified an important compliance issue, explaining that the town was not just pursuing community desires but was required to complete two specific elements from a 1995 grant that were never constructed. To maintain compliance and eligibility for future park grants, the Department of Environmental Protection had approved two replacement elements: a stage-type structure and a splash pad. He noted that any deviation from these approved elements would require returning to DEP for new approvals.

The Mayor expressed concern about returning to DEP after sitting on the project for three and a half years, recalling that four years ago the state was willing to work with them to swap outdated requirements, but worried they might be less accommodating now.

4.3 Florida Building Code & Local Zoning Considerations

The Interim Town Manager confirmed that permits would be required for all aspects of the project due to its public location nature, and all necessary zoning permits would be obtained through the building department.

The Mayor noted the park's restriction as a passive park, meaning no basketball or squash courts could be installed outdoors, though indoor courts could be considered for a future community center.

4.4 FEMA Floodplain & Stormwater Management Compliance

The Public Services Director indicated that any work needed to make the park FEMA-compliant would be completed and potentially funded through stormwater funds if applicable. He emphasized that all items discussed would return to the commission for clarification and approval where necessary.

5. DESIGN ELEMENTS REVIEW

5.1 Overall Site Master Plan — Concept Layout Presentation

Osmanny (Manny) Larzabal Deputy Public Services Director presented design concepts with assistance from Play by Design vendor Lee via Teams. Technical difficulties with the presentation equipment initially hampered the display of materials.

5.2 Splash Pad — Design Options, Features & Inclusive Access

Osmanny (Manny) Larzabal Deputy Public Services Director presented several splash pad design examples with approximate pricing and square footage options. He explained that Play by Design would oversee the entire project, with splash pad and fitness equipment handled by subcontractors under their umbrella. The designs could be customized with different themes, colors, and components to create a unique installation for the town.

The Interim Town Manager clarified that the splash pad would be located closer to Southwest 48th Street where a main water line runs, allowing for connection to municipal water. The system would recycle its own water, similar to a pool operation, rather than using water continuously.

Commissioner Mohamed asked about operational costs, which had not yet been calculated pending agreement on moving forward. When asked about utility connections, Manny confirmed estimates included installation but noted costs could vary based on site-specific conditions.

Acting Clerk Commissioner Morissette inquired about the modular expansion concept discussed in prior meetings. Manny explained they could start small but build infrastructure to accommodate future additions. However, he noted this approach would require contractors to return for additional work, essentially paying setup costs again.

The Mayor strongly opposed the phased approach, citing Pembroke Park's history of incomplete projects. He referenced the generator awaiting replacement for over 10 years and playground equipment damaged by hurricane in 2015 that was never repaired, expressing skepticism that a phased splash pad would ever be completed.

Acting Clerk Commissioner Morissette advocated for the phased approach, explaining they could build full infrastructure initially and add accessories through annual FAP grants of \$50,000, making it financially manageable while ensuring immediate usability.

The commission ultimately agreed on a 5,000 square foot splash pad as the minimum size, incorporating shade sails, arches, umbrellas, buckets, and elements reflecting the community's lighthouse identity. Natural themes and maximum shade were emphasized due to Florida's climate.

5.3 Playground — All-Inclusive Design Elements & Equipment Options

Lee from Play by Design explained their custom approach, requiring a site survey and AutoCAD drawing showing designated areas for each element. They would provide schematic designs with community feedback opportunities before moving to contractual agreements. The design process would incorporate local historic elements and community identity.

Lee emphasized that major cost drivers for playgrounds include surfacing and shade structures. Pour-in-place surfacing costs approximately \$25 per square foot versus \$3 for engineered wood fiber, representing significant budget impacts. For a typical 10,000 square foot playground area, surfacing alone could cost \$250,000 with pour-in-place versus \$30,000 with wood fiber.

The mayor praised Play by Design's work at Hood River, Oregon, noting its natural integration and unique design compared to standard Florida playgrounds. Lee explained their 33-year experience creating custom architectural play structures that reflect each community's character.

The commission agreed on a natural/agricultural theme incorporating the community lighthouse, with a \$500,000 budget for the playground component.

5.4 Amphitheater — Base vs. Enhanced Design Scenarios

Public Services Director Odoms discussed acquiring a used portable stage from Pompano Beach, which was getting a new one. This option would provide immediate compliance with DEP requirements while offering flexibility for multiple locations and events. The portable stage would be easier to maintain during hurricanes and could eventually be moved to Beehan Park once a permanent amphitheater was constructed.

Commissioner Mohamed requested design options for a permanent amphitheater, expressing desire to have plans ready for future funding opportunities rather than repeatedly discussing the same issues. The Interim Town Manager agreed to develop operational plans with cost estimates for design, construction, and financing options.

5.5 Supplemental Elements — Fitness Park, Toddler Zone, Landscaping

Discussion covered replacing existing fitness equipment and potential improvements to Beehan Park once the main park achieved compliance. The commission agreed to address these elements after completing primary components.

6 PROJECT COSTS & FUNDING

6.1 Project Cost Summary by Component (Scenario 1 & Scenario 2)

The commission discussed budget parameters, with general agreement on \$500,000 for splash pad initial phase (expandable to \$1.5 million total) and \$500,000 for playground. The Interim Town Manager noted \$400,000 was already identified for the project, requiring \$600,000 in additional budget allocation.

6.2 Phasing Strategy — Priority Components & Sequencing Options

Dee Harper recommended starting with the playground as it's easier to implement and can be used immediately year-round, while splash pads are less appealing during cooler months. However, Acting Clerk Commissioner Morissette noted the splash pad was required for DEP compliance.

6.3 Funding Opportunities — Capital Improvement Funds, Surtax, Grants

Discussion covered various funding sources including annual FAP grants, debt service options, and developer agreements. The Interim Town Manager mentioned ongoing conversations with a new development regarding potential park contributions.

6.4 Public-Private Partnership & Sponsorship Opportunities

Mayor Jacobs advocated for corporate partnerships with major local companies like Coca-Cola, Amazon, and Home Depot, suggesting sponsorship plaques or banners in exchange for contributions. Commissioner Kashem confirmed previous discussions with Coca-Cola about such opportunities.

7 DISCUSSION

The commission engaged in extensive discussion about project timelines, compliance requirements, and community needs. The Mayor emphasized the importance of completing projects rather than leaving them unfinished, while other commissioners focused on fiscal responsibility and phased implementation.

Additional topics included the need for a community center, senior programs, and coordination with Watkins Elementary for shared facilities. The commission also discussed audit completion requirements and budget preparation timelines.

8 ATTORNEY COMMENTS

Town Attorney had no additional comments.

9 INTERIM TOWN MANAGER COMMENTS

Interim Town Manager praised the informative nature of the meeting and expressed satisfaction with the direction provided.

10 COMMISSIONER COMMENTS

Clerk Commissioner Hodgkins had no additional comments.

Vice Mayor Kashem had no additional comments.

Acting Clerk Commissioner Morrissette thanked Commissioner Mohamed for initiating the comprehensive overview and expressed satisfaction with the progress made. Also discussed potential senior programming at Watkins Elementary and ongoing discussions with Representative Woodson about state resources.

Commissioner Mohamed raised concerns about the community center timeline and wellness program additions, emphasizing the need for advance planning rather than repeated discussions. She also inquired about the summer recess schedule and audit status.

The mayor mentioned his upcoming attendance at the Mayor's Philanthropy Forum on May 20th to seek additional resources for the park project.

11 ANNOUNCEMENTS

Workshop Commission meeting, Wednesday, April 29, 2026, at 6:00 p.m.
Regular Commission meeting, Wednesday, May 13, 2026, at 7:00 p.m. Special
Magistrate Hearing, Wednesday, May 20, 2026, at 9:00 a.m.

12 ADJOURNMENT

With no further business the meeting adjourned at 10:35am.

ATTEST:



Cynthia Garcia-Lima, Town Clerk



Commission approved on: June 10, 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.