AGENDA

REGULAR COMMISSION MEETING

7:00 PM - Wednesday, February 11, 2026

Commission Chambers

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. DELETIONS OR WITHDRAWALS TO THE AGENDA
5. PRESENTATIONS / PROCLAMATIONS

5.1. Accountability - Sponsored by Mayor Jacobs 8 - 12
Agenda Item Report - AIR-26-040

5.2. Report from the Building Department - Building Department Manager Louis 13 - 31
Agenda Item Report - AIR-26-060

5.3. Report from the Public Services Department - Public Services Director Odoms 32 - 49
Agenda Item Report - AIR-26-061

5.4. Report from the Finance Department - Finance Director Davermann 50 - 61
Agenda Item Report - AIR-26-062

5.5. Report from the IT Department - IT Director Pakula 62 - 79
Agenda Item Report - AIR-26-063

5.6. Report from the Town Clerk Department - Town Clerk Garcia-Lima 80 - 92
Agenda Item Report - AIR-26-064

5.7. Report from the Police Department - Chief DeCoursey 93 - 129
Agenda Item Report - AIR-26-065

5.8. Fire Department Update - Sponsored by Chief Kane 130 - 150
Agenda Item Report - AIR-26-066

6. PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE
7. APPLICATIONS/PUBLIC HEARINGS

7.1. Consideration and approval of a sign variance - Town Planner Consultant Von der Meulen 151 - 162
File No.: 26-SV-01

Applicant: Antonio Acosta/Solutions Electrical Corp
Address: 2540 SW 30th Avenue
Request: The applicant is requesting a variance from the sign code to increase the sign height. This application requests a variance from Section 21-20. (c).1.A limiting the letter height.

RESOLUTION NO: 2026-011

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING SIGN VARIANCE APPLICATION NO. 26-SV-01 AND GRANTING ONE (1) SIGN VARIANCES FOR THE PROPERTY LOCATED AT 2540 SW 30th AVENUE, PEMBROKE PARK, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-067

8. RESOLUTIONS

8.1. Consideration of Approval of Agreement with the Broward County Supervisor of Elections for Administration of the 2026 General Election Referendum - Sponsored by Town Clerk Garcia-Lima 163 - 184

RESOLUTION NO: 2026-008

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO ENTER INTO AN AGREEMENT WITH THE BROWARD COUNTY SUPERVISOR OF ELECTIONS FOR SERVICES RELATED TO THE ADMINISTRATION OF THE 2026 GENERAL ELECTION REFERENDUM AS REQUIRED BY ORDINANCE 2025 005; PROVIDING FOR AUTHORIZATION, IMPLEMENTATION, AND AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-068

8.2. Discussion and Possible action on Policy for Acceptance & Tracking of Tickets to Events (Ethics) - Sponsored by Town Attorney Horowitz 185 - 191

RESOLUTION NO: 2026-009

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA APPROVING THE COMMISSION POLICY ATTACHED HERETO AS EXHIBIT "A," RELATED TO THE ACCEPTANCE, CONTROL AND DISTRIBUTION OF TICKETS TO CHARITABLE AND OTHER EVENTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

Agenda Item Report - AIR-26-069

8.3. Consideration and Approval for Adoption of Fixed Asset Management SOP Policy - Sponsored by Finance Director Davermann 192 - 203

RESOLUTION NO: 2026-010

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A FIXED ASSET

MANAGEMENT STANDARD OPERATING PROCEDURES POLICY, ATTACHED HERETO AS EXHIBIT "A;" PROVIDING FOR PURPOSE AND AUTHORITY; PROVIDING FOR IMPLEMENTATION AND ADMINISTRATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

Agenda Item Report - AIR-26-070

8.4. 2026 Hallandale Beach Chamber of Commerce Board Installation - Sponsored by Town Manager Lynch 204 - 212

RESOLUTION NO: 2026-012

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE TOWN TO SPONSOR A TABLE IN THE AMOUNT OF TWO THOUSAND DOLLARS ($2,000.00); PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-071

8.5. Consideration and Approval for Creation of Town-Wide Wellness & Weight-Loss Program With Incentives and Commercial Scale "Walking under the Stars" - Sponsored by Commissioner Mohammed 213 - 219

RESOLUTION NO. 2026-013

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE ESTABLISHMENT OF A VOLUNTARY TOWN-WIDE WELLNESS PROGRAM; AUTHORIZING THE PURCHASE OF A COMMERCIAL-GRADE SCALE SUBJECT TO BUDGET AND PROCUREMENT REQUIREMENTS; AUTHORIZING THE USE OF GUEST TRAINERS SUBJECT TO INSURANCE AND WAIVER REQUIREMENTS; AUTHORIZING THE TOWN MANAGER TO ADMINISTER THE PROGRAM; PROVIDING FOR PRIVACY PROTECTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-072

8.6. Consideration and Approval to Cancel Otis Elevator Maintenance Contract - Sponsored by Public Services Director Odoms 220 - 234

RESOLUTION NO: 2026-014

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE CANCELLATION OF THE OTIS ELEVATOR MAINTENANCE CONTRACT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-073

8.7. Consideration and Approval of Eggstravaganza Budget - Sponsored by Procurement Administrator Woodbury 235 - 239

RESOLUTION NO: 2026-015

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK APPROVING THE BUDGETED EXPENSES

TOTALING $12,000.00 FOR THE 2026 EGGSTRAVAGANZA EVENT SCHEDULED FOR MARCH 28, 2026; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-074

9. ORDINANCES - SECOND READING

9.1. Certificate of Use Application Ordinance - Sponsored by Building Department Manager Louis 240 - 246

ORDINANCE: 2026-003

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 15 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS;" BY SPECIFICALLY AMENDING ARTICLE VIII, ENTITLED "CERTIFICATES OF USE;" AMENDING SEC. 15-175, ENTITLED "CERTIFICATE OF USE REQUIREMENTS;" PROVIDING FOR AN APPLICATION AND APPROVAL PROCESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-056

10. ORDINANCES

10.1. Consideration and Approval of Ordinance Amending Commission Meeting Time from 7:00 p.m. to 6:00 p.m. - Sponsored by Town Manager Lynch 247 - 250

ORDINANCE NO: 2026-004

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING SECTION 2-36 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "DATE AND TIME FOR REGULAR MEETINGS;" BY SPECIFICALLY CHANGING THE TIME THE COMMISSION MEETS FROM 7:00 P.M. TO 6:00 P.M.; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-024

10.2. Consideration to Approve the Capital Improvement Element for Submission to the Department of Commerce - Sponsored by Public Services Director Odoms and Finance Director Davermann 251 - 299

ORDINANCE NO: 2026-005

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING THE TOWN'S COMPREHENSIVE PLAN TO PROVIDE FOR THE 2026 ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS ELEMENT, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN; AUTHORIZING AND DIRECTING TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-037

10.3. Consideration of Ordinance, amending Chapter 2 of the Town's Code of Ordinances to establish Town departments and repeal Ordinance No. 18-06-01 - Sponsored by Commissioner Mohammed 300 - 309

ORDINANCE NO: 2026-006

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" AMENDING ARTICLE III, ENTITLED "OFFICERS AND EMPLOYEES;" CREATING SECTION 2-56, TO BE ENTITLED "ESTABLISHMENT OF TOWN DEPARTMENTS;" REPEALING ORDINANCE NO. 18-06-01, ADOPTED JUNE 29, 2018; PROVIDING FOR THE CREATION OF CERTAIN DEPARTMENTS PURSUANT TO SEC. 12 OF THE TOWN CHARTER; ELIMINATING THE ADMINISTRATIVE SERVICES DIRECTOR POSITION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Agenda Item Report - AIR-26-038

11. NEW BUSINESS

11.1. Vehicle Maintenance Plan Quote and Coverage - Sponsored by Chief DeCoursey 310 - 313

Agenda Item Report - AIR-26-075

11.2. Consideration and approval of ESRI Renewal for 2026 to 2027 - Sponsored by Mark Pakula 314 - 318

Agenda Item Report - AIR-26-076

11.3. Approval of Minutes - Sponsored by Town Clerk Garcia-Lima 319 - 368

November 7, 2025 - Regular Commission Meeting
December 1, 2025 - Final Budget Commission Meeting
December 1, 2025 - Workshop Commission Meeting
December 10, 2025 - Final Budget Commission Meeting
January 7, 2026 - Workshop Commission Meeting

Agenda Item Report - AIR-26-077 - Pdf

12. OLD BUSINESS

13. DISCUSSION

13.1. Discussion on the Creation of a Pembroke Park Community Benefit Fund Modeled After Tamarac's Program - Sponsored by Commissioner Mohammed 369 - 372

Agenda Item Report - AIR-26-079

13.2. Discussion on Attendance to the ICSC Las Vegas Conference - Sponsored by Commissioner Mohammed 373 - 382

Agenda Item Report - AIR-26-088

13.3. Discussion on Direction to Human Resources Director to Initiate Search for an Assistant Town Manager - Sponsored by Acting Clerk Commissioner Morrissette 383
Agenda Item Report - AIR-26-087

13.4. Discussion on Employee Carwash Benefit Program - Sponsored by Town Manager Lynch 384 - 388
Agenda Item Report - AIR-26-086

13.5. Discussion on the Assistant Town Manager/Administrative Services Director Position - Sponsored by Mayor Jacobs 389
Agenda Item Report - AIR-26-084

13.6. Christmas Tree - Sponsored by Mayor Jacobs 390
Agenda Item Report - AIR-26-080

13.7. Discussion on the Building Department - Sponsored by Mayor Jacobs 391
Agenda Item Report - AIR-26-082

13.8. Discussion on ARPA funds - Sponsored by Mayor Jacobs 392
Agenda Item Report - AIR-26-081

13.9. Discussion on Taxation/ Utilities/fire suppression - Sponsored by Mayor Jacobs 393
Agenda Item Report - AIR-26-083

13.10. Discussion on Little Free Libraries - Sponsored by Mayor Jacobs 394
Agenda Item Report - AIR-26-090

13.11. Discussion on Vulnerability Assessment March 2025 - Sponsored by Mayor Jacobs 395
Agenda Item Report - AIR-26-085

14. ATTORNEY REPORTS

15. TOWN MANAGER REPORTS

16. COMMISSION REPORTS
Commissioner Mohammed
Acting Clerk Commissioner Morrissette
Clerk Commissioner Hodgkins
Vice Mayor Kashem
Mayor Jacobs

17. ANNOUNCEMENTS

17.1. Special Magistrate Hearing, Wednesday, February 18, 2026 at 9:00 a.m.
Workshop Commission Meeting, Wednesday, February 25, 2026, at 6:00 p.m.
Regular Commission Meeting, Wednesday, March 11, 2026 at 7:00 p.m.

SPECIAL EVENT

Food Give Aways - Saturday, February 28, 2026 at 9:00 a.m.

18. ADJOURNMENT

IN ACCORDANCE WITH THE PROVISIONS OF F.S. SECTION 286.0105, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, AGENCY, OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND, 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.

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.

Cynthia Garcia-Lima
Town Clerk

Agenda Item Report

Subject:	Accountability - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Follow-up - expectations for 2026 _DO NOT REPLY ALL_
Rumors circulating, job stability and accountability ___DO NOT RESPOND ALL___

From: Geoffrey Jacobs
Subject: Follow-up - expectations for 2026 *DO NOT REPLY ALL*
Date: Wednesday, January 7, 2026 9:27:21 PM

Department Directors, Managers, and Staff,

This email is a follow-up to my previous message regarding expectations for 2026 and our discussion during tonight's meeting focused on "measurable results".

Prior to the next workshop, I am directing each Department Head to prepare a presentation for the Commission. This presentation must clearly outline your department's measurable results from 2025. I understand that not every director served for the entire calendar year. That is acceptable. What matters is what was accomplished within your department during 2025, regardless of time in Pembroke Park.

This presentation must be factual and data-driven. Do not include fluff, filler, or padded language. I am looking for real, demonstrable outcomes. If something did not move forward, say so. If progress was limited, explain why.

In addition, each presentation must clearly address your plans for 2026, including:

- Current projects that are actively moving forward
- Projects that will be completed in 2026
- Projects that should be eliminated.

This level of transparency and accountability is not optional It is how we move Pembroke Park forward. Clear expectations, honest assessments, and measurable performance are the foundation of effective leadership. This starts from the commission, to the town manager on down...

I appreciate your cooperation and professionalism as we continue to raise the standard for how this town operates.

Respectfully,

Mayor Geoffrey Jacobs
Town of Pembroke Park
GJacobs@TPPFL.Gov
3150 SW 52 Avenue
Pembroke Park, FL 33023
(Office) 954-966-4600

I firmly commit to the principles of truth, transparency, and accountability in governance. As I have repeatedly declared, any actions that are illegal, unethical, or immoral will not be tolerated and must be reported to the appropriate authorities. Our residents, business owners, and the public at large deserve nothing less than a municipal government that operates with integrity and unwavering dedication to the highest ethical standards. Mayor Geoffrey Jacobs

From: Geoffrey Jacobs
Subject: Rumors circulating, job stability and accountability ***DO NOT RESPOND ALL***
Date: Friday, January 9, 2026 1:52:56 PM

Town Directors, Department Heads, Staff, and Officers,

Since the conclusion of our last meeting, I have become aware of rumors circulating that jobs are at risk or that I am seeking to have people terminated. That is simply not true. These statements are unfounded, and I am sending this message to put an end to that narrative.

The purpose of my recent direction to Department Directors/Heads is straightforward. I am asking for a clear accounting of what has been accomplished in Pembroke Park, to establish a realistic and measurable baseline for 2026, and to identify projects that are not achievable and should be discontinued as we look toward 2027. This is about accountability, focus, and responsible planning. It is not about targeting individuals.

If you are aware of who is originating or spreading these personal and damaging rumors, whether that individual is a Commissioner, manager, or department heads, I strongly encourage you to report it to Human Resources. The sooner this behavior is addressed, the sooner we can stop the distractions and continue moving the town forward.

I have been clear from day one. I am not here to be liked or to win popularity contests. I am here to do a job for the taxpayers of Pembroke Park. I will not compromise my integrity, and I will not participate in or overlook fraud, waste, abuse, or any illegal, unethical, or immoral conduct. Any such matters will be addressed and properly reported.

Department Directors and Heads have sufficient time to prepare their presentations for the Commission prior to the next workshop. I expect those presentations to be honest, factual, and focused on results.

Thank you for your professionalism and continued commitment to serving this community.

Respectfully,

Mayor Geoffrey Jacobs
Town of Pembroke Park
GJacobs@TPPFL.Gov
3150 SW 52 Avenue
Pembroke Park, FL 33023
(Office) 954-966-4600

I firmly commit to the principles of truth, transparency, and accountability in governance. As I have repeatedly declared, any actions that are illegal, unethical, or immoral will not be tolerated and must be reported to the appropriate authorities. Our residents, business owners, and the public at large deserve nothing less than a municipal government that operates with integrity and unwavering dedication to the highest ethical standards. Mayor Geoffrey Jacobs

Agenda Item Report

Subject:	Report from the Building Department - Building Department Manager Louis
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jeffrey Louis, Emergency Management Manager
Dept/Group:	Building
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

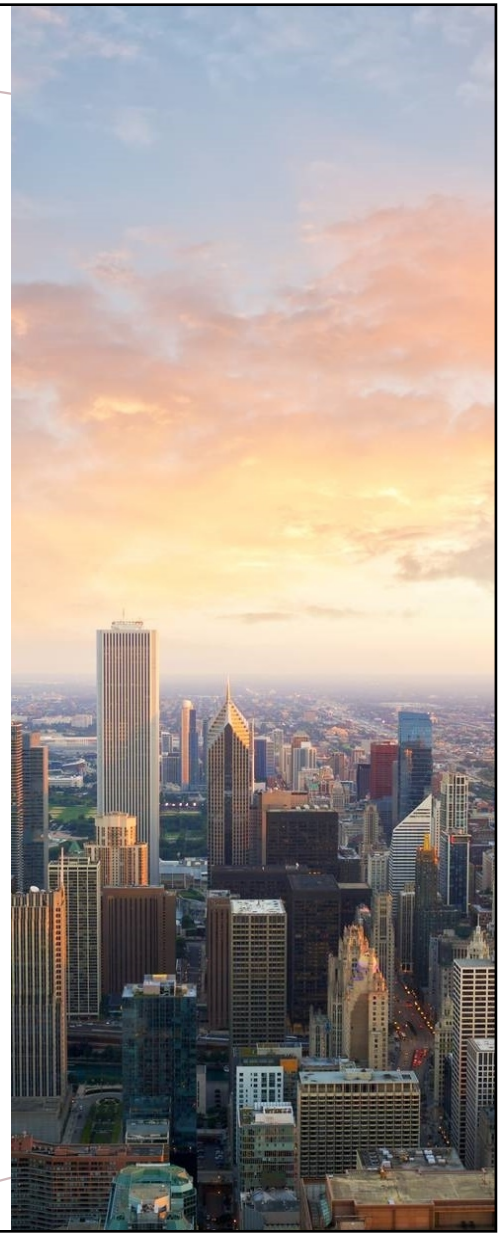
ATTACHMENTS:

Building Department 2025 review

BUILDING DEPARTMENT PRESENTATION



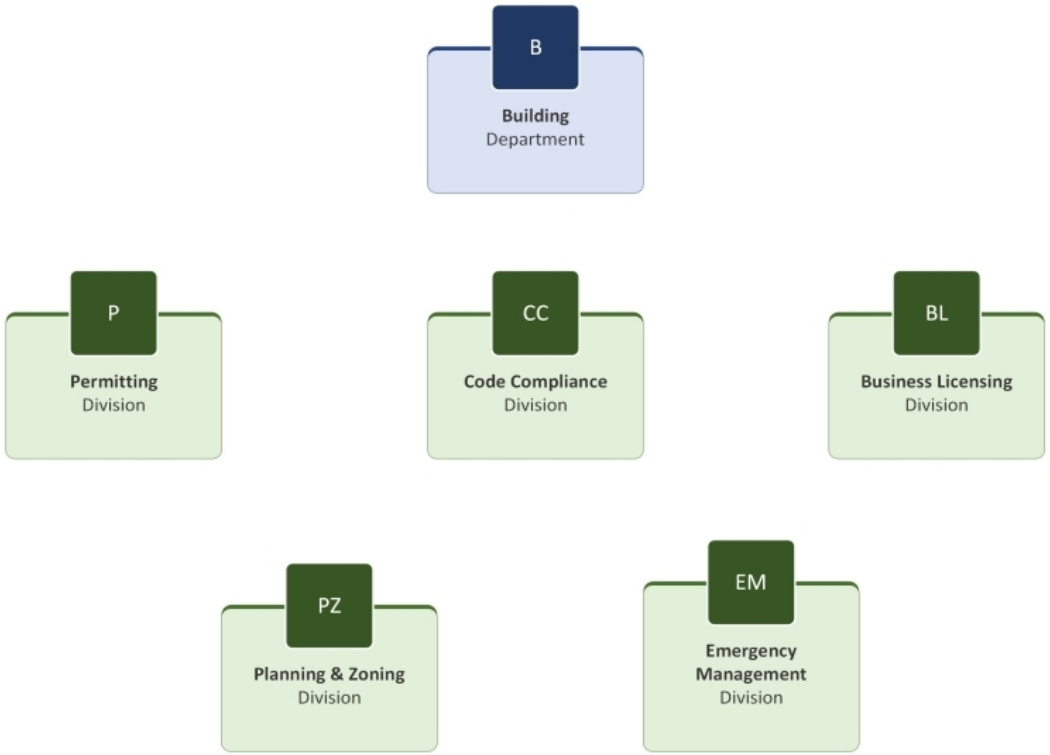
- Introduction
- Building Department Chart
- Divisional Review

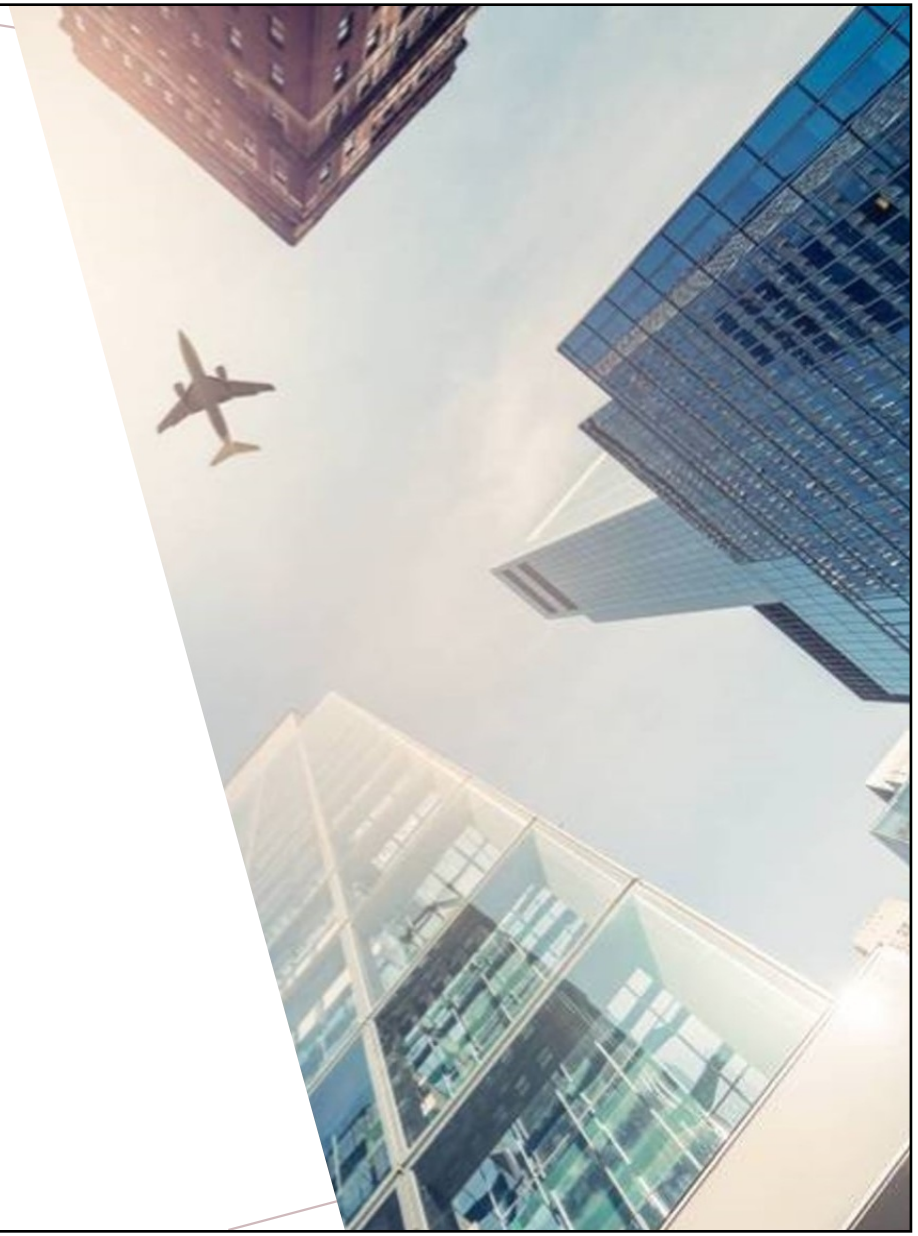


THE BUILDING DEPARTMENT IS THE ENFORCEMENT AGENCY OF CODES FOR THE TOWN OF PEMBROKE PARK. IT IS RESPONSIBLE FOR ENSURING SAFETY AND WELFARE FOR RESIDENTS AND BUSINESSES.



ORGANIZATIONAL CHART







BUILDING PERMITTING

2025 impacts and benchmarks

- Changes to staff – New Building Official Emmanuel Agbenohevi, New Assistant Building Official – Graciela Escalante, New Permit Technician – Marta Santiago, New Front Desk Clerk – Jason Candiotti

- Backlog of permit applications and plan review – finally caught up on the backlog created from 2024 staffing issues.

- Completed major projects including Nations Market, Maglolia Town Homes, Coca Cola Sound Wall

- Issued permits for the Ekos Apartment project

- Residential projects, including Victor Hernandez, Daniel Read



BUILDING PERMITTING

Current Goals Being Pursued

- Permit Technician Training – attending courses run by the Broward County Board of Rules and Appeals
- Creating and developing Standard Operating Procedures (SOP) – spearheaded by Assistant Building Official – Graciela Escalante
- Enforcing proper racking systems for commercial properties – The regulations were not followed in the past, but now, we are ensuring that all are done with a licensed engineer.
- Create training events to engage with Residents, Design Professionals, Contractors, and Developers on code changes and the permitting process.

CODE COMPLIANCE DIVISION

CODE COMPLIANCE DIVISION

2025 impact and benchmark

- Changes to Staff with the removal of 2 Code Compliance Officers in the division
- Change in direction from aggressive enforcement to a passive approach to non- compliant issues.
- The number of violations written decreased. Focus more on the open cases to close
- Emphasized the Amnesty program to find solutions to help more residents through the home improvement process. Collaborated with architects and homeowners regarding the violations.

Code Compliance Summary Report

From 1/1/2025 **To** 12/31/2026 **Corridor** (All)

Case Totals for Period

Cases Open at Start of Period	547
Cases Opened During Period	111
Cases Opened as result of Complaint	7
Cases Closed During Period	152
Cases Closed due to compliance	95
Cases Open at End of Period	506

Inspections	111
Reinspections	283
Total	**394**
Code Compliance Board Cases During Period	0

Case Summary by Officer

Officer	Open at Start	Opened During Period	Opened as result of Complaint	Closed During Period	Closed due to compliance	Open at End of Period
E. Richwagen/000	33	0	0	2	0	31
J. Gustin/1	106	52	0	68	54	90
J. Louis/Permit Tech	156	27	0	10	6	173
J. Ramirez/1	206	25	0	65	33	166
J. Tisdale/N/A	6	0	0	0	0	6
L. Cannon/000	1	0	0	0	0	1
M. Nunez/0001	3	0	0	2	0	1
S. Pizzillo/Building	1	0	0	1	1	0
S. System/	0	7	7	1	1	6
T. Larson/N/A	11	0	0	0	0	11
T. Malcolm/Code Enforcement	23	0	0	3	0	20
Total	**546**	**111**	**7**	**152**	**95**	**505**

CODE COMPLIANCE DIVISION

Goals

1. Hire part-time Code Officers to cover the Division
2. New policies and procedures for the Division and Department
3. Amnesty Completion with the remaining funds
4. Continue to complete open case files

Code Compliance Summary Report

From 1/1/2025 **To** 12/31/2026 **Corridor** (All)

Inspections by Officer

Officer	Inspections	Reinspections	Total
J. Gustin/1	52	99	151
J. Louis/Permit Tech	27	62	89
J. Ramirez/1	50	244	294
S. System/	7	0	7
Total	**136**	**405**	**541**

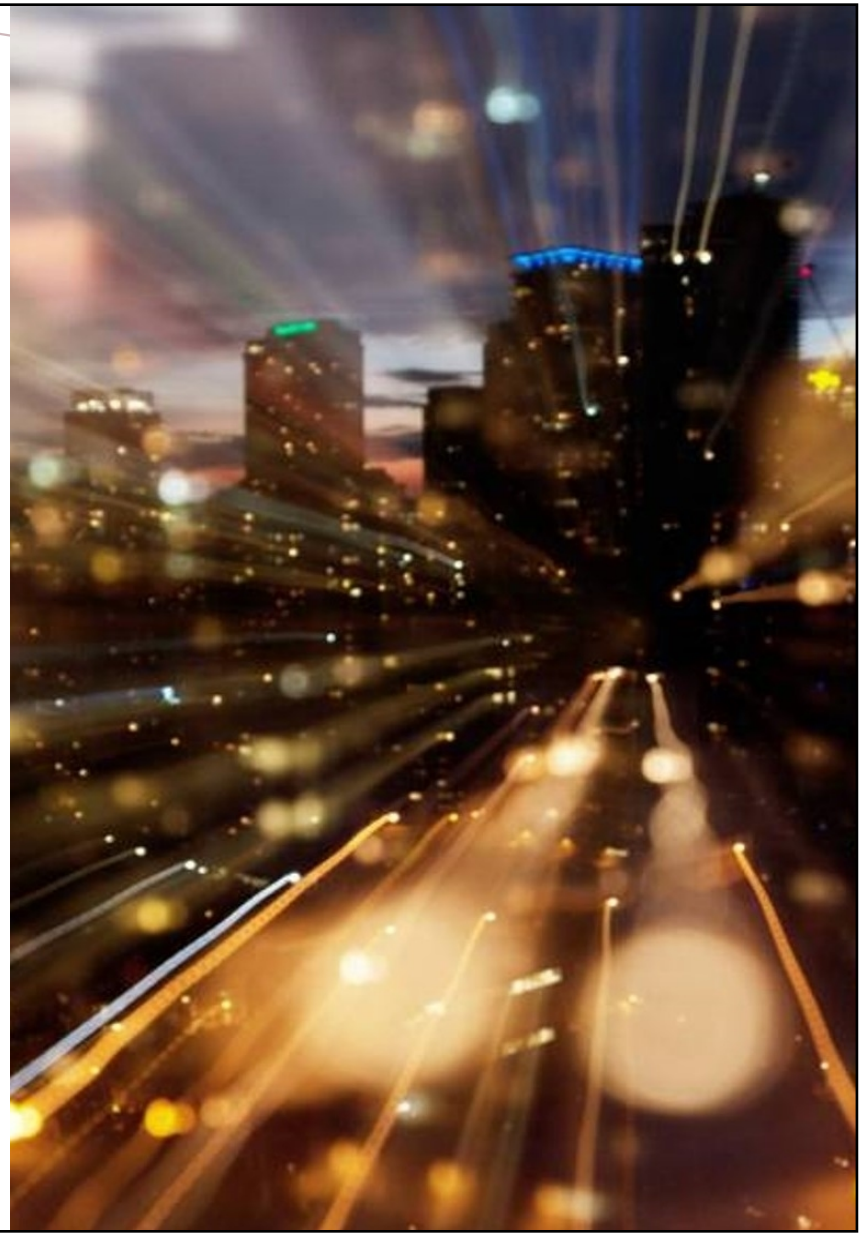
Summary of Cases Opened by Incident Type

Incident Type	Number
Code Officer Observation	88
Citizen Complaint	16
Web Citizen Complaint	7
Total	**111**

Revenue Summary

	Period Start	During Period	Period End
Total Fines Assessed	$18,787,065.27	$22,480,014.50	$41,267,079.77
Total Payments	$959,164.07	$195,898.14	$1,155,062.21
Balance	**$17,827,901.20**		**$40,112,017.56**

BUSINESS LICENSING DIVISION



BUSINESS LICENSING DIVISION

2025 Impact and benchmarks

- Removal of the Business Tax Receipt Fee
- Changes to the name and title of the division to align with the new direction.
- Complete revamp of the application, process, and policies to ensure compliance with Certificate of Use.
- Clarify the complete list of businesses in Town

Fiscal Year	Total Payments Collected ($)	Year-over-Year Change
2022-2023	$389,883.89	-35.2%
2023-2024	$818,942.67	+110.0%
2024-2025	$494,703.89	-39.6%

BUSINESS LICENSING DIVISION

Goals

- Changes to Town Ordinance to reflect the new process.
- Complete an accurate list of Businesses in Town.
- New composition of requirements for each business type. This will align with state and county regulations.

PLANNING AND ZONING DIVISION



PLANNING AND ZONING DIVISION

2025 impact and benchmark

- Complete plan reviews and inspections for the Permitting division
- Complete business license reviews, inquiries of businesses to Pembroke Park, alcohol license, and special event license with the Business Licensing Division
- Provide interpretation of the Code of Ordinance and prepare memos
- Provide monthly reports to Town Manager and Commission
- Collaborate on Town ordinance review and rewrites of various sections
- Complete and approve Development Review Committee projects.
- Major project development in Town - Magnolia Town Homes, Ekos Apartments

PLANNING AND ZONING DIVISION

Goals

Continue complete rewrite of Town Ordinance sections for Signs, Accessory structures, setback requirements
Continue and complete DRC process for major projects of Home Depot, Pembroke Oaks, Pembroke Townhomes, and Public Storage.

EMERGENCY MANAGEMENT DIVISION

2025 Impact and benchmarks

- Updated and maintained the Damage assessment tools with Broward County Emergency Management
- Collaborate with the Human Resource Department to implement FEMA training requirements.
- Updated the Hurricane Procedures
- Collaborate with the Police Department to develop a Town-wide Emergency Plan

EMERGENCY MANAGEMENT DIVISION

Goals

- Complete new brochures for residents and businesses for hurricane season
- Training schedule for staff in critical roles
- Complete Community Rating System for insurance purposes.



THANK YOU

Agenda Item Report

Subject:	Report from the Public Services Department - Public Services Director Odoms
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jeff Odoms, Public Services Director
Dept/Group:	Public Works
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

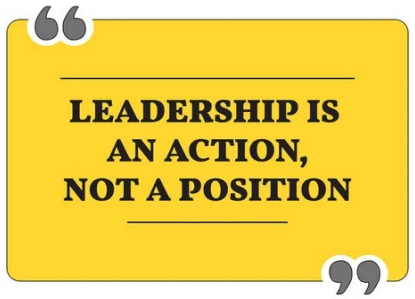
ATTACHMENTS:

Public Works Accomplishments-2025-2026

Public Works 2025 Accomplishments and 2026 Objectives
Town of Pembroke Park Public Works & Utilities Department



Jeff Odoms, Public Works Director





Overview

Provide the Town Commission with a summary of major Public Works accomplishments achieved during 2025 and objectives of 2026.

Key Themes:

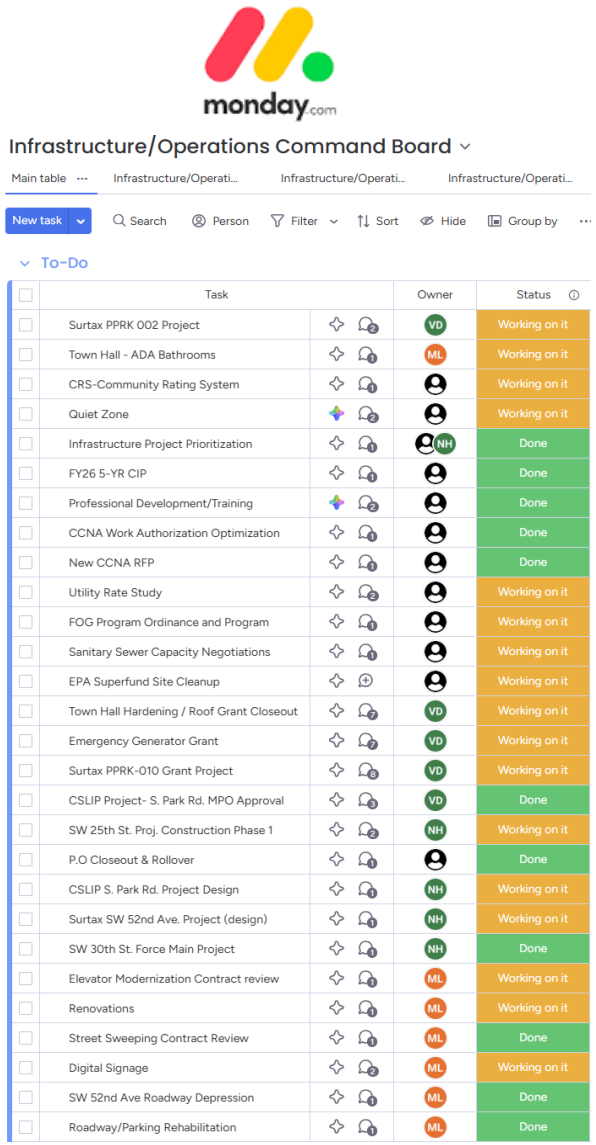
Fiscal recovery and accountability

Operational modernization

Delivery of critical infrastructure projects

Workforce development and organizational stability

Restoration of Capital Improvement Plan compliance



Initialized utilization of the Monday.com Project Management System

Modernizing Project Oversight & Accountability

Implemented the Town’s first comprehensive digital project management platform.

Provides real-time visibility into operational and capital projects across all divisions.

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For the first time, the Town Manager, Commission, and staff share a single reporting system. Since. August 6th, 87% of the projects are actively being worked on or completed.

Current Portfolio (64 Active Projects):

53.12% (34) – Working on it

34.38% (22) – Done

7.81% (5) – Not Started

4.69% (3) – Stuck

Commission Impact:
✓ Transparency
✓ Accountability
✓ Data-driven decision-making



Roadway & Traffic Improvements

Completed Projects:

SW 52nd Avenue Road Depression Repair

Town Hall Parking Lot Resurfacing & Striping

SW 52nd Avenue Traffic Marking Improvements

S. Park Road Milling & Resurfacing

Commission Impact:
✓ Improved roadway safety
✓ Reduced long-term maintenance costs
✓ Visible community improvements

Stormwater Program Advancement



Restarting and Advancing Critical Flood Mitigation Projects

Restarted the dormant SW 25th Street Stormwater Project by revising contract terms and re-initiating construction progress. Currently under construction with a projected date of completion of Dec. 2026.

Advanced SW 36th Court Stormwater Project design development.

Achieved 100% design completion for the J.P. Lyons Stormwater Improvement Project.

Commission Impact:
✓ Reduced flood risk
✓ Re-established momentum on stalled infrastructure projects
✓ Positioned projects for construction and grant funding.





Workforce Development & Organizational Capacity

Building a Sustainable Public Works Team

Developed and implemented a Professional Development & Career Building Plan for all Public Works/Services staff, supported by training pathways including: CDL, FWPCOA, FEMA ICS/NIMS, TREEO, OSHA

Results:
Improved workforce morale
Increased retention
Clear professional growth opportunities

Commission Impact:
✓ Stronger workforce
✓ Reduced turnover risk
✓ Long-term operational stability

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Facilities, Utilities & Resilience Projects

Town Hall Emergency Generator Project:
- 100% Design completed
- Funding Approved
- Generator being ordered
- The installation and construction solicitation is out for bid.

Town Hall Elevator Rehabilitation:
- Project initiated, purchase order created, first deposit made

Town Hall A/C Replacement and Rehabilitation:
- Project initiated, purchase order created, first deposit made.

Modular Building
- Ordered, delivery eta-end of March to mid-April

Commission Impact:
✓ Facility reliability
✓ Emergency preparedness
✓ Regulatory compliance

Infrastructure Projects 2025

SW 30th St. Force Main Replacement
- Started June 23rd,2025, Completed January 2026

SW 25th St. Stormwater Rehabilitation
- Started September 2025

Geo Scada
- To be completed in 2026







Capital Improvement Program (CIP) Compliance

Restoring Statutory Compliance & Long-Term Planning

Completed the Five-Year Capital Improvement Plan (FY 2025–2030).

This requirement had not been completed or submitted for the past three years.

Re-established a reliable multi-year planning framework aligned with annual budgeting
Grant opportunities, infrastructure lifecycle needs

Commission Impact:
✓ Restored compliance
✓ Improved funding competitiveness
✓ Predictable infrastructure planning

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CAPITAL IMPROVEMENT PLAN
Fiscal Years 2025 - 2030

Infrastructure











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Infrastructure Projects 2025-2030

Town of Pembroke Park
Capital Improvement Plan (2025 - 2030)

	PROJECT NAME	PROJECT CATEGORY	BUDGET					FIVE-YEAR TOTAL	Grant Funded	Town Funded	Funding Needed	Total Project Cost
			FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30					
1	Town Hall Generator	Facilities Improvements	$1,800,000	$ -	$ -	$ -	$ -	$1,800,000	$400,000	$1,400,000	$ -	$1,813,653
2	Replacement of Town Hall AC/HV and System Upgrades	Facilities Improvements	$1,500,000	$ -	$ -	$ -	$ -	$1,500,000	$ -	$1,500,000	$ -	$1,517,896
3	Surtax Road Improvements Projects PPRK-010	Road & Street Improvements	$ -	$274,156	$ -	$ -	$ -	$274,156	$264,000	$10,156	$ -	$274,156
4	S.W. 30th Avenue Wastewater Project- Septic to Sewer	Sewer Improvements	$ -	$ -	$9,734,400	$ -	$ -	$9,734,400	$ -	$ -	$9,734,400	$9,734,400
5	Lift Station 14 Improvements	Sewer Improvements	$3,824,538	$ -	$ -	$ -	$ -	$3,824,538	$ -	$ -	$3,824,538	$3,824,538
6	Lift Station 17 Improvements	Sewer Improvements	$3,536,000	$ -	$ -	$ -	$ -	$3,536,000	$ -	$ -	$3,536,000	$3,536,000
7	Lift Station 19 Improvements	Sewer Improvements	$ -	$ -	$ -	$2,690,675	$ -	$2,690,675	$ -	$ -	$2,690,675	$2,690,675
8	Inflow and Infiltration Location and Repair	Sewer Improvements	$585,036	$ -	$ -	$ -	$ -	$585,036	$ -	$ -	$585,036	$585,036
9	Pipe Bursting	Sewer Improvements	$2,817,390	$ -	$ -	$ -	$ -	$2,817,390	$ -	$ -	$2,817,390	$2,817,390
10	SW 31st Avenue South	Stormwater Improvements	$ -	$ -	$744,000	$ -	$ -	$744,000	$ -	$ -	$744,000	$744,000
11	SW 25th St. Park Rd N. & S. Stormwater Improvements Project II	Stormwater Improvements	$1,527,000	$1,026,000	$513,000	$ -	$ -	$3,066,000	$513,000	$2,553,000	$1,760,213	$4,826,213
12	SW 36th Court	Stormwater Improvements	$444,000	$ -	$ -	$ -	$ -	$444,000	$ -	$ -	$444,000	$444,000
13	SW 55th Avenue	Stormwater Improvements	$ -	$ -	$1,036,000	$ -	$ -	$1,036,000	$ -	$ -	$1,036,000	$1,036,000
14	County Line Rd. Stormwater Connection	Stormwater Improvements	$ -	$ -	$862,500	$ -	$ -	$862,500	$ -	$ -	$862,500	$862,500
15	John P. Lyons Lane Stormwater Improvements	Stormwater Improvements	$2,200,000	$ -	$ -	$ -	$ -	$2,200,000	$ -	$2,200,000	$ -	$2,200,000
16	Preserve Lighting Project	Parks Improvements	$138,000	$ -	$ -	$ -	$ -	$138,000	$ -	$138,000	$ -	$138,000
17	Partheon at Preserve Park Amphitheater	Parks Improvements	$345,000	$ -	$ -	$ -	$ -	$345,000	$200,000	$145,000	$ -	$345,000
18	Splash Pad at Preserve Park	Parks Improvements	$517,500	$ -	$ -	$ -	$ -	$517,500	$200,000	$317,500	$ -	$517,500
			$19,234,464	**$1,300,156**	**$12,889,900**	**$2,690,675**	**$0**	**$36,115,195**	**$1,577,000**	**$8,263,656**	**$28,034,752**	**$37,906,957**

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Infrastructure Projects- 2026-2027 Infrastructure Projects

Projects Beginning Construction

- JP Lyons Stormwater Improvement.
- SW 36th Ct Stormwater Improvement.

Projects Currently in Design

- SW 25th St. Part II/S. Park Rd Stormwater Improvement Project- ETC- Dec. 2026-CSLIP
- SW 52nd Ave. Road/Stormwater Improvement- Surtax

Projects Awaiting Construction Funding

- Lift Station #14
- Lift Station #17
- I/I Location and Repair
- Pipe Bursting



Parks and Recreation





Why a 2026 Parks Plan is Necessary

- Parks and the Community are valuable assets, but underutilized.
- Parks staff frequently diverted to Town Hall and Facilities work
- Results include inconsistent maintenance and limited programming
- Community Garden lacks a formal long-term vision and performance metrics.

Key issue: current staffing model dilutes accountability

2026 Strategic Vision & Operating Model



Vision: safe, accessible, well-maintained, and actively programmed parks

Shift from maintenance-driven to community-centered destinations

Three targeted roles proposed:

- Parks Operations Support Technician
- Facilities Maintenance Specialist
- Community Events & Parks Programming Coordinator
- Restores accountability and enables consistent programming

Grant Management Update

GRANT AWARDS MASTER LIST
(Local/State/Federal) Active, Closed & Expired during FY 2025

GRANT INFORMATION						FUNDING SOURCE		FINANCIAL DATA	REPORTING
Grant No.	Dpt	Category	Grant Title	Effective Date	Expiration Date	Granting Agency	ALN/ CSFA/FAIN No.	Award Amount	Monthly/Quarterly/ Annually
1	PUB SERV	Hazard Mitigation Grant Program	**4337-448-R H0527**, Town of Pembroke Park, John P. Lyons Lane, Drainage- Phase I	09/10/2020	05/31/2022	FEMA- FL Division of Emergency Management	97.039 / FEMA-DR-4337-FL	84,131.25	Quarterly
2	PUB SERV	Hazard Mitigation Grant Program	**4337-338-R H0481**, Town of Pembroke Park, Town Hall, Wind Retrofit and Generator	02/25/2020	05/31/2022	FEMA- FL Division of Emergency Management	97.039 / FEMA-DR-4337-FL	482,343.75	Quarterly
3	PUB SERV	Hazard Mitigation Grant Program	**4337-393-R H0484**, Town of Pembroke Park, SW 25 Street Drainage-Phase I	02/25/2020	05/31/2021	FEMA- FL Division of Emergency Management	97.039 / FEMA-DR-4337-FL	113,271.00	Quarterly
4	PUB SERV	Surtax	**PPRK-002** S.W. 25St. Stormwater Improvement (Ph I/II)- Design/Construction			Broward MPO - MAP		1,272,115	Quarterly
5	PUB SERV	Surtax	**PPRK-010** S.W. 52nd Ave, S.W. 40th Ave, Countyline Rd.-Bicycle Path and Sidewalk Imp.			Broward MPO - MAP		2,200,000	
6									
7	PUB SERV	State Appropriation	**LPA0613-** Pembroke Park GeoSCADA Telemetry System for Stormwater and Wastewater Critical Assets	01/29/2024	12/31/2026	Florida Department of Environmental Protection	37.039 / FEMA-DR-4337-FL	594,289.00	Quarterly
8	PUB SERV	CSLIP-LAP	S.W. 52nd Avenue & South Park Road Sidewalks, Bike lanes and Drainage	2024	2027	Florida Department of Transportation/MPO	FM#448287 .1	2,908,640	Quarterly
							Pending Reimbursement	$ 243,125.00	
								$ 84,131.25	
								$ 113,271.00	
								$ 440,527.25	
							Advance Payment Received	$ 318,028.00	Surtax

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Questions?



Agenda Item Report

Subject:	Report from the Finance Department - Finance Director Davermann
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Finance Director, Finance & Budget Director
Dept/Group:	Finance
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

TPP Finance Accomplishments 2.3.26

Town of Pembroke Park Finance Department – Accomplishments & Updates



Town of Pembroke Park Commission Workshop
February 3RD, 2026

Finance Department Mission: Five Pillars of Operational Excellence

Our mission is to safeguard the Town's fiscal health through disciplined stewardship, ensuring compliance with all statutory requirements while delivering the financial infrastructure that enables the Town to meet its commitments to residents, employees, and stakeholders.

1 FISCAL SUSTAINABILITY

Ensure the Town is properly funded through sound revenue management, reserve policies, and long-term financial planning that supports current operations and future investments

2 BUDGET STEWARDSHIP

Deliver a transparent, policy-driven budget process that aligns resources with Commission priorities and provides clear accountability for taxpayer dollars

3 AUDIT EXCELLENCE

Maintain audit-ready financial records with strong internal controls, ensuring timely completion of annual audits with minimal findings and full statutory compliance

4 OPERATIONAL INTEGRITY

Process vendor payments, payroll, and financial transactions accurately and on time, ensuring the Town honors its commitments to employees, vendors, and service providers

5 REGULATORY COMPLIANCE

Meet all federal, state, and local reporting requirements including tax filings, grant compliance, GASB standards, and statutory deadlines without exception

OUR COMMITMENT

These five pillars guide every decision we make, ensuring the Town remains financially sound, legally compliant, and fully capable of delivering on its promises to the community.

WHAT SUCCESS LOOKS LIKE

On-time audits with clean opinions | Balanced budgets aligned with strategic priorities | Accurate and timely vendor and payroll processing | Full statutory compliance with zero exceptions | Healthy reserves and fund balances | Transparent financial reporting to Commission and residents

Budget Analysis Enabled Competitive Police Pay

Scenario modeling ensured fiscal sustainability while achieving recruitment goals

CHALLENGE

Determine optimal CBA terms that attract experienced officers while keeping PD budget under 30% of Town revenues

APPROACH

Built budget projection model testing 4 scenarios across pessimistic, base, and optimistic revenue assumptions:

Scenario	Scale Adj.	Step Increase	Status
A	3%	5%	—
B	5%	5%	—
C	5%	7%	—
D	**7%**	**5.5% / 4.7%***	**✓ APPROVED**

**Officers 5.5% / Sergeants & Lieutenants 4.7%*



RESULT

Scenario D approved — competitive rates now attract officers with 8-10 years of average experience

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Zero-Based Budgeting Delivered Balanced FY26 Budget

Every dollar justified from zero — no automatic carryovers from prior year

WHAT IS ZERO-BASED BUDGETING?

Unlike traditional budgeting that adjusts prior year amounts, ZBB requires each department to build their budget from scratch and justify every expense.

THE ZBB PROCESS

1. **Reset to Zero** — All budgets start at $0
2. **Justify Need** — Departments document each expense
3. **Prioritize** — Rank activities by importance
4. **Allocate** — Fund based on priorities & resources
5. **Balance** — Revenues = Expenditures

KEY BENEFITS

Benefit	Impact
Eliminates wasteful spending	No inherited inefficiencies
Aligns resources to priorities	Strategic fund allocation
Increases accountability	Departments own their numbers
Improves transparency	Clear justification for all spending

RESULT

✓

Balanced Budget

Adopted FY26

Revenues = Expenditures

No deficit financing required

All expenses justified from zero

Only 2% increase vs. prior year

$29,498,205 vs. $28,920,789 PY

TOWN OF PEMBROKE PARK FLORIDA
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Town of Pembroke Park Adopts First Capital Improvements Element in 11 Years

$36.1M investment across 18 projects positions the Town for sustainable infrastructure growth through FY 2030

Investment by Category: Sewer ($23.2M) | Stormwater ($8.4M) | Facilities ($3.3M) | Parks ($0.3M) | Roads ($1.0M)

Critical Infrastructure Priorities: Lift Station replacements (LS 14, 17, 19) to protect public health; septic-to-sewer conversion on SW 30th Avenue; Town Hall generator and HVAC modernization

Funding Strategy: $1.6M grant-funded (HMGP, LWCF, MPO Surtax, CSLIP); $8.3M Town-funded; rate study implementation and credit financing options for $28.0M unfunded need

Compliance Framework: Now aligned with current Florida Statutes 163.3177 and 163.3180 (as amended through 2024); establishes Level of Service standards; requires annual review and amendment

Source: Town of Pembroke Park Capital Improvements Element, adopted January 14, 2026

Finance Department Achieved First On-Time Audit in Seven Years Through Process Redesign and Enhanced Coordination

7

years since last on-time audit

~40%

reduction in year-end audit workload

Accounting firm with 100+ government clients (James Moore & Co.) was selected to conduct the audit.

Key Strategies Implemented

1. **Year-Round Audit Preparation**
   Shifted from reactive year-end scramble to continuous documentation and monthly reconciliation cycles
2. **Enhanced Auditor Coordination**
   Established bi-weekly check-ins with external auditors and proactive issue communication
3. **Cross-Departmental Accountability**
   Implemented clear deadlines and escalation protocols for information requests
4. **Standardized Documentation**
   Created audit-ready workpaper templates and centralized document repository
5. **Created a Schedule of Tasks by Employee**
   Produced file separating tasks by category and employee, which along with workpaper templates and centralized document storage reduced overlap and workload by 40%

Reduced Bank Reconciliation Cycle Time by 50-67%, Strengthening Financial Controls and Reporting Accuracy

BEFORE

60-90+

days outstanding



AFTER

<30

days outstanding

KEY OUTCOMES

- ✓ Faster month-end close and financial reporting
- ✓ Earlier detection of discrepancies and errors
- ✓ Improved cash position visibility for decision-making
- ✓ Strengthened internal controls and audit readiness

Root Causes Identified & Addressed

1. **Delayed Check Retrieval**
   Checks were reviewed individually and scanned
2. **Unrecorded EFT/ACH Transactions**
   Created weekly review process for electronic debits/credits
3. **Outstanding Checks Backlog**
   Researched and resolved stale-dated items; established void policy

Process Improvements Implemented

1. **Created Check Clearing Automated Process for ERP**
   Upload process created for cleared checks from bank -> ERP (Tyler)
2. **Defined Monthly Deadlines**
   Hard close deadline of 20 business days for prior month reconciliations
3. **Supervisory Review Protocol**
   Mandatory sign-off by Finance Director before finalization
4. **Cleared Historical Backlog**
   One-time effort to reconcile and close prior period items
5. **Established Clear Approval Path**
   Per auditor recommendation, recons are reviewed / approved in ERP

New Procurement Administrator Strengthened Compliance, Training, and Risk Management Town-Wide

100%
New Hires Require Procurement Training

7
Multi-dept. Training Sessions Completed as of 1/26

48-hour turnaround for Purchase Orders

5
RFP and Bid Processes Completed since May (~$200K)

Training & Education

- Conducted 7 training sessions for leadership and staff on procurement rules and best practices
- Developed procurement training materials for all new hires

Compliance & Oversight

- Confers with Town Attorney and in-house procurement expert to ensure best practice compliance
- Currently updating the Procurement Manual
- Directly oversees all Town purchases > $1,500

Risk Management

- Proactively identifies procurement risks and flags questionable transactions
- Surfaces concerns directly to Town Manager and Finance Director
- Assists with setting up vendors

Strategic Initiatives

- Spearheads CCNA Evaluation Committee
- Drives continuous improvement in procurement processes town-wide
- Implementation of the Bid-Waiver Justification form to speed up emergency responses and recognize sole source vendors

Strengthening procurement integrity through training, compliance, and proactive risk management

Finance Department Developed Five Standardized Forms to Streamline Processes, Improve Accuracy, and Strengthen Controls

1 CHECK REQUEST FORM

Problem: Inconsistent documentation for ad-hoc payment requests; missing approvals and incomplete information causing processing delays

Solution: Standardized form for non-travel reimbursements and last-minute check requests

2 TRAVEL REIMBURSEMENT FORM

Problem: Manual per diem calculations prone to errors; inconsistent application of mileage rates; time-consuming verification by Finance staff

Solution: Simplified per diem form with auto-calculated totals based on rates and mileage

3 EVENT EXPENSE FORM

Problem: No visibility into event spending trends; budget overruns discovered after the fact; inability to benchmark costs year-over-year

Solution: Itemizes and tracks event expenses with prior year comparison for better control

4 BUILDING CHECK REQUEST FORM

Problem: Time spent on manual lookups

Solution: Automates pay calculation for building inspection services by vendor type

5 FINANCIAL REPORTING CALENDAR TRACKER

Problem: Town was often out of compliance due to missing unknown filing deadlines

Solution: Calendar lists each report due by date, state agency, requirements, reported contacts, and data locations

KEY IMPACT Reduced processing errors | Faster approval cycles | Improved documentation consistency | Enhanced audit trail | Better budget visibility | On-Time Reporting

Finance Department Cleared Six-Month Fuel Tax Filing Backlog and Established Sustainable Compliance Process

6
Month Backlog Cleared

$2K
Tax Refund Recouped

THE CHALLENGE

Six months of unfiled fuel tax returns created compliance risk and potential penalties. Documentation was scattered across departments.

Key Issues:

•Unclear accountability for filings
•Previous manual process for tabulating fuel usage

THE SOLUTION

Reconstructed six months of filings and created a sustainable compliance framework going forward.

Actions Taken:

- Reconstructed historical fuel purchase records in WEX
- Automated fuel usage tabulation by fuel type and category
- Filed all late returns with the state
- Identified and claimed $2K tax refund on initial attempt
- Reports are now filed on time monthly and refunds granted (approx. ~$500/month)

New Compliance Framework: Documentation Requirements Now Tracked

Fuel Receipts
Detailed receipts for all tax-paid purchases collected systematically

Vehicle Registration
Verification of registration and weight maintained for IFTA

Equipment IDs
Vehicle and equipment identification numbers tracked centrally

Five Strategic Initiatives To Drive Finance Department Transformation in FY27

INITIATIVE	WHY IT MATTERS	KEY ACTIONS	EXPECTED OUTCOME
1 **Updated Fixed Assets Policy & Roll Forward**	Current capitalization thresholds are outdated and inconsistent with GASB standards; fixed asset records require reconciliation to ensure audit-ready accuracy	Draft new SOP with revised thresholds; conduct physical inventory; reconcile additions, disposals, and depreciation; obtain Commission approval	GASB-compliant asset management; cleaner audit findings; accurate financial statements; reduced depreciation errors
2 **Comprehensive Budget Book**	Town lacks a formal budget document that communicates fiscal priorities, performance metrics, and resource allocation to stakeholders and residents	Contracted third-party vendor (CLEARGOV) specializing in budget book creation, formatting, and updating for municipalities. Town only need provide relevant data	GFOA Distinguished Budget Award eligibility; enhanced transparency; improved Commission and public engagement
3 **Continuous Auditing Program**	Internal control weaknesses are typically discovered during annual audit, limiting time for corrective action and increasing risk of repeat findings	Develop on-the-go internal audit program including quarterly self-assessment checklists; interim audits in conjunction with external auditors; creation of corrective action tracking system to proactively address findings	Proactive issue identification; reduced audit findings; stronger internal controls; year-round compliance assurance
4 **Automated Financial Reporting Dashboards**	Monthly financial reports are manually compiled, delaying budget-to-actual visibility and limiting department heads' ability to manage spending proactively	Build Excel/Power BI dashboards linked to ERP; automate data refresh; train department heads; establish monthly review cadence	Real-time budget visibility; faster decision-making; reduced manual effort; improved fiscal accountability across departments
5 **Multi-Year Financial Forecasting Model**	Budget planning is limited to single-year horizon, making it difficult to anticipate revenue trends, plan for capital needs, or model policy impacts	Build 5-year projection model; incorporate revenue drivers and expenditure trends; integrate with CIP; present scenarios to Commission annually	Long-term fiscal sustainability; informed capital planning; proactive policy decisions; enhanced credit rating support

Agenda Item Report

Subject:	Report from the IT Department - IT Director Pakula
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	townclerk
Staff Contact:	Mark Pakula, Information Technology Director
Dept/Group:	IT
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

2025-2026 IT Department Accomplishments and Goals

2025–2026 IT Department Accomplishments and Goals



Town & Police Department Technology Overview

2025 ACCOMPLISHMENTS

Infrastructure & Systems Upgrades

- Upgraded the Town Wi-Fi and camera network routing infrastructure to increase bandwidth, improve system performance, and enhance security using WPA3 AES encryption
- Implemented an environmentally responsible e-waste program to decommission and recycle obsolete technology assets
- Completed a full hardware refresh across Town and Police Department systems to improve operational reliability and extend system lifecycle management
- Began implementation of modernized the GPS tracking platform for Town and Police Department fleets to improve real-time visibility, response coordination, and asset accountability

Cybersecurity & Compliance

- Conducted a department-wide phishing awareness campaign utilizing the KnowBe4 platform to strengthen cybersecurity awareness and risk mitigation
- Developed and implemented an Artificial Intelligence Acceptable Use Policy for the Police Department to ensure ethical and compliant technology use
- Expanded Multi-Factor Authentication controls to meet County Secure Access standards and strengthen identity and access management
- Completed a Computer-Aided Dispatch (CAD) system upgrade to align with updated County compliance and operational requirements

Police Department Technology Enhancements

- Expanded the Police Department network infrastructure to support the continued growth of the body-worn camera program
- Provided technical support for Police Department active-shooter training exercises to ensure operational readiness and system reliability
- Completed a comprehensive technology asset inventory to support accreditation and compliance documentation
- Implemented the SmartCOP Records Management System to improve reporting efficiency, data integrity, and compliance tracking
- Upgraded Emergency Operations Center (EOC) technology to enhance situational awareness, interagency coordination, and disaster response capabilities
- Stood up SmartCOP cloud server infrastructure to support secure remote access, system scalability, and high-availability operations

User Support & Help Desk

- Established a centralized IT service desk email to standardize incident reporting and improve cross-departmental support coordination
- Maintained an average service volume of approximately 20 support requests per week while meeting response and resolution service level expectations

Cloud Services & Modernization

- Migrated on-premises server data to a secure cloud environment to improve system availability, disaster recovery capability, and remote accessibility
- Led the modernization of Town technology platforms and standardized Police Department systems to align with enterprise security and operational best practices

Communications & Connectivity

- Deployed two redundant network failover circuits for the Police Department to ensure continuity of operations during service disruptions
- Implemented a dedicated Starlink satellite communications circuit to provide resilient connectivity during natural disasters and emergency events

Policy, Governance & Documentation

- Established a formal Disaster Recovery and Business Continuity Plan to strengthen organizational preparedness and risk management
- Implemented the WASP asset management platform to improve lifecycle tracking, accountability, and audit readiness
- Introduced a formal technology sign-out and accountability policy to reduce equipment loss and improve asset governance
- Partnered with Human Resources to streamline the employee onboarding process and ensure timely system access and compliance

Cost Savings & Efficiency Gains

- Reduced operational and energy costs through the consolidation of infrastructure and migration to cloud-based services
- Improved system uptime and service delivery through the successful migration of collaboration platforms to SharePoint

Community Support

- Provided technical and infrastructure support for Town-sponsored community events, including the Toy Giveaway, Tree Lighting Ceremony, and Back-to-School initiative
- Supported public safety enhancements through the deployment of lightning protection and critical facility technology improvements

Grants & Funding Achievements

- Successfully secured and administered technology grants in Fiscal Years 2025 and 2026 to support infrastructure modernization, cybersecurity initiatives, and public safety technology investments

Professional Development

- Participated in professional training, webinars, and vendor-led workshops to strengthen departmental expertise in networking, cybersecurity, and public safety technology systems
- Professional development included TEEX, FLJISA, Fortinet, Barracuda, Verkada Conference, and the Miami Cybersecurity and Counter Terrorism Conference

Key Performance Metrics (Summary)

- System Uptime: Maintained approximately 99.5% availability across critical Town and Police Department systems
- User Support Volume: Averaged ~20 support requests per week with consistent same-business-day initial response
- Cybersecurity Readiness: 100% Police Department enrollment in Multi-Factor Authentication and phishing awareness training
- Infrastructure Resilience: Implemented 2 redundant failover circuits and 1 satellite backup connection for continuity of operations
- Grant Funding Impact: Secured grant funding in FY 2025–2026 to support public safety technology, cybersecurity, and infrastructure modernization

2026
GOALS

2026 Strategic Goals

- Upgrade Town and Police Department backend infrastructure with resilient systems to improve reliability, security, and long-term scalability.
- Finish Emergency Operations Center(EOC) renovation project
- Complete full implementation of the Town and Police Department lightning protection system
- Implement a new cybersecurity awareness and training program for all staff
- Deploy new security infrastructure for the Police Department and Town operations
- Construct and deploy AI Acceptable use policy for town employees to increase work rate and efficiency.
- Complete modernization of GPS for town and PD vehicles.
- Develop and deploy new GIS data layers to enhance spatial analysis, operational planning, and interdepartmental decision-making.
- Updates/additions to disaster recovery plan based on new state standards and regulations.

2026 Strategic Metrics(Targets)

- Update emergency response plan.
- Update GPS for town and police.
- Update and renew GIS Layers
- Plan and budget for Town AI implementation
- Cyber Awareness Program: 100% staff participation with a targeted reduction in phishing test failure rate
- Security Infrastructure: Deployment of upgraded access control, monitoring, and network security across Town and Police Department systems

Agenda Item Report

Subject:	Report from the Town Clerk Department - Town Clerk Garcia-Lima
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Cynthia Garcia-Lima, Town Clerk
Dept/Group:	Clerk
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

TPP Goals & Accomplishments 2025-2026

TOWN CLERK'S OFFICE

2025 Accomplishments & 2026 Goals

Cynthia Garcia-Lima, Town Clerk

MISSION STATEMENT

To provide transparent, efficient, and accessible public services that uphold the integrity of local governance and empower our community.

TOWN OF
PEMBROKE PARK
FLORIDA
The Small Town that Means Big Business

2025 MEASURABLE RESULTS



Website Revamp and Modernization



Public Records Request System Implementation



Records Room Organization and Compliance



Lien Search Fee Adjustment

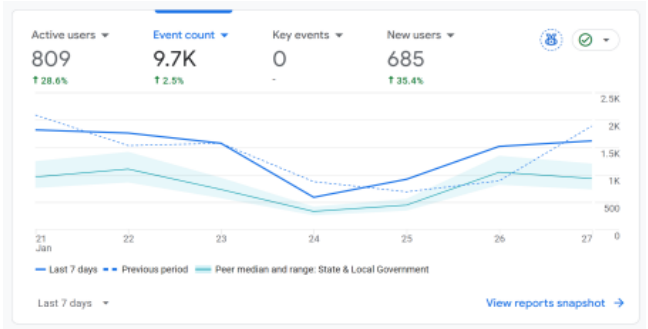


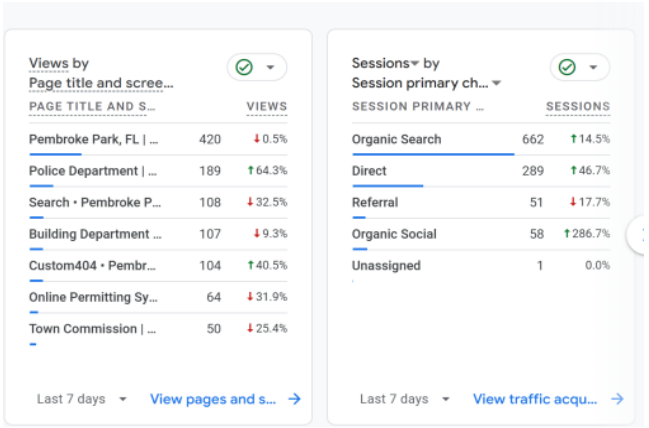
Meeting Coordination and Legislative Compliance

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

WEBSITE REVAMP AND MODERNIZATION





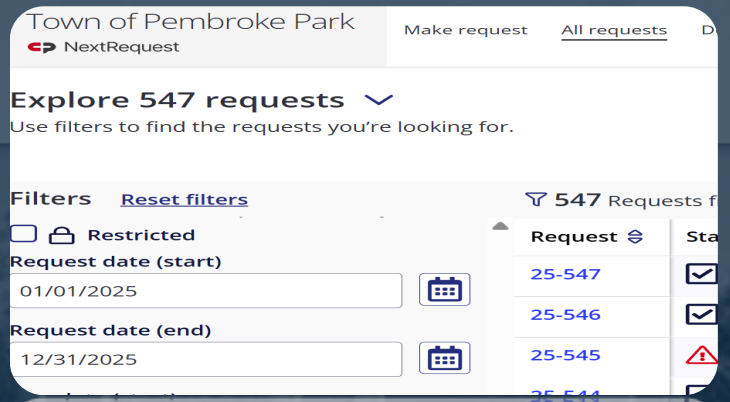


WEBSITE ANALYTICS

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

PUBLIC RECORDS REQUEST SYSTEM

- Replaced manual Excel tracking with online system
- 764 requests processed in 2025
- Automated 48-hour acknowledgements (legal compliance)
- Daily email reminders for accountability



RECORDS ROOM ORGANIZATION



Reviewed 500+ boxes of records



Shredded 159.5 cubic feet (13 bins) of documents



Improved compliance and freed storage space

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

BEFORE


HR
Employee Files
BANKERS BOX


HR
Employee Files


TOWN OF
PEMBROKE PARK
FLORIDA
The Small Town that Means Big Business



AFTER





LIEN SEARCH FEE ADJUSTMENT



First increase in over 10 years



Aligns with industry standards and neighboring municipalities



Ensures cost recovery and supports operations

TOWN OF PEMBROKE PARK
FLORIDA
The Small Town that Means Big Business

MEETING COORDINATION & COMPLIANCE

- Prepared agendas for all 2025 meetings
- Coordinated quorum for every meeting
- Minutes are fully up to date

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

2026 GOALS AND INITIATIVES

- Launch new agenda management software by March 31, 2026
- Seek approval to become a passport agent facility
- Transition to a paperless office
- Finalize scanning of all pending files
- Improve website accessibility for self-service records
- Online payments for extensive requests
- Form uploads
- Updating the Records Management Manual

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

Agenda Item Report

Subject:	Report from the Police Department - Chief DeCoursey
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	commission
Staff Contact:	Daniel DeCoursey, Police Chief
Dept/Group:	Police Department
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

PPPD Annual Report - Final
Annual Report Presentation
January Administrative Report 2026
Calls for Service Monthly Report (4)
Commission Report - January 2026

2026

Town of Pembroke Park Police Department



Chief Daniel DeCoursey
Pembroke Park Police Department
1/14/2026

Executive Summary

This Annual Public Safety Report is submitted at the request of the Mayor of the Town of Pembroke Park to provide the Mayor, Town Commission, Town Manager, and community with a comprehensive assessment of the Police Department's performance, accomplishments, and strategic direction for calendar years 2025 and 2026. This report reflects the Department's commitment to professional excellence, measurable outcomes, fiscal responsibility, and the ethical stewardship of public resources.

Throughout 2025, the Pembroke Park Police Department undertook foundational initiatives aimed at strengthening organizational stability and enhancing service delivery. Key priorities included stabilizing labor relations, investing in leadership development and department-wide training, advancing officer safety and wellness, modernizing critical equipment and technology, and improving records management and data integrity. These efforts resulted in improved operational readiness, strengthened internal accountability, and increased capacity to deliver consistent, high-quality public safety services.

Equally important, the Department expanded community engagement and interagency partnerships, reinforcing trust and collaboration with residents, schools, businesses, and regional law enforcement partners. Targeted investments in community policing, task force participation, and proactive communication enhanced visibility, responsiveness, and alignment with community expectations.

Significant progress was also made toward achieving law enforcement accreditation. In 2025, the Department established policies, training documentation, audits, and systems necessary to support accreditation compliance. This work positions the organization to successfully complete its mock and full accreditation assessments in 2026, further institutionalizing best practices, risk management, and accountability.

The strategic goals for 2026 build directly upon the progress achieved in 2025 and are focused on sustaining organizational excellence, reducing crime through intelligence-led and collaborative enforcement strategies, expanding community-focused initiatives, strengthening officer wellness and risk management programs, and maintaining fiscal discipline. Achieving full accreditation remains the Department's primary organizational objective, serving as a benchmark for professionalism, transparency, and continuous improvement.

Collectively, the initiatives and outcomes outlined in this report demonstrate a Police Department that is accountable and firmly committed to safeguarding the community while earning and maintaining public trust. The Pembroke Park Police Department enters 2026 positioned to continue delivering effective, professional, and community-centered law enforcement services aligned with the priorities and expectations of the Town's leadership and residents.

Department Overview

The Pembroke Park Police Department is a full-service law enforcement agency committed to safeguarding life, property, and constitutional rights while delivering professional, ethical, and community-centered policing services. The Department operates in alignment with its core values and organizational motto **"Community. Service. Commitment."** which collectively guide decision-making, operational priorities, and daily interactions with the public. These principles underscore a balanced approach to public safety that emphasizes accountability, transparency, and respect for the community we serve.

The Department's mission is executed through proactive patrol operations, responsive investigative services, collaborative problem-solving, and strategic partnerships that address both immediate public safety needs and long-term quality-of-life concerns. Emphasis is placed on constitutional policing, procedural justice, and continuous improvement to ensure services are delivered consistently, lawfully, and with the highest professional standards.

In 2025, the Department focused on strengthening its organizational foundation to ensure sustainable, high-performing operations. Key initiatives included stabilizing labor relations and expanding leadership development and succession planning. The Department also enhanced officer safety and wellness while modernizing equipment, technology, and records management systems. These efforts improved efficiency, accountability, risk management, and employee resilience.

Training and professional development were prioritized to ensure all personnel, sworn and civilian, possess the knowledge, skills, and competencies required to meet evolving public safety challenges. Standardized training documentation and structured in-service programs were implemented to reinforce consistency, accreditation readiness, and compliance with state and professional standards.

The Department also strengthened partnerships with residents, schools, businesses, prosecutorial agencies, and regional law enforcement organizations. Through community policing initiatives, interagency agreements, and joint training exercises, the Department enhanced collaboration, information sharing, and coordinated responses to crime and critical incidents. These partnerships play a vital role in building trust, improving crime prevention efforts, and delivering effective community-responsive policing.

Together, these foundational improvements position the Pembroke Park Police Department as a forward-looking organization focused on excellence, public trust, and continuous growth. The Department enters 2026 prepared to advance strategic goals, achieve full accreditation, and continue delivering high-quality public safety services aligned with community and leadership expectations.

2025 Measurable Accomplishments

During calendar year 2025, the Pembroke Park Police Department achieved significant, measurable progress across organizational, operational, and community-focused domains. These accomplishments reflect a deliberate strategy to strengthen the Department's foundation, enhance service delivery, and position the organization for long-term sustainability and accreditation.

Labor Relations and Organizational Stability

In 2025, the Town of Pembroke Park collaborated with the Fraternal Order of Police (FOP) to successfully implement a Collective Bargaining Agreement (CBA). This agreement marked a significant achievement in stabilizing labor relations and maintaining organizational continuity. The CBA clarified roles, expectations, and employment conditions, thereby strengthening employee morale and retention, and ensuring the consistent delivery of police services to the community. The agreement also established a stable framework for future workforce planning and fiscal predictability.

Department Identity and Professional Standards

To reinforce professionalism, accountability, and organizational pride, the Department implemented several measurable identity and branding initiatives:

- Issuance of a newly designed police badge to all sworn personnel, symbolizing integrity, service, and the Department's history. The badge incorporates the State of Florida seal, the Town's municipal building, laurel leaves representing honor and achievement, the Town's establishment year of 1957, and the United States Flag.
- Formal adoption of the Department's official motto, **"Community. Service. Commitment."**, ensuring a consistent organizational message aligned with Department values.
- Rebranding of patrol vehicles to prominently display the new badge and motto, enhancing visibility, professional presence, and public recognition throughout the Town.

These initiatives produced a cohesive and consistent professional identity that supports public trust and internal accountability.

Leadership Development and Training

The Department invested in leadership development and comprehensive training for sworn officers, civilian staff, and command personnel:

- The Chief of Police and Deputy Chief completed executive-level leadership training through the Florida Police Chiefs Association, strengthening strategic leadership, governance, and executive decision-making.
- Supervisory leadership capacity was enhanced through advanced, middle management, and the FDLE Leadership Academy training, providing structured development for future command staff.
- Executive command development was further strengthened through participation in the FDLE Executive Leadership Seminar, emphasizing law enforcement administration, ethics, and organizational management.
- Officers completed specialized training in enforcement, investigative techniques, and field training through FDLE, HIDTA, and the Broward College Institute of Public Safety.
- Community Service Aides completed a 40-hour foundational training program, improving service delivery and operational support.
- A structured in-service training program was implemented to ensure standardized documentation, compliance with state and professional standards, and accreditation readiness.

Collectively, these efforts resulted in measurable increases in training hours, leadership capacity, and organizational competence.

Mental Health and Wellness

Recognizing the operational and human impact of law enforcement stress, the Department implemented a comprehensive mental health and wellness program for all sworn and civilian personnel:

- Wellness-focused sessions led by a licensed mental health professional specializing in law enforcement were conducted to promote resilience, mental readiness, and overall performance.
- Twenty-four-hour access to critical incident and trauma response services, including suicide prevention and crisis intervention, was established for all Department members.
- Staff attended a Post-critical incident seminar, reinforcing the Department's commitment to long-term employee wellness and recovery.

These initiatives represent a measurable enhancement in risk management, employee support, and organizational resilience.

Equipment, Technology, and Officer Safety

In 2025, the Department made significant investments to enhance officer safety, operational effectiveness, and readiness:

- The purchase of new duty firearms, tactical ballistic shields, breaching equipment, AXON conducted energy devices, and upgraded body-worn cameras.
- Upgrades to fleet vehicles and emergency equipment to improve reliability and response capability.

These investments directly improved officer safety, operational efficiency, and compliance with professional standards.

Records Management and Data Reporting

To enhance accuracy, transparency, and data-driven decision-making, the Department implemented key records and reporting improvements:

- Successful deployment of the SmartCOP Records Management System, modernizing records, case tracking, and administrative reporting.
- Completion of comprehensive audits and inventories of firearms issued equipment, quartermaster supplies, property, and evidence, with full documentation in the Records Management System to ensure accountability and compliance.
- Initiation and successful reporting of crime data to the Florida Department of Law Enforcement using FIBRS (Florida Incident-Based Reporting System) and NIBRS (National Incident-Based Reporting System) standards.
- Successful completion of all State of Florida FIBRS and NIBRS grant requirements, receiving $287,384 in reimbursements.

These efforts improved data integrity, reporting accuracy, and compliance with state and federal reporting mandates.

Community Engagement and Partnerships

Community trust and collaboration remained central to Department operations:

- Creation of two new sworn positions dedicated to community policing and regional task force participation, which will be filled when fully staffed.
- Expansion of the Department’s social media presence and establishment of professional media relationships to enhance transparency and public communication.

- Strengthening partnerships with local schools and businesses to address quality-of-life concerns.
- Establishment of a collaborative working relationship with the Broward State Attorney's Office, improving case coordination and prosecutorial outcomes.

Interagency Coordination and Training

The Department enhanced regional coordination and preparedness through:

- Execution of a mutual aid agreement with the Hallandale Beach Police Department.
- Completion of joint active assailant response training with the Sea Ranch Lakes Police Department, including classroom instruction and realistic scenario-based exercises.
- In September of 2025, the Department transferred Teletype Services to the Fort Lauderdale Police Department. This transfer of service will save the department approximately $55,000.00 per fiscal year.

These efforts strengthened regional interoperability and emergency response readiness.

Grants and External Funding

The Department responsibly managed and maximized external funding sources:

- State of Florida FIBRS/NIBRS Grant.
  - Status: Completed
  - $287,387.80 Received
- Federal Ballistic Vest Grant to enhance officer safety.
  - Status: Active w/ Extension & Additional Funding Request Pending
  - $1,275.00 Remaining
- Federal Accreditation Grant
  - Status: Active through March 2026
  - $104,112.00 Total ($18,012.43 Remaining)
- Federal COPS Hiring Grant
  - Status: Active through 2028
  - $375,000.000 Total Amount ($279,036.01 Remaining)

Grant management efforts ensured fiscal accountability and alignment with strategic priorities.

Professional Recognition

In recognition of exceptional courage and service, Sergeant Brian Dodge and Officer Jose Veleaquez were awarded the **Medal of Valor** by the Broward Chiefs' Association and Broward Crime Stoppers for acts of bravery. This recognition reflects the professionalism, dedication, and commitment of Department personnel.

Collectively, the Department's 2025 accomplishments demonstrate measurable progress in organizational stability, leadership development, officer safety, data integrity, community engagement, and fiscal stewardship. These outcomes establish a strong foundation for achieving full accreditation and advancing public safety objectives in 2026.

2026 Goals, Projects, and Strategic Priorities

In 2026, the Pembroke Park Police Department will focus on advancing organizational excellence, public safety outcomes, and community partnerships. Building on the Department's measurable 2025 accomplishments, the 2026 priorities emphasize accreditation readiness, operational effectiveness, personnel development, and community engagement, ensuring sustainable growth and continued public trust.

Accreditation and Professional Excellence

Achieving full law enforcement accreditation represents the Department's organizational priority for 2026:

- Completion of the mock accreditation assessment scheduled for May 2026, ensuring compliance with all standards and identifying areas for refinement.
- On-site accreditation assessment in August 2026, demonstrating adherence to recognized law enforcement best practices.
- Ongoing agency-wide compliance with policies, operational standards, and training requirements to maintain professional accountability and readiness.

Community Engagement and Visibility

Strengthening relationships with residents and enhancing public trust remain central to the Department's strategy:

- Expansion of the Community Policing Officer program to deepen officer engagement in neighborhoods and increase community problem-solving capacity.
- Increased proactive outreach, including neighborhood meetings, safety workshops, and youth engagement initiatives.
- Focused attention on quality-of-life concerns identified by residents, ensuring responsive and collaborative resolution.

Crime Reduction and Enforcement Effectiveness

Operational priorities for 2026 continue to emphasize prevention, intelligence-led policing, and measurable outcomes:

- Sustained efforts to reduce violent crime through targeted enforcement and community partnerships.
- Maintenance of strong investigative clearance rates and case resolution metrics.
- Deployment of intelligence-led policing strategies and active participation in regional task forces to optimize enforcement capabilities.
- Full operational detachment to the DEA of the Task Force Officer to strengthen multi-agency collaboration and address complex criminal activity.
- Deployment of new AXON Equipment, including TASERS and Body Worn Cameras.

Training, Wellness, and Risk Management

Personnel readiness, resilience, and professional development remain critical components of Department effectiveness:

- Continuation of firearms, tactical equipment, AXON taser, and body-worn camera training programs.
- Expansion of high-risk and critical incident training to enhance preparedness for complex operational scenarios.
- Ongoing emphasis on officer wellness, injury prevention, and mental health support through structured programs and counseling resources.
- Development of future leaders via mentoring, structured succession planning, and executive-level professional development.

Communication, Transparency, and Professional Image

Public trust and organizational credibility will be reinforced through strategic communication and branding initiatives:

- Continued Department rebranding of Fleet Vehicles to establish a consistent, professional identity.
- Strategic use of social media platforms to improve transparency, provide timely updates, and highlight Department initiatives and successes.

Fiscal Responsibility

Prudent management of resources supports operational sustainability and public confidence:

- Responsible stewardship of Town funds and grant resources to optimize public safety outcomes.
- Alignment of expenditures with operational priorities, accreditation requirements, and strategic goals.
- Continued focus on fiscal accountability, ensuring transparency and community trust.

Executive Conclusion

The Pembroke Park Police Department's performance during 2025 and strategic direction for 2026 reflect a steadfast commitment to professional excellence, operational effectiveness, and community-centered policing. The Department has demonstrated measurable progress in strengthening organizational stability, enhancing leadership capacity, modernizing equipment and technology, improving records management, and advancing officer wellness and safety. These foundational achievements have established a disciplined, accountable, and resilient organization capable of meeting both current and emerging public safety challenges.

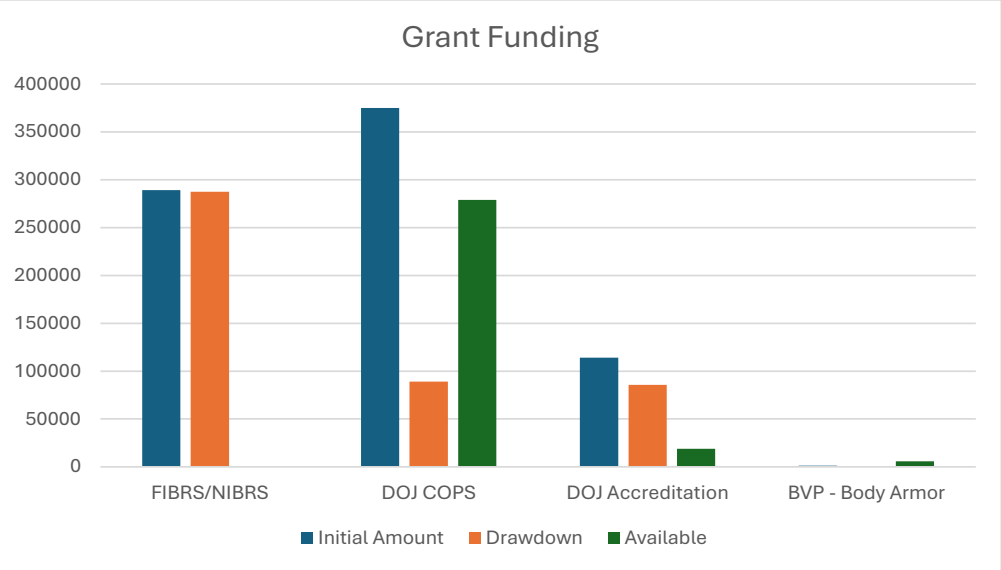
Efforts to stabilize labor relations, implement standardized training programs, and invest in leadership development have strengthened internal cohesion, enhanced workforce readiness, and positioned the organization to support sustainable, high-performing operations. Investments in technology, equipment, and record-keeping systems have enhanced operational efficiency, data integrity, and transparency. Initiatives in officer wellness and risk management have strengthened resilience, readiness, and long-term employee support.

Equally important, the Department has expanded its engagement with the community and regional partners. Proactive community policing programs have strengthened interagency partnerships, and strategic outreach initiatives have enhanced public trust, reinforced collaborative problem-solving, and ensured that law enforcement activities remain aligned with the needs and expectations of residents, schools, businesses, and regional stakeholders, contributing directly to improved crime prevention, investigative effectiveness, and overall community safety.

Achieving full law enforcement accreditation has been a central priority. Policies, documentation, audits, and operational systems established in 2025 provide the foundation for the Department's successful mock and full accreditation assessments in 2026. Achieving accreditation will institutionalize best practices, reinforce accountability, and affirm the Department's commitment to transparency, professionalism, and continuous improvement.

Looking ahead, the Department's 2026 priorities build directly upon the accomplishments of the previous year. The goals focus on maintaining accreditation readiness, enhancing community engagement, reducing crime through intelligence-led and collaborative enforcement strategies, strengthening officer wellness and leadership development, and ensuring prudent fiscal management, all aimed at sustaining organizational excellence while delivering responsive, effective, and ethical policing services.

Collectively, the initiatives and outcomes detailed in this report illustrate a Police Department that is forward-looking, accountable, and deeply committed to safeguarding the community. The Pembroke Park Police Department enters 2026 well-positioned to advance its strategic objectives, achieve full accreditation, and continue providing high-quality, professional, and community-centered law enforcement services that uphold public trust and meet the expectations of the Town's leadership and residents.


Grant Funding
400000
350000
300000
250000
200000
150000
100000
50000
0
FIBRS/NIBRS
DOJ COPS
DOJ Accreditation
BVP - Body Armor
Initial Amount
Drawdown
Available

ANNUAL COMMISSION REPORT



Pembroke Park Police Department

2025 Review | 2026 Focus

Our Mission

Protect life, property, and constitutional rights

Serve the community with professionalism and integrity

Build trust through transparency and accountability



OVERVIEW: 2025 ACCOMPLISHMENTS

- Organizational stability and labor relations
- Leadership development and training
- Officer wellness and safety investments
- Technology and records modernization
- Community engagement and partnerships
- Fiscal accountability and grant management
- Accreditation foundation established

Labor Relations & Organizational Stability

Strengthening Workforce Stability

- Established a Collective Bargaining Agreement with FOP
- Clarified roles, expectations, and employment conditions
- Improved morale, retention & organizational continuity
- Established predictable workforce planning and fiscal stability
- Supported consistent delivery of police services

FRATERNAL ORDER OF POLICE

THE VOICE OF OUR NATION'S LAW ENFORCEMENT OFFICERS

Department Identity & Professional Standards





Department Identity & Professional Standards

- Issued newly designed police badge to all sworn personnel
- Adopted official motto:

"Community. Service. Commitment."

- Rebranded patrol vehicles with updated badge and motto
- Strengthened organizational pride and public recognition
- Reinforced professionalism and public trust

Leadership Development & Training

Building Organizational Competence

- Executive-level leadership training through the FL Police Chiefs Association
- Supervisory and Middle Management training through the FL Department of Law Enforcement Leadership Academy
- Specialized officer training (FDLE, HIDTA, BCIPS)
- Community Service Aide 40-hour foundational training
- Implemented a structured in-service training program
- Increased training hours and leadership readiness





Mental Health & Wellness Program

Supporting Workforce Resilience

- Wellness-focused sessions for all staff members, including civilians, led by licensed mental health professionals specializing in law enforcement
- 24/7 access to critical incident & trauma response services, suicide prevention, and crisis intervention
- Post-critical incident seminars focused on recovery and long-term wellness
- Measurable improvement in risk management, employee support, and resilience



Equipment, Technology & Officer Safety

- New duty firearms
- New ballistic shields & breaching equipment
- Upgraded AXON devices: Body Worn Cameras & Tasers
- New VR Training Equipment
- Fleet vehicle and emergency equipment upgrades



Records Management & Data Reporting

Modernizing Systems & Compliance	Successful deployment of SmartCOP Records Management System
Full crime reporting to FDLE using FIBRS and NIBRS standards	FIBRS & NIBRS Grant completion with $287,384 in grant reimbursements received
Comprehensive audits and inventories of firearms, property, and evidence are fully documented in the new RMS	Improved accuracy, transparency, and data integrity

SmartCOP™
Software Solutions for Public Safety

Community Engagement & Partnerships

Building Public Trust

- Creation of two new sworn positions dedicated to community policing and regional task force participation
- Expanded social media presence and professional media relationships
- Strengthened partnerships with schools and local businesses



Interagency Coordination & Training

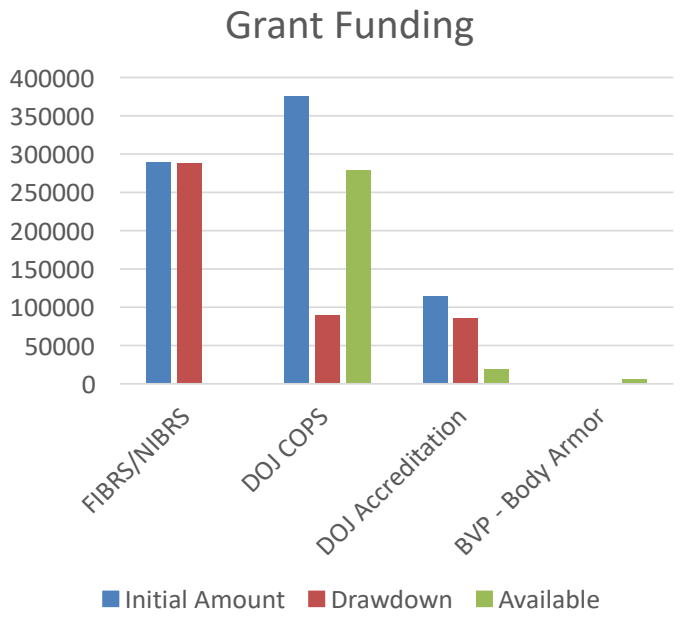
Regional Readiness

- Mutual aid agreement with Hallandale Beach Police Department
- Joint active assailant training with Sea Ranch Lakes Police Department
- Scenario-based exercises enhancing interoperability and response readiness
- Transferred Teletype Services to Ft. Lauderdale Police Department, saving approximately $55,000 per fiscal year.
- Collaborative relationship with Broward State Attorney's Office

Grants & External Funding

Responsible Fiscal Management

- Completion of State **FIBRS/NIBRS Grant**
  - $287,374.80 Received
- Expansion request for Federal **Ballistic Vest Grant**
  - $1,275.00 Remaining
- Active Federal **Accreditation Grant**
  - $104,112.00 Received
  - $18012.43 Remaining
- Active Federal **COPS Hiring Grant**.
  - $95,963.99 Received
  - $279,036.01 Remaining.



Professional Recognition

Honoring Excellence

- Sergeant Brian Dodge & Officer Jose Velazquez Awarded the **Medal of Valor** by Broward Chiefs' Association and Broward Crime Stoppers
- Recognition of bravery, professionalism, and service



2026 Strategic Direction

Advancing Organizational Excellence

- **Accreditation readiness**
  - Mock accreditation Assessment – May 2026
  - Onsite Accreditation Assessment – August 2026
- **Community engagement & Visibility**
  - Full operation of the Community Policing Officer program
- **Crime reduction and intelligence-led policing**
  - Intelligence-led policing and regional task force participation
  - DEA Task Force Officer full operational detachment
- **Training, wellness, and leadership development**
  - Continued firearms, tactical, AXON, and BWC training
  - Ongoing wellness, mental health, and injury prevention programs
- **Communication, Transparency, and Professional Image**
  - Continued rebranding, including remaining fleet vehicles
  - Strategic social media engagement
- **Fiscal responsibility and transparency**
  - Responsible management of Town Funds & Grants
  - Completion of the Federal Accreditation Grant – March 2026
  - Continued administration of the Federal COPS Hiring Grant through 2028

THANK YOU FOR YOUR CONTINUED SUPPORT!



Town of Pembroke Park Police Department
3150 SW 52 Avenue, Pembroke Park, FL 33023
954-374-8639 Phone
www.tppfl.gov

January 2026 Administrative Report

This report provides an overview of the Pembroke Park Police Department's administrative activities, training initiatives, community engagement, and ongoing inter-agency collaborations for late December 2025 & January 2026.

Community Outreach and Special Events

The Department supported school safety and emergency preparedness initiatives by participating in local lockdown drills. On January 9, 2026, Officers attended the Lake Forest Elementary lockdown drill, and on January 15, 2026, they attended the Watkins Elementary lockdown drill. These engagements strengthen interagency coordination, reinforce emergency response readiness, and enhance the safety of students, faculty, and staff.

Training and Interagency Collaboration

On December 29, 2025, Sergeants and Command Staff attended Axon body-worn camera (BWC) training to prepare for the deployment of the Department's new body-worn cameras. The training focused on operational use, policy compliance, and system integration to ensure a smooth and compliant rollout.

Chief DeCoursey and Captain Prichard attended the Florida Police Chiefs' Association Mid-Winter Conference in Orlando from January 11–13, 2026**.** Participation in this conference provided valuable opportunities for executive-level training, legislative briefings, and collaboration with law enforcement leaders statewide.

Staffing

The Department welcomed a new police officer. Officer Arnold Ingram was hired with a start date of January 26, 2026**.** Officer Ingram has served in law enforcement since 2013 and brings specialized training in Basic Traffic Homicide Investigation and Speed Measurement**.** His experience and technical expertise will enhance operational capacity and investigative capabilities.

Conclusion

This concludes with the Pembroke Park Police Department's administrative summary for January 2026. The department remains committed to professional excellence, proactive training, and meaningful community engagement.

CALLS FOR SERVICE		
INCIDENT TYPE		**Dec. 21st - Jan. 20th**
TRAFFIC INCIDENTS		
HIT & RUN - 3	**3**	
HIT & RUN ON HIGHWAY - 3H	**0**	
HIT & RUN WITH INJURIES - 3I	**1**	
ACCIDENT - Minor - 04	**31**	
ACCIDENT ROLLOVER/EXTRACTION - 4E	**0**	
ACCIDENT WITH INJURIES - 4I	**3**	
ACCIDENT WITH FIRE - 4VF	**0**	
TOTAL TRAFFIC INCIDENTS		**38**
ALARM CALLS		
AUDIBLE/INTRUSION ALARM - 49A	**55**	
HOLD UP ALARM - 49H	**1**	
SILENT ALARM - 49S	**4**	
TOTAL ALARM CALLS		**60**
BURGLARY		
Attempt - 21A	**2**	
Commercial - 21C	**5**	
Residential - 21R	**0**	
Vehicle - 21V	**6**	
TOTAL BURGLARIES		**13**
GENERAL INCIDENTS		
DRUNK DRIVER - 01	**0**	
STOLEN VEHICLE - 10	**3**	
OFFICER NEEDS ASSISTANCE	**0**	
TRAFFIC STOP (10-50)	**89**	
STOLEN VEHICLE RECOVERED (10R)	**4**	
ABANDONED VEHICLE - 11	**0**	
RECKLESS DRIVER - 12	**10**	
SUSPICIOUS PERSON - 13P	**28**	
SUSPICIOUS VEHICLE -13V	**14**	
INFORMATION -14	**41**	
SPECIAL DETAIL - 15	**0**	
FELONY WARRANT - 18	**2**	
MISDEMEANOR WARRANT -19	**0**	
HAZ-MAT INCIDENT	**0**	
MULTIFAMILY STRUCTURE FIRE (Greater than 5 Units)	**0**	
OUTSIDE FIRE	**0**	
OT- ANY FIRE NOT OTHERWISE CATEGORIZED - 25	**0**	
RESIDENTIAL FIRE - 25RS	**0**	
SMOKE INVESTIGATION - 25SI	**0**	
TANK FIRE	**0**	
TRAIN AND RAIL COLLISION/DERAILMENT	**0**	

TRAIN AND RAIL FIRE	**0**	
VEHICLE FIRE - 25VF	**0**	
VEHICLE FIRE (Commercial - Tankers, Semi-Trucks)	**0**	
LARCENY - 30	**18**	
ASSAULT - 31	**3**	
SHOOTING - 33	**0**	
STABBING - 34	**0**	
SEXUAL ASSAULT - 35	**0**	
SEXUAL ASSAULT- Attempt - 35A	**0**	
FIGHT - 36	**1**	
FIGHT AT SCHOOL - 36S	**0**	
DISTURBANCE JUVENILE - 37	**0**	
DISTURBANCE JUVENILE - School,Daycare,Child Facility - 37S	**0**	
DOMESTIC DISTURBANCE - 38	**2**	
DOMESTIC DISTURBANCE - VERBAL - 38V	**6**	
VANDALISM - 40	**66**	
ROBBERY - Armed - 41AR	**0**	
ROBBERY - Home Invasion - 41HI	**1**	
ROBBERY - Personal Business - 41SA	**0**	
LEWD - LASCIVIOUS ACTS - 43	**0**	
BOMB/CBRN THREAT - 46	**0**	
MURDER (for close out) - 5	**0**	
TRESPASSING - 51	**35**	
TRESPASSING - School, Daycare Child Facility (51S)	**1**	
FORGERY - COUNTERFEIT - 52	**0**	
EMBEZZLEMENT - FRAUD - 53	**0**	
EXPLOSION - 55	**0**	
NARCOTICS - 57	**2**	
ESCAPED PRISONER - 6	**0**	
LARCENY - AUTO PARTS - 64	**0**	
SHIPLIFTER - 65	**0**	
MEDICAL - HEART ATTACK/ CARDIAC ARREST - 67HA	**0**	
MEDICAL - INJURY - 67IJ	**1**	
MEDICAL -TROUBLE BREATHING - 67TB	**0**	
MEDICAL -UNKNOWN - 67UM	**3**	
WEATHER/DISASTER - 68WD	**0**	
ANIMAL SERVICE CALL - 69	**3**	
DEAD PERSON - 7	**1**	
ANIMAL ABUSE - 70AA	**0**	
ANIMAL BITE - 70AB	**0**	
PARKING COMPLAINTS - 73	**28**	
ASSIST OTHER AGENCY - 76	**85**	
CODE ENFORCEMENT - Water Restriction - 77WR	**0**	
HARRASSMENT/STALKING/THREAT - 79	**1**	

HARRASSMENT/STALKING/THREAT AT SCHOOL - 79S	**0**	
MISSING PERSON- 8	**1**	
SHOTS FIRED/WEAPONS COMPLAINT - 83	**0**	
POSSIBLE WANTED PERSON/VEHICLE - 85	**0**	
MISSING PERSON RECOVERED - 8R	**2**	
STOLEN TAG - 9	**2**	
911 HANG UP/ DROP OFF	**22**	
STOLEN TAG ATTEMPT - 9A	**0**	
STOLEN TAG RECOVERY - 9R	**0**	
TOTAL GENERAL INCIDENTS		**475**
POLICE SERVICE CALLS - 68		
DISPOSITIONS:		
A - Written Report	**1**	
B - No Written Report	**708**	
C - Contact Made with Owner (Alarm)	**0**	
E - Civil Assist	**0**	
		709
ARRESTS		
FELONY	**5**	
MISDEMEANOR	**3**	
OTHER/CAPIAS	**0**	
TOTAL ARRESTS		**8**
CITATIONS	**77**	
WARNINGS	**31**	
TOTAL CITATIONS		**108**
REPORTS		
FIBRS REPORTS	**106**	
CRASH REPORTS	**35**	
TOTAL REPORTS		**141**
Total Calls for Service :		**1552**



Monthly Commission Report
December 21, 2025, to January 20, 2026

December 23, 2025

- **Case #PKPD25OFF017313**
  Incident: **Petit Theft**
  Location: 5551 W. Hallandale Beach Blvd. – Kwik Stop
- **Case #PKPD25OFF017321**
  Incident: **Criminal Mischief**
  Location: 3861 SW 52 Avenue, #204
- **Case #PKPD25OFF017324**
  Incident: **Petit Theft (Stolen Package)**
  Location: 4007 SW 52 Avenue, #106
- **Case #PKPD25OFF017330**
  Incident: **Retail Theft**
  Location: 4790 W. Hallandale Beach Blvd. – Dollar General

December 24, 2025

- **Case #PKPD25OFF017384**
  Incident: **Vehicle Crash Hit and Run**
  Location: SW 48 Ave. & W. Hallandale Beach Blvd.

December 25, 2025

- **Case #PKPD25OFF17411**
  Incident: **AOA – BSO West Park**
  Location: Hallandale Beach Blvd. & S. State Rd. 7
- **Case #PKPD25OFF017443**
  Incident**: Civil Assist**
  Location: All Ways Towing

December 26, 2025

- **Case #PKPD25OFF017463**
  Incident: **Petit Theft**
  Location: 5590 W. Hallandale Beach Blvd. – Polo Club
- **Case #PKPD25OFF017466**
  Incident: **Trespass**
  Location: 3996 Pembroke Rd. – RaceTrac
- **Case #PKPD25OFF017484**
  Incident: **Retail Theft**
  Location: 3000 W. Hallandale Beach Blvd. – Auto Zone
- **Case #PKPD25OFF017499**
  Incident: **Criminal Mischief**
  Location: 3996 Pembroke Road – RaceTrac

- **Case #PKPD25OFF017498**
  Incident: **Strong Arm Robbery**
  Location: 3114 SW 23 Street

December 27, 2025

- **Case #PKPD25OFF017535**
  Incident: **Burglary – Commercial**
  Location: 3948 Pembroke Road
- **Case #22-2512-017529**
  Incident: **AOA Hallandale Beach PD**

December 28, 2025

- **Case #PKPD25OFF017551**
  Incident: **Burglary Vehicle / Criminal Mischief**
  Location: 4007 SW 52 Avenue

December 29, 2025

- **Case #PKPD25OFF17577**
  Incident: **Burglary Commercial**
  Location: 5595 SW 41 Street
- **Case #PKPD25OFF017585**
  Incident: **Information – Citizen Complaint**
  Location: Town Hall re: All-Ways Towing
- **Case #PKPD25OFF017603**
  Incident: **AOA BSO West Park - Shooting**
  Location: 4114 SW 28 Street

December 31, 2025

- **Case #PKPD26OFF000007**
  Incident: **Crash / DUI**
  Location: 3184 W. Hallandale Beach Blvd. - Park Lake Estates

January 01, 2026

- **Case #PKPD26OFF000011**
  Incident: **Disturbance**
  Location: 2550 S. Park Road – All Ways Towing

January 02, 2026

- **Case #22-2601-000036**
  Incident: **AOA**
  Location: 41 Williams Road
- **Case #PKPD26OFF000075**
  Incident: **Civil Complaint**
  Location: All-Ways Towing
- **Case #PKPD25OFF017499**
  Incident: **Criminal Mischief - UPDATE**

January 03, 2026

- **Case #PKPD26OFF000082**
  Incident: **Information**
  Location: All-Ways Towing
- **Case #PKPD26OFF000084**
  Incident: **Information**
  Location: All-Ways Towing

January 04, 2026

- **Case #PKPD26OFF000124**

Incident: **Disturbance**
Location: All-Ways Towing

- **Case #PKPD26OFF000130**
  Incident: **Fraud**
  Location: 5500 SW 32 Court
- **Case # PKPD26OFF000147**
  Incident: **Stolen Vehicle Recovered**
  Location: 3215 SW 52 Avenue
- **Case #PKPD26OFF000165**
  Incident: **Attempted Burglary Conveyance**
  Location: 5551 W. Hallandale Beach Blvd. - Marathon Gas Station
- **Case #PKPD26OFF000146 & PKPD26OFF000149**
  Incident: **Civil Assist**
  Location: All-Ways Towing

January 05, 2026

- **Case #PKPD26OFF000011**
  Incident: **Death Investigation**
  Location: 5510 SW 33 Street
- **Case #PKPD26OFF000215**
  Incident: **Narcotics Complaint**
  Location: 3996 Pembroke Road
- **Case #PKPD26OFF000216**
  Incident: **Burglary – Commercial: Attempt**
  Location: 4100 W. Hallandale Beach Blvd. - Family Dollar

January 06, 2026

- **Case #PKPD26OFF0000228**
  Incident: **Stolen Vehicle Recovery**
  Location: 5200 Block of W. Hallandale Beach Blvd.
- **Case #PKPD25OFF017535**
  Incident: **Burglary – Commercial**
  Location: 3950 Pembroke Road – Wendy's
- **Case #22-2601-000261**
  Incident: **AOA Hallandale Beach PD**

January 07, 2026

- **Case #PKPD26OFF000287**
  Incident: **Disturbance**
  Location: 3136 John P. Curcie Drive
- **Case #PKPD26OFF000310**
  Incident: **Domestic Dispute – Verbal**
  Location: 2450 S. Park Road

January 08, 2026

- **Case #PKPD26OFF000317**
  Incident: **Battery**
  Location: Polo Bar & Grill
- **Case #PKPD26OFF000328**
  Incident: **Petit Theft**
  Location: 4790 W. Hallandale Beach Blvd. - Dollar General

January 09, 2026

- **Case #PKPD26OFF000399**
  Incident: **Criminal Mischief**

Location: 3031 W. Hallandale Beach Blvd. - RaceTrac
- **Case #PKPD26OFF000425**
  Incident: **Traffic Crash**
  Location: W. Hallandale Beach Blvd. Railroad Xing

January 10, 2026
- **Case #PKPD26OFF000456**
  Incident: **AOA – BSO West Park**

January 11, 2026
- **Case #PKPD26OFF000464**
  Incident: **Larceny – E-Bike**
  Location: Wawa

January 12, 2026
- **Case #PKPD26OFF000509**
  Incident: **Baker Act**
  Location: 3520 SW 52 Ave. - Watkins ES
- **Case #PKPD26OFF000511**
  Incident: **Grand Theft Auto**
  Location: 2475 SW 32 Ave. - ADL Delivery
- **Case # PKPD26OFF000552**
  Incident: **Burglary Conveyance, Criminal Mischief, Grand Theft**
  Location: 2930 SW 30 Ave. - Scarlett's

January 14, 2026
- **Case #PKPD26OFF000630**
  Incident: **Wanted Person**
  Location: 4100 block of W. Hallandale Beach Blvd.

January 15, 2026
- **Case #PKPD26OFF000643**
  Incident: Grand Theft Auto
- **Case #PKPD26OFF000668**
  Incident: **Vandalism**
  Location: 4400 W. Hallandale Beach Blvd.
- **Case #PKPD26OFF000670**
  Incident: **Vehicle Burglary**
  Location: 2930 SW 30 Avenue

January 16, 2026
- **Case #PKPD26OFF000671**
  Incident: **Theft**
  Location: 5590 W. Hallandale Beach Blvd. - Polo Club
- **Case #PKPD26OFF000690**
  Incident: **Battery**
  Location: 3535 SW 52 Avenue – Plaza (ALF)
- **Case #PKPD26OFF000703**
  Incident: **Trespass Warning**
  Location: 4100 W. Hallandale Beach Blvd. - Family Dollar

January 18, 2026
- **Case #PKPD26OFF000796**
  Incident: **Information**
  Location: 2575 S. Park Road
- **Case #PKPD26OFF000800**
  Incident: **Burglary**

Location: 3080 Pembroke Road – Public Storage

- **Case #PKPD26OFF000835**
  Incident: **Domestic Battery by Strangulation/Preventing the use of 911**
  Location: 4815 SW 52 Avenue, #105

January 19, 2026

- **Case #PKPD26OFF000837**
  Incident: **Commercial Burglary**
  Location: 5595 SW 41 Avenue
- **Case #PKPD26OFF000838**
  Incident: **Burglary to a Vehicle**
  Location: 3861 SW 52 Avenue
- **Case #PKPD26OFF000842**
  Incident: **Commercial Burglary**
  Location: 2514 SW 30 Ave. - The Dr's Toy Store
- **Case #PKPD26OFF000870**
  Incident: **Civil Matter**
  Location: All-Ways Towing
- **Case #PKPD26OFF000868**
  Incident: **Information**
  Location: 4400 Block of W. Hallandale Beach Blvd.

January 20, 2026

- **Case #PKPD26OFF000885**
  Incident: **Grand Larceny**
  Location: 3031 W. Hallandale Beach Blvd. - RaceTrac
- **Case #22-2601-000924**
  Incident: **AOA Miami Gardens**

Agenda Item Report

Subject:	Fire Department Update - Sponsored by Chief Kane
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

12pkDEC2025

INCIDENTNUMBER	INCIDENTTYPEDESCRIPTION	ALLDISPOSITIONS
FPK25120900002125	COMMERCIAL STRUCTURE FIRE	CL, CL
FPK25122300002240	COMMERCIAL STRUCTURE FIRE	CL
FPK25120200002087	ELEVATOR RESCUE	CL
FPK25122400002245	ELEVATOR RESCUE	CCL
FPK25121900002197	FIRE INVESTIGATION	CL
FPK25122700002269	HAZ-MAT INCIDENT	CL
FPK25120600002106	MULTIFAMILY STRUCTURE FIRE (GREATER THAN	CL, CL, CL
FPK25121700002188	MULTIFAMILY STRUCTURE FIRE (GREATER THAN	CL
FPK25122300002237	MULTIFAMILY STRUCTURE FIRE (GREATER THAN	CL
FPK25121000002129	RESIDENTIAL FIRE	CL, CL
FPK25120400002100	VEHICLE FIRE	NTR
FPK25121100002145	VEHICLE FIRE	CL
FPK25121200002149	ASSAULT	NTR
FPK25121400002166	ASSAULT	CL
FPK25121300002157	ASSAULT	NTR
FPK25121300002158	HIT & RUN ON HIGHWAY	TFR, TFR
FPK25120200002086	HIT AND RUN WITH INJURIES	NTR, REF
FPK25121700002183	HIT AND RUN WITH INJURIES	NTR
FPK25122400002249	HIT AND RUN WITH INJURIES	TFR
FPK25120100002080	FIRE ALARM - COMMERCIAL STRUCTURE	CL
FPK25120900002126	FIRE ALARM - COMMERCIAL STRUCTURE	CL
FPK25121000002137	FIRE ALARM - COMMERCIAL STRUCTURE	CL
FPK25121300002156	FIRE ALARM - COMMERCIAL STRUCTURE	CL
FPK25121600002180	FIRE ALARM - COMMERCIAL STRUCTURE	CPD
FPK25122100002220	FIRE ALARM - HIGH LIFE HAZARD	CL
FPK25122200002230	FIRE ALARM - HIGH LIFE HAZARD	CL
FPK25121500002172	MEDICAL ALARM	NTR
FPK25121300002165	FIRE ALARM - RESIDENTIAL	CCL
FPK25122100002217	FIRE ALARM - RESIDENTIAL	CL
FPK25120600002113	ACCIDENT ROLLOVER OR EXTRICATION	NTR
FPK25121500002176	ACCIDENT ROLLOVER OR EXTRICATION	NTR, NTR
FPK25122100002213	ACCIDENT ROLLOVER OR EXTRICATION	CL, CL
FPK25120300002093	ACCIDENT HIGHWAY	TOA, TOA
FPK25120600002114	ACCIDENT HIGHWAY	CFD
FPK25120700002115	ACCIDENT HIGHWAY	NTR, CL
FPK25120800002119	ACCIDENT HIGHWAY	CL, TFR
FPK25120800002122	ACCIDENT HIGHWAY	CL
FPK25120800002120	ACCIDENT HIGHWAY	DUP, DUP
FPK25121000002131	ACCIDENT HIGHWAY	TFR
FPK25121000002139	ACCIDENT HIGHWAY	TFR
FPK25121200002151	ACCIDENT HIGHWAY	NTR, CL
FPK25121000002132	ACCIDENT HIGHWAY	DUP
FPK25121600002181	ACCIDENT HIGHWAY	TFR
FPK25121700002182	ACCIDENT HIGHWAY	TFR
FPK25121800002192	ACCIDENT HIGHWAY	REF
FPK25121800002194	ACCIDENT HIGHWAY	REF
FPK25121900002201	ACCIDENT HIGHWAY	CL, TFR
FPK25122100002218	ACCIDENT HIGHWAY	CL

FPK25122600002263	ACCIDENT HIGHWAY	CL
FPK25121200002153	ACCIDENT WITH INJURIES	REF
FPK25121800002190	ACCIDENT WITH INJURIES	NTR, NTR
FPK25122400002250	ACCIDENT WITH INJURIES	DUP
FPK25121900002204	ACCIDENT WITH INJURIES	CL
FPK25122600002266	ACCIDENT WITH INJURIES	REF, CL
FPK25123000002290	ACCIDENT WITH INJURIES	CL
FPK25123000002284	ALLERGIC REACTION	TFR
FPK25123000002286	BACK PAIN	TFR
FPK25122300002234	BACK PAIN	TFR
FPK25120400002102	CHEST PAINS NON-TRAUMATIC	TFR
FPK25121500002175	CHEST PAINS NON-TRAUMATIC	CCL
FPK25121100002146	CHEST PAINS NON-TRAUMATIC	TFR
FPK25120600002107	CHEST PAINS NON-TRAUMATIC	REF
FPK25121900002196	CHEST PAINS NON-TRAUMATIC	CL
FPK25121700002184	CHEST PAINS NON-TRAUMATIC	TFR
FPK25121900002198	CHEST PAINS NON-TRAUMATIC	TFR
FPK25122400002243	CHEST PAINS NON-TRAUMATIC	CL
FPK25122500002255	CHEST PAINS NON-TRAUMATIC	NTR, REF
FPK25122500002258	CHEST PAINS NON-TRAUMATIC	CL
FPK25122600002262	CHEST PAINS NON-TRAUMATIC	TFR
FPK25122600002260	CHEST PAINS NON-TRAUMATIC	REF
FPK25120400002097	CARDIAC/RESPIRATORY ARREST	CFD
FPK25122100002215	DIABETIC	TFR
FPK25120300002089	FALL NO INJURY	CL
FPK25121500002174	FALL NO INJURY	CL
FPK25122200002223	FALL NO INJURY	CL
FPK25122200002231	FALL NO INJURY	CL
FPK25121900002202	FALL NO INJURY	CL
FPK25120100002077	FALL INJURY	TFR
FPK25120300002096	FALL INJURY	TFR
FPK25120800002118	FALL INJURY	TFR
FPK25120900002127	FALL INJURY	TFR
FPK25120600002112	FALL INJURY	CL
FPK25121000002140	FALL INJURY	TFR
FPK25121100002141	FALL INJURY	TFR
FPK25121200002154	FALL INJURY	TFR
FPK25121200002155	FALL INJURY	TFR
FPK25121300002161	FALL INJURY	TFR
FPK25121400002170	FALL INJURY	TFR
FPK25121600002179	FALL INJURY	TFR
FPK25121800002193	FALL INJURY	REF
FPK25121900002199	FALL INJURY	TFR
FPK25122000002207	FALL INJURY	TFR
FPK25121100002147	FALL INJURY	NTR
FPK25122000002210	FALL INJURY	TFR
FPK25121800002195	FALL INJURY	CL
FPK25122200002226	FALL INJURY	TFR
FPK25122200002227	FALL INJURY	DUP

FPK25120400002101	FALL INJURY	NTR, NTR
FPK25121400002169	FALL INJURY	TFR
FPK25122300002236	FALL INJURY	TFR
FPK25122500002257	FALL INJURY	CL
FPK25122600002264	FALL INJURY	NTR
FPK25122700002270	FALL INJURY	REF
FPK25122900002280	FALL INJURY	TFR
FPK25122800002277	FALL INJURY	TFR
FPK25123000002287	FALL INJURY	CL
FPK25123100002291	FALL INJURY	NTR
FPK25123000002285	FALL INJURY	CL
FPK25122000002206	FALL INJURY	CL
FPK25122700002268	HEADACHE	TFR
FPK25120100002078	HEMORRHAGE OR LACERATION	CL
FPK25120600002109	HEMORRHAGE OR LACERATION	TFR
FPK25123100002293	HEMORRHAGE OR LACERATION	CL
FPK25122200002222	HEART PROBLEMS	TFR
FPK25122500002253	HEART PROBLEMS	NTR, NTR
FPK25120200002085	INJURY	CL
FPK25120400002098	INJURY	NTR
FPK25121300002159	INJURY	NTR
FPK25122300002238	INJURY	TFR
FPK25121000002130	OVERDOSE OR POISONING	TFR
FPK25120200002084	UNCONSCIOUS OR FAINTING	CL
FPK25120200002088	UNCONSCIOUS OR FAINTING	CL
FPK25120400002099	UNCONSCIOUS OR FAINTING	TFR
FPK25120600002110	UNCONSCIOUS OR FAINTING	TFR
FPK25120100002076	UNCONSCIOUS OR FAINTING	TFR
FPK25120800002121	UNCONSCIOUS OR FAINTING	CL
FPK25120100002081	UNCONSCIOUS OR FAINTING	TFR
FPK25121300002163	UNCONSCIOUS OR FAINTING	TFR
FPK25121400002167	UNCONSCIOUS OR FAINTING	TFR
FPK25122000002209	UNCONSCIOUS OR FAINTING	TFR
FPK25122200002228	UNCONSCIOUS OR FAINTING	CL
FPK25121800002189	UNCONSCIOUS OR FAINTING	TFR
FPK25122300002233	UNCONSCIOUS OR FAINTING	TFR
FPK25122900002283	UNCONSCIOUS OR FAINTING	CL
FPK25122200002225	UNCONSCIOUS OR FAINTING	NTR
FPK25120200002082	SICK PERSON	TFR
FPK25120700002117	SICK PERSON	REF
FPK25120500002104	SICK PERSON	TFR
FPK25120300002091	SICK PERSON	TFR
FPK25120700002116	SICK PERSON	DUP
FPK25121000002135	SICK PERSON	DUP
FPK25121000002136	SICK PERSON	NTR
FPK25120900002124	SICK PERSON	TFR
FPK25120600002105	SICK PERSON	TFR
FPK25121100002144	SICK PERSON	TFR
FPK25121400002168	SICK PERSON	NTR, REF

FPK25121700002187	SICK PERSON	TFR
FPK25121800002191	SICK PERSON	TFR
FPK25122100002214	SICK PERSON	TFR
FPK25122200002224	SICK PERSON	TFR
FPK25121600002178	SICK PERSON	TFR
FPK25122300002235	SICK PERSON	TFR
FPK25121400002171	SICK PERSON	TFR
FPK25122400002248	SICK PERSON	TFR
FPK25121900002205	SICK PERSON	TFR
FPK25121900002203	SICK PERSON	CL
FPK25122000002211	SICK PERSON	TFR
FPK25122800002274	SICK PERSON	TFR
FPK25122800002275	SICK PERSON	TFR
FPK25122800002276	SICK PERSON	UNF
FPK25122900002279	SICK PERSON	TFR
FPK25121900002200	SICK PERSON	CL
FPK25122600002261	SICK PERSON	TFR
FPK25123000002289	SICK PERSON	TFR
FPK25123100002292	SICK PERSON	TFR
FPK25122800002278	SICK PERSON	TFR
FPK25122600002265	SICK PERSON	CL
FPK25120600002108	STROKE	TFR
FPK25120100002079	SEIZURE	TFR
FPK25120400002103	SEIZURE	TFR
FPK25121200002152	SEIZURE	TFR
FPK25122100002219	SEIZURE	TFR
FPK25122300002232	SEIZURE	TFR
FPK25122300002242	SEIZURE	NTR, TFR
FPK25122200002229	SEIZURE	CL
FPK25122500002251	SEIZURE	TFR
FPK25122500002259	SEIZURE	CL
FPK25120300002094	TROUBLE BREATHING	TFR
FPK25120300002095	TROUBLE BREATHING	TFR
FPK25120600002111	TROUBLE BREATHING	TFR
FPK25120300002090	TROUBLE BREATHING	CL
FPK25120900002123	TROUBLE BREATHING	TFR
FPK25121000002138	TROUBLE BREATHING	TFR
FPK25121200002148	TROUBLE BREATHING	TFR
FPK25121100002143	TROUBLE BREATHING	TFR
FPK25121100002142	TROUBLE BREATHING	TFR
FPK25121300002162	TROUBLE BREATHING	TFR
FPK25121300002164	TROUBLE BREATHING	CCL
FPK25121600002177	TROUBLE BREATHING	TFR
FPK25121500002173	TROUBLE BREATHING	TFR
FPK25121000002133	TROUBLE BREATHING	TFR
FPK25121700002185	TROUBLE BREATHING	TFR
FPK25120300002092	TROUBLE BREATHING	CL
FPK25122100002212	TROUBLE BREATHING	TFR
FPK25122300002239	TROUBLE BREATHING	TFR

FPK25122100002221	TROUBLE BREATHING	TFR
FPK25122500002252	TROUBLE BREATHING	TFR
FPK25122500002254	TROUBLE BREATHING	CL
FPK25122500002256	TROUBLE BREATHING	CL
FPK25122900002281	TROUBLE BREATHING	TFR
FPK25122900002282	TROUBLE BREATHING	DUP
FPK25123000002288	TROUBLE BREATHING	TFR
FPK25122400002247	TROUBLE BREATHING	TFR
FPK25122700002267	TROUBLE BREATHING	TFR
FPK25121200002150	UNKNOWN MEDICAL	CPD
FPK25121300002160	UNKNOWN MEDICAL	NTR
FPK25121700002186	UNKNOWN MEDICAL	CPD
FPK25122300002241	UNKNOWN MEDICAL	NTR
FPK25122700002271	UNKNOWN MEDICAL	TFR, TFR
FPK25122800002273	UNKNOWN MEDICAL	CCL
FPK25123100002294	UNKNOWN MEDICAL	NTR, NTR
FPK25120200002083	FIRE OR MEDICAL SERVICE CALL	CL
FPK25120900002128	FIRE OR MEDICAL SERVICE CALL	CL
FPK25121000002134	FIRE OR MEDICAL SERVICE CALL	CL
FPK25122100002216	FIRE OR MEDICAL SERVICE CALL	CFD
FPK25122400002244	FIRE OR MEDICAL SERVICE CALL	CL
FPK25122400002246	FIRE OR MEDICAL SERVICE CALL	CL
FPK25122700002272	FIRE OR MEDICAL SERVICE CALL	CL
FPK25122000002208	ANIMAL BITE	CL

CROSSSTREET	BEATNAMI	INCIDENTD	FIRSTUNIT	FIRSTUNIT/
2800 SW 46TH AV / 2800 SW 44TH AV	27A	12/09/202	12/09/202	12/09/202
2900 SW 32ND AV / 1 W LAKE DR	27B	12/23/202	12/23/202	12/23/202
4000 SW 56TH AV / 4000 SW 52ND AV	27A	12/02/202	12/02/202	12/02/202
4000 SW 52ND AV / ACCESS RD	27A	12/24/202	12/24/202	01/01/000
3200 SW 28TH ST / 3200 SW 26TH ST	27B	12/19/202	12/19/202	12/19/202
2900 SW 56TH AV / 5600 W HALLANDALE BEA	27A	12/27/202	12/27/202	12/27/202
3800 SW 52 AV /	27A	12/06/202	12/06/202	12/06/202
3800 SW 52 AV /	27A	12/17/202	12/17/202	12/17/202
3800 SW 52 AV /	27A	12/23/202	12/23/202	12/23/202
5400 SW 32ND ST /	27A	12/10/202	12/10/202	12/10/202
	27Y1	12/04/202	12/04/202	12/04/202
2700 BRYAN RD /	27B	12/11/202	12/11/202	12/11/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/12/202	12/12/202	12/12/202
/ 2100 JOHN P LYONS LN	27B	12/14/202	12/14/202	01/01/000
2800 SW 50TH AV / 2900 SW 48TH AV	27A	12/13/202	12/13/202	12/13/202
	27Y1	12/13/202	12/13/202	12/13/202
1 W LAKE DR / 3100 LAKE SHORE DR	27B	12/02/202	12/02/202	12/02/202
3200 W HALLANDALE BEACH BLVD / 2900 SW	27B	12/17/202	12/17/202	12/17/202
4800 W HALLANDALE BEACH BLVD / 2900 SW	27A	12/24/202	12/24/202	12/24/202
1600 S 33RD RD / 1600 S 33RD AV	27B	12/01/202	12/01/202	12/01/202
3200 SW 24TH ST / 3200 SW 22ND ST	27B	12/09/202	12/09/202	12/09/202
3200 SW 24TH ST / 3200 SW 22ND ST	27B	12/10/202	12/10/202	12/10/202
3200 SW 26TH ST / 3200 SW 24TH ST	27B	12/13/202	12/13/202	12/13/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/16/202	12/16/202	01/01/000
4000 SW 56TH AV / 4000 SW 52ND AV	27A	12/21/202	12/21/202	12/21/202
4700 SW 36TH ST / 4700 SW 31ST DR	27A	12/22/202	12/22/202	12/22/202
3000 CAROLINA ST / 2100 JOHN P LYONS LN	27B	12/15/202	12/15/202	12/15/202
/ ACCESS RD	27A	12/13/202	12/13/202	01/01/000
4500 SW 41ST ST / 4700 SW 38TH ST	27A	12/21/202	12/21/202	12/21/202
	27Y1	12/06/202	12/06/202	12/06/202
	27B	12/15/202	12/15/202	12/15/202
	27Y2	12/21/202	12/21/202	12/21/202
	27Y2	12/03/202	12/03/202	01/01/000
	27Y1	12/06/202	12/06/202	12/06/202
	27Y1	12/07/202	12/07/202	12/07/202
	27Y2	12/08/202	12/08/202	12/08/202
	27Y2	12/08/202	12/08/202	12/08/202
	27Y2	12/08/202	01/01/000	01/01/000
	27Y1	12/10/202	12/10/202	12/10/202
	27Y1	12/10/202	12/10/202	12/10/202
	27Y2	12/12/202	12/12/202	12/12/202
	27Y1	12/10/202	01/01/000	01/01/000
	27Y1	12/16/202	12/16/202	12/16/202
	27Y2	12/17/202	12/17/202	12/17/202
	27Y2	12/18/202	12/18/202	12/18/202
	27Y1	12/18/202	12/18/202	12/18/202
	27Y1	12/19/202	12/19/202	12/19/202
	27Y1	12/21/202	12/21/202	01/01/000

	27Y1	12/26/202	12/26/202	12/26/202
	27B	12/12/202	12/12/202	12/12/202
ACCESS RD / 3100 PEMBROKE RD	27B	12/18/202	12/18/202	12/18/202
2800 SW 50TH AV / 2900 SW 48TH AV	27A	12/24/202	01/01/000	01/01/000
2900 SW 48TH AV / 4800 W HALLANDALE BEA	27A	12/19/202	12/19/202	12/19/202
2900 SW 32ND AV / 3200 W HALLANDALE BEA	27B	12/26/202	12/26/202	12/26/202
1700 SW 31ST AV / 3100 PEMBROKE RD	27B	12/30/202	12/30/202	12/30/202
4700 SW 38TH ST / ACCESS RD	27A	12/30/202	12/30/202	12/30/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/30/202	12/30/202	12/30/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/23/202	12/23/202	01/01/000
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/04/202	12/04/202	12/04/202
5600 SW 40TH ST / 5600 SW 39TH ST	27A	12/15/202	12/15/202	12/15/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/11/202	12/11/202	12/11/202
ACCESS RD / ACCESS RD	27A	12/06/202	12/06/202	12/06/202
1 PEYTON PL / 1 FLATBUSH AV	27B	12/19/202	12/19/202	12/19/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/17/202	12/17/202	12/17/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/19/202	12/19/202	12/19/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/24/202	12/24/202	12/24/202
/ 2100 JOHN P LYONS LN	27B	12/25/202	12/25/202	12/25/202
/ 400 LAKE SHORE DR	27B	12/25/202	12/25/202	12/25/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/26/202	12/26/202	12/26/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/26/202	12/26/202	12/26/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/04/202	12/04/202	12/04/202
3000 SW 23RD LN / 3000 SW 23RD TER	27B	12/21/202	12/21/202	12/21/202
ACCESS RD / ACCESS RD	27A	12/03/202	12/03/202	12/03/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/15/202	12/15/202	12/15/202
/ 400 LAKE SHORE DR	27B	12/22/202	12/22/202	12/22/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/22/202	12/22/202	12/22/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/19/202	12/19/202	12/19/202
/ 400 LAKE SHORE DR	27B	12/01/202	12/01/202	12/01/202
ACCESS RD / ACCESS RD	27A	12/03/202	12/03/202	12/03/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/08/202	12/08/202	12/08/202
4500 SW 41ST ST / 4700 SW 38TH ST	27A	12/09/202	12/09/202	12/09/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/06/202	12/06/202	12/06/202
2700 BRYAN RD /	27B	12/10/202	12/10/202	12/10/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/11/202	12/11/202	12/11/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/12/202	12/12/202	12/12/202
ACCESS RD / ACCESS RD	27A	12/12/202	12/12/202	12/12/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/13/202	12/13/202	12/13/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/14/202	12/14/202	12/14/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/16/202	12/16/202	12/16/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/18/202	12/18/202	12/18/202
	27B	12/19/202	12/19/202	12/19/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/20/202	12/20/202	12/20/202
/ 1 GREEN ACRES RD	27B	12/11/202	12/11/202	12/11/202
2900 SW 48TH AV / 4800 W HALLANDALE BEA	27A	12/20/202	12/20/202	12/20/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/18/202	12/18/202	12/18/202
2700 SW 49TH AV / 2700 SW 48TH TER	27A	12/22/202	12/22/202	12/22/202
2700 SW 49TH AV / 2700 SW 48TH TER	27A	12/22/202	12/22/202	01/01/000

2900 SW 48TH AV / 2800 SW 46TH AV	27A	12/04/202	12/04/202	01/01/000
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/14/202	12/14/202	12/14/202
1 PEYTON PL / 1 FLATBUSH AV	27B	12/23/202	12/23/202	12/23/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/25/202	12/25/202	12/25/202
2700 S PARK RD / 2700 BRYAN RD	27B	12/26/202	12/26/202	12/26/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/27/202	12/27/202	12/27/202
1 W LAKE CT / 3100 W HALLANDALE BEACH BL	27B	12/29/202	12/29/202	12/29/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/28/202	12/28/202	12/28/202
ACCESS RD /	27A	12/30/202	12/30/202	12/30/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/31/202	12/31/202	01/01/000
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/30/202	12/30/202	12/30/202
	27A	12/20/202	12/20/202	12/20/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/27/202	12/27/202	12/27/202
ACCESS RD / ACCESS RD	27A	12/01/202	12/01/202	12/01/202
	27A	12/06/202	12/06/202	12/06/202
ACCESS RD / ACCESS RD	27A	12/31/202	12/31/202	12/31/202
	27A	12/22/202	12/22/202	12/22/202
/ 3000 W HALLANDALE BEACH BLVD	27B	12/25/202	12/25/202	01/01/000
	27Y1	12/02/202	12/02/202	12/02/202
	27Y2	12/04/202	12/04/202	12/04/202
2900 SW 32ND AV / 3200 W HALLANDALE BEA	27B	12/13/202	12/13/202	12/13/202
3200 SW 24TH ST / 3200 SW 22ND ST	27B	12/23/202	12/23/202	12/23/202
3100 W HALLANDALE BEACH BLVD / ACCESS R	27B	12/10/202	12/10/202	12/10/202
2900 SW 37TH AV / 2900 SW 32ND AV	27B	12/02/202	12/02/202	12/02/202
3200 SW 28TH ST / 3200 SW 26TH ST	27B	12/02/202	12/02/202	12/02/202
SW 25TH ST /	27B	12/04/202	12/04/202	12/04/202
	27B	12/06/202	12/06/202	12/06/202
	27B	12/01/202	12/01/202	12/01/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/08/202	12/08/202	12/08/202
	27B	12/01/202	12/01/202	12/01/202
4000 SW 56TH AV / 4000 SW 52ND AV	27A	12/13/202	12/13/202	12/13/202
3700 W HALLANDALE BEACH BLVD / 3700 SW	27B	12/14/202	12/14/202	12/14/202
ACCESS RD / ACCESS RD	27A	12/20/202	12/20/202	12/20/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/22/202	12/22/202	12/22/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/18/202	12/18/202	12/18/202
/ ACCESS RD	27A	12/23/202	12/23/202	12/23/202
2900 SW 48TH AV / 2800 SW 46TH AV	27A	12/29/202	12/29/202	12/29/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/22/202	12/22/202	12/22/202
4700 SW 38TH ST / ACCESS RD	27A	12/02/202	12/02/202	12/02/202
2900 SW 30TH AV / 3000 W HALLANDALE BEA	27B	12/07/202	12/07/202	12/07/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/05/202	12/05/202	12/05/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/03/202	12/03/202	12/03/202
	27Y1	12/07/202	12/07/202	01/01/000
2900 SW 32ND AV / 3200 W HALLANDALE BEA	27B	12/10/202	12/10/202	01/01/000
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/10/202	12/10/202	12/10/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/09/202	12/09/202	12/09/202
ACCESS RD / ACCESS RD	27A	12/06/202	12/06/202	12/06/202
4700 SW 38TH ST / ACCESS RD	27A	12/11/202	12/11/202	12/11/202
ACCESS RD / ACCESS RD	27A	12/14/202	12/14/202	12/14/202

100 STEVEN ST / 100 JANIS BLVD	27B	12/17/202	12/17/202	12/17/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/18/202	12/18/202	12/18/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/21/202	12/21/202	12/21/202
3700 W HALLANDALE BEACH BLVD / 3700 SW	27B	12/22/202	12/22/202	12/22/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/16/202	12/16/202	12/16/202
ACCESS RD / ACCESS RD	27A	12/23/202	12/23/202	12/23/202
2300 CHARLES RD / 3100 CAROLINA ST	27B	12/14/202	12/14/202	12/14/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/24/202	12/24/202	12/24/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/19/202	12/19/202	12/19/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/19/202	12/19/202	12/19/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/20/202	12/20/202	12/20/202
ACCESS RD / ACCESS RD	27A	12/28/202	12/28/202	12/28/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/28/202	12/28/202	12/28/202
	27Y2	12/28/202	12/28/202	12/28/202
/ ACCESS RD	27A	12/29/202	12/29/202	12/29/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/19/202	12/19/202	12/19/202
3100 SW 54TH AV / 3200 SW 52ND AV	27A	12/26/202	12/26/202	12/26/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/30/202	12/30/202	12/30/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/31/202	12/31/202	12/31/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/28/202	12/28/202	12/28/202
2900 SW 37TH AV / 2900 SW 32ND AV	27B	12/26/202	12/26/202	12/26/202
	27B	12/06/202	12/06/202	12/06/202
3200 SW 26TH ST / 3200 SW 24TH ST	27B	12/01/202	12/01/202	12/01/202
ACCESS RD / 4100 SW 48TH AV	27A	12/04/202	12/04/202	12/04/202
4000 SW 56TH AV / 4000 SW 52ND AV	27A	12/12/202	12/12/202	12/12/202
4700 SW 36TH ST / 4700 SW 31ST DR	27A	12/21/202	12/21/202	12/21/202
2700 BRYAN RD /	27B	12/23/202	12/23/202	12/23/202
1 W TRACY TER / 100 JANIS BLVD	27B	12/23/202	12/23/202	12/23/202
ACCESS RD / ACCESS RD	27A	12/22/202	12/22/202	12/22/202
5500 SW 32ND CT / 5500 SW 32ND ST	27A	12/25/202	12/25/202	12/25/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/25/202	12/25/202	12/25/202
2800 SW 46TH AV / 2800 SW 44TH AV	27A	12/03/202	12/03/202	12/03/202
3200 SW 54TH AV / 3200 SW 52ND AV	27A	12/03/202	12/03/202	12/03/202
ACCESS RD / ACCESS RD	27A	12/06/202	12/06/202	12/06/202
1 FLATBUSH AV / 100 DAVID DR	27B	12/03/202	12/03/202	12/03/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/09/202	12/09/202	12/09/202
2300 SW 31ST CT / 2300 SW 31ST AV	27B	12/10/202	12/10/202	12/10/202
	27A	12/12/202	12/12/202	12/12/202
	27Y1	12/11/202	12/11/202	12/11/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/11/202	12/11/202	12/11/202
1 PEYTON PL / 1 FLATBUSH AV	27B	12/13/202	12/13/202	12/13/202
	27B	12/13/202	12/13/202	01/01/000
5400 SW 32ND ST /	27A	12/16/202	12/16/202	12/16/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/15/202	12/15/202	12/15/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/10/202	12/10/202	12/10/202
5500 SW 34TH ST / 5500 SW 33RD ST	27A	12/17/202	12/17/202	12/17/202
ACCESS RD / ACCESS RD	27A	12/03/202	12/03/202	12/03/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/21/202	12/21/202	12/21/202
1 FLATBUSH AV / 100 DAVID DR	27B	12/23/202	12/23/202	12/23/202

3700 SW 52ND AV / 3700 SW 50TH AV	27A	12/21/202	12/21/202	12/21/202
1 PEYTON PL / 1 FLATBUSH AV	27B	12/25/202	12/25/202	12/25/202
2900 SW 40TH AV / 2800 SW 38TH AV	27B	12/25/202	12/25/202	12/25/202
100 STEVEN ST / 100 JANIS BLVD	27B	12/25/202	12/25/202	12/25/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/29/202	12/29/202	12/29/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/29/202	01/01/000	01/01/000
ACCESS RD /	27A	12/30/202	12/30/202	12/30/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/24/202	12/24/202	12/24/202
2300 SW 31ST CT / 2300 SW 31ST AV	27B	12/27/202	12/27/202	12/27/202
1000 10TH ST / 600 6TH ST	27B	12/12/202	12/12/202	01/01/000
3100 SW 55TH AV / 3100 SW 54TH AV	27A	12/13/202	12/13/202	12/13/202
4000 PEMBROKE RD / 1700 SW 40TH AV	27B	12/17/202	12/17/202	12/17/202
1700 SW 40TH AV / 1500 S PARK RD	27B	12/23/202	12/23/202	12/23/202
	27Y2	12/27/202	12/27/202	12/27/202
ACCESS RD / ACCESS RD	27A	12/28/202	12/28/202	01/01/000
	27B	12/31/202	12/31/202	01/01/000
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/02/202	12/02/202	12/02/202
2900 SW 52ND AV / 2800 SW 50TH AV	27A	12/09/202	12/09/202	12/09/202
3100 JOHN P CURCIE DR / 2900 SW 25TH ST	27B	12/10/202	12/10/202	12/10/202
3200 SW 26TH ST / 3200 SW 25TH ST	27B	12/21/202	01/01/000	01/01/000
2800 SW 42ND AV / 2900 SW 40TH AV	27A	12/24/202	12/24/202	12/24/202
/ 3200 PEMBROKE RD	27B	12/24/202	12/24/202	12/24/202
3200 SW 26TH ST / 3200 SW 24TH ST	27B	12/27/202	12/27/202	12/27/202
3100 SW 24TH ST / 3100 SW 23RD ST	27B	12/20/202	12/20/202	12/20/202

S25 FIRE	12
S4 ACCIDENT	10
S4H ACCIDENT HWY	20
S49 ALARM	10
S67 MEDICAL	160
S68 SERVICE CALL	7
TOTAL	219

ROUTECLOSEDTIME	INCIDENTTYPECODE	COMMONI	LOCATIONI	SUBDIVISIC
12/09/2025 12:30:22	S25CF		THERAPY	
12/23/2025 22:03:22	S25CF		WAWA	
12/02/2025 20:37:21	S25EV	CROSSWIN	ALLAIRE ON 41ST	
12/24/2025 10:42:59	S25EV			
12/19/2025 10:05:27	S25FI		TALLY TABLE DESIGNS	
12/27/2025 07:02:53	S25HZ			
12/06/2025 09:01:11	S25MF		PEMBROKE	LYNN PARK
12/17/2025 23:51:15	S25MF			LYNN PARK
12/23/2025 20:42:33	S25MF			LYNN PARK
12/10/2025 01:38:10	S25RS		DUPLEX	TOWN LAK
12/04/2025 13:07:16	S25VF	I95 SB HALI	I95 SB HALLANDALE BE	
12/11/2025 17:06:05	S25VF		P-LOT	
12/12/2025 08:09:05	S31IJ		RACE TRAC	
12/14/2025 05:01:48	S31IJ			
12/13/2025 04:30:58	S31IJ			
12/13/2025 10:14:06	S3H	I95 SB HALI	I95 SB HALLANDALE BE	
12/02/2025 19:25:46	S3I			
12/17/2025 09:42:53	S3I		NEAR WAWA	
12/24/2025 21:09:52	S3I			
12/01/2025 16:54:23	S49CF	COCA COL/	COCA COLA	
12/09/2025 17:20:02	S49CF		AMAZON	
12/10/2025 17:42:29	S49CF		AMAZON	RIVERLAND
12/13/2025 01:26:47	S49CF		SENECA INDUSTRIAL B	
12/16/2025 18:22:20	S49CF			
12/21/2025 20:36:11	S49HH	CROSSWIN	CROSSWINDS APTS	
12/22/2025 14:34:55	S49HH	LAKE FORE	LAKE FOREST ELEMENT	
12/15/2025 10:12:34	S49M		ELG AMERICA	
12/13/2025 23:19:22	S49RS			LYNN PARK
12/21/2025 16:25:48	S49RS			
12/06/2025 16:10:31	S4E	I95 SB HALI	LANDALE BEACH BLVD I	
12/15/2025 22:29:50	S4E	PEMBROKE	PEMBROKE EB I95 WO	
12/21/2025 07:18:33	S4E	I95 NB HAL	I95 NB HALLANDALE BI	
12/03/2025 11:54:35	S4H	I95 NB HAL	I95 NB HALLANDALE BI	
12/06/2025 19:46:37	S4H	I95 SB HALI	I95 SB HALLANDALE BE	
12/07/2025 18:09:10	S4H	I95 SB HALI	I95 SB HALLANDALE BE	
12/08/2025 16:40:05	S4H	I95 NB HAL	I95 NB HALLANDALE BI	
12/08/2025 17:41:12	S4H	I95 NB HAL	I95 NB HALLANDALE BI	
12/08/2025 15:42:26	S4H	I95 NB EXIT	1020 VIA RAPID	
12/10/2025 07:29:33	S4H	I95 SB EXIT	I95 SB EXIT 18 NO AT H	
12/10/2025 21:55:03	S4H	I95 SB PEM	I95 SB PEMBROKE RD (	
12/12/2025 13:56:03	S4H	I95 NB PEM	I95 NB PEMBROKE RD	
12/10/2025 06:41:54	S4H	I95 SB HALI	I95 SB HALLANDALE BE	
12/16/2025 19:59:25	S4H	I95 SB PEM	I95 SB PEMBROKE RD S	
12/17/2025 02:39:01	S4H	I95 NB PEM	I95 NB PEMBROKE RD	
12/18/2025 20:13:54	S4H	I95 NB PEM	I95 NB PEMBROKE RD	
12/18/2025 22:16:13	S4H	I95 SB EXIT	I95 SB EXIT 18 SO AT H	
12/19/2025 13:45:35	S4H	I95 SB HALI	I95 SB HALLANDALE BE	
12/21/2025 17:42:17	S4H	I95 SB HALI	1 MILE FROM	

12/26/2025 13:24:43	S4H	I95 SB EXIT	I95 SB EXIT 18 NO AT H
12/12/2025 22:23:05	S4I	HALLANDA	HALLANDALE WB I95 V
12/18/2025 14:12:58	S4I		NEXT TO PUBLIC STOR/
12/24/2025 20:16:07	S4I		
12/19/2025 16:51:48	S4I		SB
12/26/2025 19:07:56	S4I		
12/30/2025 16:52:40	S4I		
12/30/2025 00:53:11	S67AR		LYNN PARK
12/30/2025 01:57:17	S67BP	THE PENIN	THE PENINSULA
12/23/2025 08:31:55	S67BP	THE PENIN	THE PENINSULA
12/04/2025 18:54:11	S67CP	THE PENIN	THE PENINSULA
12/15/2025 18:52:21	S67CP		
12/11/2025 18:15:21	S67CP	THE PENIN	THE PENINSULA
12/06/2025 10:13:12	S67CP	THE PLAZA	THE PLAZA AT PEMBRC
12/19/2025 09:44:38	S67CP		LAKE SHOR
12/17/2025 10:52:23	S67CP	THE PENIN	THE PENINSULA
12/19/2025 10:33:05	S67CP	THE PENIN	THE PENINSULA
12/24/2025 04:13:28	S67CP	THE PENIN	THE PENINSULA
12/25/2025 15:39:10	S67CP		24/7 LIQUORS
12/25/2025 20:48:11	S67CP		PEMBROKE
12/26/2025 12:13:13	S67CP	THE PENIN	THE PENINSULA
12/26/2025 03:23:22	S67CP		
12/04/2025 00:55:39	S67CR	THE PENIN	THE PENINSULA
12/21/2025 11:24:08	S67DB		MOBILE HC BAMBOO C
12/03/2025 08:00:02	S67F	THE PLAZA	THE PLAZA AT PEMBRC
12/15/2025 18:16:14	S67F	THE PENIN	THE PENINSULA
12/22/2025 05:14:05	S67F		PARK LAKE PEMBROKE
12/22/2025 19:06:12	S67F	THE PENIN	THE PENINSULA
12/19/2025 14:22:49	S67F	THE PENIN	THE PENINSULA
12/01/2025 10:08:35	S67FI		PEMBROKE
12/03/2025 22:25:04	S67FI	THE PLAZA	THE PLAZA AT PEMBRC
12/08/2025 12:51:18	S67FI	THE PENIN	THE PENINSULA
12/09/2025 18:24:20	S67FI		
12/06/2025 13:30:50	S67FI	THE PENIN	THE PENINSULA
12/10/2025 23:52:17	S67FI		
12/11/2025 09:34:40	S67FI	THE PENIN	THE PENINSULA ALF
12/13/2025 00:09:53	S67FI	THE PENIN	THE PENINSULA
12/13/2025 00:02:29	S67FI	THE PLAZA	THE PLAZA LYNN PARK
12/13/2025 13:14:11	S67FI	THE PENIN	THE PENINSULA
12/14/2025 18:53:05	S67FI	THE PENIN	THE PENINSULA
12/16/2025 15:31:44	S67FI	THE PENIN	THE PENINSULA
12/18/2025 20:24:42	S67FI	THE PENIN	THE PENINSULA
12/19/2025 11:14:36	S67FI		HOUSE PEMBROKE
12/20/2025 09:03:03	S67FI	THE PENIN	THE PENINSULA
12/11/2025 17:55:30	S67FI		
12/20/2025 16:38:52	S67FI		EB JWO
12/18/2025 22:16:13	S67FI	THE PENIN	THE PENINSULA
12/22/2025 12:19:07	S67FI		DALE VILLA CARVER RA
12/22/2025 11:45:51	S67FI		DALE VILLA

12/04/2025 17:37:38	S67FI		DOLLAR GENERAL
12/14/2025 16:26:27	S67FI	THE PENIN	THE PENINSULA
12/23/2025 17:48:14	S67FI		MOBILE HC LAKE SHOR
12/25/2025 18:40:53	S67FI	THE PENIN	THE PENINSULA
12/26/2025 13:23:55	S67FI		LOT 4 LA SIESTA M
12/27/2025 16:49:09	S67FI	THE PENIN	THE PENINSULA
12/29/2025 02:47:34	S67FI		MOBILE HC PEMBROKE
12/28/2025 20:32:09	S67FI	THE PENIN	THE PENINSULA
12/30/2025 06:17:42	S67FI		LYNN PARK
12/31/2025 01:52:18	S67FI	THE PENIN	THE PENINSULA
12/30/2025 00:51:28	S67FI	THE PENIN	THE PENINSULA
12/20/2025 01:38:07	S67FI		
12/27/2025 04:56:16	S67HE	RACETRAC	RACETRAC PK
12/01/2025 10:02:29	S67HM	THE PLAZA	THE PLAZA AT PEMBRO
12/06/2025 12:06:59	S67HM		TOWNHOU LYNN PARK
12/31/2025 23:04:35	S67HM	THE PLAZA	ASSIST LIVING FACILITY
12/22/2025 03:40:18	S67HP		TOWNHOUSE
12/25/2025 06:21:34	S67HP		
12/02/2025 18:23:43	S67IJ	I95 SB HAL	I95 SB HALLANDALE BE
12/04/2025 08:18:46	S67IJ	I95 NB PEM	I95 NB PEMBROKE RD
12/13/2025 10:49:15	S67IJ		
12/23/2025 21:45:08	S67IJ		AMAZON WAREHOUS
12/10/2025 06:32:23	S67OD		RACETRAC
12/02/2025 18:19:21	S67PO		SWEENEY'S,23 LLC
12/02/2025 21:39:47	S67PO		SURF MED
12/04/2025 13:14:06	S67PO		HOUSE BAMBOO C
12/06/2025 12:50:26	S67PO		TRAILER PARKER LO
12/01/2025 04:02:13	S67PO		MOBILE HC PARKER LO
12/08/2025 17:36:40	S67PO	THE PENIN	THE PENINSULA
12/01/2025 20:33:19	S67PO		MOBILE HC PARKER LO
12/13/2025 23:00:29	S67PO	CROSSWIND	S APTS
12/14/2025 11:13:46	S67PO		HOME DESIGN
12/20/2025 14:03:20	S67PO	THE PLAZA	THE PLAZA AT PEMBRO
12/22/2025 12:39:43	S67PO	THE PENIN	THE PENINSULA
12/18/2025 08:49:36	S67PO	THE PENIN	THE PENINSULA
12/23/2025 07:50:09	S67PO		LYNN PARK
12/29/2025 17:21:43	S67PO		DOLLAR GENERAL - ISL
12/22/2025 10:41:58	S67PO	RACETRAC	RACETRAC PK
12/02/2025 07:49:35	S67SP		LYNN PARK
12/07/2025 21:22:46	S67SP		
12/05/2025 10:36:35	S67SP	THE PENIN	THE PENINSULA
12/03/2025 10:54:22	S67SP	THE PENIN	THE PENINSULA
12/07/2025 17:58:20	S67SP	I95 SB PEM	I95 SB PEMBROKE RD S
12/10/2025 09:09:25	S67SP		LAKE FORES
12/10/2025 11:46:31	S67SP	THE PENIN	THE PENINSULA
12/09/2025 09:38:16	S67SP	THE PENIN	THE PENINSULA
12/06/2025 04:12:42	S67SP	THE PLAZA	THE PLAZA LYNN PARK
12/11/2025 16:47:44	S67SP		LYNN PARK
12/14/2025 15:46:55	S67SP	THE PLAZA	THE PLAZA AT PEMBRO

12/17/2025 21:05:34	S67SP		
12/18/2025 15:16:08	S67SP	THE PENIN	THE PENINSULA NURSI
12/21/2025 10:14:02	S67SP	THE PENIN	THE PENINSULA
12/22/2025 08:35:32	S67SP		SENEMA FACTORY
12/16/2025 08:37:59	S67SP	THE PENIN	THE PENINSULA
12/23/2025 15:38:51	S67SP		LYNN PARK
12/14/2025 23:38:23	S67SP		LAKE VILLA APTS
12/24/2025 20:27:32	S67SP	THE PENIN	THE PENINSULA
12/19/2025 21:57:01	S67SP	THE PENIN	THE PENINSULA
12/19/2025 16:04:21	S67SP	THE PENIN	THE PENINSULA
12/20/2025 22:08:36	S67SP	THE PENIN	THE PENINSULA - ALF
12/28/2025 10:09:09	S67SP	THE PLAZA	THE PLAZA LYNN PARK
12/28/2025 11:06:07	S67SP	THE PENIN	THE PENINSULA
12/28/2025 10:49:41	S67SP	I95 NB PEM	I95 NB PEMBROKE RD
12/29/2025 01:45:11	S67SP		CARVER RA
12/19/2025 11:38:07	S67SP	THE PENIN	THE PENINSULA
12/26/2025 11:11:38	S67SP		TOWN LAK
12/30/2025 13:50:34	S67SP	THE PENIN	THE PENINSULA
12/31/2025 22:25:02	S67SP		24 HR LIQUOR
12/28/2025 21:48:50	S67SP	THE PENIN	THE PENINSULA
12/26/2025 14:08:08	S67SP		
12/06/2025 11:27:18	S67ST		LONE PINE PARKER LO
12/01/2025 10:20:09	S67SZ		WINDOW CLASSISCS
12/05/2025 00:44:32	S67SZ		LYNN PARK
12/12/2025 19:35:29	S67SZ	CROSSWIN	CROSSWINDS APTS
12/21/2025 21:00:18	S67SZ		PEMBROKE PARK PRES
12/23/2025 04:09:37	S67SZ		HOLIDAY ESTATES MHI
12/24/2025 00:27:44	S67SZ		LAKE SHOR
12/22/2025 12:52:12	S67SZ	THE PLAZA	THE PLAZA AT PEMBRO
12/25/2025 04:25:44	S67SZ		SWELL NEA TOWN LAK
12/25/2025 20:45:14	S67SZ	THE PENIN	THE PENINSULA
12/03/2025 16:04:07	S67TB		PAWN SHOP
12/03/2025 21:48:48	S67TB		TOWN LAK
12/06/2025 12:53:21	S67TB		
12/03/2025 07:26:45	S67TB		HOUSE LAKE SHOR
12/09/2025 08:14:42	S67TB	THE PENIN	THE PENINSULA
12/10/2025 21:43:04	S67TB		BAMBOO C
12/12/2025 00:57:44	S67TB		PEMBROKE PARK TOW
12/11/2025 13:52:50	S67TB	I95 SB HAL	LANDALE BEACH BLVD S
12/11/2025 11:31:48	S67TB	THE PENIN	THE PENINSULA
12/13/2025 19:45:58	S67TB		MHP - AT P LAKE SHOR
12/13/2025 22:12:40	S67TB		HOUSE LAKE FORE
12/16/2025 06:45:46	S67TB		TOWN LAK
12/15/2025 14:56:35	S67TB	THE PENIN	THE PENINSULA
12/10/2025 07:43:17	S67TB	THE PENIN	THE PENINSULA
12/17/2025 14:36:36	S67TB		HOUSE TOWN LAK
12/03/2025 11:21:04	S67TB	THE PLAZA	THE PLAZA AT PEMBRO
12/21/2025 01:00:49	S67TB	THE PENIN	THE PENINSULA
12/23/2025 21:23:04	S67TB		HOUSE LAKE SHOR

12/21/2025 21:43:28	S67TB		
12/25/2025 04:38:28	S67TB		LAKE SHOR
12/25/2025 07:24:08	S67TB		ORION GAS STATION
12/25/2025 16:29:14	S67TB		
12/29/2025 14:35:11	S67TB	THE PENIN	THE PENINSULA
12/29/2025 13:58:35	S67TB	THE PENIN	THE PENINSULA
12/30/2025 07:45:02	S67TB		THE PLAZA AT PEMBRO
12/24/2025 17:53:41	S67TB	THE PENIN	THE PENINSULA
12/27/2025 03:32:11	S67TB		BAMBOO L BAMBOO C
12/12/2025 11:19:12	S67UM		
12/13/2025 11:18:30	S67UM		VILLA TOWN LAK
12/17/2025 17:37:44	S67UM		IFO BUS STOP
12/23/2025 23:17:04	S67UM		SMOKE AND GLASS P L
12/27/2025 18:36:19	S67UM	I95 NB HAL	I95 NB HALLANDALE BI
12/28/2025 09:15:48	S67UM	THE PLAZA	THE PLAZA LYNN PARK
12/31/2025 22:07:49	S67UM		PARKER LO
12/02/2025 08:06:09	S68	THE PENIN	THE PENINSULA
12/09/2025 18:13:57	S68	THE PENIN	THE PENINSULA
12/10/2025 09:06:30	S68		
12/21/2025 10:49:14	S68		FEEDING SOUTH FLORI
12/24/2025 06:13:10	S68		FAMILY DOLLAR
12/24/2025 12:41:27	S68		EXTRA SPACE
12/27/2025 23:20:54	S68		IFO AAA
12/20/2025 09:17:31	S70AB		BAMBOO N BAMBOO C

ALLDISPOS	PRIMARYOFFICERNAME1
CLEAR, CLE	RESCUE R27
CLEAR	ENGINE E27
CLEAR	ENGINE E27
CANCELED	ENGINE E27
CLEAR	RESCUE R227
CLEAR	ENGINE E27
CLEAR, CLE	RESCUE R27
CLEAR	RESCUE R27
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CLEAR, CLE	RESCUE R27
NO TRANSF	QUINT Q7
CLEAR	ENGINE E27
NO TRANSF	RESCUE R27
CLEAR	RESCUE R27
NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R27
NO TRANSF	RESCUE R27
NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R27
CLEAR	ENGINE E27
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CANCELED	ENGINE E27
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NO TRANSF	RESCUE R27
CANCELED	ENGINE E27
CLEAR	ENGINE E27
NO TRANSF	RESCUE R27
NO TRANSF	RESCUE R27
CLEAR, CLE	RESCUE R27
TRANSPOR	RESCUE R27
CANCELED	RESCUE R27
NO TRANSF	RESCUE R27
CLEAR, TRA	RESCUE R27
CLEAR	RESCUE R27
DUPLICATE CALL, DUPLICATE CALL	
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
NO TRANSF	RESCUE R27
DUPLICATE CALL	
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
PATIENT RE	RESCUE R27
PATIENT RE	RESCUE R27
CLEAR, TRA	RESCUE R27
CLEAR	RESCUE R27

CLEAR RESCUE R27
PATIENT RE RESCUE R27
NO TRANSF RESCUE R27
DUPLICATE CALL
CLEAR RESCUE R27
PATIENT RE RESCUE R27
CLEAR RESCUE R27
TRANSPOR RESCUE R227
TRANSPOR RESCUE R27
TRANSPOR RESCUE R227
TRANSPOR RESCUE R27
CANCELED RESCUE R27
TRANSPOR RESCUE R27
PATIENT RE RESCUE R227
CLEAR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
CLEAR RESCUE R227
NO TRANSF RESCUE R27
CLEAR RESCUE R27
TRANSPOR RESCUE R27
PATIENT RE RESCUE R227
CANCELED RESCUE R27
TRANSPOR RESCUE R227
CLEAR ENGINE E27
CLEAR RESCUE R27
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CLEAR ENGINE E27
CLEAR ENGINE E27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
CLEAR RESCUE R7
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R227
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
TRANSPOR RESCUE R27
PATIENT RE RESCUE R227
TRANSPOR RESCUE R227
TRANSPOR ENGINE E27
NO TRANSF RESCUE R227
TRANSPOR RESCUE R27
CLEAR RESCUE R227
TRANSPOR RESCUE R27
DUPLICATE RESCUE R227

NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
CLEAR	RESCUE R27
NO TRANSF	RESCUE R90
PATIENT RE	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
CLEAR	RESCUE R27
NO TRANSF	RESCUE R27
CLEAR	RESCUE R227
CLEAR	RESCUE R27
TRANSPOR	RESCUE R27
CLEAR	RESCUE R227
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CLEAR	RESCUE R227
TRANSPOR	RESCUE R27
NO TRANSF	RESCUE R27
CLEAR	RESCUE R227
NO TRANSF	RESCUE R27
NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
CLEAR	RESCUE R27
CLEAR	RESCUE R227
TRANSPOR	RESCUE R27
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CLEAR	RESCUE R7
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
CLEAR	RESCUE R90
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R227
CLEAR	RESCUE R227
NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R27
PATIENT RE	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
DUPLICATE	RESCUE R227
DUPLICATE	RESCUE R7
NO TRANSF	RESCUE R32
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
NO TRANSF	RESCUE R27

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TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R90
CLEAR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
UNFOUNDI	RESCUE R7
TRANSPOR	RESCUE R27
CLEAR	RESCUE R7
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
CLEAR	RESCUE R60
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R90
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R27
NO TRANSI	RESCUE R27
CLEAR	RESCUE R90
TRANSPOR	RESCUE R27
CLEAR	RESCUE R227
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R40
CLEAR	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
CANCELED	RESCUE R227
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R31
TRANSPOR	RESCUE R27
CLEAR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R7

TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R227
CLEAR	RESCUE R27
CLEAR	RESCUE R27
TRANSPOR	RESCUE R227
DUPLICATE CALL	
TRANSPOR	RESCUE R227
TRANSPOR	RESCUE R27
TRANSPOR	RESCUE R227
CANCELED	RESCUE R27
NO TRANSF	RESCUE R27
CANCELED	RESCUE R27
NO TRANSF	RESCUE R27
TRANSPOR	RESCUE R27
CANCELED	RESCUE R27
NO TRANSF	RESCUE R7
CLEAR	ENGINE E27
CLEAR	ENGINE E27
CLEAR	ENGINE E27
CANCELED BY FIRE DEPT	
CLEAR	ENGINE E27
CLEAR	ENGINE E27
CLEAR	ENGINE E27
CLEAR	RESCUE R227

Agenda Item Report

Subject:	Consideration and approval of a sign variance - Town Planner Consultant Von der Meulen File No.: 26-SV-01 Applicant: Antonio Acosta/Solutions Electrical Corp Address: 2540 SW 30th Avenue Request: The applicant is requesting a variance from the sign code to increase the sign height. This application requests a variance from Section 21-20. (c).1.A limiting the letter height. RESOLUTION NO: 2026-011 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING SIGN VARIANCE APPLICATION NO. 26-SV-01 AND GRANTING ONE (1) SIGN VARIANCES FOR THE PROPERTY LOCATED AT 2540 SW 30th AVENUE, PEMBROKE PARK, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	The property is located on the west side of SW 30th Avenue, west of Interstate 95, near the northern edge of the Town municipal line. The immediate surrounding properties have a similar designation of MXE zoning and Commercial land use. The subject site is approximately 0.39 acres in size, the current building was built in 2002 with the building sitting lower than the Interstate-95 highway. Triplenine Motor LLC is the current tenant of the first floor of the building. Currently there is no existing signage on any of the building frontage. In April of 2024 and April 2025, the tenants to the North, Express Roofing and Awnings by Valrose, were approved for a sign variance due similar hardship, lack of visibility.
Staff Recommendations:	
Procurement:	

Financial Implications:	
Alternatives:	

ATTACHMENTS:

Resolution No: 2026-011
01- 26-SV-01 Staff Report
02-PROJECT NARRATIVE
03-VARIANCE APPLICATION
04-PLANS
05-SURVEY

RESOLUTION NO. 2026-011

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING SIGN VARIANCE APPLICATION NO. 26-SV-01 AND GRANTING ONE (1) SIGN VARIANCES FOR THE PROPERTY LOCATED AT 2540 SW 30th AVENUE, PEMBROKE PARK, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Antonio Acosta/ Solutions Electrical Corp, agent for the owner MEAT BAR HOLDINGS LLC, the "Applicant," of the property located at 2540 SW 30th Avenue, Pembroke Park, Florida has applied for a sign variance pursuant to Chapter 21, Division 4 of the Town of Pembroke Park ("Town") code, the application is attached hereto and incorporated herein as **Exhibit "A."**; and

WHEREAS, the Applicant is requesting the following one (1) sign variance:

1. A variance from §21-20(c)(1)(A) to allow for a 48" letter height in lieu of the 18" letter height permitted by the Town code for the east elevation;

WHEREAS, §21-72 of the Town code provides that a variance may be granted whenever the enforcement of the applicable Town code results in an undue hardship upon a party and does not endanger the health, safety, and welfare of the resident of the Town; and

WHEREAS, §21-73 of the Town code provides that the application for a variance shall contain all the information required in a sign permit, the variance requested, and the reasons why the variance is desired and the details of the resulting hardship; and

WHEREAS, the Town Commission considered the application, through a presentation of the Town's professional consultant at its December 1, 2025 commission workshop ; and

WHEREAS, the Town Commission held a public hearing and considered the input of the public; and,

WHEREAS, the Town Commission of the Town of Pembroke Park, Florida, finds the Applicant's variance application, attached hereto and incorporated herein as **Exhibit "A,"** is sufficient and that the enforcement of the applicable Town code results in an undue hardship upon the applicant and does not endanger the health, safety, and welfare of the resident of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, THAT:

Section 1. The aforementioned "Whereas" clause is hereby ratified and confirmed as being true and correct and is incorporated herein.

Section 2. The Town Commission of the Town of Pembroke Park, Florida, hereby approves and authorizes Meat Bar Holding LLC's variance application for the property located at 2540 SW 30th Avenue, Pembroke Park, Florida, attached hereto and incorporated herein as **Exhibit "A,"** that the enforcement of the applicable Town code results in an undue hardship upon the applicant, and variances do not endanger the health, safety, and welfare of the resident of the Town.

Section 3. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

Section 4. If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 5. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 11th day of February, 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

Town of Pembroke Park

3150 SW 52nd Avenue • Pembroke Park, Florida 33023
954.966.4600 • www.tppfl.gov

TO: Town Workshop Meeting

FROM: Michael Vonder Meulen, AICP, Consultant Town Planner, KEITH

MEETING DATE: February 3, 2026

SUBJECT: 26-SV-01 / Triplenine Motors
2540 SW 30 Ave

APPLICANT: Antonio Acosta / Solutions Electrical Corp

REQUEST: The applicant is requesting a variance from the sign code to increase the sign height. This application requests a variance from Section 21-20. (c).1.A limiting the letter height.

SITE DATA:

ADDRESS:	2540 SW 30 Avenue
FOLIO:	514221010120
PARCEL SIZE:	0.39 Acres
EXISTING USE:	Commercial
ZONING:	MXE Business District
FUTURE LAND USE:	C- Commercial

ADJACENT PROPERTY DESCRIPTION:
NORTH: MXE- Mixed Use Entertainment
SOUTH: MXE- Mixed Use Entertainment
EAST: I-95/City of Hallandale Beach
WEST: MXE- Mixed Use Entertainment

PROJECT BACKGROUND:
The property is located on the west side of SW 30th Avenue, west of Interstate 95, near the northern edge of the Town municipal line. The immediate surrounding properties have a similar designation of MXE zoning and Commercial land use.

The subject site is approximately 0.39 acres in size, the current building was built in 2002 with the building sitting lower than the Interstate-95 highway. Triplenine Motor LLC is the current tenant of the first floor of the building. Currently there is no existing signage on any of the building frontage.

In April of 2024 and April 2025, the tenants to the North, Express Roofing and Awnings by Valrose, were approved for a sign variance due similar hardship, lack of visibility.

Express Roofing was approved for the following variances:

Code Section	Max Allowed	Proposed	Variance
21-20.(c).1.A for letter height	18" inches	72" inches	+54" inches
21-20.(c).1.B for length of sign	20' feet	70' feet	+50' feet
21-20.(c).1.C for size of sign area	150 square feet	248 square feet	+98 square feet

Valrose Awning was approved for the following variances:

North Elevation:

Code Section	Max Allowed	Proposed	Variance
21-20.(c).1.A for letter height	25" inches	53" inches	+2'3" feet
21-20.(c).1.B for length of sign	20' feet	22' feet	+2' feet

East Elevation:

Code Section	Max Allowed	Proposed	Variance
21-20.(c).1.A for letter height	20.5" inches	53" inches	+2'7" feet
21-20. (c).1.B for length of sign	20' feet	22' feet	+2' feet

STAFF ANALYSIS:
The applicant is proposing to add a new sign located on the eastern façade of the building, facing I-95. The proposed sign will display the business name, "Triplenine Motors". The Applicant states that due to the building's overall façade area, a larger sign is necessary to maintain appropriate visual balance and legibility. The proposed sign is designed to be consistent with the architectural scale of the building It will provide clear identification that is reasonable given the size of the structure.
The applicant is requesting a variance from the sign code for this property to increase the letter height. The applicant is proposing the following:

East Elevation:

Code Section	Max Allowed	Proposed	Variance
21-20.(c).1.A for letter height	20"	48"	+28"

SPECIFIC VARIANCE CRITERIA SECTION 21-73:
For a variance to be approved, the Town Commission must find that the application meets the following criteria:

1. All the information required in an application for a sign permit.
   Yes, the applicant submitted all the information required in the application.

2. The variance requested from the provisions of sign code.
   Yes, the variances requested are from specific provisions of the sign code.

3. The reason why the variance is desired and the detail of hardship which would result from the denial of same.
   The consultant Town Planner believes that the applicant has demonstrated a hardship for the multiple variances.

STAFF CONDITIONS OF APPROVAL:
If Approved by the Town Commission, the consultant Town Planner recommends including the following conditions:

1. At time of application for a Building Permit for the sign, the Property Owner shall provide a copy of the Sign Variance Resolution and copies of the final approved plans to the Building Department.
2. Sign variance approval is only for signage matching drawings attached to this application.

RECOMMENDATION:
Staff recommends approval for the sign variance request.

ATTACHMENTS:

Application
Justification Statement
Sign Renderings
Survey
Legal Description

Solutions Electrical Corp

11525 SW 33 TER
Miami, FL 33165
7863027555
permitscb@gmail.com

Project Narrative – Sign Variance Request

Project Name: Triplenine
Property Address: 2540 SW 30 AVE
Variance Requested: Increase in allowable sign size of sign.

Project Description

Solutions Electrical Corp is requesting a variance to permit a sign with a total area of **48.95 square feet**, exceeding the maximum height allowed of 18". The proposed sign is 48" high and will be installed on the existing building façade. The sign will serve as primary identification for the business located at the property.

Purpose of the Variance

The purpose of the requested sign variance is to allow a sign that is proportionate to the scale and massing of the existing building. The building is big, and a sign limited to the maximum size permitted by the ordinance would appear undersized and ineffective as a means of business identification.

Due to the building's overall façade area, a larger sign is necessary to maintain appropriate visual balance and legibility. The proposed sign is designed to be consistent with the architectural scale of the building It will provide clear identification that is reasonable given the size of the structure.

The requested variance is not intended to create additional signage beyond what is necessary, but rather to ensure that the sign is functionally and visually appropriate for a building of this size while remaining consistent with the intent of the sign regulations.

Conclusion

Based on the site conditions, the limited scope of the request, and the thoughtful design of the proposed sign, we are respectfully requesting approval of the sign variance. Granting the variance will allow reasonable use of the property while remaining consistent with the goals and intent of the zoning regulations.

Town of Pembroke Park

Planning and Zoning Division
3150 SW 52nd Avenue • Pembroke Park, Florida 33023
954.966.4600 • www.tppfl.gov

Master Application

Consideration of a parking reduction application by the Town does not in of itself in any way create a right to obtain a permit from a County, State or Federal Agency. Applicants must comply with all legal requirements and obtain all requisite approvals imposed by County, State and Federal Agencies and the Town bears no legal responsibility for Applicant's failure to do so.

Project Name	Parcel Size	Application Type
Triplenine		Plat Note
Address		Parcel ID
2540 SW 30 AVE		514221010120
Owner / Applicant Name(s)	Phone	Email
Antonio Acosta	786.302.7555	permitscb@gmail.com

Code Information	Yes	No
Is this an after-the-fact request or Town code violation? (If yes, attach a copy of any related information)		
Is this request the result of a site plan application or other application? (If yes, please attach site plan)		
Has this same or similar request been proposed previously on the property?		

Project Description

New electrical sign / Requesting variance for a bigger size sign.

Process Number 39235724

Agent

Name	Company/Firm
Antonio Acosta	Solutions Electrical Corp
Address	City, State, Zip
11525 SW 33 Ter	Miami, FL 33165
Phone	Email
7863027555	permitscb@gmail.com

This is to certify that I am the agent of this application for the subject property(s) and the statements contained herein are accurate to the best of my knowledge and I will be present at any required hearings to represent this application.

Agent's Signature — *Date* 11/19/25

Property Owner Certification

This is to certify that I am the owner of the subject property(s) described in this application. By signing this application, I hereby authorize the above signatory to serve as agent for this project. The agent is authorized by me to agree to any and all binding conditions throughout the review of this application. I hereby agree to be bound by any and all conditions, or amendments required by this application.

Shimon Alon — *Printed Name of Property Owner*; *Signature of Property Owner*; *Date* 11/19/25

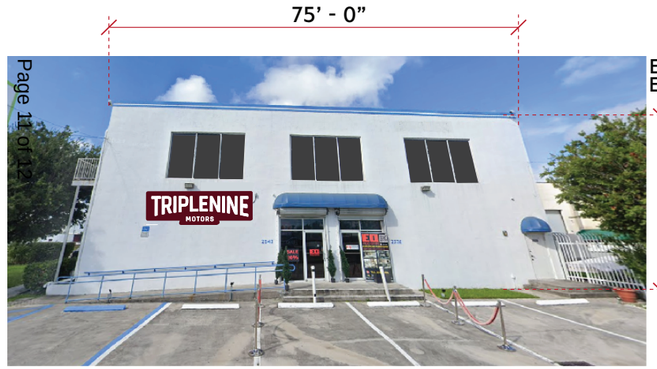
State of Florida, County of Miami Dade
Sworn to (or affirmed) and subscribed before me by means of ✓ physical presence or online notarization
This 19th day of November, 2025, by Shimon Alon (name of person making statement)
✓ Personally known; OR Produced Identification; Type
My Commission Expires: 6/17/27
Notary Public Signature

CAMILLE BARSHISHAT
Notary Public
State of Florida
Comm# HH410780
Expires 6/17/2027

TOWN USE ONLY	Submittal Date:	Project Number:
Review Staff:	Decision Date:	Decision:

PUSH THRU LIGHTBOX SIGN

EXIBIT - A ILLUMINATED



MOCKUP - FRONTAGE
SCALE: N.T.S

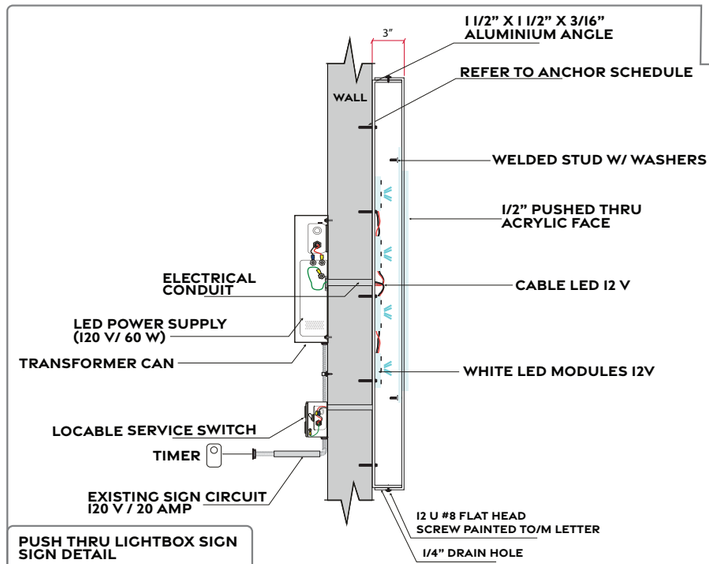
TRIPLENINE MOTORS

NIGHT VIEW

GENERAL NOTES

- 70135I I2.0 VDC POWER SUPPLY FOR UP TO I.50 AMPS
- AWG #18 2 CONDUCTOR, PVC JACKETED, NEC TYPY POWER LIMITED TRAY CABLE (PLTC) WITH UL LISTING. USED FOR LETTER JUMPERS OR EXTENSION OF POWER SUPPLY LEAD UP TO 15'.
- AWG #14 2 CONDUCTOR, PVC JACKETED, NEC TYPY POWER LIMITED TRAY CABLE (PLTC) WITH UL LISTING. USED FOR LETTER JUMPERS OR EXTENSION OF POWER SUPPLY LEAD UP TO 50'
- UL LISTED FOR WET LOCATION OR NEMA 3R BOX, MIN. DIMENSIONS I2"XI2"X6., VENTED IF POWER SUPLY IS TO BE MOUNTED IN A LOCATION (EXPOSED TO WEATHER)
- CABLE TIE DOWNS (PLASTICWITH DOUBLE SIDED TAPE FOR MOUNTING)
- 4 NYLON ZIP TIES
- WIRE NUTS (IDEAL P/N #30-072 BLUE)
-SHEET METAL SREWS (#8 OR I0) OR RIVETS (I/8" OR 3/16") FOR FRAMES
-RAGS OR SHOP TOWELS
-SILICONE SEALANT
-I/2" CONDUIT FOR POWER SUPPLY PRIMARY (WATERTIGHT IF MOUNTING PORWER SUPPLY IN A BOX OUTDOORS)
- I/2" CONDUIT CONNECTOR FOR POWER SUPPLY PRIMARY (WATERTIGHT IF MOUNTING PORWER SUPPLY IN A BOX OUTDOORS)
- DISCONNECT SWITCH FOR PRIMARY POWER SHUTOFF DOT S323E, LEVITON I45I-ICP OR EQUIVALENT
- ALL ELECTRICAL COMPONENTS ARE U.L. LISTED AS PER NEC 600.3
- PRIMARY I20 VOLTS #12 WIRES BY OTHERS
- SIGN GROUNDED ACCORDING TO NEC600.24 AND 600.7

ASCE 7-22, ASD
FBC 2023 8TH EDITION
BLDG CAT 2, EXP CAT "C"
V = I75 MPH
NEC 2020



PUSH THRU LIGHTBOX SIGN SIGN DETAIL
SCALE: N.T.S.

ANCHOR SCHEDULE

ALL FASTENERS SHALL BE SPACED EVENLY

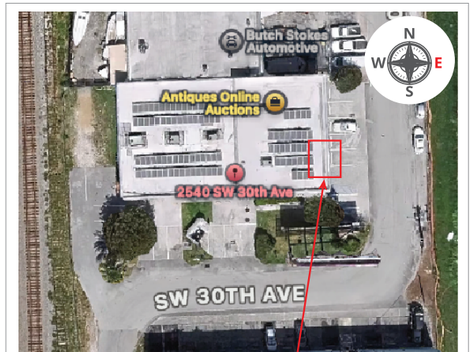
WALL MATERIAL	ANCHOR TYPE	QTY or SPACING
CONCRETE (3ksi) or HOLLOW MASONRY	1/4" THREADED RODS WITH MIN 2" EMBED IN ADHESIVE	PAIRS AT 18" O.C.
	1/4" TAPCONS (OR EQUIV) WITH 1.75" EMBED	PAIRS AT 30" O.C.
	1/4" EXPANSION ANCHORS WITH 2.5" EMBED	PAIRS AT 48" O.C.
1/2" PLYWOOD (NO ACCESS BEHIND)	1/4" TOGGLE BOLTS	PAIRS AT 42" O.C.
	1/4" WOOD SCREWS, FULL EMBED	PAIRS AT 27" O.C.
METAL STUDS / PANELS	#14 METAL SCREWS TO MIN 18ga STEEL OR 0.090" ALUM	PAIRS AT 37" O.C.
HOLLOW WALL + BLOCKING	1/4" THRUBOLTS OR LAGS TO SOLID BLOCKING BEHIND	PAIRS AT 48" O.C.

3 MIN PER LETTER

LISTING MARK SIGN SECTION LABEL SHOWN ON EACH LETTER AS PER DRAWING

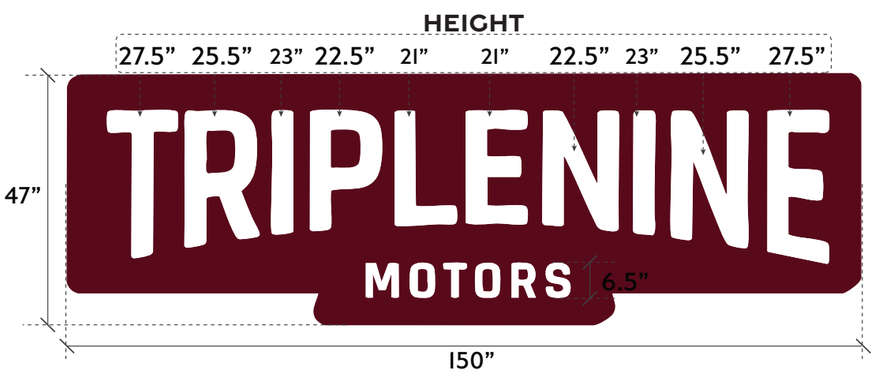
UL LISTED — UNDERWATER LABORATORIES, INC.

ELECTRIC SIGN
NO. BK (6 DIGITS)
ONE BOX OF ONE BOX



SITE MAP
SCALE: N.T.S

EAST ELEVATION



PUSH TRHU LIGHTBOX SIGN SIGN DIMENSIONS
SCALE: I/I6” = I’

ENGINEER:

2485 NW 65th Street
Miami, FL 33147
www.magnoeng.ai
services@magnoneng.ai
+1(305)-542-5579

ALEJANDRO MARTINEZ LICENSE No. 96732 STATE OF FLORIDA PROFESSIONAL ENGINEER

This plan has been signed digitally and only this digitally signed copy is valid.
No physical copies are considered valid.

TRIPLENINE MOTORS

ADDRESS: 2540 SW 30 AVE
PEMBROKE PARK, FL 33009

PARCEL NUMBER : 5I422I0I0I20

SIGN INFORMATION

SIGN SQ.FT. :	48.95 SQ.FT.
MATERIAL :	ALUMINUM
COLOR:	RED
RETURN:	RED
TRIM:	N/A
ILUMINATION:	I2VDC LEDS
RACEWAY	N/A

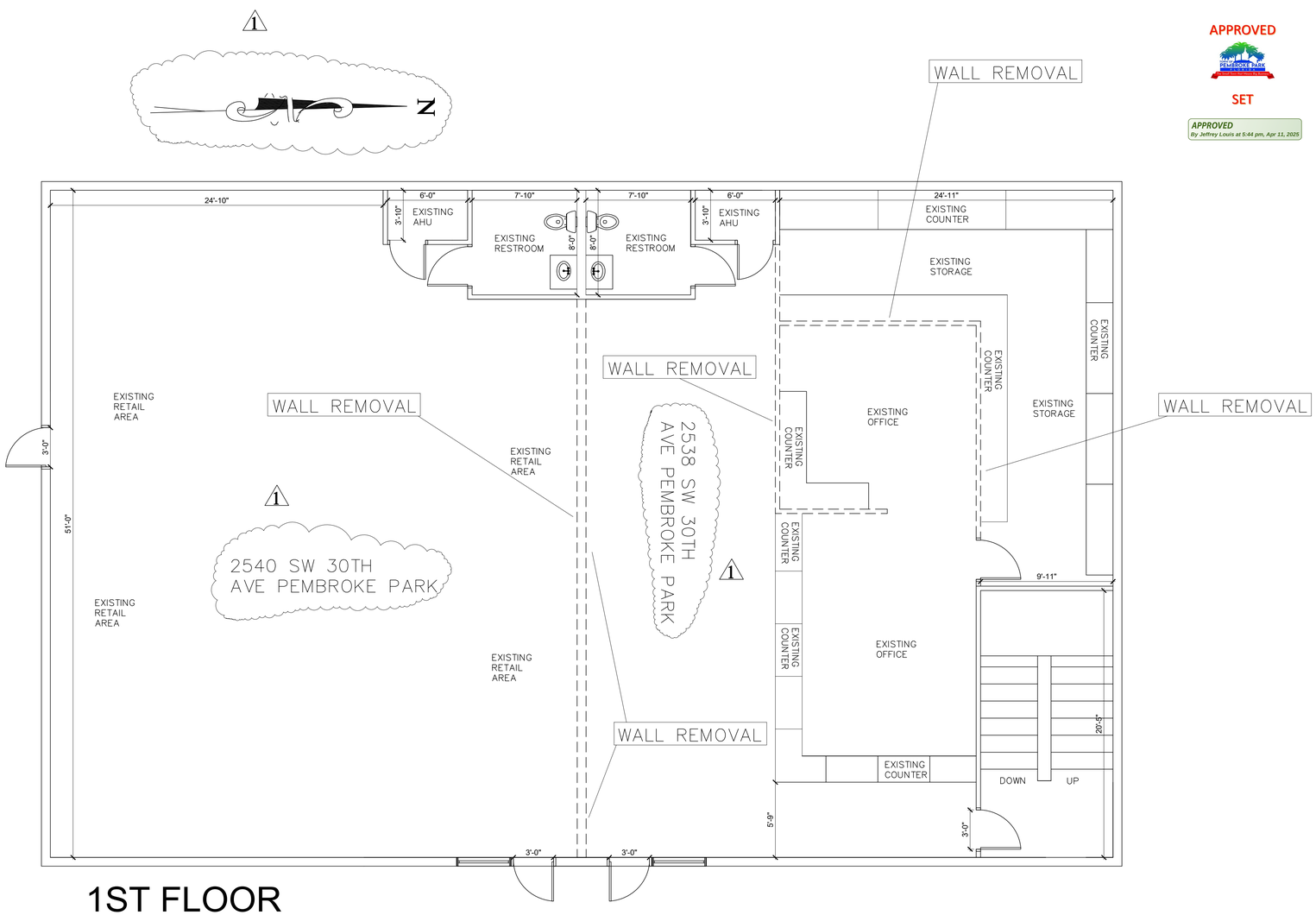
PROJECT TYPE
EXTERIOR WALL SIGN
ILLUMINATED SIGN
CHANNEL LETTER SIGN

PERMIT TYPE
ELECTRICAL SIGN

PROPERTY OWNER
MEAT BAR HOLDINGS LLC

PROPERTY OWNER ADDRESS
2875 NE I9I ST STE 60I
AVENTURA, FL 33I80

DESIGNER: RENATTO LLONA
786.302.7555



1ST FLOOR

EXISTING/ DEMO FLOOR PLAN

1/4" = 1'-0"

APPROVED

SET

APPROVED
By Jeffrey Louis at 5:44 pm, Apr 11, 2025

RENOVATION/ DEMOLITION NOTES

DUE TO THE NATURE OF THE WORK, & LACK OF 'AS– BUILT' DRAWINGS, THE CONTRACTOR SHALL USE THE UTMOST CARE WHILE REMOVING, ALTERING OR DEMOLISHING ANY PART OF THE STRUCTURE.

CONTRACTOR SHALL TAKE ALL NECESSARY SAFETY PRECAUTIONS TO INSURE THE HEALTH & SAFETY OF ALL PERSONS, & SHALL COMPLY WITH ALL OSHA REQUIREMENTS. ALL WORKERS SHALL WEAR PROTECTIVE SAFETY EQUIPMENT AS REQUIRED.

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS PRIOR TO CONSTRUCTION. ANY VARIATIONS AND/ OR DISCREPANCIES DUE TO "AS BUILT CONDITIONS" SHALL BE MADE KNOWN TO THE ARCHITECT, PRIOR TO CONSTRUCTION FOR REVIEW AND RECOMMENDATION.

THE CONTRACTOR SHALL ACQUAINT THEMSELVES WITH THE EXISTING STRUCTURE PRIOR TO CONSTRUCTION.

ANY CONDITIONS NOT SHOWN ON DRAWINGS SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT PRIOR TO CONSTRUCTION.

WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS. DO NOT SCALE DRAWING.

THE CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND REPORT DISCREPANCIES TO THIS OFFICE PRIOR TO CONSTRUCTION.

ALL WORKMANSHIP SHALL BE NEAT, CLEAN, TRUE AND CORRECT.

THE CONTRACTOR SHALL PROVIDE THE NECESSARY TEMPORARY CLOSING OF ALL NEW OPENINGS IN WALLS, ROOFS OR FLOORS AT THE END OF EACH DAY'S WORK TO KEEP THE BUILDING WEATHER TIGHT AND SECURE.

THE ENGINEER & HIS OFFICE SHALL NOT BE RESPONSIBLE OR LIABLE FOR THE INTEGRITY OR CORRECTNESS OF THE EXISTING BUILDING AND IT'S COMPONENTS.

THE CONTRACTOR SHALL PROVIDE PROPER SHORING OF ALL STRUCTURAL MEMBERS THAT WILL REMAIN, PRIOR TO THE REMOVAL OF EXISTING SUPPORTS.

EXISTING ROOF MUST BE PROPERLY SHORED PRIOR TO REMOVAL OF ANY EXISTING BEARING WALLS, WOOD POSTS OR COLUMNS.

ARCHITECT/ ENGINEER SHALL NOT BE LIABLE FOR THE PROPER PROCEDURE OF REMOVAL & SHORING WORK OF STRUCTURE BEING ALTERED AND/ OR REMOVED.

IF A STRUCTURAL COMPONENT IS TO BE ALTERED, REMOVED OR DEMOLISHED A STRUCTURAL ENGINEER SHALL BE RETAINED FOR DIRECTION. STRUCTURAL INTEGRITY SHALL BE MAINTAINED AT ALL TIMES.

THE CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION TO ALL EXISTING WORK, FURNISHINGS, AND FIXTURES/ APPLICANCIES THAT ARE TO BE RETAINED, SO THAT THEY WILL NOT BE DAMAGED.

THE CONTRACTOR SHALL PATCH, REPAIR OR REPLACE EXISTING WORK DAMAGED BY NEW CONSTRUCTION.

CONTRACTOR SHALL OBTAIN WRITTEN APPROVAL FROM THE ARCHITECT FOR SUBSTITUTIONS MADE IN SPECIFIED EQUIPMENT, MATERIALS AND COLORS.

THE CONTRACTOR SHALL VERIFY ROUGH OPENING SIZES OF DOORS AND WINDOWS PRIOR TO CONSTRUCTION.

THE CONTRACTOR SHALL CORRECT ANY EXISTING CODE VIOLATIONS DURING THE PROCESS OF CONSTRUCTION, & ALL NEW WORK SHALL CONFORM TO ALL APPLICABLE CODES & ORDINANCES.

ALL AREAS WHERE NEW FOOTINGS AND/OR SLABS ARE PLACED, SHALL BE EXCAVATED FREE OF ALL ORGANIC MATERIAL, FILLED WITH CLEAN TERMITE TREATED FILL AND COMPACTED TO 95% DENSITY (2500 PSF MINIMUM BEARING).

DISCONNECT & DEACTIVATE ALL UTILITIES PRIOR TO ANY DEMOLITION AND/ OR REMOVAL OF ANY WORK.

REMOVE ALL PLUMBING FIXTURES AND ELECTRICAL EQUIPMENT INDICATED FOR REMOVAL ON THE DEMOLITION PLAN AND CAP OR TIE OFF TO INSURE THE SAFETY OF INDIVIDUALS IN THESE AREAS.

EQUIPMENT SUCH AS HOT WATER HEATERS, AIR CONDITIONING EQUIPMENT, ELECTRIC PANELS AND ELECTRIC EQUIPMENT ETC., SHALL NOT BE REMOVED IF NOT INDICATED TO BE REMOVED WITHOUT THE WRITTEN APPROVAL OF THE ENGINEER

WALL LEGEND

DEMO WALL

WALLS TO REMAIN

BUILDING TYPE

1. FLORIDA BUILDING CODE 2023 8th Edition NEC 2021
2. WORK AREA METHOD OF COMPLIANCE – LEVEL 2 ALTERATION
3. TYPE OF CONSTRUCTION: TYPE VB

SCOPE OF WORK

1. AFTER THE FACT DEMO OF PAST WORK

DESIGN CRITERIA

ALL STRUCTURAL ELEMENTS, EXPOSED TO WIND, HAVE BEEN DESIGNED PER THE GUIDELINES OF THE ASCE 7-22 FBC 2023 8TH EDITION NEC 2023

WIND SPEED = 170 MPH
EXPOSURE C 3 SEC GUST
IMPORTANCE FACTOR = 1.00
BUILDING CATEGORY- II
Kd=0.85 FOR MWFRS WITH LOAD FACTORS

PART. ENCLOSED STRUCTURE
LIVE LOAD . . . . . 30 PSF
DEAD LOAD . . . . . 25 PSF

1

GOVERNING CODES

FLORIDA FIRE PREVENTION CODE (FFPC) 8TH ED.
NFPA 1 : FIRE CODE (2021 EDITION)

REVISIONS	DATE
1	
2	
3	
4	
5	
6	

CARL G. FORBES PE
PE. 20699

CARL G. FORBES LICENSE No. 20699 STATE OF FLORIDA PROFESSIONAL ENGINEER
10/23/24

ENGINEER OF RECORD
CARL G. FORBES PE
859 SOUTH DIXIE HIGHWAY
POMPANO BEACH, FLORIDA 33060
EMAIL: CARLFORBES@BELLSOUTH.NET
PHONE: 954-682-4651 FAX: 954-803-4284
STATE OF FLORIDA LICENSE PE 20699

AFTER THE FACT DEMO PLAN
PROPERTY ADDRESS:
2540 SW 30TH AVE
PEMBROKE PARK, FL

BEING A RECONSTRUCTION, ALTERATION, ETC. SHALL VERIFY ALL DIMENSIONS & CONDITIONS AT JOBSITE WITH THE PLANS & RECONSTRUCTIONS AS SHOWN ON THESE PLANS. ANY DISCREPANCIES SHALL BE REPORTED TO THE ARCHITECT BEFORE ANY WORK IS STARTED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF THE WORK UNDER THE CONTRACT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGE TO ADJACENT PROPERTY AND SHALL PROTECT ADJACENT PROPERTY AS REQUIRED BY LAW

Agenda Item Report

Subject:	Consideration of Approval of Agreement with the Broward County Supervisor of Elections for Administration of the 2026 General Election Referendum - Sponsored by Town Clerk Garcia-Lima RESOLUTION NO: 2026-008 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO ENTER INTO AN AGREEMENT WITH THE BROWARD COUNTY SUPERVISOR OF ELECTIONS FOR SERVICES RELATED TO THE ADMINISTRATION OF THE 2026 GENERAL ELECTION REFERENDUM AS REQUIRED BY ORDINANCE 2025 005; PROVIDING FOR AUTHORIZATION, IMPLEMENTATION, AND AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Cynthia Garcia-Lima, Town Clerk
Dept/Group:	Clerk
Recommendation for Counsel to consider:	
Background Information:	Ordinance 2025-005, adopted by the Town Commission, requires that a referendum question be placed on the November 2026 General Election ballot. To comply with this requirement, the Town must execute an agreement with the Broward County Supervisor of Elections for ballot placement, printing, and election administration services. The SOE has provided a cost estimate for the referendum based on the number of registered voters and potential ballot page length. Cost Estimate Provided by the Supervisor of Elections: • $6,098.94 — based on a rate of $2.79 per voter • $6,426.84 — if the ballot includes one additional page • $6,754.74 — if the ballot includes two additional pages
Staff Recommendations:	Staff recommends approval of the agreement with the Broward County Supervisor of Elections to ensure proper placement and administration of the 2026 General Election referendum.
Procurement:	None
Financial Implications:	

Alternatives:	

ATTACHMENTS:

Pembroke Park_2026_Municipal Election Agreement
Ordinance No. 2025-005

MUNICIPAL ELECTIONS AGREEMENT

This Municipal Elections Agreement is between the Broward County Supervisor of Elections, a Broward County Constitutional Officer ("Supervisor"), and Town of Pembroke Park, a municipal corporation ("Municipality") (each a "Party" and collectively referred to as the "Parties").

RECITALS

A. Supervisor has certain duties, functions, and responsibilities provided in the Florida Election Code (Chapters 97 through 106, Florida Statutes), as amended from time to time. Among Supervisor's duties, functions, and responsibilities are the engagement, training, and assigning of Poll Workers (as hereinafter defined), in connection with federal, state, county, and certain municipal and district elections described in Chapter 102, Florida Statutes.

B. Chapter 75-350, Laws of Florida (Special Acts 1975), as amended, provides for a uniform filing and election date for all municipal elections conducted in Broward County, Florida, and other matters affecting elections for all municipalities within Broward County, Florida.

C. Municipality is responsible for all costs associated with conducting any of its elections, including without limitation all "election costs" as defined in Section 97.021(15), Florida Statutes.

D. Supervisor possesses the requisite legal authority, expertise, personnel, and equipment to assist Municipality in selecting and training Poll Workers and conducting municipal election(s) in Broward County, Florida. Municipality desires to delegate to Supervisor the power, duty, and authority to conduct Municipality's election(s) pursuant to the terms, conditions, and provisions of this Agreement.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

ARTICLE 1. DEFINITIONS

1.1. **Applicable Law** means all applicable federal, state, county, municipal, or other government entity laws, rules, regulations, codes, ordinances, advisory opinions, as amended from time to time, including without limitation, the provisions in Chapter 75-350, Laws of Florida (Special Acts of 1975), as amended, the Americans with Disabilities Act, 42 U.S.C. § 12101, and Section 504 of the Rehabilitation Act of 1973.

1.2. **Broward County Supervisor of Elections** or **Supervisor** means Joe Scott in his official capacity as the Broward County Supervisor of Elections or the then-current duly elected or appointed successor, as applicable.

1.3. **Election Fees** means all fees, costs, charges, and expenses associated with the Municipal Elections and Supervisor's performance of the Election Services, including without limitation

"election costs" as defined in Section 97.021(15), Florida Statutes, and amounts paid or due to Poll Workers.

1.4. **Election Services** means the duties, functions, obligations, and work required by Supervisor to conduct the Municipal Elections and any additional services agreed to by the Parties and provided for in a written amendment to this Agreement.

1.5. **Municipal Election(s)** means the Municipality's elections within the scope of Article 2 of this Agreement or within the scope of any amendment to this Agreement.

1.6. **Poll Worker(s)** means trained and paid individuals who are active voters and provide various election related services at precincts or Polling Locations on election day or during early voting periods. Poll Workers include the positions and job descriptions listed and defined on Supervisor's website at BrowardVotes.gov.

1.7. **Polling Location(s)** means a building, including any portion thereof, designated by Supervisor where voters cast their ballots during an election, such as a school or a library.

1.8. **Stand-Alone Election(s)** means a municipal election held when only municipal races are on the ballot, or when no other federal or state election is being held.

ARTICLE 2. SCOPE OF ELECTION SERVICES

2.1. Municipal Elections. Municipality hereby engages Supervisor to perform Election Services in connection with the Municipal Elections scheduled to occur in _____. If Municipality desires Supervisor to perform Election Services for any additional municipal elections ("Additional Elections"), the terms, conditions, and services relating to such Additional Elections shall be agreed to by both Parties and set forth in an amendment executed pursuant to the terms of this Agreement.

2.2. Cost Estimates. Supervisor has provided to Municipality, and Municipality acknowledges receipt of, the applicable schedule of Election Fees. A current estimate of the Election Fees associated with the applicable Municipal Elections is attached hereto as Exhibit A ("Cost Estimate"). The Cost Estimate is subject to adjustment based on the actual costs incurred by Supervisor and does not include other necessary costs as provided for in Section 3.8 of this Agreement, if any.

2.3. Final Invoice. For each Municipal Election, Supervisor will provide Municipality with a final invoice, which includes the actual Election Fees associated with the applicable Municipal Election, within six (6) months after the date of the applicable Municipal Election ("Final Invoice").

2.4. Polling Locations. Except as otherwise provided in Section 3.2 and Applicable Law, Supervisor shall select and designate Polling Locations (including early voting locations) in Supervisor's sole and absolute discretion.

2.5. Poll Workers. Except as otherwise provided by Applicable Law, Supervisor shall select, hire, assign, and train an appropriate number of Poll Workers for the Municipal Elections, as determined by Supervisor in Supervisor's sole and absolute discretion.

2.6. Payment of Poll Workers. Supervisor shall set the pay rate for Poll Workers and pay Poll Workers in accordance with Applicable Law.

2.7. County Voting System. Except as otherwise required by Applicable Law, Supervisor shall use Broward County's current voting equipment and systems in the performance of the Election Services, and Supervisor shall determine, in Supervisor's sole and absolute discretion, the manner in which to use such voting systems and the type and number of such equipment to be used for each applicable Municipal Election.

2.8. Vote by Mail. If the Municipal Elections will be conducted during a federal or state election, Supervisor shall provide vote by mail/absentee ballots to Municipality's residents in the same manner as the federal or state election pursuant to Applicable Law. Vote by mail ballots for any Stand-Alone Election shall be subject to Supervisor's sole and absolute discretion, and Municipality shall pay Supervisor for any fees and costs associated with any such vote by mail operations and materials.

ARTICLE 3. MUNICIPALITIES OBLIGATIONS

3.1. Supervisor's Compensation and Method of Payment. Except as otherwise provided in Exhibit A, Municipality shall pay Supervisor the Election Fees incurred and for any other necessary costs as provided for in Section 3.8 herein for each applicable Municipal Election. Municipality shall timely pay Supervisor all amounts invoiced by Supervisor within thirty (30) days after receipt of Supervisor's Final Invoice. Payment shall be made to Supervisor at the address stated in Section 5.1 and pursuant to the instructions prescribed by Supervisor or Supervisor's authorized designee. Municipality's payment obligation includes all Election Fees incurred by Supervisor, including any other necessary costs as provided for in Section 3.8 herein, which may be in excess of the Cost Estimate attached as Exhibit A or otherwise provided to Municipality by Supervisor.

3.2. Polling Locations. Not less than sixty (60) days prior to the date of the applicable Municipal Election, Municipality may provide in writing to Supervisor proposed Polling Locations for such Municipal Election, which locations shall be subject to final review and approval by Supervisor. For Polling Locations proposed by Municipality, Municipality shall provide to Supervisor copies of the rental agreements or other documentation for the utilization of the Polling Locations consistent with the provisions of this section. For Municipal Elections conducted during a federal or state election, the Polling Locations will be determined and the terms for use negotiated by Supervisor in Supervisor's sole and absolute discretion.

3.2.1. Use of Polling Locations. For each applicable Municipal Election, Supervisor shall pay the rental costs and fees for the use of Polling Locations and such costs shall be included in the Election Fees set forth in the Cost Estimate and the Final Invoice for reimbursement by Municipality.

3.2.2. Municipality's Additional Responsibilities for Polling Locations. Municipality is responsible for: (a) providing any additional security requested by Municipality for the Polling Location(s); (b) fully cooperating with Supervisor to comply with any Applicable Law related to the Polling Location(s), including any standards or guidelines from the Florida Secretary of State; (c) ensuring compliance with Supervisor's then-existing security standards for Polling Locations; (d) entering into written use, license, or other rental agreements for the use of the sites on the terms and conditions set forth in any form(s) provided by Supervisor for such purpose or otherwise approved in advance by Supervisor; and (e) to the extent Municipality owns, leases, sublets, or otherwise operates the Polling Location, the repair and maintenance of the Polling Location(s) in good structural and safe condition in compliance with Applicable Law, including without limitation the Americans with

Disabilities Act, 42 U.S.C. § 12101, and Section 504 of the Rehabilitation Act and ensuring that the Polling Locations comply with all other Applicable Laws.

3.2.3. Polling Location Changes. Municipality shall be responsible for and shall pay all costs incurred by Supervisor as a result of any Polling Location changes requested by Municipality, including all costs associated with providing written notice to voters.

3.3. Cooperation with Supervisor. Municipality shall promptly provide any and all documents, information, and cooperation reasonably requested by Supervisor in connection with Supervisor's performance of the Election Services and any other applicable duties and obligations under this Agreement.

3.4. No Legal Advice; Municipality's Responsible Person. Municipality shall be responsible for obtaining its own legal advice and determinations of Applicable Law related to the Municipal Elections, including candidate qualifications and eligibility, petitions, referendums, and special elections. Municipality acknowledges and agrees that Supervisor has no obligation to and expressly disclaims the provision of any legal advice, legal opinions, and legal guidance to Municipality in connection with the performance of Supervisor's obligations under this Agreement. Prior to each Municipal Election, Municipality shall identify in writing and provide to Supervisor the contact information for the Municipal Clerk or other municipal official(s) who shall act as Supervisor's point of contact for Municipality and who shall also be the municipal official responsible for ensuring the performance and oversight of Municipality's obligations under the Florida Election Code, and any municipal charter provision or ordinances in this Agreement with regard to the Municipal Election ("Municipality's Responsible Person"). Notwithstanding the foregoing, except as otherwise required by the Florida Election Code or other Applicable Law, Municipality agrees and acknowledges that Supervisor does not consent to and is not bound by any statute, municipal charter or ordinance that provides for the delegation of duties to Supervisor unless such duties are expressly provided for in this Agreement or consented to by Supervisor in writing. Except as otherwise required by Applicable Law, any obligations or duties not set forth in this Agreement shall be the sole responsibility of Municipality.

3.5. Candidate Qualifications and Signature Verifications. Subject to Applicable Law, Municipality shall be responsible for and shall conduct any municipal candidate qualifications, determinations of eligibility to run, and collection of any election assessments. Municipality shall accept and process all qualifying papers and fees from such candidates and Municipality shall promptly provide Supervisor with a list of all qualified candidates in the format required by Supervisor, at the end of the qualification period. If Municipality requires Supervisor to verify signatures for candidate qualifying petitions or any other petitions permitted under Applicable Law, Municipality shall pay Supervisor's fees and costs for such verifications and Supervisor shall perform such verifications in the same manner it performs verifications for state candidates, except as provided by Applicable Law.

3.6. Notifications and Election Ads Required by Law. Supervisor shall prepare and arrange for publication in English, Spanish and Creole all election advertising and notices required under the Florida Election Code, directives and guidance from the Florida Secretary of State, and applicable state and federal laws. For all other election advertising and public notices, including without limitation, applicable recount notices and any other required notices to candidates, political parties,

and political committees, Municipality shall be responsible for the preparation and publication in English, Spanish and Creole of all such materials.

3.7. Ballots; Other Election Material; and Translations. No later than the last day of Municipality's candidate qualifying period or such earlier date as required by Supervisor to timely prepare the ballots and perform the Election Services, Municipality shall promptly furnish to Supervisor all ballot information in English, Spanish, and Creole, including the name of the candidates as they are to appear on the ballot and any pronunciation guides, the name of Municipality, the name of the Municipal Election, the titles of office(s), and any referendum titles, explanations, or questions. Municipality shall be solely responsible for all translation costs. Further, Municipality agrees to promptly approve layout and ballot proof(s) provided by Supervisor, and Municipality shall be responsible for and shall ensure that all Municipal Election materials, including required notices and ballots, are accurate and legally sufficient.

3.8. Other Necessary Costs. Municipality shall reimburse Supervisor for any additional costs or fees not otherwise expressly provided for in this Agreement incurred as a result of the Municipal Election, including without limitation, costs associated with conducting a recount or runoff, attorneys' fees and costs incurred by Supervisor in any matter related to the Municipal Election, and costs caused by any negligence, mistake, or intentional act or omission by Municipality, its employees, officers, commissioners, or agents.

ARTICLE 4. SOVEREIGN IMMUNITY

Except to the extent sovereign immunity may be deemed waived by entering into this Agreement, nothing herein is intended to serve as a waiver of sovereign immunity by either Party nor shall anything included herein be construed as consent by either Party to be sued by a third party in any matter arising out of this Agreement. Each Party is a state agency or political subdivision as defined in Section 768.28, Florida Statutes, and shall be responsible for the acts and omissions of its agents or employees to the extent required by Applicable Law. This section shall survive the termination of all performance or obligations under this Agreement.

ARTICLE 5. NOTICES AND PUBLIC RECORDS

5.1. In order for a notice to a Party to be effective under this Agreement, notice must be sent via U.S. first-class mail, hand delivery, or commercial overnight delivery, each with a contemporaneous copy via e-mail, to the addresses listed below, and shall be effective upon mailing or hand delivery (provided the contemporaneous email is also sent). Addresses may be changed by the applicable Party giving notice of such change in accordance with this section.

Notices to Supervisor:

Attn: Joe Scott, Supervisor of Elections
4650 NW 21st Avenue
Fort Lauderdale, Florida 33309
E-mail: jscott@browardvotes.gov

With a copy to:

Broward County Attorney's Office
Attn: Devona A. Reynolds Perez
115 South Andrews Avenue, Suite 423
Fort Lauderdale, Florida 33301
Email addresses: dreynoldsperez@broward.org

Notices to Municipality:

Attn: Cynthia Garcia-Lima, Town Clerk (name and title)
3150 SW 52nd Avenue
Pembroke Park, FL 33023
Email address: townclerk@tppfl.gov

With a copy to:
Jacob Horowitz, Town Attorney
3150 SW 52nd Avenue, Pembroke Park, FL 33023
Email address: jhorowitz@gorencherof.com

5.2. Public Records. The Parties are public agencies subject to Chapter 119, Florida Statutes, and each Party shall comply with its respective obligations as provided by law. In providing the Election Services, Supervisor does not assume and expressly disclaims any designation or delegation as custodian of Municipality's election records. In the event of an election contest or challenge, Supervisor agrees to cooperate in providing any public records that Supervisor maintains or otherwise controls.

ARTICLE 6. DISPUTES; GOVERNING LAW, VENUE, AND WAIVER OF JURY TRIAL

6.1. Dispute Resolution; Attorneys' Fees. Should a dispute arise regarding the interpretation of this Agreement or the performance of either Party, the Parties shall complete dispute resolution proceedings pursuant to Chapter 164, Florida Statutes, prior to commencing a legal action. Each Party shall bear its own attorneys' fees and costs, including in Chapter 164 proceedings and at both the trial and appellate levels.

6.2. Law, Jurisdiction, Venue, Waiver of Jury Trial. The terms, provisions, covenants, and conditions of this Agreement shall be construed solely in accordance with the laws of the State of Florida. The Parties agree that the exclusive venue for any lawsuit arising from, related to, or in connection with this Agreement shall be in the state courts of the Seventeenth Judicial Circuit in and for Broward County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in federal court, the Parties agree that the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida**. EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS IT MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS AGREEMENT.**

ARTICLE 7. TERM; TERMINATION

7.1. Agreement Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement shall be from the date of its full execution (the "Effective Date") until sixty (60) days after the election results has been certified, all vote processing equipment has been returned to

Supervisor's warehouse, and any post-election audit or reconciliation required under Applicable Law, has been completed for the last Municipal Election covered by this Agreement.

7.2. Termination for Convenience. Unless a Municipal Election is scheduled to occur within the next ninety (90) days, this Agreement may also be terminated for convenience upon written notice by either Party, effective on the termination date stated in the written notice provided by the terminating Party, which termination date shall be not less than thirty (30) days after the date of such written notice. If this Agreement is terminated, Supervisor shall be paid for the Election Fees incurred through the effective date of termination and any other necessary costs provided for in Section 3.8. The payment obligations of Municipality under this Agreement shall survive expiration or termination of this Agreement.

ARTICLE 8. MISCELLANEOUS

8.1. Materiality and Waiver of Breach. Each requirement, duty, and obligation set forth in this Agreement was bargained for at arm's-length and is agreed to by the Parties. Each requirement, duty, and obligation set forth in this Agreement is substantial and important to the formation of this Agreement, and each is, therefore, a material term. Supervisor's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of this Agreement. To be effective, any waiver must be in writing signed by an authorized signatory of the Party granting the waiver.

8.2. Severability. If any part of this Agreement is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this Agreement and the balance of this Agreement shall remain in full force and effect.

8.3. Prior Agreements. This Agreement represents the final and complete understanding of the Parties regarding the subject matter and supersedes all prior and contemporaneous negotiations and discussions regarding that subject matter. There is no commitment, agreement, or understanding concerning the subject matter of this Agreement that is not contained in this written document.

8.4. Amendments. No modification, amendment, or alteration in the terms and conditions of this Agreement shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

8.5. No Third-Party Beneficiaries. Neither Supervisor nor Municipality intends to primarily benefit a third party by this Agreement. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this Agreement and that no third party shall be entitled to assert a right or claim against either of them based upon this Agreement.

8.6. Joint Preparation and Interpretation. This Agreement has been jointly prepared by the Parties and shall not be construed more strictly against either Party. The titles and headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement. All personal pronouns used in this Agreement shall include any other gender, and the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as "herein" refer to this Agreement as a whole and not to any particular sentence, paragraph, or section where they appear, unless the context otherwise

requires. Whenever reference is made to a section or article of this Agreement, such reference is to the section or article as a whole, including all subsections thereof, unless the reference is made to a particular subsection or subparagraph of such section or article. Any reference to "days" means calendar days, unless otherwise expressly stated.

8.7. Priority of Provisions. If there is a conflict or inconsistency between any term, statement, requirement, or provision of any document or exhibit attached hereto or referenced or incorporated herein and any provision of Articles 1 through 8 of this Agreement, the provisions contained in Articles 1 through 8 shall prevail and be given effect.

8.8. Counterparts and Multiple Originals. This Agreement may be executed in multiple originals, and may be executed in counterparts, whether signed physically or electronically, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement. This Agreement shall be binding upon and shall inure to the benefit of the successors and assigns of each of the Parties hereto.

8.9. Independent Contractor. Supervisor is acting as an independent contractor for Municipality in the performance of Election Services under this Agreement. Nothing in this Agreement constitutes or creates a partnership, joint venture, or any other relationship between the Parties. Neither Party nor its agents shall act as officers, employees, or agents of the other Party. Neither Party shall have the right to bind the other Party to any obligation not expressly undertaken by that Party under this Agreement.

8.10. Incorporation by Reference. Any and all Recital clauses above are true and correct and are incorporated in this Agreement by reference. The attached Exhibits are incorporated and made a part of this Agreement.

8.11. Representation of Authority. Each individual executing this Agreement on behalf of a Party hereto hereby represents and warrants that they are, on the date they sign this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such Party and does so with full legal authority.

8.12. Nondiscrimination. No Party may discriminate on the basis of race, color, sex, religion, national origin, disability, age, marital status, political affiliation, sexual orientation, pregnancy, or gender identity and expression in the performance of this Agreement.

(The remainder of this page is intentionally left blank.)

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: BROWARD COUNTY SUPERVISOR OF ELECTIONS, JOE SCOTT, and MUNICIPALITY, signing by and through its (name and title)_____ duly authorized to execute same.

SUPERVISOR

By: _____
Joe Scott, Broward County Supervisor of Elections

__day of _____, 202_

Approved as to form by
Andrew J. Meyers
Broward County Attorney
115 South Andrews Avenue, Suite 423
Fort Lauderdale, Florida 33301
Telephone: (954) 357-7600

By _____
Devona A. Reynolds Perez (Date)
Assistant County Attorney

MUNICIPAL ELECTIONS AGREEMENT

MUNICIPALITY

ATTEST:

_____ By: Cynthia Garcia-Lima

, City Clerk

_____ day of_____, 202___

I HEREBY CERTIFY that I have approved this Agreement as to form and legal sufficiency subject to execution by the Parties:

_____

, City Attorney

EXHIBIT A - Municipal Election Cost Estimate

Description	**Cost per registered voter in Municipality (per election)**
Election Fees for candidate only municipal elections held in conjunction with county, state, or federal elections:	$0
With Ballot Question(s) Each Extra Ballot Page Side	$2.79 $0.15 x number of registered voters
Stand-Alone Election (only municipal races, question(s) are on the ballot) Each Extra Ballot Page Side Optional Early Voting	$2.79 $0.15 x number of registered voters Number of days of early voting x ($2.49 x number of registered voters)
Estimate of Municipality's Total Number of Registered Voters as of (1/16/2026): 2,186	**Estimated Cost for 2026 March Election : _____** **Estimated cost with extra ballot pages:** **_____ with 1 extra page** **_____ with 2 extra pages** **Estimated Cost for 2026 November General Election :** 0**_____** **Estimated cost with ballot question(s) plus extra ballot pages:** $6,098.94**_____ at 2.79 per registered voter** $6,426.84**_____ with 1 extra page** $6,754.74**_____ with 2 extra pages**

ORDINANCE NO. 2025-005

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, SUBMITTING TO REFERENDUM AN ECONOMIC DEVELOPMENT INCENTIVE AD VALOREM TAX EXEMPTION; CREATING AN ECONOMIC DEVELOPMENT AD VALOREM TAX EXEMPTION PROGRAM FOR THE TOWN OF PEMBROKE PARK; PROVIDING FOR JURISDICTION; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR DEFINITIONS; ESTABLISHING AN APPLICATION PROCESS AND PROCEDURE; PROVIDING FOR ELIGIBILITY; PROVIDING FOR CONTINUATION AND REVOCATION OF THE PROGRAM; PROVIDING THAT THIS ORDINANCE, WHEN ADOPTED, SHALL BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE TOWN OF PEMBROKE PARK ON THE NOVEMBER 3, 2026 ELECTION BALLOT AND IT SHALL BECOME EFFECTIVE AS PROVIDED BY LAW; PROVIDING FOR THE ADVERTISING OF THE REFERENDUM ELECTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Pembroke Park finds that new economic development within the Town is a benefit to both the residents and the businesses; and

WHEREAS, the Town Commission of the Town of Pembroke Park finds that substantial improvements to the existing businesses within the Town also provide tangible benefits to both the residents and the businesses; and

WHEREAS, Pursuant to Section 3, Article VII of Florida's Constitution and in accordance with Fla. Stat. § 196.1995, the Town Commission seeks to propose an ordinance providing for an economic development ad valorem tax exemption program; and

WHEREAS, after careful deliberation and the consideration of public input, the Town Commission wishes to put the proposed ordinance to the electors of the Town; and

WHEREAS, the Town Commission has held a public hearing in accordance with Florida law; and

WHEREAS, the Town Commission deems the proposed ordinance, as detailed herein, to

be in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, THAT:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

Section 2. Article 2 of Chapter 24, of the Pembroke Park Code of Ordinances titled "Taxation and Finance," is hereby amended to create Sections 24-17 through 24-28, as set forth in Exhibit "A," attached hereto

Section 3. The Ballot Title shall be as follows:

ECONCOMIC DEVELOPMENT INCENTIVE AD VALOREM TAX EXEMPTION

Section 4. At a Special Municipal Election on November 3, 2026s, the following question shall be placed on the ballot for consideration by the qualified electors of the Town of Pembroke Park, Florida, and shall read as follows:

> Shall the Town Commission of the Town of Pembroke Park be authorized to grant, pursuant to s. 3, Art. VII of the State Constitution, property tax exemptions to new businesses and expansions of existing businesses that are expected to create new, full-time jobs in the Town?
>
> YES ☐ NO ☐

Section 5. **Advertisement.** The Town Clerk of the Town of Pembroke Park is hereby authorized and directed to advertise the referendum election contemplated herein in accordance with the Code of Ordinances of the Town of Pembroke Park, Florida, as well as the State of Florida Election Code.

Section 6. **Codification.** It is the intention of the Town Commission of the Town of Pembroke Park that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Pembroke Park, Florida, and that the Sections of this Ordinance may

be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

Section 7. **Severability.** If any clause, section, or other part of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Ordinance.

Section 8. **Conflicts.** All Ordinances or parts of Ordinances, Resolutions, or parts of Resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

Section 9. **Effective Date.** This Ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED on First Reading this 21st **day of** August**, 2025.**

PASSED AND FINAL ADOPTION on Second Reading this 10th **day of** September **2025.**

MAYOR GEOFFREY JACOBS

ATTEST:

CYNTHIA GARCIA-LIMA
Town Clerk

TOWN OF PEMBROKE PARK
DECEMBER 10 A.D. 1957
SEAL
BROWARD COUNTY, FLORIDA

Approved As To Legal Form:

JACOB G. HOROWITZ
Town Attorney

EXHIBIT "A"

Sec. 24-17. Economic Development Ad Valorem Tax Exemptions: Enactment and authority.

Pursuant to Section 3, Article VII, of the State Constitution and in accordance with F.S. § 196.1995, the Town is authorized and empowered to adopt, amend or revise and enforce an ordinance relating to economic development ad valorem tax exemptions, after the electors of the Town, voting on the question in a referendum, authorize the adoption of such ordinance.

Sec. 24-18. Jurisdiction.

This article shall be applicable in all areas of the Town of Pembroke Park where the Town is the taxing authority.

Sec. 24-19. Purpose and Intent.

The public health, safety, comfort, economy, order, convenience and general welfare require the harmonious, orderly and progressive development of new business and expansion of existing business in the Town of Pembroke Park. It is the intent of this article to secure or to ensure:

(1) The establishment of criteria for granting such exemptions to certain types of businesses or industries or for denying exemptions on a rational, nonarbitrary, nondiscriminatory basis by the Commission.

(2) No precedent shall be implied or inferred by the granting of an exemption to a new or expanding business. Applications for exemptions shall be considered by the Commission on a case-by-case basis for each application, after consideration of the property appraiser's report on that application.

(3) Any exemption granted shall apply up to 100 percent of the assessed value of all improvements to real property made by or for the use of a new business and all tangible personal property of such new business, or up to 100 percent of the assessed value of all added improvements to real property, which additions are made to facilitate the expansion of an existing business and of the net increase in all tangible personal property acquired to facilitate such expansion of an existing business.

(4) Any exemption shall be up to a full ten-year period from the time the exemption is granted.

(5) No exemption shall be granted on the land which new or expanded businesses are to be located.

(6) No exemption shall be granted on County, school or water management district taxes, on any special districts encompassing all or part of the Town or on taxes levied for payment of bonds or taxes authorized [by] a vote of the electors of the Town of Pembroke Park, pursuant to Sections 9 or 12, Article VII, of the State Constitution.

(7) No exemptions shall be granted for improvements to property or tangible personal property which have been previously included on the tax rolls.

(8) The ability to receive an exemption for the period granted shall be conditioned upon the applicant's ability to maintain the new business or the expansion of an existing business as defined by the conditions of this application throughout the entire exemption period. The applicant shall be required to submit a report on an annual basis to the Town evidencing satisfaction of this condition. In addition, any business granted an exemption shall furnish to the Town such information/report as the Town may reasonably deem necessary for the purpose of determining continuing performance by the business of the conditions stated in this article, the ordinance granting the exemption and the representations made in the application process.

Sec. 24-20. Definitions.

The following words, phrases and terms shall have the same meanings attributed to them in current Florida Statutes and the Florida Administrative Code, except where the context clearly indicates otherwise:

(1) *Applicant.* Any person, firm, partnership or corporation submitting an economic development ad valorem tax exemption application to the Commission.

(2) *Business.* Any activity engaged in by any person, firm, corporation or company with the object of private or public gain, benefit, or advantage, either direct or indirect.

(3) *Commission.* The Town Commission of the Town of Pembroke Park.

(4) *Department.* The Florida Department of Revenue.

(5) *Expansion of existing business.* As defined in F.S. § 196.012(15), as may be amended from time to time.

(6) *Improvements.* Physical changes made to raw land, and structures placed on or under the land surface. All personal property acquired to facilitate an expansion of an existing business provided that the personal property is added or increased on or after the day the ordinance is adopted. However, property acquired to replace existing property shall not be considered to facilitate a business' expansion.

(7) *New business.* As defined in F.S. § 196.012(14), as may be amended from time to time.

(8) *Retail operations.* A business engaged in a sale to a consumer or to any person of an item of tangible personal property for any purposes other than for resale.

(9) *Sales factor.* A fraction the numerator of which is the total sales of the taxpayer in this State during the taxable year or period and the denominator of which is the total sales of the taxpayer everywhere during the taxable year or period. (See F.S. § 220.15(5) for specifics of computation.)

(10) *Tangible personal property.* As defined in F.S. § 192.001(11)(d), as may be amended from time to time.

Sec. 24-21. Application for exemption.

(a) *Application.* Any eligible person, firm, partnership or corporation which desires an exemption shall file with the Commission a written application prescribed by the department (DR-418).

(b) *Required information.* The application shall request that the Commission adopt an ordinance granting the applicant the exemption and shall include, at a minimum, the following:

(1) The name and location of the new business or the expansion of an existing business;

(2) The name of the owner(s) of the new business or the expansion of an existing business;

(3) A legal description of the real property and a description of the improvements to the real property for which an exemption is requested and the date of intended or actual commencement of construction of such improvement;

(4) A description of the tangible personal property for which an exemption is requested and the dates when such property is to be purchased;

(5) Proof, to the satisfaction of the Commission, that the applicant meets the criteria for a new business or for an expansion of an existing business as defined in section 24-20 hereof;

(6) The following information:

a. The current number of full-time/equivalent (FTE) of the expanding business; the total number of FTE to be created and maintained by the new or expanding business, and the period (total number of years) needed to fill all of the new jobs;

b. The expected number of employees who will reside in the Town;

c. The average annual wage of the new jobs, identifying the average annual salary with executives' salaries included and with executives' salaries excluded;

d. The type of business;

e. The environmental impact of the business;

f. The current and anticipated volume (in dollars) of business or production, and the percentage of total product sales outside of the County;

g. Whether relocation or expansion would occur without the exemption;

h. The cost and demand for services;

i. The source of supplies (local or otherwise);

j. Whether the business will be/is located in a community redevelopment area and/or enterprise zone; and

k. The total length (number of years) of the exemption period being requested.

(7) Other information deemed necessary by the Commission.

(c) *Job creation and maintenance.* A business will be required to commence the creation of full-time jobs within the period of the exemption and to maintain any newly filled jobs for its facility in the Town at minimum through to the expiration of the exemption granted by the Commission.

(d) *Filing deadline.* The application shall be filed on or before March 1 of the year in which an exemption is requested.

(e) *Review.* Upon submittal of the application, the Town Manager or his designee shall review same and notify the applicant of any facial deficiencies.

Sec. 24-22. Procedure.

(a) Before the Commission acts on an application, it must be delivered to the Property Appraiser for review. After careful consideration, the Property Appraiser shall report to the Commission concerning the fiscal impact of granting exemptions. The Property Appraiser's report shall include the following:

(1) The total revenue available to the Town for the current fiscal year from ad valorem tax sources, or an estimate of such revenue if the actual total revenue available cannot be determined.

(2) The amount of revenue foregone by the Town for the current fiscal year because of economic development ad valorem tax exemptions previously granted, or an estimate of such revenue if the actual total revenue available cannot be determined.

(3) An estimate of the amount of revenue which would be foregone for the current fiscal year if the exemption is granted to the new or expanding business.

(4) A determination that the business for which an exemption is requested meets the definition of a new or expanding business as defined in F.S. § 196.012, or into neither, which determination the Property Appraiser shall also affix to the face of the application. Upon request, the Department will provide the Property Appraiser such information as it may have available to assist in making this determination.

(b) After consideration of the application and the report of the Property Appraiser, the Commission may choose to adopt an ordinance granting the tax exemption to a new or expanding business. The ordinance shall be adopted in the same manner as any other ordinance of the Town. The ordinance shall include the following information;

(1) The name and address of the new or expanding business.

(2) The amount of revenue available from ad valorem tax sources for the current fiscal year, revenue foregone for the current fiscal year because of economic development ad valorem tax exemptions currently in effect, and the amount of estimated revenue which would be foregone because of the exemption granted to the new or expanding business.

(3) The expiration date of the exemption. (Up to ten years from date of Commission adoption of the ordinance granting the exemption.)

(4) A finding that the business meets the definition of a new business or an expansion of an existing business.

(5) The Commission 's authority to revoke an exemption if the business no longer satisfies the criteria for the exemption.

(c) No exemption granted hereunder shall be effective until the business enters into an exemption agreement with the Town. The exemption agreement shall contain, at a minimum, the following:

(1) A clear acknowledgement by the business that the exemption shall continue to exist only for so long as the business continues to meet all exemption requirements.

(2) Such other matters required by the Town.

Sec. 24-23. Fees.

Fees charged to offset the cost of processing the economic development ad valorem tax exemption application or any exemption ordinance shall be adopted by the Commission by resolution.

Sec. 24-24. Eligible business.

When considering the issue of whether or not a business is an eligible business as defined herein, the Commission shall consider the anticipated number of employees, average wage, type of business, environmental impacts, volume of business or production or any other information relating to the issue of whether the proposed development in the Town of Pembroke Park prior to accepting the economic development ad valorem tax exemption application. The criteria for determining the length of an exemption and the percentage amount of an exemption may be adopted by the Commission by resolution. The criteria shall provide for incentives for businesses that employ Town of Pembroke Park residents who establish permanent domicile pursuant to Florida Statutes.

Sec. 24-25. Ineligible business.

Any business in violation of any federal, state, or local law or regulation is ineligible to receive an exemption. The Commission may use this criteria to deny a request for an exemption or to revoke an exemption previously granted. The Commission may, in its discretion, determine that a business is eligible notwithstanding that the business is in violation.

Sec. 24-26. Continuation of exemption.

Each new business or expansion of an existing business granted an exemption pursuant to this article, must comply with the following:

(a) Continue to meet all exemption requirements during the term of the exemption.

(b) No later than March 1 of each year during the term of the exemption, provide an annual report to the Town which shall certify and, if requested by the Town, contain satisfactory proof, that the new business or expansion of an existing business continues to meet all exemption requirements.

(c) Timely comply with all requirements of F.S. § 196.011, during the term of the exemption.

(d) Immediately notify the Town of any failure by the new business or expansion of an existing business to meet all exemption requirements.

Sec. 24-27. Revocation of exemption.

(a) Commission. Should any new business or expansion of an existing business fail to file the annual report with the Commission on or before March 1 of each year the exemption has been granted as required in section 24-26, or fail to continue to meet the definition of a new business or an expansion of an existing business, and/or fail to fulfill any other representation made to the Commission during the application process, including the creation and maintenance of the total number of new jobs identified by a business in the application, the Commission may adopt an ordinance revoking the ad valorem tax exemption.

(b) *Revocation.* The revocation of an ordinance may occur for a business that fails to fulfill its obligations as provided for under the ordinance granting the business an exemption after the expiration of this article. The effective date for revocation of the exemption will be identified in the ordinance.

(c) *Notification.* Upon revocation, the Commission shall immediately notify the Property Appraiser.

(d) *Recover taxes.* For any year that taxes may have been exempted and the Commission finds that the business was not entitled to the exemption, such taxes may be recovered; and the Property Appraiser will assist the Commission to recover any taxes exempted.

(e) *Property Appraiser.* Should any new business or expansion of an existing business fail to file the annual exemption renewal application with the Property Appraiser on or before March 1 of each year the exemption has been granted in accordance with F.S. § 196.011(1)(a), or fail to continue to meet the definition of a new business or an expansion of an existing business, the Property Appraiser may deny the exemption in accordance with F.S. § 196.193(5).

(f) *Reapply.* Nothing herein shall prohibit a business from reapplying for an ad valorem tax exemption pursuant to state law.

Sec. 24-28. Appeals.

The decision of the Commission not to grant an economic development ad valorem tax exemption to a particular business is subject only to judicial review pursuant to the Florida Rules of Appellate Procedure.

CODING: Words in ~~struck through~~ type are deletion from existing law; words in <u>underlined</u> type are additions

BUSINESS IMPACT ESTIMATE[1]

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

The attached Ordinance proposes to amend the Town Code to authorize the Town to offer ad valorem tax abatements as an option in the future, subject to voter approval in accordance with Florida law. The current Town Code contains no provisions for tax abatement. This ordinance would not immediately grant any abatements; it would only establish the legal framework necessary should the Town elect to create such a program in the future. The purpose of this ordinance is to provide the Town with a potential economic development tool to encourage business investment, job creation, and redevelopment.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

There are no direct compliance costs for businesses, as the ordinance does not impose new requirements, operational changes, or mandates.

b. New Charges/Fees on Businesses Impacted:
Not applicable. The ordinance does not impose any new charges, fees, or taxes on businesses.

c. Estimate of Regulatory Costs:

There are no new regulatory costs associated with this ordinance.

Good Faith Estimate of Number of Businesses Likely Impacted: No businesses will be directly impacted by adoption of the ordinance. However, if a tax abatement program is established in the future, qualifying businesses could experience reduced ad valorem tax liability.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

[1] Business Impact Estimate does not apply to the following:
1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
    a. Part II of Chapter 163, F.S.;
    b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
    c. Sec. 553.73, F.S. (Fla. Building Code);
    d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

Agenda Item Report

Subject:	Discussion and Possible action on Policy for Acceptance & Tracking of Tickets to Events (Ethics) - Sponsored by Town Attorney Horowitz RESOLUTION NO: 2026-009 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA APPROVING THE COMMISSION POLICY ATTACHED HERETO AS EXHIBIT "A," RELATED TO THE ACCEPTANCE, CONTROL AND DISTRIBUTION OF TICKETS TO CHARITABLE AND OTHER EVENTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jacob Horowitz, Town Attorney
Dept/Group:	Legal
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Resolution No.: 2026-009
Policy - Acceptance-Tracking of Tickets to Events (Ethics)

RESOLUTION NO. 2026-009

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA APPROVING THE COMMISSION POLICY ATTACHED HERETO AS EXHIBIT "A," RELATED TO THE ACCEPTANCE, CONTROL AND DISTRIBUTION OF TICKETS TO CHARITABLE AND OTHER EVENTS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on September 9, 2025, the Broward County Office of the Inspector General ("OIG") issued Closing Memorandum No. OIG 25-013-M, related to the acceptance and tracking of tickets to charitable events and admission to other events; and

WHEREAS, the OIG recommended the implementation of a policy to track the acceptance, control and distribution of tickets to events and the associated expenditures of public funds; and

WHEREAS, the Town's professional staff has prepared and recommends a policy, consistent with the OIG's recommendations; and

WHEREAS, the Town Commission finds that adopting the policy, attached hereto as Exhibit "A," is in the best interests of the Town's citizens and residents of the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AS FOLLOWS:

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution. All exhibits attached hereto are incorporated herein and expressly made a part of this Resolution.

Section 2: The Town Commission of the Town of Pembroke Park hereby approves the policy related to the acceptance, control and distribution of tickets to charitable events attached hereto as Exhibit "A" and incorporated herein.

Section 3: All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

Section 4: If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 5: This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 11th day of February, 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

TOWN OF PEMBROKE PARK

Acceptance, Control and Distribution of Tickets to Charitable and Other Events

RE:	Ethics Policy – Acceptance, Control and Distribution of Tickets to Events	POLICY:	
EFFECTIVE DATE #:		UPDATED:	

I. Purpose and Intent

The purpose of this policy is to promote transparency, accountability, and compliance with the Florida State Ethics Code (Ch. 112, F.S.), the Broward County Ethics Code (Sec. 1-19, County Code of Ordinances), the Florida Public Records Act (Ch. 119, F.S.), and applicable records retention schedules with respect to the receipt, acceptance, control, tracking, distribution, and disposition of charitable and other event admissions and tickets obtained by or on behalf of the Town of Pembroke Park.

This policy is intended to safeguard public trust, ensure the proper use of Town-acquired admissions and tickets, and provide clear guidance to elected officials, officers, and employees regarding ethical obligations related to the acceptance of such gifts. This policy is further implemented at the recommendation of the Broward County Office of the Inspector General, as set forth in its Closing Memorandum No. OIG 25-013-M, dated September 9, 2025.

II. Scope

This policy applies to:

- All elected officials of the Town of Pembroke Park;
- All Town officers and employees; and
- Any admissions or tickets to events, attractions, performances, or charitable functions obtained by the Town through any means and from any source, including but not limited to donations, complimentary admissions, purchases, sponsorships, or exchanges.

III. Definitions

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For purposes of this policy:

- **Admission or Ticket** means any pass, ticket, credential, or right of entry to an event, venue, or attraction, whether physical or electronic.
- **Consideration** means any payment, reimbursement, service, sponsorship, or other thing of value given in exchange for an admission or ticket.
- **Public Purpose** means a purpose that serves a legitimate governmental, civic, or community interest of the Town of Pembroke Park.

"Entrance fees, admission fees, or tickets to events, performances, or facilities," are included within the definitions of "gifts" as set forth in Sec. 112.312(12)(a)(10), F.S.

IV. Responsibility for Control and Oversight

A. The Town Manager, or his/her designee, shall designate a department or position responsible for the centralized receipt, control, tracking, and distribution of all admissions and tickets acquired by the Town.

Commented [JGH1]: Town Clerk? Finance Director?

B. No admissions or tickets shall be accepted, distributed, or transferred on behalf of the Town except through the designated process established under this policy.

V. Receipt and Documentation of Admissions and Tickets

Upon receipt of any admission or ticket from an external source or through the purchase of a sponsorship by the Town, the designated Town Manager, or his/her designee, shall document, at a minimum:

Commented [JGH2]: ?

1. The date the admission or ticket was received;
2. The name of the donor or source providing the admission or ticket;
3. The event, attraction, or function to which the admission or ticket applies;
4. The date(s) and location of the event or attraction;
5. The number of admissions or tickets received;
6. The estimated fair market value of each admission or ticket, if known; and
7. Any consideration provided by the Town in exchange for the admission or ticket.

VI. Distribution and Disposition of Admissions and Tickets

A. When the Town distributes an admission or ticket, the Town Manager, or his/her designee, shall document:

Commented [JGH3]: ?

1. The date of distribution;
2. The name and official title of the individual receiving the admission or ticket;

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3. The total number of admissions or tickets provided to the recipient for a single event or attraction;
4. Any consideration or reimbursement provided by the recipient to the Town, if applicable; and
5. The specific public purpose served by the distribution.

B. Admissions and tickets shall only be distributed for a documented public purpose and shall not be distributed for personal benefit or private gain.

C. Elected officials and employees receiving admissions or tickets are prohibited from transferring them to others unless such transfer is documented and complies with this policy and applicable ethics laws.

VII. Ethics Compliance and Gift Reporting

A. Upon receipt of any admission or ticket, elected officials and Town employees shall review their obligations under the Florida State Ethics Code and the Broward County Ethics Code to determine whether the admission or ticket constitutes a reportable gift to themselves or their guest(s).

B. Elected officials and other Town employees who are subject to the Form 9 quarterly gift disclosure requirements set forth in Sec. 112.3148, F.S. who receive permitted admissions or tickets valued in excess of $100.00 shall file a CE Form 9 no later than the end of the calendar quarter following the quarter in which the admissions or tickets were received, if required by law. This includes such individuals who accept tickets and subsequently give them to others or otherwise dispose of them.

VIII. Records Retention and Public Records Compliance

All records related to the receipt, acceptance, control, distribution, and disposition of admissions and tickets shall be preserved in accordance with the Florida Public Records Act and the State of Florida records retention schedule, as may be amended from time to time.

IX. Training and Implementation

The Town shall provide training to elected officials, officers, and employees on this policy and related ethics and public records requirements.

X. Effective Date

This policy shall take effect upon adoption by the Town Commission of the Town of Pembroke Park and shall remain in effect unless amended or repealed.

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_____, Town Manager Date

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Agenda Item Report

Subject:	Consideration and Approval for Adoption of Fixed Asset Management SOP Policy - Sponsored by Finance Director Davermann RESOLUTION NO: 2026-010 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A FIXED ASSET MANAGEMENT STANDARD OPERATING PROCEDURES POLICY, ATTACHED HERETO AS EXHIBIT "A;" PROVIDING FOR PURPOSE AND AUTHORITY; PROVIDING FOR IMPLEMENTATION AND ADMINISTRATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Finance Director, Finance & Budget Director
Dept/Group:	Finance
Recommendation for Counsel to consider:	
Background Information:	This policy establishes uniform procedures for identifying, acquiring, capitalizing, depreciating, inventorying, and disposing of Town-owned fixed assets. It ensures compliance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) pronouncements, and applicable Florida Statutes. GASB Statements No. 34, 87, and 96 require proper accounting and reporting for capital assets, leases, and subscription-based IT arrangements. The Finance Department has prepared the SOP, which includes capitalization thresholds, roles and responsibilities, accounting treatment, internal controls, and compliance requirements. Adoption of this SOP will strengthen internal controls, enhance accountability, and support accurate financial reporting.
Staff Recommendations:	
Procurement:	
Financial Implications:	No direct fiscal impact; policy supports accurate financial management and compliance.
Alternatives:	

ATTACHMENTS:

Resolution No: 2026-010

Town_of_Pembroke_Park_Fixed_Asset_SOP_FINAL DRAFT

RESOLUTION NO. 2026-010

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A FIXED ASSET MANAGEMENT STANDARD OPERATING PROCEDURES POLICY, ATTACHED HERETO AS EXHIBIT "A;" PROVIDING FOR PURPOSE AND AUTHORITY; PROVIDING FOR IMPLEMENTATION AND ADMINISTRATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Town of Pembroke Park ("Town") is required to properly account for, safeguard, and manage its capital assets in accordance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) pronouncements, and applicable Florida Statutes; and

WHEREAS, GASB Statements No. 34, No. 87, and No. 96 establish accounting and financial reporting requirements for capital assets, leases, and subscription-based information technology arrangements; and

WHEREAS, the Town Commission desires to establish consistent, uniform procedures governing the identification, acquisition, capitalization, depreciation, inventory, and disposal of Town-owned fixed assets; and

WHEREAS, the Finance Department has prepared a document entitled "Town of Pembroke Park | Fixed Asset Management Standard Operating Procedures" ("SOP"), which sets forth capitalization thresholds, roles and responsibilities, accounting treatment, internal controls, and compliance requirements; and

WHEREAS, adoption of the SOP will strengthen internal controls, enhance accountability, support accurate financial reporting, and promote compliance with state and professional standards; and

WHEREAS, the Town Commission finds that adoption of the Fixed Asset Management Standard Operating Procedures Policy, attached hereto as Exhibit "A" is in the best interest of the Town and its residents.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AS FOLLOWS:

Section 1: That the foregoing "WHEREAS" clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution. All exhibits attached hereto are incorporated herein and expressly made a part of this Resolution.

Section 2: The Town Commission of the Town of Pembroke Park hereby approves and adopts the Fixed Asset Management Standard Operating Procedures, attached hereto as Exhibit "A" and incorporated herein. The Fixed Asset Management SOP shall apply to all Town departments, divisions, officer and employees using Town funds for the acquisition, use or management of capital assets. The Finance Department shall be responsible for administering and maintaining the Fixed Asset Management SOP, attached hereto as Exhibit "A."

Section 3: All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

Section 4: If any section, sentence, clause or phrase of this Resolution is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Section 5: This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 11th day of February, 2026.

_____

MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

FIXED ASSET MANAGEMENT

Standard Operating Procedures

Document Information	
Department:	Finance Department
Prepared By:	James Davermann
Approved By:	
Effective Date:	TBD
Review Date:	Annually or as needed
GASB Standards:	GASB 34, GASB 87, GASB 96

1. PURPOSE

This Standard Operating Procedure establishes uniform guidelines for the identification, acquisition, recording, depreciation, inventory, and disposal of fixed assets owned by the Town of Pembroke Park. These procedures ensure compliance with Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards Board (GASB) pronouncements, and Florida Statutes.

2. SCOPE

This policy applies to all Town departments, divisions, and any entity using Town funds for capital asset acquisition. It covers all tangible and intangible assets meeting the capitalization thresholds defined herein.

3. DEFINITIONS

Capital Asset

Tangible or intangible property with a useful life exceeding one year and an acquisition cost meeting or exceeding the established capitalization threshold.

Infrastructure

Long-lived capital assets that are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples include roads, bridges, drainage systems, water and sewer systems, and lighting systems.

Construction in Progress (CIP)

Costs accumulated for construction or development of capital assets not yet placed in service.

Depreciation

The systematic allocation of an asset's cost over its estimated useful life.

Right-to-Use Asset (GASB 87)

An asset representing a lessee's right to use an underlying asset for the lease term.

Subscription-Based IT Arrangement (GASB 96)

A contract that conveys control of the right to use another party's IT software for a period of time in an exchange or exchange-like transaction.

4. CAPITALIZATION THRESHOLDS

The following thresholds determine whether an asset is capitalized or expensed:

Asset Category	Threshold	Useful Life
Land	All amounts	N/A
Land Improvements	$5,000	15-20 years
Buildings	$10,000	30-50 years
Building Improvements	$10,000	10-20 years
Vehicles	$5,000	5-10 years
Machinery & Equipment	$5,000	5-15 years
Office Furniture & Fixtures	$5,000	7-10 years
Computer Equipment	$5,000	3-5 years
Software (Purchased/Licensed)	$5,000	3-5 years
Infrastructure - Roads/Streets	$10,000	20-40 years
Infrastructure - Drainage/Stormwater	$10,000	30-50 years
Infrastructure - Sewer Systems	$10,000	30-50 years
Infrastructure - Lighting	$10,000	15-25 years
Right-to-Use Assets (GASB 87)	$5,000	Lease term
IT Subscriptions (GASB 96)	$5,000	Contract term

5. ROLES AND RESPONSIBILITIES

5.1 Finance Department

- Maintain the master fixed asset register and subsidiary ledgers
- Record asset additions, transfers, and disposals
- Calculate and record depreciation expense
- Reconcile fixed asset accounts to the general ledger
- Coordinate annual physical inventory
- Ensure compliance with GASB standards
- Prepare fixed asset schedules for annual audit

5.2 Department Heads

- Identify and report new asset acquisitions to Finance
- Maintain custody and safeguard assets assigned to their department
- Report transfers, losses, theft, or damage immediately
- Initiate surplus/disposal requests through proper channels
- Participate in annual physical inventory
- Ensure proper use of Town assets

5.3 Town Manager

- Approve capital asset acquisitions within budgetary authority
- Approve asset disposals and surplus declarations
- Review and approve this policy and any amendments
- Any acquisitions that exceed the authorization limit are to be taken to the commission for approval

6. PROCEDURES

6.1 Asset Acquisition and Recording

1. Upon receipt of an asset meeting the capitalization threshold, the receiving department completes a Fixed Asset Addition Form.
2. Supporting documentation (invoice, purchase order, contract) is attached to the form.
3. Finance assigns a unique asset identification number and affixes a tag (where applicable).
4. Finance records the asset in the fixed asset system with all required data elements.
5. Assets are recorded at historical cost, including purchase price, freight, installation, and any costs to bring the asset to usable condition.

Required Data Elements for Each Asset:

Data Element	Description
Asset ID Number	Unique identifier assigned by Finance
Description	Detailed description of the asset
Asset Category	Classification per Section 4

Acquisition Date	Date asset placed in service
Historical Cost	Total capitalized cost
Funding Source	Grant, General Fund, Enterprise Fund, etc.
Department/Location	Custodial department and physical location
Useful Life	Estimated years per category table
Depreciation Method	Straight-line (standard)
Salvage Value	Estimated residual value (typically $0)
Serial/VIN Number	Manufacturer identification (if applicable)
Warranty Expiration	Date warranty ends

6.2 Construction in Progress (CIP)

1. All costs related to construction projects are accumulated in Construction in Progress accounts.
2. CIP includes: design/engineering fees, permits, construction costs, inspection fees, and capitalized interest (if applicable).
3. Upon substantial completion and placement in service, CIP is transferred to the appropriate capital asset category.
4. Depreciation begins when the asset is placed in service, not at project completion.
5. CIP accounts are reviewed quarterly to ensure timely transfer of completed projects.

6.3 Depreciation

1. The straight-line method is used for all depreciable assets.
2. Depreciation is calculated monthly and recorded in the general ledger.
3. Land and Construction in Progress are not depreciated.
4. Fully depreciated assets remain on the books at zero net book value until disposed.
5. Depreciation calculation: (Historical Cost - Salvage Value) / Useful Life = Annual Depreciation

6.4 Physical Inventory

1. A complete physical inventory of all capital assets is conducted annually, prior to fiscal year-end.
2. Finance provides each department with a listing of assets assigned to their custody.
3. Department personnel physically verify existence and condition of each asset.
4. Discrepancies are investigated and resolved before closing the inventory.
5. Department Heads sign certification that all assets are accounted for.
6. Missing assets are reported to the Town Manager and Police Department if theft is suspected.

6.5 Asset Disposal and Surplus

1. Departments initiate disposal by completing a Fixed Asset Disposal Form with justification.
2. Town Manager approves all disposals.
3. Disposal methods include: public auction, sealed bid, trade-in, transfer to another government, donation, or scrap.
4. Proceeds from sales are recorded in the appropriate fund.
5. Gain or loss on disposal is calculated and recorded: Proceeds - Net Book Value = Gain/(Loss).
6. Finance removes the asset and accumulated depreciation from the books upon disposal.
7. Documentation of disposal method and authorization is retained.

7. GASB 87 - LEASES

Leases with terms greater than 12 months are recorded as right-to-use assets and lease liabilities.

Requirements:

- Identify all lease agreements (equipment, vehicles, real property)
- Exclude short-term leases (12 months or less) and contracts transferring ownership
- Calculate present value of lease payments using the Town's incremental borrowing rate
- Record right-to-use asset and corresponding lease liability
- Amortize right-to-use asset over lease term (straight-line)
- Recognize interest expense on lease liability
- Maintain lease schedule with terms, payments, and remaining balances

8. GASB 96 - SUBSCRIPTION-BASED IT ARRANGEMENTS

Cloud-based software subscriptions exceeding 12 months are recorded as intangible right-to-use subscription assets.

Requirements:

- Inventory all IT subscription agreements and schedules (SaaS, cloud services, hosted software)
- Exclude contracts with terms of 12 months or less
- Calculate subscription liability at present value of payments
- Record subscription asset equal to subscription liability plus implementation costs
- Amortize subscription asset over the subscription term
- Recognize interest expense on subscription liability

9. ANNUAL AUDIT PREPARATION CHECKLIST

The following items must be prepared for external auditors:

Audit Deliverable	Responsible Party
Fixed asset roll-forward schedule (beginning balance, additions, disposals, ending balance)	Finance
Depreciation schedule by asset category	Finance
Capital additions listing with supporting invoices	Finance
Disposal documentation (authorization, proceeds, gain/loss calculation)	Finance
CIP detail and status of ongoing projects	Finance/Public Works
Lease schedule (GASB 87) with amortization tables	Finance
IT subscription schedule (GASB 96) with amortization tables	Finance/IT
Physical inventory certification	All Departments
Reconciliation of fixed asset subledger to general ledger	Finance
Infrastructure condition assessment (if applicable)	Public Works

10. RECORD RETENTION

Fixed asset records shall be retained in accordance with Florida General Records Schedule GS1-SL:

- Fixed asset records: 5 years after disposal or audit, whichever is later
- Depreciation schedules: 5 years after asset disposal
- Inventory records: 5 years
- Disposal documentation: 5 years after disposition

11. POLICY REVIEW AND AMENDMENTS

This policy shall be reviewed annually by the Finance Director. Amendments require Town Manager approval. Changes to capitalization thresholds or useful lives require review during the annual audit process.

12. APPROVAL

_____
Finance Director
Date: _____

_____
Town Manager
Date: _____

Agenda Item Report

Subject:	2026 Hallandale Beach Chamber of Commerce Board Installation - Sponsored by Town Manager Lynch RESOLUTION NO: 2026-012 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE TOWN TO SPONSOR A TABLE IN THE AMOUNT OF TWO THOUSAND DOLLARS ($2,000.00); PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Ashira Mohammed, Mayor
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Resolution No.: 2026-012
2026 HBCC Board Installation

RESOLUTION NO. 2026-012

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE TOWN TO SPONSOR A TABLE IN THE AMOUNT OF TWO THOUSAND DOLLARS ($2,000.00); PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Pembroke Park recognizes the importance of supporting community events and organizations that promote civic engagement and public benefit; and

WHEREAS, the Town desires to sponsor a table for the 2026 Hallandale Beach Chamber of Commerce Board Installation Event in the amount of Two Thousand Dollars ($2,000.00) to support said event; and

WHEREAS, the Town Commission has determined that it is in the best interest of the Town and its residents to authorize such sponsorship.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AS FOLLOWS:

Section 1. The Town is hereby authorized to sponsor a table in the amount of Two Thousand Dollars ($2,000.00).

Section 2. The Town Manager and/or his or her designee is authorized to take all necessary steps to effectuate the intent of this Resolution.

Section 3. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of February 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney



2026 SPONSORSHIP DECK

HALLANDALE BEACH CHAMBER OF COMMERCE BOARD INSTALLATION

HALLANDALEBEACHCHAMBER.ORG



2026 HBCC BOARD INSTALLATION

Mardi Gras Style

You are cordially invited to be part of a special evening celebrating leadership, dedication, and community at the 2026 Hallandale Beach Chamber of Commerce Board of Directors' Inauguration Ceremony.

Join us on Friday, March 13, 2025, at 6:00 p.m., as Mayor Joy Cooper officially installs our esteemed board. This event is a wonderful opportunity to support local business leadership while gaining valuable exposure for your organization.

We would love for you to consider sponsoring this meaningful occasion. Your support will help us continue our mission of fostering growth and collaboration within our business community.
We look forward to celebrating with you!



KING OF CARNIVAL

$4,000

- Title Sponsor Benefits Include:
- Headline brand placement — your company name and logo featured prominently across all event marketing, promotions, and printed materials
- Maximum visual exposure with a full-page, full-color digital advertisement displayed on screen throughout the event
- Twenty (20) VIP reserved seats at the Board Installation Reception for your team, clients, and special guests
- Premier logo visibility on all on-site event signage, décor, and materials
- Featured recognition in an upcoming HBCC Community Newsletter article, highlighting your leadership and support of the business community
- Digital spotlight with your name and logo showcased on the official event webpage



ROYAL COURT
$3,000

Gold Sponsor Benefits Include:

- Strong brand visibility with your company name and logo featured on all event marketing and promotional materials
- Half-page, full-color digital advertisement in the Installation Program, with the opportunity to include a personal message to the incoming Board of Directors
- Ten (10) reserved seats at the Board Installation Reception for your guests and stakeholders
- Logo exposure across all on-site event materials and signage
- Prominent recognition in the HBCC Minute event article, extending your visibility beyond the event
- Digital recognition with your name and logo displayed on the official event webpage



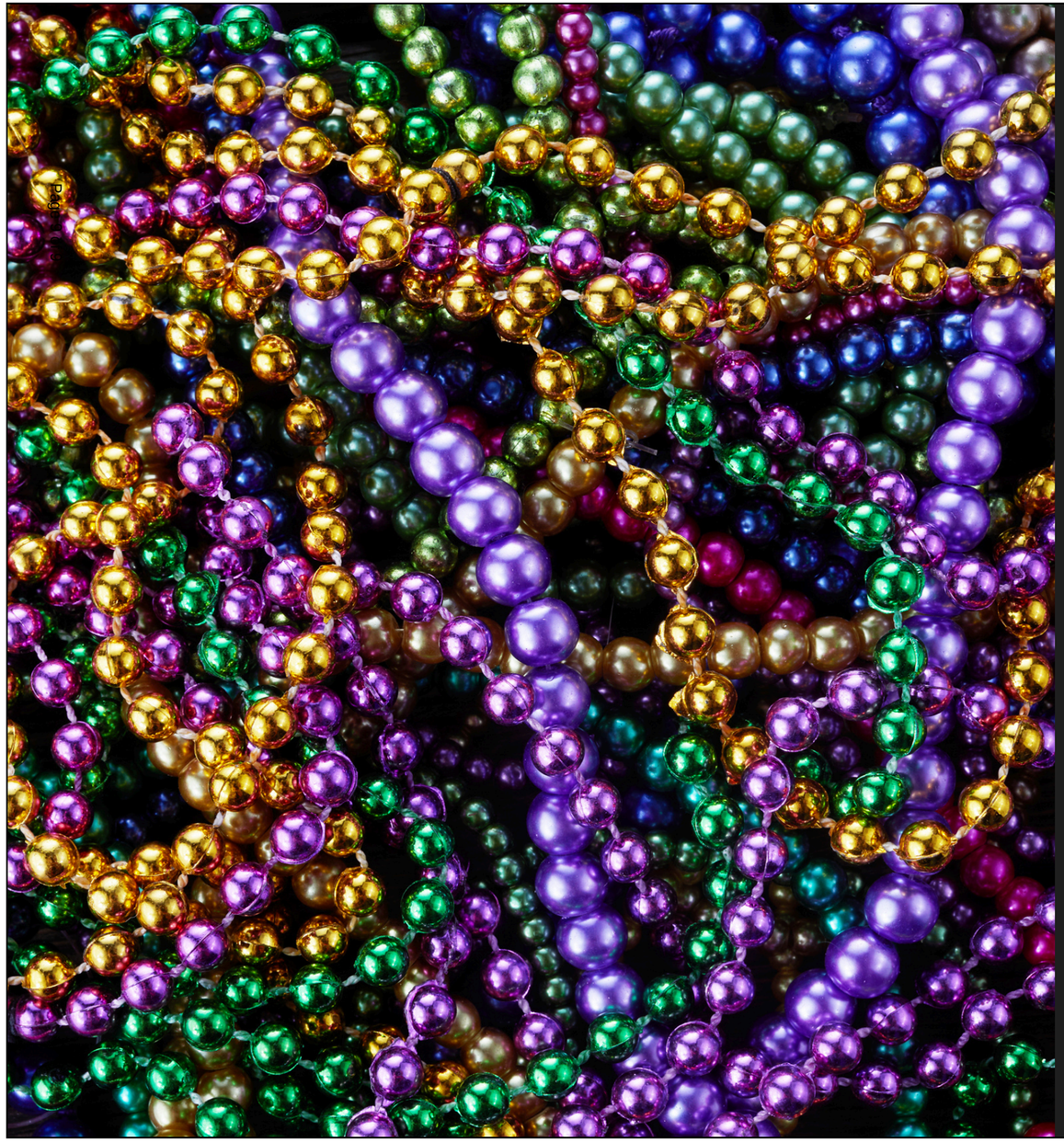
CAPTURE THE CARNIVAL

$2,500

Put your brand in the spotlight—and in every photo—at our Mardi Gras–themed Board Installation Celebration at the Big Easy Casino. As the Photo Booth Sponsor, your company becomes part of every shared memory from the night.

Photo Booth Sponsor Benefits Include:

- Prime brand exposure on every digital photo booth image, ensuring your company name appears in all guest photos and social shares
- Ten (10) installation tickets for your guests, clients, or team members
- Name and logo placement on the event program and on-site signage



CARNIVAL PARTNER
$2,000

As a Supporting Sponsor, your business will enjoy strong visibility while supporting the Hallandale Beach Chamber's Mardi Gras–themed Board Installation Celebration at the Big Easy Casino. Supporting Sponsor Benefits Include:

- Brand recognition across all event marketing materials, ensuring consistent visibility before and during the event
- Ten (10) installation tickets for your guests, clients, or team
- Name and logo placement in the official event program and on on-site signage
- Digital exposure with your company name and logo featured on the Chamber's event webpage

Agenda Item Report

Subject:	Consideration and Approval for Creation of Town-Wide Wellness & Weight-Loss Program With Incentives and Commercial Scale "Walking under the Stars" - Sponsored by Commissioner Mohammed RESOLUTION NO. 2026-013 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE ESTABLISHMENT OF A VOLUNTARY TOWN-WIDE WELLNESS PROGRAM; AUTHORIZING THE PURCHASE OF A COMMERCIAL-GRADE SCALE SUBJECT TO BUDGET AND PROCUREMENT REQUIREMENTS; AUTHORIZING THE USE OF GUEST TRAINERS SUBJECT TO INSURANCE AND WAIVER REQUIREMENTS; AUTHORIZING THE TOWN MANAGER TO ADMINISTER THE PROGRAM; PROVIDING FOR PRIVACY PROTECTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Ashira Mohammed, Mayor
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	**Policy Questions:** Should Pembroke Park launch a Town-Wide Wellness & Weight-Loss Program for residents and staff? 1. Should the Town purchase a commercial-grade scale for official weigh-ins at Town Hall? 2. Should the program include incentives and rewards such as gift cards, recognition, fitness equipment, or sponsored prizes? 3. Should staff work with local businesses, health vendors, or the American Beverage Foundation (nutrition grant) for funding support? **Summary:** This item proposes the creation of a Pembroke Park Wellness & Weight-Loss Challenge for residents and Town staff. The program would include: • Initial and monthly weigh-ins using a commercial-grade scale • A wellness app or tracking system • Workshops, walking groups, nutrition classes, and fitness challenges

- Rewards and incentives based on participation or weight loss percentages
- Partnerships with local grocery stores, gyms, and corporate sponsors

This program aligns with the Town's historic commitment to health and wellness, including the annual Health Fair.

Background:

Pembroke Park residents have expressed strong interest in holistic wellness, nutrition, and fitness opportunities, especially following the Town's successful health fairs.

Other cities have implemented similar wellness challenges to improve community health metrics, strengthen social engagement, and promote healthy lifestyles. These programs often partner with national organizations, health insurers, and corporate sponsors to reduce costs and expand benefits.

The Town can tailor a model that fits our community, using Town Hall as the weigh-in location and public parks as movement spaces (walk challenges, outdoor fitness sessions, etc.).

A Town-wide wellness program can be designed to include:

1. Monthly Weigh-Ins at Town Hall

Using a commercial-grade scale suitable for accurate, high-capacity measurement.

2. Community Engagement Activities

- Walking clubs at Patrick Behan Park
- Yoga/stretch classes
- Weekend family fitness days
- Cooking demos focused on diabetes-friendly meals

3. Digital Tracking

Participants can optionally use a wellness app to track:

- Steps
- Weight
- Water intake
- Sleep
- Challenge milestones

4. Rewards & Incentives

Options may include:

- Gift cards
- "Most Improved" awards
- Fitness gear (mats, water bottles, resistance bands)
- Sponsored prizes
- Recognition at Commission meetings

5. Sponsorship Opportunities

Potential partners include:

- American Beverage Foundation (nutrition grant)
- Local Publix and Walmart
- Gyms and personal trainers
- Local health practitioners
- Corporate partners such as Home Depot (equipment for community

	fitness areas) This type of program promotes community health, enhances Town visibility, and supports family-oriented initiatives. **Options:** Approve creation of a Town-Wide Wellness & Weight-Loss Program with incentives. 1. Approve the program but require staff to present a detailed implementation plan in 30 days. 2. Approve purchase of a commercial-grade scale only, and begin a pilot program. 3. Defer for further analysis. **Advantages:** Promotes healthier lifestyles among residents and staff • Low-cost, high-impact community benefit • Builds positive community engagement • Reinforces Town leadership in wellness initiatives • Supports residents with diabetes, hypertension, and weight-loss goals **Disadvantages:** • Requires staff time for weigh-ins and program administration • Incentives may require sponsorships or budget allocation **Possible Action:** Motion to approve creation of a Pembroke Park Town-Wide Wellness & Weight-Loss Program, authorize the purchase of a commercial-grade scale, and direct staff to begin planning partnerships and incentives.
Staff Recommendations:	
Procurement:	
Financial Implications:	Minimal startup cost. Main expenses include: • Acquisition of a commercial-grade scale for weigh-ins • Marketing materials (flyers, banners, digital posts) • Potential sponsorships to offset costs
Alternatives:	

ATTACHMENTS:

RESOLUTION NO 2026-013

RESOLUTION NO. 2026-012

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE ESTABLISHMENT OF A VOLUNTARY TOWN-WIDE WELLNESS PROGRAM; AUTHORIZING THE PURCHASE OF A COMMERCIAL-GRADE SCALE SUBJECT TO BUDGET AND PROCUREMENT REQUIREMENTS; AUTHORIZING THE USE OF GUEST TRAINERS SUBJECT TO INSURANCE AND WAIVER REQUIREMENTS; AUTHORIZING THE TOWN MANAGER TO ADMINISTER THE PROGRAM; PROVIDING FOR PRIVACY PROTECTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Pembroke Park has the authority to establish programs that promote the general health, welfare, and quality of life of its residents and employees; and

WHEREAS, wellness initiatives constitute a valid municipal purpose when structured as voluntary, non-medical programs; and

WHEREAS, the Town desires to implement a voluntary wellness program designed to encourage healthy lifestyle choices through education, physical activity, and community engagement; and

WHEREAS, the Town Commission finds that the acquisition of a commercial-grade scale may be necessary to support the administration of such a program; and

WHEREAS, the Town Commission desires to allow the use of qualified guest trainers, instructors, or wellness professionals for non-medical program activities, subject to appropriate risk management safeguards; and

WHEREAS, the Town Commission desires to authorize the Town Manager to administer the program in accordance with applicable law, budgetary constraints, and Town procurement, ethics, and risk-management policies;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, THAT:

Section 1. The Town Commission hereby authorizes the establishment of a voluntary Town-Wide Wellness Program for residents and Town employees. Participation shall be strictly voluntary.

Section 2. The Wellness Program may include non-medical activities such as health education, fitness challenges, walking programs, nutrition awareness activities, and voluntary participation tracking. Program activities may include workshops or group activities conducted by qualified guest trainers, instructors, or wellness professionals, provided such activities are non-medical in nature. The program shall not constitute medical advice, diagnosis, or treatment.

Section 3. The Town Manager, or designee, is authorized to purchase a commercial-grade scale, subject to budget availability and compliance with the Town's procurement policies and procedures.

Section 4. Any guest trainer, instructor, or wellness professional engaged in connection with the Wellness Program shall be required, as applicable, to:

(a) execute an agreement approved by the Town Attorney;

(b) maintain appropriate general liability insurance in amounts determined by the Town's risk-management requirements;

(c) name the Town of Pembroke Park as an additional insured; and

(d) provide indemnification to the Town to the extent permitted by law.

Section 5. Participation in the Wellness Program may be conditioned upon execution of a waiver and release of liability, including an assumption of risk, in a form approved by the Town Attorney.

Section 6. Participation metrics, if collected, shall be limited to non-medical information. The Town shall not create or maintain medical records, and no personally identifiable health information shall be collected or retained by the Town.

Section 7. The Town Manager, or designee, is authorized to administer the Wellness Program and establish written program guidelines, schedules, and participation rules consistent with this Resolution and applicable law.

Section 8. Nothing in this Resolution shall be construed to create a right, entitlement, or guarantee of health outcomes, nor shall participation alter the terms or conditions of employment for Town employees.

Section 9. The Town Manager, or designee, is authorized to establish non-cash incentives, recognition items, or sponsored rewards to encourage participation in the Wellness Program, subject to budget availability and applicable law. Incentives may include, but are not limited to, branded items, wellness-related merchandise, donated or sponsored equipment, or participation recognition, provided such incentives are reasonable in value and consistent with Town procurement, ethics, and sponsorship policies.

Section 10. This Resolution shall become effective immediately upon adoption.

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PASSED AND ADOPTED this 11th day of February 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

Agenda Item Report

Subject:	Consideration and Approval to Cancel Otis Elevator Maintenance Contract - Sponsored by Public Services Director Odoms RESOLUTION NO: 2026-014 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE CANCELLATION OF THE OTIS ELEVATOR MAINTENANCE CONTRACT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jeff Odoms, Public Services Director
Dept/Group:	Public Works
Recommendation for Counsel to consider:	
Background Information:	Request approval to cancel the current Otis Elevator maintenance contract for an amount not to exceed $10,304.80. The termination will occur once elevator modernization begins with TKElevator in the upcoming months. Following modernization, TKElevator will be considered as the ongoing maintenance provider. Prior to entering into any new service contract, all procurement steps will be completed and reviewed by legal counsel. The anticipated monthly maintenance cost with TKElevator will increase by $26, from $374 to $400.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Resolution No. 2026-014
Agreement_Otis Elevator 2020
Fw_ Town of Pembroke Park Cancellation

RESOLUTION NO. 2026-014

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA AUTHORIZING THE CANCELLATION OF THE OTIS ELEVATOR MAINTENANCE CONTRACT; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Pembroke Park currently maintains an elevator service contract with Otis Elevator; and

WHEREAS, the Town of Pembroke Park professional staff has recommended the cancellation of the Otis Elevator agreement dated June 18, 2020; and

WHEREAS, upon commencement of modernization, the Town of Pembroke Park intends to terminate the Otis Elevator contract; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TWON OF PEMBROKE PARK, FLORIDA, THAT:

Section 1. The Town Commission hereby authorizes the cancellation of the Otis Elevator maintenance contract for an amount not to exceed $10,304.80, effective upon commencement of elevator modernization.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. If any section, subsection, clause, or provision of this Resolution is determined to be invalid or unconstitutional, the remainder shall continue in full force and effect.

Section 4. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 11th day of February 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

OTIS

Made to move you

OTIS MAINTENANCE

DATE: 06/11/2020

TO:
Town Of Pembroke Park
3150 S. W. 52nd Avenue
Hollywood, FL 330235413

FROM:
Otis Elevator Company
5351 Nw 35th Ave
Fort Lauderdale, FL 33309

EQUIPMENT LOCATION:
Town Of Pembroke Park
3150 Sw 52nd Avenue
Pembroke Park, FL 33023

Morgan Dack
Phone: (786) 676-8327
Fax:-

PROPOSAL NUMBER: AOM972

EQUIPMENT DESCRIPTION:

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
2	HYDRAULIC	OTIS ELEVATOR COMPANY	BIG ELV , SMALL ELV	Z57002, Z57003

OTIS MAINTENANCE
We propose to furnish Otis Maintenance on the equipment ("Units") described above. Otis Maintenance is a full preventive maintenance service intended to protect your investment, extend equipment life, and provide a high level of performance and reliability.

OTIS MAINTENANCE MANAGEMENT SYSTEM℠
We will use the Otis Maintenance Management System preventive maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS® scheduling system, which will be used to plan maintenance activities in advance. The Units will be provided with devices to monitor equipment usage. We will use OMMS standard work processes developed and continuously improved by Otis.

Under this Contract, we will maintain the Units on the following terms and conditions:

PERFORMANCE

MAINTENANCE

We will maintain the Units using trained personnel directly employed and supervised by us. The maintenance will include inspection, lubrication, and adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils,

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contacts, linings, and component parts.

- Motors, brushes, brush holders, and bearings.
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

RELIABILITY

PARTS COVERAGE

If necessary, due to normal usage and wear, Otis will repair or replace any of the parts specified above at their sole discretion, unless specifically excluded elsewhere in the contract. Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.
In addition, we will replace all wire ropes or coated steel belts as often as necessary to maintain an appropriate factor of safety. As conditions, usage, or Code warrants, we will equalize the tension on hoisting ropes, resocket ropes for drum machines, and repair or replace conductor cables and hoistway and machine-room elevator wiring

PARTS INVENTORY

We will during the term of this Contract maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any replacement parts stored in the machine room remain our property until installed in the Units. We further agree to maintain a supply of routine replacement parts available for express delivery in case of emergencies.

QUALITY CONTROL

We will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and Code consultation to support our maintenance organization.

RESPONSIVENESS

24-HOUR DISPATCHING

We will, at your request, provide you with access to eService and our OTISLINE 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on eService or through an OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as a Callback. It is your responsibility to: (a) have a representative available to receive and respond to OTISLINE calls; and (b) maintain working telephone equipment.

COMMUNICATION

CUSTOMER REPRESENTATIVE

As a service to you, and at your request an Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMS program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn.

REPORTS – eSERVICE

We will use the OMMS program to record completion of maintenance procedures. We will, at your request, provide you access to eService. You will be able to access twelve (12) months of repair, completed maintenance procedure and

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service call history for the Unit(s). You will be responsible for obtaining Internet access to use eService.

SAFETY AND ENVIRONMENT

SAFETY TESTS – HYDRAULIC ELEVATORS
We will conduct an annual no load test and annual pressure relief valve test.

FIREFIGHTERS' SERVICE TEST
If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors. We will test the firefighters' service keyswitch on a monthly basis.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

SAFETY TRAINING
We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

ENVIRONMENTAL PROTECTION
Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

MAINLINE DISCONNECTS
You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

SHARED RESPONSIBILITY
You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, and debris. You agree to provide a safe work place for our personnel, and to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at www.otis.com by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate

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these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.

WORK SCHEDULE

NORMAL HOURS

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a Callback is a response by Otis to a request for service or assistance made (a) by the customer or customer representative, (b) by the building or building representative; (c) by emergency personnel; (d) through the ADA phone line, and/or (e) through REM® monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

OVERTIME

Callbacks outside of regular working hours will be billed at standard overtime rates.

OWNERSHIP AND LICENSES

WIRING DIAGRAMS

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment. We shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

OTIS SERVICE EQUIPMENT

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

OTIS SOFTWARE

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this maintenance agreement. You have the right to use this software only for operation of the units for which the part was provided. You may also make a backup or archival copy of the software, provided you reproduce the copyright notice and any other legend of ownership on the copy. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this agreement by the transferee.

NON-OTIS SOFTWARE

You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy for you.

SERVICE TOOLS

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

THE UNITS

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It is agreed that we do not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

CLARIFICATIONS

This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers.

We will not be required: (i) to make any tests other than that as specifically set forth herein; (ii) to make any replacements with parts of a different design or type; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, modernize or install new attachments to any Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping and (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including parts for which the original design is no longer manufactured by the original equipment manufacturers, or parts where the original item has been replaced by an item of different design or is replaceable only by fabrication; (vii) to provide reconditioned or used parts; (viii) to make any replacements, renewals, or repairs necessitated by reason of any cause beyond our control including, but not limited to, fire, explosion, theft, floods, water, weather, earthquake, vandalism, misuse, abuse, mischief, or repairs by others.

You assume responsibility for the cost of correcting all Elevator Code violations existing on the date we enter into this Contract. If such Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may with respect to the equipment not meeting Code requirements cancel this Contract without penalty by providing thirty (30) days written notice.

Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

Neither party shall be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water, weather, earthquake, riot, civil commotion, war, vandalism, misuse, abuse, mischief, or acts of God.

We agree that we shall be liable for accidents and injuries to person or property when adjudged to have been caused by the sole negligence or willful misconduct of Otis or our employees. In all other instances, Customer shall indemnify, defend and hold us harmless against all claims, damages, losses, costs, and expenses (including attorney's fees and other litigation costs) arising out of or connected with the use, repair, maintenance, operation or condition of the Equipment. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. If either party so requires, in writing, the other party shall furnish certificates of insurance evidencing the above insurance coverages.

Notwithstanding any other agreement or provision to the contrary, under no circumstances will either party be liable for any indirect, special or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located, to keep all machine rooms and pit areas free from water, stored materials, and debris, to provide a safe work place for our personnel, to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations, and to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits. We shall not be obliged to perform until such unsafe condition has been remedied.

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If any Unit is malfunctioning or is in a dangerous condition, you agree to notify us as soon as possible using the 24-hour OTISLINE® service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You will provide written notice within twenty-four hours after occurrence of any accident in or about the elevator (s) and/or escalator(s) to us and if required by law, to any local authorities. You further agree to preserve replaced parts.

Escalator Units are designed only for transporting passengers. For escalator Units, you agree to take all necessary measures to prevent other items from being conveyed, so that features designed to protect passengers and prevent property damage are not damaged. When stationary, escalators are to be properly barricaded and not to be used as steps.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In the event of an entrapment, Customer will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. Customer agrees that its agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway.

Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), excessive humidity, adverse environmental conditions, water damage, rust, fire, explosion, acts of God, misuse, or vandalism.

If this Agreement is terminated prematurely for any reason, other than our own default, you agree to pay as liquidated damages, and not as a penalty, one-half (50%) of the remaining amount due under this Agreement.

Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

We will not be liable for any claim, injury, delay, death or loss or property resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to Otisline where there is no verbal response to the Otisline operator.

ALTERATIONS

You will not allow others to make alterations, additions, adjustments, or repairs to the equipment.

SPECIAL PROVISIONS

Notwithstanding any other provision herein to the contrary, the following provisions shall be applicable and govern in the event of conflict:

CONTRACT PRICE AND TERM

CONTRACT PRICE

Three hundred seventy-four dollars and seventy-two cents ($ 374.72) per month, payable Monthly

PRICE ADJUSTMENT

The Contract Price will be adjusted based on the following schedule: There will be no price adjustment for first year of the contract. Regular price adjustment thereafter.

TERM

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The Commencement Date will be 07/01/2020.

The Term of this Contract unless modified under the extended term below, will be for five (5) years beginning on the Commencement Date. The Contract will automatically be renewed on the fifth anniversary for an additional five (5) years unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the current five (5) year term. Thereafter, the Contract will automatically be renewed on each fifth anniversary for an additional five (5) year term unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the then current five (5) year term.

In the event that you sell the building or your interest is terminated prior to the expiration of the Contract, you agree to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this agreement. If the new owner or successor fails to assume your obligations under the Contract, then you agree to pay to Otis all sums due for the unexpired Term.

PAYMENTS

Beginning on the Effective Date, payments will be due and payable on or before the first day of the contract year in which services are rendered beginning on the Commencement Date.

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month, or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, attorneys' fees) incurred by us to collect overdue amounts.

Failure to pay any sum due by you within sixty (60) days will be a material breach. We may at our option declare all sums due or to become due for the unexpired term immediately due and payable as liquidated damages, and until the same are paid be discharged from further obligations under the contract.

Electronic Funds Transfer Payments (ACH/EFT)

Transmission Format

Accepting CTX (Corporate Trade Exchange) format only. This format allows for up to 9,999 invoices per payment and supports detailed remittance data. It allows the combining of multiple invoices on a single payment and will ensure automatic credit to your accounts, as long as the entire Otis invoice number(s) is transmitted in the exact Otis format (examples below). **Please use the IV (which stands for invoice number) Qualifier when providing the Otis invoice number.**

Minimum Payment Information

The following information is required with each transmission:

- Payment Amount

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- Use the IV Qualifier to provide the ENTIRE INVOICE NUMBER (12 numbers in exact Otis format).

- Example 100400125483 or 110400087253.

- Payment Date

Depository Information

Depository Institution: JP Morgan Chase

Depository Address PO Box 31339-33631-3339, Tampa, FL 33631-3339

Account Name: Otis Elevator Company

Account Number: 55-20622

Bank routing Number: 071000013

If a wire transfer use this routing number: 021000021

Remittance Information

For each transmission, please send remittance notification to Otis Elevator Company via email at REMITTANCE@OTIS.COM or fax to 860-353-5145.

ACCEPTANCE

This proposal, when accepted by you below and approved by our authorized representative, will constitute the entire and exclusive contract between us for the services to be provided and your authorization to perform as outlined herein. All prior or contemporaneous oral or written representations or agreements not incorporated herein will be superseded. Any purchase order issued by you in connection with the services to be provided will be deemed to be issued for your administrative or billing identification purposes only, and the parties hereto intend that the terms and conditions contained herein will exclusively govern the services to be provided. We do not give up rights under any existing contract until this proposal is fully executed. This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed in the margin by an authorized representative of Otis.

THIS QUOTATION is valid for ninety (90) days from the proposal date.

Submitted by: Morgan Dack
Title: -
E-mail: morgan.dack@otis.com

Accepted in Duplicate

CUSTOMER Approved by Authorized Representative		**Otis Elevator Company** Approved by Authorized Representative	
Date:	6/15/20	Date:	6/18/2020
Signed:		Signed:	
Print Name:	- Ashiva Mohammed	Print Name:	Chantel Forrest
Title	- Mayor	Title	Sales Manager

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OTIS MAINTENANCE

E-mail: swoodbury@townofpembrokepark.com

Name of Company Town of Pembroke Park

□ Principal, Owner or Authorized Representative of Principal or Owner

□ Agent: Stephanie Woodbury
(Name of Principal or Owner)

OTIS MAINTENANCE

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OTIS MAINTENANCE

BILL TO INFORMATION

Company Name: Town of Pembroke Park

Address: 3150 S.W. 52nd Avenue

Address 2:

City: Pembroke Park

State: Florida

Zip Code: 33023

ACCOUNTS PAYABLE CONTACT

Name: Christian Abel

Phone Number: 954-966-4600 ext. 237

Fax Number: 954-961-4760

E-mail: cabel@townofpembrokepark.com

TAX STATUS

Are you tax exempt? (Yes) No

If yes, please provide tax exempt certificate

Do you require a Purchase Order be listed on your invoices? Yes (No)

If yes, please provide contact info for PO renewal:

Name:

Fax:

Phone:

E-Mail:

Would you like Otis to automatically debit your bank account for your maintenance invoices? Yes (No)

If yes, please provide blank check for bank routing and account information.

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From: Osmanny Larzabal
To: Town Clerk
Subject: Fw: Town of Pembroke Park Cancellation
Date: Wednesday, January 28, 2026 5:07:46 PM
Attachments: image.png
Outlook-imzjl30r.png
Outlook-qewz0puc.png

See below

Get Outlook for iOS

From: Crain, Aubrey <Aubrey.Crain@otis.com>
Sent: Wednesday, January 21, 2026 12:41:25 PM
To: Osmanny Larzabal <mannyl@tppfl.gov>
Cc: Stephanie Woodbury <swoodbury@tppfl.gov>; David Lynch <dlynch@tppfl.gov>; Jeff Odoms <jodoms@tppfl.gov>
Subject: Re: Town of Pembroke Park Cancellation

Good afternoon Osmanny,

Hope you are well!

For the request below, it looks at a quick glance this would be about $10,304.80, in addition to all open AR against the account, which would be an added $1,873.60.

My OTIS team, however, has continued to express our desire to partner with you - providing service and maintenance logs, as well as suggesting a plan of action between our teams - would we then be able to set up a call to know what further we can do to meet your needs?

All the best,

Aubrey Crain
Sr. Associate, Client Relationship Mgmt
Aubrey.Crain@otis.com
M: +1 (404) 263-1196

Otis Elevator Company
9786 Premier Parkway
Miramar, FL 33025

OTIS | Made to move you

From: Osmanny Larzabal <mannyl@tppfl.gov>
Sent: Wednesday, January 21, 2026 12:13 PM
To: Crain, Aubrey <aubrey.crain@otis.com>
Cc: Stephanie Woodbury <swoodbury@tppfl.gov>; David Lynch <dlynch@tppfl.gov>; Jeff Odoms <jodoms@tppfl.gov>
Subject: [EXTERNAL] Town of Pembroke Park Cancellation

Good afternoon Aubrey,

As of today's date, please provide us with the final payout to terminate contract per the agreement.

If this Agreement is terminated prematurely for any reason, other than our own default, you agree to pay as liquidated damages, and not as a penalty, one-half (50%) of the remaining amount due under this Agreement.



Thank you.

Osmanny “Manny” Larzabal
Deputy Public Services Director
Ph: 954-966-4600
Mobile: 954-290-1252
www.tppfl.gov
3150 SW 52nd Ave
Pembroke Park, FL 33023

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Agenda Item Report

Subject:	Consideration and Approval of Eggstravaganza Budget - Sponsored by Procurement Administrator Woodbury RESOLUTION NO: 2026-015 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK APPROVING THE BUDGETED EXPENSES TOTALING $12,000.00 FOR THE 2026 EGGSTRAVAGANZA EVENT SCHEDULED FOR MARCH 28, 2026; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Stephanie Woodbury, Project Manager
Dept/Group:	Finance
Recommendation for Counsel to consider:	
Background Information:	The annual Eggstravaganza event is scheduled for March 28 and serves as one of our key community engagement activities. The event typically includes family-friendly programming such as egg hunts, games, entertainment, and refreshments. Attendance has grown steadily over the past several years, increasing the need for adequate staffing, supplies, safety measures, and event infrastructure. To ensure a successful and well-organized event, staff have prepared a proposed budget totaling $12,000.00. This amount covers essential expenses including event materials, promotional items, equipment rentals, vendor services, and contingency needs. The proposed budget aligns with prior years' expenditures and reflects anticipated participation levels for 2026.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Resolution No: 2026-015
Eggstravaganza_event planning

RESOLUTION NO. 2026-015

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK APPROVING THE BUDGETED EXPENSES TOTALING $12,000.00 FOR THE 2026 EGGSTRAVAGANZA EVENT SCHEDULED FOR MARCH 28, 2026; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Eggstravaganza is an annual community event designed to provide family-friendly activities, entertainment, and engagement opportunities for residents; and

WHEREAS, the 2026 Eggstravaganza is scheduled to take place on March 28, 2026, requiring adequate planning, staffing, supplies, and event infrastructure; and

WHEREAS, staff have prepared a proposed event budget totaling $12,000.00, which includes costs for materials, equipment rentals, promotional items, vendor services, and other necessary expenditures; and

WHEREAS, the proposed budget is consistent with prior years' event costs and is necessary to ensure a safe, successful, and well-attended community event.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TWON OF PEMBROKE PARK, FLORIDA, THAT:

Section 1. The budgeted expenses totaling $12,000.00 for the March 28, 2026 Eggstravaganza are hereby approved.

Section 2. Staff are authorized to proceed with all necessary preparations, purchases, and arrangements to implement the event.

Section 3. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED this 11th day of February 2026.

_____
MAYOR GEOFFREY JACOBS

ATTEST:

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency

_____
JACOB G. HOROWITZ
Town Attorney

EVENT PLANNING FORM

Budgeted Amount:	**$ 12,000.00**
Event Name	**EGG STRAVAGANZA**
Date of Event	
GL Account #	001-570572-640000-00-9051
PO #	
Department:	PARKS

No purchases can be done before PO is approved

VENDOR NAME	PREVIOUS	ACTUAL	VARIANCE	ITEM DESCRIPTION	nse submitted
Miami Generation Junkanoo	450.00	0	-450	Junkanoo Band	
A Different World Creations LLC	1,600.00	660	-940	Face Painting	
Bounce 2 Bounce	1,212.75	520	-692.75	2025-Extreme Obstacle course,5 n 1 bluie - Earter	
Ashira Mohammed	103.32	0	-103.32	Bagels	
Amazon/Credit card	2,650.92	0	-2650.92	Various supplies/baskets/eggs ETC	
Credit Card	357.50	0	-357.5	Helicopter for egg drop	
Credit Card	273.90	0	-273.9	Egg hunt event- equipment rental	
Credit Card	64.37	0	-64.37	Drinks	
Credit Card	4,848.54	0	-4848.54	Bikes and Supplies for Egg hunt	
A&A PARTS & CARTS LLC	600.00	1130	530	Golf Carts	
Credit Card	87.47		-87.47	Batteries	
Inflatables (Amazon)		217.95			
Easter eggs		894			
Food, drinks & supplies		600			

TOTAL	**12,248.77**	**4,021.95**	
under /over budgeted	248.77	4,021.95	
Commission Approval required select from list		**0**	

Prepared by : **Date**

Town Manager **Date**

Any purchase greater than $1,500 requires a purchase order

Agenda Item Report

Subject:	Certificate of Use Application Ordinance - Sponsored by Building Department Manager Louis ORDINANCE: 2026-003 AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 15 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS;" BY SPECIFICALLY AMENDING ARTICLE VIII, ENTITLED "CERTIFICATES OF USE;" AMENDING SEC. 15-175, ENTITLED "CERTIFICATE OF USE REQUIREMENTS;" PROVIDING FOR AN APPLICATION AND APPROVAL PROCESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jeffrey Louis, Emergency Management Manager
Dept/Group:	Business Tax Receipt
Recommendation for Counsel to consider:	
Background Information:	With the elimination of the Business Tax Receipt, the Business Licensing Division needs a new application process for the Certificate of Use. The proposed ordinance is moving the application requirement from Business Tax Receipt to Certificate of Use.
Staff Recommendations:	Approval of the Ordinance, there are no significate changes from the Business Tax Receipt requirement to the Certificate of Use requirement.
Procurement:	N/A
Financial Implications:	N/A
Alternatives:	

ATTACHMENTS:

Ordinance No: 2026-003
2026-003 - Certificate of Use - Second Reading

ORDINANCE NO. 2026-003

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 15 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS;" BY SPECIFICALLY AMENDING ARTICLE VIII, ENTITLED "CERTIFICATES OF USE;" AMENDING SEC. 15-175, ENTITLED "CERTIFICATE OF USE REQUIREMENTS;" PROVIDING FOR AN APPLICATION AND APPROVAL PROCESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 15-175 of the Town's Code of Ordinances establishes the requirement that businesses operating within the Town obtain a Certificate of Use; and

WHEREAS, the Town Commission previously abolished the Local Business Tax and its attendant application process; and

WHEREAS, the Town Commission used the information obtained from Local Business Tax applicants in its Certificate of Use application process; and

WHEREAS, the Town Commission seeks to incorporate the relevant portions of the prior Local Business Tax application process into the Certificate of Use application for administrative purposes only; and

WHEREAS, the Town Commission finds that amending Section 15-175 of the Town of Pembroke Park Code of Ordinances is in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA:

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

Section 1. RECITALS ADOPTED. That each of the above-stated recitals is hereby adopted and confirmed.

Section 2. CHAPTER 15 OF TOWN CODE AMENDED. Article VIII, entitled "Certificates of Use," of Chapter 15 of the Town Code, entitled "Licenses and Business Regulations," is hereby specifically amended as follows:

Sec. 15-175. Certificate of use requirements.

…

(e) An applicant for a Certificate of Use shall provide a sworn and notarized affidavit to the Town, stating:

(1) The applicant's name, mailing address, telephone number and email address;

(2) The particular location in the Town where the applicant proposes to engage in the business for which the Certificate of Use is sought;

(3) The exact nature of the business;

(4) The date the applicant proposes to commence business;

(6) Where a property is leased to a business, the owner shall file a certificate of use for the proposed business rental certificate of use; upon commencement of a lease of the premises, the owner shall ensure that an amendment to the certificate of use is filed with the Town, providing the information required in subsections 1-4 above for the lessee.

(f) Home Occupations. Home occupations, subject to the provisions contained herein, shall be permitted in all residential zoning districts.

(1) A home occupation means the use of a portion of a dwelling unit or accessory building as a personal office or business by a resident of the dwelling only.

(2) A person desiring to conduct a home occupation shall submit a completed application, including a signed affidavit, on forms provided by the Town. The application will be reviewed to make sure that the application includes all the required information. The applicant will be notified within seven (7) calendar days after filing as to whether the application is complete. The applicant shall be notified by the Town within fourteen (14) calendar days as to whether the application for a home occupation certificate of use is approved.

(3) Any home occupation must comply with the individual residential zoning regulations applicable to the particular address and the following provisions:

a. There shall be no display of goods, machinery, equipment, nor any performance of work visible or audible from any street or adjoining property, nor shall there be any sign identifying or providing any information of any nature regarding the home occupation. There shall be no retail sales, repair,

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manufacture or the storage of merchandise on the premises. This includes hazardous materials.

b. No equipment or process shall be used in any home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectible to the normal senses off the premises.

c. No home occupation shall generate or attract unsafe, excessive or hazardous vehicular or pedestrian traffic to the dwelling unit.

d. The applicant may use his or her home address only for receiving mail and not for any advertising purposes.

e. No more than one (1) employee or independent contractor of any type shall be permitted at the dwelling unit or accessory building at any time in connection with the home occupation.

f. No customers or clients are permitted in the dwelling unit or accessory building in connection with the home occupation.

g. Notwithstanding the above provisions, under no circumstances shall the cultivation, growing, processing or distribution of medical or recreational marijuana or prescription drugs or substances be permitted, including medical marijuana treatment centers or dispensaries, as a home occupation.

(4) The Town reserves the right to conduct an inspection of the home occupation premises at least once a year, but does not require an annual inspection.

(g) No Certificate of Use shall be granted until there has been full compliance with this section, and all applicable provisions of the ordinances of the Town and all regulations adopted pursuant thereto, including, but not limited to, the building and fire codes.

Section 3. It is the intention of the Town Commission of the Town of Pembroke Park that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Pembroke Park, Florida, and that the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

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Words in underlined type are additions.

Section 4. All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 5. If any clause, section, or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

Section 6. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE FIRST READING, THIS 14TH DAY OF JANUARY 2026.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE SECOND AND FINAL READING, THIS 11TH DAY OF FEBRUARY, 2026.

ATTEST:

_____
MAYOR GEOFFREY JACOBS

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency:

_____
JACOB G. HOROWITZ
Town Attorney

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Words in underlined type are additions.

BUSINESS IMPACT ESTIMATE[1]

Meeting Date: February 11, 2026	Agenda Item No. 9.1

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

The proposed ordinance seeks to amend Section 15-175 of the Town of Pembroke Park's Code of Ordinances to revise the Certificate of Use (COU) requirements. The amendment incorporates relevant elements from the previously repealed Local Business Tax application process into the COU application for administrative purposes. It also clarifies the application and approval process for home occupations and outlines the responsibilities of property owners leasing to businesses. The purpose of the ordinance is to streamline business registration procedures, ensure accurate business information is collected, and maintain compliance with applicable zoning, building, and fire codes. These changes are intended to improve administrative efficiency and support safe, lawful business operations within the Town.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

This ordinance is not expected to impose direct compliance costs on private or for-profit businesses. The changes are administrative in nature and primarily affect the information required during the Certificate of Use application process. Businesses will not be required to alter their operations or incur new expenses beyond standard application procedures.

b. New Charges/Fees on Businesses Impacted:
The ordinance does not impose any new charges or fees on businesses. It does not reinstate the Local Business Tax or introduce any new financial obligations.

c. Estimate of Regulatory Costs:

There are no new regulatory costs imposed on businesses. The ordinance does not create new regulations for private entities but rather updates the Town's internal procedures for processing Certificate of Use applications and clarifies requirements for home-based businesses.

Good Faith Estimate of Number of Businesses Likely Impacted: The ordinance applies to all businesses operating within the Town that are required to obtain a Certificate of Use. While the number of impacted businesses may vary, all new and existing businesses seeking to operate legally in the Town will be subject to the clarified application requirements. Home-based businesses may also be positively impacted by the formalization of a clear and accessible application process.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

[1] Business Impact Estimate does not apply to the following:
1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
    a. Part II of Chapter 163, F.S.;
    b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
    c. Sec. 553.73, F.S. (Fla. Building Code);

d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

Agenda Item Report

Subject:	Consideration and Approval of Ordinance Amending Commission Meeting Time from 7:00 p.m. to 6:00 p.m. - Sponsored by Town Manager Lynch ORDINANCE NO: 2026-004 AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING SECTION 2-36 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "DATE AND TIME FOR REGULAR MEETINGS;" BY SPECIFICALLY CHANGING THE TIME THE COMMISSION MEETS FROM 7:00 P.M. TO 6:00 P.M.; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	David Lynch, Town Manager
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	The Town Manager requested preparation of an ordinance modifying the official meeting time of the Town Commission. The proposed change would move the regular meeting start time from **7:00 p.m.** to **6:00 p.m.** The attached ordinance reflects this amendment to the Town's Code of Ordinances.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Ordinance No: 2026-004

2026-004 - Business Impact Statement - Time Change for Meetings

ORDINANCE NO. 2026-004

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING SECTION 2-36 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "DATE AND TIME FOR REGULAR MEETINGS;" BY SPECIFICALLY CHANGING THE TIME THE COMMISSION MEETS FROM 7:00 P.M. TO 6:00 P.M.; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 2-36 of the Town's Code of Ordinances establishes the date and time the Commission meets each month; and

WHEREAS, the Town Commission seeks to change the meeting time to 6:00 p.m.; and

WHEREAS, the Town Commission finds that amending Section 2-36 of the Town of Pembroke Park Code of Ordinances is in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA:

Section 1. **RECITALS ADOPTED.** That each of the above-stated recitals is hereby adopted and confirmed.

Section 2. **SECTION 2-36 OF TOWN CODE AMENDED.**

Sec. 2-36. - Date and time for regular meetings.

The Town Commission shall meet for regular meetings on the second Wednesday of each and every month at the hour of ~~7~~6:00 p.m.; or as soon thereafter as possible. In the event of a holiday, or other special circumstance, the Town Commission, by majority vote, may reschedule, cancel or continue a regular meeting of the Town Commission.

Section 3. It is the intention of the Town Commission of the Town of Pembroke Park that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

of the Town of Pembroke Park, Florida, and that the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

Section 4. All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 5. If any clause, section, or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

Section 6. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE FIRST READING, THIS 11th DAY OF FEBRUARY, 2026.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____, 2026.

ATTEST:

_____
MAYOR GEOFFREY JACOBS

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency:

_____
JACOB G. HOROWITZ
Town Attorney

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

BUSINESS IMPACT ESTIMATE[1]

Meeting Date: February 11, 2026	Agenda Item No. 10.1

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

The purpose of this ordinance is to adjust the official start time of regular Town Commission meetings from **7:00 p.m.** to **6:00 p.m.** to better align with operational needs and improve meeting efficiency.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

There are no direct compliance costs for businesses, as the ordinance does not impose new requirements, operational changes, or mandates.

b. New Charges/Fees on Businesses Impacted:
Not applicable. The ordinance does not impose any new charges, fees, or taxes on businesses.

c. Estimate of Regulatory Costs:

There are no new regulatory costs associated with this ordinance.

Good Faith Estimate of Number of Businesses Likely Impacted: No businesses will be directly impacted by adoption of the ordinance.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

[1] Business Impact Estimate does not apply to the following:

1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
    a. Part II of Chapter 163, F.S.;
    b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
    c. Sec. 553.73, F.S. (Fla. Building Code);
    d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

Agenda Item Report

Subject:	Consideration to Approve the Capital Improvement Element for Submission to the Department of Commerce - Sponsored by Public Services Director Odoms and Finance Director Davermann ORDINANCE NO: 2026-005 AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING THE TOWN'S COMPREHENSIVE PLAN TO PROVIDE FOR THE 2026 ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS ELEMENT, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN; AUTHORIZING AND DIRECTING TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Finance Director, Finance & Budget Director
Dept/Group:	Finance
Recommendation for Counsel to consider:	
Background Information:	The Town Commission is requested to review and approve the proposed Capital Improvement Element (CIE). This plan outlines anticipated capital projects, priorities, and funding strategies for the next five fiscal years. Approval of this plan is required for submission to the Department of Commerce in compliance with applicable regulations and funding requirements. The Capital Improvement Element serves as a strategic roadmap for infrastructure improvements, facility upgrades, and other major capital investments. The plan includes estimated costs, timelines, and potential funding sources for each project. Submission to the Department of Commerce ensures eligibility for grants, funding programs, and compliance with state and federal guidelines. On January 14, the Commission approved by resolution the submittal of document to the State; however, the state advised this must be presented as ordinance instead of resolution.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Ordinance No: 2026-005
TPP Capital Improvements Element
2026-005 - Business Impact Statement - Capital Improvement Element

ORDINANCE NO. 2026-005

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING THE TOWN'S COMPREHENSIVE PLAN TO PROVIDE FOR THE 2026 ANNUAL UPDATE TO THE CAPITAL IMPROVEMENTS ELEMENT, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN; AUTHORIZING AND DIRECTING TRANSMITTAL TO THE DEPARTMENT OF COMMERCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Pembroke Park, Florida recognizes the importance of planning for future infrastructure and capital needs; and

WHEREAS, the proposed Capital Improvement Element (CIE), attached hereto as Exhibit "A" outlines anticipated projects, priorities, estimated costs, and funding strategies for the next five fiscal years; and

WHEREAS the Town Commission of the Town of Pembroke Park held a public hearing to allow for public participation concerning the preparation and review of the proposed updates to the CIE; and

WHEREAS, the Town Commission of the Town of Pembroke Park, Florida, held a public hearing, according to Chapter 163 of the Florida Statutes, at which time the parties and interests and all other citizens and residents of Oakland Park so desiring to participate had an opportunity to be and were heard; and

WHEREAS, the Town Commission of the Town of Pembroke Park, Florida finds the adoption of the amendments to the CIE, attached hereto as Exhibit "A" to be in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION

OF THE TOWN OF PEMBROKE PARK, FLORIDA, THAT:

SECTION 1. The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are hereby made a part of this ordinance.

SECTION 2. The Town Commission of the Town of Pembroke Park, Florida hereby approves and adopts the proposed updates to the Capital Improvement Elements of the Comprehensive Plan, attached and identified as Exhibit "A," as amended. The Commission further authorizes and directs the transmittal of the CIE to the Department of Commerce.

SECTION 3. If any clause, section, or other part of this Ordinance shall be held by any Court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affect the validity of the other provisions of this Ordinance.

SECTION 4. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed to the extent of such conflicts.

SECTION 5. This Ordinance shall be effective upon its passage and adoption by the Town Commission of the Town of Pembroke Park, Florida.

THE REST OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE FIRST READING, THIS 11TH DAY OF FEBRUARY, 2026.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____, 2026.

ATTEST:

_____
MAYOR GEOFFREY JACOBS

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency:

_____
JACOB G. HOROWITZ
Town Attorney

Town of Pembroke Park

Capital Improvements Element

Goals, Objectives, and Policies Document

Adopted January 14, 2026

Capital Improvements Element

Goals, Objectives, and Policies

Capital Improvements Element (CIE) Adoption Document
Town of Pembroke Park

1. Introduction, Purpose and Policies

The goal of the Capital Improvements Element of the Town of Pembroke Park Comprehensive Plan is to identify, prioritize, and fund capital projects necessary to support existing and future development, maintain adopted Levels of Service (LOS), and ensure consistency with the Town's goals, objectives, and policies.

This Capital Improvement Element (CIE) for the Town of Pembroke Park assesses public facility and infrastructure requirements for the Town, and identifies specific level-of-service standards related to municipal services. Development must always demonstrate that the adopted level-of-service standard is maintained in order to receive approval.

Additionally, the CIE prioritizes the implementation of capital improvements projects based on public facility requirements, and specifies the funding required to pay for implementation. The entire Capital Improvements Element must be reviewed on an annual basis.

SECTION I: CAPITAL IMPROVEMENTS

OBJECTIVE 1.1:

The Town shall adopt, and annually amend, a balanced 5-year Capital Improvement Plan (CIP) prepared to be implemented in the Town's yearly budget with anticipated projected expenditures for the following four year period.

POLICY 1.1.1: The 5-year CIP shall be financially feasible and address all capital improvements identified in the comprehensive plan including existing and estimated deficiencies with estimated cost for replacement, renovation or substituted alternatives.

POLICY 1.1.2: All future building owners shall assist in paying their share of future anticipated impact on the Town's capital facilities and improvements.

POLICY 1.1.3: All Land Use decisions for public and private construction shall be based on the 5-year CIP which shall assure the Town's available and projected fiscal resources are allocated for construction of the necessary public facilities to meet LOS concurrent

with actual need for said services consistent with Chapter 163.3180 Florida Statutes as amended.

POLICY 1.1.4: The Town shall establish criteria to evaluate future capital improvement projects. Such criteria shall be directly related to the individual elements of the comprehensive plan and shall include consideration of:

a. The elimination of public hazards;

b. The elimination of existing capacity deficiencies;

c. Local budget impact and financial feasibility;

d. The accommodation of new development and redevelopment facility service demand;

e. Plans of State Agencies that provide public facilities within the Town's jurisdiction.

OBJECTIVE I.2

The Town shall approve development or redevelopment proposals that are consistent with existing services availability or coincides with budgeted provisions of additional services at the adopted Level of Service (LOS) standards; and that all future development bears their proportionate cost of new facility improvements required by the Town to maintain adopted levels of service and improvements.

POLICY 1.2.1: All development proposals and redevelopment proposals shall be reviewed cognizant of level of service standards, existing levels of service and where appropriate, the timeframe for implementation of additional facility improvements.

POLICY 1.2.2: The approval of proposed development or redevelopment projects shall be based on the project related service needs being concurrently available at the adopted level of service standards or that development orders and permits are conditioned on the availability of facilities to serve the proposed development.

POLICY 1.2.3: The recommended Level of Service (LOS) Standards for basic urban services within the Town are as follows:

FACILITY	LOS STANDARDS TO BE MAINTAINED
A. Sanitary Sewer Facilities	Average sewage generation rate is 258 gallons per capita per day
B. Solid Waste Facilities	Average solid waste generation rate is 8.9 pounds per residential unit
C. Drainage Facilities	1-in-100 year storm with attenuation (24 hour storm event) and treatment of the first 1" of run off on site
D. Potable Water Facilities	Average water consumption rate is 103 gallons per capita per day
E. Arterial / Collector Roadways**	See Below
F. Local Roadways	LOS "D"
G. Recreation Standard for Land	3 acres per 1,000 permanent population

[The Town is located in a Broward County Transportation Concurrency Management Area (TCMA). All new development is subject to payment of Transit Impact Fees to Broward County.]**

OBJECTIVE 1.3:

The Town shall utilize the Capital Improvements Element of the Comprehensive Plan as a means to correct existing deficiencies, replace obsolete or worn out facilities and limit public expenditures that subsidize private development in High Hazard Coastal Area.

As defined in Section 163.3178(2)(h), F.S., the Coastal High Hazard Area (CHHA) is the area below the elevation of the category 1 storm surge line as established by the Sea, Lake, and Overland Surges from Hurricanes (SLOSH) model

POLICY 1.3.1: The Town shall annually review the need for providing public facilities to serve developments approved before the adoption of this comprehensive plan and replacing existing capital improvements as required in the 5-year CIP.

POLICY 1.3.2: The Level of Service (LOS) Standards established in accordance with the other elements of the Comprehensive Plan and identifying in Objective

1.2 shall be maintained and available concurrently with the impact of all new development

OBJECTIVE 1.4: The annual budget shall demonstrate the Town's ability to provide needed facilities identified in the Comprehensive Plan Elements so that current and future public facility needs do not exceed the Town's available revenue sources.

POLICY 1.4.1: The annual budget adopted by the Town shall contain an annual capital budget that corresponds to the Capital Improvement Program and Schedule of Improvements included in the Comprehensive Plan

POLICY 1.4.2: The Town shall continue to encourage private developers to construct and donate to the Town capital improvements needed to mitigate impacts of new development in order to meet adopted level of service standards.

POLICY 1.4.3: The Town shall not incur any debt from financing capital improvements unless plans are adopted for borrowing funds and providing the necessary debt service within its capital improvement budget in accordance with Town Charter.

POLICY 1.4: The Town hereby certifies that the capital improvements identified in this element are financially feasible based on currently available revenue sources and projected revenues, consistent with Section 163.3177(3)(a)5, F.S.

OBJECTIVE 1.5: The Town shall insure that the land development regulations require that developers of proposed development and redevelopment projects participate in any facility improvement costs necessary to maintain LOS standards.

POLICY 1.5.1: Require the performance bonding of project related utility or transportation improvements necessary to accommodate the development of vacant parcels or substantial redevelopment of existing properties.

POLICY 1.5.2: Establish a preference for the actual construction of adjacent site road improvements in lieu of impact fee payments.

OBJECTIVE 1.6: The Town shall consider the flood-related impacts of future development and redevelopment when prioritizing capital improvements.

POLICY 1.6.1: Capital improvement projects shall be evaluated for resilience to flooding and sea level rise consistent with Section 163.3178(2)(f), F.S.

POLICY 1.6.2: The Town shall coordinate with Broward County on regional resilience and adaptation planning efforts."

Public Infrastructure Element

Goals, Objectives, and Policies

SECTION II: PUBLIC INFRASTRUCTURE

SECTION II-A: SANITARY SEWER

GOAL II-A: Ensure efficient and economical sanitary sewage disposal.

OBJECTIVE 2-A.1:
Continue to coordinate with the City of Hollywood to ensure compliance with the Large Users Agreement pertaining to the capacity made available for sewage disposal to the Town.

POLICY 2-A.1.1: Provide and monitor metering of all sewage flows to the Hollywood treatment plant.

POLICY 2-A.1.2: Provide annual information to the City of Hollywood Utilities Department about Pembroke Park's projected and actual growth.

OBJECTIVE 2-A.2:
Complete the process begun in 1995 to phase out all septic tanks in the Town. Maintain and improve the Town's sewage collection system in order to maximize the use of the Town's existing infrastructure.

POLICY 2-A.2.1: Continue to establish a priority system for replacing / correcting existing collection lines, and a sewer maintenance and replacement schedule.

POLICY 2-A.2.2: Adopt regulations to require the adoption of a "special assessment district" for connection of all septic tanks to available sanitary sewer lines.

POLICY 2-A.2.3: Continue to extend sanitary sewer service to all areas of the Town where septic tanks are in use.

SECTION II-B: SOLID WASTE

GOAL 2-B: Secure the most efficient and economical solid waste disposal for residents and commercial establishments.

OBJECTIVE 2-B.1:
Continue to evaluate current waste collection practices and recommend methods to coordinate disposal carriers, increase current capacities or reduce per capita generation and address priorities, deficiencies and needs.

POLICY 2-B.1.1: Require the committee to report to the Commission its findings and recommendations within two years.

POLICY 2-B.1.2: Continue to enforce regulations to discourage litter and illegal dumping.

POLICY 2-B.1.3: Continue to enforce regulations to prohibit solid waste incinerators within the Town.

POLICY 2-B.1.4: Continue to enforce regulations to prohibit solid waste transfer stations within the Town.

OBJECTIVE 2-B.2:

The Town shall coordinate with Broward County to comply with programs to meet the State of Florida goal of recycling 75 percent of municipal solid waste by 2030.

POLICY 2-B.2.1: The Town shall continue to implement a comprehensive recycling program to be completed as follows:

a. Continue to collect recycling from all Mobile Home Parks.

b. Continue to collect recycling from apartment complexes as requested by owners.

POLICY 2-B.2.2: The Town will participate with Broward County in the development and use of a resource reduction and recovery system for non-diverted solid waste.

POLICY 2-B.2.3: The Town will coordinate and participate with local governments in programs designed to collect and dispose of small-volume hazardous wastes.

POLICY 2-B.2.4: The Town will coordinate and participate with local governments to find alternative methods for disposing of materials no longer acceptable at landfills according to the Solid Waste Act of 1988 (Section 403.70-.7221).

SECTION III-C DRAINAGE

GOAL III-C: Protect structures and roadways from the effects of 100 years storms.

OBJECTIVE 3-C.1:

The Town shall continue to use the Master Drainage Plan developed in 2000 and updated in 2001 and 2010 as a basis for selecting drainage projects that are ongoing.

POLICY 3-C.1.1: Continually review and enforce regulations pertaining to the Town's adopted Flood Prevention and Protection Ordinance.

OBJECTIVE 3-C.2:
The Town shall continue to complete drainage improvements in flood prone areas.

POLICY 3-C.2.1: The Town shall continue to utilize the Master Drainage Plan.

POLICY 3-C.2.2: The Town shall continue to utilize the adopted drainage standard that requires all commercial properties to hold a 25-year storm event on site. This shall continue to be enforced on all new developments and redevelopments. The first inch of rainfall shall be treated.

POLICY 3-C.2.3: The Town shall continue to encourage public facility and service providers to give priority to the elimination of any infrastructure deficiencies which would impede the rehabilitation or redevelopment of blighted areas.

POLICY 3-C.2.4: The Town shall continue to utilize the Master Plan developed in 2000 and Drainage Regulations updated in 2003 and 2014 to alleviate recurring critical flooding problems.

POLICY 3-C.2.5: The Town shall continue to coordinate with the requirement of the Broward County NPDES Permit.

OBJECTIVE 3-C.3:

The Town will continue to enforce wellfield protection regulations providing for the surveillance and enforcement of the existing and proposed wellfields within and adjacent to the municipal boundaries.

POLICY 3-C.3.1: Areas determined to be located within wellfield cones of influence will not be allowed to be constructed for new industrial of toxic storage purposes. All existing non-residential developments located in wellfield zone 3 shall be required to coordinate with Broward County the requirement of installing monitoring wells.

SECTION IV-D: GENERAL REQUIREMENTS

GOAL IV-D: Existing deficiencies will be corrected by undertaking the projects identified in thePembroke Park 5 year Capital Improvement Plan.

OBJECTIVE 4-D.1:
During the annual review process, the Commission shall rank proposed capital improvement projects as follows:

Level One – whether the project is needed to protect public health and safety, to fulfill the Town's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities and structure.

Level Two – whether the project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, provides services or to developed areas lacking full service or promotes "in-fill" development.

Level Three – whether the project represents a logical extension of facilities and services within a designated service area.

OBJECTIVE 4-D.2:
Needed public facilities and improvements shall be coordinated and provided concurrent with projected growth and costs of the system shall be proportionately allocated based on the added benefits received by the Town's existing and future residents

POLICY 4-D.2.1: All improvements for replacements, expansion or increase in capacity of facilities shall be compatible with the adopted Level of Service standards for the facilities

POLICY 4-D.2.2: The following level of service standards are hereby adopted and shall be used as the basis for determining the availability of facility capacity and demand generated by a development:

FACILITY	LOS STANDARDS TO BE MAINTAINED
A. Sanitary Sewer Faciltiies	Average sewage generation rate is 258 gallons per capita per day
B. Solid Waste Facilities	Average solid waste generation rate is 8.9 pounds per residential unit
C. Drainage Facilities	1 in 100 yearstorm with attenuation (24 hour storm event) and treatment of the first 1st run off on site
D. Potable Water Facilities	Average water consumption rate is 103 gallons per capita per day

In order to ensure that level of service standards are maintained, methodologies for determining available capacity and demand shall incorporate appropriate peak demand coefficients for each facility and for the type of development proposed.

POLICY 4-D.2.3: The Town shall continue to promote the availability of consistent information on existing and planned facilities and services provided by different governmental entities.

POLICY 4-D.2.4: The Town shall continue to utilize coordinated regulatory and programmatic approaches and financial incentives to promote compact, efficient urban growth patterns and redevelopment activities.

Recreation and Open Space Element

Goals, Objectives, and Policies

SECTION V: RECREATION AND OPEN SPACE

GOAL V: Plan and build recreational facilities that fulfill the needs and leisure-time desires of the various population groups in the Town.

OBJECTIVE 5.1:

Continue to require private development to pay their fair share of needed park facilities and maintenance.

POLICY 5.1.1: Continue to fund and maintain all existing park sites and operations.

POLICY 5.1.2: Maximize the public utilization of Behan Park located along SW 21st Street in the eastern part of the Town. Continue to enhance the passive linear park adjacent to Behan Park and that portion within the Bamboo Mobile Home Park east of Park Road (Howard P. Clark, Sr. Linear Walkway).

POLICY 5.1.3: The Town shall continue to evaluate the acquisition and improvements of potential park sites utilizing available funding for natural areas or other sources for active parks.

OBJECTIVE 5.2:

The Town hereby adopts the level of service for the Town, to consist of 3 acres of recreational space per 1,000 permanent residents.

POLICY 5.2.1: Ensure the protection of natural areas through public acquisition with emphasis on ecologically intact systems.

POLICY 5.2.2: The Town shall place passive recreational furniture, equipment and displays in all public passive parks such as: benches, tables, trails, interpretive displays and wildlife observation areas.

POLICY 5.2.3: The Town shall link all public parks, community centers, schools, etc. with greenways including native landscaping. The greenway corridors, shall provide access for handicap residents, bikes, pedestrians, and other non-motorized vehicles.

POLICY 5.2.4: All publicly owned parks less than 20 acres in size shall be defined as neighborhood parks. The public shall be able to walk and bike in neighborhood parks without encountering heavy vehicular traffic.

POLICY 5.2.5: The Town shall continue to promote active and passive recreational programs, as well as social programs for its residents, guests and workforce. This may include health fairs, holiday festivals and tourist related activities and programs.

POLICY 5.2.6: The Town shall continue to require new residential developments to mitigate the impacts of new residents by dedicating land, construction facilities, paying impact fees, or combinations thereof.

POLICY 5.2.7: The Town may elect to adopt regulations to govern activities within its parks (alcohol use / tobacco use / drug use / animals / hours of operation / etc.) and may require fees to utilize its facilities.

OBJECTIVE 5.3:
The Town's natural areas, environmental preserves and recreational facilities shall continue to be accessible by all motorized and non-motorized means.

POLICY 5.3.1: All parks, public recreation areas, natural areas, environmental preserves and other recreational facilities shall continue to be accessible to pedestrians and automobiles and provide access to handicapped residents.

Intergovernmental Coordination Element

Goals, Objectives, and Policies

SECTION VI: INTERGOVERNMENTAL COORDINATION

GOAL VI: Continue to coordinate to the maximum extent possible all regional issues with applicable governmental agencies and adjacent municipalities in order to achieve a compatible built and natural environment.

OBJECTIVE 6.1:

Coordinate the Town's adopted Comprehensive Plan with the plans of adjacent cities (West Park, Miramar, Hollywood, Hallandale Beach), Broward County, Miami-Dade County, the State Comprehensive Plan, the Broward County School Board (BCSB), State of Florida Department of Transportation (FDOT), South Florida Regional Planning Council (SFRPC), South Florida Water Management District (SFWMD) and the Broward County Department of Environmental Protection and Growth Management (DEPGM).

POLICY 6.1.1: The Town shall request the opportunity to review Comprehensive Plans and proposed amendments thereto of West Park, Miramar, Hollywood, Hallandale Beach, Broward County, Miami-Dade County and the Regional POLICY Plan prepared by the SFRPC to identify potential impacts to or conflicts with the Town's Comprehensive Plan.

POLICY 6.1.2: Upon identification of potential impacts to or conflicts with the Town's Comprehensive Plan arising from review of Comprehensive Plans or amendments pursuant to Policy 6.1.1 the Town shall consider adoption of amendments to the Town's Comprehensive Plan to address identified conflicts or impacts.

POLICY 6.1.3: The Town shall annually review the current short range and long range plans of the Broward County School Board, South Florida Water Management District, State of Florida Department of Transportation, and the Broward County Metropolitan Planning Organization to identify impacts to or conflicts with the Town's Comprehensive Plan.

POLICY 6.1.4: The Town shall utilize the SFRPC's informal mediation process to resolve conflicts with other local governments when agreed to by all affected parties.

POLICY 6.1.5: The Town shall identify the programs and activities of adjacent municipalities, Broward and Miami-Dade Counties, the SFRPC, FDOT, DEPGM and the SFWMD which are determined to impact the Town during the review of the plans contained within Policies 6.1.1 and 6.1.3. Upon identification of programs impacting the Town, the Town shall consider amendments to the Town's Comprehensive Plan addressing coordination with identified programs as appropriate. Said coordination may include but is not limited to interlocal agreements, joint work groups and coordinated activities.

OBJECTIVE 6.2:

Continue to monitor State Department of Transportation, South Florida Water Management District, County MPO and Regional Plans, studies and/or changes to the level of service standards that may affect the Town's future actions and policies pertaining to the maintenance of the adopted Level of Service Standards within the Town's boundaries.

POLICY 6.2.1: The Town Commission shall continue to review all correspondence pertaining to the Town Comprehensive Plan's effect on the comprehensive plans of adjacent municipalities.

POLICY 6.2.2: The Town shall continue to be active in the Broward County League of Cities in order to address regional issues and issues the Town or effecting other local government units and agencies providing service to the Town of Pembroke Park.

POLICY 6.2.3: The Town shall utilize the dispute resolution process of the South Florida Regional Planning Council when potential conflicts arise with adjacent municipalities.

POLICY 6.2.4: In accordance with State law and Broward County Charter, the Town herby elects to accept by reference the adopted Level of Service (LOS) of the applicable agencies having operational maintenance responsibility for public facilities located within the Town boundaries.

POLICY 6.2.5: The Town shall continue to coordinate with the Broward County Legislative Delegation relating to annexation issues which may affect southeastern Broward County including the Town of Pembroke Park.

POLICY 6.2.6: The Town shall coordinate and provide information to the providers of services and adjacent communities. Said coordination shall include, but is not limited to, review of population projections and estimates prepared by Broward County and included in the Broward County 10-Year Water Supply Facilities Work Plan to ensure consistency with Town estimates and projections.

POLICY 6.2.7: The Town shall coordinate with Broward County in the review of proposed amendments to Level of Service (LOS) standards for potable water which impact the Town to ensure that adequate capacity remains available to serve the existing and future needs of the Town.

POLICY 6.2.8: The Town shall participate in on-going collaborative efforts with the City of Hollywood and Broward County Water and Wastewater Services and other governments and agencies regarding water supply needs, long-term alternative water supply projects, sharing of information, establishing level of service standards and serving newly annexed areas, where applicable.

POLICY 6.2.9: The Town shall consider the impacts of proposed amendments to the Town's Comprehensive Plan upon existing development of adjacent municipalities, unincorporated areas, Miami-Dade County, the SFRPC's regional POLICY Plan and the State of Florida Comprehensive Plan prior to adoption of proposed amendments, in order to insure that all future development is compatible with neighboring municipalities.

POLICY 6.2.10: The Town shall continue to attend the monthly meetings of the League of Cities Technical Advisory Committee (TAC) or its equivalent to coordinate planning activities with adjacent municipalities, the Broward County School Board and other governmental units and agencies providing services but not having regulatory authority over the use of land in the Town, the County, the Region and/or State.

POLICY 6.2.11: The Town will consider amendment of its Comprehensive Plan to address issues affecting adjacent local governments the County, the Region and/or the State identified through coordination with the Technical Advisory Committee as per Policy 6.2.10.

POLICY 6.2.12: Where the Town's land development regulations require mailing of public notices for various land development applications, a copy of the notice will be mailed to neighboring jurisdictions for comments pertaining to the proposed action in relationship to their plans when those jurisdictions fall within the required notice area.

POLICY 6.2.13: The Town will review Special District Facility Reports prepared by the South Florida Water Management District (SFWMD) and the Broward County Solid Waste Disposal District (BCSWDD) pursuant to Chapter 189.415 F.S. and identify potential conflicts with the Town's adopted Comprehensive Plan.

POLICY 6.2.14: The Town will coordinate with the governing boards of the SFWMD and the BCSWDD in order to resolve issues identified in Policy 6.1.2.

POLICY 6.2.15: The Town will consider amending its Comprehensive Plan based upon the review of the plans and discussions identified in Policies 6.1.1 and 6.1.2.

OBJECTIVE 6.3:

The Town of Pembroke Park shall pursue the identification and implementation of joint planning areas for the purposes joint infrastructure service areas.

POLICY 6.3.1: The Town will coordinate with existing and future service providers that have no regulatory authority over the use of land within the Town including, but not limited to, the City of Hollywood, Broward County and the Broward County School Board to develop recommendations that address ways to improve existing and future coordination of the Town's concurrency management methodologies, systems and levels of service.

POLICY 6.3.2: The Town shall pursue and support the establishment of joint planning areas with adjacent municipalities, Broward County and agencies or other governmental units providing services including but not limited to the maintenance of sanitary sewer, potable water, roadway, drainage, public schools, solid waste and parks and recreations facilities in order to enhance, improve or increase the efficiency with which these facilities are currently provided.

POLICY 6.3.3: "Joint Planning Areas" described in Policy 6.3.2 shall be established through formal agreements among the necessary governmental bodies and shall include and not be limited to as many of the following planning considerations as possible:

A. Cooperative planning and review of land development activities within the areas covered by an agreement.

B. Specification of service delivery

C. Funding and cost-sharing issues with joint planning areas.

- Enforcement/Implementation

POLICY 6.3.4: The Town shall pursue coordination of activities with FDOT to address capacity and stormwater management issues and needs along state roadway, including I-95, Hallandale Beach Boulevard and Pembroke Road.

POLICY 6.3.5: The Town shall continue to coordinate with DNRP as necessary to comply with the requirements of the Broward County Joint Municipal National Pollutant Discharge Elimination System (NPDES) Permit.

POLICY 6.3.6: The Town shall continue to hold discussions with Broward County or other service providers relating to the provision of fire protection services within the Town and shall consider amendment of the Comprehensive Plan (if necessary) to reflect and future change to the existing method of fire protections.

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CAPITAL IMPROVEMENT PLAN

Fiscal Years 2025 - 2030

Town of Pembroke Park
Capital Improvement Plan (2025 - 2030)

	PROJECT NAME	PROJECT CATEGORY	BUDGET					FIVE-YEAR TOTAL	Grant Funded	Town Funded	Funding Needed	Total Project Cost
			FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30					
1	Town Hall Generator	Facilities Improvements	$1,800,000	$ -	$ -	$ -	$ -	$1,800,000	$400,000	$1,400,000	$ -	$1,813,653
2	Replacement of Town Hall AC/HV and System Upgrades	Facilities Improvements	$1,500,000	$ -	$ -	$ -	$ -	$1,500,000	$ -	$1,500,000	$ -	$1,517,896
3	Surtax Road Improvements Projects PPRK-010	Road & Street Improvements	$ -	$274,156	$ -	$ -	$ -	$274,156	$264,000	$10,156	$ -	$274,156
4	S.W. 30th Avenue Wastewater Project- Septic to Sewer	Sewer Improvements	$ -	$ -	$9,734,400	$ -	$ -	$9,734,400	$ -	$ -	$9,734,400	$9,734,400
5	Lift Station 14 Improvements	Sewer Improvements	$3,824,538	$ -	$ -	$ -	$ -	$3,824,538	$ -	$ -	$3,824,538	$3,824,538
6	Lift Station 17 Improvements	Sewer Improvements	$3,536,000	$ -	$ -	$ -	$ -	$3,536,000	$ -	$ -	$3,536,000	$3,536,000
7	Lift Station 19 Improvements	Sewer Improvements	$ -	$ -	$ -	$2,690,675	$ -	$2,690,675	$ -	$ -	$2,690,675	$2,690,675
8	Inflow and Infiltration Location and Repair	Sewer Improvements	$585,036	$ -	$ -	$ -	$ -	$585,036	$ -	$ -	$585,036	$585,036
9	Pipe Bursting	Sewer Improvements	$2,817,390	$ -	$ -	$ -	$ -	$2,817,390	$ -	$ -	$2,817,390	$2,817,390
10	SW 31st Avenue South	Stormwater Improvements	$ -	$ -	$744,000	$ -	$ -	$744,000	$ -	$ -	$744,000	$744,000
11	SW 25th St. Park Rd N. & S. Stormwater Improvements Project II	Stormwater Improvements	$1,527,000	$1,026,000	$513,000	$ -	$ -	$3,066,000	$513,000	$2,553,000	$1,760,213	$4,826,213
12	SW 36th Court	Stormwater Improvements	$444,000	$ -	$ -	$ -	$ -	$444,000	$ -	$ -	$444,000	$444,000
13	SW 55th Avenue	Stormwater Improvements	$ -	$ -	$1,036,000	$ -	$ -	$1,036,000	$ -	$ -	$1,036,000	$1,036,000
14	County Line Rd. Stormwater Connection	Stormwater Improvements	$ -	$ -	$862,500	$ -	$ -	$862,500	$ -	$ -	$862,500	$862,500
15	John P. Lyons Lane Stormwater Improvements	Stormwater Improvements	$2,200,000	$ -	$ -	$ -	$ -	$2,200,000	$ -	$2,200,000	$ -	$2,200,000
16	Preserve Lighting Project	Parks Improvements	$138,000	$ -	$ -	$ -	$ -	$138,000	$ -	$138,000	$ -	$138,000
17	Partheon at Preserve Park Amphitheater	Parks Improvements	$345,000	$ -	$ -	$ -	$ -	$345,000	$200,000	$145,000	$ -	$345,000
18	Splash Pad at Preserve Park	Parks Improvements	$517,500	$ -	$ -	$ -	$ -	$517,500	$200,000	$317,500	$ -	$517,500
			$19,234,464	**$1,300,156**	**$12,889,900**	**$2,690,675**	**$0**	**$36,115,195**	**$1,577,000**	**$8,263,656**	**$28,034,752**	**$37,906,957**

Town of Pembroke Park
Capital Improvement Plan (2025 - 2030) By Category

PROJECT CATEGORY	BUDGET					FIVE-YEAR TOTAL	Grant Funded	Town Funded	Funded Needed
	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30				
Facilities Improvements	$ 3,300,000	$ -	$ -	$ -	$ -	$ 3,300,000	$ 400,000	$ 2,900,000	$ 0
Road & Street Improvements	$ -	$ 274,156	$ -	$ -	$ -	$ 274,156	$ 264,000	$ 10,156	$ 0
Sewer Improvements	$ 10,762,964	$ -	$ 9,734,400	$ 2,690,675	$ -	$ 23,188,039	$ 0	$ 0	$ 23,188,039
Stormwater Improvements	$ 4,171,000	$ 1,026,000	$ 3,155,500	$ -	$ -	$ 8,352,500	$ 513,000	$ 4,753,000	$ 4,846,713
Parks Improvements	$ 1,000,500	$ 0	$ 0	$ -	$ -	$ 1,000,500	$ 400,000	$ 600,500	$ 0
	$ 19,234,464	**$ 1,300,156**	**$ 12,889,900**	**$ 2,690,675**	**$ 0**	**$ 36,115,195**	**$ 1,577,000**	**$ 8,263,656**	**$ 28,034,752**

Town of Pembroke Park
Capital Improvement Plan (2025 - 2030) By Fund

PROJECT Fund	BUDGET					FIVE-YEAR TOTAL	Grant Funded	Town Funded	Funded Needed
	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30				
General Fund	$4,300,500	$274,156	$ -	$ -	$ -	$4,574,656	$1,064,000	$3,510,656	$ -
Building Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sewer Fund	$10,762,964	$ -	$9,734,400	$2,690,675	$ -	$23,188,039	$ -	$ -	$23,188,039
Stormwater Fund	$4,171,000	$1,026,000	$3,155,500	$ -	$ -	$8,352,500	$513,000	$4,753,000	$4,846,713
	$19,234,464	**$1,300,156**	**$12,889,900**	**$2,690,675**	**$0**	**$36,115,195**	**$1,577,000**	**$8,263,656**	**$28,034,752**

CIP Request Form FY25 - FY30

Project Name:	Town Hall Generator				
Department:		Address:		Totals	$1,813,653
Account Number:		State		Request Type:	New Request
Project Category	Community Facilities				

Description:

General improvements to Town Hall will include a new, larger capacity, generator unit retrofit and installed in accordance with current Building Code requirements

Justification:

This generator unit is necessary to power the building in the event of a emergency or power outage.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Generator		1,813,653					1,813,653
								-
								-
								-
								-
								-
Total		-	**1,813,653**	-	-	-	-	**1,813,653**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
HMGP		22%	-	400,000	-	-	-	-	400,000
Gen Fund		78%		1,413,653					1,413,653
		0%							-
		0%							-
Total		100%	-	**1,813,653**	-	-	-	-	**1,813,653**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Replacement of Town Hall AC/HV and System Upgrades				
Department:	Public Services	Address:		Totals	$1,517,896
Account Number:		State		Request Type:	New Request
Project Category	Community Facilities				

Description:

General Improvements to Town Hall will include upgrades to the existing building security and camera system

Justification:

The existing own Hall AC/HV system is approaching disrepair with the scarcity of replacement parts due to the system's age. Repeated outage has become costly and uncomfortable to staff and the public who visit Town business.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	HVAC Replacement		1,517,896					1,517,896
								-
								-
								-
								-
								-
Total		**-**	**1,517,896**	**-**	**-**	**-**	**-**	**1,517,896**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Gen Fund		100%	-	1,517,896	-	-	-	-	1,517,896
		0%							-
		0%							-
		0%							-
Total		100%	**-**	**1,517,896**	**-**	**-**	**-**	**-**	**1,517,896**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Surtax Road Improvements Projects PPRK-010				
Department:	Roads & Streets	Address:		Totals	$274,156
Account Number:		State		Request Type:	New Request
Project Category	Roads & Streets Improvements				

Description:

This project constructs sidewalks along the targeted corridors

Justification:

Combined projects will consist of construction of water piping between S. W 52nd avenue and S.W. 56th avenue. 1.5 miles of complete street improvement including bike lanes, improved sidewalks with complete connectivity, adjustment to drainage, roadway resurfacing, streetlights, pavement marking and landscaping. Complete missing sections of sidewalk and bike paths S.W. 40th Ave Park Rd. and County Line Road.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	SW 52nd Ave			**91,385**				91,385
	County Line Road			**91,385**				91,385
	SW 40th Avenue			**91,386**				91,386
								-
								-
								-
Total		-	-	**274,156**	-	-	-	**274,156**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
MPO Surtax		96%	-	-	264,000	-	-	-	264,000
General Fund		4%			10,156				10,156
		0%							-
		0%							-
Total		0%	-		**274,156**	-	-	-	**274,156**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	S.W. 30th Avenue Wastewater Project- Septic to Sewer				
Department:	Sewer	Address:		Totals	$9,734,400
Account Number:		State		Request Type:	New Request
Project Category	Sewer and Wastewater				

Description:

This project includes the construction of a gravity sewer collection system and pumping station for the section of S.W. 30th Avenue north of Hallandale Beach Boulevard.

Justification:

The proposed gravity sewer and lift station design will be in conformance with new Broward County/DEP construction standards.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Gravity Sewer Collection Construction		9,734,400					9,734,400
								-
								-
								-
								-
Total		**-**	**9,734,400**	**-**	**-**	**-**	**-**	**9,734,400**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Sewer Trust Fund		100%	-	9,734,400	-	-	-	-	9,734,400
		0%							-
		0%							-
		0%							-
Total		100%	**-**	**9,734,400**	**-**	**-**	**-**	**-**	**9,734,400**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Waste Lift Station 14 Improvements				
Department:	Sewer	Address:		Totals	$3,824,538
Account Number:		State		Request Type:	New Request
Project Category	Sewer and Wastewater				

Description:

The design and construction plan for the replacement of this existing sanitary sewer pumping station and will be in conformance with new construction standards.

Justification:

Lift Station 14 serves Peninsula Assisted Living Facility, Dale Village Mobile Home Community, & Town Hall areas. Improvements are needed to assure good quality of life for Pembroke Parks residents.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Lift Station 14 Improvements		3,824,538					3,824,538
								-
								-
								-
								-
								-
Total			**3,824,538**					**3,824,538**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Sewer Trust Fund		100%		3,824,538					3,814,538
		0%							-
		0%							-
		0%							-
Total		100%		3,824,538				-	**3,824,538**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Waste Lift Station 17 Improvements				
Department:	Sewer	Address:		Totals	$3,536,000
Account Number:		State		Request Type:	New Request
Project Category	Sewer and Wastewater				

Description:

Contractual design, engineering and construction services to replace Lift Station No. 17, which serves the local Watkins elementary school and nearby homes.

Justification:

This critical infrastructure has exceeded its life span and is no longer viable or reliable and must be replaced. Proper operation of critical infrastructure prevents pollutants from entering surface waters, which also protects public health, life and safety of visitors, citizenry, and the business community.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Lift Station 17 Improvements		3,536,000					3,536,000
	Maintenance							-
								-
								-
								-
								-
Total		**-**	**3,536,000**	**-**	**-**	**-**	**-**	**3,536,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Sewer Trust Fund		100%	-	3,536,000	-	-	-	-	3,536,000
		0%							-
		0%							-
		0%							-
Total		100%	**-**	**3,536,000**	**-**	**-**	**-**	**-**	**3,536,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25- FY30

Project Name:	Waste Lift Station 19 Improvements				
Department:	Sewer	Address:		Totals	$2,690,675
Account Number:		State		Request Type:	New Request
Project Category	Sewer and Wastewater				

Description:

The design and construction is for the replacement of this existing sanitary sewer pumping stations, serves Coca Cola on Pembroke Road and will be in conformance with new construction standards.

Justification:

This critical infrastructure has exceeded its life span and is no longer viable or reliable and must be replaced. Proper operation of critical infrastructure prevents pollutants from entering surface waters, which also protects public health, life and safety of visitors, citizenry, and the business community.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Lift Station 17 Improvements					2,690,675		2,690,675
								-
								-
								-
								-
								-
Total		-	-	-	-	**2,690,675**		**2,690,675**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Sewer Trust Fund		100%	-		-	-	2,690,675	-	2,690,675
		0%							-
		0%							-
		0%							-
Total		100%	-	-	-	-	**2,690,675**	-	**2,690,675**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Inflow and Infiltration Location and Repair				
Department:	Sewer	Address:		Totals	$585,036
Account Number:		State		Request Type:	New Request
Project Category	Sewer and Wastewater				

Description:

This project will scope and repair all of the identified Lift Stations: Number 3,7, 22 and including analysis and repair.

Justification:

The net gain will reduce the overall cost for wastewater treatment from 3 party contractor because this system will reduce the amount of water requiring treatment.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Lift Station 14 Improvements		585,036					585,036
								-
								-
								-
								-
								-
Total		-	**585,036**	-	-	-	-	**585,036**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Sewer Trust Fund		100%	-	585,036	-	-	-	-	585,036
		0%							-
		0%							-
		0%							-
Total		100%	-	**585,036**	-	-	-	-	**585,036**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Pipe Bursting				
Department:	Public Works			Totals	$2,817,390
Account Number:		State	FL	Request Type:	New Request

Description:

Town is required to perform a pipe-bursting project along SW 52nd Avenue to increase sanitary sewer capacity and ensure adequate serviceability for current and future development in the surrounding area. As new development places additional demand on the wastewater collection system, the existing pipe size and condition are no longer sufficient to meet required service levels or regulatory standards. By utilizing pipe bursting to upsize the line, the Town can enhance conveyance capacity, reduce the risk of surcharging or backups, and support the planned growth corridor without significant roadway excavation or long-term disruption to the community. This improvement is a necessary component of the Town's infrastructure readiness strategy and is essential for ensuring reliable, compliant sewer service to the development area.

Justification:

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Pipe Bursting		2,817,390					2,817,390
								-
								-
								-
								-
								-
Total		-	**2,817,390**	-		-		**2,817,390**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
W&S		100%	-	2,817,390	-		-	-	**2,817,390**
		0%							-
		0%							-
		0%							-
Total		100%	-	**2,817,390**	-		-	-	**2,817,390**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	SW 31st Avenue South				
Department:	Public Works	Address:	SW 31st Ave/ North of Carolir	Totals	$744,000
Account Number:		State	FL	Request Type:	New Request

Description:

The recommendation is the addition of an exfiltration trench as well as the addition of catch basins throughout the project area. The overall flow of water is to be facilitated through the proposed main trunk line exfiltration trench system that is fully connected with pipes. These pipes will be connected to the proposed catch basin inlets as well as core drilled into the existing inlets. The lack of existing connectivity and underground storage currently results in ponding or flooding. The proposed improvements will connect the stormwater system to the system that is along Carolina Street and was designed to complement the permitted plans for John P. Lyons.

Justification:

This sub-basin consists of approximately 1.02 acres of existing industrial development adjacent to manufactured home developments with approximately 720 LF of roadway. The current stormwater system consists of sparsely scattered drainage inlets. Some of the inlets along this portion of road fall behind curbing which inhibits the flows to the structures causing further flooding.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	SW 31st Avenue South				744,000			744,000
								-
								-
								-
								-
								-
Total		-	-	-	**744,000**	-	-	**744,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Storm Wtr		100%	-		-	744,000	-	-	744,000
		0%							-
		0%							-
		0%							-
Total		100%	-	-	-	**744,000**	-	-	**744,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	SW 25th Street, Park RD N. & S. Stormwater Improvements Project II				
Department:		Address:		Totals	$4,826,213
Account Number:		State		Request Type:	New Request
Project Category	Stormwater				

Description:

Stormwater improvements include drainage structures, stormwater piping, an exfiltration water quality system, and a larger outfall located on Behan Lake.

Justification:

These improvements are a rehabilitation and upsizing of an existing drainage system.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Phase II - Improvements		1,527,000	1,026,000	513,000			**3,066,000**
								-
								-
								-
								-
Total		**-**	**3,066,000**	**1,026,000**	**513,000**	**-**	**-**	**3,066,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Stormwater Trust		32%	-	1,527,000	-	-	-	-	1,527,,000
Stormwater Trust		21%			1,026,000				1,026,000
CSLIP		11%				513,000			513,000
Unfunded		36%							1,760,213
Total		100%	**-**	**1,527,000**	**1,026,000**	**513,000**	**-**	**-**	**4,826,213**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	SW 36th Court				
Department:	Public Works	Address:	SW 36 Ct /W of SW 48th Ave	Totals	$444,000
Account Number:		State	FL	Request Type:	New Request

Description:

The recommendation is most of the existing swales be regraded and that new swales be constructed in flatter areas more susceptible to flooding. The cumulative length of the proposed swales is approximately 600 LF. The swales are to be designed with a minimum width of 4 feet and a minimum depth of 0.5 feet. KHA recommends the addition of exfiltration trench as well as the addition of catch basins throughout the project area. The overall flow of water is to be facilitated through the proposed main trunk line exfiltration trench system that is fully connected with pipes. These pipes will be connected to the proposed catch basin inlets and connected to the existing system along SW 48th Avenue. The lack of existing stormwater infrastructure and connectivity results in flooding and ponding.

Justification:

This sub-basin consists of approximately 1.69 acres of an existing detached single-family development with approximately 500 LF of roadway. There is currently an absence of any stormwater infrastructure along this portion of road.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	SW 36th Court		444,000					444,000
								-
								-
								-
								-
								-
Total			**444,000**	**-**	**-**	**-**		**444,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Storm Water		100%	-	444,000	-	-	-		444,000
		0%							-
		0%							-
		0%							-
Total		100%	**-**	**444,000**	**-**	**-**	**-**		**444,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	SW 55th Avenue				
Department:	Public Works	Address:	SW 55th Ave/N of Mc Tyre Pa	Totals	$1,036,000
Account Number:		State	FL	Request Type:	New Request

Description:

The recommendation is the addition of an exfiltration trench as well as the addition of catch basins throughout the project area. The overall flow of water to the existing outfall to the east of the development is to be facilitated through the proposed main trunk line exfiltration trench system that is fully connected with pipes. These pipes will be connected to the proposed catch basin inlets as well as core drilled into the existing inlets. The lack of existing connectivity and underground storage currently disrupts uninterrupted flow to the outfall resulting in ponding or flooding. The proposed improvements will connect and compliment the stormwater system at Infinity Azure home development, eventually reaching an outfall into the lake on site.

Justification:

Based on the hydrologic and hydraulic calculations for this project area, the existing drainage infrastructure does not discharge quickly enough to meet the desired performance criteria. Improvements to drainage infrastructure will be needed to address these inadequacies.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	SW 55th Avenue				1,036,000			1,036,000
								-
								-
								-
								-
								-
Total		-	-	-	**1,036,000**	-	-	**1,036,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Storm Water		100%	-		-	1,036,000	-	-	1,036,000
		0%							-
		0%							-
		0%							-
Total		100%	-	-	-	**1,036,000**	-	-	**1,036,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	County Line Rd. Stormwater Connection				
Department:	Stormwater	Address:		Totals	$862,500
Account Number:		State		Request Type:	New Request
Project Category	Stormwater				

Description:

Stormwater improvements include the construction of stormwater piping between S.W. 52nd Avenue and S.W. 56th Avenue

Justification:

Stormwater piping construction will convey stormwater west to discharge into the Broward County Neighborhood Improvement Stormwater Conveyance System located on S.W. 56th Avenue.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Construction				862,500			862,500
								-
								-
								-
								-
								-
Total		-	-	-	**862,500**	-	-	**862,500**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Stormwater Trust		100%	-	-	-	862,500	-	-	862,500
		0%							-
		0%							-
		0%							-
Total		100%	-	-	-	**862,500**	-	-	**862,500**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	John P. Lyons Lane Stormwater Improvements				
Department:	Public Works	Address:	3150 SW 52nd Ave	Totals	$2,200,000
Account Number:		State	FL	Request Type:	New Request
Project Category	Stormwater				

Description:

Stormwater improvements include drainage structures, an exfiltration water quality system, and regrading and paving of the street.

Justification:

Stormwater improvements include drainage structures, an exfiltration water quality system, a stormwater pumping station and force main, and regrading and paving of the street.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Construction		2,200,000					2,200,000
								-
								-
								-
								-
Total		**-**	**2,200,000**		**-**			**2,200,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Stormwater Trust		100%		2,200,000					**2,200,000**
		0%							
		0%							-
		0%							-
Total		100%		**2,200,000**		**-**	**-**		**2,200,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Preserve Lighting Project				
Department:	Parks & Recreation	Address:		Totals	$138,000
Account Number:		State		Request Type:	New Request
Project Category	Parks & Recreation				

Description:

This item is for engineering design services for the construction of lighting improvement and upgrades at the Preserve.

Justification:

New LED lighting fixtures needed throughout the Preserve, which will provide an additional measure of illumination and safety for residents.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Engineering		86,250					86,250
	Design Services		51,750					51,750
								-
								-
								-
								-
Total		**-**	**138,000**	**-**	**-**	**-**	**-**	**138,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
Gen Fund		100%	-	138,000	-	-	-	-	138,000
		0%							
		0%							
		0%							-
Total		100%	**-**	**138,000**	**-**	**-**	**-**	**-**	**138,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Partheon at Preserve Park Amphitheater				
Department:	Parks & Recreation	Address:		Totals	$345,000
Account Number:		State		Request Type:	New Request
Project Category	Parks & Recreation				

Description:

Justification:

The addition of a semicircular, open-air, covered structure with stage, extends the Preserve's "recreation only" park into a fully cultural & recreational epicenter within walking distance of all residential & commercial areas of Town. The structure's multiple usages include, concerts, theater, movie screenings and other performances and gatherings.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28/	FY 28/29	FY 29/30	Total Estimate
	Amphitheater		345,000					345,000
								-
								-
								-
								-
								-
Total		**-**	**345,000**	**-**	**-**	**-**	**-**	**345,000**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
LWCF		87%	-	200,000	-	-	-	-	200,000
Gen Fund		13%		145,000					145,000
		0%							-
		0%							-
Total		100%	**-**	**345,000**	**-**	**-**	**-**	**-**	**345,000**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

CIP Request Form FY25 - FY30

Project Name:	Splash Pad at Preserve Park				
Department:	Parks & Recreation	Address:		Totals	$517,500
Account Number:		State		Request Type:	New Request
Project Category	Parks & Recreation				

Description:

A Splash Pad is an automated colorful area where water is dispersed through varied hoses and buckets with very little standing water, offering a safe environment in which children can play without the risk of drowning.

Justification:

Many design options and theming opportunities offer universal accessibility for all types of physical abilities. These options can help the Town tie into existing design elements, or create a new sense of place. Cost varies based on size, design, water accessories, etc.

Project Estimates:

Object Code	Description	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
	Splash Pad			517,500				517,500
								-
								-
								-
								-
								-
Total		**-**	**-**	**517,500**	**-**	**-**	**-**	**517,500**

Funding Source	Fund #	% Funding	Prior Years	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
LWCF		38%	-	-	200,000				200,000
Gen Fund		62%			317,500				317,500
		0%							-
		0%							-
Total		100%	**-**	**-**	**517,500**	**-**	**-**	**-**	**517,500**

Impact on Operating Budget:

Object Code	Description	Available $	FY 25/26	FY 26/27	FY 27/28	FY 28/29	FY 29/30	Total Estimate
								-
								-
								-
								-
								-
Total		-	-	-	-	-	-	-

Budget Office Use Only

☐	Funded
☐	Not Funded
☐	Partially Funded
☐	Pending

BUSINESS IMPACT ESTIMATE[1]

Meeting Date: February 11, 2026	Agenda Item No. 10.2

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

This ordinance adopts the 2026 annual update to the Capital Improvements Element (CIE) of the Town's Comprehensive Plan. The update outlines anticipated infrastructure projects, priorities, estimated costs, and funding strategies for the next five fiscal years and authorizes transmittal to the Department of Commerce.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

There are no direct compliance costs for businesses, as the ordinance does not impose new requirements, operational changes, or mandates.

b. New Charges/Fees on Businesses Impacted:
Not applicable. The ordinance does not impose any new charges, fees, or taxes on businesses.

c. Estimate of Regulatory Costs:

There are no new regulatory costs associated with this ordinance.

Good Faith Estimate of Number of Businesses Likely Impacted: No businesses will be directly impacted by adoption of the ordinance.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

[1] Business Impact Estimate does not apply to the following:

1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
    a. Part II of Chapter 163, F.S.;
    b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
    c. Sec. 553.73, F.S. (Fla. Building Code);
    d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

Agenda Item Report

Subject:	Consideration of Ordinance, amending Chapter 2 of the Town's Code of Ordinances to establish Town departments and repeal Ordinance No. 18-06-01 - Sponsored by Commissioner Mohammed ORDINANCE NO: 2026-006 AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" AMENDING ARTICLE III, ENTITLED "OFFICERS AND EMPLOYEES;" CREATING SECTION 2-56, TO BE ENTITLED "ESTABLISHMENT OF TOWN DEPARTMENTS;" REPEALING ORDINANCE NO. 18-06-01, ADOPTED JUNE 29, 2018; PROVIDING FOR THE CREATION OF CERTAIN DEPARTMENTS PURSUANT TO SEC. 12 OF THE TOWN CHARTER; ELIMINATING THE ADMINISTRATIVE SERVICES DIRECTOR POSITION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Jacob Horowitz, Town Attorney
Dept/Group:	Legal
Recommendation for Counsel to consider:	
Background Information:	**Purpose:** The Town Commission seeks to codify the creation of certain Town departments pursuant to Section 12 of the Town Charter and eliminate the Administrative Services Director position, which has been vacant for years. **Current Action:** Ordinance No. 2026-006 creates Section 2-56, "Establishment of Town Departments," under Article III of Chapter 2, and repeals Ordinance No. 18-06-01. **Departments Established:** • Human Resources • Information Technology • Building • Town Clerk's Office • Police • Finance • Administration • Public Works

	Reporting Structure: Department Directors will report directly to the Town Commission, except where operational independence is specified (e.g., Human Resources Director).
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Ordinance No: 2026-006
2026-006 - Business Impact Statement - Change of Town Departments

ORDINANCE NO. 2026-006

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" AMENDING ARTICLE III, ENTITLED "OFFICERS AND EMPLOYEES;" CREATING SECTION 2-56, TO BE ENTITLED "ESTABLISHMENT OF TOWN DEPARTMENTS;" REPEALING ORDINANCE NO. 18-06-01, ADOPTED JUNE 29, 2018; PROVIDING FOR THE CREATION OF CERTAIN DEPARTMENTS PURSUANT TO SEC. 12 OF THE TOWN CHARTER; ELIMINATING THE ADMINISTRATIVE SERVICES DIRECTOR POSITION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Sec. 12 of the Town Charter authorizes the Town Commission to "designate or create such offices, departments or divisions, other than those provided [in the Charter] as may be necessary for the administration of the affairs of the City; to provide duties and powers of the officers and employees of such office, department or division; [to] provide for the appointment and fix the salary or compensation of such officers or employee;" and

WHEREAS, Sec. 15 of the Town Charter further designates certain positions as "Charter Officers" of the Town; and

WHEREAS, the Town Commission seeks to memorialize and codify those departments and positions in the Town, aside from the Charter Officers, who shall report directly to the Town Commission; and

WHEREAS, on June 29, 2018, the Town Commission adopted Ordinance No. 18-06-01, thereby creating the Administrative Services Director position, and establishing the duties and responsibilities thereof; and

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in <u>underlined</u> type are additions.

WHEREAS, the Administrative Services Director position has been vacant for years, and the Town Commission now seeks to repeal Ordinance No. 18-06-01 and eliminate the position; and

WHEREAS, the Town Commission finds that memorializing the departments and positions in the Town that report to the Town Commission and eliminating the Administrative Services Director position is in the best interests of the citizens and residents of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA:

Section 1. RECITALS ADOPTED. That each of the above-stated recitals is hereby adopted and confirmed.

Section 2. CHAPTER 2 OF TOWN CODE AMENDED. Article III, entitled "Officers and Employees," of Chapter 2 of the Town Code, entitled "Administration," is hereby amended by specifically creating Section 2-56, to be entitled "Establishment of Town Departments," as follows:

Sec. 2-56. Establishment of Town Departments

A) In addition to the departments that are established pursuant to Sec. 15 of the Town Charter, the Town Commission, accordance with Sec. 12 of the Town Charter, hereby establishes the following offices, departments or divisions, and finds that such offices, departments and divisions are necessary for the administration of the Town:

1) Human Resources Department
2) Information Technology Department
3) Building Department
4) Town Clerk's Office
5) Police Department
6) Finance Department
7) Administration
8) Public Works

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

B) In addition to the Charter Officers set forth in Sec. 15(B) of the Town Charter, the directors of each department established pursuant to this section shall report directly to the Town Commission. For purposes of this section, all Charter Officers and department directors shall be collectively referred to as "Department Directors."

C) Unless otherwise provided for in this section, direction to Department Directors shall be provided by the Town Manager in accordance with the Town Manager's duties and responsibilities as set forth in Sec. 2-94(g) of the Town's Code of Ordinances or by majority of the Town Commission pursuant to action taken at a public meeting.

D) Notwithstanding any provisions contained in this Code of Ordinances to the contrary, the Human Resources Director shall retain operational independence from the Town Manager and the Town Commission. The Human Resources Director's duties and responsibilities shall be set forth a job description approved by the Town Commission. The Human Resources Director is further charged with administering the Town's Manual of Personnel Policies, unless such policies expressly delegate certain authority to the Town Manager, and other policies that may be adopted by the Town Commission from time to time.

Section 3. ORDINANCE REPEALED AND CHAPTER 2 OF TOWN CODE AMENDED. Ordinance No. 18-06-01, adopted on June 29, 2018 is hereby repealed in its entirety. Article III, entitled "Officers and Employees," of Chapter 2 of the Town Code, entitled "Administration," is hereby amended by deleting Division 6, entitled "Administrative Services Director," and specifically deleting Section 2-96 through Sec. 2-99 as follows:

~~DIVISION 6. - ADMINISTRATIVE SERVICES DIRECTOR~~

~~Sec. 2-96. - Office created.~~

~~The position of Administrative Services Director for the Town of Pembroke Park is hereby created.~~

~~Sec. 2-97. - Appointment.~~

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

~~The Administrative Services Director shall be appointed and designated by the Town Commission by resolution, and shall serve in the office at the pleasure of the Town Commission.~~

~~Sec. 2-98. - Compensation.~~

~~The Administrative Services Director shall be paid such compensation as may be authorized by the Town Commission.~~

~~Sec. 2-99. - Duties and responsibilities.~~

~~The Administrative Services Director shall serve under the general supervision of the Town Manager and will provide support to the Town Manager by serving as a liaison on major projects; managing the oversight and effectiveness of including, but not limited to, the Administration, Clerk's Office, Code Enforcement, Finance and Budget, Human Resources, and Information Technology departments and other divisions as assigned; supervision and directing staff; and expediting resolution of certain matters.~~

~~The duties and responsibilities of the Administrative Services Director shall be as follows:~~

~~(a) To maintain regular contact with and keep the Town Commission and Town Manager apprised of situations and issues.~~

~~(b) To provide assistance to the Town Commission and Town Manager.~~

~~(c) To work with the Town Manager on matters concerning major departmental activities and community problems and recommend a course of action.~~

~~(d) To exercise general oversight of the operations of the Administrative Division of the Town.~~

~~(e)To actively participate in the development of the Town's strategic plan and strategies to achieve stated goals.~~

~~(f) To directly supervise departmental heads and staff, establishing goals, objectives and performance targets; preparing and administering reviews of individual and department performance.~~

~~(g) To coordinate and supervise the activities of department and division heads to ensure the efficient operation of the Town government as directed by the Town Commission.~~

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

~~(h) Meet with department heads to discuss programs or inquiries, answer questions, address challenges and resolve issues which may arise in the course of daily business, including budget, personnel, customer service and intradepartmental issues.~~

~~(i) Promote an effective, responsive and value-based organizational culture.~~

~~(j) To attend all meetings of the Town Commission.~~

~~(k) To prepare the agenda for all meetings of the Town Commission including, but not limited to, special and workshop meetings.~~

~~(l) To perform such other duties as may be required of him or her by ordinance, resolution, or other direction of the Town Commission.~~

~~(m) To direct the activities of Town departments as assigned, and oversee the operations thereof.~~

~~(n) To work in conjunction with departmental heads to establish policies and practices.~~

~~(o) Conducting performance reviews, hiring new employees, and handling disciplinary measures.~~

~~(p) To direct and coordinate special projects and programs. To oversee the preparation of the annual budget and the administration thereof.~~

~~(q) Promote an effective, responsive and value-based organizational culture.~~

Section 4. It is the intention of the Town Commission of the Town of Pembroke Park that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Pembroke Park, Florida, and that the Sections of this ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

Section 5. All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith be and the same are hereby repealed to the extent of such conflict.

Section 6. If any clause, section, or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

Section 7. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE FIRST READING, THIS ___ DAY OF _____, 2026.

PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ON THE SECOND AND FINAL READING, THIS ___ DAY OF _____, 2026.

ATTEST:

_____
MAYOR GEOFFREY JACOBS

_____
CYNTHIA GARCIA-LIMA
Town Clerk

Approved as to form and legal sufficiency:

_____
JACOB G. HOROWITZ
Town Attorney

CODING: Words in ~~strike-through~~ type are deletions from existing law;
Words in underlined type are additions.

BUSINESS IMPACT ESTIMATE[1]

Meeting Date: February 11, 2026	Agenda Item No. 10.3

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

This ordinance amends Chapter 2 of the Town's Code of Ordinances to establish specific Town departments and repeal Ordinance No. 18-06-01, which created the Administrative Services Director position. The ordinance formalizes the organizational structure and reporting relationships for department directors.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. Estimate of Direct Business Compliance Costs:

There are no direct compliance costs for businesses, as the ordinance does not impose new requirements, operational changes, or mandates.

b. New Charges/Fees on Businesses Impacted:
Not applicable. The ordinance does not impose any new charges, fees, or taxes on businesses.

c. Estimate of Regulatory Costs:

There are no new regulatory costs associated with this ordinance.

Good Faith Estimate of Number of Businesses Likely Impacted: No businesses will be directly impacted by adoption of the ordinance.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

[1] Business Impact Estimate does not apply to the following:

1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
    a. Part II of Chapter 163, F.S.;
    b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
    c. Sec. 553.73, F.S. (Fla. Building Code);
    d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).

Agenda Item Report

Subject:	Vehicle Maintenance Plan Quote and Coverage - Sponsored by Chief DeCoursey
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Daniel DeCoursey, Police Chief
Dept/Group:	Police Department
Recommendation for Counsel to consider:	
Background Information:	This maintenance plan is proposed to ensure long-term operational efficiency and cost management for the incoming fleet vehicles. If approved, this coverage will be added to the five new fleet vehicles currently on order with Garber Fleet Sales.
Staff Recommendations:	Consider approval of the Vehicle Maintenance Plan coverage for the new fleet vehicles.
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Vehicle Maintenance Plan
Vehicle Maintenance Coverage

Municipal Vehicle Sales Quote

Garber Ford, Inc.
3380 Hwy 17 (PO Box 1600)
Green Cove Springs, FL 32043
(800) 849-3462 or (904) 264-2442
www.garberautomall.com

DATE: January 13, 2026
QUOTE:

PREPARED BY
Scott Mueller
SMueller@garberautomall.com
904.365.7772

PREPARED FOR: Town of Pembroke Park
Attn; Captain Donald Prichard
dprichard@pdtppfl.gov
954.218.4792

SOURCE CONTRACT INFORMATION:

BASE VEHICLE DESCRIPTION		MODEL #		PRICE
FACTORY OPTIONS	**CODE**	**BASE PRICE**		**NET PRICE**
(2) Premium Maintenece plans - 7,500 mile service interval for 2026 F150 Responders on order		3265	$	6,530.00
(3) Premium Maintenece plans - 7,500 mile service interval for 2026 Ford PIU's on order		3265	$	9,795.00
			$	-
		SUBTOTAL	$	16,325.00
		PRICE PER VEHICLE	$	3,265.00
Notes:		**NUMBER OF VEHICLES**		5
		TOTAL	**$**	**16,325.00**

Payment is Due on a Net30 Basis

If you have any questions concerning this quote please call!

THANK YOU FOR YOUR BUSINESS!

Drive On for Miles.

$0 Deductible per Covered Repair Visit	✓
Scheduled Maintenance Coverage	✓
Limited Wear Item Coverage	✓
First-Day Rental Option	✓
Transferable to Subsequent Owner (transfer fee applies)	✓
Full Synthetic Oil Option (available on most vehicles)	✓
Multiple Service Intervals Available (5,000, 7,500 and 10,000 miles)	✓
Severe Duty Maintenance Coverage (5,000-mile intervals)	✓

The Ford Protect extended service plan is 100% backed by Ford Motor Company.

$0 deductible.

Coverage is 100% transferable.

- If you ever sell your vehicle, the new owner can take advantage of remaining coverage. This could help attract buyers, plus it may bring an INCREASED RESALE VALUE for your vehicle (transfer fee applies).

First-Day Rental Option.

- Provides coverage of $60 a day for up to 2 days for covered repairs

0% APR interest-free Installment Payment Plan: Flexible payment options are available when the extended service plan is not included in the vehicle financing; everyone qualifies, making it the smart choice.

Installment Payment Plan
ADMINISTERED BY BUDCO FINANCIAL

FORD PROTECT®

Premium Maintenance Plan

EXTENDED SERVICE PLAN



Drive On with Confidence.

It's more than just a routine oil change. Keep your vehicle running at its optimum performance with a Ford Protect Premium Maintenance extended service plan.

This comprehensive plan provides premium protection for your vehicle with routine inspections, preventive care and replacement of select wear items that require periodic attention to ensure it's running at top performance.

Premium Maintenance covers these important maintenance items:

- Engine oil and filter changes
- Multi-point inspections
- Tire rotations
- Brake pads and linings
- Shock absorbers/struts
- Spark plugs
- Clutch discs
- Engine belts, coolant hoses and clamps
- Wiper blades

FORD PROTECT®

This brochure is intended to provide general information about a Premium Maintenance extended service plan offered by Ford Protect. Prices and plan details may have changed after the brochure was printed. Plan availability, benefits, coverage and provider may vary by state. Please refer to your plan's service contract for the actual terms and conditions.

https://redirect.ford.com/fppmp

24FLP-PMPBRCH-F
64172_1640b

Printed in the U.S.A.

October 2023

Drive On with Peace of Mind.

Comprehensive maintenance coverage for Ford and competitive-make vehicles.

Keep your car or truck running great for years to come with a Ford Protect Premium Maintenance Plan. Covering scheduled maintenance required by the manufacturer, including select wear items, these prepaid plans help protect you against rising labor and parts costs.

Enjoy premium protection for miles and miles.

With this plan, you'll be able to protect your vehicle and budget with timely care and inspections that may:

- Prevent serious and expensive repairs
- Help you maintain optimal performance
- Possibly increase your vehicle's resale value



- All service intervals purchased must be completed before the coverage ends
- Coverage begins at the New Vehicle Limited Warranty start date and zero miles
- Coverage ends at the earlier of the number of years purchased or number of miles purchased

You can add to your plan and drive on with even greater peace of mind.

Ford Protect Pickup and Delivery Option.

This option provides convenient personalized service, which allows you more free time rather than spending your valuable time in a dealership. Service includes:

- Pickup & delivery
- For loaner benefits, First-Day Rental Option must be included
- Mobile service option

Coverage for scheduled maintenance.

The following services are representative of the required maintenance for your vehicle. Your specific plan will be based on requirements indicated in your Owner's Scheduled Maintenance Guide.

- Change engine oil and replace oil filter
- Inspect and rotate tires
- Inspect brake pads/shoes/rotors/drums, brake lines and parking brake system
- Inspect wheel ends for end play and noise
- Inspect and lubricate steering linkage, ball joints, suspension and, if equipped, halfshafts, driveshafts and u-joints
- Change transmission fluid
- Replace fuel filter
- Replace engine air filter
- Change engine coolant
- Replace PCV valve
- Change transfer case fluid*
- Inspect and lubricate 4x4 front axle shaft u-joints*
- Lubricate 4x4 front hub needle bearings*
- Lubricate 4x2 front wheel bearings, replace grease seals and adjust bearings*
- Fill diesel exhaust fluid*

Multi-point inspection.

At each scheduled service appointment, your vehicle will also undergo a comprehensive multi-point inspection as indicated in your Owner's Scheduled Maintenance Guide.

- Check fluid levels and fill:
  - Transmission (if equipped with a dipstick)
  - Brake reservoir
  - Power steering
  - Coolant recovery reservoir
  - Window washer
  - Diesel exhaust fluid (if necessary)*
- Check systems and components:
  - Horn, interior lights, exterior lamps, turn signals, and hazard and brake lights
  - Windshield washer spray, wiper operation and wiper blades
  - Windshield for cracks, chips and pitting
  - Radiator, heater and air conditioning lines (leaks and damage)
  - Engine air filter
  - Oil and fluid leaks
  - Exhaust system (leaks, damage, loose parts)
  - Steering and steering linkages
  - Shocks/struts and other suspension components (leaks and damage)
  - Accessory drive belt(s)
  - Clutch operation*
  - Tires for wear and proper air pressure

** If equipped.*

PREMIUM MAINTENANCE PLAN TIME AND MILEAGE OPTIONS

(All Makes and Models – Gas/Hybrid/Diesel)

Plan Length or Miles Covered (Coverage ends at the earlier of years or mileage)	Available Coverage		
	Severe	Normal (Recommended based on AVG IOLM)	Extended Normal
	Estimated Maintenance Frequency		
	5,000◊ Miles	7,500 Miles	10,000 Miles
	Total Number of Service Visits		
2 Years			
25,000 Miles	5	3	2
30,000 Miles	6	4	3
27 Months			
25,000 Miles	5	3	2
30,000 Miles	6	4	3
39,000 Miles	8	5	4
45,000 Miles	9	6	4
3 Years			
22,500 Miles	4	3	2
31,500 Miles	6	4	3
36,000 Miles	7	5	4
37,500 Miles	8	5	4
45,000 Miles	9	6	4
60,000 Miles	12	8	6
75,000 Miles	15	10	8
85,000 Miles	17	11	9
100,000 Miles	20	13	10
125,000 Miles	25	17	13
150,000 Miles	30	20	15
175,000 Miles	35	24	18
39 Months			
25,000 Miles	5	3	2
30,000 Miles	6	4	3
39,000 Miles	8	5	4
45,000 Miles	9	6	4
60,000 Miles	12	8	6
4 Years			
36,000 Miles	7	5	4
48,000 Miles	10	7	5
60,000 Miles	12	8	6
75,000 Miles	15	10	8
85,000 Miles	17	11	9
100,000 Miles	20	13	10
125,000 Miles	25	17	13
150,000 Miles	30	20	15
175,000 Miles	35	24	18
5 Years			
36,000 Miles	7	5	5
48,000 Miles	10	7	5
60,000 Miles	12	8	6
75,000 Miles	15	10	8
85,000 Miles	17	11	9
100,000 Miles	20	13	10
125,000 Miles	25	17	13
150,000 Miles	30	20	15
175,000 Miles	35	24	18
6 Years			
36,000 Miles	7	6	6
48,000 Miles	10	7	6
60,000 Miles	12	8	6
75,000 Miles	15	10	8
85,000 Miles	17	11	9
100,000 Miles	20	13	10
125,000 Miles	25	17	13
150,000 Miles	30	20	15
175,000 Miles	35	24	18
7, 8, 9 and 10 Years			
36,000 Miles	7	7	7
48,000 Miles	10	7	7
60,000 Miles	12	8	7
75,000 Miles	15	10	8
85,000 Miles	17	11	9
100,000 Miles	20	13	10
125,000 Miles	25	17	13
150,000 Miles	30	20	15
175,000 Miles	35	24	18

◊Coverage includes "severe duty" maintenance items (if required). Visits may vary for Ford Blue Advantage and Lincoln CPO plans.

Agenda Item Report

Subject:	Consideration and approval of ESRI Renewal for 2026 to 2027 - Sponsored by Mark Pakula
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	IT Department
Staff Contact:	Mark Pakula, Information Technology Director
Dept/Group:	IT
Recommendation for Counsel to consider:	Approve ESRI Renewal (Geographic Information Systems)
Background Information:	This is a renewal for the Town's GIS systems.
Staff Recommendations:	Approving this item.
Procurement:	This is a budgeted it. the cost is $12,485.62
Financial Implications:	
Alternatives:	

ATTACHMENTS:

Esri_Quotation_0026321256

Esri Inc
380 New York St
Redlands CA 92373-8118

Subject: Renewal Quotation

Date: 01/22/2026
To: Mark Pakula
Organization: Town of Pembroke Park
IT Dept
Fax #: **Phone #:** 954-966-4600 500

From: Trina Isaacs
Fax #: 909-307-3083 **Phone #:** + 19093692258 Ext. 2258
Email: TISAACS@ESRI.COM

Number of pages transmitted (including this cover sheet): 4

Quotation #26321256
Document Date: 11/23/2025

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
https://www.esri.com/en-us/cp/maintenance

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
http://www.esri.com/legal/licensing/software-license.html

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

380 New York St
Redlands, CA 92373-8118
Phone: + 190936922582258
Fax #: 909-307-3083

Quotation

Date: 11/23/2025 **Quotation Number:** 26321256

Send Purchase Orders To:
Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100
Attn: Trina Isaacs

Please include the following remittance address on your Purchase Order:
Environmental Systems Research Institute, Inc.
P.O. Box 741076
Los Angeles, CA 90074-1076

Town of Pembroke Park
IT Dept
3150 Sw 52nd Ave
Hollywood FL 33023-5413
Attn: Mark Pakula
Email: mpakula@tppfl.gov
Phone: 9549664600-500
Customer Number: 655985

For questions regarding this document, please contact Customer Service at 888-377-4575.

Item	Qty	Material#	Unit Price	Extended Price
10	1	86497 ArcGIS Desktop Standard Concurrent Use Primary Maintenance Start Date: 02/22/2026 End Date: 02/21/2027 Subscription ID: 3962052970	1,750.00	1,750.00
1010	11	153148 ArcGIS Online Creator User Type Annual Subscription Start Date: 02/22/2026 End Date: 02/21/2027 Subscription ID: 3128424543	700.00	7,700.00
2010	5	165533 ArcGIS Online Mobile Worker User Type Annual Subscription Start Date: 10/29/2025 End Date: 02/21/2027 Subscription ID: 3128424543	527.12	2,635.62
3010	1	165533 ArcGIS Online Mobile Worker User Type Annual Subscription	400.00	400.00

Please note Esri has introduced a price change and this quote reflects current pricing for your organization. It is important to us that we are able to continue to deliver value through enhancements to products, solutions, and capabilities.

Your renewal provides access to all the benefits you are familiar with, which you can review at https://go.esri.com/maintenance
For questions related to the price change, please reach out to your assigned Esri Account Manager.

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

To expedite your order, please reference your customer number and this quotation number on your purchase order.

380 New York St
Redlands, CA 92373-8118
Phone: + 190936922582258
Fax #: 909-307-3083

Quotation

Date: 11/23/2025 **Quotation Number:** 26321256

Item	Qty	Material#	Unit Price	Extended Price
		Start Date: 02/22/2026 End Date: 02/21/2027 Subscription ID: 3128424543		

Item Subtotal		12,485.62
Estimated Tax		0.00
Total	**USD**	**12,485.62**

DUNS/CEC: 06-313-4175 CAGE: 0AMS3

380 New York St
Redlands, CA 92373-8118
Phone: + 190936922582258
Fax #: 909-307-3083

Quotation

Date: 11/23/2025 **Quotation No:** 26321256 **Customer No:** 655985

Item	Qty	Material#	Unit Price	Extended Price

Renew online by using a credit card, purchase order, or by requesting an invoice at https://www.esri.com/en-us/quote-order/renew.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at http://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf , and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at http://assets.esri.com/content/dam/esrisites/media/legal/ma-full/ma-full.pdf apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at http://www.esri.com/en-us/legal/terms/state-supplemental apply to some state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, EA, GSA, BPA) on your ordering document.

Agenda Item Report

Subject:	Approval of Minutes - Sponsored by Town Clerk Garcia-Lima November 7, 2025 - Regular Commission Meeting December 1, 2025 - Final Budget Commission Meeting December 1, 2025 - Workshop Commission Meeting December 10, 2025 - Final Budget Commission Meeting January 7, 2026 - Workshop Commission Meeting
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Cynthia Garcia-Lima, Town Clerk
Dept/Group:	Clerk
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

12.01.2025 - Budget Commission Meeting Minutes
12.01.2025 - Workshop Commission Minutes
12.10.2025 - Final Budget Hearing Minutes
01.07.2026 - Workshop Commission Meeting Minutes
11.07.2025 - Regular Commission Meeting

MINUTES
FINAL BUDGET PUBLIC HEARING MEETING

5:01 PM - Monday, December 1, 2025
Commission Chambers

The BUDGET COMMISSION MEETING of the Town of Pembroke Park was called to order on Monday, December 1, 2025, at 5:01 PM, in the Commission Chambers, with the following members present:

PRESENT: Acting Clerk Commissioner Erik Morrissette; Vice Mayor Musfika Kashem; and Clerk Commissioner Hodgkins

EXCUSED:
Mayor Geoffrey Jacobs and Commissioner Ashira Mohammed

1. CALL TO ORDER

The Budget Commission Meeting was called to order at 5:01 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

The meeting was called to order at 5:01 pm by Vice Mayor Kashem. Present at the meeting were Erik Morrissette, Acting Clerk Commissioner; Musfika Kashem, Vice Mayor; and William Hodgkins, Clerk Commissioner.

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

4. DELETIONS OR WITHDRAWALS TO THE AGENDA

There were no deletions or withdrawals to the agenda.

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

DRAFT

There were no public comments.
.

6. PUBLIC HEARING

6.1 Consideration and Approval of a resolution adopting a Final Millage Rate of 8.5000 mills for Fiscal Year 2025-2026, which is 8.04% more than the rolled back rate of 7.8676 mills per $1,000 of taxable property value - Sponsored by Finance Director Davermann

RESOLUTION NO.:2025-077 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK ADOPTING A FINAL MILLAGE RATE OF 8.5000 FOR GENERAL OPERATING BUDGET PURPOSES FOR FISCAL YEAR 2025-2026; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

The Town Attorney read Resolution 2025-077 into the record, explaining that the resolution would adopt a final millage rate of 8.5 mills for the general operating budget purposes for fiscal year 2025-26. He noted that the current operating millage is 8.04 percent more than the rollback rate of 7.8676 mills.

During the presentation, the Town Manager identified a critical error in the advertisement of the millage rate. He explained that two numbers had been transposed in the published notice. The town was required by law to publish the correct figures before the Commission could vote on the resolution.

Commissioner Hodgkins carefully examined the figures and confirmed the error, noting that line items had been juxtaposed in the published document.

The Town Attorney advised that due to this error, the Commission could not take action on the millage rate resolution at this meeting. He recommended reaching out to the Department of Revenue to inform them of the need to readvertise the millage rate information with the correct figures.

The Town Manager indicated that a new meeting could be scheduled for the correct hearing after proper advertisement, potentially coinciding with the already scheduled voting meeting on December 10th.

No formal action was taken on this item due to the advertising error.

6.2 Consideration and Approval of a resolution adopting a Final Budget for the Fiscal year commencing October 1, 2025, and ending September 30, 2026 - Sponsored by Finance Director Davermann

DRAFT

RESOLUTION NO.: 2025-078 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026, ATTACHED HERETO AS EXHIBIT "A;" DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

7. ATTORNEY REPORTS

This agenda item was not addressed.

8. TOWN MANAGER REPORTS

This agenda item was not addressed.

9. ANNOUNCEMENTS

This agenda item was not addressed.

10. ADJOURNMENT

Due to the inability to proceed with the scheduled business, the meeting was adjourned early. The second agenda item regarding the Final Budget approval was not addressed. Meeting was adjourned at 5:12pm.

ATTEST:

_____

Cynthia Garcia-Lima, Town Clerk

Commission approved on: _____

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

DRAFT

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.

DRAFT

MINUTES WORKSHOP COMMISSION MEETING

6:00 PM - Monday, December 1, 2025
Commission Chambers

The WORKSHOP COMMISSION MEETING of the Town of Pembroke Park was called to order on Monday, December 1, 2025, at 6:00 PM, in the Commission Chambers, with the following members present:

PRESENT: Acting Clerk Commissioner Erik Morrissette; Clerk Commissioner William Hodgkins; Mayor Geoffrey Jacobs; and Vice Mayor Musfika Kashem

EXCUSED:

Commissioner Mohammed and Clerk Commissioner Hodgkins

1 CALL TO ORDER

The Workshop Commission Meeting was called to order at 6:07 PM on Monday, December 1, 2025, by Mayor Jacobs.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 6:07 pm by Mayor Jacobs. Present at the meeting were Erik Morrissette, Acting Clerk Commissioner; Musfika Kashem, Vice Mayor; 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

Mayor Jacobs announced that agenda items 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, and 9.8 would be moved to the January 27, 2026, Workshop Commission Meeting.

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5 PRESENTATIONS

6 REPORTS OF COMMITTEES AND TOWN STAFF

6.1. Police Department Update - Sponsored by Police Chief DeCoursey

Police Chief Dan DeCoursey provided the following updates on police department activities from October 20 through November 19, 2025: Community Engagement and Training, Assisted with traffic control for the town food giveaway on November 1, Provided security at the health fair on November 8, Deputy Chief Ochoa and Captain Prichard attended a presentation by former Philadelphia Police Commissioner Chuck Ramsey at FIU North Campus on November 17, Assisted with the town's turkey pardoning and turkey giveaway on November 24, Assisted with the tree lighting ceremony on November 25.

Department Representation: The department attended funerals for two fallen officers: a Miami Beach officer killed while on motorcycle duty and a Miami-Dade police officer killed during a traffic incident
Department Updates: The police fleet has been rebranded with new vehicle markings, with charger striping packages still pending, Officer Robert Bethea was selected for assignment to the Drug Enforcement Administration Task Force following internal interviews conducted on October 29, The department is processing two applicants for the police chief position, with another interview scheduled for the following day, The department is working to backfill positions to get the DEA task force officer and community policing/crime prevention officer in place.

Statistics: 49 traffic incidents, 40 total alarm calls, 10 burglaries, 424 total general incidents, 822 police service calls, 15 arrests, 117 citations issued, 43 crash reports, 1,033 total calls for service.

Mayor Jacobs inquired about speeding in school zones. Chief DeCoursey explained they are currently issuing warnings until the camera system is fully implemented. He noted they had an issue with cameras on Hallandale Beach Boulevard that they're working to resolve.

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7 NEW BUSINESS

7.1 Consideration and approval of a sign variance - Town Planner Consultant Von der Meulen
File No.: 25-SV-02
Applicant: Lucky Cigar, Inc.
Address: 2865 SW 30th Avenue
Request: The applicant is requesting two (2) variances from the sign code to increase the length and height of the east sign. This application requests a variance from Section 21-20. (c).1.A limiting the letter height and Section 21-20. (c).1. B limiting the length of the sign.

RESOLUTION NO: 2025-079

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING SIGN VARIANCE APPLICATION NO. 25-SV-02 AND GRANTING TWO (2) SIGN VARIANCES FOR THE PROPERTY LOCATED AT 2865 SW 30th AVENUE, PEMBROKE PARK, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Jocelyn Aldes presented on behalf of Mike Von der Meulen, regarding two sign variances.

The property is adjacent to I-95. The applicant is requesting to increase the length and letter height of signage on the east elevation to improve visibility from I-95. Ms. Aldes noted that under the new sign code rewrite, this sign would not require a variance.

Town Attorney noted that since these are quasi-judicial items as variances, they should be on the agenda as line items, not consent items. Item will be considered as line items at the regular meeting.

7.2 Consideration and approval of a sign variance - Town Planner Consultant Von der Meulen
File No.: 25-SV-05
Applicant: O'Reilly's
Address: 4700 W. Hallandale Beach Blvd
Request: The applicant is requesting three (3) variances from the sign code to increase the height, length and sign area. This application requests a variance from Section 21-20. (c).1.A limiting

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the letter height, Section 21-20. (c).1. B limiting the length of the sign and Section 21-20. (c).1.C limiting the sign area.

RESOLUTION NO: 2025-080

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING SIGN VARIANCE APPLICATION NO. 25-SV-05 AND GRANTING THREE (3) SIGN VARIANCES FOR THE PROPERTY LOCATED AT 4700 WEST HALLANDALE BEACH BOULEVARD, PEMBROKE PARK, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

The applicant is requesting to increase the length, letter height, and area of signage on the west elevation. This is also to address visibility issues and under the sign code rewrite, this variance would not be needed.

Town Attorney noted that since these are quasi-judicial items as variances, they should be on the agenda as line items, not consent items. Item will be considered as line items at the regular meeting.

7.3 Consideration of Approval of HIDTA State and Local Task Force Agreement with the DEA - Sponsored by Police Chief DeCoursey

RESOLUTION NO: 2025-081

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING AND AUTHORIZING THE EXECUTION OF THE HIDTA STATE AND LOCAL TASK FORCE AGREEMENT BETWEEN THE UNITED STATES DEPARTMENT OF JUSTICE, DRUG ENFORCEMENT ADMINISTRATION (DEA), AND THE PEMBROKE PARK POLICE DEPARTMENT ATTACHED HERETO AS EXHIBIT A; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.4 Consideration and Approval of the Commission Meeting date for the 2026 calendar year. Enclosed is a list of the proposed dates - Sponsored by Town Clerk Garcia-Lima

Town Clerk Garcia-Lima presented the proposed meeting dates for 2026. She noted that she only altered the November meeting date due to Veterans Day falling on Wednesday, moving that meeting to Thursday. The schedule includes summer meetings, which the

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Commission typically votes on separately regarding a potential summer hiatus.
Town Attorney noted that the September budget hearing dates might need to be adjusted once school board and county budget hearing dates are confirmed.

The Commission agreed this item could be placed on the consent agenda for the next regular commission meeting.

7.5 Consideration of Approval of Meeting Minutes - Sponsored by Town Clerk Garcia-Lima

September 10, 2025 - First Public Budget Hearing Meeting
September 10, 2025 - Regular Commission Meeting
September 24, 2025 - Special Commission Meeting
September 24, 2025 - Second Public Budget Meeting
September 24, 2025 - Workshop Commission Meeting
September 29, 2025 - Regular Commission Meeting

The Commission agreed this item could be placed on the consent agenda for next regular commission meeting.

7.6 Motion to waive competitive procurement pursuant to Sec. 2-125(d)(17) of the Town's Code and finding that it is in the Town's best interests to engage CivicPlus for agenda management services - Sponsored by Town Clerk Garcia-Lima

RESOLUTION NO.: 2025-XXX

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, WAIVING COMPETITIVE PROCUREMENT PURSUANT TO SECTION 2-125(d)(17) OF THE TOWN CODE; FINDING THAT IT IS IN THE BEST INTERESTS OF THE TOWN TO ENGAGE CIVICPLUS FOR THE PROVISION OF CIVIC CLERK AGENDA MANAGEMENT SERVICES; AUTHORIZING THE TOWN CLERK TO EXECUTE ALL NECESSARY AGREEMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Clerk Garcia-Lima explained that the town currently uses iCompass for agenda management but would like to switch to Civic Clerk, which she described as more user-friendly. She noted that: She has experience using Civic Clerk at a previous position; It

interfaces well with other software the town is already using; It would simplify live streaming of meetings; It would cost less than their current software; The iCompass contract has expired and is currently being renewed yearly; To lock in pricing, they would need to make the change by March 30.

Mayor Jacobs mentioned that he met this company at the National League of Cities conference, and they seemed very professional and successful, with many colleagues using their services.

The Commission agreed this item could be placed on the consent agenda for next regular commission meeting.

7.7 Consideration and Approval for the Independent Contractor Agreements for Building Department Mechanical, Electrical, Plumbing, and Engineering Services

Town Attorney Horowitz explained that the Building Department had requested preparation of independent contractor agreements for various inspection services (plumbing, electrical, mechanical, etc.). These agreements formalize existing relationships with professional service providers. Each position would be compensated at $50 per hour.

The Commission agreed this item could be placed on the consent agenda for next regular commission meeting.

7.8 Certificate of Use Application Ordinance - Sponsored by Building Department Manager Louis

ORDINANCE: 2025-XXX

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 15 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "LICENSES AND BUSINESS REGULATIONS;" BY SPECIFICALLY AMENDING ARTICLE VIII, ENTITLED "CERTIFICATES OF USE;" AMENDING SEC. 15-175, ENTITLED "CERTIFICATE OF USE REQUIREMENTS;" PROVIDING FOR AN APPLICATION AND APPROVAL PROCESS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Horowitz explained that earlier in the year, the Commission had adopted an ordinance eliminating business tax receipts (BTRs). This new ordinance establishes an application process for certificates of use, primarily for tracking purposes to know which businesses are operating in the town. Unlike BTRs, there would be no fee associated with this process.

The Commission agreed this item could be placed as a line item for the next regular commission meeting.

7.9 Discussion and Possible Action to Continue Utilization of the Temporary Generator - Sponsored by Town Manager Lynch

Town Manager Lynch explained that this item would allow the town to maintain the temporary generator until the new permanent generator arrives, which may be a year to a year and a half away. He noted that the temporary generator has been performing well, and this would simply continue the current monthly payment arrangement.

Vice Mayor Kashem asked if the generator conducts automatic monthly tests, which was confirmed.

The Commission agreed this item could be placed on the consent agenda for next regular commission meeting.

7.10 Backup system for Police Department - Sponsored by IT Director Pakula

IT Director Pakula presented a proposal for a backup redundant system for the police department's records management system. This would allow police operations to continue from another location if the main building lost power or was damaged in a storm. The cost is $17,609, with a request not-to-exceed $20,000.

Vice Mayor Kashem noted that this seemed like a necessity.

The Commission agreed this item could be placed on the consent agenda for next regular commission meeting.

8 ORDINANCES – SECOND READING

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8.1 Consideration and approval of an Ordinance Amending the Purchasing Thresholds - Sponsored by Procurement Administrator Woodbury & Town Attorney Horowitz

ORDINANCE NO.: 2025-008

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" BY SPECIFICALLY AMENDING ARTICLE V, ENTITLED "PROCUREMENT;" AMENDING SEC. 2-128, ENTITLED "PROCUREMENT AMOUNT THRESHOLDS;" AMENDING THE PROCUREMENT THRESHOLDS FOR THE TOWN'S ACQUISITION OF GOODS AND SERVICES; PROVIDING FOR CONSISTENCY WITH THE TOWN'S PURCHASING MANUAL; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Horowitz reminded the Commission that on first reading, they heard a presentation from Donna Rockfield regarding procurement thresholds based on a county-wide survey. The ordinance increases the city manager's threshold to $25,000, with an additional change that anything over $50,000 would require a competitive process. Items below $50,000 would still require three quotes.

This item will be on for second reading at the next regular meeting.

8.2 Consideration and approval of the Revised Town Personnel Handbook - Sponsored by HR Director Frishman

ORDINANCE NO.: 2025-009

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA ADOPTING THE AMENDED PEMBROKE PARK PERSONNEL POLICIES AND PROCEDURES MANUAL, ATTACHED HERETO AS EXHIBIT "A," AND INCORPORATED AS IF FULLY SET FORTH HEREIN; AMENDING CHAPTER 19 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "PERSONNEL;" AMENDING ARTICLE I, ENTITLED "IN GENERAL" BY SPECIFICALLY AMENDING SECTION 19-1, ENTITLED "ADOPTION OF PERSONNEL POLICIES AND PROCEDURES MANUAL;" PROVIDING FOR FUTURE AMENDMENTS TO THE TOWN'S PERSONNEL MANUAL BY RESOLUTION OF THE TOWN COMMISSION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING

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FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

HR Director Bradley Frishman noted that the only difference between first and second reading was the addition of a paid parental leave policy, which was requested by Commissioner Mohammed. The policy provides parental leave upon hiring but requires a two-year commitment, similar to the town's tuition reimbursement policy.

This item will be on for second reading at the next regular meeting.

9 DISCUSSIONS

9.1 Discussion on Town Projects - Sponsored by Mayor Jacobs

Mayor Jacobs raised concerns about the town park project, which has been non-compliant with state requirements for 33 years. He explained that three years ago, he had met with state officials in Tallahassee to discuss a plan to address the non-compliance but noted that no progress has been made since then.

Mayor Jacobs and Vice Mayor Kashem, who has been responsible for the park project, engaged in a discussion about the lack of progress. Vice Mayor Kashem expressed that he needed input from all commissioners before moving forward, while Mayor Jacobs countered that it was Vice Mayor Kashem's responsibility as the commissioner in charge of the project to lead the effort.

The discussion revealed that various elements had been planned for the park, including: A splash pad (replacing a previously required eco-tower), An amphitheater, Restrooms, Additional pavilions, and More canopy trees in the eastern part of the park.

Mayor Jacobs proposed taking back responsibility for the park project to ensure progress before the upcoming Tallahassee meetings in January/February 2026. He committed to: meeting with state officials to present the town's plans, bringing the master plan back to the Commission in the spring, and beginning the process of getting the park developed.

Vice Mayor Kashem agreed to this change in responsibility.

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The Commission also discussed upcoming events, including Broward Days in January and the National League of Cities conference in Washington, DC in March.

Discussion items 9.2 through 9.8 were moved to the January 27, 2026 workshop meeting.

~~**9.2** Discussion and/or possible action regarding the reporting structure and oversight responsibilities for certain Town positions hired by the Town Commission - Sponsored by Commissioner Mohammed~~

~~**9.3** Updates on town purchasing manual, and P-Card purchases - Sponsored by Commissioner Mohammed~~

~~**9.4** Update on Town Planner Position – Status of Hiring vs. Contracted Services - Sponsored by Commissioner Mohammed~~

~~**9.5** Creation of Town-Wide Wellness & Weight-Loss Program With Incentives and Commercial Scale "Walking under the Stars" - Sponsored by Commissioner Mohammed~~

~~**9.6** Discussion on the Creation of a Pembroke Park Community Benefit Fund Modeled After Tamarac's Program - Sponsored by Commissioner Mohammed~~

~~**9.7** Discussion and consideration of Hiring of Webmaster/Graphic Designer for the Town - Sponsored by Acting Clerk Commissioner Morrissette~~

~~**9.8** Discussion and possible action to direct the Town Attorney's Office to draft a resolution providing for the establishment of the Pembroke Park Foundation, a non-profit organization to be used for fundraising and other charitable purposes for the benefit the Town and its residents - Sponsored by Clerk Commissioner Hodgkins~~

10 ATTORNEY COMMENTS

The Town Attorney had no comments.

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11 TOWN MANAGER COMMENTS

Town Manager Lynch expressed concern about the delay in approving a rate study for the town's sewer infrastructure. He explained: the item was first introduced in August 2024 by Director Odems, the Commission has repeatedly postponed making a decision, without a rate study, the town lacks information needed for funding infrastructure work, the current rates haven't been adjusted "for a very, very long time", and after the study is completed, which takes several months, the town would then need to address any rate adjustments.

He proposed adding the rate study to the December 10 special meeting agenda. The Commission agreed to place the item on the consent agenda for the December 10 meeting to engage Raftalis to conduct the study.

Town Attorney Horowitz also informed the Commission that John Wilson, who was previously approved as an independent contractor to review school zone speed camera citations, would need to be converted from a 1099 contractor to a W-2 part-time employee due to a recent Supreme Court decision.

The compensation and hourly rate would remain the same.

12 COMMISSIONER COMMENTS

12.1 Commissioner Mohammed had no comment.

Acting Clerk Commissioner Morrissette suggested that the town manager should provide better guidance to the Commission on important matters like the rate study, noting that he thought the study was already in process. He emphasized the need for better communication.

Clerk Commissioner Hodgkins had no comment.

Vice Mayor Kashem had no comment.

Mayor Jacobs expressed concern that the town paid for three commissioners to attend the National League of Cities conference, but only one commissioner attended, wasting town funds. He emphasized that when commissioners make commitments to attend events, they should follow through. Mayor Jacobs also raised concerns about A&B Recycling, reporting that he had received complaints about materials flowing into the street. Town Attorney Horowitz explained that the town had received authorization to foreclose on code liens against the property and had

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provided notice to the owner. The property owner had engaged new legal counsel and agreed to a performance improvement plan. The town is awaiting an update on the reinspection of the property before deciding whether to proceed with foreclosure.

Vice Mayor Kashem expressed concern about potential environmental contamination of the property.

Town Attorney Horowitz explained that if the town were to take ownership through foreclosure, the property would be cleaned up and auctioned off, with proceeds covering the town's costs.

13 ANNOUNCEMENTS

13.1 Regular Commission Meeting on Wednesday, December 10, 2025, at 7:00 PM

Workshop Commission Meeting, Wednesday, January 7, 2026, at 6:00 p.m.

Regular Commission Meeting, Wednesday, January 14, 2026, at 7:00 p.m.

Toy Giveaway on Friday, December 12, 2025, from 4:00 PM to 7:00 PM

Employee Holiday Luncheon on Friday (date not specified)

Mayor Jacobs also congratulated Town Manager Lynch on the success of the tree lighting ceremony, which he described as "historically the biggest event ever in Pembroke Park."

14 ADJOURNMENT

The meeting adjourned at 7:06pm.

ATTEST:

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Cynthia Garcia-Lima, Town Clerk
Commission approved on: February 11, 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.

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MINUTES
FINAL BUDGET COMMISSION MEETING

6:30 PM - Wednesday, December 10, 2025
Commission Chambers

The Final Budget Commission Meeting of the Town of Pembroke Park was called to order on Wednesday, December 10, 2025, at 6:30 PM, in the Commission Chambers, with the following members present:

PRESENT: Acting Clerk Commissioner Erik Morrissette; Clerk Commissioner William Hodgkins; and Vice Mayor Musfika Kashem

EXCUSED:

Commissioner Mohammed and Mayor Jacobs were absent.

1 CALL TO ORDER

Vice Mayor Kashem called to order the Final Budget Public Hearing Meeting of the Town of Pembroke Park on Wednesday, December 10, 2025, at 6:32 PM.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 6:32 pm by Vice Mayor Kashem. Present at the meeting were Erik Morrissette, Acting Clerk Commissioner; Musfika Kashem, Vice Mayor; and William Hodgkins, Clerk Commissioner.

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

There were no deletions or withdrawals to the agenda.

5 PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE

No public comments were presented

6 PUBLIC HEARING

6.1. Consideration and Approval of a resolution adopting a Final Millage Rate of 8.5000 mills for Fiscal Year 2025-2026, which is 8.04% more than the rolled back rate of 7.8676 mills per $1,000 of taxable property value - Sponsored by Finance Director Davermann

RESOLUTION NO.:2025-077

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK ADOPTING A FINAL MILLAGE RATE OF 8.5000 FOR GENERAL OPERATING BUDGET PURPOSES FOR FISCAL YEAR 2025-2026; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney introduced Resolution No. 2025-077, explaining that this was the final republished budget hearing as requested by the Department of Revenue. The attorney noted that this resolution would adopt a final millage rate of 8.5000 mills for fiscal year 2025-2026, which is 8.04% more than the rollback rate of 7.8616 mills per $1,000 of taxable property value.

Finance Director James Davermann explained that this hearing was intended to bring the town back into compliance with ETRIM due to an error with the submission of the notice of property tax increase. He clarified that the error occurred in the Excel spreadsheet logic which caused the initial and final proposed tax increases to be flipped. Mr. Davermann emphasized that there was no change to the millage rate or rollback rate, and that completing this hearing would allow him to submit the corrected information to ETRIM and bring the town back into compliance.

Vice Mayor Kashem opened the public hearing. No public comments were made, and the public hearing was closed.

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ACTION: Motion to approve Resolution No. 2025-077 was made by Clerk Commissioner Hodgkins. Acting Clerk Commissioner Morrissette seconded the motion, and it passed unanimously on a poll vote.

6.2 Consideration and Approval of a resolution adopting a Final Budget for the Fiscal year commencing October 1, 2025, and ending September 30, 2026 - Sponsored by Finance Director Davermann
RESOLUTION NO.: 2025-078
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A FINAL BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 AND ENDING SEPTEMBER 30, 2026, ATTACHED HERETO AS EXHIBIT "A;" DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE TOWN FOR THE ENSUING YEAR; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney presented Resolution No. 2025-078, a resolution adopting a final budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026, as attached in Exhibit A, determining and fixing the amounts necessary to carry on the government of the town for the ensuing year.

Finance Director Davermann provided additional context, noting that he had fixed the Excel formula error that caused the previous issue. He clarified that the total budget number remained the same, and neither the millage nor rollback rates were changing. He also mentioned there was a slight 1.5% increase in ad valorem due to using Goal Seek in Excel, which optimized the numbers. Finance Director Davermann assured the Commission that he had fixed the errors so it would not be repeated in the future.

Vice Mayor Kashem opened the public hearing. No public comments were made, and the public hearing was closed.

ACTION: Motion to approve Resolution No. 2025-078 was made by Clerk Commissioner Hodgkins. Acting Clerk Commissioner Morrissette seconded the motion, and it passed unanimously on a poll vote.

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7 ANNOUNCEMENTS

7.1 Workshop Commission meeting, Wednesday, January 7, 2026, at 6:00 p.m.
Regular Commission meeting, Wednesday, January 14, 2026, at 7:00 p.m.
Special Magistrate Hearing, Wednesday, January 21, 2026, at 9:00 a.m.

Before adjourning, the Town Attorney requested the Commission's indulgence to discuss one time-sensitive matter. He explained that an ethics complaint had been filed against a member of town staff. Under Article 10 of Chapter 2 of the town code, which is consistent with Chapter 111 of Florida Statutes, there is a provision for indemnification of town officials, including the payment of attorney fees for ethics complaints.

The Town Attorney explained that under Florida law, there is entitlement to attorney's fees for any ethics complaint, civil complaint, or criminal complaint if the respondent is found not to have committed a violation and if the allegations related to the course and scope of their official duties. However, if a violation is found, there is no entitlement, and any public funds paid would need to be reimbursed to the town.

Due to timing issues and response deadlines, the Town Attorney requested authorization to work with the individual to engage counsel. He noted that the ethics complaint itself is confidential, as is the identity of the subject, under the rules of the Ethics Commission.

Motion to authorize the Town Attorney to work with the Town Manager to engage outside counsel or have the individual engage their own outside counsel, with the understanding that they are entitled to reimbursement of reasonable attorney fees if the violations are found to be without merit, was made by Commissioner Hodgkins and seconded by Acting Clerk Commissioner Morrissette. The motion was approved unanimously by roll call vote, and it passed unanimously on a poll vote.

The Town Manager also notified the Commission that the Barnabas Community Outreach has a Feeding the Homeless program gala on Sunday, which has been operating for 40 years. The Town Manager indicated his intention to make a $1,500 disbursement to support this program and mentioned that Christine would be in touch with commissioners regarding attendance.

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8 ADJOURNMENT

With no further business the meeting was adjourned at 6:51pm.

ATTEST:

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Cynthia Garcia-Lima, Town Clerk
Commission approved on: February 11, 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.

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MINUTES
WORKSHOP COMMISSION MEETING

6:00 PM – Wednesday January 07, 2026
Commission Chambers

The WORKSHOP COMMISSION MEETING of the Town of Pembroke Park was called to order on Wednesday, January 07, 2026, at 6:00 PM, in the Commission Chambers, with the following members present:

PRESENT: Commissioner Ashira Mohammed; Acting Clerk Commissioner Erik Morrissette; Clerk Commissioner William Hodgkins; Vice Major Musfika Kashem; and Commissioner Geoffrey Jacobs

Absent Major Geoffrey Jacobs when roll called.
Mayor Jacobs joined the meeting remotely at 7:19 pm.

1 CALL TO ORDER

Vice Mayor Kashem called the meeting to order at 6:00pm

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 6:00 pm by Vice Mayor Kashem. Present at the meeting were Ashira Mohammed, Commissioner; Erik Morrissette, Acting Clerk Commissioner; William Hodgkins, Clerk Commissioner; Musfika Kashem, Vice Mayor.

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

4 DELETIONS OR WITHDRAWALS TO THE AGENDA

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There were no deletions or withdrawals to the agenda.

5 PRESENTATIONS

There were no presentations.

6 REPORTS OF COMMITTEES AND TOWN STAFF

6.1 Fire Department Update- Sponsored by Chief Kane

Battalion Chief Michael Kane of Broward Sheriff's Office Fire Rescue presented statistics for November 2025. He reported a total of 193 calls, including 8 structure fires, 12 vehicle accidents, 15 highway vehicle accidents, 19 fire alarms, 126 medical calls, and 13 service calls. When questioned about the location of the structure fires, Chief Kane explained that these could include incidents like pots on stoves that are still classified as structure fires, not necessarily major structural fires.

6.2 Police Department Update – Sponsored by Chief DeCoursey

Chief DeCoursey provided the police department update for December. He highlighted several professional recognitions, including two officers, Sergeant Daz and Vasquez, who received the Medal of Honor of Valor from the Broward Chiefs of Police Association for an incident that occurred in March 2025.

He reported on various command engagements, including a Labor Employment Roundtable that provided valuable updates on labor relations and employment law considerations. Chief DeCoursey also announced that Lieutenant Dennis Allen had graduated from the Florida Department of Law Enforcement's Leadership Academy, a 160-hour course.

The Chief detailed community outreach activities, including participation in the sixth annual Mystic Forest Childhood Cancer Awareness Gold Ribbon Parade, attendance at Lake Forest Elementary Holiday Gift Giveaway, providing security for the town holiday toy drive, and participation in the Kayson Foundation toy giveaway.

Chief DeCoursey reported on training and interagency collaboration, mentioning two active assailant training exercises conducted with the Department of Sea Ranch Lakes Police Department.

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Regarding activity statistics from November 20 to December 20, the department handled 42 traffic incidents, 50 alarm calls, 3 burglaries, 64 traffic stops, generated 436 total general incidents, and responded to 752 public service calls. The department made 4 felony arrests and 2 misdemeanor arrests, and issued 67 citations and 11 warnings, for a total of 1,482 calls for service during the period.

7 OLD BUSINESS

7.1 Consideration to Approve the Commission Meeting dates for the 2026 calendar year. Enclosed is a list of the proposed dates – Sponsored by Town Clerk Garcia-Lima

Town Clerk Garcia-Lima noted that several commissioners would be unavailable on January 28, 2026, which was the last Wednesday of January. She suggested changing this meeting date to either February 2 or February 3. After discussion, the commission agreed to move the meeting to Tuesday, February 3, 2026, at 6:00 PM.

The commission agreed to place this item on the consent agenda for the next regular meeting.

8 NEW BUSINESS

8.1 Consideration and Approval of Park Use Fee Waiver for Community Outreach Event Hosted by Rose Heart Foundation and Earthly Doula - Sponsored by Mayor Jacobs

Ms. Dieulene Jean Louis, owner and founder of Earthly Doula and the Rose Heart Foundation, presented her request to use a town park for an event. She explained that her organizations provide services to pregnant mothers and postpartum education throughout Broward County, and that her foundation organizes events and educates low-income families. She wanted to use the park to bring awareness of health and education resources to the community.

Vice Mayor Kashem mentioned that she had received an email about this request and had tried to reach out. She noted that nonprofit organizations can use Pembroke Park facilities for free, requiring only proof of insurance.

The commission agreed to place this item on the consent agenda for the next regular meeting.

8.2 Ratification of expenses incurred for leased vehicles obtained through Enterprise Fleet Management without prior Commission approval - Procurement Specialist Woodbury

Finance Director James Davermann presented on behalf of Procurement Specialist Stephanie Woodbury. He explained that the town had refreshed its entire vehicle fleet across police, public works, and building departments, replacing 16 vehicles. Each vehicle costs between $800-1,000 monthly, with a total 5-year cost of $946,770.38.

Finance Director Davermann noted that the town has a master agreement with Enterprise, and when a vehicle's useful life ends, Enterprise sells it on the town's behalf, with proceeds going toward leasing a new vehicle. He explained the benefits of leasing, including not holding depreciating assets, having repairs covered, and access to a dashboard that shows performance metrics for all vehicles.

The vehicles included 3 for police, 11 for public works, and 2 for building departments - all 2025 models with 60-month lease terms.

Commissioner Hodgkins expressed support for the leasing program, stating he had advocated for it to avoid having old vehicles needing constant repairs.

Vice Mayor Kashem expressed concern that some vehicles were approved months ago without commission approval and noted that some driver names were missing from the documentation.

Finance Director Davermann explained that some vehicles had been assigned to former deputy town managers and that they would update the list with assigned drivers as they brought in new staff members. He committed to sending the updated list to commissioners and ensuring future approvals come to the commission first.

The commission agreed to place this item on the consent agenda for the next regular meeting.

8.3 Consideration and approval of Andre McKenney to serve as Special Magistrate for Code Enforcement hearings for the Town - Building Manager Louis

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Town Attorney explained that while this item was on the agenda, under the current town code adopted in 2021, there was a delegation of authority to the town attorney to hire and contract for magistrate services. He noted that this item was included on the agenda because it had been previously considered by the commission.

Jeffrey Louis, Building Manager, explained that Ms. McKenney had been serving as special magistrate for the past three years, alternating monthly with Harry Hippler. He noted that a contract for Ms. McKenney had not been properly executed unlike Mr. Hippler's contract, so this was primarily a housekeeping issue.

The Town Attorney confirmed this was an administrative matter that did not require commission action and would be handled accordingly.

8.4 Consideration of Approval of Capital Improvement Element for Submission to the Department of Commerce - Sponsored by Public Services Director Odoms and Finance Director Davermann

Finance Director Davermann presented the Capital Improvement Element (CIE) required for submission to the Department of Commerce to comply with Florida Statute Chapter 163. The CIE supports adopted levels of service standards and includes a financially feasible 5-year capital improvement plan from 2025-2030.

Finance Director Davermann explained that most projects were budgeted and funded, apart from sewer projects, for which Director Odoms recommended initiating a rate study to determine how to adjust fees and consider other financing options like loans or grants. He noted that the town had not submitted a CIE in the past 10 years, so it was important to become compliant by submitting one for 2026.

Public Works Director Jeff Odoms added that the capital improvement plan is done on an annual basis as part of the budget process, and he had been working with the finance director on the 5-year CIP. They discovered the CIE had not been done and needed to be updated to remain compliant.

Finance Director Davermann added that out of $36 million in total capital improvement projects, $28 million was funded, leaving an $8 million funding gap to address with additional procedures.

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The commission agreed to place this item on the consent agenda for the next regular meeting.

8.5 Consideration and Approval to Waive Competitive Procurement and Approve Agreement with Blue Digital Corp. for Document Scanning Services - Sponsored by Town Clerk Garcia-Lima

Town Clerk Garcia-Lima explained that she had been tasked with cleaning up the records room, and while much had been accomplished, there were still 3-4 rooms full of records, primarily legacy building department records. She recommended continuing to use Blue Digital for document scanning services as they had already handled most of their boxes and were familiar with the town's processes. She noted that the vendor was local, which made it convenient to access documents when needed. She also mentioned that she and Natalie had already started putting information into the software, allowing departments to access these documents.

The commission agreed to place this item on the consent agenda for the next regular meeting.

8.6 Approval of Minutes - Sponsored by Town Clerk Garcia-Lima

The minutes from the Workshop Commission meeting of October 29, 2025, were presented for approval.

The commission agreed to place this item on the consent agenda for the next regular meeting.

9 DISCUSSION

9.1 Discussion and consideration of Hiring of Webmaster/Graphic Designer for the Town - Sponsored by Acting Clerk Commissioner Morrissette

Commissioner Morrissette initiated a discussion about improving the quality of printed materials distributed to residents and the town's website. He suggested that the town should consider either hiring an in-house webmaster/graphic designer or contracting with a professional company.

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He emphasized that the current materials and website were not interactive or user-friendly and appeared outdated compared to neighboring municipalities.

Commissioner Morrissette noted that the town represents three main languages and should have trilingual materials. He acknowledged that while there are staff members who speak French and Spanish who could assist, the overall presentation needed to be more professional. He mentioned that he had provided examples from other municipalities like West Park, Hollywood, and Hallandale Beach as references.

Human Resources Director Frishman explained that the Public Information Officer position wasn't specifically designed for graphic design, though creating a branding guide would fall within its scope. He suggested that combining graphic design responsibilities with an events coordinator position might be a workable solution, either as a full-time or part-time role.

Vice Mayor Kashem suggested that many of these responsibilities should already fall under the PIO's job description given the salary for that position. Town Manager Lynch agreed to sit down with Commissioner Morrissette to determine specific needs and whether they could be met by the current PIO or would require a new position.

9.2 Discussion and possible action to direct the Town Attorney's Office to draft a resolution providing for the establishment of the Pembroke Park Foundation, a non-profit organization to be used for fundraising and other charitable purposes for the benefit of the Town and its residents - Sponsored by Clerk Commissioner Hodgkins

Commissioner Hodgkins proposed establishing a nonprofit foundation for the town to handle events involving public payments, such as flea markets or other town events. He suggested this would keep these funds separate from normal budgeting items and provide a more legal structure for handling such finances.

Town Attorney explained that many municipalities in Broward County have separate foundations for specific purposes, such as Tamarac's Parks and Rec Foundation, North Lauderdale's recreation foundation, Pembroke Pines' veterans and charter school foundations, and Cooper City's public safety foundation. He noted that these organizations are structured as Florida not-for-profit corporations that offer tax benefits for contributions.

He explained that establishing such a foundation would require articles of incorporation to be filed with Tallahassee, creation of bylaws outlining the

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duties and organizational structure, and designation of a board. The Town Attorney noted there would be insurance requirements and fiduciary obligations, but the foundation would operate at arm's length from the town with separate funds and budget.

The commission agreed that this was a good idea but needed more detailed discussion. The Town Attorney offered to draft framework documents for future consideration at a special workshop meeting.

9.3 Christmas Tree - Sponsored by Mayor Jacobs

This item was moved to the next commission meeting as Mayor Jacobs was not present.

9.4 Discussion and/or possible action regarding the reporting structure and oversight responsibilities for certain Town positions hired by the Town Commission - Sponsored by Commissioner Mohammed

Commissioner Mohammed raised the issue of clarifying the reporting structure for positions hired directly by the commission, specifically the HR and IT positions. She noted that there seemed to be some changes or misunderstandings about these positions.

Town Attorney provided extensive background information after researching the issue. He explained that in November 2024, the commission had identified specific positions as charter officers who report directly to the commission. When reviewing recordings from meetings in May 2024, he found that the commission had specifically discussed keeping the IT position under commission purview, though it wasn't codified in the charter.

He noted several inconsistencies in the town code, including provisions for positions as an administrative services director (which haven’t been filled since at least 2022) that oversees clerk's office, code enforcement, finance and budget, HR, and IT. The code also has language suggesting HR would report to the town manager. Additionally, the town engineer position in the code is a direct report to the commission but not in the charter.

The commission discussed various options for clarifying these reporting structures. Commissioner Hodgkins suggested that HR should be independent so neither the town manager nor commission could unduly influence it.

Vice Mayor Kashem agreed, noting the town's history with harassment complaints.

The Town Attorney suggested drafting an ordinance to clarify these positions rather than a charter amendment, though Town Manager Lynch suggested a charter amendment might be appropriate to avoid future confusion.

After discussion, the commission directed the Town Attorney to prepare an ordinance for first reading at an upcoming meeting to clarify reporting structures, particularly for HR and IT positions.

9.5 Updates on town purchasing manual, and P-Card purchases - Sponsored by Commissioner Mohammed

Commissioner Mohammed raised concerns about P-card (purchasing card) usage, particularly for purchases that could be handled through purchase orders and invoices. She cited examples like print services and banner production, where vendors accept checks and send invoices, but payments were being made with credit cards. She explained this was causing credit cards to reach their limits, requiring multiple payments per month to free up space.

She clarified that she wasn't trying to restrict emergency purchases but wanted better controls over purchases that could be paid by check.

Town Manager Lynch suggested having Finance put together a report detailing specific examples to help clarify the issue.

9.6 Update on Town Planner Position – Status of Hiring vs. Contracted Services - Sponsored by Commissioner Mohammed

Commissioner Mohammed brought up that the commission had previously voted to hire an in-house town planner rather than continuing with contracted services. She noted that for the past two years, the town had spent approximately $400,000 on consultant town planning services, which would be less expensive with an in-house position. She expressed frustration that despite commission direction, the position had not been filled, citing emails from June 2024 where she had asked for follow-up on this item.

Town Manager Lynch acknowledged that a job description had been written and interviews had taken place in late 2024. He agreed to have HR regenerate the advertisement for the position and restart the hiring process.

Clerk Commissioner Hodgkins supported having an in-house planner for efficiency and cost savings.

9.7 Creation of Town-Wide Wellness & Weight-Loss Program with Incentives and Commercial Scale "Walking under the Stars" - Sponsored by Commissioner Mohammed

Commissioner Mohammed proposed creating a town-wide wellness and weight loss program with incentives. She explained she had initially wanted to launch this during Christmas when the park lights were on to encourage evening exercise. She suggested placing a commercial scale at the park where people could weigh themselves and offering incentives like T-shirts or water bottles for participants who checked in 20 times.

The commission expressed support for the idea.

Town Manager Lynch agreed to direct the HR Director to develop the program and bring it back for commission approval.

Mayor Jacobs joined the meeting remotely at 7:19 pm.

Mayor Jacobs expressed frustration about the lack of progress on town projects, while other commissioners objected to his tone and accusations. A motion to adjourn was made by Commissioner Hodgkins, seconded by Acting Clerk Commissioner Morrissette, and approved at 7:42 PM. The meeting ended abruptly following a heated exchange between Mayor Jacobs and other commissioners during the discussion.

10. **ATTORNEY COMMENTS**

11. **TOWN MANAGER COMMENTS**

11.1 Town Manager Lynch will provide an update on the possibility of acquisition of a new building for the Police Department on Hallandale Beach Blvd.

12. **COMMISSIONER COMMENTS**

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12.1 Commissioner Mohammed
Acting Clerk Commissioner
Clerk Commissioner Hodgkins
Vice Mayor Kashem
Mayor Jacobs

13. **ANNOUNCEMENTS**

13.1 Regular Commission Meeting, Wednesday, January 14, 2026, at 7:00pm
Special Magistrate Hearing, Wednesday, January 21, 2026, at 9:00pm
Workshop Commission Meeting, Wednesday, January 28, 2026, at 6:00pm (meeting date might be changed by the commission)

14 ADJOURNMENTS

With no further business the meeting adjourned at 7:42pm.

ATTEST:

_____

Cynthia Garcia-Lima, Town Clerk

Commission approved on:

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.

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Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.

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MINUTES REGULAR COMMISSION MEETING

4:00 PM - Friday, November 7, 2025
Commission Chambers

The REGULAR COMMISSION MEETING of the Town of Pembroke Park was called to order on Friday, November 7, 2025, at 4:00 PM, in the Commission Chambers, with the following members present:

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

EXCUSED:

1 CALL TO ORDER

Mayor Geoffrey Jacobs called the meeting to order at 4:00 P.M.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 ROLL CALL

The meeting was called to order at 4:00 pm by Mayor Jacobs. Present at the meeting were Erik Morrissette, Acting Clerk Commissioner; William Hodgkins, Clerk Commissioner; Musfika Kashem, Vice Mayor; 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

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Mayor Jacobs moved item 10.1 up to be heard before agenda item 8.

5 PRESENTATIONS / PROCLAMATIONS

5.1 Proclamation for Epilepsy Awareness Month

5.2 Proclamation of Young Marines Unit for Red Ribbon Week

6 PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE

There were no public comments.

7 CONSENT AGENDA

7.1 Motion to approve Meeting Minutes - Town Clerk Garcia-Lima
August 27, 2025 – Special Commission Meeting
August 27, 2025 – Workshop Commission Meeting

7.2 Motion to approve of an agreement with Flagler Technologies – Omnia-IT Director Pakula

7.3 Motion to approve of updating the agreement with Flagler Technologies – IT Director Pakula

7.4 Motion to approve to amend Agreement with RG Underground for SW 30th Street Forcemain Project – Public Works Director Odoms

7.5 Motion to approve amending the agreement with TK Elevator – Public Works Director Odoms

7.6 Motion to approve action on SW 36th Court Drainage Improvements – Public Works Director Odoms

7.7 Motion to approve the use of 2-Acre Parcel Adjacent to Meekin Lake for Modular Building Placement – Public Works Director Odoms

7.8 Motion to approve of Additional Design funding – South Park Road CSLIP Project (Inclusive of SW 25th Street Drainage Design) – Public Works Director Odom

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7.9 Motion to approve Interagency Agreement between Fort Lauderdale and Pembroke Park – Chief Daniel DeCoursey

7.10 Motion to approve Lighting and Tornado warning system for The Preserve and Behan Park – IT Director Pakula

RESOLUTION NO.: 2025-058

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE IMPLEMENTATION OF THE TG 360 WEATHER DETECTION AND EMERGENCY ALERT SYSTEM AND NOT TO EXCEED AN AMOUNT OF $45,000.00; PROVIDING FOR ENHANCED WEATHER MONITORING, PUBLIC SAFETY, AND COMMUNITY ACCESS; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

7.11 Motion to approve of waiver of fees in the Building Department – Town Manager Lynch

RESOLUTION NO.: 2025-062

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ESTABLISHNG A FEE WAIVER POLICY FOR CERTAIN BUILDING DEPARTMENT LATE FEES; DELEGATING CERTAIN AUTHORITY TO THE TOWN MANAGER; PROVIDING FOR LIMITATIONS; PROVIDING FOR REPORTING; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

7.12 Motion to approve recurring Services for Backup internet for Police and Town – IT Director Pakula

RESOLUTION NO.: 2025-064

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FL, AUTHORIZING THE APPROVAL OF RECURRING SERVICES FOR BACKUP INTERNET CONNECTIVITY FOR THE POLICE DEPARTMENT AND TOWN OPERATIONS WITH FMC GLOBALSAT, INC.; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.13 Motion to approve Furniture Purchase for the Third Floor Emergency Operations Center (EOC) and Waiting Area - IT Director Pakula

RESOLUTION NO.: 2025-065

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A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA APPROVING THE PURCHASE OF FURNITURE FOR THE THIRD FLOOR EMERGENCY OPERATIONS CENTER (EOC) AND WAITING AREA; AUTHORIZING THE TOWN MANAGER TO EXECUTE NECESSARY PURCHASE AGREEMENTS; PROVIDING FOR A TOTAL COST OF $14,691.55 NOT TO EXCEED $16,000.00; LIMITING THE PURCHASE TO SPECIFIED ITEMS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.14 Motion to approve to Hire a Traffic Infraction Enforcement Officer as an Independent Contractor -Chief DeCoursey

RESOLUTION NO.: 2025-066

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FL, AUTHORIZING THE TOWN TO ENTER INTO AN AGREEMENT WITH JOHN WILSON TO SERVE AS TRAFFIC INFRACTION ENFORCEMENT OFFICER AS AN INDEPENDENT CONTRACTOR, ATTACHED HERETO AS EXHIBIT "A"; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

7.15 South Florida Business & Wealth's 2025 Apogee Awards Gala Honoring Mayor Jacobs - Town Manager Lynch

RESOLUTION NO.: 2025-067

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA APPROVING SPONSORSHIP OF THE 2025 SFBW APOGEE AWARDS IN THE AMOUNT OF FOUR THOUSAND FIVE HUNDRED ($4,500) AND RECOGNIZING THE SELECTION OF MAYOR GEOFFREY JACOBS AS AN HONOREE; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.16 Motion of Approval of Town Hall Exterior Lighting Project Using ARPA Funds - Public Works Director Odoms

RESOLUTION NO: 2025-068

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE TOWN HALL EXTERIOR LIGHTING PROJECT FUNDED THROUGH THE AMERICAN RESCUE PLAN ACT (ARPA); AUTHORIZING THE USE OF A PIGGYBACK CONTRACT WITH JLMB CONSTRUCTION GROUP CORP ATTACHED HERETO AS EXHIBIT A; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE NECESSARY AGREEMENTS; PROVIDING FOR A NOT-TO-EXCEED AMOUNT OF $28,000.00; PROVIDING FOR

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IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.17 Motion to Approve Purchase for Additional Tower Gardens for Community Garden - Public Works Director Odoms

RESOLUTION NO.: 2025-070

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE PURCHASE OF ADDITIONAL TOWER GARDENS FOR THE COMMUNITY GARDEN PROGRAM; AUTHORIZING THE USE OF FUNDS FROM THE CAPITAL OUTLAY – MACHINERY AND EQUIPMENT COMMUNITY GARDEN ACCOUNT (001-570572-640003-00-0000); CONFIRMING SOLE SOURCE PROCUREMENT AGREEMENT ATTACHED HERETO AS EXHIBIT A; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE NECESSARY AGREEMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.18 Motion to Approve Emergency Street Repair for Sinkhole on SW 52 Avenue - Public Works Director Odoms

RESOLUTION NO.: 2025-071

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FL, APPROVING EMERGENCY STREET REPAIR FOR A SINKHOLE ON SW 52 AVENUE; AUTHORIZING THE USE OF A PIGGYBACK CONTRACT WITH SOUTHEASTERN ENGINEERING CONTRACTORS ATTACHED HERETO AS EXHIBIT A; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE NECESSARY AGREEMENTS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

7.19 Motion to Approval for a light pole replacement for Public Services - Public Services Director Odoms

RESOLUTION NO.: 2025-072

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FL, APPROVING THE REPLACEMENT OF A LIGHT POLE UTILIZING A PIGGYBACK CONTRACT WITH UPRIGHT ELECTRICAL SERVICES ATTACHED HERETO AS EXHIBIT A; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE NECESSARY AGREEMENT; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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7.20 Motion to approve Declaration of Surplus Property and Approval of Intergovernmental Sale for Ford Explorer - Town Attorney Horowitz & Town Manager Lynch

RESOLUTION NO. 2025-073

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, DECLARING A 2022 FORD EXPLORER AS SURPLUS PROPERTY; AUTHORIZING THE SALE OF SAID VEHICLE TO THE VILLAGE OF SEA RANCH LAKES PURSUANT TO SECTION 274.05, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

7.21 Consideration and Approval of Fiber Internet Service Renewal for the Police Department - IT Director Pakula

RESOLUTION NO.: 2025-075

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FL, APPROVING THE RENEWAL OF FIBER INTERNET SERVICES FOR THE POLICE DEPARTMENT WITH CROWN CASTLE; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE RENEWAL AGREEMENT ATTACHED HERETO AS EXHIBIT A; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

ACTION: Clerk Commissioner Hodgkins made a motion to approve the Consent Agenda. Acting Clerk Commissioner Morrissette seconded the motion, and it passed unanimously on a poll vote.

8 ORDINANCES

8.1 Consideration and approval of an Ordinance Amending the Purchasing Thresholds - Procurement Administrator Woodbury & Town Attorney Horrowitz

ORDINANCE NO.: 2025-008

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 2 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "ADMINISTRATION;" BY SPECIFICALLY AMENDING ARTICLE V, ENTITLED "PROCUREMENT;" AMENDING SEC. 2-128, ENTITLED "PROCUREMENT AMOUNT THRESHOLDS;" AMENDING THE PROCUREMENT THRESHOLDS FOR THE TOWN'S ACQUISITION OF GOODS AND SERVICES; PROVIDING FOR CONSISTENCY WITH THE TOWN'S PURCHASING MANUAL; PROVIDING FOR CODIFICATION; PROVIDING FOR

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CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

ACTION: Clerk Commissioner Hodgkins made a motion to approve the Ordinance 2025-008. Acting Clerk Commissioner Morrisette seconded the motion, and it passed unanimously on a poll vote.

8.2 Consideration and approval of the Revised Town Personnel Handbook - HR Director Frishman

ORDINANCE NO.: 2025-009

AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA ADOPTING THE AMENDED PEMBROKE PARK PERSONNEL POLICIES AND PROCEDURES MANUAL, ATTACHED HERETO AS EXHIBIT "A," AND INCORPORATED AS IF FULLY SET FORTH HEREIN; AMENDING CHAPTER 19 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "PERSONNEL;" AMENDING ARTICLE I, ENTITLED "IN GENERAL" BY SPECIFICALLY AMENDING SECTION 19-1, ENTITLED "ADOPTION OF PERSONNEL POLICIES AND PROCEDURES MANUAL;" PROVIDING FOR FUTURE AMENDMENTS TO THE TOWN'S PERSONNEL MANUAL BY RESOLUTION OF THE TOWN COMMISSION; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Horowitz presented Ordinance No. 2025-009, which adopts the amended Pembroke Park Personnel Policies and Procedures Manual. He noted that when initially presented at the workshop, it was structured as a resolution but has been reframed as an ordinance to align with how it was originally codified.

Horowitz explained that future amendments to the personnel manual could be made by resolution rather than requiring ordinance readings. He also mentioned that Commissioner Mohammed had raised an issue about maternity leave at the workshop, which was not currently addressed in the manual. With the commission's permission, this change would be incorporated between first and second reading.

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ACTION: Commissioner Mohammed made a motion to approve the Ordinance 2025-009. Vice Mayor Kashem seconded the motion, and it passed unanimously on a poll vote.

9 OLD BUSINESS

10 NEW BUSINESS

10.1 Consideration of Approval of Fourth Amendment to the Original Agreement with Waste Management for Solid Waste Collection Services - Town Manager Lynch

RESOLUTION NO. 2025-076

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE FOURTH AMENDMENT TO THE EXCLUSIVE FRANCHISE AGREEMENT BETWEEN THE TOWN OF PEMBROKE PARK AND WASTE MANAGEMENT OF FLORIDA, INC. FOR FURNISHING SOLID WASTE COLLECTION SERVICES, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Manager Lynch introduced the item as Resolution 2025-076, explaining that this is the fourth amendment to the original franchise agreement with Waste Management for solid waste collection services.

Town Manager Lynch explained that the town had hired consultant Charles Jordan to analyze the contract and rates. Jordan had recommended an extension due to the reasonableness of the rates, believing the town would lose this favorable pricing if they went to bid. Public Works Director Odoms and Commissioner Hodgkins had toured waste management facilities to assess the operation.

Town Manager Lynch noted that the contract primarily serves commercial customers, with only 18-20 residential customers in town. The most significant benefit in the new agreement is that Waste Management would take over recycling services currently performed by town staff at a cost of approximately $75,000 per year. This would not only save money but would free up two public works employees for other duties.

Regarding timing, Lynch mentioned that the item was expedited to the November meeting at the former mayor's recommendation to

avoid potential attendance issues in December that might jeopardize contract approval.

Waste Management representative Andres Ramon Cruz attended the meeting and addressed questions. The commissioners expressed satisfaction with the contract terms, and the new Waste Management facility that was developing.

ACTION: Commissioner Mohammed made a motion to approve Ordinance No. 2025-076. Clerk Commissioner Hodgkins seconded the motion, and it passed unanimously on a poll vote.

11 DISCUSSION

11.1 Discussion and Consideration of Additional Construction Funding – Town Emergency Generator Project - Public Works Director Odoms

Public Works Director Odoms presented information about the emergency generator project, explaining that it is ready to go to bid but requires additional funding approval. He noted a funding gap of approximately $1,200,000, with the existing grant covering $400,000 of the project cost.

Public Works Director Odoms explained that 60-70% of the cost was related to retrofitting the building rather than the generator itself, including constructing a new electrical room, running conduit and wiring, and meeting current building codes. The generator would be powerful enough to run the entire building including elevators.

Public Works Director Odoms mentioned he would like to be able to purchase the generator separate from the bid process because he would not have to go through a markup that would come from anyone bidding on the construction project that can usually take 10 percent or maybe 20 percent on top of the cost. Therefore, he would have the ability as a municipality to purchase directly from the sheriff's contract that's already been appropriately procured. He continued with this opportunity of doing it the way he described, it would be easier to order it ahead of time, delivered on time and be compliant with the time frame that state of Florida has given the Town to complete this project. He mentioned this method would save some money on taxes and other costs as well.

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Finance Director Davermann confirmed that sufficient funds were available in the town's reserves to cover the project without negatively impacting the town's balance sheet. Commissioner Mohammed asked about potentially using remaining ARPA funds, and Davermann confirmed they still had approximately $1,500,000 in ARPA funds, though they had been encumbered for other projects.

Town Manager Lynch mentioned that he was still investigating whether the grant requirements would allow for a less extensive solution, possibly using the existing generator, but recommended moving forward with approval while he conducted this research in parallel.

ACTION: Commissioner Mohammed made a motion to approve additional funding. Clerk Commissioner Hodgkins seconded the motion, and it passed unanimously on a poll vote.

11.2 Discussion and possible Building Department: Surplus and Purchase Vehicles

ACTION: Commissioner Mohammed made a motion to approve surplus and purchase vehicles. Clerk Commissioner Hodgkins seconded the motion, and it passed unanimously on a poll vote.

11.3 Motion to direct the Town Attorney's Office to draft an ordinance implementing Sec. 9 of the Town Charter and providing for the rotation by commission district, every two years of the mayor, vice mayor, clerk commissioner and acting clerk commissioner - Clerk Commissioner Hodgkins & Town Attorney Horowitz

Commissioner Hodgkins presented the item, explaining that he wanted to establish an equitable system for rotation of commission positions. He proposed codifying a process where the mayoral position would rotate among the five districts in a predetermined order, making the process predictable rather than subject to commission votes.

Mayor Jacobs opposed the proposal, stating it was becoming too convoluted and that the charter amendment approved by voters should stand as written without additional complications.

Commissioner Mohammed strongly disagreed with the proposal, arguing it would inappropriately bind future commissions and remove their right to choose leadership based on qualifications and experience. She pointed out that the rotation system would mean the

same district would hold the mayor position only once every ten years, regardless of the qualifications of the person holding that seat.

Commissioner Morrissette suggested that at some point the town should consider putting a change in the form of government to voters.

Town Attorney Horowitz explained that different municipalities handle mayoral selection in various ways, with some electing mayors directly, some choosing based on highest vote-getter, and others using different systems. He clarified that Pembroke Park's charter requires the commission to vote on positions every two years.

ACTION: Clerk Commissioner Hodgkins made a motion to have town attorney develop a plan for commissioner position rotation. Acting Clerk Commissioner Morrissette seconded the motion, and it failed on a poll vote 1-4, with Acting Clerk Commissioner Morrissette, Vice Mayor Kashem, Commissioner Mohammed, and Mayor Jacobs opposing.

11.4 Consideration and Approval of Agreement with Raftelis Financial Consultants, Inc - Public Services Director Odoms

RESOLUTION NO. 2025-060

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO ENTER INTO AN AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. TO PROVIDE PROFESSIONAL CONSULTING SERVICES; AUTHORIZING THE TOWN OFFICIALS TO EXECUTE THE AGREEMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Public Works Director Odoms requested to defer this item until he completes research on potential alternative options. He explained that he had agreed with Commissioner Mohammed to investigate additional pricing options but wanted to wait until after the current RFP for engineering partners was completed to avoid conflicts with the cone of silence provision.

ACTION: Commissioner Mohammed made a motion to defer the item to the next meeting. Vice Mayor Kashem seconded the motion, and it passed unanimously on a poll vote.

11.5 Consideration and Approval of Complete A/C Replacement and duct work for Town Hall - Public Works Director Odoms

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RESOLUTION NO: 2025-069

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING THE COMPLETE REPLACEMENT OF THE AIR CONDITIONING SYSTEM AND DUCTWORK FOR TOWN HALL; AUTHORIZING THE USE OF ARPA FUNDS AND CAPITAL OUTLAY ACCOUNT 001-530541-640003-00-0000; CONFIRMING PROCUREMENT THROUGH SOURCEWELL WITH HALL MECHANICAL AND AIR CONDITIONING LLC AS THE CONTRACTOR; AUTHORIZING THE TOWN MANAGER TO EXECUTE THE NECESSARY AGREEMENTS; PROVIDING FOR A NOT-TO-EXCEED AMOUNT OF $1,600,000.00; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Public Works Director Odoms presented Resolution No. 2025-069 for the complete replacement of the town hall air conditioning system and ductwork. He confirmed that funding was available on the budget line item.

ACTION: Commissioner Mohammed made a motion to approve Resolution No. 2025-069. Clerk Commissioner Hodgkins seconded the motion, and it passed unanimously on a poll vote.

11.6 Discussion and possible action to engage the Akerman law firm to represent the Town as special counsel to pursue potential recovery from the City of Hollywood for overcharging and related matters relative to the Large User Agreement - Town Attorney Horrowitz & Town Manager David Lynch

RESOLUTION NO.: 2025-074

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE ENGAGEMENT OF THE LAW FIRM OF AKERMAN LLP AS SPECIAL COUNSEL TO REPRESENT THE TOWN IN CONNECTION WITH POTENTIAL RECOVERY FROM THE CITY OF HOLLYWOOD FOR OVERCHARGING AND RELATED MATTERS UNDER THE LARGE USER AGREEMENT; APPROVING THE FEE ENGAGEMENT AGREEMENT WITH AKERMAN, ATTACHED HERETO AS EXHIBIT "A;" PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Town Attorney Horowitz presented Resolution No. 2025-074, which would authorize engaging Akerman LLP as special counsel

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regarding potential recovery from the City of Hollywood for overcharging related to the Large User Agreement.

Horowitz explained that following the workshop, he had reached out to the City Attorney for Hollywood, who responded that they were looking into their large user agreements and would provide a more detailed response the following week. He noted several procedural steps required before litigation could commence, including dispute resolution processes mandated by Chapter 164, Florida Statutes.
The commission expressed hope that the matter could be resolved through negotiation without incurring significant legal fees, as the potential recovery amount was relatively small. Horowitz mentioned that beyond the recovery of past overcharges, there was also the benefit of correcting the methodology for future billing.

ACTION: Commissioner Mohammed made a motion to approve Resolution No. 2025-074 with the caveat that further discussion would occur before significant legal fees were incurred. Acting Clerk Commissioner Morrissette seconded the motion, and it passed unanimously on a poll vote.

12 ATTORNEY REPORTS

The Town Attorney had no reports.

13 TOWN MANAGER REPORTS

Town Manager Lynch reported that there had been discussions between representatives of West Park City Commission and the Pembroke Park Police Chief about potentially expanding police services to West Park in the future. Town Manager Lynch noted that if this expansion occurred, they might need additional facilities, and he was in very preliminary stages of exploring potential real estate options in town.

Town Attorney Horowitz clarified that while government real estate acquisitions must generally comply with public records laws, certain preliminary matters could be handled with some confidentiality. He emphasized that any formal property acquisition would require commission approval.

14 COMMISSION REPORTS

Commissioner Mohammed had no comment.

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Acting Clerk Commissioner Morrissette announced the ongoing rollout of Narcan dispensers, noting that one had been installed in the hallway and that information would be available at the health fair the following day.

Clerk Commissioner Hodgkins commented that while the air conditioning project would cause disruption for employees, it would be for the betterment of the town.

Vice Mayor Kashem had no comment.

Mayor Jacobs announced that he would be sending out an email confirming the date requirements for agenda items. He also informed the commission that he would not be physically present at town events through the first of the year due to family matters but would attend meetings virtually via Teams.

15 ANNOUNCEMENTS

15.1 Workshop Commission Meeting, Wednesday, November 26, 2025, at 6:00 p.m.
Regular Commission Meeting, Wednesday, December 10, 2025, at 7:00 p.m.

SPECIAL EVENTS

Community Health Fair, Saturday, November 8, 2025, at 12:00 p.m.
Turkey Pardoning Ceremony, Monday, November 24, 2025, at 12:00 p.m.
Turkey Give-A-Way, Monday, November 24, 2025, at 4:00 p.m.
Christmas Tree Lighting Ceremony, Tuesday, November 25, 2025, at 6:00 p.m.

16 ADJOURNMENT

Regular Commission Meeting was adjourned at 5:10 pm.

ATTEST:

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_____

Cynthia Garcia-Lima, Town Clerk

Commission approved on: _____

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.

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Agenda Item Report

Subject:	Discussion on the Creation of a Pembroke Park Community Benefit Fund Modeled After Tamarac's Program - Sponsored by Commissioner Mohammed
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Ashira Mohammed, Mayor
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	**Policy Questions:** 1. Should Pembroke Park establish a Community Benefit Fund similar to the City of Tamarac's Economic Empowerment Dividend? 2. Should the Town begin requiring or strongly encouraging developer contributions into the fund as part of development review and approvals? 3. Should the Town pursue a partnership with the Home Depot Foundation to secure construction materials and grant assistance for community projects? **Summary:** This item proposes the creation of a Pembroke Park Community Benefit Fund, modeled after Tamarac's economic empowerment program highlighted by CBS News. The fund would allow the Town to collect developer contributions and corporate philanthropic support to reinvest directly into the community. Potential supporters include the Home Depot Foundation, which provides funding and construction materials to local governments for community improvements. **Background:** The City of Tamarac established an Economic

	Empowerment Dividend requiring developers to contribute financially to a community benefit fund that supports local programs and neighborhood improvements. The CBS Miami report highlights how Tamarac leverages this model to ensure development results in measurable community benefits. Pembroke Park is experiencing increased development interest, particularly along the SW 30th Avenue corridor and throughout mixed-use and commercial areas. Establishing this fund now would ensure future development directly contributes to community improvements, rather than relying solely on general government revenues. Additionally, The Home Depot and the Home Depot Foundation provide significant community development support nationwide, including: • Grants for affordable housing • Construction materials for community projects • Veteran-focused and resiliency construction efforts • Localized community reinvestment opportunities for municipalities Securing Home Depot support could directly benefit Town initiatives such as: park upgrades, community center construction, beautification, storm-resilience improvements, and public-facing amenities like pavilions, shade structures, benches, raised garden beds, and more. **Discussion / Analysis:** • Tamarac's model demonstrates that municipalities can lawfully require developer community contributions as part of development approval. • Establishing a Pembroke Park Community Benefit Fund provides a centralized, transparent method for collecting and distributing funds. • Developer contributions can be negotiated as: o Flat fees o Per-square-foot fees o Per-unit contributions o Voluntary agreements tied to expedited reviews •

	• The fund can support: ○ Youth programs ○ Parks and recreation upgrades ○ Community center construction ○ Beautification and landscaping ○ Senior services ○ Resilience and sustainability projects • • Partnering with the Home Depot Foundation strengthens the Town's ability to complete capital projects at lower cost. • Home Depot also has a history of local-store community reinvestment, making it a natural partner given their Pembroke Park location. **Options:** 1. Establish the Pembroke Park Community Benefit Fund by ordinance and begin negotiations with developers immediately. 2. Create the fund but initiate a 30–60 day study to determine contribution formulas. 3. Direct staff to prepare a draft framework and return to Council for final review. 4. Decline creation of the fund at this time. **Advantages:** • New recurring revenue for community projects • Strong negotiation leverage with developers • Direct improvements to parks, beautification, youth programs, and capital projects • Ability to attract corporate partners like Home Depot Foundation • Transparent, trackable fund for residents **Disadvantages:** • Developers may seek clarity on fee formulas or request phased contributions • Initial staff time needed to structure the fund framework

	Possible Action: Motion to create the Pembroke Park Community Benefit Fund, direct the Town Attorney to draft enabling ordinance language, authorize staff to begin developer outreach, and initiate contact with the Home Depot Foundation for partnership on construction materials and grants.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on Attendance to the ICSC Las Vegas Conference - Sponsored by Commissioner Mohammed
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Ashira Mohammed, Mayor
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	The International Council of Shopping Centers (ICSC) Las Vegas Conference is the largest commercial real estate event of the year, bringing together industry professionals, developers, retailers, and municipal leaders. The conference will take place May 18–20, 2026, at the Las Vegas Convention Center in Las Vegas, Nevada. The event includes educational sessions, networking opportunities, and discussions on current trends in commercial development, economic growth, and redevelopment strategies relevant to municipal governments. Attending the ICSC Las Vegas Conference would benefit as it would help gain insight into commercial real estate trends, economic development opportunities, and best practices that may benefit the municipality. Attendance would support professional development and provide opportunities to engage with industry stakeholders and peer communities.
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

ICSC LAS VEGAS _ ICSC

ICSC LAS VEGAS

ICSC+PROPTECH | ICSC+WOMEN IN CRE

May 18-20, 2026

Las Vegas Convention Center
Las Vegas, Nevada, United States

ICSC LAS VEGAS Is the Largest Commercial Real Estate Event of the Year

Meet over 25,000 decisionmakers during three days of dealmaking, networking, and cutting-edge content sessions. Get expert advice from the brightest minds in commercial and retail real estate and make groundbreaking deals with the placemakers who are driving innovation in the Marketplaces Industry.

New at ICSC LAS VEGAS IN 2026!*

ICSC+PROPTECH
Discover innovative property technology, join curated one-to-one meetings, and get direct access to creators powering smarter spaces.

ICSC+WOMEN IN CRE
Join us at this uniquely tailored, intimate experience to hear inspiring career journeys, gain valuable insights, and build community with bold industry leaders.

**To sign up, select the ICSC+PROPTECH and ICSC +WOMEN IN CRE options during registration for ICSC LAS VEGAS.*

Schedule At-a-Glance

Monday, May 18 • Wynn
Professional Development
Keynote Presentation
Opening Reception

Tuesday, May 19 • LVCC
8:00 am – 5:00 pm • Exhibit Hall Open
10:00 am – 4:30 pm • Sessions*

Wednesday, May 20 • LVCC
8:00 am – 3:00 pm • Exhibit Hall Open
10:00 am – 12:00 pm • Sessions*

**Schedule times are tentative*

Registration Fees*

	Advance (ends February 17, 2026, 11:59 pm ET)	**Standard** (ends May 15, 2026, 11:59 pm ET)	**On-Site** (starts May 16, 2026, 12:00 am ET)
Member	**$875**	**$1,100**	**$1,600**

Ask ICSC ×

	Advance (ends February 17, 2026, 11:59 pm ET)	pm ET)	12:00 am ET)
Non-Member	**$2,175**	**$2,275**	**$2,500**
Retailer Member**	**$0**	**$0**	**N/A**
Student Member**	**$50**	**$50**	**$50**

*All cancellations are subject to a $100 cancellation fee for members and non-members and $25 for student members. Refunds will not be given for cancellations received after 4:59 pm ET on **March 31, 2026**. All requests for refunds must be received by ICSC in writing.

**On-site registrations are not accepted for Retailer Members. Student Membership applications will not be processed from May 15–20, including on-site at ICSC LAS VEGAS.

****Badge reprint fee applies. Read ICSC Event Registration Terms & Conditions for more information.**

Hotel Reservations

- **Policy for Wynn/Encore bookings and cancellations**: Attendees must be registered for ICSC LAS VEGAS before booking their room. Any rooms reserved under a name not registered for ICSC LAS VEGAS will be cancelled. Any room cancellations after **February 27, 2026** will be charged a cancellation fee equal to one night's room and tax. This policy does not apply to other hotels in the block.
- **Notice to all ICSC Members**: Please be advised that ICSC will only contact you through onPeak, ICSC's official hotel provider. Any other email or phone solicitations offering hotel bookings are unauthorized and should be disregarded as spam notices. **Questions?** Contact onPeak at (855) 992-3353 or icsc@onpeak.com.

Book Hotel

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Exhibitor Information

Please contact Londy Alvarez at lalvarez@icsc.com, Kim Romano at kromano@icsc.com, or Keith Colavito at kcolavito@icsc.com to reserve your space. For meeting room space at the Las Vegas Convention Center, please contact Kim Romano kromano@icsc.com.

Exhibitor Booth Pricing	**Member** (per sq. ft.)	**Non-Member*** (per sq. ft.)
Standard (ends May 19, 2026, at 12:00 am ET)	**$25.00** /sq. ft.	**$50.00** /sq. ft.

What's included

- Standard carpeting
- 8' stretched white fabric walls (Island booths do not receive walls)
- One 11"×17" booth sign
- First night booth vacuum
- Listing in event directory
- Access to content sessions
- Two exhibitor badges (amount increases with booths over 400 sq. ft.)

*Become an ICSC Member and take advantage of member pricing.

Sponsorship Opportunities

Contact Carlos Baudett at cbaudett@icsc.com to explore sponsorship & advertising opportunities.

Your Privacy Is Our Priority

ICSC does not sell its attendee lists, a
distribute or sell any attendee lists related to our events. Should you receive any solicitations offering such lists, we encourage you to block the sender, delete the email and report scammers to the U.S. Federal Trade Commission fraud division.

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Event Conduct

Additionally, the goal of ICSC events is to provide a welcoming, congenial atmosphere for Marketplaces Industry professionals to connect with peers, conduct business and learn more about relevant topics. As a reminder, we expect all attendees and exhibitors at ICSC events to treat fellow attendees, speakers, service providers and the ICSC team with the utmost respect. We do not tolerate disruptive, harassing, hateful or harmful language or conduct including name calling or otherwise provoking an individual regarding a particular topic, specifically as it relates to non-business issues. Additionally, please do not bring material related to political or social issues—such as flags, banners or signs—to the event, as such items may distract from the purpose of the event. Read ICSC's Event Terms and Conditions and our Event FAQs for more information.

Follow us for the latest event news and updates.

Details

Questions?

For more information, please call +1 844 728 ICSC or email info@icsc.com.

Event FAQs
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Gary Ralston CRE
Partner
Saunders Real Estate



Lauren Greulich
National Strategic Advisor

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Open Realty Advisors, a NEWMARK Company

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Office Manager
RCG Ventures LLC

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Las Vegas, Nevada

Las Vegas Convention Center
Las Vegas, Nevada, United States
+1 646 728 3800

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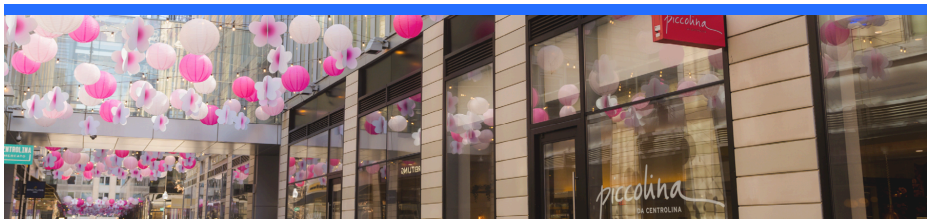
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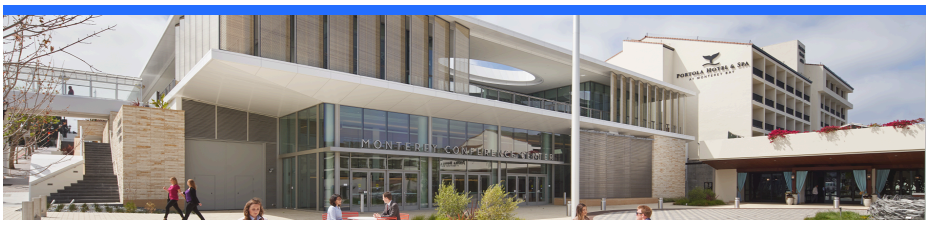


ICSC@RED RIVER
February 17-18, 2026
900 E Market St
San Antonio, Texas,
United States



ICSC@MID-ATLANTIC
March 2-3, 2026
999 9th Street
Northwest
Washington, District of
Columbia, United States

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ICSC@MONTEREY
March 23-25, 2026
Monterey Conference
Center
Monterey, California,
United States

Agenda Item Report

Subject:	Discussion on Direction to Human Resources Director to Initiate Search for an Assistant Town Manager - Sponsored by Acting Clerk Commissioner Morrissette
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Erik Morrissette, Acting Clerk Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on Employee Carwash Benefit Program - Sponsored by Town Manager Lynch
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	David Lynch, Town Manager
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

20260129141603437

EMPLOYEE CARWASH BENEFIT PROGRAM

Dear commissioners:

As you know I have been discussing with this commission the idea of an added employee benefit in the form of our employees being able to wash their personal vehicle at the Sudstop on Hallandale Beach Boulevard at zero cost to the employee and at minimal cost to the town.

Per the procurement requirements, I have obtained three quotes which are as follows:

One. **Sweeney's carwash** on Hallandale Beach Boulevard has given us a bid of $15 per wash not unlimited. This is a discount off the $30 cost per wash that they currently advertise. If our employee were to go to this carwash 10 times in a month, the cost of the city would be $150 per month.

Two. **Kwik stop** carwash on Hallandale Beach Boulevard --- their bid is no bid it all because they do not feel that they can economically offer an unlimited program.

Three. **Sudtop** on Hallandale Beach Boulevard has given us a quote of $12 per month per vehicle only one vehicle per employee with unlimited washes for that $12 monthly fee. This means that our employee could wash their car 10 times during the month yet the monthly fee remains $12 total for the entire month regardless. Unlimited washes.

Our intention is to move forward with the **Sudstop program.** We have 75 full-time employees but not all employees will accept this program because we will have to apply the income tax to this benefit. We therefore estimate that 69 employees will take advantage of this program because the tax is insignificant and this equates to a total annual expenditure in the amount of **$9936** to the town for the entire year. Thank you for your consideration of this matter.

See attached quotes.

David Lynch

From: conway food <conwayinc2@gmail.com>
Sent: Tuesday, January 27, 2026 4:13 PM
To: David Lynch
Cc: Mohamed Hassan
Subject: Re: bid for car wash

Subject: Bid for car wash

Dear Mr. Lynch:

Good afternoon,

Thank you for considering us. Unfortunately we use a very limited space for the car wash and cannot get into a contract for unlimited car washes. It will be difficult for us to handle such a high volume in addition to our existing regular customers.

Thank you once for your interest and look forward to working with you in the near future.

Sincerely,

Best regards
Mohamed Hassan

On Tue, Jan 27, 2026 at 11:56 AM David George <888david195@gmail.com> wrote:

Dear David,

Following our phone conversation, I am confirming that we can offer a discounted rate of $15 per car wash. This rate applies to each individual visit; for example, if a vehicle is washed twice in one week, the cost will be $15 for each service.

Best regards,

David George

On Tue, Jan 27, 2026, 10:52 AM David George <888david195@gmail.com> wrote:

Hi Dave,

After discussing the matter with Alex, he has agreed to a rate of $15 per car for city vehicles. This is a significant reduction from his usual $30 rate, which he is offering to

1

David Lynch

From: jeffrey louis
Sent: Tuesday, December 30, 2025 12:02 PM
To: David Lynch
Subject: Carwash Contact Info.

Good afternoon Mr. Lynch,

15/wash There are only 3 Carwash companies registered in our Town.

1. Sweeny's Carwash – 3200 W Hallandale Beach Blvd. – David Rossi – 786-566-1110
2. RC Sud Stop – 3301 W Hallandale Beach Blvd – Rob Conslvo – 321-250-9696
3. Kwik Stop Carwash - 5551 W Hallandale Beach Blvd – Mohamed Hassan – 954-983-1449

12/mo
No BID

FFB David 1950 gmail.

CONWAYINC2@ gmail.com

1

$12/mo. = $9,936 annually for 69 cars

Sud Stop CAR • WASH

EXCLUSIVE FLEET INVITATION

How does it work?

With recurring monthly billing, you can wash your entire fleet for only $12/mo/vehicle and receive our SoapySud wash as often as you need - normally priced at $15ea/$24.98mo - a savings of over 50% each month.

What is included?

Each vehicle will receive unlimited use of washing and amenities, with a SoapySud Wash provided upon each visit. Our amenities include: towels, glass cleaner, interior cleaner, compressed air, complimentary air freshener, and access to our Unlimited member lane.

How to start washing your Fleet

Setup is easy - to activate your account we need 1) a payment method on file and 2) a vehicle list that includes license plates 3) a tax exempt form and 4) a point of contact for the account - that's it!

Each month, your payment method on file will be charged, based on the number of vehicles on the account. An emailed receipt and redemption report can be provided on request. The total cost of the membership is dependant on the total vehicles on the account. Acceptable payment methods include all major credit cards.

SoapySud™ WASH

~~$24.98~~ UNLIMITED PLAN $12/mo

Soap & Water • Wheel Cleaner

Triple Foam • Lava Foam • Rain Repellent



support@sudstopcarwash.com

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Agenda Item Report

Subject:	Discussion on the Assistant Town Manager/Administrative Services Director Position - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Christmas Tree - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on the Building Department - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on ARPA funds - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on Taxation/ Utilities/fire suppression - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on Little Free Libraries - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

Agenda Item Report

Subject:	Discussion on Vulnerability Assessment March 2025 - Sponsored by Mayor Jacobs
Meeting Date:	Regular Commission Meeting - February 11, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	